

# DID YOU KNOW



I would like to take a few minutes to explain how an ordinance becomes a town law. First, we need to look at the difference between an ordinance and a resolution.

With a **resolution** the Town Council formally exercises its administrative or non-legislative authority in the form of resolutions. These decisions normally implement requirements of town ordinances and state statutes and deal with matters that are special, temporary, or change annually.

**A resolution of intent** is a resolution declaring it to be the intention of the town council to take some type of action.

Unlike ordinances, some resolutions may not be required to have a first or second reading. Resolutions can be a motion on record and are generally passed by a majority vote of the council without any advance notification.

Examples of resolutions that require a public hearing include:

- ❖ city budgets
- ❖ budget amendments
- ❖ intention to adopt town ordinances

Examples of resolutions that do not require a public hearing include:

- ❖ fees and charges
- ❖ adoption of an official position on regional, state, or global matters
- ❖ call for an election
- ❖ and town personnel rules and policies

**Ordinances** are written laws adopted by the town council that serve as permanent, enforceable laws (unless amended or repealed through the adoption of a new ordinance). Keep in mind that state and federal laws supersede any conflicting city ordinances.

Some examples of ordinances include:

- ❖ Annexation of property
- ❖ Public safety regulations
- ❖ Animal regulations
- ❖ Vehicles and Traffic
- ❖ Zoning regulations

So, how does an ordinance become town law? The flow chart below describes the process.

