

## **CHAPTER 20**

### **PLANNING & ZONING COMMISSION**

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#### **Sec. 20.1. ADMINISTRATIVE AGENCY CREATED; TITLE.**

There is hereby created an administrative agency to be known as the planning and zoning commission of the City of Ames, Iowa.

*(Ord. No. 2509, Sec. 2, 6-17-75)*

#### **Sec. 20.2. COMMISSION MEMBERSHIP; APPOINTMENT; QUALIFICATIONS.**

The planning and zoning commission shall consist of seven (7) persons appointed by the Mayor with the approval of the City Council. No one shall be a member of the commission who is not a resident of the City of Ames, nor shall anyone who is an employee or elected official of the city be a member.

*(Ord. No. 2509, Sec. 2, 6-17-75; Ord No. 3945, 2-19-08)*

#### **Sec. 20.3. TERM OF OFFICE OF COMMISSIONERS.**

The term of office shall be three (3) years beginning April 1 of the fiscal year of appointment. No member who has served two (2) full consecutive terms is eligible for reappointment.

*(Ord. No. 2509, Sec. 2, 6-17-75; Ord No 3945, 2-19-08)*

#### **Sec. 20.4. COMPENSATION OF COMMISSIONERS.**

Members of the commission shall serve without compensation but may receive reimbursement for any expenditure of personal funds in furtherance of commission business in accordance with such procedures as shall be prescribed by the city finance director.

*(Ord. No. 2509, Sec. 2, 6-17-75)*

#### **Sec. 20.5. ORGANIZATION OF COMMISSION.**

The commission shall choose one of its members to act as chairperson during the ensuing year and one member to serve as vice-chairperson. The vice-chairperson shall perform all duties of the chairperson during the absence or disability of the chairperson.

*(Ord. No. 2509, Sec. 2, 6-17-75)*

#### **Sec. 20.6. VACANCIES.**

Vacancies shall be filled for any unexpired term in the same manner as original appointments.

*(Ord. No. 2509, Sec. 2, 6-17-75; Ord. No. 3945, 2-19-08)*

#### **Sec. 20.7. RULES, REGULATIONS OF COMMISSION.**

The city plan commission may adopt such rules and regulations governing its organization and procedures as it deems necessary.

*(Ord. No. 2509, Sec. 2, 6-17-75)*

#### **Sec. 20.8. POWERS OF COMMISSION.**

The commission shall have power and authority to make or cause to be made surveys, studies, maps, plans or charts of the whole or any portion of the municipality or of any land outside thereof which in the judgment of the commission bears relation to a comprehensive plan, and shall bring to the attention of the council and may publish its studies and recommendations. Staff support shall be provided by the department of Planning and Housing from the budget of that department in accordance with the budget approved by City Council.

*(Ord. No. 2509, Sec. 2, 6-17-75; Ord. No. 4475, 08-09-22)*

#### **Sec. 20.9. AUTHORITY OVER SUBDIVISIONS.**

The Commission shall review Preliminary Plats as specified by Ames Municipal Code Chapter 23.

*(Ord. No. 2509, Sec. 2, 6-17-75; Ord. No. 4475, 08-09-22)*

**Sec. 20.10. PREPARATION, USE OF COMPREHENSIVE PLAN.**

For the purpose of making a comprehensive plan for the physical development of the city, the commission shall make careful and comprehensive studies of present conditions and future development of the city and with due regard to its relation to neighboring territory. The plan shall be made with the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the city and its environs which will, in accordance with the present and future needs, best promote health, safety, order, convenience, prosperity and general welfare, as well as efficiency and economy in the process of development.

*(Ord. No. 2509, Sec. 2, 6-17-75; Ord. No. 4475, 08-09-22)*

**Sec. 20.11. ADOPTION OF COMPREHENSIVE PLAN.**

(1) Before adopting or amending a comprehensive plan as referred to in the preceding section, at a regularly scheduled meeting the commission shall review the amendment and consider any comments provided by the public. The adoption of the plan, part or amendment thereof shall be by resolution of the commission carried by the affirmative vote of not less than four (4) members of the commission. When the City Council has referred an amendment to the Commission for its consideration, the Commission shall act to approve a recommendation within 30 days of when first presented for review. If there is no recommendation, the item will proceed to City Council for approval.

*(Ord. No. 3508, Sec. 1, 1-12-99; Ord. No. 4548, 05-13-25)*

(2) After adoption of the plan by the commission, an attested copy thereof shall be certified to the city council and the council may approve the same. When the plan or any modification or amendment thereof shall receive the approval of the council, the plan, until subsequently modified or amended as hereinbefore authorized, shall constitute the official city Comprehensive Plan.

*(Ord. No. 2509, Sec. 2, 6-17-75; Ord. No. 4475, 08-09-22)*

**Sec. 20.12. COMMISSION TO RECOMMEND ZONING.**

The commission may, from time to time, recommend changes in the zoning regulations or districts.

*(Ord. No. 2509, Sec. 2, 6-17-75)*

**Sec. 20.13. COMMISSION TO PASS ON ZONING CHANGES.**

When proposed changes in the zoning regulations or districts are referred to the commission by the city council, the commission shall within thirty (30) days file its recommendations with the city council.

*(Ord. No. 2509, Sec. 2, 6-17-75)*