

Topic:	Local Board; Local Governance
Resource Type:	Regulations
State:	New York
Jurisdiction Type:	Municipal
Municipality:	Town of North Salem
Year (adopted, written, etc.):	2000
Community Type - applicable to:	Suburban; Rural
Title:	Town of North Salem Planning Board Meeting Attendance Ordinance
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Abstract

This law creates attendance requirements for persons on the Town Planning Board of North Salem, NY.

Resource

Town of North Salem NY Planning Board Meeting Attendance
Code of the Town of North Salem NY
Chapter 38 Planning Board Meeting Attendance

General Code

[http://gcp.esub.net/cgi-](http://gcp.esub.net/cgi-bin/om_isapi.dll?clientID=61841&infobase=no1178.nfo&softpage=Browse_Frame_Pg42)

[bin/om_isapi.dll?clientID=61841&infobase=no1178.nfo&softpage=Browse_Frame_Pg42](http://gcp.esub.net/cgi-bin/om_isapi.dll?clientID=61841&infobase=no1178.nfo&softpage=Browse_Frame_Pg42)

[HISTORY: Adopted by the Town Board of the Town of North Salem 4-11-2000 by L.L. No. 2-2000. Amendments noted where applicable.]

§ 38-1. Town Planning Board Membership.

A. Purpose. Consistent with the requirements of a cohesive and knowledgeable Town Planning Board membership, this chapter sets forth attendance requirements and the procedure for removal of Town Planning Board members who fail to meet the requirements of this chapter.

B. Attendance. Each Planning Board member is required to attend a minimum of three out of every five regularly scheduled meetings/work sessions. If a member anticipates his or her absence from a meeting/work session, the member should make every effort to contact the Chairman so an alternate may be notified.

C. Removal. The failure by any Planning Board member to meet minimum attendance requirements shall be deemed a proper cause for removal.

D. Procedure. The Planning Board Chairman or a Town Board member may submit a written statement to the Town Board requesting a Planning Board member be removed for failure to meet attendance requirements. The Town Board shall consider same and may vote to file a complaint against the Planning Board member. Said written complaint must also be filed with the Town Clerk, Secretary to the Planning Board and the party complained of (the respondent), and include a recitation of alleged facts supporting the complaint. The complaint shall provide at least 15 days' notice for a public hearing before the Town Board. The respondent shall have 10 days to simply admit or deny the complaint. Failure to deny the complaint shall be deemed an admission.

E. Public hearing. The Town Board has the burden of presenting proof at the public hearing by a preponderance of the evidence that the respondent has failed to meet attendance requirements. The respondent shall have an opportunity to be heard to refute the allegations or offer an excuse for such absence. Acceptable causes for absence include, but are not limited to, medical or family emergencies and nonrecurring business obligations. A majority vote of the Town Board is required to remove the respondent upon a finding that the absences were not justified.