

# **BATTLEMENT MESA SERVICE ASSOCIATION CHARTER**

## **Planning Committee**

**REPORT TO:** Board of Directors

**AUTHORITY:** Amended and Restated Declaration of Covenants, Conditions and Restrictions for Battlement Mesa and the Amended and Restated Bylaws of Battlement Mesa Service Association.

**ORGANIZATION:** The Committee will consist of a total of five (5) members including no less than one (1) and no more than two (2) current members of the Board of Directors and no more than four (4) members of the Battlement Mesa Service Association community. The Committee members are to be appointed by the Board of Directors. The Committee members will annually elect a Chairperson, Vice Chairperson and Recording Secretary.

The Board of Directors reserves the right to remove any member of the Committee, and appoint a successor as it deems appropriate to the overall interest of the community.

**PURPOSE:** The purpose of the Committee:

At the direction of the Board of Directors and in cooperation with Battlement Mesa Company create and maintain a community master plan concerning current and future vision, development and growth of the Battlement Mesa Service Association community.

### **RESPONSIBILITIES:**

1. The Committee shall maintain a master plan that addresses zoning, open space, parks, trails, transportation, development and growth.
2. The Committee shall be responsible for reviewing development applications occurring in the Battlement Mesa PUD, Town of Parachute, and in unincorporated Garfield County within a 3-mile radius or which may have a direct impact on the Battlement Mesa PUD. The Committee shall provide reports and recommendations to the Board of Directors concerning development applications.
3. The Committee shall make requests of the Board of Directors for approval of all expenditures.
4. As requested by the Board of Directors, conduct other committee related duties as assigned.

5. Review its own performance annually and submit a report to the Board of Directors identifying what has been accomplished by the Committee.

**MEETINGS:**

Meetings will be held no less than once per quarter or more often as determined by the Committee Members.

**REPORTING:**

The Committee will maintain minutes and/or reports of all regular meetings, and submit the minutes/reports to the Board of Directors.