

Chapter 8

ORGANIZATION OF BOARDS AND COMMISSIONS

1:171. General provisions.

Such of the boards and commissions provided for in this chapter, as are in existence at the time of the adoption of this Code, shall be continued and the members serving thereon shall remain in office for the duration of the term for which they were appointed. Except as otherwise provided for by law, Charter or this Code, the following provisions shall be applicable to all boards and commissions of the city.

- (1) *Vacancies.* Any vacancy occurring in the membership of any board or commission shall be filled for the remainder of the unexpired term in the manner provided for original appointment to such board or commission.
- (2) *Notice of appointment.* The Mayor shall notify Council at least 30 days prior to the expiration date of the term of office of any person serving on a board or commission. The mayor shall place on the table the name of all reappointments no later than 60 days after the expiration date of the term of office.
- (3) *Removal.* The appointing authority may remove any member of any board or commission for cause.
- (4) *Rules.* Each board and commission shall have the power to make rules and regulations concerning the administration of its affairs as shall not be inconsistent with laws, the City Charter and this Code.
- (5) *Compensation.* All members of boards and commissions shall serve without compensation as members thereof.
- (6) *Tenure of office.* No member of any board or commission shall be allowed to hold over for more than 60 days beyond the term of office fixed by ordinance whether or not a successor has been appointed except that Council may extend the term

for periods of 90 days upon the recommendation of the mayor and vote of at least 6 members of Council.

(Ord. No. 30-94, § 1, 4-18-94)

1:172. Reserved.

1:173. Reserved.

Editor's note—Ord. No. 11-90, § 1, adopted March 19, 1990, repealed § 1:173, which pertained to the board of health and carried no history note.

1:174. Reserved.

1:175. Planning Commission—Membership.

The Planning Commission shall consist of 9 members who shall be appointed by the Mayor with the approval of the Council. One member so appointed shall be a member of the Council. In making appointments of members of the Planning Commission, the Mayor shall appoint persons who, insofar as possible, represent different professions and occupations having an interest in the growth and development of the city. The term of office of each member of the Planning Commission, except the Councilman member, shall be 3 years. The Councilman member shall be appointed for a 1-year term. The terms of office of members of the commission shall begin on the first day of July nearest the date of their appointment. The terms of office of the first Planning Commission appointed hereunder shall be fixed by the mayor so that the terms of 3 members, including the Councilman, will be for 1 year, 3 for 2 years, and 3 for 3 years. The Councilman member shall cease to be a member of the commission if he ceases to be a member of the Council. Members of the Planning Commission shall serve without compensation.

Cross references—Zoning and planning, Tit. V; subdivision and land use control, Ch. 57; territorial annexations, Ch. 58; soil erosion and sedimentation control, Ch. 63; building regulations, Tit. VIII; historical preservation, Ch. 103.

1:176. Same—Organization.

The commission shall organize annually at its first meeting following the first day of July, by electing a Chairman, Vice Chairman, and Secretary, and shall meet at least once a month. It shall adopt rules for transaction of business and shall keep a record of its resolutions, transactions, findings, and determinations.

1:177. Same—Quorums.

A quorum shall consist of 5 members, provided, however, an affirmative vote of 5 members shall be necessary to pass any motion except one involving the adoption or amending of plans, special exception uses, policy statements or recommendations to Council, which shall require at least 6 affirmative votes.

(Ord. No. 61-86, § 1, 10-20-86)

1:178. Same—Zoning.

The Council shall not determine, alter zoning boundaries, or impose or amend zoning regulations, until 30 days after a report on such changes or amendments has been requested from the Planning Commission by the Council.

1:179. Other powers and duties.

The Council may, in addition to the powers and functions herein provided, delegate to the Planning Commission other powers and functions permitted by law concerning city planning, as hereinafter provided.

1:180. Employees and expenditures.

The Planning Commission may appoint its employees and contract for such services and make such expenditures as it may deem necessary for its work, subject to applicable provisions of the Charter, this Code or regulations of the Council, and within the amounts appropriated by the Council.

1:181. Plats.

No plat of a subdivision of land within the municipal boundaries of the city shall be filed or recorded until it shall have been approved by the

Planning Commission and such approval entered in writing on the plat by the Chairman and Secretary of the Planning Commission.

1:182. Master plan preparation.

The Planning Commission shall prepare a master plan for the orderly physical development of the municipality, including any areas outside of the its boundaries which, in the commission's judgment, bear relation to the planning of the municipality. The master plan may be adopted as a whole or by successive parts corresponding with major geographical areas or with functional subject matter areas of the plan.

1. Consistent with the provisions of MCL 125.36, the master plan shall contain elements that address land use issues and may project 20 years or more into the future. The plan shall include maps, plats, charts, and descriptive, explanatory, and other related matter and shall show the Planning Commission's recommendations for physical development of the municipality. The plan shall also include those of the following subjects which reasonably can be considered as pertinent to the future development of the municipality:
 - a. A land use plan and program, in part consisting of a classification and allocation of land for agriculture, residences, commerce, industry, recreation, ways and grounds, public buildings, schools, soil conservation, forests, woodlots, open space, wildlife refuges, and other uses and purposes.
 - b. The general location, character, and extent of streets, railroads, airports, bicycle paths, pedestrian ways, bridges, waterways and waterfront developments; flood prevention works, drainage sanitary sewers and water supply systems, works for preventing pollution, and works for maintaining water levels; and public utilities and structures.
 - c. Recommendations as to the general character, extent, and layout for the

redevelopment or rehabilitation of blighted areas; and the removal, relocation, widening, narrowing, vacating, abandonment, or changes or use or extension of ways, grounds, open spaces, buildings, utilities or other facilities.

- d. A zoning plan for the control of the height, area, bulk, location, and use of buildings and premises.
 - e. Recommendations for implementing any of its proposals.
2. In addition to those items cited in MCL 125.36, the plan may address issues of local concern, including, but not limited to, natural features protection, brownfield redevelopment and creekshed planning.
(Ord. No. 15-03, § 1, 6-2-03)

1:183. Master plan approval process.

1. After preparing a proposed plan, the Planning Commission shall submit the proposed plan to City Council for review and comment. The process of adopting a plan shall not proceed further unless the City Council approves the distribution of the proposed plan. If City Council approves the distribution of the proposed plan, it shall notify the Secretary of the Planning Commission, and the Secretary shall submit a copy of the proposed plan, for review and comment, to those entities required by MCL 125.37a and any additional entities identified by the Planning Commission.

2. Before approving a proposed plan, the Planning Commission shall hold not less than 1 public hearing on the proposed plan. The hearing shall be held after the expiration of the deadline for comment under state law. The Planning Commission shall give notice of the time and place of the public hearing not less than 15 days before the hearing by 1 publication in a newspaper of general circulation in the city. The Planning Commission shall also submit notice to each entity required by state law to be notified.

3. The approval of the plan shall be by resolution of the Planning Commission carried by the affirmative votes of not less than $\frac{2}{3}$ of the mem-

bers of the Planning Commission. The resolution shall refer expressly to the maps and descriptive and other matter intended by the Planning Commission to form the whole or part of the plan, and the action taken shall be recorded on the map and plan and descriptive matter and signed by the Chairperson or the Secretary of the Planning Commission. Following the approval of the plan by the Planning Commission, the Secretary of the Planning Commission shall submit a copy of the plan to City Council.

4. After approval of the plan by the Planning Commission, the City Council shall approve or reject the plan. If the City Council rejects the plan, it shall submit to the Planning Commission a statement of its objections to the proposed plan. The Planning Commission shall consider the City Council's objections and revise the plan so as to address those objections. The procedures provided in subsections (2) and (3) shall be repeated until a plan is approved by the City Council.

5. The Planning Commission and City Council may hold additional meetings, as necessary, as a part of the master plan review and approval process.

6. At least every 5 years after adoption of the master plan, the Planning Commission shall review the master plan and determine whether to commence the procedure to amend the plan or adopt a new master plan.
(Ord. No. 15-03, § 2, 6-2-03)

1:184. Advisory committees.

The Chairperson, with the concurrence of the Planning Commission, may appoint 1 or more persons as citizens' advisory committees to assist or collaborate with the Planning Commission in its duties. The functions of such person or persons are advisory and do not include actions which are those required by law for the Planning Commission. Advisory committee appointees shall serve at the pleasure of the Planning Commission.
(Ord. No. 43-75, 9-15-75)

1:185. Capital improvement program.

For the purpose of furthering the desirable future development of the city, the Planning Com-

mission shall annually prepare a program of public structures and improvements for the ensuing 6 years, which program shall show those public structures and improvements, in the general order of their priority, which in the commission's judgment will be needed or desirable within the 6-year period.

1:188. Board of Review.

The Board of Review as established by Section 9.10 of the Charter, shall have the powers, duties and functions therein provided.

1:189. Underground Utilities Advisory Board.

(1) There is hereby created and established an Underground Utilities Advisory Board consisting of the Planning and Development Services Manager or designee and 9 members to be appointed by the Mayor with the approval of the Council. All appointments shall be for 3-year terms.

(2) Membership. In making appointments, the Mayor shall endeavor to maintain representation of each of the utility companies in the City of Ann Arbor which maintains a system of overhead wires in the city. Members shall serve without compensation and may be removed from office by the Mayor with the approval of the Council. Any vacancy in office shall be filled by the Mayor for the remainder of the term.

(3) Rules. The board shall establish rules providing for the holding of meetings and for the election of its officers.

(4) The Planning and Development Services Manager or designee shall assist the board in preparing plans and obtaining information. The Planning and Development Services Manager or designee may call meetings of the board.

(5) Functions and duties. The Underground Utilities Advisory Board shall carry out the following functions and perform the following duties:

- (a) It shall advise the Planning Commission on matters of relocation and undergrounding of poles, overhead wires and associated overhead structures maintained by public utilities in the city.

- (b) It shall recommend a priority list of areas in the city where utilities should be placed underground.
- (c) It shall recommend long-range programs for the undergrounding of utilities in the city.
- (d) It shall work with the affected utility companies to recommend the best procedures, routes and materials for utilities relocation and undergrounding projects.

(Ord. No. 1-70, 6-15-70; Ord. No. 5-73, 2-12-73; Ord. No. 43-04, § 5, 1-3-05)

1:191. Historic District Commission.

The Historic District Commission shall consist of 7 members who shall be appointed by the Mayor with the approval of City Council for 3-year terms. Each member shall reside in the city. The majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation. At least 2 members shall be appointed from a list submitted by 1 or more local historic preservation organizations. If such a person is available for appointment, 1 member shall be a graduate of an accredited school of architecture who has 2 years of architectural experience or who is registered in the State of Michigan. A vacancy on the commission shall be filled within 60 calendar days. If possible, 1 member of the commission shall meet the professional qualifications for history as defined by the Secretary of the Interior's Historic Preservation Professional Qualifications Standards. The Historic District Commission shall have all powers and duties of commissions authorized by Chapter 103 of this Code and by Public Act 169 of 1970, as amended, MCL 399.201 et seq., including but not limited to the following:

1. To hold public hearings and review applications for work in proposed and designated historic districts, and to issue certificates of appropriateness, notices to proceed, and denials of applications for work pursuant to Chapter 103 of this Code;
2. To conduct an ongoing survey to identify historically and architecturally significant properties, structures, and areas that

- exemplify the cultural, social, economic, political, or architectural history of the nation, state, or city;
3. To determine an appropriate system of markers and make recommendations for the design and implementation of specific markings of the streets and routes leading from one historic district to another;
 4. To advise and assist owners of property or structures within historic districts on physical and financial aspects of preservation, renovation, rehabilitation, and reuse, and on procedures for inclusion on the state and national registers of historic places;
 5. To review and comment on any National Register nominations submitted to the commission;
 6. To inform and educate the citizens of Ann Arbor concerning the historic and architectural heritage of the city by publishing appropriate maps, newsletters, brochures, and pamphlets, and by holding programs and seminars;
 7. To appoint such citizen advisory committees as may be required from time to time;
 8. To testify before and provide comments to all boards and commissions, including but not limited to the Planning Commission and the Zoning Board of Appeals, on any matter affecting historically and architecturally significant property, structures, and area, as requested by a board or commission;
 9. To confer recognition upon the owners of property or structures by means of certificates, plaques, or markers;
 10. To develop preservation components in planning efforts undertaken by the city and to recommend such planning components to the Planning Commission and to the City Council;
 11. To review the current zoning ordinance and recommend to the Planning Commission and the City Council any amendments appropriate for the protection and continued use of historically and architecturally significant property, structures, and areas;
 12. To work with other interested organizations to record and promote an appreciation of local history and to preserve and designate historic buildings, structures, sites, districts and objects;
 13. To develop design guidelines for work within historic districts;
 14. To adopt bylaws and rules of procedure subject to City Council approval;
 15. To hold its meetings in compliance with the Open Meetings Act and to provide public notice of its meetings in accordance with that Act;
 16. To keep records of resolutions, proceedings and actions, and make records available to the public in compliance with the Michigan Freedom of Information Act; and
 17. To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or to the implementation of the purpose of this ordinance.
- (Ord. No. 11-71, 4-19-71; Ord. No. 14-88, § 1, 3-28-88; Ord. No. 54-89, § 1, 10-2-89; Ord. No. 4-07, § 1, 3-19-07)
- 1:192. Reserved.**
- Editor's note**—Ord. No. 54-89, § 1, adopted Oct. 2, 1989, repealed § 1:192, which pertained to the Historic Designation Advisory Board and derived from Ord. No. 11-71, adopted April 19, 1971 and Ord. No. 14-88, § 1, adopted March 28, 1988.
- 1:193. Board of Insurance Administration.**
- The Board of Insurance Administration shall consist of 2 members of Council appointed by the City Council, and the City Treasurer, ex officio. Said board shall supervise the self-insurance fund of the city, also referred to as the risk fund of the

city, shall make recommendations concerning the actuarial sufficiency of said fund and the investment of accumulated reserves.

(Ord. No. 3-76, 2-6-76; Ord. No. 28-05, § 1, 7-18-05)

1:194. Reserved.

1:195. Public Market Advisory Commission.

(1) The Public Market Advisory Commission shall consist of 5 members to be appointed by the mayor, subject to the approval of the City Council. All appointments shall be for 3-year terms. One member of the Public Market Advisory Commission shall be an annual vendor at the market, 1 member shall be a daily vendor at the market, 1 member shall be a representative of the surrounding Kerrytown Neighborhood, and 2 members shall be regular customers of the market. Members shall serve staggered 3-year terms. Members shall serve without compensation.

(2) The Public Market Advisory Commission serves in an advisory capacity to the City Council, the Park Advisory Commission, and the Market Manager. The Public Market Advisory Commission shall carry out the following functions and perform the following duties:

- (a) It shall provide recommendations concerning the Public Market to the Park Advisory Commission and City Council regarding policies and actions requiring City Council approval.
- (b) It shall periodically review the Market Operating Rules and Chapter 31 (Public Market) of City Code and recommend changes to the Community Services Administrator for review.
- (c) It shall advise the Market Manager regarding the promotion and advertising of the market and the various activities which take place there.
- (d) It shall advise the Market Manager regarding outreach education activities as they pertain to farmers markets and sustainable agriculture.
- (e) It shall advise the Market Manager regarding vendor recruitment.

(3) The commission shall hold meetings in compliance with the Open Meetings Act and prepare notices of its meetings in accordance with that act.

(4) The Public Market Advisory Commission shall meet at the call of the City Market Manager in January of each year for an organizational meeting at which 1 of the members of the Commission shall be selected by the members to serve as Chairperson, and a schedule of meeting dates and times will be drawn up for publication, and such other business shall be transacted as shall properly come before it.

(5) At each meeting the Commission shall receive a written report from the Market Manager, covering the operations of the Market for a period since the last meeting of the Commission and to transact other business.

(Ord. No. 47-70, 7-13-70; Ord. No. 43-76, 8-16-76; Ord. No. 13-78, 5-1-78; Ord. No. 50-81, 7-6-81; Ord. No. 45-94, § 1, 9-19-94; Ord. No. 42-98, § 1, 10-5-98; Ord. No. 26-04, § 1, 8-16-04; Ord. No. 22-07, § 1, 7-16-07)

1:196. Reserved.

1:197. Zoning Board of Appeals—Generally.

The Zoning Board of Appeals for the city, having been heretofore created in accordance with Act 207, Public Acts of Michigan, 1921, as amended, is hereby continued, and in addition to the general duties and powers conferred upon it by the Charter and this Code. The board shall consist of 9 members appointed by the City Council for a term of 3 years [and] shall include 1 and not more than 2 members from the Council. The Chairman of the board shall be designated by the City Council. All members of the board shall receive such compensation as the City Council may allow. (Ord. No. 7-61, 2-23-61; Ord. No. 40-61, 8-7-61)

Cross reference—Zoning and planning, Tit. V.

1:198. Same—Meetings.

Meetings of the Board of Appeals shall be held at least once a month and at such other times as the board may determine. There shall be a fixed place of meeting and all meetings shall be open to the public. The board shall adopt its rules of

procedure and keep a record of its proceedings showing the action of the board and the vote of each member upon each question considered. The presence of 5 members shall be necessary to constitute a quorum. An affirmative vote of 5 members shall be necessary to grant relief on any appeal.

(Ord. No. 7-61, 2-23-61; Ord. No. 36-80, 7-7-80; Ord. No. 79-80, 1-21-81)

1:199, 1:200. Reserved.

1:201. Housing Board of Appeals.

The Housing Board of Appeals shall have 7 members appointed by the Mayor with the approval of the City Council. One member shall be a representative of the County Health Department. Members shall serve for terms which end on June 30th of the third year after appointment. Initial appointments may be made for shorter terms so that no more than 3 terms expire in any 1 year. The board shall have the authority described in Chapter 105 of this Code. A representative of the fire services unit and a representative of the Planning and Development Services unit shall serve as nonvoting members of the board.

(Ord. No. 23-62, 8-6-62; Ord. No. 44-86, § 1, 7-21-86; Ord. No. 26-89, § 1, 5-15-89; Ord. No. 43-04, § 5, 1-3-05)

Cross references—Zoning and planning, Tit. V; building regulations, Tit. VIII.

1:202—1:206. Reserved.

Editor's note—Ord. No. 11-90, § 1, adopted March 19, 1990, repealed § 1:204, which pertained to the fumigant board and carried no history note.

1:207. Taxicab Board.

(1) The Taxicab Board shall consist of 5 voting members who shall be appointed by the Mayor, subject to the approval of the City Council. One of the voting members shall be a member of the City Council. The other 4 members shall not be officers or employees of the city. The Chief Financial Officer and Chief of Police shall be nonvoting board members.

(2) The term of the Councilmember shall be 1 year. The term of the other 4 voting members shall be 3 years. All terms shall expire on the

second Monday in April. If a person ceases to be a member prior to the end of the term of appointment, a replacement shall be appointed by the mayor for the remainder of the original term.

(3) The Chief Financial Officer shall serve as secretary of the board. The board shall elect its own Chairman each April who shall serve for a term of 1 year.

(4) The Taxicab Board shall have the powers and duties described in Chapter 85 of this Code. (Ord. No. 78-66, 9-26-66; Ord. No. 24-70, 5-11-70; Ord. No. 58-81, 10-5-81; Ord. No. 39-82, 10-4-82; Ord. No. 43-04, § 5, 1-3-05)

1:208. Reserved.

Editor's note—Ord. No. 39-82, adopted Oct. 4, 1982, repealed § 1:208.

1:209. Ann Arbor Housing Commission created.

Pursuant to the provisions of Act 18, Michigan Public Acts of 1933 (Extra Session), as amended, and the authority of the Ann Arbor City Charter, there is hereby created a commission, to be known as the Ann Arbor Housing Commission.

- (1) *Membership; appointment of members; term of office; compensation; vacancies in office.* The Housing Commission shall consist of 5 members to be appointed by the Mayor with the approval of the Council. Of the members appointed to the first commission 1 shall be appointed to serve until the first Monday in May, 1966; 1 to serve until the first Monday in May, 1967; 1 to serve until the first Monday in May, 1968; 1 to serve until the first Monday in May, 1969 and 1 to serve until the first Monday in May, 1970, and thereafter, all such appointments shall be for a term of 5 years. One member of the commission shall be a tenant of public or assisted housing. Members of the Housing Commission shall serve without compensation and may be removed from office by the Mayor with the approval of the Council. Any vacancy in office shall be filled by the Mayor for the remainder of the term.

(2) *Powers and duties.* In addition to such other powers, duties, rights and obligations provided by charter and statute, the said Housing Commission may specifically:

- (a) Make use of all means of financing or sponsorship reasonably available by gift, grant, bequest, contract or otherwise, with the primary purpose of providing broad flexibility in its approach to the solution of any problem while maintaining a basic requirement of making programs pay for themselves as much as is practically possible.
- (b) Make broad studies of the causes of unsafe, unsanitary, overcrowded and inadequate housing in the City of Ann Arbor, and recommend or implement programs, projects and activities which will combat and remove such causes.
- (c) Stimulate private interests, businesses, churches, civic groups and others to do as much as is possible to solve our housing problems by means of their own efforts, and cooperate and assist such groups and individuals in successfully carrying on any necessary programs which are undertaken by them.
- (d) Enter into cooperative arrangements with other governmental agencies, school districts, municipal corporations, universities, welfare and benevolent agencies and groups, and with any and all other appropriate organizations or institutions which will assist and promote in any way the basic purposes of this commission.
- (e) Act as a borrower for purposes of issuing bonds or notes under Act 18, Michigan Public Acts of 1933 (Extra Session), as amended, and exercising all powers conferred upon a borrower by said Act 18.

(3) All deeds, mortgages, contracts, leases, purchases, or other agreements regarding real property which is or may be put under the control of the Housing Commission, including agreements to acquire or dispose of real property, shall be approved and executed in the name of the City of Ann Arbor. The Ann Arbor City Council may, by resolution, decide to convey or assign to the Housing Commission any rights of the city to a particular property owned by the City of Ann Arbor which is under the control of the Housing Commission and such resolution shall authorize the City Administrator, Mayor and Clerk to take all action necessary to effect such conveyance or assignment.

(Ord. No. 44-65, 9-20-65; Ord. No. 40-97, § 1, 9-2-97)

1:210. Reserved.

1:211—1:213. Reserved.

Editor's note—Ord. No. 64-78, adopted Nov. 6, 1978, repealed §§ 1:211—1:213.

1:214, 1:215. Reserved.

1:216. [Reserved.]

Editor's note—It should be noted that Ord. No. 43-04, § 6, adopted Jan. 3, 2005, repealed § 1:216, which pertained to the electrical advisory board. See also the Code Comparative Table.

1:217. [Reserved.]

Editor's note—It should be noted that Ord. No. 43-04, § 6, adopted Jan. 3, 2005, repealed § 1:217, which pertained to duties of the electrical advisory board. See also the Code Comparative Table.

1:218, 1:219. Reserved.

1:220. Reserved.

Editor's note—Ord. No. 64-78, adopted Nov. 6, 1978, repealed § 1:220.

1:221. [Human Rights Commission—Created; appointment; term; compensation.]

There is hereby created a Human Rights Commission. It shall be composed of 9 members, to be appointed by the Mayor with the approval of the City Council and shall be responsible directly to the Mayor and City Council. The commission shall select 1 of its members as chairperson. Members shall serve staggered 3-year terms. The term as Chairperson shall be for 1 year with no limit on the number of times a member may be reappointed as Chairperson. Members, including the Chairperson, shall serve without compensation.

(Ord. No. 68-69, 1-19-70; Ord. No. 28-78, 6-19-78; Ord. No. 74-92, § 1, 10-5-92)

1:222. [Same—Duties.]

The commission shall:

- (a) Make periodic public reports and recommendations to the City Council and City Administrator on ways to improve city government programs and ordinances designed to eliminate discrimination or to remove the effects of past discrimination;
 - (b) Investigate, study, hold hearings and make recommendations to City Council regarding complaints from any class or group protected under the human rights ordinance;
 - (c) Review and make recommendations to City Council on the affirmative action programs of persons or firms conducting business with the city;
 - (d) Research, formulate and carry out programs of community education with the objective of discouraging and eliminating racial tensions, and prejudice or discrimination against any groups of persons;
 - (e) Advise and communicate with federal and state agencies regarding their human rights and affirmative action programs for the purpose of making recommendations to City Council on more effective coordination of federal, state and city programs.
- (Ord. No. 68-69, 1-19-70; Ord. No. 28-78, 6-19-78)

1:223. [Same—To address city procedures and programs.]

The commission shall not address itself to questions of whether specific instances of discrimination have occurred, but, rather, shall address itself to needed changes in city procedures and programs.

(Ord. No. 68-69, 1-19-70; Ord. No. 28-78, 6-19-78)

1:224. [Same—Rules of conduct for meeting; hearings, etc.]

The commission shall establish and submit for City Council approval rules for the conduct of its meetings, hearings, investigations and research.

(Ord. No. 68-69, 1-19-70; Ord. No. 28-78, 6-19-78)

1:225. [Same—Meetings to be open to public.]

The commission meetings and procedures shall be conducted under the Michigan Freedom of Information and Open Meeting Laws.

(Ord. No. 68-69, 1-19-70; Ord. No. 28-78, 6-19-78)

1:226. Same—Time of meetings; attendance.

The commission shall meet at least once each 2 months at an established day and hour that it deems convenient for public participation. The Human Rights Department Director shall attend commission meetings and provide clerical support.

(Ord. No. 68-69, 1-19-70; Ord. No. 28-78, 6-19-78)

1:226A. Reserved.

Editor's note—Ord. No. 68-69, adopted Jan. 19, 1970, repealed § 1:226A.

1:227—1:230. Reserved.

Editor's note—Ord. No. 11-90, § 1, adopted March 19, 1990, repealed §§ 1:227—1:230, which pertained to the citizens' youth commission and derived from Ord. No. 28-61, adopted July 10, 1961.

1:231—1:234. Reserved.

1:235. Domestic Violence Coordinating Board.

(1) The Domestic Violence Coordinating Board shall consist of not more than 15 members nominated by the Mayor and appointed by the City Council. The members shall include, but not be limited to, at least 1 representative of the Ann Arbor Police Department, University of Michigan Department of Safety and Security, Office of the Washtenaw County Prosecuting Attorney, Ann Arbor City Attorney, Domestic Violence Project/SAFE House, former service participants of SAFE House, the Alternatives to Domestic Aggression Program, Family Law Project, the Fifteenth District Court, Fifteenth District Court Probation, and citizens from the community.

(2) Board members shall serve for 3-year terms. Initial appointments shall be for 1-, 2- or 3-year terms so that no more than 5 appointments expire in any year.

(3) The board's purpose shall be to make recommendations to the City Council, the City Administrator and the Police Department to facilitate the proper enforcement of the laws applicable to domestic violence situations.

(4) The board shall endeavor to facilitate communication between the criminal justice system and service agencies, to develop procedures for record keeping of domestic violence incidence and to report and make recommendations to the City Council regarding the effectiveness of section 9:68 of Chapter 108 of Title IX of this Code in reducing the incidence of domestic violence.

(5) The Police Department shall provide the board with incident reports concerning domestic violence complaints and such other reports and data as the board needs to perform its function. Information shall be provided in a way that protects individual identities.

(Ord. No. 77-86, § 1, 12-15-86; Ord. No. 50-91, § 1, 11-18-91)

1:236. Central America Sister City Task Force.

In order to foster communication and peaceful relations with the people of Central America, there is hereby created a 7-member Central Amer-

ica Sister City Task Force, to be appointed on nomination of Mayor with approval of Council within 30 days of the effective date of this section which shall:

- (1) Establish a sister city relationship with a city or cities within the countries of Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua.
- (2) Encourage community groups such as churches, educational institutions, business, unions, and civic organizations to raise private funds, materials, and volunteers to facilitate educational and cultural exchanges between the people of the selected sister cities and the people of Ann Arbor.
- (3) Report to the Mayor and City Council and to the people of Ann Arbor on its work, actions, and further recommendations within 6 months and again within 1 year of the passage of this ordinance, after which the task force shall cease to exist.

(Election of 4-7-86)

Editor's note—The above section was adopted pursuant to the general city election held April 7, 1986. It was directed that these provisions be included as § 1:235, however, insofar as Ordinance No. 77-86, already provides for the inclusion of provisions to be numbered § 1:235, these provisions have been included as § 1:236.

1:237. Environmental commission.

(1) *Intent.* The establishment of the Environmental Commission is to develop comprehensive, integrated environmental policies for implementation by the city to protect and enhance our air, water, land, and public health. It shall help to set goals and policies for the city and community to continuously improve the natural and built environment. The commission will only act as an advisory group, and does not have any regulatory authority. It shall not involve itself in individual site development reviews, unless its opinion is requested by City Council through a Council resolution. The creation of this commission shall in no way be interpreted as diminishing the role, responsibilities, or charge of any currently existing board, commission, task force, or committee including, but not limited to, the Planning Com-

mission, Energy Commission, Park Advisory Commission, and the Leslie Science Center Advisory Board.

(2) *General.*

- (a) The Environmental Commission shall consist of 13 members nominated and approved by the City Council for 3-year terms. Two members so appointed shall be members of the City Council. In making appointments of members of the Environmental Commission, the City Council shall appoint persons who, insofar as possible, have an interest in protecting and enhancing the well-being of the environment and public health of the community. The terms of office of the first Environmental Commission appointed hereunder shall be fixed by the City Council so that the terms of 5 members will be for 1 year, 3 members will be for 2 years, and 3 will be for 3 years. After the initial commission is formed, all members, except the City Councilmembers, thereafter will be appointed for 3 years. The City Councilmembers shall be appointed for a 1-year term. A City Councilmember shall cease to be a member of the Environmental Commission if she/he ceases to be a member of the City Council. To help coordinate an integrated environmental policy, 3 members of the Environmental Commission shall be appointed to the commission from the following city committees or commissions: Planning Commission, Parks Advisory Commission, or Energy Commission.
- (b) The City Administrator, or her/his designee, shall be a non-voting ex-officio member of the commission and provided adequate support staffing to the commission.
- (c) The Environmental Commission shall submit to City Council an annual work plan for the Council's review.
- (3) *Powers and duties.* The Environmental Commission shall have the following powers and duties:
 - (a) To advise and make recommendations to the City Council and City Administrator on environmental policy, environmental issues and environmental implications of all city programs and proposals on the air, water, land and public health.
 - (b) To work collaboratively with other city commissions and committees which have responsibilities for specific issues, including but not limited to: Planning Commission; Energy Commission; Parks Advisory Commission; and the Leslie Science Center Advisory Board.
 - (c) To advise the City Council and City Administrator on environmental aspects of transportation issues, including implementation of city transportation plan, alternative transportation issues, alternative fuel vehicles, bicycling improvements, Clean City Program initiatives, parking issues and related transportation issues.
 - (d) To advise the City Council and City Administrator on all solid waste policy and management issues including the reduction, reuse, recycling and proper disposal of solid waste.
 - (e) To advise the City Council and City Administrator on environmental risk and pollution issues, including community right-to-know, emergency planning, pesticide and herbicide use and policies, pollution prevention, air and water pollution, indoor air quality, worker health and safety, environmental remediation and restoration, and environmental impact of city procurement policies.
 - (f) To advise the City Council and City Administrator on drinking water, sewer, water quality, flooding, and stormwater management issues, including water treatment plant issues, wastewater treatment plant issues, Huron River water quality, protection, restoration and improvement of Huron River tributaries.
 - (g) To advise the City Council and City Administrator on all matters related to sustainable development, clean production, and environmental technologies.

- (h) To hold public hearings on environmental issues and concerns.
 - (i) To publish and present an annual report on the city's "State of the Environment," using, whenever possible, measurable performance indicators to monitor long term trends.
 - (j) To advise the City Council and City Administrator concerning effective advocacy for the city in regional, state and federal environmental matters.
 - (k) To advise the City Council and City Administrator on enhancing the awareness, understanding, commitment, and active involvement of local citizens in ensuring wise stewardship of the city's natural resources, now and in the future, through education, volunteerism, public/private partnerships, and incentive programs.
 - (l) To meet with and advise the city's Environmental Management Team and any other city personnel involved in environmental matters.
 - (m) To meet with commissions, in other jurisdictions, and other environmental organizations to address regional and state environmental matters.
 - (n) To create committees to help conduct the work of the Environmental Commission, provided that a member of the Environmental Commission chairs each committee, the Environmental Commission appoints additional committee members for a time certain, and the names and qualifications of committee members appointed by the Environmental Commission are forwarded to City Council.
 - (o) To have all other powers and duties granted by the City Council by resolution.
- (4) *Other.* The Environmental Commission is explicitly exempt from sections 1:171(2) and (6) of the Code of the City of Ann Arbor.
- (a) *Notice of appointment.* The City Clerk shall notify City Council at least 30 days prior to the expiration date of the term of office of any person serving on a board or

commission. The City Council shall place on the table the name of all reappointments no later than 60 days after the expiration date of the term of office.

- (b) *Tenure of office.* No member of any board or commission shall be allowed to hold over for more than 60 days beyond the term of office fixed by ordinance whether or not a successor has been appointed, except that Council may extend the term for periods of 90 days upon the vote of at least 6 members of Council.

(Ord. No. 7-00, § 1, 4-3-00; Ord. No. 52-05, § 1, 12-5-05; Ord. No. 53-05, § 1, 12-5-05; Ord. No. 24-06, § 1, 5-15-06; Ord. No. 24-07, § 1, 7-16-07)

1:238. Ann Arbor Public Art Commission.

(1) *Intent.* The Ann Arbor Public Art Commission is established to serve as the oversight body provided for in Chapter 24, the Public Art Ordinance.

(2) General.

- (A) The Ann Arbor Public Art Commission shall consist of 9 members nominated by the Mayor and approved by the City Council. Members shall serve for 3-year terms. In making appointments of members of the Ann Arbor Public Art Commission, the Mayor and City Council shall appoint persons who, insofar as possible, have experience and/or an interest in the placement, creation, or design of public art. The terms of office of the first Ann Arbor Public Art Commission members appointed hereunder shall be fixed by the Mayor and City Council so that the terms of 3 members will be for 1 year, 3 members will be for 2 years, and 3 will be for 3 years. After the initial commission is formed, all members thereafter will be appointed for 3-year terms.
- (B) The City Administrator or her/his designee shall be a nonvoting ex-officio member of the commission and provided adequate support staffing to the commission.
- (C) The Ann Arbor Public Art Commission may establish subcommittees, as appro-

priate, to assist it relative to its powers and duties under the provisions of Chapter 24, provided, that all recommendations to the City Council shall be made by the commission and not by a subcommittee of the commission. The commission may, by majority vote of the members, appoint persons who are not members of the Ann Arbor Public Art Commission to be non-voting members of such subcommittees.

(3) *Powers and duties.* The Ann Arbor Public Art Commission shall have the powers and duties as set forth more specifically in Chapter 24. (Ord. No. 47-07, § 1, 11-5-07)

1:239. Design Review Board.

(1) *Intent.* The Design Review Board is established to foster excellence in the design of Ann Arbor's built environment. It shall advise petitioners on how a project can meet the spirit and intent of the Downtown Design Guidelines.

(2) *General.*

- (a) The Design Review Board shall consist of 7 members nominated by the mayor and approved by the City Council. In making appointments of members of the Design Review Board, the City Council shall appoint persons who, insofar as possible, have an interest in the design of the built environment and its relationship to the downtown and the broader community. To support a comprehensive design review, 2 members of the Design Review Board shall be landscape architects, 2 shall be architects, 1 shall be an urban planner, 1 shall be a developer, and 1 shall be a construction contractor.
- (b) Members of the Design Review Board shall serve for 3-year terms. The terms of office of the first Design Review Board members appointed hereunder shall be fixed by the City Council so that the terms of 3 members will be for 1 year, 2 members will be for 2 years, and 2 will be for 3 years. After the initial board is formed, all members thereafter will be appointed for 3 years.

(3) *Powers and duties.* The Design Review Board shall have the following powers and duties:

- (a) To review the design of certain downtown projects, as identified in Chapter 57 (Subdivision and Land Use Control).
- (b) To provide comments to property owners, developers and architects on the proposed project design in relation to the Downtown Design Guidelines.
- (c) To report annually to City Council regarding the effectiveness of the design review process and make recommendations for any changes to the Downtown Design Guidelines.
- (d) To have all other powers and duties granted by the City Council by resolution.

(Ord. No. 11-07, § 1, 6-6-11)

