

**CITY OF GENEVA
PLANNING COMMISSION**

The City of Geneva is currently seeking two electors of the City to fill two (2) vacant positions on the Planning Commission. Members of this board serve without compensation and are appointed by Council for terms of six (6) years each. The Planning Commission meets in regular session on the first Monday of each month at 5:30PM in City Council Chambers. The duties of the Planning Commission include but are not limited to the following:

- 1) Review and approve as it deems proper individual site development plans involving single structures or groups of structures for land use in conformance with the City's Planning and Zoning Code and as amended from time to time, prior to the issuance of a Zoning Certificate by the Zoning Inspector.
- 2) Investigate, prepare, review and submit to City Council comprehensive planning documents and amendments thereto, addressing the future development and capital improvements of the City, taking into consideration the existing utilities, convenience, aesthetics, physical needs, densities and the social welfare, health, safety and physical well-being of the residents.
- 3) Decide upon zoning district boundary issues following the standards and criteria of Chapter Twelve of the Geneva Codified Ordinances (Establishment of Districts; Zoning Map) and conduct hearings as necessary to decide upon zoning district boundary uncertainties and disputes.
- 4) Review proposed amendments to the Planning and Zoning Code and Official Zoning District Map, and make recommendations to the Council thereupon.
- 5) Review and act upon proposed subdivision plans and plats.
- 6) Convene and discuss in executive session those matters permitted by Section 121.22 of the Ohio Revised Code, otherwise known as the Ohio Sunshine Laws.
- 7) Conduct hearings as prescribed to provide such appeals as may be required under the Geneva Subdivision Code.
- 8) Hear administrative appeals on issues relating to City property maintenance, vacant property and occupancy codes.

Those interested are encouraged to submit a written letter of interest and resume to the Geneva City Clerk of Council, ATTN: Planning Commission Interest, 44 North Forest Street, Geneva, Ohio. Submissions can also be emailed to the Clerk of Council: pdunlap@genevaohio.gov. This posting shall remain open until such time as the necessary appointments have been made.