

ORDINANCE NO. 40

AN ORDINANCE TO ESTABLISH A PLANNING ADVISORY BOARD

AN ORDINANCE CREATING A PLANNING ADVISORY BOARD, PROVIDING FOR THE APPOINTMENT AND TERMS OF OFFICE OF THE MEMBERS THEREOF, DEFINING THE POWERS AND DUTIES OF SAID BOARD AND REPEALING ALL ORDINANCES IN CONFLICT THEREWITH, AND PRESCRIBING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PORT ST. JOE, FLORIDA, in order to guide and accomplish a coordinated, adjusted, and harmonious development of the City and its environs which will, in accordance with present and future needs, best promote health, safety, morals, order, convenience, prosperity, and general welfare, as well as efficiency and economy in the process of development, including among other things, adequate provision for traffic, the promotion of safety from fire and other dangers, adequate provision for light and air, the promotion of healthful and convenient distribution of population, the promotion of good civic design and arrangement, wise and efficient expenditure of public funds. That the Port St. Joe Planning Advisory Board, hereinafter referred to as the Planning Board, is hereby created and established and said Planning Board shall be organized and empowered as follows:

**Section 1. Membership.** The Planning Board shall consist of five members, who shall be residents and freeholders of the City of Port St. Joe, Florida, and appointed by the City Commission of the City. The terms of the members shall be for two years, except that in the appointment of the first Planning Board under the terms of this ordinance the first two members shall be appointed for a term of one year and the remaining members shall be appointed for terms of two years, each with eligibility for reappointment. Term of office to begin on the Second Tuesday of November of the year appointed. Any vacancy in membership shall be filled for the unexpired term by the City Commission of Port St. Joe, who shall have the discretionary authority to remove any member. All members shall serve without compensation but may be reimbursed for actual expenses incurred in connection with their official duties.

**Section 2. Quorum.** Three members of the Planning Board shall constitute a quorum for the transaction of business providing, however, that no action shall be taken which is binding upon said Planning Board unless concurred in by not less than a majority of all members comprising the Planning Board.

**Section 3. Organization and Rules.** The Planning Board shall elect its Chairman from among its members. The term of the Chairman shall be one year with eligibility for re-election. The Planning Board shall appoint a Secretary, who may be an officer or employee of the municipality. All meetings of the Planning Board at which official action is taken shall be open to the public and all records of the Planning Board shall be a public record.

Regular meetings of the Planning Board shall be held on the second Tuesday of each month at 8:00 P.M. at the City Hall of Port St. Joe, Florida. Special meetings may be called by the Chairman, provided that reasonable advance notice is given each member.

The order of business at all regular meetings shall be as follows: (a) roll call; (b) approval of minutes of previous meetings; (c) unfinished business; (d) new business; (e) adjournment. Meetings shall be conducted according to the Roberts Rules of Order.

**Section 4. Powers and Duties.** From and after the time when the Planning Board shall have organized and selected its officers, then said Planning Board shall have all the powers, duties and responsibilities set forth herein.

**Section 5. Comprehensive Plan.** In conducting its work the Planning Board may consider and investigate any subject matter tending to the development and betterment of the municipality and may make recommendations as it may deem advisable to the City Commission of Port St. Joe, Florida. Such a Comprehensive Plan may show, among other things; existing and proposed streets, highways, expressways, bridges, tunnels, and viaducts and approaches thereto; routes of railroads and transit lines; terminals, ports and airports; parks, playgrounds; forests, reservations, and other public open spaces; sites for public buildings and structures; districts for residence, business, industry, recreation, agriculture and forestry; special districts for other purposes; limited development districts for purposes of conservation; water supply, sanitation, drainage, protection against floods and the like; areas for housing developments, slum clearance, urban renewal and redevelopment; location of public utilities whether publicly or privately owned, including but not limited to sewerage and water supply systems; together with time and priority schedules and cost estimates for the accomplishment of the proposals.

The Comprehensive Plan shall be based upon and include appropriate studies of the location and extent of present and anticipated use of land, population, social and economic resources and problems and other useful data. The Comprehensive Plan shall be a public record, but its purpose and effect shall be solely to aid the Planning Board in the performance of its duties.

**Section 6. Subdivision of Land.** The Planning Board shall prepare and recommend to the City Commission of Port St. Joe, Florida, for consideration, zoning regulations and rules and regulations governing the approval of maps and plats of the subdivision of land within the corporate limits of the City of Port St. Joe, Florida, in accordance with the requirement of Maps and Plats, Florida Statutes, Chapter 177.

Section 7. Conflicting Ordinances. All ordinances and parts of ordinances in conflict herewith are hereby repealed.

PASSED and APPROVED by the City Commission of Port St. Joe, Florida, the 3rd day of December, 1968.

/s/ Frank Pate  
Mayor-Commissioner

ATTEST:

/s/ C. W. Brock  
City Auditor and Clerk