

Village of Kirkersville
Zoning and Planning Board Meeting Minutes

January 31, 2024

Opening: Dave Engel called the meeting to order at approximately 6:09 pm and opened with the Pledge of Allegiance.

Roll Call: Present were Terry Ashcraft, Dave Engel, Todd Merry, John Thomas, and Vicki Coe.

Also present were Jack Christy, and Vicki Coe, as clerk.

Approval of minutes from January 24, 2024: The minutes will not be approved until the next regular meeting on February 28, 2024.

Public Poll: none

Board Discussion: Continued discussion on updating the zoning code, specifically the Exterior Property Maintenance Code, Section 1163; Appeals Section 1107.05; and Vacant Building Registration Section 1165

- Community Development Coordinator to be changed to Zoning Inspector
- 1163.21 Assessments; Ask Shirley what ordinances exist?
- 1163.16(c) and 1107.05 Appeals; Does Village have responsibility to reimburse costs if owner wins the appeal? Asks Zets
- 1107.05 & 1107.06; Clarify with Zets: The Hebron Planning & Appeals Boards are one and the same. Is there conflict with The Mayor sitting on the Board and presiding over Mayor's Court? Does the role of the Magistrate remove that conflict? Confirm the appeals process, including when cases transfer to Licking County.
- VOK fee schedule does not have an appeal fee; John recalls it was \$150; Hebron fee schedule in Appendix B is \$75 for appeal; the fee covers the cost of meetings & notifications; a fee amount needs decided; Does the 15% penalty in 1163.21 cover fees? Ask Zets.
- Include fee schedule in zoning book
- John says the Hebron Property Maintenance covers about 90% of the issues addressed in the green book that was previously used in the Village; missing items include fire code, routes of egress, electricity, and plumbing

- 1165 Vacant Building Registration; What is to be done when the owner cannot be located or notified? Abandoned vs. Vacant? Ask Zets.
- Ask Zets to review the sample 'vacant building registration form'
- Ask Zets for the notes made by the previous zoning code revision committee to see if there are ideas to incorporate now
- Board sees a need to set parameters for solar panels & windmills? Ask Zets.

Board Poll: none

Public Poll: none

Next meeting is February 28, 7:00 pm. The Board will prepare to discuss the rest of Title 5, (Sections 1147 Special Provisions; 1149 Parking; 1151 Home Occupations; 1153 Signs; 1155 Landscaping; 1157 Satellites; 1159 Accessory Structures; 1161 B&B Inns), pgs 81-118, as time allows.

Motion to Adjourn: 1st by John Thomas, 2nd by Terry Ashcraft. All in Favor.
Meeting adjourned. Approximately 8:10 p.m.

Respectfully submitted by Zoning Clerk Vicki Coe.

These minutes are unofficial until approved by the Zoning and Planning Board.

Approved by the Board this 28th of February, 2024.

Terry Ashcraft Dave Engel Todd Merry John Thomas Vicki Coe