

ARTICLE XIV

PLANNING COMMISSION

Section 1400. Authority to Create Planning Commission.

Pursuant to authority contained in Section 101 of this Resolution, the City of Dacula Municipal Planning Commission (hereinafter sometimes referred to as the Planning Commission) is hereby created and established.

Section 1401. Planning Commission Membership.

The Planning Commission shall consist of five members, all of whom shall be residents of Dacula, Georgia. All of the members shall be appointed by the City Council of the City of Dacula. The terms of the members shall be for one calendar year and any vacancy in membership shall be filled for the remainder of the term by the Dacula City Council which shall also have the authority to remove any of its appointed member(s) with or without cause at any time upon giving such member(s) ten (10) days written notice. Any member who misses a third scheduled or called meeting of the Planning Commission in any calendar year shall have their term automatically vacated and they shall be paid pro-rated based upon the percentage of actual attended meetings. The members of the Planning and Zoning Board which existed at the time of the adoption of this Resolution shall be appointed initially for the remainder of that calendar year to the Planning Commission.

Section 1402. Planning Commission Officers.

The Planning Commission shall elect two (2) members as the Chairman and Vice-Chairman of the Planning Commission each year. The Chairman and Vice-Chairman shall serve for one (1) year or until reelected or until successors are elected. The Dacula City Council may appoint a Secretary who may be an employee of the City of Dacula.

Section 1403. Powers and Duties.

The Planning Commission shall have all the powers, duties and responsibilities set forth under this Resolution, City Ordinance or Resolution, and Georgia law.

Except as otherwise authorized by law, all meetings of the Planning Commission at which official action is taken shall be open to the public and all records of the Planning Commission shall be public record. With the consent of the Dacula City Council, the Planning Commission may appoint such employees and staff as it may deem necessary for its work and may contract with local government planners and other consultants for such services as it may require. The expenditures of the Planning Commission, exclusive of gifts, shall be within the amounts appropriated for the purpose by the Dacula City Council.

**Zoning Resolution  
of the City of Dacula, Georgia**

**Article XIV  
Planning Commission**

Section 1404. Procedure.

The Planning Commission shall adopt rules of procedure. Meetings of the Planning Commission shall be regularly scheduled, or at the call of the Chairman at such other times as the Secretary and Chairman may determine. Each case heard by the Planning Commission shall provide for a minimum of ten (10) minutes for public comment in favor of an application and ten (10) minutes for public comment opposed to an application.

Cases brought before the Planning Commission shall be decided by majority vote of members present and voting. A quorum shall consist of three (3) or more members. Any board member may elect to abstain from any vote. An affirmative vote for any motion of at least three (3) members is required to recommend approval or denial of a petition before the Planning Commission. A tie vote or a vote of less than three members, shall be recorded as a vote of 'no recommendation' on cases or agenda items in which the Planning Commission does not have authority for final action.

The Planning Commission shall keep minutes of its proceedings, showing the vote of each member upon each question or, if absent or failing to vote, indicating such fact. The Planning Commission shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the City Clerk and shall be a public record.