

**AN ORDINANCE CONCERNING THE OFFICE OF
SECRETARY OF THE PLANNING AND ZONING COMMISSION**

WHEREAS, the City of Rolling Meadows is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970 and has the authority to exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, Article II ("Planning and Zoning Commission") of Chapter 78 ("Planning") sets forth the structure and membership of the City's Planning and Zoning Commission; and

WHEREAS, the City desires to amend said Article in order to clarify conflicting provisions and affirm that the City's Community Development Director shall serve as the Commission's secretary consistent with the Director's duties as Zoning Administrator under Section 122-362 of the Municipal Code; and

WHEREAS, the Corporate Authorities of the City of Rolling Meadows have determined that it would be in the best interest of the City to amend the Municipal Code as set forth in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Rolling Meadows, Illinois:

Section 1: **Recitals.** The recitals set forth above are incorporated herein by reference as the findings of the Corporate Authorities.

Section 2: Section 78-27 ("Membership; terms; vacancies; quorum.") of Article II ("Planning and Zoning Commission") of Article III ("Plats") of Chapter 78 ("Planning") is hereby amended to read as follows [additions are **bold and double-underlined**; deletions are ~~struck through~~]:

"SECTION 78-27 Membership; terms; vacancies; quorum.

- (a) The planning and zoning commission shall consist of seven members who are residents of the City of Rolling Meadows to be appointed by the mayor and confirmed by the city council. The term of each planning and zoning commission member shall be for four years or until their successor is appointed. If any vacancy occurs during the term of office, an appointment shall be made by the mayor and confirmed by the city council for the unexpired term.
- (b) The members of the planning and zoning commission shall elect annually from among the members of the body a chairperson and vice chairperson.
- (c) The attendance of at least four members shall constitute a quorum for purposes of holding a meeting of the planning and zoning commission. A simple majority of the members present at a meeting shall be sufficient to pass on matters before the planning and zoning commission.
- ~~(d) **The Director of Community Development or their designee shall serve as the secretary of the Commission but shall have no vote. The Commission's secretary shall oversee and be responsible for the minutes of the proceedings of the Commission, custody of all papers pertaining to the business of the Commission, and such other duties as are required for the administration of the Commission.**~~
- ~~(e) **All of the members and officers of the Commission shall serve without compensation.**~~

Section 3: Section 78-28 ("Organization; officers; compensation; technical services.") of Article II ("Planning and Zoning Commission") of Article III ("Plats") of Chapter 78 ("Planning") is hereby repealed in its entirety and reserved for future use.

Section 4: Severability. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

Section 5: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED AND APPROVED by the City Council of Rolling Meadows, Cook County, Illinois
this 17th day of December, 2024.

AYES: Reyez, Koehler, McHale, Budmats, O'Brien, Boucher

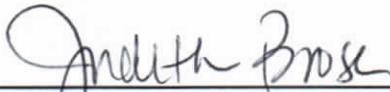
NAYS: 0

ABSENT: Vinezeano



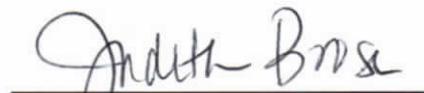
Lara Sanoica, Mayor

ATTEST:



Judith Brose, Deputy City Clerk

Published this 20th day of December, 2024.



Judith Brose, Deputy City Clerk