

## ***ARTICLE XIII***

### ***ADMINISTRATION***

#### **SECTION 1. DUTIES OF THE ZONING ADMINISTRATOR:**

1. Maintain permanent and current records with respect to these regulations including amendments thereto. Keep minutes and agendas of all meeting and hearings.
2. Accept applications, filing fees, and preliminary and final plats.
3. Transmit preliminary and final plats to the Planning Commission.
4. Transmit Planning Commission recommendations regarding final plat approval and acceptance of dedications or easements to the Governing Body for its action.
5. Transmit final plats where appropriate to the City Clerk to file with the County Register of Deeds on behalf of the City.

#### **SECTION 2. DUTIES OF THE PLANNING COMMISSION:**

1. Review and approve, approve conditionally, or disapprove preliminary plats.
2. Review and recommend approval, conditional approval, or disapproval of final plats and transmit the same together with recommendations for acceptance of dedications of easements and rights-of-way to the Governing Body for their review and approval.
3. Make other determinations and decisions as may from time to time be required by these regulations and by the applicable sections of the Kansas Statutes Annotated.

#### **SECTION 3. DUTIES OF THE GOVERNING BODY:**

1. Consider Planning Commission recommendations and consider final plats for approval, and accept or reject dedications of easements and rights-of-way.
2. Approve engineering drawings of proposed improvements prior to construction.
3. Accept or reject financial guarantees from sub-dividers in lieu of immediate completion or installation of improvements required by the regulations.
4. Take other actions as required from time to time including the consideration of amendments to these regulations.

**ARTICLE XIV**

**SEVERABILITY AND EFFECTIVE DATE**

**SECTION 1. SEVERABILITY:** If any provisions of these regulations are held to be unconstitutional or otherwise invalid by a court of competent jurisdiction, then such provisions shall be considered separately and apart from the remaining provisions of these regulations, said provisions to be completely severable from the remaining provisions of these regulations, and the remaining provisions of these regulations shall remain in full force and effect.

**SECTION 2. EFFECTIVE DATE:** These regulations shall take effect and be in force from and after their recommendation by the Planning Commission, approval by the Governing Body by ordinance, and publication once in the official area newspaper.

APPROVED by the Clearwater, Kansas Planning Commission this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
\_\_\_\_\_, Chairman

ATTEST:  
\_\_\_\_\_, Secretary

APPROVED by the City Council of Clearwater, Kansas, this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_  
\_\_\_\_\_, Mayor

(Seal)

ATTEST:  
\_\_\_\_\_, City Clerk