

**Topic:** Local Boards; Local Governance  
**Resource Type:** Regulations  
**State:** New York  
**Jurisdiction Type:** Municipal  
**Municipality:** Village of Port Chester  
**Year (adopted, written, etc.):** 2002  
**Community Type - applicable to:** Suburban; Rural  
**Title:** Village of Port Chester New York Planning Commission and Zoning Board of Appeals Training  
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### ***Abstract***

This law requires that the members of the Planning Commission and the Zoning Board of Appeals, for the Village of Port Chester, meet mandatory training and attendance requirements, in order to ensure that these members understand the authority given to them, and have the request knowledge of land use law in order to apply their power appropriately.

### ***Resource***

Village of Port Chester NY Planning and ZBA Training

Code of the Village of Port Chester NY

Article XX Training and Attendance Requirement [Added 8-6-2002 by L.L. No. 14-2002.]

General Code:

[http://www.ecodes.generalcode.com/codebook\\_frameset.asp?t=tc&p=0100%2D345%2Ehtm%23ArticleXX&cn=1363&n=\[1\]\[246\]\[1235\]](http://www.ecodes.generalcode.com/codebook_frameset.asp?t=tc&p=0100%2D345%2Ehtm%23ArticleXX&cn=1363&n=[1][246][1235])

### **§ 345-105. Purpose and intent.**

The proper administration of this chapter requires that members of the Planning Commission and Zoning Board of Appeals have knowledge of both the grants of authority under which they operate and the general principles and practices of land use law. Furthermore, membership on these boards and commissions requires regular attendance. Thus, the Board of Trustees finds and determines that mandatory training and attendance requirements would not only ensure that members have the requisite level of knowledge and participation for them to properly discharge their duties, but also instill confidence in applicants and the general public who are before them that these boards and commissions are acting in accordance with the public interest.

[Type text]

**§ 345-106. Training.**

Members of the Planning Commission and Zoning Board of Appeals shall, as a condition of their appointment, attend a training program related to the board or commission in which they serve within one year of their appointment. This training requirement may be satisfied by attendance at the "Short Course on Planning and Zoning" offered by the Westchester Municipal Planning Federation, or such other program as may be approved and authorized by the Village Board of Trustees. In addition, members are required to attend one other training session each year to be conducted by the Village Attorney; said session to be held at a regular meeting of the board or commission. Members shall so certify their attendance to the Village Clerk.

**§ 345-107. Attendance.**

Members shall not be absent from more than four regular meetings in any given year.

**§ 345-108. Failure to comply.**

The failure of a member to comply with this Article shall in no way affect the validity of a determination of the Planning Commission or the Zoning Board of Appeals. However, such failure shall be deemed cause for removal of the member by the Board of Trustees after notice and an opportunity to be heard with regard to same.

**§ 345-109. Alternate members.**

For purposes of this article, the alternate members of the Planning Commission and Zoning Board of Appeals shall be deemed members thereof and shall be subject to the training requirements set out herein.