

## CHAPTER 5

### BOARDS AND COMMISSIONS

#### ARTICLE I - PLAN COMMISSION

**5-1-1        ESTABLISHED.** A Plan Commission is hereby created under authority of the **Illinois Compiled Statutes, Chapter 65, Sections 5/11-12-4 through 5/11-12-12.**

**5-1-2        MEMBERSHIP.** The Plan Commission shall consist of **nine (9) members;** citizens of the City, appointed by the Mayor, on the basis of their particular fitness for their duty on the Plan Commission and subject to the approval of the City Council. The Mayor shall be ex-officio member of the Plan Commission.

**5-1-3        TERM OF OFFICE.** The members shall serve for a period of **three (3) years.** The ex-officio member shall serve for the term of his elective office. Vacancies shall be filled by appointments for unexpired terms only. All members of the Commission shall receive compensation as shall be set by the City Council.

**5-1-4        PROCEDURE: MEETINGS.** The Plan Commission shall elect such officers as it may deem necessary and adopt rules and regulations of organization and procedure consistent with the City Code and State Law. The Commission shall keep written records of its proceedings. It shall be open at all times for and to the inspection of the public, and the Commission shall file an annual report with the Mayor and City Council, setting forth its transactions and recommendations. The Plan Commission shall hold at least **one (1) meeting** per calendar year.

**5-1-5        POWERS AND DUTIES.** The Plan Commission shall have the following powers and duties:

(A) To prepare and recommend to the City Council a comprehensive plan for the present and future development or redevelopment of the City and contiguous unincorporated territory not more than **one and one-half (1 1/2) miles** beyond the corporate limits of the City and not included in any other municipality. Such plan may be adopted in whole or in separate geographical or functional parts, each of which, when adopted, shall be the official comprehensive plan or part thereof of the City. Such plan shall be advisory except as to such part thereof as has been implemented by ordinances duly enacted by the City Council.

All requirements for public hearing, filing of notice of adoption with the County Recorder of Deeds, and filing of the plan and ordinances with the City Clerk shall be complied with as provided for by law. To provide for the health, safety, comfort, and convenience of the inhabitants of the City and contiguous territory, such plan or plans shall establish reasonable standards of design for subdivisions and for resubdivisions of unimproved land and of areas subject to redevelopment in respect to public improvements as herein defined and shall

establish reasonable requirements governing the location, width, course, and surfacing of public streets and highways, alleys, ways for public service facilities, curbs, gutters, sidewalks, street lights, parks, playgrounds, school grounds, size of lots to be used for residential purposes, storm water drainage, water supply and distribution, sanitary sewers, and sewage collection and treatment. The requirements specified herein shall become regulatory only when adopted by law.

(B) To designate land suitable for annexation to the City and the recommended zoning classification for such land upon annexation.

(C) To recommend to the City Council, from time to time, such changes in the comprehensive plan or any part thereof, as may be deemed necessary.

(D) To prepare and recommend to the City Council, from time to time, plans and/or recommendations for specific improvements in pursuance to the official comprehensive plan.

(E) To give aid to the officials of the City charged with the direction of projects for improvements embraced within the official plan or parts thereof, to further the making of such improvements and generally, to promote the realization of the official comprehensive plan.

(F) To arrange and conduct any form of publicity relative to its activities for the general purpose of public understanding.

(G) To cooperate with municipal or regional plan commissions and other agencies or groups to further the local plan program and to assure harmonious and integrated planning for the area subject to approval of the City Council.

(H) To exercise such other powers germane to the powers granted under authority of an act of the General Assembly of the State of Illinois, as may be conferred by the City Council.

**5-1-6 LAND SUBDIVISION OR RE-SUBDIVISION AND THE OFFICIAL MAP.** At any time or times before or after the formal adoption of the official comprehensive plan by the corporate authorities, an official map may be designated by ordinance, which may consist of the whole area included within the official comprehensive plan or one or more geographical or functional parts and may include all or any part of the contiguous unincorporated area within **one and one-half (1 1/2) miles** from the corporate limits of the City. All requirements for public hearing, filing notice of adoption with the County Recorder of Deeds and filing of the plan and ordinances, including the official map with the Clerk shall be complied with as provided for by law. No map or plat of any subdivision or re-subdivision presented for record affecting land within the corporate limits of the City or within contiguous territory which is not more than **one and one-half (1 1/2) miles** beyond the corporate limits shall be entitled to record or shall be valid unless the subdivision shown thereon provides for standards of design and standards governing streets, alleys, public ways, ways for public service facilities, street lights, public grounds, size of lots to be used for residential purposes, and distribution, sanitary sewers, and sewage collection and treatment in conformity with the applicable requirements of the Code, including the official map. **(See 65 ILCS Sec. 5/11-12-12)**

**5-1-7 IMPROVEMENTS.** The City Clerk shall furnish the Plan Commission for its consideration, a copy of all ordinances, plans and data relative to public improvements of

any nature. The Plan Commission may report in relation thereto, if it deems a report necessary or advisable, for the consideration of the City Council.

**5-1-8        FURTHER PURPOSES.**    The Commission shall recommend the boundaries of districts for land use and shall recommend regulations to the corporate authorities for the following:

(A)            To regulate and limit the height and bulk of buildings hereafter to be erected.

(B)            To establish, regulate and limit the building or setback lines on or along the street, traffic way, drive, parkway, or storm or flood water runoff channel or basin.

(C)            To regulate and limit the intensity of the use of lot areas and to regulate and determine the area of open spaces, within and surrounding such buildings.

(D)            To classify, regulate and restrict the location of trades and industries and the location of buildings designed for specified industrial, business, residential, and other uses.

(E)            To divide the entire municipality into districts of such number, shape, area, and of such different classes (according to use of land and buildings, height, and bulk of buildings, intensity of the use of lot area, area of open spaces, or other classification), as may be deemed best suited to carry out the purpose of this Section.

(F)            To fix standards to which buildings or structures therein shall conform.

(G)            To prohibit uses, buildings, or structures incompatible with the character of such districts.

(H)            To prevent additions to and alteration or remodeling of existing buildings or structures in such a way as to avoid the restrictions and limitations lawfully imposed under this Section.

**5-1-9        EXPENDITURES.**    Expenditures of the Commission shall be at the discretion of the City Council and if the Commission shall deem it advisable to secure technical advice or services, it shall be done upon authority of the City Council and appropriations by the City Council therefor. **(See 65 ILCS Sec. 5/11-12)**

## **ARTICLE II – EMERGENCY RESPONSE TEAM COMMISSION**

**5-2-1        ESTABLISHED.**    The Gibson City Emergency Response Team Commission is hereby created.

**5-2-2        MEMBERSHIP.**    The Gibson City Emergency Response Team Commission shall consist of **ten (10) members** being citizens of the City appointed by the Mayor, on the basis of their particular fitness for their duty on said Commission and subject to the approval of the City Council. The Mayor shall be ex-officio member of the Gibson City Emergency Response Team Commission. The Emergency Management Coordinator shall be a member and shall chair the Commission.

**5-2-3        TERM OF OFFICE.** The members shall serve for a period of **three (3) years**. The ex-officio member shall serve for the term of his elective office. Vacancies shall be filled by appointments for unexpired terms only.

**5-2-4        PROCEDURE: MEETING.** The Gibson City Emergency Response Team Commission shall elect such officers as it may deem necessary and adopt rules and regulations of organization and procedure consistent with the City Code and State Law. The Commission shall keep written records of its proceedings and shall be open for the inspection of the public. The Commission shall hold at least **one (1) meeting** per calendar year.

**5-2-5        POWERS AND DUTIES.** The Gibson City Emergency Response Team Commission shall have the following powers and duties:

- (A)            To prepare and recommend to the City Council a Comprehensive Emergency Response Plan for the protection of the citizens of the City.
- (B)            To coordinate efforts of the Fire District, Police, Public Works, Broadcasters, Media, the Red Cross, Healthcare providers, Schools, Ambulance Service, and other public bodies and organizations which may serve the community in the event of crisis.
- (C)            Prepare informational materials and presentations to benefit the public.
- (D)            Coordinate drills and public safety events.
- (E)            Process disaster relief information.

**5-2-6        EXPENDITURES.** Expenditures of the Commission shall be at the discretion of the City Council and if the Commission shall deem it advisable to secure technical advise for services, it shall be done upon authority of the City Council and appropriations by the City Council.

**(Ord. No. 06-30; 11-13-06)**

### **ARTICLE III – GCFS COMMITTEE**

**5-3-1        ESTABLISHED.** The GCFS Committee is hereby created.

**5-3-2        MEMBERSHIP.** The GCFS Committee shall consist of no more than **twelve (12) members** comprised of up to **eight (8) voting members** who must be residents of the City and up to **four (4) non-voting members** who may be non-residents of the City, appointed by the Mayor, subject to the approval of the City Council. The Mayor shall be an ex-officio member of the GCFS Committee.

**5-3-3        TERM OF OFFICE.** The members shall serve for a period of **three (3) years** with the ex-officio serving for the term of his/her office. Vacancies shall be filled by appointments for unexpired terms only. There shall be no compensation for membership.

**5-3-4        MEETINGS.** The GCFS Committee shall elect a Chairperson who shall create the agenda, facilitate meetings and a Secretary to keep minutes and records. The Committee shall keep written records of its proceedings and meet at least **four (4) times** a year. Meetings shall require a quorum of at least one half plus one of those holding office and shall comply with the Illinois Open Meetings Act and other applicable laws.

**5-3-5        POWERS.** The GCFS Committee shall serve in an advisory role making recommendations to the Mayor and City Council. It shall explore new ideas for the benefit of Gibson City contemplating technology, recreation, quality of life, sustainability, economic development, and any other ideas which potentially expand the future of the City. It shall periodically present its ideas to the Mayor and City Council including cost estimates where appropriate.

**(Ord. No. 2023-13; 04-24-23)**