

## 1.1.2 – Citizen Advisory Boards/Commissions

### PART IV. - APPEARANCE COMMISSION

#### Section 15-37. - Appearance commission established.

- (a) There is hereby established a commission to be known as the New Bern Appearance Commission.
- (b) The appearance commission shall consist of seven (7) members who shall be residents of the city's planning and zoning jurisdiction at the time of appointment. Where possible, appointments shall be made in a manner as to maintain on the commission at all times a majority of members who have had special training or experience in a design field, such as architecture, landscape design, horticulture, city planning, or a closely related field.
- (c) The members of the appearance commission shall be appointed by the board of aldermen to serve terms of three years each; provided, however, that the initial members shall serve staggered terms. Nominations of members to the appearance commission shall be made on a rotating basis among the aldermen and mayor, who may nominate members from any part of the city or the city's extraterritorial jurisdiction. If a vacancy shall occur in the membership of the commission because of death, resignation, or removal of any member, the board of aldermen shall appoint a successor to fill the unexpired term. All members of the commission shall serve at the pleasure of the board of aldermen and may be removed by the board with or without cause.
- (d) At its organizational meeting, the appearance commission shall select a chairman and shall create and fill such other offices as it shall deem necessary. Thereafter, at its first meeting at the beginning of the city's fiscal year, the commission shall select a chairman and such other officers as it shall deem necessary. The officers shall be eligible to succeed themselves.

(Ord. No. 1998-57, § 2, 8-25-98; [Ord. No. 17-011, § 1, 3-28-17](#) ; [Ord. No. 18-003, § 1, 1-9-18](#) )

#### Section 15-38. - Duties of the appearance commission.

- (a) The appearance commission shall serve the board of aldermen in an advisory capacity, and shall recommend programs to the board which it considers appropriate to enhance and improve the visual quality and aesthetic characteristics of the city. The commission shall make recommendations to the board which will facilitate the planning, growth, and protection of trees on public property and street rights-of-way within the city, foster communication between the citizens of the city which would provide for needed protection of trees, and coordinate active measures to support their health and growth within the city. The board of aldermen may by motion confer upon the commission one or more of the powers and duties reflected in G.S. 160A-452.
- (b) To the extent permitted by law, the appearance commission may adopt rules for the transaction of its business. It shall keep an accurate record of the business transacted before it, which records shall be open to the public. A record of the attendance of its members shall be kept.
- (c) The appearance commission may meet monthly, and no less than once each quarter. All meetings shall be open to the public in accordance with the North Carolina Open Meetings Law. Special meetings, at the call of the chairman, shall be held as necessary. A quorum shall consist of a majority of the members of the commission.
- (d) The appearance commission shall, no later than April 15 of each year, submit to the board of aldermen a written report of its activities as required by G.S. 160A-454.

(Ord. No. 1998-57, § 2, 8-25-98; [Ord. No. 18-003, § 2, 1-9-18](#) )

#### Section 15-39. - Reserved.