Village of Kirkersville

Zoning and Planning Board Meeting Minutes

April 22, 2026

Opening: Dave Engel called the meeting to order at approximately 6:07 pm and opened with the Pledge of Allegiance.

Roll Call: Present were Terry Ashcraft, Dave Engel, Jim Raver, and Vicki Coe, also acting as clerk. Not in attendance, Rob Martin.

Approval of minutes from March 25, 2025. Motion to approve by Raver; 2nd by Ashcraft; All in favor.

Public Poll: None

Board Discussion on the fee schedule figures for new commercial development and Planned Unit Development.

Dave outlined the problem of the various fees associated with application and hearings that are charged separately, including publications, and legal and engineering fees. Becknell withdrew application before those items could be billed to them by the Village. The suggestion is to require fee payments at time of application. Randy suggested $15,000 up front. We are talking about the Certificate of Zoning/Building Compliance. Looking at fees. That $15,000 would be for expenses leading up to the hearing.

Vicki showed an estimate of in-house expenses for Becknell at approximately $2000 plus estimates from legal, $5000, and engineering, $10,000. Becknell paid $400 PUD application fee per the current zoning fee schedule. She suggested discussion on charging a starting fee of $20,000 with the text that says if legal and engineering exceed those estimates, that also would be paid.

Terry said the owner, Nate Green, and Becknell requested a meeting with him. Terry told them only if the attorney could be there. Becknell said no. Terry and Brian met with the water district, and they want the JEDD money, but there's only Speedway and Dollar General in it. Kirkersville and Water District have appointed reps, but Union Township and Hebron haven't, so there won't be meetings yet. Terry knows of one company waiting to come in on that property.

Jim pointed out that small fees must be paid in advance, so large fees should be also.

Discussion on process and fees for Lot Splits. Agreement for fee to be left at $100.

Discussion on process and fees for **Non-PUD Rezoning/Zoning Amendment.**

Fee raised from $400 to $500.

Discussion on process and fees for **PUD Preliminary Development Plan.**

Fee raised from $400 to $20,000.

Discussion on process and fees for **PUD Final Development Plan.**

Fee raised from $400 to $10,000.

Discussion on process and fees for **modifications requiring PC re-review.**

Fee raised from $300 to $500.

New wording is to include "Any PUD modifications…"

Discussion on Certificate of Zoning/Building Compliance.

Dave said we are in a different situation regarding our financial base compared to surrounding entities. For example, Johnstown's financial base has changed significantly.

Dave asked us to consider if our fees encourage the types of development that is good for the Village. If we are to have a sliding scale, it should benefit development at the lower end. Jim asked if these fees include inspections. Vicki asked if we are turning away business with our current fees.

Jim recommended simplifying to $1.50 per sq. ft.

Certificate of Zoning/Building Compliance Non-residential fee adjusted to $1.50 per sq. ft.

Certificate of Zoning/Building Compliance Residential (Multi-family) fee adjusted to $1.25 per sq. ft.

Changes will be sent to Brian to amend the ordinance that is currently before Council.

Dave asked if part (a) becomes null in light of the changes. Vicki said engineering fees could still apply for residential building. Part (b) could possibly come out per Brian's recommendation.

Public Poll: None

Board Poll: None

Motion to Adjourn: 1st by Ashcraft, 2nd by Raver. All in Favor. Meeting adjourned. Approximately 7:27 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 24th of June, 2026.