

RECORD OF ORDINANCES

Ordinance No. 02-15- 2023 Passed 2-21- 2023

AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 STREET CONSTRUCTION FUND 203 CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206 LEGAL RESEARCH & COMPUTER MAINTENANCE FUND 209 STREET OPENING FUND 249 COVID RELATED FEDERAL GRANTS FUND 257 SPECIAL DOCKET SUBSIDY GRANT FUND 266 ADDICTION TREATMENT GRANT FUND 267 CAPITAL IMPROVEMENT FUND 306 WATERWORKS IMPROVEMENT AND EXTENSION FUND 819 WATER PLANT REHABILITATION FUND 838 SANITARY SEWER IMPROVEMENT & EXTENSION FUND 920 SEWAGE DISPOSAL DEBT FUND 933 AND THE SEWAGE REPLACEMENT FUND 934 OF THE CITY OF CIRCLEVILLE

Whereas, it is necessary to amend the annual permanent appropriation ordinance known as 01-01-2023; NOW, THEREFORE,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CIRCLEVILLE, STATE OF OHIO:

SECTION 1: That the annual appropriation ordinance be amended in the **GENERAL FUND 101** by increasing the department functions by the following amount:

Leisure Time Activities 3	
Parks and Recreation 36	
Other Department Functions	
Contractual Services 5	\$5,000.00
Total Parks and Recreation 36	\$5,000.00
Total Leisure Time Activities 3	\$5,000.00
Total General Fund 101	\$5,000.00

from the unappropriated monies of the **GENERAL FUND 101** to the **GENERAL FUND 101** department function as indicated.

SECTION 2: That the annual appropriation ordinance be amended in the **STREET CONSTRUCTION FUND 203** by increasing a department function by the following amount:

Transportation Program 6	
Service Department 33	
Other Department Functions	
Capital Outlay 3	\$12,600.00
Total Service Department 33	\$12,600.00
Total Transportation Program 6	\$12,600.00
Total Street Construction Fund 203	\$12,600.00

1/7

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from the unappropriated monies of the **STREET CONSTRUCTION FUND 203** to the **STREET CONSTRUCTION FUND 203** department function as indicated.

SECTION 3: That the annual appropriation ordinance be amended in the **CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206** by increasing a department function by the following amount:

Leisure Time Activities 3	
Parks and Recreation 36	
Other Department Functions	
Capital Outlay 3	\$100,000.00
Total Parks and Recreation 36	\$100,000.00
Total Leisure Time Activities 3	\$100,000.00
Total Capital Improvement .4% Income Tax Fund 206	\$100,000.00

from the unappropriated monies of the **CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206** to the **CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206** department function as indicated.

SECTION 4: That the annual appropriation ordinance be amended in the **LEGAL RESEARCH & COMPUTER MAINTENANCE FUND 209** by increasing a department function by the following amount:

General Government 7	
Municipal Court 21	
Other Department Functions	
Debt Services 4	\$12,314.90
Total Municipal Court 21	\$12,314.90
Total General Government 7	\$12,314.90
Total Legal Research & Computer Maintenance Fund 209	\$12,314.90

from the unappropriated monies of the **LEGAL RESEARCH & COMPUTER MAINTENANCE FUND 209** to the **LEGAL RESEARCH & COMPUTER MAINTENANCE FUND 209** department function as indicated.

SECTION 5: That the annual appropriation ordinance be amended in the **STREET OPENING FUND 249** by increasing a department function by the following amount:

Transportation Program 6

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Service Department 33	
Contractual Services 5	\$1,390.00
Total Service Department 33	\$1,390.00
Total Transportation Program 6	\$1,390.00
Total Street Opening Fund 249	\$1,390.00

from the unappropriated monies of the **STREET OPENING FUND 249** to the **STREET OPENING FUND 249** department function as indicated.

SECTION 6: That the annual appropriation ordinance be amended in the **COVID RELATED FEDERAL GRANTS FUND 257** by increasing a department function by the following amount:

General Government 7	
General Government Program 38	
Other Departmental Functions	
Contractual Services 5	\$535,000.00
Total General Government Program 38	\$535,000.00
Total General Government 7	\$535,000.00
Total Covid Related Federal Grants Fund 257	\$535,000.00

from the unappropriated monies of the **COVID RELATED FEDERAL GRANTS FUND 257** to the **COVID RELATED FEDERAL GRANTS FUND 257** department function as indicated.

SECTION 7: That the annual appropriation ordinance be amended in the **SPECIAL DOCKET SUBSIDY GRANT FUND 266** by increasing a department function by the following amount:

General Government 7	
Municipal Court 21	
Personal Services 1	\$30,354.00
Other Departmental Functions	
Supplies/Incidentals/Maintenance 7	\$44,646.00
Total Municipal Court 21	\$75,000.00
Total General Government 7	\$75,000.00
Total Special Docket Subsidy Grant Fund 266	\$75,000.00

RECORD OF ORDINANCES

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from the unappropriated monies of the **SPECIAL DOCKET SUBSIDY GRANT FUND 266** to the **SPECIAL DOCKET SUBSIDY GRANT FUND 266** department function as indicated.

SECTION 8: That the annual appropriation ordinance be amended in the **ADDICTION TREATMENT GRANT FUND 267** by **increasing** a department function by the following amount:

General Government 7	
Municipal Court 21	
Other Departmental Functions	
Supplies/Incidentals/Maintenance 7	\$5,500.00
Total Municipal Court 21	\$5,500.00
Total General Government 7	\$5,500.00
Total Addiction Treatment Grant Fund 267	\$5,500.00

from the unappropriated monies of the **ADDICTION TREATMENT GRANT FUND 267** to the **ADDICTION TREATMENT GRANT FUND 267** department function as indicated.

SECTION 9: That the annual appropriation ordinance be amended in the **CAPITAL IMPROVEMENT FUND 306** by **increasing** a department function by the following amount:

Security of Persons Program 1	
Fire Department 31	
Other Departmental Functions	
Capital Outlay 3	\$67,000.00
Total Fire Department 31	\$67,000.00
Total Security of Persons 1	\$67,000.00
Total Capital Improvement Fund 306	\$67,000.00

from the unappropriated monies of the **CAPITAL IMPROVEMENT FUND 306** to the **CAPITAL IMPROVEMENT FUND 306** department function as indicated.

SECTION 10: That the annual appropriation ordinance be amended in the **WATERWORKS IMPROVEMENT AND EXTENSION FUND 819** by **increasing** a department function by the following amount:

Basic Utility Service 5
Water Department 41

RECORD OF ORDINANCES

Ordinance No. 02-15-2023

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Other Departmental Functions Capital Outlay 3	\$321,043.08
Total Water Department 41	\$321,043.08
Total Basic Utility Service 5	\$321,043.08
Total Waterworks Improvement and Extension Fund 819	\$321,043.08

from the unappropriated monies of the **WATERWORKS IMPROVEMENT AND EXTENSION FUND 819** to the **WATERWORKS IMPROVEMENT AND EXTENSION FUND 819** department function as indicated.

SECTION 11: That the annual appropriation ordinance be amended in the **WATER PLANT REHABILITATION FUND 838** by increasing a department function by the following amount:

Basic Utility Service 5	
Water Department 41	
Other Departmental Functions Capital Outlay 3	\$60,211.09
Total Water Department 41	\$60,211.09
Total Basic Utility Service 5	\$60,211.09
Total Water Plant Rehabilitation Fund 838	\$60,211.09

from the unappropriated monies of the **WATER PLANT REHABILITATION FUND 838** to the **WATER PLANT REHABILITATION FUND 838** department function as indicated.

SECTION 12: That the annual appropriation ordinance be amended in the **SANITARY SEWER IMPROVEMENT & EXTENSION FUND 920** by increasing a department function by the following amount:

Basic Utility Service 5	
Sewer Maintenance & Distribution 46	
Other Departmental Functions Capital Outlay 3	\$526,075.62
Total Sewer Maintenance & Distribution 46	\$526,075.62
Total Basic Utility Service 5	\$526,075.62
Total Sanitary Sewer Improvement & Extension Fund 920	\$526,075.62

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from the unappropriated monies of the **SANITARY SEWER IMPROVEMENT & EXTENSION FUND 920** to the **SANITARY SEWER IMPROVEMENT & EXTENSION FUND 920** department function as indicated.

SECTION 13: That the annual appropriation ordinance be amended in the **SEWAGE DISPOSAL DEBT FUND 933** by **increasing** a department function by the following amount:

Basic Utility Service 5	
Sanitary Sewer Administration 45	
Other Department Functions	
Debt Services 4	\$40,873.30
Total Sanitary Sewer Administration 45	\$40,873.30
Total Basic Utility Service 5	\$40,873.30
Total Sewage Disposal Debt Fund 933	\$40,873.30

from the unappropriated monies of the **SEWAGE DISPOSAL DEBT FUND 933** to the **SEWAGE DISPOSAL DEBT FUND 933** department function as indicated.

SECTION 14: That the annual appropriation ordinance be amended in the **SEWER REPLACEMENT FUND 934** by **increasing** a department function by the following amount:

Basic Utility Service 5	
Waste Water Treatment Plant 47	
Other Departmental Functions	
Capital Outlay 3	\$10,000,000.00
Total Waste Water Treatment Plant 47	\$10,000,000.00
Total Basic Utility Service 5	\$10,000,000.00
Total Sewer Replacement Fund 934	\$10,000,000.00

from the unappropriated monies of the **SEWER REPLACEMENT FUND 934** to the **SEWER REPLACEMENT FUND 934** department function as indicated.

SECTION 15: It is hereby certified that the amounts required to meet the contracts, agreements, obligation payments, or expenditures for the operations of the said City, be lawfully appropriated or authorized or directed for such purpose and was in the Treasury or was in the process of collection to the credit of the funds listed and was free from any obligation or certification now and then outstanding.

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SECTION 16: That this ordinance provides for an appropriation for current expenses and it shall, therefore, go into immediate effect. A copy of the ordinance shall be on file in the Office of the Clerk of Council for public inspection.

PASSED 2-21-2023

Bryan D. Kelle
PRESIDENT OF COUNCIL

ATTEST Linda M. Chang

Deeann R. McElroy
MAYOR

APPROVED 2-23-2023

Approved as to form:

Mary S. Kennedy
LAW DIRECTOR

REVIEWED BY LAW DIRECTOR
AND APPROVED AS TO FORM

2023 Housekeeping #1

101-0336-55010	Contract Services	\$5,000.00
203-0633-53130	Tolls, implements & Equipment	\$12,600.00
206-0336-53100	Park Improvements	\$100,000.00
209-0721-54150	Principal - Tahoe Lease	\$9,603.23
209-0721-54160	Interest - Tahoe Lease	\$2,711.67
249-0633-55070	Return of Street Opening Bond	\$1,390.00
257-0738-55484	CUPOLA/BELVEDERE REPAIR	\$450,000.00
257-0738-55485	DOWNTOWN TREE & SIDEWALK REPLACEMENT	\$85,000.00
266-0721-51000	PERSONNEL SERVICES	\$25,965.00
266-0721-51020	OPERS	\$3,635.00
266-0721-51030	Medicare	\$377.00
266-0721-51040	WORKERS' COMP	\$377.00
266-0721-51050	MEDICAL, DENTAL & LIFE	\$0.00
266-0721-57121	DRUG TESTING	\$14,646.00
266-0721-57600	RECOVERY SUPPORT	\$30,000.00
267-0721-57600	RECOVERY SUPPORT	\$2,750.00
267-0721-57601	TREATMENT SERVICES	\$2,750.00
306-0131-53150	FIRE HOUSE ROOF	\$35,000.00
306-0131-53150	FRIE HOUSE EQUIPMENT	\$32,000.00
819-0541-53150	AMI Project/OWDA Loan Expense	\$321,043.08
838-0541-53150	Well #6/OWDA Loan Expense	\$60,211.09
920-0546-53151	I&I Investigattion & Remediation	\$211,075.62

920-0546-53250	SS Improvements & Extensions	\$315,000.00
920-0546-55550	Professional Services	\$55,000.00
933-0545-54152	WWTP Influent Pump	\$40,873.30
934-0547-53150	WWTP/OWDA Loan	\$10,000,000.00

We have not received the Grant moneys as of 1/21/2023 to fund the 327 account. I hope they come in b

327-0131-51000	PERSONNEL SERVICES/FIRE	\$412,690.00
327-0131-51030	MEDICARE - CITY SHARE	\$5,984.00
327-0131-51040	WORKERS COMP	\$5,984.00
327-0131-51050	MEDICAL, DENTAL & LIFE	\$54,567.36
327-0131-51060	P & F CITY SHARE	\$99,050.00

For the Cost of Park Reservation made on line - STRIPE

original asked for \$ 14,000.00 only got \$1,400.00

Waited to make sure carryover was sufficient to appropriate

Jason bought a new SUV for Probation Department after other one was totaled

Return of Money collected for street opening that was cancelled

ORDINANCE 01-04-2023

ORDINANCE 01-05-2023

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For replacement of Fire House Carpeting

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Loan payment that was overlooked on initial budget

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efore this goes to council so we can get it appropriated since we have already hired new firefighters

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New Definitions Notes:

Short-term rental means a dwelling unit, or portion thereof, that is offered or provided to a guest by a short-term rental owner or operator for a fee for fewer than thirty consecutive nights. They are commonly referred to as vacation rentals. They are a form of tourist or transient accommodations. Short-term rental units may be whole house rentals, apartments, condominiums, or individual rooms in homes. For the purpose of administration and enforcement of this title, the terms "overnight rental," "nightly rental," and "vacation rental" are interchangeable with short-term rentals. Subleasing or subletting of units for short-term rental is prohibited if the underlying zone prohibits such use.

Cincinnati - "Dwelling unit" means one or more rooms with a single kitchen designed for occupancy by one family for living and sleeping purposes.

"Rooming unit" means a room available for rental occupancy for periods of seven days or longer but not equipped with a kitchen facility so as to constitute a dwelling unit.

"Rooming house" means a building containing three or more rooming units not offering nursing or dietary care, therapy or counseling for its occupants. (See § 1401-01-R15. Rooming Unit)

Rooming house is L2 (subject to certain limitations, not conditional) in RM-0.7 (most dense residential multi-family) district. L7 in OG (office general) district. L1 in CN-P (commercial neighborhood – pedestrian), CN-M (commercial neighborhood – mixed), CC-P (commercial community – pedestrian), CC-M (commercial community – mixed). L1 in UM (urban mix). L2 in DD (downtown Development) district. L1 in ML (manufacturing limited) district.

Limitation: must be licensed, max number of rooming units is 5, separate entrance for access to rooming units must be provided

Not permitted in single family districts

Pg 111-113 – adding in parking requirements from old code that were left out

Pg 123 – typo, “minimum number of signs permitted” should be “maximum number of signs permitted”

Pg 127 – typo -> RCOD should be HOD

Pg 128 – typo, (o)(2) “Be static, shall not move, scroll. Or flash and shall not exceed a nighttime (one hour after sunset, whichever comes first) maximum luminance (cd/m2) of 40” -> removed highlighted section per Holly’s recommendation

Pg 129 – Utilities should be its own section. Not part of signs. Renumbering following sections.

Pg 131 – typo, Fences in HOD shall comply with ~~the following table~~ Section 1141.03(b)(2)

Pg 133 – typo, home occupations, no more than 40%, not 20% (major home occupations are 20-40% floor space)

Pg 134/136 - discrepancies in where food trucks/trailers/carts are permitted and prohibited. Nothing about where food tents are permitted and prohibited

Pg 137 – typo, b.(2) shall not exceed “XXX” feet by “XXX” feet

Zoning Map Amendments

TUR parcel at the east end of Town St should be IE

Dunmore Rd

Tower Ct, was AR, now CS, should be MUR

GB parcels on Kingston Pk to TUR

Blank & MUR Parcel (North of Sheetz, between S Court and 23) should both be GB

Zoning Code Text Amendments

**page numbers align with the redlined version of the code

Pg 5 – typo, awning definition, “that” projects from the building

Pg 5 – removing Bed and Breakfast definition

Pg 8 – modifying dwelling unit definition to include a kitchen

Pg 17 – Residential Care Facility typo, Small residential facility formatting

Pg 18 – adding Rooming House and Rooming Unit definitions

Pg 19 – add short-term rental definition

Pg 24 – typo, Zoning Inspector appointed by Mayor, align with later sections

Pg 25 – 60 days to fill vacancy on P&Z (aligning with HRB)

Pg 27 - “Planning and” Zoning Commission -> typo, “Planning and” is missing

Pg 28 – 60 days to fill vacancy on BZA (aligning with HRB)

Pg 29 – “may, shall” leftover from draft of the code

Pg 29 – typo, Hear “and” take action -> “and” is missing

Pg 30 – typo, c. 3 members “maybe” -> should be “may be”

Pg 36 - (c)1. P&Z shall schedule and hold a public hearing “and give notice of such hearing in accordance with Section 1113.04(d)” on the proposed amendment. Aligning with other code sections

Pg 38/39 – what happens if a variance is not heard within 30 days? Changing it to give 60 days to hear variance (same as conditional use)

Pg 44 – typos, under “review procedures” section .1103 should be 1113

Pg 50 – what happens if a similar app is not heard within 30 days? Changing it to give 60 days to hear application (same as conditional use)

Pg 60 – Formatting, “Re-inspection and Citation Notification” heading for 4.

Pg 65 – typo, Construction “of” any structure -> add the word “of”

Pg 75 – typo, Conditional Use -> Section “XXX” should be 1113.06

Pg 75 – typo, Solar systems subject to section “X” should be 1145.16

Pg 75 – typo, Portable Storage Units -> Section “XXX” should be 1145.12(a)

Pg 75 & 80-81 – removing Bed and Breakfast Facilities, replacing with Short-term rental

Pg 75 – adding rooming house, conditional in MUR

Pg 91-99 – adding in PUD section that was recently passed

**PLANNING & ZONING
FEE SCHEDULE
PROPOSED UPDATES**

Zoning:

Permit Type	Old Fee	New Fee
Residential Zoning Permit (additions, garages, carports, storage buildings, pools, etc.)	\$100.00	\$100
New Single-Family Dwelling	\$300.00	\$500.00
New Multi-Family Dwellings, per unit	\$300.00	\$500.00
Commercial & Industrial Related Permits (All commercial & industrial districts)	\$400.00 for first 2,500 sq ft + \$0.15 per each additional sq ft	\$500.00 for first 2,500 sq ft + \$0.20 per additional sq ft
Site Plan Review (Commercial)	\$400	\$500
Residential Demolition	\$50.00	\$50.00 under 1000 sq ft \$100.00 over 1000 sq ft
Commercial Demolition	\$100.00	\$200.00
Fences	\$25.00	\$25.00
Sign Permit	\$50.00 for first 20 sq.ft. + \$2.25 per each additional sq.ft.	same
Mural Permit	N/A	\$300.00 ??? One flat fee
Temporary Signs	No Charge	\$25
Temporary Structure	N/A	Food tent - \$10 Home storage unit - \$25 Construction trailer - \$25 Mobile home - \$100
Food Truck License	N/A	\$10/\$20/\$30
Food Truck Zoning Permit	N/A	\$10.00
Conditional Use Permits	\$100.00	\$100.00
Similar Use Permit	N/A	\$100.00
Residential Variance/Appeal	\$100.00	\$150.00
Commercial Variance/Appeal	\$150.00	\$200.00
Certificate of Appropriateness	\$25.00	\$50.00
Certificate of Appropriateness for Demolition	\$500.00	\$500.00
Historic Designation of Property Application		0
Non-Conforming Use	\$50.00	\$100.00
Rezoning/Zoning Amendment Application	\$1,000.00	\$1500.00
PMD/PUD	\$1,000.00	\$1500.00
Certificate of Zoning Compliance	\$25.00	No fee, join with permit
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	

Subdivisions:

Permit Type	Old Fee	New Fee
Minor Subdivision/Lot Split (no charge for combination)	\$500.00 + \$150.00 per lot	To be updated later
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	Old Fee	New Fee
Right of Way Permit	\$25.00	To be updated later
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	