

The **Planning and Zoning Commission** (Section 30) and the **Board of Adjustment** (Chapter 156) serve distinct roles in the city's land use and zoning framework. Here's a detailed overview of their respective duties:

 **Planning and Zoning Commission (Section 30.02)**

Primary Responsibilities:

- 1. Develop and Recommend a Master Plan:**
 - Formulate a comprehensive plan guiding the city's future development.
- 2. Prepare and Recommend Zoning Ordinances:**
 - Draft zoning regulations and present them to the City Council for adoption.
- 3. Review Subdivision Proposals:**
 - Evaluate subdivision plans and make recommendations on their approval.
- 4. Advise on Land Use Matters:**
 - Provide guidance to the City Council on issues related to land use and zoning.

Composition:

- Consists of five members appointed by the Mayor.
- Members serve two-year staggered terms to ensure continuity.

 **Board of Adjustment (Chapter 156.06)**

Primary Responsibilities:

- 1. Hear and Decide Appeals:**
 - Address appeals where errors are alleged in decisions made by zoning officials.
- 2. Grant Variances:**
 - Provide relief from zoning regulations when strict application would cause unnecessary hardship, ensuring that such variances do not adversely affect the surrounding area.
- 3. Rule on Nonconforming Uses:**
 - Determine the status and permissible continuation or modification of nonconforming uses and structures.
- 4. Interpret Zoning Provisions:**
 - Clarify ambiguities in the zoning ordinance upon request.

Composition:

- Composed of five regular members and up to four alternates appointed by the City Council.
- Members and alternates must be residents and qualified voters of the city.
- Members serve staggered terms to maintain experience and continuity.

 **Key Differences**

Aspect	Planning and Zoning Commission	Board of Adjustment
Function	Advisory and legislative	Quasi-judicial
Primary Role	Develop plans and recommend zoning policies	Decide on variances and appeals
Appointment By	Mayor	City Council
Decision Authority	Recommends to City Council	Makes binding decisions on specific cases
Meeting Frequency	Regularly scheduled	As needed, based on appeals filed

Understanding these distinct roles ensures effective governance and adherence to the city's development objectives. If you need further clarification or assistance with related matters, feel free to ask.