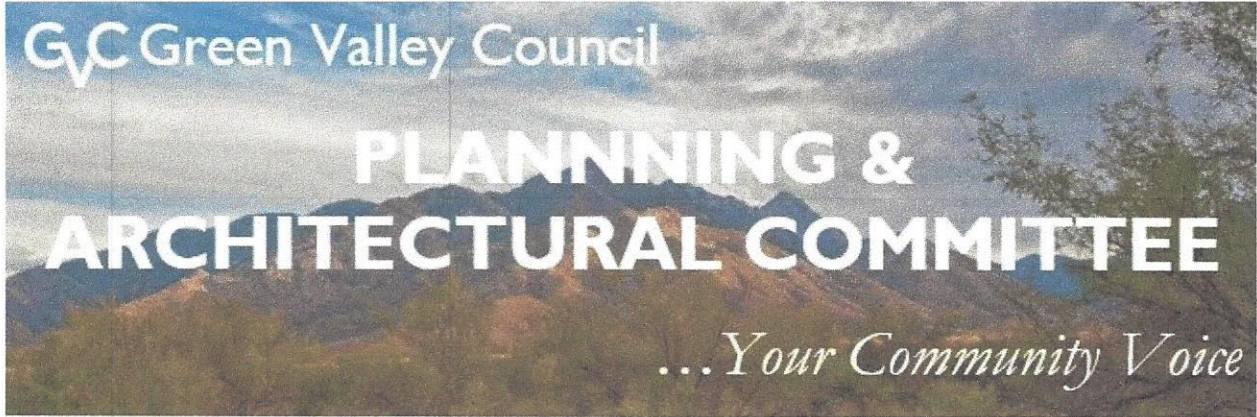


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CHARTER

Purpose:

The Planning & Architectural Committee (the “P&AC” and sometimes called the “Committee”) of the Green Valley Council (the “GVC”) (1) reviews all planning, zoning and construction of new developments, and future use of property located within the Green Valley Special Area as defined by Pima County (“PC”), with regards to the current Pima County Planning and Zoning ordinances, and (2) recommends actions to the Pima County Development Services Department (“Development Services” or sometimes referred to as “DSD”) prior to any formal action by DSD and the Pima County Board of Supervisors (“County”).

Responsibilities

1. Establish annual goals consistent with GVC’s annual goals. Track and report accomplishments annually.
2. Support the GVC Vision and Mission Statements; uphold GVC’s values.
3. Provide written materials electronically to the GVC’s Executive Board for use in the web page, email distribution, flyers, and other marketing materials using GVC templates as guidance, as needed.
4. Act as ambassadors for the GVC, educating Committee members and the community on its activities.
5. Proactively identify problems and seek solutions to issues affecting the community as it applies to the Committee’s purview. Submit recommendations requiring action to the Executive Board.
6. Champion the GV Community Plan, documenting Committee activities that further Plan objectives.
7. The Chair shall attend, or appoint someone to attend, the monthly Board of Representatives meetings and periodically present information to both the Executive Board and/or the Board of Representatives.
8. Ensure applicable community neighborhood representatives and/or developers are represented and heard in Committee meetings and at public hearings.
9. Zoning Responsibilities:
 - a. Review petitions for rezoning and variance requests and hold public hearings.
 - b. Send specific recommendations on all Zoning requests to Development Services before future entitlements are considered by the County.
10. Planning and Construction Responsibilities:
 - a. Evaluate proposed General Plan Amendments to the Community Plan in Green Valley and make recommendations to the County.
 - b. Review proposed building and site development plans, hold public hearings, and make recommendation on such plans to Development Services before County acts on such plans.

- c. Ensure that the construction and site development proposals for new and revised residential, commercial and other developments in Green Valley are:
 - i. In character with existing southwestern architectural style of Green Valley and/or are compatible with existing development in surrounding area.
 - ii. Sensitive to and contain an architectural and landscape design/theme that includes the character, scale and quality of design which will relate to and be compatible with the existing site and character of adjacent buildings and neighborhoods.
 - iii. Per Agreement with PC, ensure that structures shall not exceed a 24-foot height limit.
 - iv. Compatible with local issues that are important in Green Valley (e.g. Dark Skies restrictions, flood control, native plant preservation, traffic circulation, open space buffers, topographic and grading concerns, etc.) and can demonstrate DSD concurrence with appropriate design elements of the plans.
11. Provide specific information regarding submittal requirements via social media or in written form.

Reporting Requirements:

- 1. Submit recommendations for action to Development Services, and advise the GVC Executive Board of such recommendations.
- 2. Present Committee Goals for next calendar year and evaluation of the Committee's performance in achieving the goals for current year for approval at the February Executive Board meeting.
- 3. Submit Minutes and Agendas electronically to the Council's Administrative Secretary as follows:
 - a. Provide the agenda and a draft of the last meeting minutes not less than one week prior to next scheduled meeting.
 - b. Deliver approved and/or corrected minutes no later than 24 hours following the meeting.
- 4. Submit monthly summaries of volunteer hours expended to the GVC Services Coordinator.

Committee Composition:

With recommendation from the existing Committee members, the Executive Board is responsible for recommending and selecting the Committee members and community representation needed to operate effectively. Total membership shall be not less than three (3) nor more than nine (9) voting members. [If the Committee currently consists of three voting members, then two (2) members participating in a meeting would constitute a quorum.] No more than 3 non-voting members shall be appointed to the Committee. Expertise in the areas of architectural design, engineering, residential or commercial development, for some, but not all, Committee members is recommended.

Committee voting members shall include, but not limited to the following:

- 1. Chair
- 2. Vice Chair
- 3. Appointed voting Committee members
- 4. GVC President (or other designated Executive Board liaison)

Committee non-voting members shall include the following:

- 1. Green Valley/Sahuarita Chamber of Commerce representative
- 2. Green Valley Fire Board representative
- 3. Pima County representative

Meeting held by Electronic Communications:

A meeting of the Committee members by means of communication through which the members may simultaneously hear each other is considered a Committee meeting, and so long as a quorum is present, then the Committee can render a decision and/or make a recommendation.

NOTE: Missing of three or more consecutive meetings is grounds for possible removal from the Committee.

Approved By:

Chair, Planning and Architectural
Committee

Date

Approved By:

President, Green Valley Council

Date