



# City of Hudson, Ohio

## Staff Report With Text

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**Type:** Minutes **Status:** Passed  
**File created:** 8/13/2015 **In control:** Board of Zoning & Building Appeals  
**On agenda:** 8/20/2015 **Final action:** 8/20/2015  
**Title:** MINUTES OF PREVIOUS BOARD OF ZONING AND BUILDING APPEALS MEETINGS  
**Sponsors:**  
**Indexes:**  
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**Attachments:** 1. July 16, 2015

Date	Ver.	Action By	Action	Result
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### MINUTES OF PREVIOUS BOARD OF ZONING AND BUILDING APPEALS MEETINGS

#### Purpose & Explanation

In accordance with Codified Ordinances Section 252.04, MINUTES OF ARCHITECTURAL AND HISTORIC BOARD OF REVIEW, BOARD OF ZONING AND BUILDING APPEALS, AND PLANNING COMMISSION, the official minutes of any meeting of the City's Architectural and Historic Board of Review, Board of Zoning and Building Appeals and Planning Commission shall consist of a written summary of the discussion topics, actions taken, attendance, meeting times, and any executive sessions held thereat. Official meeting minutes shall also consist of a permanent audio and video recording, excluding executive sessions.

Draft written summaries of recent meetings are attached for member review and approval. Recordings are available via the City's website.

#### Timing Considerations

Upon approval by the Board of Zoning and Building Appeals, the attached written summaries will be filed as a permanent record with the Community Development Department and will be published to the City's website.

#### Suggested Action

Staff requests member review and approval of the draft written summaries of meeting minutes provided.

#### Submitted by,

Judy Westfall, Account Clerk II