

ARTICLE 4

BOARDS AND COMMISSIONS

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Note: All Boards and Commissions may not be listed on this page and may be listed in a separate area in the Municipal Code. This may include the following Board or Commission: Fair Housing, Public Art, Liquor, Appearance, Mayor's Advisory Board and Sister Cities. Please use the index as a search reference.

ARTICLE 4

BOARDS AND COMMISSIONS

CHAPTER 1 PLANNING AND ZONING COMMISSION

SECTION

- 4-1-1 Commission Established
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- 4-1-3 Resignations
- 4-1-4 Organization, Rules and Records
- 4-1-5 Powers and Duties
- 4-1-6 Compensation
- 4-1-7 Review

4-1-1 COMMISSION ESTABLISHED

There is hereby created the Planning and Zoning Commission of the City hereinafter referred to as the Commission.

4-1-2 MEMBERS AND TERMS

(Ord. 2012-13, 2/20/2012)

Commission shall consist of nine (9) members appointed by the Mayor with the advice and consent of the City Council. The Mayor shall appoint a chairman from among its members to serve for two (2) years. The members of the Commission shall serve for a term of four (4) years or until their successors have been appointed and qualified.

(Ord. 2007-88, 12/03/2007)

Vacancies shall be filled for the unexpired term of the members whose place has become vacant in the same manner provided for the appointment of members.

(Ord. 2007-88, 12/03/2007)

4-1-3 RESIGNATIONS

The City Council may accept the resignation of any member desiring to resign and upon such acceptance such office shall be considered vacant.

4-1-4 ORGANIZATION, RULES AND RECORDS

The Commission shall appoint a secretary and such other officers as may in its judgment be necessary. The Commission shall adopt rules for transactions of business and shall keep a record of its resolutions, transactions, findings and determinations, which record shall be a public record.

4-1-5 POWERS AND DUTIES

The Commission shall have such powers and duties as are now or may hereafter be given to it by law, and shall have, as are now provided by law, the following powers and duties:

- A. To prepare and recommend to the City Council a comprehensive plan for the City and areas outside its Municipal boundaries which, in the Commission's judgment, bear relation to the planning responsibilities of the Commission. However, in no event shall the plan be binding on territory outside of said Municipal boundaries which is located in any miles beyond said Municipal boundaries. Upon its adoption by the City Council, the Comprehensive plan shall constitute the Official City Plan.
- The plan shall be prepared for the general purpose of guiding the present and future development of the City in a coordinated and harmonious manner so as to best promote the health, safety, morals, order, convenience, prosperity, efficiency, aesthetic quality and general welfare of the community. Among other things, the plan shall concern itself with the promotion of a desirable and convenient distribution of population, adequate provision of housing and commercial services, promotion of good civic design and arrangement, preservation of the environmental quality, adequate provision for traffic circulation, promotion of public safety, wise and efficient expenditure of public funds, adequate provision of public facilities and services, and promotion of economic and fiscal stability.
 - Upon adoption, the plan shall serve as a statement of official policy with respect to the City's objectives for the future, as a guide to decision making at both the public and private level, and as a legal document providing policy framework and support for the City's zoning ordinance and other land use statutes.
 - The Comprehensive Plan shall contain a statement of goals, objectives and policies intended to guide the physical and economic development of the City along with land use, transportation and community facilities plan elements. The plan may also include additional elements such as housing, historic preservation, downtown revitalization and energy conservation, which in the judgment of the Commission, will further advance the purposes of the plan.
 - The elements of the plan may be expressed in words, graphics or other appropriate form. Said elements shall be interrelated, each element relating to each of the other elements and to the statement of goals and objectives, principles, policies and standards.
 - The plan shall be adopted in accordance with provisions of the Illinois Municipal Code. Thereafter, the Commission may from time to time recommend any changes or amendments to the adopted plan.

- B. To prepare and recommend to the City Council from time to time, plans for specific improvements in pursuance of such Comprehensive Plan.
- C. To give aid to the officials of the City charged with the direction of projects for improvements embraced within the Comprehensive Plan, to further the making of such improvements, and generally to promote the realization of the Comprehensive Plan.
- D. To promote public interest in and understanding of the Comprehensive Plan and related planning matters.
- E. To hear and review all matters upon which the Commission is required to recommend or approve pursuant to the zoning ordinance, including review and make final decisions on certain site plan reviews; make recommendations to the City Council on special use applications; make recommendations to the City Council on planned development applications; make recommendations to the City Council on zoning amendment applications; initiate, direct and review, from time to time, studies of the provisions of the Zoning Ordinance and to make reports of its recommendations to the City Council; and adopt rules, procedures and guidelines pertaining to the administration and interpretation of those sections of the Zoning Ordinance over which the Commission has jurisdiction.
(Ord. 2007-88, 12/03/2007)
- F. To receive and review all plats of subdivision and recommend with respect thereto to the City Council pursuant to the subdivision regulations, in Article 6, Chapter 2 of the Municipal Code.
(Ordinance 2002-31, 9/3/2002, Supp 22)
- G. To initiate, direct and review from time to time studies of the provisions of the zoning ordinance, subdivision regulations and other land use controls, and make reports of its recommendations to the City Council.
- H. To exercise such other powers germane to the powers now or that may hereafter be granted as may from time to time be legally conferred by the City Council.

4-1-6 COMPENSATION

The members of the Commission shall receive no compensation unless specific provision is made therefor by the City Council.

4-1-7 REVIEW

Final administrative decisions of the Planning and Zoning Commission shall be subject to review by a court of law in the manner provided by the applicable Illinois Statutes.

(Ord. 2007-88, 12/03/2007)

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CHAPTER 2 ZONING BOARD OF APPEALS

SECTION

- 4-2-1 Board Established
- 4-2-2 Members and Terms
- 4-2-3 Resignations
- 4-2-4 Organization, Rules and Records
- 4-2-5 Powers and Duties
- 4-2-6 Compensation
- 4-2-7 Review

(Ord. 2007-88, 12/03/2007)

4-2-1 BOARD ESTABLISHED

Pursuant to the powers granted by Illinois law, there is hereby created the Zoning Board of Appeals of the City hereinafter referred to as the Board.

(Ord. 2002-31, 9/3/2002, Supp 22), (Ord 2005-65, 10/17/05, S24), (Ord. 2007-88, 12/03/2007)

4-2-2 MEMBERS AND TERMS

(Ord. 2012-13, 2/20/2012)

The board shall consist of seven (7) members appointed by the Mayor with the advice and consent of the City Council. The Mayor shall appoint a chairman from among its members to serve for two (2) years. The members of the Board shall serve a term of five (5) years or until their successors have been appointed and qualified. Vacancies shall be filled for the unexpired term of the member whose place has become vacant in the same manner provided for the appointment of members.

4-2-3 RESIGNATIONS

The City Council may accept the resignation of any member desiring to resign and upon such acceptance such office shall be considered vacant.

(Ord. 2007-88, 12/03/2007)

4-2-4 ORGANIZATION, RULES AND RECORD

The Board shall appoint a vice chairman, a secretary and such other officers as may in its judgment be necessary. The Board shall adopt rules for transactions of business and shall keep a record of its resolutions, transactions, findings and determinations, which record shall be a public record.

(Ord. 2007-88, 12/03/2007)

4-2-5 POWERS AND DUTIES

The Board shall have the following powers, as are now or may hereafter be given to it by law, and shall have, as are now provided by the Zoning Ordinance, the following powers and duties:

- A. To hear and make final decisions on appeals of any zoning interpretation or determination made by the Zoning Administrator.
- B. To make final decisions on applications for minor variances and to make recommendations to the City Council on applications for major variances.
- C. To hear and report to the Mayor and City Council on such other matters as may be referred to it by the Mayor and City Council.

(Ord. 2007-88, 12/03/2007)

4-2-6 COMPENSATION

The members of the Board shall receive no compensation unless the City Council provides for such compensation.

(Ord. 2007-88, 12/03/2007)

4-2-7 REVIEW

All decisions of the Board of Zoning Appeals from decisions of the Zoning Administrator, or on minor variances, shall in all instances be final administrative determinations, and shall be subject to review by a court of law in the manner provided by the applicable Illinois Statutes. The Board shall determine whether or not to recommend approval by the City Council and if the Board does not recommend approval, such decision shall constitute final administrative action denying the major variances and no further action shall be taken by the Board. If the Board shall determine to recommend approval of the major variance by the City Council, the City Council may grant the major variance by enactment of an ordinance.

(Ord. 2007-88, 12/03/2007)

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CHAPTER 3 CIVIL SERVICE COMMISSION

SECTION

- 4-3-1 Appointment
- 4-3-2 Rules and Regulations Adopted

Editor's Note:

In the general election held within the City of Park Ridge on April 15, 1947, there was submitted to the electors of the City the proposition as to whether the City of Park Ridge and the electors thereof shall adopt and become entitled to the benefits of "An Act to Regulate the Civil Service of Cities."

As appears by the Journal of Proceedings on April 22, 1947, a motion was presented and adopted by the City Council accepting and declaring the adoption of said Civil Service Act by reason of the fact that a majority of the votes cast upon said proposition were for such provision.

On June 24, 1947, as appears by the Journal of Proceedings of the meeting of the City Council on said date, the Mayor of Park Ridge issued his proclamation declaring the Civil Service Act in force within the City.

The Civil Service Commission is established in the City of Park Ridge by virtue of said referendum and proclamation.

4-3-1 APPOINTMENT

The members of the Civil Service Commission shall be appointed by the Mayor by and with the advice and consent of the City Council no sooner than the next regular meeting of the City Council after the announcement of the name of the appointee by the Mayor for staggered terms as set forth in the Statute in such case made and provided. Not more than two (2) shall be of the same political party. (65 ILCS 5/10-1-1)

4-3-2 RULES AND REGULATIONS ADOPTED

The Civil Service Commission Rules and Regulations dated February 7, 2005 are hereby adopted under Home Rule Powers granted pursuant to Section 6(A), Article VII of the 1970 Constitution. Said rules, on file for public inspection, are expressly incorporated by reference herein and made a part hereof as though fully set forth herein.

In the event the aforesaid rules and regulations conflict with any of the terms and conditions of 65 ILCS 5/10-1-1, the terms and provisions of this Section shall operate to supersede said Statute under the Home Rule Powers granted to the City under the aforesaid Home Rule Power provisions of the 1970 Illinois Constitution.

(Ord 2005-09, 2/7/05, S24)

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CHAPTER 4 FIRE AND POLICE COMMISSIONERS

SECTION

4-4-1	Creation of Board
4-4-2	Powers of Board
4-4-3	Rules and Regulations
4-4-4	Testing of Fire and Police Recruits
4-4-5	Military Experience
4-4-6	Establishment of Eligibility List
4-4-7	Appointment
4-4-8	Probation
4-4-9	Reductions in Force
4-4-10	Discipline
4-4-11	Fire Protection Training Certification
4-4-12	Illinois Police Training Certification

4-4-1 CREATION OF BOARD

Pursuant to the home rule authority of the City, there is established a Board of Fire and Police Commissioners. This Board currently consists of five (5) members appointed by the Mayor, with the advice and consent of the City Council. The term of office shall be three (3) years. Political party affiliation shall not be considered in making such appointments. Members of the Board shall not be required to file a fidelity bond. The Board shall elect from among its members a chair to serve for the term of the City's fiscal year.

(Ord 2002-31, 9/3/2002, S22, Ord 2004-20, 3/15/04, S23)

4-4-2 POWERS OF BOARD

The powers and procedures of the Board shall be as provided by the Board of Fire and Police Commissioners Statute (65 ILCS 5/10-2.1-1, *et seq.*) (the "Act"), as amended, and the Fire Department Promotion Act (50 ILCS 742/1, *et seq.*), as amended, except where such statutes are inconsistent with the provisions of this Home Rule Chapter or the Administrative Rules of the Board of Fire and Police Commissioners of the City of Park Ridge ("Rules"), which have been

approved by the City Council under its home rules powers, in which case the provisions of this Chapter and the Rules shall control, unless home rule preemption applies.

Supp. 18 (January, 1999); Ord. 2012-52, 11/07/2012

4-4-3 RULES AND REGULATIONS

The Board shall make such rules and regulations (“the Rules”) for the administration of its affairs and the conducting of hearings as may be necessary providing that such rules shall not be inconsistent with this Chapter. These Rules shall be approved by the corporate authorities of the City in accordance with its home rule powers as provided by Article VII, Sections 6 and 10(a) of the Illinois Constitution of 1970 and the Board from time to time as they are amended. The current set of the Rules, and each amended version thereof after approval by the City Council and the Board, are incorporated herein by reference.

(Ord 2004-20, 3/15/04, S23); (Ord. 2012-52, 11/07/2012)

4-4-4 TESTING OF FIRE AND POLICE RECRUITS

The approved Rules of the Board shall set forth the procedures, criteria and qualifications concerning the recruit testing process.

(Ord 2004-20, 3/15/04, S23)

4-4-5 MILITARY EXPERIENCE

In determining the eligibility of any candidate for original appointment and/or promotion, the Board may consider, in addition to other factors, the candidate's job-related military experience, if any, and may attach thereto whatever weight or value it may deem appropriate.

4-4-6 ESTABLISHMENT OF ELIGIBILITY LIST

The Board shall establish separate lists of qualified persons eligible for original appointment and for promotion in the Police Department and in the Fire Department, as provided for in the approved Rules of the Board. The name of each person placed on an eligibility list shall remain thereon for the time period prescribed by the approved Rules of the Board and at the expiration of said time period, or as otherwise provided for in the approved Rules, said name shall be stricken from the list.

(Ord 2004-20, 3/15/04, S23)

4-4-7 APPOINTMENT

A. Basis of Appointment for Fire Department: Under Illinois Public Act 97-251 (effective August 4, 2011), the process and related standards for hiring new full-time firefighters was altered and the current version of the Board's Rules have been updated to comply with the new requirements, which amended the Board of Fire and Police Commissioners Act of the Illinois Municipal Code (65 ILCS 5/10-2.1, *et seq.*). Appointments to entry-level firefighter positions for which a final eligibility list has been established shall be made in accordance with the Rules. After certification to the Board in writing by the City Manager of a vacancy or vacancies in the entry level rank, as designated by the Chief, the Board shall make conditional offers of appointment to fill the vacancy or vacancies, subject to City budgetary considerations. Such offers of appointment shall be conditioned on

successful completion by such applicants of all required examination elements required by the Rules as well as receipt of the State of Illinois certification as an Emergency Medical Technician/Paramedic.

- B. Basis of Appointment for Police Department: Whenever a vacancy exists in a position within the Police Department that is subject to the jurisdiction of the Board, and the City's budget allows for it to be filled, the Police Chief shall so notify the Board. The Board shall immediately provide the Police Chief with the list of qualified persons eligible for appointment to the vacant position. In the case of appointments to entry level or promotional positions, the Police Chief shall, after considering the qualifications of the candidates on the eligibility list, appoint any candidate from the list to fill a vacancy.

(Ord. 2004-20, 3/15/04, S23) (Ord. 2012-52, 11/07/2012)

4-4-8 PROBATION

A probationary period, and any extensions thereof, for members of the fire department and members of the police department shall be governed by the applicable provisions of Illinois state law, the Rules and the City Employee Manual.

Supp. 18 (January, 1999) (Ord. 2012-52, 11/07/2012)

4-4-9 REDUCTIONS IN FORCE

When it becomes necessary to reduce the number of personnel in the Fire Department or the Police Department, the Police Chief or Fire Chief, as the case may be, shall notify the Board as to the number of personnel in each rank to be eliminated. The Board shall then determine which personnel shall be laid off. Permanent employees shall be laid off in reverse order of seniority unless the Chief shall certify to the Board that it is essential to the operation of the Department that an employee having special skills be retained in preference to an employee with greater seniority.

4-4-10 DISCIPLINE

The terms, conditions, penalties and procedures concerning discipline are set forth in the approved Rules of the Board, as amended from time to time, and they are incorporated herein by reference.

(Ord 2004-20, 3/15/04, S23)

4-4-11 FIRE PROTECTION TRAINING CERTIFICATION

The City elects to participate in the programs provided for in the Illinois Fire Protection Training Act, as amended.

An entry level applicant for the position of firefighter must complete all required training, including certification as a "Firefighter II" by the Illinois State Fire Marshal pursuant to the Certified Firefighter Basic Training Course as prescribed by the Illinois Fire Protection Personnel Standard and Education Commission, and be accepted into the City's emergency medical service system within his or her probationary period. It is the responsibility of the applicant, at his or her cost, to have already successfully completed the Emergency Medical Technician/Paramedic certification as prescribed by the Illinois Fire Protection Personnel Standard and Education Commission in order to

be eligible to participate in the examination process and to be hired to an entry level position or a lateral hire position within the Fire Department.

Any person appointed to the Fire Department of the City shall not become a regular member of said Fire Department until and unless he or she shall complete, pursuant to said Illinois Fire Protection and Training Act, as amended, the approved training course and receives the required certifications. In the event that a person fails to pass the approved training course(s) or fails to obtain the required certifications within his or her probationary period, the City reserves the right to terminate the employment relationship.

(Ord. 2004-20, 3/15/04, S23); (Ord. 2012-52, 11/07/2012)

4-4-12 ILLINOIS POLICE TRAINING CERTIFICATION

An entry-level applicant for the position of police officer must complete all of the requirements of the Illinois Police Training Act, as amended, including the Basic Training Course as provided by the Illinois Governmental Law Enforcement Officers Training Board, within his or her probationary period. All lateral entry-level applicants must provide documentation that they have fulfilled all of the requirements of the Illinois Police Training Act, as amended.

Any person appointed to the Police Department of the City shall not become a regular member of said Police Department until and unless he or she shall complete all of the requirements of the Illinois Police Training Act, as amended, including the Basic Training Course as provided by the Illinois Governmental Law Enforcement Officers Training Board. In the event that a person fails to satisfy all of the requirements of the Illinois Police Training Act within his or her probationary period, the City reserves the right to terminate the employment relationship.

(Ord. 2004-20, 3/15/04, S23); (Ord. 2012-52, 11/07/2012)

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CHAPTER 5 POLICE PENSION BOARD

EDITOR'S NOTE:

The Board of Trustees of the Police Pension Fund is established in the City of Park Ridge as provided in 40 ILCS 5/3-100 *et seq.*

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CHAPTER 6 FIREFIGHTERS' PENSION BOARD

EDITOR'S NOTE:

The Board of Trustees of the Firefighters' Pension Fund is established in the City of Park Ridge as provided in 40 ILCS 5/4-101 et seq.

(Ord 2007-06,1/8/07/S25)

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CHAPTER 7 ELECTRICAL COMMISSION

SECTION

- 4-7-1 Establishment
- 4-7-2 Functions

4-7-1 ESTABLISHMENT

There is hereby established an Electrical Commission which shall consist of six (6) members as follows: The Chief Electrical Inspector shall be a member and ex-officio chairman of the Commission. Of the other five (5) members, one shall be a registered professional engineer, one an electrical contractor, one a journeyman electrician, one a representative of an inspection bureau maintained by the fire underwriters, if such a representative resides in the City; and if no such representative resides in the City, then the Fire Chief or his designate, and one representative of an electricity supply company. If there is no person residing in the City who is qualified under any one of these descriptions, the Mayor by and with the consent of the City Council, as hereinafter set forth, may appoint some other person to fill that position. All members of the Electrical Commission shall be appointed by the Mayor with the advice and consent of the City Council no sooner than the next regular meeting after the announcement of the name of the appointee by the Mayor. Of the other five (5) members so appointed, two (2) shall be appointed for a term of one (1) year; two (2) shall be appointed for a term of two (2) years; and one (1) shall be appointed for a term of three (3) years. All members of the Commission thereafter to be appointed by the Mayor shall be appointed for terms of three (3) years.

(Ord 2004-59, 9/20/04, S24)

4-7-2 FUNCTIONS

Such Electrical Commission shall recommend safe and practical standards and specifications for the installation, alteration and use of electrical equipment designed to meet the necessities and conditions that prevail in the City, shall recommend reasonable rules and regulations governing the issuance of permits by the Electrical Inspection Department, and shall recommend reasonable fees to be paid for the inspection by such Inspection Department for the installation or alteration of all electrical construction done within the City which requires an electrical permit; provided, that such fees shall not become effective until adopted by ordinance by the City Council. All such fees shall be paid to the City Clerk.

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CHAPTER 8 COMMUNITY HEALTH COMMISSION

(Ord 2002-31, 9/3/2002, Supp 22), (Ord 2005-53, 9/6/05, S24)

SECTION

- 4-8-1 Commission established
- 4-8-2 Functions of the Commission
- 4-8-3 Members of the Commission

4-8-1 COMMISSION ESTABLISHED

There is hereby created the Community Health Commission. The Park Ridge Community Health Commission's mission is to help develop a climate of public intolerance toward drug and alcohol misuse by any adults or adolescents in the City of Park Ridge. It is charged with a mission to promote a drug free community environment through the evaluation of and potential promotion of drug testing, expanded community education and the development of alternative activities for all at risk. A significant focus of community education will be targeted towards parental responsibility.

This Commission will also focus on adult education regarding substance use, abuse, addiction and other health issues. It will emphasize how all members of the community share a responsibility to assist in efforts that will protect our children and the adult members of our community in the health choices we make.

4-8-2 FUNCTIONS OF THE COMMISSION

The Commission shall be charged with the following duties and responsibilities:

1. Expand overall communication with the Community at large to help our children and parents in educational efforts on drug and alcohol misuse. This will include the establishment of a database of known resources residents can call upon when in need of assistance and treatment services. Educational efforts will include utilization of various resources to improve communication within the Park Ridge Community.
2. Explore various approaches that will promote a drug free Community. This may include options relating to drug testing where proven effective.

3. Assist other Community efforts in helping parents, teachers, businesses and others recognize at risk behaviors with the explicit intent of helping children avoid such inappropriate behaviors and providing information on potential treatment alternatives and the efforts/process to assist individuals in a successful reinstatement into society. Additionally, the Commission will, where feasible, assist others in their grant raising activities.
4. Explore options and alternatives that might make a difference in establishing Park Ridge as intolerant of all inappropriate drug and alcohol misuse.
5. Ensure “best practices” are adopted which contribute to the primary mission.
6. Establish a baseline of the current environment and match all efforts towards reducing all inappropriate behaviors.
7. This Commission may also include efforts at addressing other Health related challenges within the Community.

4-8-3 MEMBERS OF THE COMMISSION

There shall be eleven (11) Commissioners appointed by the Mayor with the advice and consent of the City Council.

The organization of the Commission, including the selection of a Chairperson, shall be determined by the Commissioners.

The composition of the Commission should include, at a minimum: three (3) adults from the community, one substance abuse professional or counselor and one community liaison. The initial terms of four of the Commissioners shall end on September 1, 2007, three shall end on September 1, 2008 and four shall end on September 1, 2009. After these initial terms, Commissioners will serve two-year terms with no more than four member's terms expiring each year. A Commissioner will regularly participate in MCYAF Board meetings.

In addition to the eleven (11) Commissioners, the Commission should provide for participation of representatives from the Park Ridge Police Department, School District 207 and School District 64. The representatives of Police Department and the School Districts are selected by their respective bodies and may be changed at any time.

The Commission shall include a Park Ridge Alderman with a two year term, acting as the Commission's liaison to the City Council.

(Ord 2006-20, 3/6/2006, S24)

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CHAPTER 9 BOARD OF DIRECTORS OF PUBLIC LIBRARY

SECTION

- 4-9-1 Establishment
- 4-9-2 Board of Directors

4-9-1 ESTABLISHMENT

The library previously established by the City as a public library under the “Act to authorize cities, villages, incorporated towns, and townships to establish and maintain free public libraries and reading rooms” shall be continued as the Park Ridge Public Library (75 ILCS 5/1-0.1).

4-9-2 BOARD OF DIRECTORS

The Mayor, by and with the advice and consent of the City Council, shall appoint a Board of Directors of nine (9) members of the library no sooner than the next regular meeting after announcement of the name of the appointee, not more than one of which members shall be a member of the City Council, which Board of Directors shall have all the powers provided in the above cited Statute. A Director shall hold office for three (3) years and until his successor is appointed. Such term shall commence on July 1 and each year the Mayor, with the advice and consent of the City Council, shall appoint three (3) Directors no sooner than the next regular meeting after the announcement of the name of the appointee to take the place of the three (3) retiring Directors.

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CHAPTER 10 O'HARE AIRPORT COMMISSION

(Ord. 2009-29, 4/20/2009)

SECTION

- 4-10-1 Commission Established
- 4-10-2 Functions of the Commission
- 4-10-3 Members of the Commission

4-10-1 COMMISSION ESTABLISHED

There is hereby created the O'Hare Airport Commission. The O'Hare Airport Commission's objective will be to provide a forum for public discussion and serve as an advocate for reasonable sound and environmental levels associated with flights flying to and from O'Hare Airport over Park Ridge. The Commission shall conduct research; educate the public; and advocate for improvements.

4-10-2 FUNCTIONS OF THE COMMISSION

The Commission shall be charged with the following duties and responsibilities:

1. Monitor sound and air quality.
2. Research and advocate for a decrease in the frequency of flights over Park Ridge.
3. Make recommendations to the City Council on potential and proposed legislation that will affect the decibel level in homes and schools in Park Ridge. This shall include funding sources for soundproofing, tax benefits for homeowners, and encouragement for quieter aircraft.
4. Communicate regularly with City staff, elected officials and the public on the Commission's progress.

5. Make recommendations to the City Council on potential and proposed legislation that will affect aircraft- and airport-related public health and environmental issues that may impact Park Ridge.

4-10-3 MEMBERS OF THE COMMISSION

The Commission shall consist of nine (9) members appointed by the Mayor with the advice and consent of the City Council. The Commission shall include a Park Ridge Alderman with a two-year term, acting as the Commission's liaison to the City Council. The initial terms of three of the Commissioners shall end on July 1, 2011, three shall end on July 1, 2012, and three shall end on July 1, 2013. After these initial terms, Commissioners will serve three-year terms with no more than three members' terms expiring each year.

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BOARDS AND COMMISSIONS

CHAPTER 11 ANIMAL COMMISSION

(Ord. 2010-15, 02/03/2010)

SECTION

- 4-11-1 Commission Established
- 4-11-2 Functions of the Commission
- 4-11-3 Members of the Commission

4-11-1 COMMISSION ESTABLISHED

There is hereby created the Animal Commission. The Animal Commission's objective will be to make determinations regarding whether a particular animal is a Dangerous Animal or At-Risk Animal, as defined by Article 5, Chapter 8, Section 1 of the Park Ridge Municipal Code.

4-11-2 FUNCTIONS OF THE COMMISSION

The Commission is charged with the duties as set forth in Article 5, Chapter 8, Sections 20 and 26 and such other duties as may from time to time be assigned by the City Council. The Commission will review information submitted by the Police Chief or his/her designee regarding a particular animal at an open meeting. After review of that information, the Commission will determine whether the animal is a Dangerous Animal or At-Risk Animal.

4-11-3 FUNCTIONS OF THE COMMISSION

The Commission shall consist of three (3) members appointed by the Mayor with the advice and consent of the City Council. Each Commissioner will serve a three-year term or until his or her successor has been appointed.

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CHAPTER 12 RESERVED

(Ordinance 2002-31, 9/3/2002, Supp 22)

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CHAPTER 13 RESERVED

(Ordinance 2002-31, 9/3/2002, Supp 22)

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CHAPTER 14 YOUTH SERVICES COMMISSION

SECTION

- 4-14-1 Commission Established
4-14-2 Functions

4-14-1 COMMISSION ESTABLISHED

There is hereby established a Youth Services Commission which shall consist of at least twelve (12) members to be appointed by the Mayor with the advice and consent of the City Council. The appointees shall include four (4) non-aldermanic adults, one (1) liaison member from the City Council, one (1) member from the Park Ridge Park District, one (1) member from the Park Ridge Teen Center, one (1) member of the faculty at School District 207, and a minimum of four (4) of the members shall be youth currently attending Park Ridge high schools or shall be residents of Park Ridge. If possible, there shall be youths from each of the following grades: freshman, sophomore, junior and senior. If there are no applicants from a particular grade, a youth from another grade may be appointed to fill that position. The City Council liaison shall be the chair of the Commission. Each of the members will have an equal vote and the Commission shall report directly to the Mayor and the City Council. For the initial term, two of the adult members shall be appointed for two (2) years and two of the adult members shall be appointed for three (3) years. Following the initial terms aforesaid, the term of office for all members shall be three (3) years or until a successor has been appointed, whichever comes last. The term of office of a student member shall be for one (1) year or until a successor has been appointed, whichever comes last. All terms shall begin on September 1 for the year of appointment and end on August 31 in the year when the term is to end. In addition to the members, the Commission should provide for participation of a representative from the Park Ridge Police Department. The representative of the Police Department shall be selected by the Police Chief and may be changed at any time.

*(Ord. 2005-04, 1/3/05, S24), (Ord 2005-26, 4/18/05, S24), (Ord 2005-56, 9/6/05, S24)(Ord. 2009-20, 3/16/2009)
(Ord. 2010-115, 12/20/2010), (Ord. 2012-61, 12/03,2012)*

4-14-2 FUNCTIONS

The functions of the Youth Services Commission shall be as follows:

1. To provide a forum for public discussion of any and all topics related to the activities of youth of the City.

2. To provide an organization for recommending appropriate action to the Mayor and City Council for services and activities relating of the youth of the City.
3. To act as an ombudsman for youth.
4. To facilitate coordination for various community youth groups.
5. To submit recommendations on any of the above matters to the Mayor and City Council.

ARTICLE 4

BOARDS AND COMMISSIONS

CHAPTER 15 EMERGENCY TELEPHONE SYSTEM BOARD

SECTION

- 4-15-1 Creation of Board
- 4-15-2 Powers and Duties

4-15-1 CREATION OF BOARD

Pursuant to the home rule authority of the City of Park Ridge, there is hereby created the Emergency Telephone System Board. The Board shall consist of the following five (5) members: the Chairman of the Public Safety Committee of the City Council; the Police Chief; the Fire Chief; a resident of Park Ridge appointed by the Mayor; and the City Manager.

(Ord. 2013-20, 4/01/2013)

4-15-2 POWERS AND DUTIES

The Emergency Telephone System Board shall have the powers and duties set forth in 50 ILCS 750/15.4, subject to approval by the City Council.

ARTICLE 4

BOARDS AND COMMISSIONS

CHAPTER 16 HISTORIC PRESERVATION COMMISSION

(Ord. 2010-08, 01/18/2010)

SECTION

- 4-16-1 Creation; Members
- 4-16-2 Organization; Rules; Meetings; Removals; Conflicts
- 4-16-3 Powers and Duties
- 4-16-4 Definitions

4-16-1 CREATION; MEMBERS

- A. There is created the Park Ridge Historic Preservation Commission, which shall consist of nine (9) voting members to be appointed by the mayor with the advice and consent of the City Council. Members shall serve for terms of five (5) years which may be extended until the respective successor of each member is appointed. For the initial appointments only, such appointment may be for less than a five-year term in order to assure that not all terms expire at the same time. Vacancies shall be filled by appointment for the remainder of any unexpired term. Members may be appointed for no more than three (3) consecutive terms and shall serve without compensation.
- B. All members of the Commission shall be residents of the City. Not fewer than five (5) members shall be selected from the following: licensed attorney at law, licensed real estate salesperson or broker, licensed architect, registered professional engineer, licensed landscape architect, a person with a bachelor's degree or better in city planning, anthropology, history, art, building construction or finance. If the field requires professional licensure, then a person who retired from that field while in good standing shall be deemed qualified whether such licensure is current or not.

4-16-2 ORGANIZATION; RULES; MEETINGS; REMOVALS; CONFLICTS

- A. The mayor shall appoint a chairman from among the members of the Commission for terms of two (2) years or until such time as the mayor appoints a new chairman. The chairman shall preside over all meetings.

- B. A representative from any of the various City departments may serve, ex officio, as a nonvoting liaison to the Commission when so appointed by the City Manager.
- C. The Commission shall adopt rules for the conduct of its business. Meetings shall be held at regularly scheduled times or at the call of the chairman. The Commission shall be subject to the Illinois Open Meetings Act.
- D. A quorum shall consist of five (5) members. The transaction of business shall be made by a majority vote of those members in attendance while a quorum is present. However, the adoption, modification or rescission of any rule or part of a rule shall require the affirmative vote of five (5) members.
- E. The Commission shall meet not less often than quarterly.
- F. Upon request of the Commission, supported by its majority vote and pursuant to (H) below, a member may be dismissed from the Commission if such member fails to attend at least three-fourths of all meetings held during any twelve (12) month period.
- G. The mayor may, with the advice and consent of the City Council, remove any member for incompetence, neglect of duty or malfeasance in office.
- H. Any member of the Commission having a pecuniary or personal interest in any matter coming before the Commission shall disclose such interest to the other members and such interest shall be made a matter of record. Any member having such an interest shall not present or speak on such matter nor shall he or she vote or in any way use his or her personal influence on such matter. He or she shall not be counted in determining a quorum for consideration of such matter.
(Ord. 2012-13, 2/20/2012)

4-16-3 POWERS AND DUTIES

Provided that no monies may be spent or debt incurred without the prior consent of the City Council, the Commission shall have the authority to do the following:

- A. Conduct public hearings for the purpose of making recommendations to the City Council for the designation of landmarks and historic districts within the corporate limits of the City in accordance with the procedures and standards set forth in Article 23.
- B. Issue Certificates of Appropriateness and Certificates of Economic Hardship in accordance with the procedures and standards set forth in Article 23.
- C. Review decisions of the Director with respect to whether a proposed work is an alteration or normal maintenance and repair. Such a review shall not require a hearing.
- D. Retain, upon approval by the City Council, such specialists as may from time to time be required.
- E. Engage in mutual cooperation with City departments and other Commissions on matters affecting landmarks or historic districts.

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- F. Make suggestions and recommendations relative to the nomination of a landmark or historic district to state and national registers.
- G. Foster the marking and maintenance of landmarks and historic districts as may be appropriate of each and as may aid the public in visiting such areas in convenient and appropriate surroundings. This may include the providing of a plaque or other appropriate indicia of status.
- H. Recommend the City's acquisition by donation or purchase of a fee or lesser interest in a landmark or historic district. This may include, but not be limited to easements, covenants and leasehold interests.
- I. Recommend the City's acquisition by donation or purchase of a fee or lesser interest in property which is within the public view and adjacent to or immediately surrounding a landmark or historic district when the adjacent property's alteration, clearance or maintenance is important for the proper preservation and use of a landmark or historic district.
- J. Recommend the City's reconstruction, maintenance, operation or transfer of a landmark or historic district in accordance with the purposes, procedures and standards set forth in Article 23.
- K. Recommend to the City Council appropriate covenants and restrictions to protect landmarks and historic districts.
- L. Receive funds from federal, state and private sources for deposit in a separate account of the City to be referred to as the Preservation Fund. Monies from this fund may only be loaned or expended by the Commission with approval of the City Council in furtherance of the purposes set forth in Article 23. If the Commission is dissolved, any amounts remaining in the fund shall be applied by the City Council to further the purposes of Article 23. If any amounts remain in the fund after a period of one (1) year following the Commission's dissolution, then such funds may, if permitted by law, be applied by the City Council for such general corporate purposes as it may deem appropriate.
- M. Recommend the issuance of bonds by the City Council to further the purposes of Article 23.
- N. Cooperate with other governmental bodies or agencies and not-for-profit organizations with purposes similar to those set forth in Article 23.
- O. Undertake surveys and research efforts to identify potential landmarks or historic districts within the City. As part of such a survey or research effort, the Commission may review and evaluate any prior surveys or studies by any responsible person or group and compile appropriate descriptions, facts or photographs. No City funds may be used for such survey or effort unless approved by the City Council. No City staff may be used for such survey or effort without the permission of the City Manager.
- P. Undertake education and advocacy efforts within the City with respect to historic preservation. However, no City funds may be used for such efforts unless approved by the

City Council. No City staff may be used for such efforts without the permission of the City Manager.

- Q. Establish and publish design guidelines with respect to any permit, designation or certificate required by Article 23.

4-16-4 DEFINITIONS

The terms of this Chapter are defined in Article 23-1-3.