

**BY-LAWS OF THE
COASTAL ZONE ADVISORY COMMITTEE**

**Article I
Name**

The Name of This Committee shall be the Coastal Zone Advisory Committee, Department of Environmental Protection, Commonwealth of Pennsylvania

**Article II
Committee Authorization**

This committee (CZAC) is authorized under the Federal Coastal Zone Management Act of 1972, as amended, and Executive Order 1980-20, issued by Governor Dick Thornburg on September 22, 1980.

**Article III
Purpose**

The CZAC will provide technical advice to and promote coordination with the Coastal Zone Management Program, for consistent implementation of state and local activities having significant impacts on the Lake Erie or Delaware Estuary coastal zones.

**Article IV
Membership**

The CZAC will be comprised of representatives, one primary and two alternates, designated by each of the heads of the following agencies and commissions and authorized to vote on their behalf.

1. Governor's Office of Policy
2. Department of Environmental Protection
3. Department of Conservation and Natural Resources
4. Department of Community and Economic Development
5. Department of Transportation
6. Pennsylvania Fish and Boat Commission
7. Pennsylvania Historical and Museum Commission
8. Public Utility Commission
9. Pennsylvania Game Commission

Article V Committee Function

The CZAC will:

- Ensure that projects or activities proposed for funding under the Coastal Zone Management Program are in concert with planned or existing agency or commission activities.
- Assist with state and local coordination of actions affecting the coastal zones.
- Participate in the continuing review and implementation of the Pennsylvania Coastal Zone Management Program.
- Approve funding for project applications that meet program requirements.

Article VI Officers

The officers will be the Chair and Vice Chair, designated by the Secretary of the Department of Environmental Protection.

It will be the duty of the Chair to preside at all meetings, call special meetings, prepare the meeting agenda in consultation with the Department of Environmental Protection, and perform other such duties as pertain to the office. The Vice Chair will carry out the duties of the Chair in their absence. The Vice Chair will also assist the Chair in the performance of such duties as may be assigned by the Chair.

Article VII Meetings

At least one meeting will be held per year. The Committee Chair can call additional meetings when deemed necessary.

The Chair will prepare an agenda for all committee meetings.

Written minutes will be taken at each committee meeting.

Meetings will be conducted under Robert's Rules of Order, unless otherwise specified in these bylaws.

Meetings will be conducted in compliance with the Pennsylvania Sunshine Law.

**Article VIII
Quorum**

Five eligible voting members will constitute a quorum.

**Article IX
Voting**

Each member agency or commission will be given one vote on all matters coming before the CZAC. Only designated representative or alternates will have voting rights.

**Article X
Force and Effect**

The CZAC will remain in full force and effect as long as monies are available for the continuance of the Pennsylvania Coastal Zone Management Program.