

**BOARDS AND COMMISSION WORK SESSION**  
**MINUTES OF MEETING**  
**Thursday, April 26, 2016**  
**7:00 p.m.**  
**Marysville City Council Chamber**  
**209 S. Main Street, Marysville, Ohio 43040**

**CITY STAFF PRESENT:** Terry Emery (City Manager), Tim Aslaner (Law Director), Chad Flowers (City Planner), Ron Todd (Zoning Administrator), Gwen Beech (IT Technician)

**BOARD AND COMMISSION MEMEBERS PRESENT:** Carl Zani (BZA), Scott Zwiezinski (BZA), Barbara Taylor (BZA), Peter Griffin (DRB), Janell Alexander (PC), Scot Draughn (DRB/PC), Dick Mickley (BZA), Tim Schacht (DRB), Melissa Marino (DRB), Alex Armitage (PC), Chris Runyan (DRB), Jason Moore (BZA), Donald Boerger (PC), Virginia Golan-Elliott (DRB/PC), Jesse Mosser (DRB/PC), Eric Moulton (BZA)

**OTHERS PRESENT:** Alan Seymour (City Council)

**MEETING CALLED TO ORDER:** The meeting was called to order at 7:00 p.m.

Terry Emery welcomed everyone to the meeting. Mr. Emery discussed the importance of everyone's role within the various Boards and Commission. Mr. Emery also talked about communication and working as a team. Mr. Emery stated that tonight's work session is geared to educate everyone about the form of government as well as discuss the roles and procedures for each Board and Commission. Mr. Emery thanked everyone for their commitment to the city.

Tim Aslaner gave an overview of the City form of government. Mr. Aslaner discussed his role as the City Law Director and his involvement with different Boards and Commissions. Mr. Aslaner spoke about the appeals process and also touched on the 'Rules of Procedure' for each board and commission.

Chad Flowers discussed the roles and responsibilities for the Planning Commission. Mr. Flowers discussed the types of applications the Commission reviews. Mr. Flowers also discuss the importance that the Commission has on zoning map and text amendments. Mr. Flowers talked about the approval process for an amendment. A discussion about the Planning Commission between the Board and Commission members and City Staff ensued.

Mr. Flowers discussed the roles and responsibilities for the Design Review Broad. Mr. Flowers discussed the different types of applications that the Board reviews. A discussion about the Design Review Board between the Board and Commission members and City Staff ensued.

Ron Todd discussed the roles and responsibilities for the Broad of Zoning Appeals. Mr. Todd discussed the types of applications that the board reviews. A discussion about the Board of Zoning Appeals between the Board and Commission members and City Staff ensued.

Gwen Beech discussed member application packets. Ms. Beech stated that the city has decided to go digital. Ms. Beech distributed electronic tablets and led an educational training session on tablet setup, packets downloads and tablet use.

**ADJOURNMENT:** The meeting was adjourned at 8:45 p.m.