



CODE ENFORCEMENT BOARD

BOARD DETAILS



OVERVIEW



SIZE 7 Seats



TERM LENGTH 3 Years



TERM LIMIT 3 Years

The Code Enforcement Board shall have jurisdiction to enforce and shall enforce those city ordinances and code provisions, which specifically provide for code board enforcement or which contain provisions for the imposition of civil penalties.



ENACTING RESOLUTION WEBSITE

DETAILS

ENACTING RESOLUTION

STATUTORY AUTHORITY

KRS 65.8801 through 65.8839

ORDINANCE AUTHORITY¹

Ordinance No. 200, Series 2016

POWERS

To issue remedial orders and impose civil fines as a method of enforcing a local government ordinance when a violation of the ordinance has been classified as a civil offense in accordance with this section.

May enforce any ordinance, including but not limited to, any zoning or nuisance ordinance.

Adopt rules and regulations to govern its operation and conduct of its hearings.

Any member of the Board, including the chair, may be assigned as a hearing officer. An individual that is not a member of the board may be assigned by the board as a hearing officer as long as the individual does not hold any elected or appointed office or position of employment with Metro if certain qualifications are met.

Schedule hearings.

Send notice of hearings to violators not less than 7 days in advance.

Conduct hearings, or assign a hearing officer to conduct a hearing, to determine if violation of ordinance.

Subpoena alleged violators, witnesses and evidence to hearings.

Take testimony under oath.

Make findings of fact and issue orders.

Impose civil fines on violators.

Impose administrative costs against violators.

Assign a hearing officer to conduct hearings.

To hear appeals from booking fees imposed by Metro Government pursuant to

KRS 441.265. No subpoena power and no administrative costs can be charged on these events.

REMOVAL

A code board member may be removed from office by the Mayor for misconduct, inefficiency, or willful neglect of duty. The Mayor must submit a written statement to the member and the Council setting forth the reasons for removal. The member so removed shall have the right of appeal to the Circuit Court.

BONDING AUTHORITY?

Yes

MEETING

Regular meetings of the code enforcement board shall be held as specified in the ordinance creating the board. A code enforcement board shall be authorized to conduct special or emergency meetings in accordance with KRS 61.805 to 61.850. No less than once a month and as many times a month as may be necessary to conduct the business of the board.

INCORPORATED?

Yes

**OPEN RECORDS INFO
RECEIPT REQUIRED UNDER
KRS 65.055?**

Yes

OATH OF OFFICE REQUIRED?

Yes

**SUBJECT TO OPEN
MEETINGS LAW?**

Yes

**BOND REQUIREMENT FOR
MEMBERS?**

Yes

OFFICERS

Annually elect a chair from among its members.

**FISCAL AGENT AGREEMENT
WITH METRO?**

Yes

**HOW IS THE DIRECTOR OR
EXECUTIVE DIRECTOR
APPOINTED/HIRED?****RECORDS & REPORTS**

Minutes shall be kept for all proceedings of the Board and the vote of each member on any issue shall be recorded in the minutes.

**AUTOMATIC
REAPPOINTMENT UNDER
KRS 65.008(2)?**

Yes

VACANCY APPOINTMENT

Any vacancy on the board shall be filled by the Mayor, subject to approval of the Council within 60 days of vacancy. If the vacancy is not filled within that time period, the remaining Code Enforcement Board members shall fill the vacancy. All vacancies shall be filled for the remainder of the unexpired term.

**COUNCIL APPROVAL OF
APPOINTMENT?**

Yes

EX OFFICIO MEMBERS

None

COMPENSATION

May be reimbursed for actual expenses. May be compensated no greater than \$100 per meeting.

**TERM OF APPOINTMENT
DETAILS**

3 years

**VACANCY APPOINTMENT
DETAILS**

Any vacancy on the board shall be filled by the Mayor, subject to approval of the Council within 60 days of vacancy. If the vacancy is not filled within that time period, the remaining Code Enforcement Board members shall fill the vacancy. All vacancies shall be filled for the remainder of the unexpired term.

QUORUM

The presence of at least a majority of the board's entire membership shall constitute a quorum. Affirmative vote of a majority of a quorum of the board shall be necessary for any official action to be taken.

HOW APPOINTED

By mayor with approval of council. the board shall have 5 members with the option of 2 alternates subject to approval of Metro Council.

**QUALIFICATION OF
MEMBERS**

Residents of Metro Government for one year before and during appointment term. May not hold any elected or non-elected office, paid or non-paid, or any position of employment with the Metro Government.

PURPOSE

The Code Enforcement Board shall have jurisdiction to enforce and shall enforce those city ordinances and code provisions, which specifically provide for code board enforcement or which contain provisions for the imposition of civil penalties.

**ETHICS/CONFLICT OF
INTEREST PROVISION**

SOCIAL MEDIA WEBSITE

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SUBCOMMITTEES

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OFFICERS TERM OF OFFICE

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ADDRESS

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WEBSITE

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**COUNCIL APPROVAL
DETAILS**

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OFFICERS TERM OF OFFICE

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**BOARD REQUIREMENT
DETAILS**

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