

Section C. - Administrative departments, offices and agencies.

1. General Provisions

- a. The parish council may, by ordinance, establish parish departments, offices or agencies in addition to those created by this Charter and may prescribe the functions of all departments, offices and agencies, except that no function assigned by this Charter to a particular department, office or agency may be discontinued or, unless this Charter specifically so provides, assigned to any other.
- b. Each parish department, office or agency, except those excluded by this Charter shall be administered by an officer appointed by and subject to the direction and supervision of the parish president. With the consent of the council, the parish president may serve as the head of one or more such departments, offices or agencies or may appoint one person as the head of two or more departments, offices or agencies.
- c. Parish administrative officers appointed by and under the supervision of the parish president may be suspended or removed by written order of the president.

4. Planning and Zoning

- d. The planning commission heretofore created by the St. Charles Parish Police Jury shall continue in existence, and the members thereof holding office on the effective date of this Charter shall each continue to hold office until the expiration of the term for which he was appointed. As the terms of these members expire, their successors shall be appointed by the parish council. In addition to the members already appointed, the council shall designate that one of its members, a member of the parish school board designated by the school board and the parish president or an administrative employee designated by him shall serve as ex-officio, non-voting members of the commission. Each person so designated shall serve at the pleasure of the body or official who appointed him.
- e. The planning commission shall constitute the zoning commission

for the Parish of St. Charles, and shall exercise all the powers, duties and functions which are conferred or imposed on parish zoning commissions by the general laws of the State or by special laws applicable to St. Charles Parish.

- f. There shall be a planning and zoning department headed by a planning and zoning director appointed by the parish president. Under the supervision of the president and with the advise [advice] of the planning commission, the planning and zoning director shall:
 - i. Conduct studies necessary to prepare official maps and other maps, plats, charts and reports which, taken together, will constitute a proposed master plan for the social, economic and physical development of the parish. Such proposed plan shall be submitted to the planning commission for review and shall include, but shall not be limited to recommendations for: the most desirable density of population in the various parts of the parish; the most desirable use of land for residential, commercial, agricultural, industrial and other purposes; a system of principle [principal] streets, highways and other public ways, parks, playgrounds and recreation; the general location, relocation and improvements of public buildings; the extent and general location of public utilities, whether privately or publicly owned, for water, sewerage, drainage, light, power, transit and other purposes; the extent and general location of air, water, rail and bus terminals; the extent and location of public housing projects.
 - ii. After review by the planning commission, prepare and recommend ordinances designed to effectuate the plans, including, but without limitation, zoning, subdivision and other regulations necessary to insure the application of such regulations to all situations in the parish. The recommended ordinances, or changes and amendments thereto shall be presented by the president to the council in accordance with

the provisions of general and special laws of the state applicable to St. Charles Parish.

- iii. Advise the planning commission in the exercise of its responsibilities and in connection therewith, provide necessary staff assistance.