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Winnetka, IL Village Code

## **Chapter 3.04**

### **ENVIRONMENTAL AND FORESTRY COMMISSION**

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#### Sections:

3.04.010 Creation; Members; Compensation

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3.04.030 Vacancies

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#### **Section 3.04.010 Creation; Members; Compensation**

A. Creation of Commission. There is created an Environmental and Forestry Commission, which shall have such powers and perform such duties as provided in this chapter.

B. Members; Appointment. The Commission shall consist of seven voting members, one or more student members, and one Village Trustee, who shall serve as an ex officio member. All members of the Commission shall be appointed by the Village President, with the advice and consent of the Trustees.

C. Appointed Members; Qualifications; Term of Office.

1. Qualifications. The seven voting members of the Commission shall be residents of the Village. Each student member shall be a high school junior or senior, or an undergraduate college student, who either resides in or attends school in the Village. All members of the Commission shall have experience, training or a demonstrable interest in such areas as environmental science, forestry, ecology, energy conservation, tree preservation, education, pollution control, engineering, science and public health.

2. Term of Office. Subject to the additional limitations set forth in the following paragraph 3, each appointed member other than the student appointee(s) shall serve for a term of three years and until a successor is appointed and qualified. The terms of the appointed members shall be staggered so that the term of two appointed members expire in one year, the term of two other appointed members expire the following year and the term of the remaining three appointed members expire the next following year. No appointed member other than the student appointee shall serve more than two full terms consecutively.

3. Term of Ex Officio Member. The Village Trustee who serves as an ex officio member shall not serve on the Commission beyond the termination of his or her service in the office of Trustee, whether the Trustee's service in office has terminated due to the expiration of the Trustee's term, resignation or some other cause.

4. Student Member(s). The student member(s) shall be appointed in September of each year and shall serve through the month of August of the following year, and until a successor is appointed and qualified. Any student member may serve consecutive terms, without limitation, provided the student continues to meet the qualifications for appointment. For purposes of this section, if a student who is appointed while he or she is enrolled as a full time student in high school or college, the student's enrollment shall be presumed to continue through the summer immediately following the academic year of appointment, regardless of whether the student enrolls for summer studies or has graduated.

D. No Compensation. All members of the Commission shall serve without compensation for those services.

(MC-3-2011, Amended 04/26/2011; MC-14-2009, Amended, 11/17/2009; MC-8-2009, Amended, 09/01/2009; MC-3-2008, Amended, 06/03/2008; MC-4-2005, Amended, 09/06/2005)

### **Section 3.04.020 Officers**

A. Chairperson. The Village President shall designate one of the members of the Commission to serve as Chairperson of the Commission. The Chairperson shall hold that office until the Village President designates another member to be Chairperson or until the Chairperson is no longer a member of the Commission, whichever is later.

B. Secretary. The Village Manager shall appoint one or more employees of the Public Works Department and/or Water and Electric Department to serve as Secretary to the Commission.

(MC-3-2011, Amended 04/26/2011; MC-3-2008, Amended, 06/03/2008; MC-4-2005, Amended, 09/06/2005)

### **Section 3.04.030 Vacancies**

Any vacancy on the Commission shall be filled for the remainder of the former member's unexpired term in the same manner as provided for the original appointment of a member.

(MC-3-2011, Amended 04/26/2011; MC-3-2008, Amended, 06/03/2008; MC-4-2005, Amended, 09/06/2005)

### **Section 3.04.040 Meetings; Vote; Quorum**

A. Meetings. Meetings of the Commission shall be held once each month or at the call of the Chair. All meetings shall be open to the public and shall be conducted in accordance with the Open Meetings Act and Chapter 3.02 of this code. The Commission shall keep minutes of its proceedings and shall keep records of all other official actions.

(MC-8-2007, Amended, 06/05/2007)

B. Vote. The student member(s) and the ex officio member of the Commission shall not be entitled to vote. All other members of the Commission shall be voting members.

C. Quorum. A majority of the voting members of the Commission shall constitute a quorum.

(MC-3-2011, Amended 04/26/2011; MC-14-2009, Amended, 11/17/2009; MC-3-2008, Amended, 06/03/2008)

### **Section 3.04.050 Powers and Duties**

The Commission shall have the following powers and duties:

#### **A. Urban Forestry.**

1. To act in an advisory capacity to the Village Council on matters relating to urban forestry, including the enhancement and preservation of trees in the Village, and methods to mitigate threats to trees in the Village such as Dutch elm disease and the emerald ash borer;

2. In consultation and coordination with the Village Council and Village professional staff, to make recommendations to the Village Council regarding amendments to the provisions of Tree Preservation Code, Chapter 15.28 of this code;

3. To apply annually for Tree City U.S.A. designation or other awards and incentives recognizing the Village or any portion of the Village for its trees or forestry;

3. To provide advice and mediation in disputes concerning the maintenance or removal of trees in the Village when requested by all parties to a dispute;

4. To determine, at the request of the Director of Public Works, whether an application for a permit to remove a tree under Section 15.28.040(B)(6) meets the requirement of that subsection that the removal of the tree will avoid or alleviate an economic hardship or hardship of another nature on the property or residence; and

5. To hear and decide appeals from the action of the Director of Public Works denying a permit to remove a tree pursuant to Section 15.28.040 of this Village code, in accordance with the procedures set out in Section 15.28.090.

#### **B. Environmental Stewardship.**

1. To act in an advisory capacity to the Village Council on matters relating to:

a. sustainability, meaning the use of resources so that they do not become depleted or permanently damaged and requiring the balancing of environmental, economic and social demands, so as to meet present needs without compromising the future;

b. the protection of the environment;

c. the conservation of energy; and

d. the preservation, conservation, enhancement and protection of the quality of the Village's natural resources, including issues related to pollution and recycling;

2. In consultation and coordination with the Village Council, to make recommendations to the Village Council regarding the improvement of private energy stewardship by the Village's residents and businesses, including strategies for energy conservation, reduced energy consumption and access to renewable energy sources; and

3. In consultation and coordination with the Village Council and Village professional staff, to make

recommendations to the Village Council regarding the adoption of "green" building strategies for public and private development and redevelopment, such as the Leadership in Energy and Environmental Design Program developed by the U.S. Green Building Council.

C. Technical Assistance and Information Services.

1. In consultation and coordination with the Village Council and Village professional staff, to assist in disseminating information about protection of the environment, the conservation of energy, and the protection, maintenance and improvement of the Village's tree population;

2. To work in consultation and cooperation with the Plan Commission in the Plan Commission's review and updating of the Comprehensive Plan on matters pertaining to the protection of the environment, and to make recommendations to the Plan Commission for amendments to the Comprehensive Plan pertaining to:

a. sustainability, as defined in Section 3.04.050B.1.a, above; and

b. the protection, maintenance and improvement of the Village's tree population, including updating Chapter XIV, "Street Tree Planting," of the Winnetka Comprehensive Plan; and

3. In consultation and coordination with the Village Council and Village professional staff, to act as a liaison between the Village and other local and regional governmental, public and private agencies, such as the Winnetka Park District, area schools, Great Lakes Commission and Chicago Wilderness, for the purpose of obtaining information on matters related to the foregoing powers and duties of the Commission.

D. To report to the Village Council from time to time on the work of the Commission, including but not limited to (i) presenting a report to the Village Council in an open session of the Village Council at least once each calendar year, and (ii) submitting such other and additional reports as the Village Council, in the exercise of its discretion and authority, may direct from time to time; and

E. To perform such other duties and responsibilities as directed by the Village Council or as otherwise required by ordinance or statute.

(MC-3-2011, Amended 04/26/2011; MC-3-2008, Amended, 06/03/2008)