



Planning & Zoning Commission Interest Form

The Planning and Zoning Commission meets on the second Wednesday of each month at 6:30 p.m. to make recommendations to the City Council on various land development issues. This includes revisions to Zoning and Subdivision Ordinances, requests for rezoning of land, approval of site (re)development plans, annexation and subdivision applications. Past meeting agendas and minutes are available at City Hall and at cityofmtvernon-ia.gov. Interested persons may submit an interest form at City Hall, 213 First Street NW, Mount Vernon, Iowa.

APPOINTMENT: The Mayor of Mount Vernon appoints Planning and Zoning Commission members, with City Council approval, for a term of five (5) years. All decisions of the commission are governed by Mount Vernon and Council-adopted plans, including the Business 30 Master Plan and 2016 Comprehensive Plan.

QUALIFICATIONS: Planning and Zoning Commission members must be residents of Mount Vernon and not currently serving in another elected or appointed City position. It is preferred that candidates be qualified by knowledge or experience to act in an advisory role, particularly in matters pertaining to development, land use and/or administration of a comprehensive plan. Residents without such experience will be considered, however.

Name: _____

Address: _____

Phone: _____

Email : _____

Personal experience and/or education that qualifies you to serve in this capacity: (Additional information may be attached, if necessary.)

Please return the completed form to Mount Vernon City Hall at 213 First St. NW.

Office Use Only: Date Received _____ Sent to Mayor _____

PLANNING & ZONING COMMISSION

The powers and duties of the Planning & Zoning Commission are provided for by Iowa State Code section 414.6 and 392.1; and Mount Vernon Municipal Code Chapter 23. The Commission's responsibilities include:

- **Zoning** – The Commission shall establish zoning regulations recommend to the Council amendments, supplements, changes or modifications, as provided by Chapter 414 of the Code of Iowa.
- **Recommendations of Improvements** – The design and proposed location of any public improvement must be submitted to the Commission for recommendations.
- **Review and Comment on Plats** – All plans, plats or re-plats of subdivision or re-subdivisions of land in Mount Vernon or adjacent thereto, with streets, alleys, or other portions intended for dedication to the public, shall first be submitted to the Commission and its recommendations obtained before approval by the Council.
- **Review and Comment on Street and Park Improvements** – No plan for any street, park, parkway, boulevard, traffic-way, river front, or other public improvement affecting the City plan shall be finally approved by the City or the character or location thereof be determined, unless such proposal shall first have been submitted to the Commission. The Commission shall have thirty (30) days within which to file its recommendations thereon.
- **Annual Report** – The Commission shall make an annual report to the Mayor and Council of its proceedings, receipts and disbursements and the progress of its work during the preceding fiscal year.

It is recommended that commission members familiarize themselves with Chapter 165 Zoning Regulations, Ch166 Subdivision Regulations of Mount Vernon's Municipal Code, the Business 30 Master Plan and 2016 Comprehensive Master Plan.

