

Codorus Township
Job Description: Planning Commission Member

Codorus Township maintains a Planning Commission consisting of (5) members. Planning Commission members are appointed by the Township Board of Supervisors to serve a (4) year term. Terms shall be aligned so that no more than (2) members are reappointed or replaced during any calendar year.

Planning Commission Members serve at the discretion of the Board of Supervisors. Any member of the Planning Commission may be removed from office by majority vote of the Board of Supervisors. The Planning Commission meets monthly on the third Tuesday of each month through the Calendar year.

Additional meetings may be held to inspect a site. If there is no agenda on a given meeting date, the meeting will be cancelled.

The Duties of the Planning Commission, as set forth in the Pennsylvania Municipalities Planning Code include:

1) Prepare the comprehensive plan for the development of the municipality as set forth in this act and present it for the consideration of the governing body.

(2) Maintain and keep on file records of its action. All records and files of the planning agency shall be in the possession of the governing body.

The planning agency at the request of the governing body may:

(1) Make recommendations to the governing body concerning the adoption or amendment of an official map.

(2) Prepare and present to the governing body of the municipality a zoning ordinance and make recommendations to the governing body on proposed amendments to it as set forth in this act.

(3) Prepare, recommend and administer subdivision and land development and planned residential development regulations, as set forth in this act.

(4) Prepare and present to the governing body of the municipality a building code and a housing code and make recommendations concerning proposed amendments thereto.

(5) Do such other acts or make such studies as may be necessary to fulfill the duties and obligations imposed by this act.

(6) Prepare and present to the governing body of the municipality an environmental study.

(7) Submit to the governing body of a municipality a recommended capital improvements program.

(7.1) Prepare and present to the governing body of the municipality a water survey, which shall be consistent with the State Water Plan and any applicable water resources plan adopted by a river basin commission. The water survey shall be conducted in consultation with any public water supplier in the area to be surveyed.

(8) Promote public interest in, and understanding of, the comprehensive plan and planning.

(9) Make recommendations to governmental, civic and private agencies and individuals as to the effectiveness of the proposals of such agencies and individuals.

(10) Hold public hearings and meetings.

(10.1) Present testimony before any board.

(11) Require from other departments and agencies of the municipality such available information as relates to the work of the planning agency.

(12) In the performance of its functions, enter upon any land to make examinations and surveys with the consent of the owner.

(13) Prepare and present to the governing body of the municipality a study regarding the feasibility and practicability

of using renewable energy sources in specific areas within the municipality.

(14) Review the zoning ordinance, subdivision and land development ordinance, official map, provisions for planned residential development, and such other ordinances and regulations governing the development of land no less frequently than it reviews the comprehensive plan.

The duties actually performed as a member of the Codorus Township Planning Commission may or may not include any or all of the above listed duties.

Compensation: Pennsylvania Municipalities Planning Code Section 202 states “Except for elected or appointed officers or employees of the municipality, members of the commission may receive compensation in an amount fixed by the governing body”.