



A proud heritage, a promising future

COMMITTEE INTEREST FORM

Please complete and return this form to:
The Village of Plain City Administration Office
800 Village Blvd., PO Box 167, Plain City OH 43064 or
Email to Council Clerk @ village@plain-city.com

Name

Address

City

State

Zip

Home Phone

Mobile Phone

Email

Employer

Title

Committee of Interest: Descriptions for each committee start on the 3rd page of this form. All committee representatives are volunteer positions. Check your area of interest.

Design Review Board (DRB)

Planning & Zoning (P&Z)

Board of Zoning Appeals (BZA)

Personnel & Finance Committee

Parks & Recreation Committee

Capital Improvement Plan

Other

Application:

1. Do you have commitments that would prevent you from attending meetings and/or assist in special project?
2. Are you involved in other civic or organizations? If so, please list.
3. Please explain why you would like to become a member of your board or committee of interest.

Your application will be reviewed, and you will be contacted to discuss your board or committee of interest in more detail. If you have any questions, please contact the Council Clerk at village@plain-city.com

The Village of Plain City has six active boards/committees. A few of the boards and committees have statutory powers, while others serve in an advisory capacity to the Village Council. Each member is selected by submitting a letter of interest in order to be considered as a board/committee Member. The Mayor, two Council members, and two staff members will review all letters of interest and vote on who is to be selected based on qualifications and willingness to serve our community and local government.

*Each board/committee will consist of up to two Council members, resident/community members plus the lead staff member (if applicable).

**All meetings are held in the Administration Conference Room.

DESIGN REVIEW BOARD (DRB)

- Terms of Office:** 3-year term
- Meeting Frequency:** Meets as needed, the last Wednesday of the month (minimum of 4 times/year) at 6:30 p.m.
- Description:** This board serves in resorting and revitalizing the Uptown District of the Village. Members of the board will review applicant projects and plans, holding them to the guidelines developed through the DRB. The goal is to help guide applicants and encourage investment within the community.

PLANNING & ZONING (P&Z) COMMITTEE

- Terms of Office:** 4-year term
- Meeting Frequency:** Meets as needed, 3rd Wednesday (minimum of 4 times/year) at 6:30 p.m.
- Description:** This committee is comprised of residents of the village to review major plans, discuss amendments to our zoning code and encourage smart development within the village. Residents interested will need to have or acquire knowledge of the Plain City zoning code and the processes of application.

BOARD OF ZONING APPEALS (BZA)

- Terms of Office:** 4-year term
- Meeting Frequency:** Meets as needed
- Description:** This board handles applications that vary from standard zoning code. The applications ask for variances from the current code based on certain criteria. Members of this board will need to have or acquire knowledge of the Plain City zoning code and the processes of our application.

PERSONNEL & FINANCE COMMITTEE

- Terms of Office:** 4-year term
- Meeting Frequency:** Meets as needed
- Description:** This committee recommends suggestions regarding the annual budget and discusses the need for additional personnel, as well as the overall benefit package for employees. The chair of the committee brings forth the recommendations to Council for vote.

PARKS & RECREATION COMMITTEE

- Terms of Office:** 3-year term
- Meeting Frequency:** Meets 2ND Tuesday of each month at 6:30 p.m.
- Description:** This committee recommends suggestions regarding the development, maintenance, and operation of parks, playgrounds, and recreational facilities. The committee also assist in the stimulation of citizen interest in the parks and scenic sites.

CAPITAL IMPROVEMENT PLAN

- Terms of Office:** None
- Meeting Frequency:** Meets as needed
- Description:** This committee reviews the annual capital improvement plan and budget prior to submission of the Mayor's proposed annual budget to Council. The committee provides advise to Village Administration and Council of current and future capital improvement plans and priorities.