

RESOLUTION #2003-05

Duties of Normanna Land Use Committee Members

WHEREAS, the Town of Normanna has created a permanent Land Use Committee which is constructed of six town residents and one supervisor;

WHEREAS, the Town of Normanna has created this committee to deal with all land use issues which affect the town. The committee was also created to review the land use plan on an annual basis and to recommend any changes to the residents at the annual meeting;

WHEREAS, the Town of Normanna recognizes that this committee is strictly an advisory committee and that all final decisions on land use issues are to be made by the town board of supervisors;

WHEREAS, the Town of Normanna recognizes that the absolute final decision on land use matters pertaining to the town are made by the St. Louis County Planning and Zoning Commission;

WHEREAS, the Town of Normanna recognizes the need to have a list of duties that are required by each member of the land use committee;

THEREFORE, BE IT RESOLVED, that the town board of supervisors does hereby create a list of duties that are to be followed by the members of the Normanna Land Use Committee;

- A. Each residential member will be appointed to a two-year term which will start and end at the May monthly board meeting;
- B. Each residential member will have an equal vote on all land use issues;
- C. Each member will be expected to meet on all land use issues that are brought before the town;
- D. Each land use committee meeting shall be posted for 10 days prior to the meeting;
- E. One member of the land use committee shall be elected by the members to take the minutes of each meeting. These minutes shall be handed over to the township clerk no later than 30 days after the meeting;
- F. The township supervisor who is elected to the land use position shall be the chair of the land use committee. This person shall have the responsibility to call a land use committee meeting whenever the need arises;
- G. The Chair of the land use committee shall give an update on all land use activity at each monthly board meeting;
- H. The chair of the land use committee shall be the liaison between the Town of Normanna and the St. Louis County Planning and Zoning Department;
- I. All decisions made by the land use committee will be determined by a majority vote of the residential members. The chair of the committee will only have a vote in the case of a tie;
- J. The land use committee may request to hold a public hearing on any land use matter. All public hearings must be legally posted and published as defined by Minnesota Statute;
- K. A public referendum may be called on land use matters. This public referendum may be called as defined in Resolution #2003-06;
- L. The resignation of any residential member of the land use committee must be submitted in writing to the town board of supervisors at least 2 weeks prior to a monthly board meeting;
- M. If a member resigns, a replacement member will be appointed by the supervisor who appointed the original member or the supervisor who is currently serving in that capacity. This appointment will be made at the next available monthly meeting. The term of this new member will expire at the end of the term of the original member;
- N. If a land use committee meeting is called, there must be at least 4 members present in order for the meeting to be legally held.

Date: November 17th, 2003

Supervisors: Dan Johnson, Marcia Stromgren, Will Rhodes, Tammy Courrage-Normanna Town Clerk