

**ORDINANCE NO. 2017-27**

**INTRODUCED BY: VICE MAYOR SUSAN PARDEE**

**AN ORDINANCE AMENDING CODIFIED ORDINANCE SECTION 1220.09 ENTITLED "PUBLIC MEETING AND NOTICE" FOR THE PURPOSE OF ESTABLISHING A REGULARLY SCHEDULED MONTHLY PLANNING COMMISSION MEETING.**

**WHEREAS**, Council wishes to establish a regularly scheduled monthly meeting date for the City's Planning Commission;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO THAT:**

**Section 1.** Codified Ordinance Section 1220.09 is hereby amended to read in its entirety as follows:

**1220.09 PUBLIC MEETING AND NOTICE**

The Planning Commission shall hold a public meeting on an officially filed application within 45 days after the application's official filing date. Beginning in calendar year 2018 and each year thereafter, the Planning Commission shall hold a regularly scheduled monthly meeting at 7:00 P.M. on the third Wednesday of each month; provided, that the regularly scheduled Planning Commission meeting may be canceled by the Mayor in the event that there is no new business for consideration. Before holding such public meeting, written notice of the public meeting shall be provided by first class mail at least seven calendar days prior to the date of public meeting with such notice deemed given on the date of mailing. Mailed notices shall be given to the record owners of parcels within 100 feet from the exterior boundaries of the area described in the application, and to the record owners of other parcels deemed by the Commission to be immediately affected by the case, and to members of Council. The City, at its discretion and in lieu of mailed notice, may provide for the hand delivery of written notice. The written notice shall set forth the time and place of the public meeting and the nature of the proposed development. The failure to deliver the notice as provided in this section shall not invalidate the public meeting or any decision on the application.

**Section 2.** Existing Codified Ordinance Section 1220.09 is hereby repealed.

**Section 3.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

**CITY OF UNIVERSITY HEIGHTS, OHIO**

  
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**SUSAN K. INFELD, MAYOR**

**FIRST READING:** 09/05/2017

**PASSED:** 09/18/2017

**ATTEST:**

  
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**KELLY M. THOMAS, CLERK OF COUNCIL**

**APPROVED AS TO FORM:**

  
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**LUKE F. MCCONVILLE, LAW DIRECTOR**