RANDY EVANS, *Mayor*
DAVID SWACKHAMMER, *Director of Public Service / Safety*

CITY OF JACKSON

MEMORIAL BUILDING 145 BROADWAY ST. JACKSON, OHIO 45640
(740) 286-3224 (740) 286-2201

Community Advisory Board

Codified Ordinances and Zoning Regulations - City of Jackson, Ohio

The Board's Vision, Mission and Values:

The Community Advisory Board, is an informal voluntary board, to assist the City Administration through neighborhood; awareness, collaboration and avocation, in the review and enforcement of the City of Jackson's Codified Ordinances and Zoning Regulations.

Code of Conduct:

Board members are expected to actively engage with residents, property owners and businesses within their Ward for which they are providing representation, in a manner which represents themselves, the Community Advisory Board and the City of Jackson in a positive manner.

The structure of the Board:

The Board will be lead by the City's Director of Services and Safety (Service Director) and will consist of all Ward Council Members and two property owners within each Ward.

Duties & responsibilities of board members:

- The Service Director will conduct regularly scheduled meeting with each Ward separately, review concerns and/or possible violations of the Ward sub-group and follow-up with residents, property owners or business to address issues.
- The Ward Council Member will lead the sub-group for their Ward; actively participate with Community Members in engaging with residents, property owners and businesses. Organize Ward meetings for the sub-team and for individuals of the Ward to bring concerns. The Ward Council Member will document items for discussion when meeting with the Service Director.
- Community Members will actively engage with their fellow sub-team member, the Ward Council Member and residents, property owners and businesses for the purpose of representing their Ward and the enforcement and review of the City of Jackson's Codified Ordinances and Zoning Regulations.

Risk management:

- The Community Advisory Board does not have enforcement powers of the City of Jackson's Codified Ordinances or Zoning Regulations; the Community Advisory Board will bring the concerns/findings to the Service Director.
- The Community Advisory Board may and is encouraged to review and become familiar with the City of Jackson's Codified Ordinances and Zoning Regulations and may identify conflicting and/or outdated ordinances and/or regulations to be considered for change or repeal.

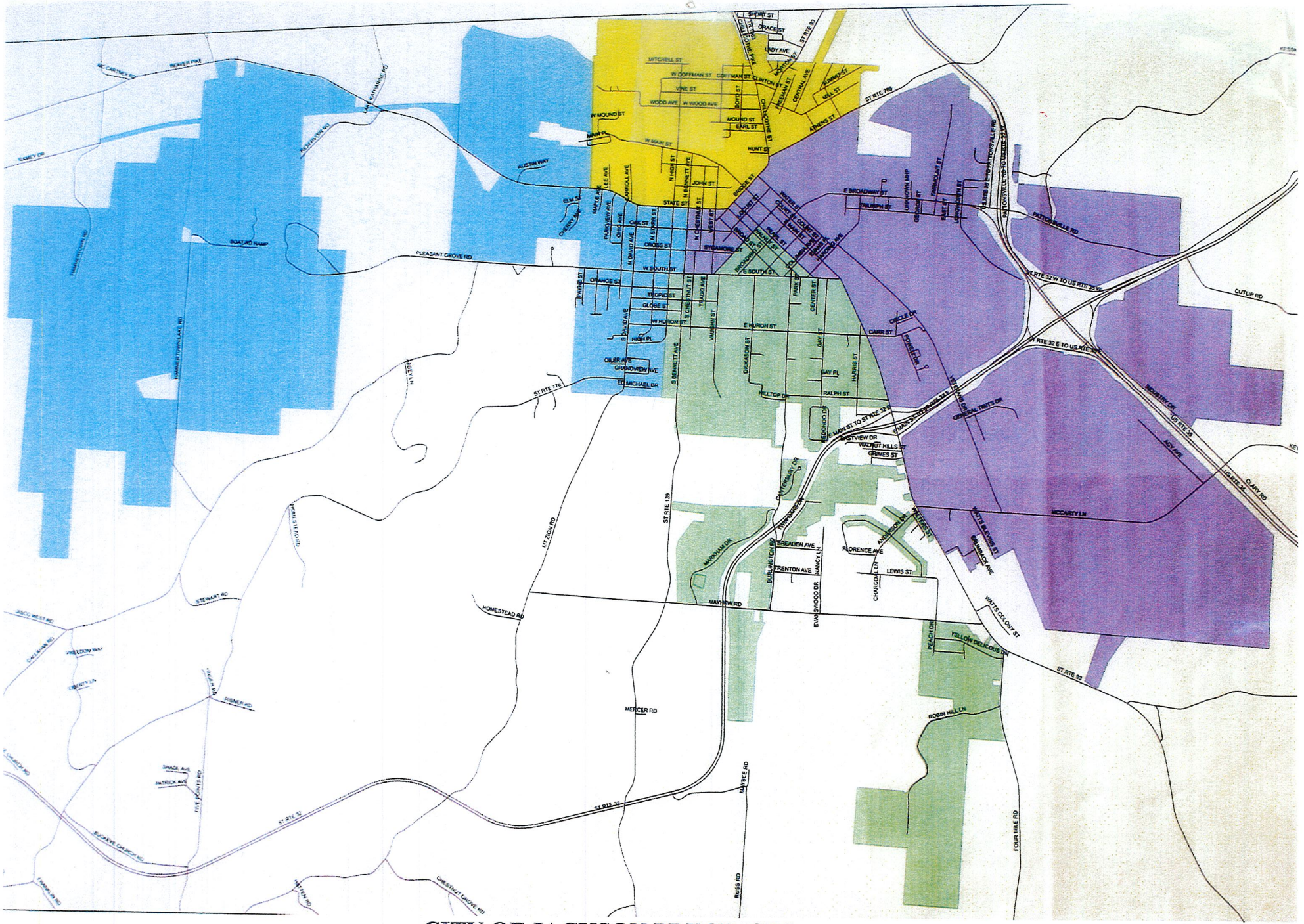
Meetings:

- Each Ward will meet monthly with the Service Director, to be established based on member availability, upon creation of the Ward sub-team.
- Each Ward will meet with their Ward Council Member bi-monthly, to be established based on member availability, upon creation of the Ward sub-group.
- The Ward Council Member, should have, a quarterly open meeting to invite members of the Ward to participate and share information.
- Ward sub-groups may act individually or together and meet on a schedule that is acceptable to both individuals.

Communication:

Meeting dates, times and locations will be announced during regularly scheduled City Council meetings by the Service Director and the Ward Council Member for their respective meetings. Both the Service Director and Council Member will provide, in writing to the City's Administrative office, a communication for posting on the City of Jackson's media sites.

Jackson County Apple Festival
Held Annually Third Full Week in September



CITY OF JACKSON PRECINCTS

Jackson County YMCA, 594 E. Main St.
Jackson

5/15

Ryan Peters

1st Ward Council

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John Peters

2nd Ward Council

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3rd Ward Council

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4th Ward Council

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