

Ordinance No. 4-22

**AN ORDINANCE AMENDING CODIFIED ORDINANCE 1135.01 [ZONING INSPECTOR] TO BE CONSISTENT WITH THE VILLAGE CHARTER AND AMENDING DUTIES.**

**WHEREAS**, the electors of the Village of Plain city adopted the *Charter of Plain City*, Ohio at a Special Election on March 9, 2021, and Village Council desires consistency throughout the *Charter of Plain City, Ohio* and *Codified Ordinances of Plain City, Ohio*; and

**WHEREAS**, Article 6.02 of the *Charter of Plain City, Ohio* grants the power and duties to hire, appoint, promote, suspend, remove or otherwise discipline any employee of the municipality except those within the Departments of the Director of Law, Director of Finance, and Police Department; and

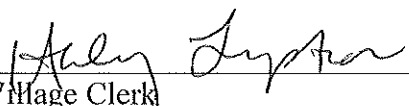
**WHEREAS**, Codified Ordinance 1135.01 is not consistent with the *Charter of Plain City*; and


**WHEREAS**, Village Council desires to update the duties assigned to the Zoning Inspector to be consistent with current duties.

**NOW THEREFORE BE IT ORDAINED** by the Council of the Village of Plain City, Ohio, a majority of the members elected or appointed thereto concurring, as follows:

- Section 1.** Village Council hereby amends Village Codified Ordinance Chapter 1135.01 as set forth and attached hereto as Exhibit A.
- Section 2.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements of the laws of the State of Ohio.
- Section 3.** All prior legislation, or any part thereof, which is/are inconsistent with this Ordinance are hereby repealed as to the inconsistent parts thereto.
- Section 4.** This Ordinance shall take effect at the earliest time allowed by law.

Passed: February 28, 2022.

Attest:   
Village Clerk

  
Mayor

First reading: February 14, 2022. Vote:      yea      nay      abstain

Second reading: February 28, 2022. Vote: 5 yea 0 nay 0 abstain

### Certificate of Publication

The undersigned, being Village Fiscal Officer of the Village of Plain City, hereby certifies that the foregoing was published by posting for 15 days as required by law and in accordance with Section 123.01 of the Codified Ordinances. The posting was done from \_\_\_\_\_, 2022 to \_\_\_\_\_, 2022 at the Office of the Finance Director located at 800 Village Boulevard; all being in the Village of Plain City, Ohio and the Village of Plain City Website at [www.plain-city.com](http://www.plain-city.com).

Date: 3-10-22, 2022

Halcyon Lupton  
Village Clerk

## Exhibit A

### 1135.01 ZONING INSPECTOR.

(a) Appointment; Duties. The Zoning Ordinance shall be administered and enforced by a Zoning Inspector who shall be appointed by the Mayer Administrator and who is hereby empowered:

(1) Zoning Permit. The Zoning Inspector shall issue a Zoning Permit prior to the erection, alteration, or addition to any building, structure, or land or when there is a change in use.

(2) Certificate of Zoning Compliance. The Zoning Inspector shall issue a Certificate of Zoning Compliance when it has been determined that a building or proposed use of a building or land complies with the provisions of the Zoning Ordinance and was constructed in accordance with the Zoning Permit.

(3) Collection of fees. The Zoning Inspector shall collect the designated fees as set forth in the Zoning Ordinance for Zoning Permits, Certificates of Zoning Compliance, application for amendment or changes, variance, appeal, conditional use, special permit, and home occupation permit.

(4) Making and keeping of records. The Zoning Inspector shall make and keep all records necessary and appropriate to the office, including records of the issuance and denial of all Zoning Permits and/or Certificates of Zoning Compliance and of receipt of complaints of violation of the Zoning Ordinance and action taken on the same.

(5) Inspection of building or land. The Zoning Inspector shall inspect any building or land to determine whether any violations of the Zoning Ordinance have been committed or exist.

(6) Enforcement. The Zoning Inspector shall enforce the Zoning Ordinance and take all necessary steps to remedy any condition found in violation by ordering in writing, the discontinuance of illegal uses or illegal work in progress, and may request the Solicitor to commence appropriate action.

(7) Advise Planning and Zoning Commission. The Zoning Inspector shall keep the Planning and Zoning Commission advised, in writing, of all matters other than routine duties pertaining to the enforcement of the Zoning Ordinance and transmit to the Chairman of the Planning and Zoning Commission all applications and records pertaining to supplements and amendments.

(8) Advise Board of Zoning Appeals. The Zoning Inspector shall keep the Board of Zoning Appeals advised, in writing, of all matters pertaining to conditional use permits, appeals or variances and transmit to the Chairman of the Board of Zoning Appeals all applications and records pertaining thereto.

(9) Advised Design Review Board. The Zoning Inspector shall keep the Design Review Board advised, in writing, of all matters pertaining to applications for certificates of appropriateness and transmit to the Chairman of the Design Review Board all applications and records pertaining thereto.

~~(9)~~(10) Attendance at meetings. The Zoning Inspector shall attend all meetings of the Planning and Zoning Commission, and Board of Zoning Appeals, and the Design Review Board and be prepared to participate in the consideration of the issues before such Board or Commission.

~~(10)~~(11) Maintaining Zoning Map. The Zoning Inspector shall ensure that the Zoning Map is kept accurate and up to date with respect to zoning amendments.

~~(11)~~(12) Coordination with Fire Department. The Zoning Inspector shall submit copies of plans for multi-family, large-scale residential, commercial, and industrial development to the Fire Chief for review and approval.

~~(12)~~(13) Coordination with Village Administrator and Others. The Zoning Inspector shall coordinate with the Village Administrator and other governmental and non-governmental agencies on planning and zoning issues affecting the Village.

(14) Miscellaneous duties. The Zoning Inspector shall perform any and all duties that may be, from time to time, assigned by the Administrator in furtherance of planning and zoning functions and activities.