

**RECORD OF ORDINANCES**

Ordinance No. 02-12-2023 Passed 2-7, 2023

**AN ORDINANCE AMENDING THE PLANNING AND ZONING FEE SCHEDULE AND DECLARING AN EMERGENCY.**

**WHEREAS**, the Council of the City of Circleville has approved a new Zoning Code and map; and

**WHEREAS**, the revisions include new permit fees for murals, temporary structures, food truck zoning permits, and similar use permits in accordance with the new Zoning Code; and

**WHEREAS**, the revisions include updates to the fees for existing permits; and

**WHEREAS**, the Planning and Zoning Commission held a public hearing on Wednesday, December 7, 2022 and recommended the approval of the new Planning and Zoning Fee Schedule

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CIRCLEVILLE, PICKAWAY COUNTY, OHIO, AS FOLLOWS:**

**SECTION I.** The schedule for various filing fees shall be as follows:

**Zoning:**

<b>Permit Type</b>	<b>Fee</b>
Residential Zoning Permit (additions, garages, carports, storage buildings, pools, etc.)	\$100
New Single-Family Dwelling	\$500.00
New Multi-Family Dwellings, per unit	\$500.00
Commercial & Industrial Related Permits (All commercial & industrial districts)	\$500.00 first 2,500 sq ft + \$0.20 per additional sq ft
Site Plan Review (Commercial)	\$500
Residential Demolition	\$50.00 under 1,000 sq ft \$100.00 over 1,000 sq ft
Commercial Demolition	\$200.00
Fences	\$25.00
Sign Permit	\$50.00 first 20 sq.ft. + \$2.25 per each additional sq.ft.
Mural Permit	\$300.00
Temporary Signs	\$25
Temporary Structure	Food tent - \$10 Home storage unit - \$25 Construction trailer - \$25 Mobile home - \$100
Food Truck License	\$10/\$20/\$30
Food Truck Zoning Permit	\$10.00
Conditional Use Permits	\$100.00
Similar Use Permit	\$100.00
Residential Variance/Appeal	\$150.00
Commercial Variance/Appeal	\$200.00
Certificate of Appropriateness	\$50.00
Certificate of Appropriateness for Demolition	\$500.00
Historic Designation of Property Application	No fee
Non-Conforming Use	\$100.00
Rezoning/Zoning Amendment Application	\$1500.00
PMD/PUD	\$1500.00
Certificate of Zoning Compliance	No fee
After the fact penalty	50% of permit fee
Zoning Map in Color (8x11)	\$3.00
Full Size Zoning Map in Color (24x36)	\$50.00
Zoning Code	\$10.00

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**Subdivisions:**

Permit Type	Fee
Minor Subdivision/Lot Split (no charge for combination)	\$500.00 + \$150.00 per lot
Major Subdivision – Preliminary Plan	\$1,500.00 + \$100.00 per lot
Major Subdivision – Final Plan	\$1,500.00 + \$100.00 per lot
Major Subdivision – Five Lots or Less	\$750.00 + \$100.00 per lot
Subdivision Drawing Review	\$400.00 + \$100.00 per lot
Plan Review – Commercial Projects	\$400.00 (per submission)
Subdivision Inspections	\$50.00 per hour
Floodplain Permit	\$75.00
Floodplain Certification	\$50.00

**Streets:**

Permit Type	Fee
Right of Way Permit	\$25.00
Food Truck License	\$10/\$20/\$30
Food Truck Right of Way Permit	\$10.00
Alley/Street Closing permit	\$25.00
Alley/Street Closing when using city cones/barricades	\$50.00
Alley/Street Closing when detour is required	\$300.00
Alley/Street Vacation Request	\$500.00
Guidelines for Traffic Control in Work Zones	\$10.00
Temp Traffic Control Manual	\$15.00

**SECTION II.** Any person whose variance request for a zoning permit or sign permit is rejected by the Board of Zoning Appeals shall have one-half of the cost of the filing fee for the zoning or sign permit fee refunded to them within 30 days of the rejection of said variance request heard by the Board of Zoning Appeals.

**SECTION III.** This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the citizens of the City of Circleville; the emergency being to avoid unnecessary delay in the application and contracting process, wherefore, this ordinance shall be in full force and effective immediately upon its passage.

PASSED: 2-7-2023  
DATE

Barry J. Kelly  
PRESIDENT OF COUNCIL

ATTEST: Linda M. Chang  
CLERK OF COUNCIL

APPROVED: 02/07/2023  
DATE

Rebecca R. May  
MAYOR

APPROVED AS TO FORM: Gary D. Kenworthy  
GARY D. KENWORTHY  
CIRCLEVILLE LAW DIRECTOR

REVIEWED BY LAW DIRECTOR  
AND APPROVED AS TO FORM