

# FINDLAY CITY COUNCIL AGENDA

**REGULAR SESSION**

**February 7, 2017**

**COUNCIL CHAMBERS**

## **ROLL CALL of 2016-2017 COUNCILMEMBERS**

### **ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:**

Acceptance or changes to the January 17, 2017 Regular Session City Council meeting minutes.

**ADD-ON/REPLACEMENT/REMOVAL FROM THE AGENDA:** - none.

**PROCLAMATIONS:** - none.

**RECOGNITION/RETIREMENT RESOLUTIONS:** - none.

### **PETITIONS:**

#### **Zoning amendment request – 1220 & 1226 W Sandusky St**

Kevin Brown on behalf of Brown Automotive Diagnostics and Repair LLC would like to change the zoning for 1220 and 1226 West Sandusky Street to C2 General Commercial. It currently is zoned as R3 Single Family High Density. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

**WRITTEN COMMUNICATIONS:** - none.

**ORAL COMMUNICATIONS:** - none.

### **REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:**

#### **Zoning/Floodplain Administrator Todd Richard – zoning code**

The Zoning Department has proposed some changes to the zoning code that involve the correction of some typographical errors and clarification of existing language. These changes have been reviewed by the Hancock Regional Commission staff. Needs to be referred to the City Planning Commission and the Planning and Zoning Committee for review and recommendation back to City Council.

**Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control** for Fireside Brick Oven Pizza LLC dba Fireside Brick Oven Pizza, located at 331 South Main Street, Findlay, Ohio for a D5 liquor permit. This requires a vote of Council.

Gregory R. Horne, Chief of Police – Fireside Brick Oven Pizza LLC dba Fireside Brick Oven Pizza, located at 331 South Main Street, Findlay, Ohio. A check of the records shows no criminal record on the following:

Scott Ferguson  
Michael Hoy

**Findlay W.O.R.C. Financial Analysis Report** – January 1, 2016 through December 31, 2016.

#### **Mayor Lydia Mihalik – Mayor appointments to various Boards or Commissions**

Mayor Mihalik is requesting the following appointments to the following Boards or Commissions:

Airport Advisory Board – *does not require Council confirmation*

Jeff Koehler

Term to expire on December 31, 2019

Parks and Recreation Board – *does not require Council confirmation*

Greg Meyers

Term to expire on December 31, 2019

Street Designation Committee – *Requires Council confirmation*

Dale Gillespie

Term to expire on December 31, 2018

#### **City Auditor Jim Staschiak – summary financial reports**

A set of summary financial reports for the prior month follows including:

- Summary of Year-To-Date Information as of December 31, 2016
- Open Projects Report as of December 31, 2016
- Cash & Investments as of December 31, 2016

**Treasurer's Reconciliation Report** – December 31, 2016.

**City Planning Commission agenda** – February 9, 2017; **minutes** – January 12, 2017.

**Service-Safety Director Paul Schmelzer – WORC program**

During the latest budget hearing, the low attendance trend at the Findlay WORC program was discussed. He estimates the savings associated with the closure of the WORC program at the end of March 2017 to be:

The current WORC budget is \$363,429. The costs associated to move Jodi Mathias to a code enforcement role and maintain the WORC program until the end of March is approximately \$145,000. This would result in an expense budget savings of approximately \$218,000.

The WORC program portion of the latest Financial Summary shows that the City would have saved \$196,142.88 if the WORC program would have been closed in 2016.

It is the Service-Safety Director’s opinion that the program will not be successful in our strong local economy until there is a mandatory sentencing option for the facility. He also believes that Municipal Court may get this programmed in the future. Until then, there seems to be little incentive for defendants to opt for and pay to stay in the WORC program. At the budget hearing, the representatives from the Court were in agreement with these conclusions.

The Service-Safety Director spoke with Jodi Mathias and Todd Richard, who heads the City’s Zoning Department and decided to place Ms. Mathias into a code enforcement position. This is based largely on the feedback received from residents regarding zoning and NEAT enforcement. The City already has established rules that residents want to see enforced, so this has allowed a renewed focus in that area. Ms. Mathias has been diligent in her current position and will aid that effort.

Unless otherwise directed, the Service-Safety Director will proceed to close the WORC program and will take steps with the Court and Ms. Mathias to close contracts and make the transition. After the closure and all costs are known, the Service-Safety Director recommends moving funds to the appropriate budgets.

**City Income Tax Monthly Collection Report – January 2017.**

**Traffic Commission minutes – January 23, 2017.**

**Director of Human Resources and Performance Excellence Don Essex – wellness incentive program**

A policy for a wellness program for the City of Findlay employees has been approved. Approval to expend the approved wellness incentive funds within the Human Resources budget to encourage City employees to participate in wellness and wellness challenges throughout the year in an effort to help control healthcare costs to the City and its employees is requested. Legislation to authorize the expenditure of wellness incentive funds within the Human Resource budget is requested. Resolution No. 006-2017 was created.

**Income Tax Board minutes February 1, 2017.**

**COMMITTEE REPORTS:**

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Hancock Regional Planning Director Matt Cordonnier to continue discussions on the Downtown Design Review Board regulations.

*We recommend Planning & Zoning will continue to meet to discuss the Downtown Design Review Board regulations.*

A **COMMITTEE OF THE WHOLE** meeting was held on Wednesday, January 25, 2017 to discuss the 2017 Capital Plan.

An **AD HOC COMMITTEE** met on January 31, 2017 to continue discussions on the bed tax distribution.

*We recommend to meet again to continue discussions.*

**LEGISLATION:**

**RESOLUTIONS**

**RESOLUTION NO. 005-2017** *(over PO amount)*

**first reading**

A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

**RESOLUTION NO. 006-2017** *(wellness incentive)*

**first reading**

A RESOLUTION AUTHORIZING THE EXPENDITURE OF WELLNESS INCENTIVE FUNDS WITHIN THE HUMAN RESOURCE BUDGET AND DECLARING AN EMERGENCY.

**RESOLUTION NO. 007-2017** *(bicycle routes)*

**first reading**

A RESOLUTION OF THE COUNCIL OF THE CITY OF FINDLAY, OHIO EXPRESSING IT’S APPROVAL AND SUPPORT FOR THE DEVELOPMENT OF STATE AND US BICYCLE ROUTES, AND REQUESTS THAT THE APPROPRIATE OFFICIALS SEE TO IT THAT THE ROUTE IS OFFICIALLY DESIGNATED BY AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS AND THE OHIO DEPARTMENT OF TRANSPORTATION AND DECLARING AN EMERGENCY.

**ORDINANCES**

**ORDINANCE NO. 2017-006** *(2017 Capital Improvements)*

**second reading**

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS IN ACCORDINANCE WITH THE 2017 DEPARTMENT EQUIPMENT LIST WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT A, APPROPRIATING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2017-007** *(TR94 waterline extension and oversizing)*

**second reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2017-009** *(city-wide pavement study)*

**first reading**

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS IN ACCORDINANCE WITH THE 2017 CAPITAL IMPROVEMENT PLAN, APPROPRIATING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

***UNFINISHED BUSINESS:***

**OLD BUSINESS**

**NEW BUSINESS**

**PETITION FOR ZONING AMENDMENT**

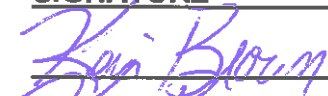

**TO THE COUNCIL OF THE CITY OF FINDLAY, STATE OF OHIO:**

We, the undersigned owner(s) of the following legally described property, hereby request consideration of a change in zoning district classification as specified below:

**ADDRESS** 1220 & 1226 W. Sandusky St.      **SUBDIVISION** N/A

**LOT No.(s)** Part of the SW 1/4 of Section 13, T1N, R10E, City of Findlay, County of Hancock

**If a rezoning request involves more than one parcel, City Code requires that the petition be signed by the owners of at least fifty per cent (50%) of the frontage of the lots under consideration. If applicable, owners must fill in the following section:**

<b>SIGNATURE</b>	<b>SUBDIVISION</b>	<b>LOT NO.</b>	<b>STREET FRONTAGE</b>
	O.R. Book 2501 Pages 184-186		
	Part of the SW 1/4 of Section 13, T1N, R10E		136'
	O.R. Book 2446 Pages 1909-1911		
	Part of the SW 1/4 of Section 13, T1N, R10E		75.0'

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**IF NOT LOCATED IN A RECORDED SUBDIVISION, ATTACH LEGAL DESCRIPTION**

**EXISTING USE** Auto Repair Facility / Residential

**PRESENT ZONING DISTRICT** R-3 Single Family, High Density

**PROPOSED ZONING DISTRICT** C-2 General Commercial

**ATTACH:**

- a. Vicinity map showing property lines, streets, and existing and proposed zoning.
- b. List of all property owners within, contiguous to, and directly across the street from the proposed rezoning.

**NOTE: COMPLIANCE WITH ABOVE REQUIREMENT IS EXTREMELY IMPORTANT. FAILURE TO NOTIFY ANY PROPERTY OWNER FALLING WITHIN THIS CRITERIA WILL POSSIBLY INVALIDATE THE REZONING ORDINANCE PASSED AS A RESULT OF THIS PETITION.**

- c. A statement of how the proposed rezoning relates to the Findlay Comprehensive Land Use Plan.
- d. Application for Planned Unit Development, City Planning Commission, City of Findlay, Ohio, if applying for a PUD.

Name of Contact Person Kevin Brown

Mailing Address 2224 W. Sandusky Street

Phone No. (Home) \_\_\_\_\_ (Business) 419-425-4800

\_\_\_\_\_  
Date Kevin Brown  
Signature of contact Person

**OFFICE USE ONLY**

\$250.00 Fee Paid \_\_\_\_\_ \$100.00 Fee Paid PUD approval \_\_\_\_\_  
Applicable Advertising and Filing Fees Paid \_\_\_\_\_

Date Petition Submitted to City Council \_\_\_\_\_

Referral to Planning Commission \_\_\_\_\_ Referral to Planning & Zoning \_\_\_\_\_

Planning Commission \_\_\_\_\_ Disposition \_\_\_\_\_

Planning & Zoning \_\_\_\_\_ Disposition \_\_\_\_\_

Public Hearing Date Set By Council \_\_\_\_\_

Date of Newspaper Notice \_\_\_\_\_  
(Must be mailed at least 30 days prior to Hearing)

Date of Notice to Abutting Owners \_\_\_\_\_  
(Must be mailed at least 20 days prior to Hearing)

Referred for Legislation: \_\_\_\_\_

Date of Readings by Council:

First \_\_\_\_\_ Second \_\_\_\_\_ Third \_\_\_\_\_

Action by Council: \_\_\_\_\_ Ordinance No. \_\_\_\_\_

## **BROWN AUTOMOTIVE, DIAGNOSTICS AND REPAIR**

*Repairs that Build Trust*

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City of Findlay  
City Council  
318 Dorney Plaza, Room 114  
Findlay, Ohio 45840

Re: Petition for Zoning Amendment  
Brown Automotive Diagnostics and Repair LLC

Dear Council Members:

We respectfully request that you consider the attached Zoning Amendment Petition to change the zoning designation for the property at 1226 West Sandusky Street and the rear 86 feet of the property at 1220 West Sandusky Street from R-3 Single Family High Density District to C-2 General Commercial District in accordance with the attached exhibit. Brown Automotive Diagnostics and Repair LLC is the owner of both properties and operates an automotive repair facility on the area requested in the rezoning. Brown Automotive proposes to split the rear 86 feet of the property at 1220 West Sandusky Street and combine it with the property at 1226 West Sandusky Street. The remaining property at 1220 West Sandusky Street would then become a conforming residential property in the R-3 Single Family High Density District.

Prior to the adoption of the current zoning code in 2012 this property was zoned C Residential. Under this previous zoning code the property was a nonconforming use. Under the new code that was updated in 2012, the property is still considered a nonconforming use under the R-3 Single Family High Density. Changing the properties zoning designation to C-2 General Commercial will correct this nonconformity.

Thank you for your consideration. Should you have any questions regarding this request, please do not hesitate to contact me.

Sincerely,

Kevin Brown



DESCRIPTION READS SAME  
AS GRANTOR'S DEED  
HANCOCK CO. ENGINEER  
CANNOT GUARANTEE ACCURACY

Instrument 201300008168 OR Book Page 2446 1909

BY 7-29-13 DC

#  
\$ 525.00  
I hereby certify that the conveyance is in  
compliance with section 319.202 of the  
Revised Code

*C.A. Kerschbaum*  
HANCOCK COUNTY AUDITOR

Transferred 7-29-13

*[Signature]*

201300008168  
Filed for Record in  
HANCOCK COUNTY OHIO  
NIKKI G BELTZ, RECORDER  
07-29-2013 At 11:38 am.  
WARR DEED 36.00  
OR Book 2446 Page 1909 - 1911

201300008168  
WHITMAN TITLE

## OHIO WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS, that the LARRY J. KISSEBERTH AND LINDA A. KISSEBERTH, HUSBAND AND WIFE, the Grantors who claim title by virtue of Survivorship Deed recorded in Volume 2287 Page 1673 HANCOCK County Recorder's Office, for the consideration of ONE DOLLAR AND NO/100 DOLLARS (\$1.00) and other good and valuable consideration received to the full satisfaction of:

**BROWN AUTOMOTIVE DIAGNOSTICS AND REPAIR, LLC**

the Grantee whose TAX MAILING ADDRESS is:

does GIVE, GRANT, BARGAIN, SELL, AND CONVEY unto the said Grantee, ITS successors and assigns, the following described premises,

**SEE ATTACHED LEGAL DESCRIPTION MARKED EXHIBIT A**

(T.P. #61-0001008751)

be the same more or less, but subject to all legal highways.

**TO HAVE AND TO HOLD** the above granted and bargained premises, with the appurtenances thereof, unto the said Grantee, ITS successors and assigns forever.

And THEY, the said Grantors do for THEMSELVES and THEIR assigns, executors and administrators, covenant with the said Grantee, ITS successors and assigns, that at and until the ensembling of these presents, are well seized of the above described premises, has a good and indefeasible estate in **FEE SIMPLE**, and has good right to bargain and sell the same in manner and form as above written, and that the same is **free from all encumbrances whatsoever** except taxes and assessments, if any, for the year 2013, and thereafter which the Grantee herein assumes and agrees to pay, to be pro-rated to delivery of deed; easements and restrictions of record and zoning ordinances of the **CITY OF FINDLAY, HANCOCK COUNTY, OHIO**, and that THEY will **Warrant and Defend** said premises, with the appurtenances thereunto belonging, to the said Grantee, ITS successors and assigns, against all lawful claims and demands whatsoever Except As Noted Above.



And for valuable consideration, LARRY J. KISSEBERTH AND LINDA A. KISSEBERTH, HUSBAND AND WIFE, do hereby remise, release and forever quitclaim unto the said Grantees, THEIR successors and assigns, all of THEIR rights and expectancy of Dower in the above described premises.

IN WITNESS WHEREOF, THEY have hereunto set THEIR hands, this 23 day of July, in the year of our Lord, TWO THOUSAND-THIRTEEN (2013).

Larry J. Kisseberth
LARRY J. KISSEBERTH

Linda A. Kisseberth
LINDA A. KISSEBERTH

STATE OF OHIO )
COUNTY OF HANCOCK ) SS:

BEFORE me, as a NOTARY PUBLIC in and for said County and State personally appeared the above-named, LARRY J. KISSEBERTH AND LINDA A. KISSEBERTH, HUSBAND AND WIFE, who acknowledged that THEY did sign the foregoing instrument and that the same is THEIR free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal, at FINDLAY, OHIO this 23 day of July, A.D. 2013.

(SEAL)

Jeffrey J. Whitman
Notary Public



Jeffrey J. Whitman, Attorney at Law
NOTARY PUBLIC, STATE OF OHIO
My Commission
Has No Expiration Date
Section 147.03 RC

My Commission Expires:

\*\*\*\*\*
Prepared by: WHITMAN LAW OFFICE, L.L.C., FINDLAY, OHIO(BB/ ) (deed)
\*\*\*\*\*

EXHIBIT A

SITUATED IN THE CITY OF FINDLAY, COUNTY OF HANCOCK AND STATE OF OHIO:

BEING A PART OF THE SOUTH PART OF THE SOUTHWEST QUARTER (1/4) OF THE SOUTHWEST QUARTER (1/4) OF SECTION THIRTEEN (13), TOWNSHIP ONE (1) NORTH, RANGE TEN (10) EAST COMMENCING FOR THE SAME AT THE SOUTHWEST CORNER OF SECTION 13, TOWNSHIP 1 NORTH, RANGE 10 EAST;

THENCE EAST SEVENTY-FIVE (75) FEET ALONG THE SOUTH SECTION LINE OF SAID SECTION 13 TO A POINT;

THENCE NORTH ON A LINE PARALLEL WITH THE WEST SECTION LINE OF SAID SECTION 13, TWO HUNDRED THIRTY-EIGHT (238) FEET TO A POINT;

THENCE WEST ON A LINE PARALLEL WITH THE SOUTH SECTION LINE OF SECTION 13 SEVENTY-FIVE (75) FEET TO A POINT;

THENCE SOUTH ON THE SAID WEST SECTION LINE OF SAID SECTION 13 TWO HUNDRED THIRTY-EIGHT (238) FEET TO THE POINT OF BEGINNING.

AND

BEING A PART OF THE SW 1/4 OF SECTION 13, T1N, R10E, A TRACT OF LAND BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 13;

THENCE ALONG THE WEST LINE OF THE SW 1/4 OF SAID SECTION 13, N01°02'E, A DISTANCE OF 233.00 FEET;

THENCE PARALLEL WITH THE SOUTH LINE OF SAID SW 1/4, EAST, A DISTANCE OF 16.30 FEET TO THE PRINCIPAL POINT OF BEGINNING OF THE TRACT TO BE HEREIN DESCRIBED;

THENCE PARALLEL WITH SAID WEST LINE OF THE SW 1/4 OF SECTION 13, N01°02'E, A DISTANCE OF 5.00 FEET;

THENCE EAST, A DISTANCE OF 58.70 FEET;

THENCE S01°02'W, A DISTANCE OF 5.00 FEET;

THENCE WEST, A DISTANCE OF 58.70 FEET TO THE PRINCIPAL POINT OF BEGINNING AND CONTAINING 293.50 SQUARE FEET, MORE OR LESS, SUBJECT HOWEVER TO ANY PRIOR EASEMENTS OF RECORD. RESERVING TO THE SAID GRANTOR, HIS HEIRS, SUCCESSORS AND ASSIGNS, AN EASEMENT FOR THE PRESENT USE OF SUCH PARCEL, BEING MAINTENANCE OF A FENCE, AND PRESERVING TO BOTH THE GRANTOR AND GRANTEE, THEIR HEIRS, SUCCESSORS AND ASSIGNS, THE RIGHT OF ENTRY UPON SAID PARCEL FOR MAINTENANCE OF EXISTING USAGE.

AND

BEING A PART OF THE SW 1/4 OF SECTION 13, T1N, R10E, A TRACT OF LAND BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 13;

THENCE ALONG THE WEST LINE OF THE SW 1/4 OF SAID SECTION 13, N01°02'E, A DISTANCE OF 233.00 FEET TO THE PRINCIPAL POINT OF BEGINNING OF THE TRACT TO BE HEREIN DESCRIBED;

THENCE ALONG SAID WEST LINE, N01°02'E, A DISTANCE OF 5.00 FEET;

THENCE PARALLEL WITH THE SOUTH LINE OF SAID SW 1/4, EAST, A DISTANCE OF 16.30 FEET;

THENCE PARALLEL WITH SAID WEST LINE OF THE SW 1/4, S01°02'W, A DISTANCE OF 5.00 FEET;

THENCE WEST, A DISTANCE OF 16.30 FEET TO THE PRINCIPAL POINT OF BEGINNING AND CONTAINING 81.50 SQUARE FEET, MORE OR LESS, SUBJECT HOWEVER TO ANY PRIOR EASEMENTS OF RECORD. (T.P. #61-0001008751)

20160005216  
WRITMAN TITLE

450.00  
I hereby certify that the conveyance is in compliance with section 319.202 of the Revised Code.  
*CA Rauschenberg*  
HANCOCK COUNTY AUDITOR  
Transferred 6-20-16  
*[Signature]*

Instrument 20160005216 OR Book Page 2501 184

20160005216  
Filed for Record in  
HANCOCK COUNTY OHIO  
NIKKI G BELTZ, RECORDER  
06-20-2016 At 12:15 PM.  
WARR DEED 36.00  
OR Book 2501 Page 184 - 186

**OHIO WARRANTY DEED**

KNOW ALL PERSONS BY THESE PRESENTS, that **STEPHANIE E. BADERTSCHER FKA STEPHANIE E. BOYD, A MARRIED WOMAN**, the Grantor who claims title by virtue of a Quit-claim Deed recorded in Volume **2429** Page **608** HANCOCK County Recorder's Office, for the consideration of **ONE DOLLAR AND NO/100 DOLLARS (\$1.00) and other good and valuable consideration** received to the full satisfaction of:

**BROWN AUTOMOTIVE DIAGNOSTICS AND REPAIR, LLC**

the Grantee whose TAX MAILING ADDRESS is:

**2224 W. SANDUSKY STREET, FINDLAY, OHIO 45840**

does GIVE, GRANT, BARGAIN, SELL, AND CONVEY unto the said Grantee, ITS successors and assigns, the following described premises

**SEE ATTACHED LEGAL DESCRIPTION MARKED EXHIBIT A**

be the same more or less, but subject to all legal highways.

**TO HAVE AND TO HOLD** the above granted and bargained premises, with the appurtenances thereof, unto the said Grantee, ITS successors and assigns forever.

And SHE, the said Grantor does for HERSELF and HER assigns, executors and administrators, covenant with the said Grantee, ITS successors and assigns, that at and until the ensealing of these presents, are well seized of the above described premises, has a good and indefeasible estate in **FEE SIMPLE**, and has good right to bargain and sell the same in manner and form as above written, and that the same is **free from all encumbrances whatsoever** except taxes and assessments, if any, for the year **2016**, and thereafter which the Grantee herein assumes and agrees to pay, to be pro-rated to delivery of deed; easements and restrictions of record and zoning ordinances of the **CITY OF FINDLAY, HANCOCK COUNTY, OHIO**, and that SHE will **Warrant and Defend** said premises, with the appurtenances thereunto belonging, to the said Grantee, ITS successors and assigns, against all lawful claims and demands whatsoever Except As Noted Above.



EXHIBIT A

SITUATED IN THE CITY OF FINDLAY, COUNTY OF HANCOCK AND STATE OF OHIO:

AND BEING A PART OF THE SW ¼ OF SECTION 13, T1N, R10E, A TRACT OF LAND BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT AN IRON FOUND SET ON THE NORTH RIGHT OF WAY LINE OF WEST SANDUSKY STREET (66' R/W) AND DESCRIBED AS LYING S.90 DEGREES 00'00"E. A DISTANCE OF 74.96 FEET (MEASURED) FROM A MONUMENT FOUND SET MARKING THE INTERSECTION OF SAID NORTH RIGHT OF WAY LINE OF WEST SANDUSKY STREET WITH THE CORPORATION LINE OF SAID CITY OF FINDLAY.

THENCE, FROM THE ABOVE DESCRIBED POINT OF BEGINNING N.01 DEGREES 07'29" E., A DISTANCE OF 199.94 FEET (MEASURED) TO AN IRON FOUND SET;

THENCE S.89 DEGREES 55'30" E., A DISTANCE OF 136.12 FEET (MEASURED) TO AN IRON PIN SET;

THENCE S.01 DEGREES 03'45" W. A DISTANCE OF 199.76 FEET (MEASURED) TO AN IRON PIN FOUND SET ON SAID NORTH RIGHT OF WAY LINE, N.90 DEGREES 00'00"W. A DISTANCE OF 136.34 FEET (MEASURED) TO THE POINT OF BEGINNING AND CONTAINING 0.625 ACRES OF LAND, MORE OR LESS, SUBJECT HOWEVER TO ANY PRIOR EASEMENTS OF RECORD.

(T.P. #61-000339600)

READS SAME  
DEED  
ENGINEER  
GUARANTEE ACCURACY  
6/20/16 TS

**Proposed Zoning Amendment for 1226 West Sandusky Street**

**Property Owners within, contiguous to and directly across the street from the proposed rezoning:**

Diana L. Altman  
1228 West Sandusky Street  
Findlay, Ohio 45840  
Parcel #580001008462

Allen E. & Suzan R. Eckert  
1200 West Sandusky Street  
Findlay, Ohio 45840  
Parcel #610000340230

A.J. Properties of Findlay Ltd  
1223 Putnam Street, Findlay, Ohio 45840  
Findlay, Ohio 45840  
Parcel #580001024973

Mailing Address:  
15260 Winter Woods Drive  
Findlay, Ohio 45840

Kim M. Bickford & Douglas R. Wymer  
1215 Putnam Street  
Findlay, Ohio 45840  
Parcel #610001005762

Dennis M. & Amy E. Hill  
1205 Putnam Street  
Findlay, Ohio 45840  
Parcel #610000339960

Sue M. Thompson  
1141 Putnam Street  
Findlay, Ohio 45840  
Parcel #570000209520

Donald Kain & Gary M. Hauter  
1229 West Sandusky Street  
Findlay, Ohio 45840  
Parcel #580000243340

Ronald Craig Dukes  
1227 West Sandusky Street  
Findlay, Ohio 45840  
Parcel #560000182110

Danny E. & Helen K. Stahl  
1211 West Sandusky Street  
Findlay, Ohio 45840  
Parcel #560000182120 & 560001008504

Donald R. Derodes  
1135 West Sandusky Street  
Findlay, Ohio 45840  
Parcel #560000182150

A.J. Properties of Findlay, Ltd.  
1223 Putnam Street  
R/W-3 Single Family, High Density

KIM M. BICKFORD & DOUGLAS R. WYMER  
1215 Putnam Street  
R-3 Single Family, High Density

DENNIS M. & AMY E. HILL  
1205 Putnam Street  
R-3 Single Family, High Density

15' VACATED ALLEY

16.5' VACATED ALLEY

LOT 10930

BUILDING

Current Zoning  
R-3 Single Family, High Density

Proposed Zoning  
C-2 General Commercial

BROWN AUTOMOTIVE  
DIAGNOSTICS & REPAIR  
1226 West Sandusky Street

Current Zoning  
R-3 Single Family, High Density

Proposed Zoning  
C-2 General Commercial

ASPHALT DRIVE

BUILDING

HOUSE

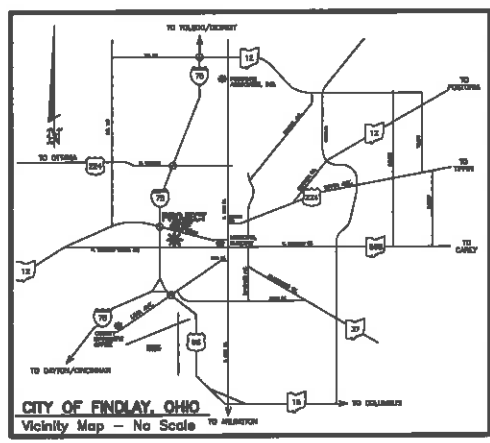
SHED

SHED

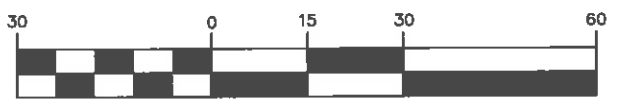
HOUSE

BROWN AUTOMOTIVE DIAGNOSTICS & REPAIR  
1220 West Sandusky Street

ALLEN E. & SUZAN R. ECKERT  
1200 West Sandusky Street  
R-3 Single Family, High Density



GRAPHIC SCALE



( IN FEET )  
1 inch = 30 ft.

DIANA L. ALTMAN  
1228 West Sandusky Street  
R-3 Single Family, High Density

SOUTHWEST CORNER OF  
SW1/4 OF SECTION 15

WEST SANDUSKY STREET (66' R/W)

RONALD CRAIG DUKES  
1227 W Sandusky Street  
R-3 Single Family, High Density

HELEN K. & DANNY E. STAHL  
0 West Sandusky Street  
R-3 Single Family, High Density  
Mailing Address: 1211 W Sandusky Street

HELEN K. & DANNY E. STAHL  
1211 West Sandusky Street  
R-3 Single Family, High Density

DONALD R. DERODES  
1135 West Sandusky Street  
R-3 Single Family, High Density

PAI Job #16-0519  
Dwg. ELT

**PETERMAN**  
ASSOCIATES, INC.

- ARCHITECTS - ENGINEERS - SURVEYORS -

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# Office of the Mayor

Lydia L. Mihalik

## ZONING DEPARTMENT

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January 23, 2017

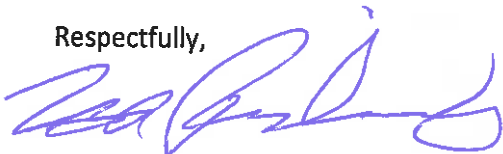
Honorable City Council Members:

The Zoning Department has proposed some changes to the zoning code that involve the correction of some typographical errors and clarification of existing language. These changes have been reviewed by the Hancock Regional Planning Commission staff.

Please refer the proposed changes to the City Planning Commission and Planning and Zoning Committee for review and recommendation to City Council.

Please contact me at 419-424-7110 if you have any questions.

Respectfully,



Todd Richard,  
Zoning/Floodplain Administrator



including: approval of the application; approval with modifications or conditions; denial of the application; or; tabling/deferring the application to another date. In the course of review and decision making, the Planning Commission:

**A. MAY APPLY CONDITIONS TO THE APPLICATION**

May apply conditions on the application if the effect is to:

1. Allow a less intensive use or zoning district than indicated in the application,
2. Reduce the impact of the development or;
3. Reduce the amount of land area included in the application;
4. Provide for the public's safety and general welfare.

**B. CANNOT EXPAND THE REQUEST**

May not approve a greater density of development, a more intensive use or a more intensive zoning district than was indicated in any notice.

**C. HAS DISCRETION**

1. Is not required to approve the maximum density or intensity of use allowed.
2. The Planning Commission reserves the right to determine if a use not specified in this ordinance is appropriate in the zoning district of the subject site.
3. The Planning Commission may add, subtract, or substitute any condition of a conditional use.

**D. EXPRESS ITS DECISION**

Should clearly state its reasons for reaching a decision.

*Example: Motion to approve the request because it "complies with the site plan requirements for the zoning district" or "per the staff recommendations."*

**E. ITEMIZE APPROVAL CONDITIONS**

Should enumerate and express all conditions for approval

*Example: Motion to approve..."subject to the following five (5) conditions."*

## **1113.21 CONDITIONS OF APPROVAL**

When the Planning Commission approves applications with conditions, the conditions must relate to a situation created or aggravated by the proposed use or development and must be roughly proportional to the impact of the use or development. Projects found to be out of compliance with any conditions as approved by the Planning Commission can result in having their occupancy permit revoked until such time as the conditions are found to be in order.



## 1126.04 USES EXPRESSLY PROHIBITED

- A. PARKING, IDLING, OR STORAGE OF SEMI-CABS AND TRACTOR TRAILERS
- B. TAXI SERVICES
- C. TOWING SERVICES
- D. GARBAGE/REFUSE OPERATIONS

## 1126.05 REQUIRED BUILDING SETBACKS

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>A. FRONT YARD SETBACK<ul style="list-style-type: none"><li>Major &amp; secondary thoroughfares: forty feet (40')</li><li>All other streets: twenty-five feet (25')</li></ul></li><li>B. SIDE YARD SETBACK<ul style="list-style-type: none"><li>Twenty five feet (25')</li></ul></li></ul> | <ul style="list-style-type: none"><li>C. REAR YARD SETBACK<ul style="list-style-type: none"><li>Thirty feet (30' minimum. Buildings with heights between 35' and 50' require equivalent rear yard setbacks.</li></ul></li></ul> |
|---|---|

## 1126.06 LOT REQUIREMENTS

- A. MINIMUM LOT SIZE
  - Shall be determined by the following ratio: 3,500 square feet of lot size per living unit. Dedicated right-of-ways and private streets do not count toward the required lot size.
  - Example: A ten-unit apartment building would require a lot of 35,000 square feet, not including dedicated rights-of-way or private streets. (10 x 3,500 = 35,000)*
- B. MINIMUM LOT FRONTAGE
  - One hundred and twenty-five feet (125').
- C. MAXIMUM LOT COVERAGE
  - Not more than 40% of the site may be covered by impervious surface, **excluding patios, sidewalks, and walking paths.**

## 1126.07 MINIMUM LIVING AREA

- A. MINIMUM LIVING AREA
  - 500 square feet per living unit.

## 1126.08 HEIGHT REQUIREMENTS

- A. PRIMARY STRUCTURE (50')
  - Shall not exceed fifty feet



depending upon how well they can address various site issues. Common conditions for approving such uses are located in Chapter 1161.15.

- A. SPORTS & RECREATIONAL FACILITIES
- B. BARS, NIGHT CLUBS, TAVERNS
- C. DRIVE THRU
- D. CAR WASHES
- E. FUELING STATIONS
- F. FUNERAL SERVICES
- G. MINOR AUTOMOTIVE SERVICES
- H. OFF-PREMISE SIGNS
- I. CONTRACTOR'S SHOP
- J. MIXED USE  
COMMERCIAL/RESIDENTIAL

### **1133.04 REQUIRED BUILDING SETBACKS**

- A. FRONT YARD SETBACK  
Twenty five feet (25')
- B. SIDE YARD SETBACK  
Ten feet (10')
- C. STREET SIDE YARD SETBACK  
Fifteen feet (15')
- D. REAR YARD SETBACK  
Twenty feet (20')

### **1133.05 REQUIRED LOT FRONTAGE**

- A. MINIMUM LOT FRONTAGE  
Minimum required lot frontage is seventy-five feet (75').

### **1135.06 HEIGHT STANDARDS**

Maximum forty feet (40')

### **1133.07 OUTDOOR DISPLAY OF MERCHANDISE & OUTDOOR STORAGE**

See Chapter 1161.10 Outdoor Storage Standards/ Chapter 1161.10.3 Outdoor Display

### **1133.08 SCREENING**

Screening is required of all areas that abut residentially zoned districts. Required screening



- A. SPORTS & RECREATIONAL FACILITIES
- B. BARS, NIGHT CLUBS, TAVERNS
- C. FUNERAL SERVICES
- D. OUTDOOR SALE OF BUILDING MATERIALS
- E. DRIVE-THRU BEVERAGE STORES
- F. CONTRACTOR EQUIPMENT, RENTAL, & SUPPLIES

- G. CAR WASHES
- H. DRIVE THRU LANES/WINDOWS
- I. PARKING GARAGES
- J. OFF PREMISE SIGNS
- K. RV SALES
- L. MAJOR AUTO REPAIR
- M. MIXED USE COMMERCIAL/RESIDENTIAL

### 1135.04 REQUIRED BUILDING SETBACKS

- A. FRONT YARD SETBACK  
Thirty feet (30')
- B. SIDE YARD SETBACK
  - 1. Typical  
Fifteen feet (15')
  - 2. Adjacent to Residential Use or Zoning  
Twenty five (25')
- C. STREET SIDE YARD SETBACK  
Fifteen feet (15')
- D. REAR YARD SETBACK  
Thirty feet (30')

### 1135.05 REQUIRED LOT FRONTAGE

Minimum required lot frontage is one hundred feet (100').

### 1135.06 HEIGHT STANDARDS

Maximum sixty feet (60')

### 1135.07 OUTDOOR DISPLAY OF MERCHANDISE & OUTDOOR STORAGE

~~Outdoor displays of, or merchandise for sale or otherwise shall be limited and shall adhere to the following requirements as set forth in Chapter 1161.09 Lighting, 1161.10 Outdoor Display & 1161 Outdoor Storage~~ See Chapter 1161.10 Outdoor Storage Standards/ Chapter 1161.10.3 Outdoor Display



- A. RETAIL TRADE
- B. ~~AUTOMOTIVE SALES~~
- C. MOTELS AND HOTELS
- D. CINEMAS/THEATERS
- E. COMMERCIAL SCHOOLS
- F. CLUBS
- G. FINANCIAL INSTITUTIONS
- H. SHOPPING MALLS
- I. ~~PAWN SHOPS~~
- J. PARKING LOTS, RAMPS & DECKS
- K. ENTERTAINMENT USES
- L. GOVERNMENTAL USES
- M. PUBLIC AND QUASI-PUBLIC USES

### **1137.03 CONDITIONAL USES PERMITTED**

- A. RESIDENTIAL USES
- B. **AUTOMOTIVE SALES**
- C. OTHER USES

Other uses are those which the City Planning Commission finds to be:

1. Similar in character to one or more of the use groups indicated above.
2. Supports the high intensity nature of downtown including the pedestrian oriented goal

### **1137.04 LOT REQUIREMENTS**

- A. FRONT & REAR YARD REQUIREMENTS

No front or side yards are required in the C-3 Districts.

- B. REAR YARDS

1. Loading spaces shall be provided in the ratio of at least ten (10) square feet per front foot of the building
2. Where an alley exists or is provided at the rear of the buildings, the rear building setback and loading requirements may be computed from the center of said alley.

### **1137.05 APPLICABLE CHAPTERS**

CHAPTER 907 Sidewalk Repair & Construction

CHAPTER 1161.11 Parking Standards

CHAPTER 1161.07 Screening

CHAPTER 1161.12 Sign Standards

CHAPTER 1161.10 Outdoor Storage Standards

### **1137.99 PENALTIES**

A violation of any provision of this chapter shall be deemed a violation of this Ordinance and subject the violator to enforcement and penalties as set forth in Chapter 1199.



## CHAPTER 1161 DEVELOPMENT STANDARDS

### CHAPTER CONTENTS

1161.01	Accessory structures	1161.10	Outdoor Storage Standards
1161.02	Architectural Standards	1161.11	Parking Standards
1161.03	Fence and Wall Standards	1161.12	Sign Standards
1161.04	Height Standards	1161.13	Communication Structures
1161.05	Home Occupation Standards	1161.14	Alternative Energy
1161.06	Landscaping Standards	1161.15	Conditional Use Requirements
1161.07	Screening Standards	1161.16	Common Open Space Requirements
1161.08	Landscaping Standards, Interstate Screening	1161.99	Penalties
1161.09	Lighting ordinance		

### 1161.01 ACCESSORY STRUCTURES

#### 1161.01.1 ACCESSORY STRUCTURES R-1, R-2, R-3 & R-4 SINGLE FAMILY AND TWO-FAMILY RESIDENTIAL DISTRICTS

The following standards shall apply to the following zoning districts: R-1, R-2, R-3, R-4

##### A. PERMITTED ACCESSORY STRUCTURES

The following accessory structures shall be permitted and require a zoning permit:

1. Buildings or structures such as detached garages
2. Gazebos, decks, and hot tub enclosures
3. Carports, pool houses and greenhouses
4. Sheds, Swimming Pools
5. Fences

##### B. PERMITTED NO ZONING PERMIT REQUIRED

1. Structures with a building footprint of fifty square feet (50') or less. No such structures are permitted in any front yard.
2. Wheel Chair ramps (Exempt from Chapter 1161.01.1 C (3)) Restricted in Front Yard.
3. Commercial storage containers are permitted on a property not to exceed sixty (60) days in a calendar year and must be situated on a site so as not to create a visibility hazard. Exemptions may be granted by the Zoning Administrator in the event of a calamity.

##### C. GENERAL REQUIREMENTS

1. Accessory structures shall comply with the following requirements:



Relationship to Primary Use: Shall be customarily incidental, accessory and subordinate to, and commonly associated with the primary use and occupant of the same parcel. Owners of multiple, contiguous parcels that desire treatment as though they are a single lot must combine the parcels with a new legal description and deed at the Hancock County Auditor's Office. Proof of a recorded deed must be provided as part of the application.

Example: This requirement prevents a property owner of multiple parcels from erecting an accessory structure on a separate, vacant but recorded lot that could eventually be sold and thus become an illegal non-conforming use and lot under CHAPTER 1162 NONCONFORMITY Sections 2 – 5.

2. Maximum Floor Area: The combined building footprint of all accessory buildings on site shall not exceed nine hundred (900) square feet. One accessory building that is fifty square feet (50 sq. ft.) or less shall be exempt from this requirement. In no instance shall any separate accessory building be larger than nine hundred square feet (900 sq. ft.). Unless the lot equals or exceeds one (1) acre in size the maximum floor area cannot exceed twelve hundred square feet (1,200 sq. ft.) or eighty percent (80%) of the primary structure footprint whichever is less. All accessory buildings are subject to maximum lot coverage requirements as prescribed in each zoning district. The following stipulations apply to properties without an attached garage:

- a. ~~Any detached garage~~ One accessory building used for the parking of vehicles up to five hundred seventy-six square feet (576 sq.ft.) shall not count against the total allowable accessory building area. ~~Any detached garage~~ The accessory building used for the parking of vehicles that is greater than five hundred seventy-six square feet (576 sq. ft.) will have that area in excess of five hundred seventy-six square feet (576 sq. ft.) deducted from the maximum allowable accessory building area.

*Example: If the property contains a 700 square foot accessory building for the parking of vehicles, 124 square feet of area of excess is deducted from any proposed accessory building, thereby limiting the size of a new accessory building to 776 square feet in area.*

- b. An existing ~~primary garage~~ accessory building used for the parking of vehicles that is less than five hundred seventy-six square feet (576 sq. ft.) can be increased in area so the total building area does



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not exceed five hundred seventy-six square feet (576 sq. ft.), even if the property contains other accessory buildings that exceed the nine hundred square foot (900 sq. ft.) limit. **Maximum lot coverage requirements will still apply.**

*Changes  
11/19/11  
01.1*

3. **Restricted in Front Yard Requirement:** No accessory structure shall be permitted in the required front yard.
4. **Conversions:** Permanently attaching any accessory building to a primary building shall be considered a conversion and shall be subject to all required setbacks for primary structures. These connections must include a four feet (4') width building footprint, must be enclosed, have doorways on either side, and have a foundation.  
**Example:** A detached garage on a street side yard is proposed to be attached to the primary building with a breezeway. The garage is located in R-3 Single Family and is five feet (5') from the property line. In this instance the conversion would violate the setback required for primary structures and applicant would not be issued a zoning permit.
5. **Storage containers, box truck components, and tractor-trailers are not considered as buildings and shall not be used as accessory buildings, unless otherwise provided.**

**D. SETBACKS**

1. **Front Yard Setback -** Accessory structures shall not encroach upon the required front setback of the lot on which they are located, except fences and decks.
2. **Side and Rear Setbacks -** Accessory structures may not be located closer than three feet (3') of the side yard and five feet (5') of the rear yard.
3. **Screening -** In no case shall an accessory structure encroach upon any required screening.

**E. OCCUPANCY:**

Accessory buildings shall not be occupied as a dwelling.

**F. HEIGHT:**

The maximum height allowed for an accessory building is eighteen feet (18').

**1161.01.2 ACCESSORY STRUCTURES CD, M-1, M-2 MULTI-FAMILY RESIDENTIAL DISTRICTS**

**A. PERMITTED ACCESSORY STRUCTURES**

The following accessory structures shall be permitted and require a zoning permit:





1. Buildings or structures such as detached garages
2. Gazebos, decks, porches, and hot tub enclosures
3. Carports, canopies, pool houses and greenhouses
4. Fences
5. Management offices and other facilities normally associated with tenants' convenience, such as washing machine facilities, exercise facilities, etc.

**B. PERMITTED NO ZONING PERMIT REQUIRED**

1. Building footprint of fifty square feet (50 sq. ft.) or less
2. Wheel Chair ramps (Exempt from Chapter 1161.01.2 C (3)) Restricted in Front Yard.

**C. GENERAL REQUIREMENTS**

Accessory structures shall comply with the following requirements:

1. Relationship to Primary Use: Shall be customarily incidental, accessory and subordinate to, and commonly associated with the primary use of the lot.
2. Ownership: Shall be operated and maintained under the same ownership as the primary structure.
3. Restricted in Front Yard Requirement: No accessory structure shall be permitted in the required front yard.

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**D. SETBACKS**

1. Front Yard Setbacks - Accessory structures, except fences shall not encroach upon the established front setback of the lot on which they are located.
2. Side and Rear Setbacks - Accessory structures, excluding fences and decks ~~may~~ shall not be located closer than ~~ten feet (10') to any lot line.~~ **Three feet (3') from the side lot lines and five (5') from the rear lot line.**
3. Screening - In no case shall an accessory structure encroach upon any required screening.
4. Street Side Yard Setback - Setbacks shall be fifteen feet (15').

**E. OCCUPANCY**

Accessory building shall not be occupied as a dwelling.

**F. HEIGHT**

The maximum height allowed for an accessory building is eighteen feet (18').

**G. DUMPSTER AND TRASH ENCLOSURES**

See Chapter 1161.07 Screening .



## 1161.03 FENCE AND WALL STANDARDS

### A. THE FOLLOWING STANDARDS APPLY IN ALL DISTRICTS. PROPERTY LINE

1. Fences and walls, may be located up to the property line.
2. Fences and walls, shall not encroach upon the rights-of-way or the proposed rights-of-way indicated by the Thoroughfare Plan.

### B. HEIGHT

1. Fences located in the required front yard shall not exceed forty-eight inches in height and shall be fifty percent (50%) open.

*Example: If the picket is two inches wide, the gap between the pickets must be at least 2 inches.*

2. Fences located in the side and rear yards shall not exceed eight feet (8') in height, unless they are adjacent to an interstate highway then the maximum height is ten feet (10').
3. Fences located in the I-1 and I-2 Zoning Districts:
  - a. May be ten feet (10') in height
  - b. Fences exceeding forty-eight inches in height must maintain a five foot (5') setback from rights-of-ways.

### C. MATERIALS AND APPEARANCE

1. Non-Structural Face Outward
  - a. Fences and walls shall present the non-structural face outward.
2. Security Fencing
  - a. Fences and walls shall not incorporate barbed wire, security wire, sharpened top spikes, or similar prevention materials (I-1 Light Industrial and I-2 General Industrial are exempt from this requirement).
  - b. Chain-link fences ~~may~~ shall only be erected in side or rear yards.
  - c. Slats are prohibited in chain link fences.
3. Responsibility:

The property owner is responsible for the location of the fence in regards to the property line, easements, and any other issues that may result. Exceptions:

The following fences are exempt from the height requirements:

  - a. Baseball Diamonds
  - b. Tennis Courts
  - c. Golf Driving Ranges



2. Six foot (6') in height privacy fence made of wood.
3. Four foot (4') in height decorative masonry wall.

**1161.07.3 LEVEL 2 SCREENING REQUIREMENTS R-1, R-2, R-3, M-1, M-2, M-3, MH-1, O-1, G-1, C-2 ABUTS R-1, R-2, R-3, CD, M1, M2, OR MH&I-1; OR I-1, I-2 ABUTS C-1, C-2, C-3**

Level 2 screening is required where C-2 commercial district or use abut a single-family, multifamily, office, or institutional uses or districts. The screening is also required where ~~commercial~~ industrial uses or districts abut industrial commercial uses or districts. Upon review of the site plan and in consideration of intensity of use and other site factors, the City Planning Commission will be prescribed one of the three (3) different screening requirements which are outlined below.

**A. OPTION 1**

Four (4) canopy trees and four (4) evergreen trees per one hundred lineal feet (100') of contiguous boundary with the conflicting zoning district or use.

**B. OPTION 2**

Five (5) canopy trees and five (5) evergreen trees and ten (10) evergreen shrubs per one hundred lineal feet (100') of contiguous boundary with the conflicting zoning district or use.

**C. OPTION 3**

Five (5) canopy trees and five (5) evergreen trees and twenty (20) evergreen shrubs per one hundred lineal feet (100') of contiguous boundary with the conflicting zoning district or use. In addition, a six-foot (6') in-height fence, masonry wall, or landscape mound shall be installed.

**1161.07.4 LEVEL 3 SCREENING REQUIREMENTS M-1, M-2, O-1 ABUT R-1, R-2, R-3, R-4, CD, OR I-1, & I-2 ABUT C-1, C-2, C-3**

**LEVEL 3 SCREENING**



### 1161.10.3 OUTDOOR STORAGE; INDUSTRIAL I-1 & I-2 DISTRICTS

#### A. ENCLOSURE

All storage of raw, processed, or finished materials shall be enclosed by a combination of landscaping, wall, fence, or mounding. See Conditional Use 1161.15.

#### B. DISTANCING

One shrub shall be installed for every ten feet (10') of fence and one tree shall be installed for every fifty feet (50') of fence

## 1161.11 PARKING STANDARDS

### 1161.11.1 PARKING STANDARDS, GENERAL – ALL ZONING DISTRICTS

The intent of this Parking Standards Chapter is to establish minimal parking standards to assure public health, safety and welfare; minimize risks to the natural environment; **create an aesthetic standard**; minimize conflicts; and promote vehicular and pedestrian safety along roadways by minimizing on-street parking.

#### A. PAVING REQUIRED

##### Impervious Surface

All parking required in this zoning ordinance shall utilize a paved surface of concrete, asphalt, brick pavers, or the like. Under no circumstances shall gravel, stone, rock, dirt, sand or grass be permitted as parking areas, **unless otherwise provided**.

#### B. FRONT YARD RESIDENTIAL DISTRICTS/USES

Parking of motor vehicles is not permitted on lawns, gravel, or other pervious type surfaces ~~in residential zoning districts~~.

#### C. OFF-ALLEY ACCESS

Drives **and parking areas** used to access accessory buildings or detached garages are not required to be paved if they are accessed from **an gravel or unpaved alley**. ~~Parking accessed from a gravel or unpaved alley is required to be paved.~~ This is **only** applicable for single-family, duplexes, and triplexes.

#### D. EXPANSION OF LEGALLY NONCONFORMING PARKING AREAS

The expansion of any existing gravel, stone, or rock parking area is subject to planning commission review and any subsequent conditions or requirements set by the board.

#### E. INGRESS/EGRESS PAVED

All ingress and egress points onto a driveway or into a parking area shall be paved.



**A. SITES UNDER 3 ACRES**

Merchandise may not be located or displayed further than 10' beyond any front or side building elevation. Where fueling station canopies are involved, the merchandise may be displayed around the supporting elements of the canopy and between the fuel pumps. However the outer dimensions of the canopy shall not be considered a building line for the purposes of this section.

**B. SITES 3 ACRES AND LARGER**

Merchandise may not be located or displayed in any required setback. In cases such as large box retailers, the display of spring gardening supplies, for example, may be in parking lots provided such display does not reduce the required parking.

**C. SITE INTERFERENCE**

In no instance shall outdoor displays interfere with any required parking, circulation aisles, or fire lanes. Parking areas must be paved.

**D. VEHICLE SALES**

The outdoor display, storage and parking of vehicles for sale shall be allowed, provided that all preparation, repair and maintenance of the vehicles shall be enclosed. A ten-foot (10') setback must be maintained from any rights-of-way with the exception of those establishments within the C-3 District.

**E. OUTDOOR STORAGE**

Unless a site meets requirements in Chapter 1161.10.3 Outdoor Display of Merchandise, the outdoor display, storage or parking of goods, materials, or the wholesaling, warehousing or distribution operations for said goods and materials is not allowed.

**F. DISPLAY AREA REQUIREMENTS**

**1. Surface**

Display areas shall have hard, dust free surfaces and shall be maintained in good condition.

**2. Orderly**

Outdoor displays shall be arranged in an orderly manner. Examples include stacking, shelving, etc. A 'pile' of products is not considered an orderly manner.

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1161.10.3



**B. SETBACKS**

1. Parking lots may project into the minimum setbacks, but shall not project into or interfere with any screening requirements except as permitted in 1161.06 Landscaping Standards  
A parking lot shall not be installed within five (5) feet of a side lot line or within ten (10) feet of a front or rear lot line.

**C. VISITOR PARKING SPACES**

**Requirement**

At least one (1) off-street space per two (2) units is required for visitor parking and shall be spread evenly throughout the development.

**D. EXCLUSION**

Visitor parking spaces cannot include spaces in car ports, garages, or spaces that may block a carport or garage.

**E. CROSS DISTRICT STANDARD - MULTI-FAMILY USE INCLUDED**

All multi-family uses located in other zoning districts shall adhere to this Chapter

**1161.11.4 PARKING STANDARDS; O-1, C-1, C-2, I-1, I-2**

The standards as set forth are by zoning district. However, the standards will be applied to respective uses situated in another district as well. For example, a use grandfathered in a residential district but belonging in a C-1 Commercial District shall meet the parking requirements as set forth in the C-1 District to offset any issues that may already be affecting the surrounding properties.

**A. PARKING LOT ENCROACHMENT**

**Setbacks**

1. Parking lots may project into the minimum setbacks, but shall not project into or interfere with any screening requirements except as permitted in 1161.06 Landscaping Standards
2. A parking lot shall not be installed within five (5) feet of a side lot line or within ten (10) feet of a front or rear lot line, except when the parking lot is used as a shared parking lot as outlined below in 1161.11.4 (E)(3): Shared Parking.

**B. ENTRANCE AND EXIT DRIVEWAY ENCROACHMENT**

Entrance and exit driveways may transect landscape easements and buffer yards only when crossing them.

**C. MANEUVERING**

Parking areas shall be designed to prevent vehicles from maneuvering in the public right-of-way.



**D. ~~ADJACENT TO RESIDENTIAL ZONING~~**

~~Unless the property meets the screening per Chapter 1161.07 — Screening Standards, no sign shall be located nearer to an adjacent residential district on the same side of the street per the following:~~

- ~~1. C-1 = 50'~~
- ~~2. C-2 = 100'~~
- ~~3. I-1 = 100'~~
- ~~4. I-2 = 100'~~

**1161.12.4 GENERAL REQUIREMENTS AND RESTRICTIONS: ALL ZONING DISTRICTS**

**COMPLIANCE WITH CODE REGULATIONS**

All signs shall comply with the general rules, regulations, and requirements governing their placement, type, number, and size as outlined and contained in the provisions of this chapter.

**1. OBSTRUCTION OF TRAFFIC SIGNS; MISLEADING OR CONFUSING SIGNS**

No sign or sign structure shall be erected at any location where it may interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal or device. No rotating beam, beacon or flashing illumination resembling any emergency lights shall be used in connection with any sign display, nor shall any sign make use of the words "Stop," "Look," "Danger" or any other word, phrase, symbol or character in such a manner as to interfere with, mislead, or confuse traffic. No sign shall emit any form of sound or sounds.

**2. OBSTRUCTION OF VISIBILITY**

No sign or sign structure shall be located or constructed within ten feet (10') of any street right-of-way unless provided for otherwise in another Chapter of this Ordinance. No sign shall be located or constructed in such a manner as to materially impede the view of any street or highway intersection, or in such a manner as to materially impede the view of the intersection of a street or highway with a railroad crossing. No sign shall be designed and placed so as to confuse traffic information for pedestrians or drivers of motor vehicles. The determination of the reasonableness of the location of a sign or sign structure taking into account the above shall be made by the Zoning Administrator whose decision shall be subject to appeal as provided herein to the Board of Zoning Appeals. See also Chapter 1163.11 Corner Vision Clearance Standards.



subject to the General Requirements set forth in Chapter 1161.12.4 unless otherwise provided.

**A. PUBLIC SIGNS**

Signs of a noncommercial nature and in the public interest, erected by or on the order of an official of the city, county or state acting in the performance of his duty, such as safety signs, danger signs, trespassing signs, traffic signs, and memorial plaques.

**B. RESIDENTIAL NAMEPLATE**

A nameplate or wall sign which shall not exceed two (2) square feet on any dwelling.

**C. WALL SIGNS**

**D. SANDWICH BOARDS**

1. Permitted zoning districts
  - a. C-1
  - b. C-2
  - c. O-1
2. Sandwich boards can be eight square feet (8') maximum
3. Sandwich boards and "A" frames must be located within fifteen feet (15') of the primary building entranceway.
4. All sandwich boards and "A" frames must be removed at the end of the business day.

**1161.12.3 PROHIBITED SIGNS**

**A. GENERAL**

All signs are prohibited unless they are expressly permitted.

**B. RIGHTS-OF WAY & UTILITIES**

Unless with Council approval, no sign shall be placed within the public right-of-way of any public street. Within the C-3 district, temporary signs are permitted in the right of way. Permanent signs within the C-3 district must be approved by City Council.

**C. OBSTRUCTION OF STRUCTURAL OPENINGS**

No sign shall obstruct any window, door, fire escape, stairway, or any opening intended to provide air, egress or ingress for any building or structure.





**D. ON-PREMISE**

Signs shall be located on the property for which it identifies or promotes

**E. OBSTRUCTION OF VISION**

Site Identification

Signs shall not block or interfere with site identification or traffic recognition.

**F. CORNER VISION CLEARANCE**

Permanent commercial and industrial low-profile signs shall not be placed so as to interfere with the corner vision clearance. (See Corner Vision Clearance Standards, Chapter 1163.11.)

**G. LANDSCAPING**

**1. Footprint**

A landscaping area shall be provided around the low-profile sign equal to the square footage of one sign face.

**2. Type**

The landscaping shall be at least 50% evergreen.

**3. Plans**

Landscaping plans shall be included with the permit application.

**H. DIRECTIONAL**

**1. Private traffic directional**

Signs directing traffic movement onto a property zoned M-1, M-2, C-1, C-2, C-3, O-I, I-1, I-2 or within a premise shall not exceed four square feet in area for each sign, with a maximum height of three feet (3'). Illumination of these signs shall be permitted in accordance with the provisions contained herein. Such signs placed within ten feet (10') of any rights-of-way shall be limited to two (2) square feet and a maximum height of two (2) feet.

**2. Industrial directional**

Signs directing traffic movement onto and within Industrial Zoning districts may measure five feet (5') in height, fifteen (15) square feet in area, and at least 25' off the right-of-way. ~~Industrial properties may utilize C or D:~~

**3. Institutional Directional/Way finding**

Signs setting forth the name or any simple announcement/information for any **medical facility, nursing home, financial institution, or public or private educational or religious**

Chapter  
1163.12.8



- A. SCHOOLS (PUBLIC & PRIVATE)
- B. PLACES OF WORSHIP
- C. MUSEUMS
- D. COMMUNITY CENTERS (50)
- E. APARTMENT COMPLEXES
- F. GOVERNMENT
- G. EMERGENCY SERVICES
- H. FUNERAL HOMES
- I. PARK AND RECREATIONAL AREAS
- J. GOLF COURSES

**1161.12.8 LOW PROFILE SIGNS; O-1, C-1, C-2, I-1, & I-2 DISTRICTS**

**A. QUANTITY**

One low-profile sign with two sign faces, as defined herein, is permitted for business identification purposes for each site **not to exceed 200 square feet in area**. Sites with less than 500 feet of frontage and two or more frontages on public or private through streets may be permitted one additional low-profile sign not exceeding 32 square feet. Sites with more than 500 feet of frontage on the same public or private through street may have two low-profile signs on one frontage not exceeding 32 square feet each, provided that there is 250 feet of separation between signs. In no instance shall any one site contain more than three low-profile signs. One pylon sign may be used in lieu of a permitted additional low profile sign for sites with over 500 feet of frontage or 5 acres in size. Outlots are limited to one low profile sign.

**B. DIMENSIONS**

A low-profile sign shall not exceed the following dimensions unless otherwise noted:

**1. Height**

The maximum height shall be eight feet including the sign's base.

**2. Sign area**

One-half (½) square foot per lineal foot of frontage, **not exceed 200 square feet**.

**C. LOCATION**

**1. Rights-of-Way**

Signs shall be located not closer than ten feet (10') from the street right-of-way and all property lines.

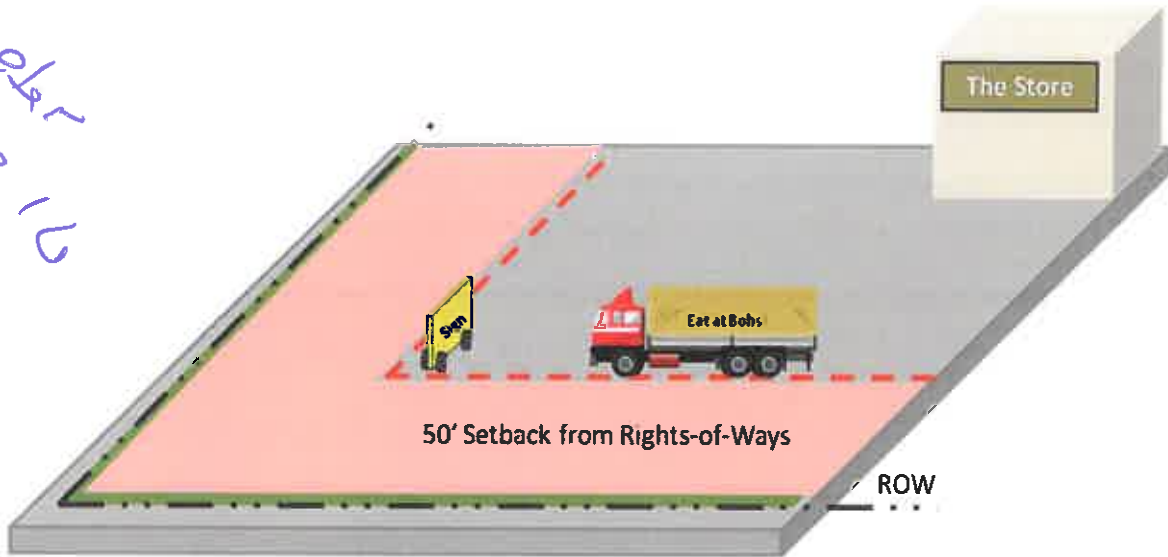


**B. PORTABLE SIGNS**

Portable signs with message boards advertising special products or prizes or otherwise promoting business, industry or individuals are not permitted, except as follows:

1. Must not be closer than 50' to any rights of way, or;

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1161.12.16*



**PORTABLE SIGNS**

2. Must be within 10' of the primary building for which the advertisement is associated.
3. **Must have only a fixed message.**



3. Prohibited Districts

Are prohibited in any PMUD Planned Mixed Use Development, or PRD Planned Residential Development.

4. Required distance between billboard signs

Locations for off premise signs shall be spaced no closer than 500 feet apart on either side of a street right of way.

5. Distance from residential districts

Off-premise signs shall not be placed within 300' of a residential zoning district; provided, however that distance may be reduced to 125' for off-premise signs that are non-illuminated and do not exceed 30' in height.

6. Thoroughfare exemption

The distance standard shall not apply to a residential district on the opposite side of a major thoroughfare.

7. Maximum height

The maximum height shall be 40 feet (40')

8. Maintenance

Off-premise signs must be maintained properly.

9. Conversion to Digital Billboard

a. If converting one non-digital billboard into one digital billboard, the distance between that billboard and another digital billboard must be 1000' on the same side of the roadway and 500' from another non-digital billboard on the same side of the roadway.

b. If converting 2 or more ~~traditional~~ non-digital billboards into one digital billboard, the distance from another billboards may be within 500' on the same side of the roadway.

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B. DIGITAL BILLBOARDS

1. Animation

May not display images that include animated, flashing, scrolling, intermittent or full-motion video elements.



2. Fixed Message

Each message or copy shall remain fixed for at least eight (8) seconds and the transition between images must be accomplished in no more than two (2) seconds.

3. Maximum Height

The maximum height shall be forty feet (40') subject to the following exception in Chapter 1161.12.18 (B) (5) Proximity to Residential Areas.

4. Setbacks

- a. Front Yard – Twenty-five feet (25')
- b. Side Yard – Ten feet (10')
- c. Rear Yard – Thirty feet (30')

5. Proximity to Residential Districts and Uses

Digital Billboards shall not be placed within 300' of a residential zoning district with the following exception; Digital Billboards may be as close as 125 feet so long as the direction angle for a Digital Billboard sign face must be 300' from a residential district. Digital Billboards may be illuminated to a maximum level of 0.3 foot-candles as measured at vertical distance of 250 feet or to the Residential District or use during nighttime hours, or 0.24 foot candles ~~at~~ as measured at a vertical distance of 250 feet or to the Residential district or use during day time hours.

Dual Digital Billboards may exist where they share the same structure and are placed back-to-back or at an angle that is away from residential districts. In no instance shall a dual Digital Billboard be designed with a back to-back placement that measures greater than 90 degrees from the back and facing a roadway.

6. Size

Digital Billboards shall be no larger than one 300 square foot single faced panel. A single Billboard can be affixed to the back side of a Digital Billboard provided it does not exceed the dimensions of the Digital Billboard, Dual Digital Billboard

7. Distance between Digital Billboards

- a. Digital Billboard or non-digital billboards shall not be placed within 1,000

Chapter 1161.12.18



the Large Solar Energy Production Facility, the owner shall provide financial security in form and amount acceptable to the City of Findlay to secure the expense of dismantling and removing said structures.

## **1161.15 CONDITIONAL USE REQUIREMENTS**

In addition to other requirements found in this Ordinance, some special conditions ~~which may often be imposed~~ ~~are stated herein:~~ **Conditional Uses, not specified herein, shall be regulated at the City Planning Commission's discretion.** Uses may be permitted or denied depending upon how well they can address the following conditions:

### **A. COMMUNITY NON-COMMERCIAL RECREATIONAL & COMMUNITY RECREATIONAL FACILITY**

Buildings located within 100 feet of a residential district or use shall incorporate a minimum of level 1 screening. This distance shall be measured from the building to the residential property line. A higher level of screening may be prescribed by the City Planning Commission depending on the intensity of use.

### **B. BARS, NIGHT CLUBS, TAVERNS**

1. Not to exceed 2,500 gross square feet
2. Outdoor patios and smoking areas

Not permitted on elevations facing residentially zoned districts, except when a 75' setback can be maintained between the district boundary and the outdoor patio edge.

3. Screening

- a. Additional screening and/or distance may be imposed to consider requests from establishments not able to meet proper setback or frontage requirements.
- b. Level 3 Screening when adjacent to residential zoned districts.

### **C. HOME OCCUPATIONS**

Home Occupations are allowable in all residential zoning districts subject to the following conditions:

1. Restricted to Occupants  
No employees shall travel to the home for work related purposes.
2. No Signage
3. Limited Activity



- b. No more than four hives shall be kept on lots between 7,500 and 15,000 square feet.
- c. Additional hives may be added on lots greater than 15,000 square feet, at the rate of one additional hive per 5,000 square feet.
- 3. All colonies must be registered with the Ohio Department of Agriculture pursuant to ORC 909.02 and/or all applicable state and other governmental agencies. The required number of parking spaces must be maintained.

**W. FITNESS CENTER**

Subject to planning commission review.

**X. SCHOOLS- PUBLIC/PRIVATE**

- 1. Must be a bona-fide educational institution recognized by the Ohio Department of Education.
- 2. Traffic circulation and student pick-up and drop-off points must be arranged to minimize daily vehicular flow.

## **1161.16 COMMON OPEN SPACE REQUIREMENTS**

The common open space shall be subject to the following additional criteria:

**A. DESIGN FACTORS**

The location, shape, size and character of common open space areas shall be conducive to residents of the Planned Residential Development (PRD) and Planned Mixed Use Development (PMUD) districts in relation to the location, number, and types of buildings it is intended to serve. All common open space areas shall be highly accessible to all residents or users of the planned development.

**B. OWNERSHIP**

**1. Public Authority**

The proposed common open space may be conveyed to a public authority that will agree to maintain the common open space and any buildings, structures, or improvements contained therein. Public utility or other similar easements and rights-of-way for watercourses or other similar channels are not acceptable for common open space dedication unless such land or right-of-way is usable as a trail or for other similar purpose and approved by the authority to which the land is dedicated.

**2. Homeowners' Association**



**D. IMMUNITY**

In no instance shall the Zoning Administrator or City of Findlay be liable or responsible for the placement of any building, or structure contrary to the provisions of this ordinance. **The City of Findlay is not subject to the provisions of this ordinance.**

**1165.07 CERTIFICATE OF ZONING COMPLIANCE**

No building, structure, land or part thereof, which is hereafter erected, altered, or changed in use, shall be occupied or used unless and until a Certificate of Zoning Compliance shall have been issued for such building, structure or land. An Occupancy Certificate shall be required for any of the following:

**A. CONSTRUCTION/ALTERATION**

Construction or alteration of any buildings or structures, including accessory buildings or structures.

**B. CHANGE IN USE**

Change in the use of existing buildings, structures, or accessory buildings or structures, to a use or uses, of a different classification.

**C. OCCUPANCY**

Occupancy and use of vacant land.

**D. LAND USE CHANGE**

Change in the use of land to a use of a different classification.

**E. NON-CONFORMITY**

Any change in a non-conforming use.

**1165.08 FALSIFICATION**

No person shall knowingly make a false statement with regard to any matter in this zoning ordinance. Various applications, review requirements, and information made necessary are instruments of this zoning ordinance. As such, they are also covered by the Falsification policies located in Findlay Municipal Code Chapter 525.02 Falsification.

**1165.09 ACCESSORY STRUCTURES**

Buildings or structures accessory to any primary structure shall require separate Zoning Permits, except when they are required as a condition for approving another request or review.

Example- fence required in rear yard for approval with pool.

**1165.10 ZONING ADMINISTRATOR**

A Zoning Administrator shall be appointed by the Mayor to enforce this Ordinance.





**BORROW PIT:** An area excavated or to be excavated from which soil and unconsolidated materials are removed or extracted below the grade level of the property, which existed before any overbuilding of the site occurred, for any purpose including but not limited to: for sale, exchange, or for use, as fill for any activities, including but not limited to landscaping, building construction, levees, dams, highway construction or maintenance, or low lying areas, whether on-site or off-site.

**BASE FLOOD ELEVATION:** (See City of Findlay Flood Damage Reduction Ordinance Chapter 1351)

**BASEMENT:** That portion of a building which is partly or wholly below grade but so located that the vertical distance from the average grade to the floor is greater than the vertical distance from the average grade to the ceiling. A basement shall not be counted as a story.

**BILLBOARD OR POSTER PANELS:** Any sign or advertising structure used to advertise goods, products, services or facilities which are located off-site from where the sign is installed and maintained.

**BOARDING HOUSE:** A building other than a motel or hotel with three (3) or more guest rooms used as permanent (more than four (4) weeks) lodging for compensation.

**BOARDING OF LIVESTOCK AND DOMESTICATED ANIMALS:** Stabling, housing and feeding of animals for compensation or for use in a commercial activity, exhibit or for other commercial purposes. Boarding uses or activities include, but are not limited to, kennels, riding stables, or animal exhibits which are used for commercial purposes.

**BOARD OF ZONING APPEALS:** A five (5) member body responsible for hearing appeals from individuals who are requesting exceptions or variances for City Ordinances in regard to land use and building requirements or from individuals who are questioning the appropriateness of orders made by City Officials.

**BODY CLINIC:** Any business that offers tattoo services, body piercing, or similar decorative alterations to the human body. Ear piercing is not included in this definition.

**BREW PUB:** A restaurant-brewery that sells 25% or more of its beer on site. The beer is brewed primarily for sale in the restaurant and bar. The beer is often dispensed directly from the brewery's storage tanks. Where allowed by law, brew pubs often sell beer "to go" and/or distribute to off-site accounts. If a brewpub sells more than 75 percent of its beer off-site, see "Microbrewery."

**BROWNFIELD:** Abandoned, idled, or underutilized industrial and commercial facilities or sites where expansion or redevelopment is complicated by real or perceived environmental contamination.

**BUILDING:** Any structure, either temporary or permanent, that has a roof supported by columns or walls, and is intended for the shelter or enclosure of persons, animals, chattels, or property of any kind. For the purpose of this Ordinance, a mobile home shall

be considered a building. Storage containers, box truck components, and tractor-trailers are not classified as buildings.

**BUILDING FOOTPRINT:** The area encompassed by a building's outer wall or support at grade level.

**BUILDING HEIGHT:** For Primary Buildings and Accessory Buildings, the height shall be measured from the established grade to the highest point of the building.

**BUILDING LINE, FRONT OF BUILDING:** The line where the face of the building meets the ground, including sun parlors and covered porches, whether enclosed or unenclosed, but does not include steps or structures protected by the Americans with Disabilities Act.

**BUILDING, PRINCIPAL:** A building in which the primary use is conducted.

**CAMPER:** Any vehicle so designed, constructed, reconstructed, or added to by means of accessories, in such manner as will permit the use and occupancy thereof, when stationary for human habitation as a temporary shelter, including but not limited to tent-type fold-out camping trailers, travel trailers, motor homes and truck campers.

**CEMETERY/MEMORIAL GARDENS:** Land used or intended to be used for the burial of the human or animal dead, including associated buildings such as chapels, mausoleums, crematories, and mortuaries if operated in connection with and within the boundaries of such cemetery.

**CERTIFICATE OF ELEVATION:** The actual elevation in relation to mean sea level of the lowest floor elevation, including basement, of all new or substantially improved structures.

**CERTIFICATE OF ZONING COMPLIANCE:** A document issued by the Zoning Administrator authorizing the use and/or occupation of new residential buildings where found consistent with the zoning district where it is located and as provided in this Ordinance.

**CERTIFICATE, CHANGE OF USE:** When the use of any land, building or structure is to be changed, a permit shall be issued by the Zoning Administrator authorizing such use and /or occupation of buildings, structures or land.

**CHILD DAY CARE CENTER::** An establishment providing for the care, supervision, and protection of children as defined in the O.R.C. Type A day-care allows seven to twelve (7 – 12) children to be supervised in the home. Type B is six children or fewer.

**CHURCH:** A building wherein persons regularly assemble for religious worship and which is maintained and controlled by a religious body organized to sustain public worship, together with all accessory buildings and uses customarily associated with such primary purpose.

**CLUB:** A building or portion thereof or premises owned or operated by a corporation, association, membership, person or persons



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Sections

**INCOMPATIBLE ZONING DISTRICT:** A condition where one zoning district abutting another of a different classification and allowing uses whereas to create conditions adverse to the less intensive use category. An example would be a residential district adjacent to an industrial district.

**INDIVIDUALIZED TEXTILES:** Services provided by a resident homeowner such as dressmaking, tailoring, or alterations to clothing brought to the location.

**INDUSTRIALIZED UNIT:** A building unit or assembly of closed construction fabricated in an off-site facility, that is substantially self-sufficient as a unit or as part of a greater structure, and that requires transportation to the site of intended use. "Industrialized unit" includes units installed on the site as independent units, as part of a group of units, or incorporated with standard construction methods to form a completed structural entity. "Industrialized unit" does not include a manufactured or mobile home as defined in this ordinance. For the purpose of this ordinance, an industrialized unit is a dwelling. See State Bill 142.

**INDUSTRIAL MANUFACTURING:** The processing, fabricating, assembling, wholesaling, cleaning, testing, packaging, repairing of goods when totally enclosed within a building.

**INDUSTRIAL, LIGHT:** Industrial uses that meet the performance standards, bulk controls, and other requirements contained in this ordinance.

**INFILL:** The process of utilizing or redeveloping vacant or underutilized land in a developed area under the same or similar development standards that define a subdivision or locality.

**INOPERABLE VEHICLE:** (see general offenses code) Inoperable vehicle means any motor vehicles which meets one of the following requirements:

1. It does not display a valid license plate, or;
2. Is either wrecked, partially wrecked, dismantled, partially dismantled, discarded condition, or is incapable of being driven, or;
3. It is wrecked, partially wrecked, dismantled, partially dismantled, discarded, or is incapable of being driven and has remained in such condition for a continuous period of at least 14 days.

**INSTITUTION:** Buildings or land occupied by a nonprofit corporation or a nonprofit establishment for public use.

**JUNKYARD:** An area where waste, used, or secondhand materials are bought and sold, exchanged, stored, baled, packed, disassembled, sorted or handled including but not limited to, scrap iron and other metals, paper, rags, rubber tires, and bottles. A "junkyard" includes automobile wrecking yards and includes any open area of more than two hundred (200) square feet for storage,

2. **Reverse Frontage Lot:** A lot abutting a major/secondary thoroughfare and a minor street. The ~~dwelling~~ **property** must be accessed from the minor street as prescribed by the City of Findlay Subdivision Regulations.

**LOT, INTERIOR:** Any lot, other than a corner or through lot. Lot lines abut one another rather than street frontage or rights-of-ways.

**LOT LINES:** The lines bounding a lot as defined herein:

1. **Front Lot Line:** In the case of an interior lot, a front lot line is that line separating said lot from the street ~~Right-of-Way~~ **right-of-way**. In the case of a through lot, or reverse frontage lot, if the property has triple access from the right of way then the front lot line setback must be maintained.
2. **Rear Lot Line:** That lot line which is opposite the front lot line. In the case of a lot pointed at the rear, the rear lot line shall be an imaginary line parallel to the front line, not less than ten (10) feet long lying farthest from the front lot line and wholly within the lot.
3. **Side Lot Line:** Any lot line other than the front lot line or rear lot line.

**LOT OF RECORD:** Any lot which individually or as a part of a subdivision has been recorded in the Office of the Hancock County Recorder.

**LOT, THROUGH:** Any lot of which two (2) nonadjacent sides abut upon two (2) streets regardless of whether the streets are parallel. In the case of a row of such lots, all yards of said lots adjacent to the streets shall be considered frontage, and front yard setbacks shall be provided for each street.

**LOT WIDTH:** The width of a lot at the right-of-way line measured at right angles to its depth.

**MAJOR AUTOMOBILE REPAIR:** (see AUTOMOBILE REPAIR, MAJOR)

**MANUFACTURED HOME:** A building unit or assembly of closed construction fabricated in an off-site facility, that conforms with the Federal construction and safety standards established by the Secretary of Housing and Urban Development pursuant to the "Manufactured Housing Construction and Safety Standards Act of 1974," and that has a label or tag permanently affixed to it certifying compliance with all applicable Federal construction and safety standards.

**MANUFACTURED HOME PARK:** Any lot, parcel or tract of land designed exclusively for manufactured homes or mobile homes used for human habitation, where such homes are parked, either free of charge or for revenue purposes, which include any roadway, building, structure, vehicle or enclosure used or intended for use as part of the facilities of such Manufactured Home Park; and falling within the definition of a "Manufactured Home Park" in O.R.C. 3733.01.

**MANUFACTURING, HEAVY:** The manufacturing of products from raw or unprocessed materials, where the finished product may be combustible or explosive. This category shall also include any establishment or facility using large unscreened outdoor structures such as conveyor belt systems, cooling towers, cranes, storage silos, or similar equipment, which cannot be integrated into the building design, or engaging in large-scale outdoor storage. Any industrial use that generates noise, odor, vibration, illumination, or particulate that may be offensive or obnoxious adjacent land uses, or requires a significant amount of on-site hazardous chemical storage shall be classified under this land use. This use shall include any packaging of the product being manufactured on-site. Examples include but are not limited to the production of the following: large-scale food and beverage operations, lumber, milling, and planing facilities; aggregate, concrete, and asphalt plants; foundries, forge shops, open air welding, and other intensive metal fabrication facilities; chemical blending, mixing, or production, and plastic processing and production.

**MANUFACTURING, INDUSTRIAL GENERAL:** Any manufacturing or industrial process including food processing which by the nature of the materials, equipment and process utilized are not objectionable by reason of odor, noise, vibration, cinders, gas fumes, dust, smoke, refuse matter, or water-carried waste.

**MANUFACTURING, LIGHT:** The manufacture, predominately from prepared materials of finished products or parts, including processing, fabrication, assembly, treatment and packaging of such products, and incidental storage, sales and distribution of such products, but excluding basic industrial processing and custom manufacturing.

**MANUFACTURING, OTHER ANIMAL FOOD:** NAICS Classification Code 311119, this U.S. industry comprises establishments primarily engaged in manufacturing animal food (except dog and cat) from ingredients, such as grains, oilseed mill products, and meat products.

**MASSAGE THERAPY:** The business of providing massage services operated by a duly licensed medical doctor, osteopath, chiropractor, nurse, physical therapist or licensed massage therapist treating patients in a duly licensed facility and/or location.

**MEZZANINE:** A low-ceilinged story between two main stories in a building, sometimes in the form of a balcony projecting partly over the main floor.

**MICROBREWERY:** A brewery that produces less than 2,000 barrels of beer per year with 75% or more of its beer sold off site. Microbreweries sell to the public by one or more of the following methods: the traditional three-tier system (brewer to wholesaler to retailer to consumer); the two-tier system (brewer acting as wholesaler to retailer to consumer).

**MINING:** All or any part of the process involved in the mining of minerals by removing overburden and mining directly from the mineral deposits open pit mining or minerals naturally exposed, mining by auger method, dredging and quarrying, underground mining, and surface work incidental to an underground mine.

**MINIMUM REQUIREMENTS:** The threshold establishing the least number or amount of factors, elements, etc. via measurable or



designed criteria. More requirements can exist but not less than the minimum.

**MINI-WAREHOUSE:** A building or group of buildings in a controlled access and fenced compound that contains varying sizes of individual, compartmentalized, and controlled-access stalls or lockers for the dead storage of a customer's goods or wares. No sales, service, or repair activities other than the rental of dead storage units are permitted on the premises.

**MINOR AUTOMOBILE REPAIR (See "AUTOMOBILE REPAIR, MINOR)**

**MINOR STREET:** Refer to the City of Findlay Subdivision Regulations, Chapter 1111.02 (b) Type of Streets wherein the following types of streets are considered 'Minor' for this zoning ordinance: Industrial service streets; multiple-family residential streets (where platted); minor (single-family residential) streets; and residential and industrial cul-de-sac streets.

**MIXED-USE DEVELOPMENT:** The development of a neighborhood, tract of land, building, or structure with a variety of complimentary and integrated uses, such as, but not limited to, residential, office, manufacturing, retail, public space, and recreation, in a compact urban form. This ordinance allows for mixed uses in structures in the downtown commercial district; it allows for mixed zoning classifications and uses with the PRD (Planned Residential District) and the PMUD (Planned Mixed Use District).

**MOBILE HOME:** A building unit or assembly of closed construction that is fabricated in an off-site facility, is more than thirty-five (35) body feet in length or, when erected on site, is three-hundred twenty (320) or more square feet, is built on a permanent chassis, is transportable in one or more Chapters, is not titled as real estate, and does not qualify as a manufactured home or as an industrialized unit as defined in O.R.C. 3781.06.

**MOBILE HOME PARK:** A site containing spaces with required improvements and utilities that are leased for the long-term placement of manufactured houses.

**MOBILE SERVICE VEHICLES:** Is either a motorized vehicle or a trailer pulled by a motorized vehicle that is typically licensed and registered as a commercial vehicle and is used to provide a service or product from site to site. This includes, but is not limited to a food truck/trailer, repair vehicle, construction/equipment vehicle, landscape service vehicle/equipment, and other vehicles or trailers providing similar services and/or products.

**MOBILE SERVICES:** Any business that provides services off premise using a vehicle licensed by the Ohio Bureau of Motor Vehicles, or another states equivalent. Examples include windshield repair, dog grooming, oil change, vehicle maintenance, carpet cleaning, etc. Trailers used in connection with mobile services are subject to regulations for trailers. (See trailer definition.)

**MODULAR HOME:** See Industrialized Unit.

**MORTUARY:** A building, or structure, or part thereof designed for the temporary reception, care, and preparation of the bodies of the dead, before burial.



**MOTEL:** A building in which lodging, or boarding and lodging, is provided and offered to the public for compensation, and in which ingress and egress to and from all rooms is made from outside the building, directly into each room, without having to go thru a lobby or office.

**MOTOR VEHICLE SALES AND RENTAL:** The sale or rental of new and used motor vehicles, motorcycles, recreational vehicles, trailers, or travel trailers, including accessory services.

**NAICS CODE:** See "North American Industry Classification System"

**NIGHT CLUB:** A facility which is open to the general public for entertainment and socializing. Alcohol is typically sold on the premises; however, it is not required in order to be considered a night club.

**NON-CONFORMING USES:** The use of land, or a building, or a portion thereof, which does not conform with the use regulations of the District in which it is situated at the effective date of this Ordinance, or amendment thereof.

**NON-CONFORMING STRUCTURE:** A building or structure, or portion thereof, lawfully existing at the effective date of this Ordinance or amendments thereto, and that does not conform to the provisions of the Ordinance in the District in which it is located.

**NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS):** The standard used by federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy. It can be found on-line at <http://www.census.gov/eos/www/naics/>

**NUISANCE:** The unreasonable, unwarranted and/or unlawful use of property, which causes inconvenience or damage to others, either to individuals and/or to the general public.

**NURSERY, RETAIL:** The growing, cultivation, storage, and sale of garden plants, flowers, trees, shrubs, and fertilizers, as well as the sale of garden tools and similar accessory and ancillary products, to the general public.

**NURSERY, WHOLESALE:** The growing, cultivation, storage, and sale of garden plants, flowers, trees, shrubs, and fertilizers to landscapers, developers, builders, and retail nurseries.

**NURSERY SCHOOL:** The use of land, building, structure, or part thereof, where children of pre-school age (two (2) to five (5) years old), regularly meet for training and supervised play.

**NURSING HOME:** A residential care facility providing nursing care on a 24-hour basis, physical and/or social rehabilitation services and room and board and meets O.R.C. 3750 (F) (1).



commercial gain, including private country clubs, riding stables, golf courses, game preserves, and other private non-commercial recreational areas and facilities or recreational centers including private community swimming pools, and marinas.

2. **Commercial Recreational Facilities:** Recreational facilities established and operated for profit such as commercial golf courses, swimming pools, race tracks, amusement parks, carnivals, and similar commercial enterprises.

**RECREATIONAL VEHICLE:** Any vehicle or a vehicular portable structure designed and constructed to be primarily used for recreational or camping purposes or for the purpose of a temporary dwelling used for travel, recreation or vacation. Recreational vehicles shall include, but are not limited to travel trailers, pickup campers, motorized homes, folding tent trailers, boat and boat trailers, wave runners and trailers, jet skis and trailers, other personal watercraft, and any other related camping and recreational equipment.

**RECYCLING CENTER:** A lot or parcel of land, with or without buildings, upon which used materials are separated and processed for shipment for eventual reuse in new products.

**REHABILITATION:** To restore to condition for constructive activity in keeping with the style of architecture of the structure. Interior or exterior remodeling of a structure, other than ordinary repair.

**RESTAURANT:** A building, structure, or part thereof, where refreshments, snacks, or meals are provided to the public for compensation primarily on the premises; not drive-ins or not for carry-out.

**RETAIL BUSINESS:** A business devoted exclusively to the sale of goods, generally in small quantities, to the public and ultimate consumer, as distinguished from wholesale businesses, defined herein.

**RETENTION POND:** A pond, pool, or basin used for the permanent storage of water runoff. Retention ponds differ from Detention Ponds in that the latter are temporary storage areas. Retention ponds have the potential for water recreation and water oriented landscaping since the water remains. Both types of basins provide for the controlled release of the stored water, and they may permit ground water recharge. Retention ponds are usually not considered an impervious surface unless the bottom has a plastic or other impervious membrane.

**RIGHT-OF-WAY LINE:** A dividing line between a lot, tract or parcel of land and contiguous street.

**ROOM:** A room is a living room, dining room, or bedroom, equal to at least eighty (80) square feet in area. A room shall not include the area in the kitchen, sanitary facilities, utility, provisions, corridors, hallways and storage.

**SANITARY LANDFILL:** An operation where refuse is compacted thoroughly and then covered with earth.

**SCHOOL:** A place or institution for teaching and learning, whether public or private, that is accredited by the Ohio Department of





**Education.**

**SCREENING:** The provision of a physical barrier intended to obscure view from one property to another. The screening typically runs parallel to a property line(s) and consists of opaque materials, both natural and manufactured. Natural landscaping involves using tall bushes such as arborvitae, hedges, or fir trees and other coniferous vegetation. It may also involve the use of mounding and shorter growth vegetation. Manufactured screening is typically in the form of fencing, wood or vinyl, or in walls made of stone or brick. Screening height typically measures six feet (6') but may be as high as eight feet (8') depending on the uses adjacent to the site subject to the review. The screening may be combined with buffering to offset different uses and their affects.

**SECURITY FENCING:** Fencing with barbed wire. The wire is included in the height measurement restrictions.

**SETBACK (REQUIRED YARD):** For the purpose of this Ordinance, the distance required to obtain conformity with the yard open-space requirements hereof shall be measured from property lines. The following setback types are utilized in this code: (add current code definitions)

2. **Front Yard Setback:** means an open space extending the full width of the lot, the depth of which is the minimum required horizontal distance between the front lot line and the nearest point of the main building or structure.
3. **Rear Yard Setback:** means the minimum required horizontal distance between the extreme rear line of a building or structure and the rear lot line.
4. **Side Yard Setback:** means the minimum required distance between a main building and the side lot line, extending from the front yard setback line to the rear lot line.

**SEWAGE DISPOSAL SYSTEM, GROUP:** A package system approved by the governmental authorities having jurisdiction which provides for the collection and disposal of sewage from a group of dwellings or buildings or a public utility sewage disposal system.

**SHED:** An accessory structure or building used primarily for storage purposes for items such as lawn equipment, tools and firewood. Sheds are not intended to provide access and storage of motorized vehicles.

**SHOPPING CENTER:** See Large-scale retail project.

**SHORT TERM:** 180 days.

**SIDEWALK:** A leveled, paved, linear surface area separated from but usually running parallel to the traveled way and used as a pedestrian walkway.

**SIGN:** A name, identification, description, display, or illustration which is affixed to, painted or represented, directly or indirectly upon a building, structure, parcel, or lot and which directs attention to an object, product, place, activity, person, institution, or organization or business.

**SIGN, ACCESSORY:** A sign which is related to the principal use of the premises upon which it is located.

**SIGN AREA:** "Sign area" means the entire display area host to the advertising. This includes text and images. The area calculation is set forth in the definition of each sign type or as provided in each zoning district.

**SIGN, COMMERCIAL ART:** An artistic representation of a company such as a mascot or logo typically via statuary. (i.e. Ronald McDonald, Frisch's Big Boy, etc.). Such signs shall not exceed ten feet (10') in height and a five feet (5') diameter. The signs do not require a permit nor contribute to the allowable sign area.

**SIGN EMBELLISHMENT:** Any portion of a sign structure intended to improve the physical appearance of a sign, including roofs, moldings, railroad ties, lattice, or other decorative features.

**SIGN, INFLATABLE:** Inflatable advertising such as "Fly Guys" and inflated images that are operated by a fan, air pump, etc. which may appear to move around with the wind or may be affixed to the ground with rope and stakes (i.e. beer bottle at a festival).

**SIGN, INTERSTATE HIGH RISE:** A sign that exceeds forty feet (40') but no greater than ninety feet (90') in height, and is located within one thousand five hundred feet (1,500') of the right-of-way of I-75 or State Route 15 and is located in a commercially zoned district. This sign shall not exceed ~~four~~ **three** hundred square feet (300 sq. ft.) in area and shall not have more than ~~three~~ **four** additional panels exceeding seventy-five square feet (~~100~~ **75** sq. ft.) in area. The setback from all lot lines shall be one half the height of the sign.

**SIGN, PORTABLE:** Any sign designed and manufactured, or constructed to be self-supporting, or self-contained, or transported, and not permanently attached to the ground or other permanent structure, including signs designed to be transported, but not limited to, signs designed to be transported by means of wheels; signs converted to "A" or "T" frames; menu and sandwich board signs; balloons used as signs.

**SIGN, LOW PROFILE:** Low profile sign means a sign that does not exceed eight feet (8') in height and does not exceed the allowable sign area.

**SIGN, NON-ACCESSORY:** A sign which is not related to the principal use of the premises upon which it is located.

**SIGN, PYLON:** An accessory sign greater than 8 feet in height but does not exceed 40 feet.

**SIGN, ROOF:** As regulated by this Ordinance, any sign erected, constructed and maintained wholly upon or over the roof of any building with the principal means of support on the roof structure.

**SIGN, SAIL:** Banners using a horizontal arm to create a large graphic area for maximum visibility and that can have the



# City of Findlay

Lydia Mihalik, Mayor

## POLICE DEPARTMENT

Sean D. Young, Acting Chief of Police  
318 Dorney Plaza, Room 116 • Findlay, OH 45840  
Phone: 419-424-7194 • Fax: 419-424-7296  
www.findlayohio.com

January 23, 2017

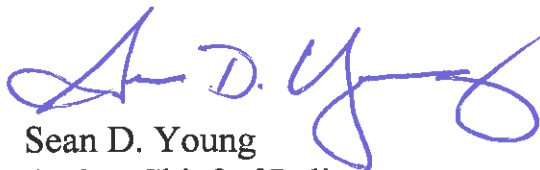
The Honorable Council:

A check of the records of this office shows no criminal record on the following:

Scott Ferguson  
Michael Hoy

Fireside Brick Oven Pizza LLC, DBA Fireside Brick Oven Pizza, 331 S. Main Street, Findlay, Ohio 45840.

Sincerely,



Sean D. Young  
Acting Chief of Police

**NOTICE TO LEGISLATIVE  
AUTHORITY**

**OHIO DIVISION OF LIQUOR CONTROL**  
6606 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2360 FAX(614)644-3168

TO

2738272 PERMIT NUMBER		NEW TYPE	FIRESIDE BRICK OVEN PIZZA LLC DBA FIRESIDE BRICK OVEN PIZZA 331 S MAIN ST FINDLAY OH 45840
ISSUE DATE			
01 18 2017 FILING DATE			
D5 PERMIT CLASSES			
32 TAX DISTRICT	044 A	B45122 RECEIPT NO.	

FROM 01/20/2017

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT		RECEIPT NO.



MAILED 01/20/2017

RESPONSES MUST BE POSTMARKED NO LATER THAN. 02/21/2017

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.  
REFER TO THIS NUMBER IN ALL INQUIRIES **A NEW 2738272**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD  IN OUR COUNTY SEAT.  IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)-  Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

**CLERK OF FINDLAY CITY COUNCIL**  
MUNICIPAL BLDG RM 114  
318 DORNEY PLAZA  
FINDLAY OHIO 45840-3346

2738272 PERMIT NBR  
FIRESIDE BRICK OVEN PIZZA LLC  
DBA FIRESIDE BRICK OVEN PIZZA  
331 S MAIN ST  
FINDLAY OH 45840

\*\*\*\*\*

MICHAEL HOY  
SCOTT FERGUSON

12/22/2016 ACTIVE  
12/22/2016 ACTIVE

5% MEMSHIP  
MAN-MBR5%M

PA2-KEY = END SESSION, CLEAR-KEY = END OPTION, ENTER-KEY = TO CONTINUE

# FINDLAY WORC STATS SUMMARY SHEET - 2016

UPDATED: 1/23/2017

NOTE: THE WORC CLOSINGS (\*) = 7 DAYS EACH WEEK FOR 6 DIFFERENT WEEKS = 42 DAYS.

COURT	CATEGORY	JAN.	* FEB.	(FEMALES) MARCH	* APRIL	MAY	* JUNE	JULY	* AUG.	SEPT.	(FEMALES) OCT.	* NOV.	* DEC.	Y.T.D. TOTALS
Findlay Muni. Court	CITY OF FINDLAY ORIGIN CASES - DAYS SERVED (COD)	29	75	154	100	89	15	116	74	51	66	71	66	927
	STATE CODE CASES - DAYS SERVED (ORC)	71	6	108	106	75	89	225	47	102	142	139	66	1,176
	TOTAL DAYS SERVED (FMC) (COD + ORC)	100	81	262	206	164	104	340	121	153	230	210	132	2,103
	NO - SHOWS	5	2	13	7	2	3	4	3	10	10	4	4	67
	DECLINED	3	1	5	1	1	0	1	1	1	3	0	1	18
	RESCHEDULED	4	5	7	5	5	2	4	3	7	15	10	5	72
	RELEASED: SUCCESSFUL / TIME COMPLETED	7	3	18	11	7	5	13	8	6	11	11	7	107
	RELEASED: UNSUCCESSFUL / FAILED	0	2	2	2	1	1	1	1	0	3	3	1	17
	RELEASED: SUCCESSFUL / EARLY RELEASED BY COURT	0	0	0	0	1	0	2	1	0	0	0	0	4
	RELEASED: FURLOUGHED	0	2	2	5	0	3	0	2	4	3	4	3	28
Hancock Co. Common Pleas Court	STATE CODE CASES - DAYS SERVED (ORC)	1	0	20	42	46	11	26	34	20	30	33	55	318
	TOTAL DAYS SERVED (HCCP) (COD + ORC)	1	0	20	42	46	11	26	34	20	30	33	55	318
	NO - SHOWS	2	0	0	1	0	0	0	0	0	0	0	0	3
	DECLINED	0	0	0	0	0	0	0	0	0	0	0	0	0
	RESCHEDULED	0	0	0	1	0	0	0	0	0	0	0	0	1
	RELEASED: SUCCESSFUL / TIME COMPLETED	1	0	1	1	2	1	0	0	2	1	1	2	12
	RELEASED: UNSUCCESSFUL / FAILED	0	0	0	0	0	0	0	0	0	0	0	0	0
	RELEASED: SUCCESSFUL / EARLY RELEASED BY COURT	0	0	0	0	1	0	0	0	0	0	0	0	1
	RELEASED: FURLOUGHED	0	2	0	1	0	0	0	2	0	0	2	1	6
	Hancock Co. Juvenile Court	STATE CODE CASES - DAYS SERVED (COD)	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL DAYS SERVED (HCJC) (COD + ORC)		0	0	0	0	0	0	0	0	0	0	0	0	0
NO - SHOWS		0	0	0	0	0	0	0	0	0	0	0	0	0
DECLINED		0	0	0	0	0	0	0	0	0	0	0	0	0
RESCHEDULED		0	0	0	0	0	0	0	0	0	0	0	0	0
RELEASED: SUCCESSFUL / TIME COMPLETED		0	0	0	0	0	0	0	0	0	0	0	0	0
RELEASED: UNSUCCESSFUL / FAILED		0	0	0	0	0	0	0	0	0	0	0	0	0
RELEASED: SUCCESSFUL / EARLY RELEASED BY COURT		0	0	0	0	0	0	0	0	0	0	0	0	0
RELEASED: FURLOUGHED		0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER - Upper Sandusky Muni. Court		STATE CODE CASES - DAYS SERVED (ORC)	0	0	0	10	0	0	10	0	0	0	0	0
	TOTAL DAYS SERVED (OTHER) (COD + ORC)	0	0	0	10	0	0	10	0	0	0	0	0	20
	NO - SHOWS	0	0	0	0	0	0	0	0	0	0	0	0	0
	DECLINED	0	0	0	0	0	0	0	0	0	0	0	0	0
	RESCHEDULED	0	0	0	0	0	0	0	0	0	0	0	0	0
	RELEASED: SUCCESSFUL / TIME COMPLETED	0	0	0	1	0	0	1	0	0	0	0	0	2
	RELEASED: UNSUCCESSFUL / FAILED	0	0	0	0	0	0	0	0	0	0	0	0	0
	RELEASED: SUCCESSFUL / EARLY RELEASED BY COURT	0	0	0	0	0	0	0	0	0	0	0	0	0
	RELEASED: FURLOUGHED	0	0	0	0	0	0	0	0	0	0	0	0	0
	Henry Co. Common Pleas Court	STATE CODE CASES - DAYS SERVED (ORC)	29	0	0	0	0	0	0	0	0	0	0	0
TOTAL DAYS SERVED (HCCP) (COD + ORC)		29	0	0	0	0	0	0	0	0	0	0	0	29
NO - SHOWS		0	0	0	0	0	0	0	0	0	0	0	0	0
DECLINED		0	0	0	0	0	0	0	0	0	0	0	0	0
RESCHEDULED		0	0	0	0	0	0	0	0	0	0	0	0	0
RELEASED: SUCCESSFUL / TIME COMPLETED		1	0	0	0	0	0	0	0	0	0	0	0	1
RELEASED: UNSUCCESSFUL / FAILED		0	0	0	0	0	0	0	0	0	0	0	0	0
RELEASED: SUCCESSFUL / EARLY RELEASED BY COURT		0	0	0	0	0	0	0	0	0	0	0	0	0
RELEASED: FURLOUGHED		0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTALS (ALL COURTS COMBINED)</b>														
TOTAL DAYS SERVED (ALL COURTS)		130	81	282	258	210	115	376	155	173	260	243	187	2,470
TOTAL RESIDENTS BOOKED IN (TO START SERVING TIME)		10	6	23	21	18	3	25	6	12	18	21	14	177
TOTAL NO - SHOWS (ALL COURTS)		7	2	13	8	2	3	4	3	10	10	4	4	70
TOTAL DECLINED (ALL COURTS)		3	1	5	1	1	0	1	1	3	3	0	1	18
TOTAL RESCHEDULED (ALL COURTS)		4	5	7	6	5	2	4	3	7	15	10	5	73
TOTAL # OF RELEASES:		9	7	23	21	12	10	17	14	12	18	21	14	178
TOTAL RELEASED: SUCCESSFUL / TIME COMPLETED (ALL COURTS)		9	3	19	13	9	6	14	8	8	12	12	9	122
TOTAL RELEASED: UNSUCCESSFUL / FAILED (ALL COURTS)		0	2	2	2	1	1	1	1	0	3	3	1	17
TOTAL RELEASED: SUCCESSFUL / EARLY RELEASE (ALL COURTS)		0	0	0	0	2	0	2	1	0	0	0	0	5
TOTAL RELEASED: FURLOUGHED (ALL COURTS)		0	2	2	6	0	3	0	4	4	3	6	4	34
AVERAGE DAILY COUNT		4.81	3.17	10.35	9.57	7.45	3.70	12.26	5.32	6.63	9.99	8.60	6.71	7.37

FINANCIALS														
EXPENSES (FROM OTHER SHEET)	\$15,935.17	\$27,035.00	\$27,434.52	\$33,620.98	\$34,456.36	\$21,446.48	\$33,849.92	\$27,282.78	\$20,737.50	\$36,372.24	\$28,683.91	\$32,568.54	#####	
CHARGE STATISTICS	\$3,775.00	\$1,615.00	\$7,403.00	\$6,618.00	\$9,458.00	-\$2,797.00	\$14,219.00	-\$770.00	\$3,825.00	\$6,213.00	\$6,113.00	\$4,678.00	\$63,101.00	\$60,251.00
PAYMENT STATISTICS	\$2,720.00	\$2,155.00	\$7,302.00	\$7,375.00	\$5,224.00	\$2,278.00	\$9,466.00	\$4,895.00	\$4,080.00	\$6,406.00	\$8,390.00	\$4,814.00	\$63,101.00	
SECURUS PAY PHONE COMMISSIONS	\$6.60	\$0.00	\$3.20	\$22.70	\$10.50	\$8.90	\$3.20	\$2.20	\$3.50	\$13.00	\$29.30	\$4.80	\$107.90	
OUTSTANDING ACCOUNTS	\$2,667.00	\$2,667.00	\$2,658.00	\$2,693.00	\$2,693.00	\$2,693.00	\$2,693.00	\$2,693.00	\$2,693.00	\$2,856.00	\$2,693.00	\$2,693.00	\$2,693.00	

# FINDLAY WORC FINANCIAL ANALYSIS

JANUARY 01, 2016 THRU DECEMBER 31, 2016

**PLEASE NOTE:** THE WORC WILL CLOSE FOR 7 DAYS - FOR 6 DIFFERENT WEEKS = 42 DAYS THROUGHOUT THE YEAR.

FIMC cases	Findlay City Ordinance cases, days served=	927
FIMC cases	State Code cases, days served =	1176
FIMC cases	Total days served (combined City and State) =	2103

<u>Other Courts using WORC</u>	<u>Days Served</u>	<u>Additional Income to date</u>
Fostoria Municipal Court	0	\$0.00
Hancock County Common Pleas Court	318	\$7,950.00
Hancock County Juvenile Court	0	\$0.00
Upper Sandusky Municipal Court	20	\$500.00
Henry County Common Pleas Court	29	\$725.00
Fremont Municipal Court	0	\$0.00
Other Courts Usage Total Days:		367
		Total Additional Income: \$9,175.00

Hancock Co. Justice Center Cost: 927 City Ordinance case days served x \$86.50 / day saved  
 by not serving time at the Justice Center \$80,185.50

Total fees collected at \$25 / day from all residents = \$61,750.00

Outstanding fees = \$2,693.00 (17 accounts)

Expenses = \$339,429.38

Charge Statistics = \$60,251.00 ( charged upon entry for full stay) (JUNE MAY SHOW 0.00 CHARGE DUE TO CHARGE RECEIVED A CREDIT DUE TO FURLOUGH OR REFUNDS DUE TO EARLY RELEASE REFUNDS - THESE CREDITS ARE SUBTRACTED FROM THE BILLED AMOUNT).

Payment Statistics = \$63,101.00 ( this amount may be larger than the Charge Statistics at times, due to the fact that residents are charged upon entry for their full stay - i.e.: charged in May but made payments in following months). (This also includes Reimbursables).

Net Expense = \$276,328.38  
 (Expenses - Payments)

Program Savings: Net vs. Justice Center cost = (\$196,142.88) \*  
 (Justice Center Cost - Net Expense)

Commissions Received from Securus Pay Phones = \$107.90

\*\*\* All information in this document has been tallied due to errors occurring in the WORC computer program.  
 \* Programs savings does not account for factors associated with continued employment of participants.

# Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310  
Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245  
[www.findlayohio.com](http://www.findlayohio.com)

January 11, 2017

Honorable City Council  
City of Findlay, Ohio

Dear Council Members:

This letter will serve as my request for your confirmation of the following individuals to the respective Boards or Commissions:

Airport Advisory Board

*Does not require Council confirmation*  
*Term will expire on December 31, 2019*  
Jeff Koehler

Parks and Recreation Board

*Does not require Council confirmation*  
*Term will expire on December 31, 2019*  
Greg Meyers

Street Designation Committee

*Requires Council confirmation*  
*Terms will expire on December 31, 2018*  
Dale Gillespie

I trust that you will concur with my choices and confirm my appointments. Thank you for your consideration.

Sincerely,



Lydia L. Mihalik  
Mayor





# AUDITOR'S OFFICE

318 Dorney Plaza, Room 313  
Findlay, OH 45840-3346  
Telephone: 419-424-7101 • Fax: 419-424-7866  
[www.findlayohio.com](http://www.findlayohio.com)

**JIM STASCHIAK II**  
CITY AUDITOR

Wednesday, January 25, 2017

The Honorable Council  
Findlay, Ohio

Council Members,

A set of summary financial reports for the prior month include:

Summary of Year-To-Date Information as of December 31, 2016  
Open Projects Report as of December 31, 2016  
Cash & Investments as of December 31, 2016

Respectfully Submitted,

A handwritten signature in blue ink, which appears to read "Jim Staschiak II", is written over a faint, larger version of the same signature.

Jim Staschiak II  
City Auditor

**CITY OF FINDLAY**  
**SUMMARY OF YEAR-TO-DATE INFORMATION AS OF DECEMBER 31, 2016**

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
COUNCIL	154,337	149,847		3,252	3,377	
MAYOR'S OFFICE	278,269	238,200		3,831	4,764	
AUDITOR'S OFFICE	637,996	573,990		383,839	383,800	
TREASURER'S OFFICE	14,471	13,579		-	-	
LAW DIRECTOR	611,217	573,665		100,779	100,779	
MUNICIPAL COURT	1,906,877	1,639,796		1,325,507	1,395,547	
CIVIL SERVICE OFFICE	126,275	100,614		50,017	51,008	
PLANNING & ZONING	152,719	146,545		-	-	
COMPUTER SERVICES	333,002	295,568		339,118	339,118	
GENERAL EXPENSE	5,012,172	4,751,247		-	-	
GENERAL REVENUE	-	-		23,551,739	23,654,608	
POLICE DEPARTMENT	7,482,649	6,709,063		721,096	715,500	
DISASTER SERVICES	52,672	49,344		127	127	
FIRE DEPARTMENT	7,499,270	6,809,900		339,829	342,120	
DISPATCH CENTER	1,063,665	917,821		-	-	
N.E.A.T.	106,993	87,725		946	947	
HUMAN RESOURCES	154,378	140,376		104	105	
W.O.R.C.	355,280	339,429		67,947	67,288	
SERVICE SAFETY DIRECTOR	248,496	218,843		-	-	
ENGINEERING OFFICE	769,517	672,476		120,205	129,729	
PUBLIC BUILDING	390,944	315,067		42,719	42,719	
HEALTH DEPARTMENT	234	147		36,935	36,935	
ZONING	174,293	116,435		58,525	56,845	
PARK MAINTENANCE	769,644	691,921		199,549	200,062	
RESERVOIR RECREATION	5,217	3,542		-	-	
RECREATION MAINTENANCE	140,500	125,287		-	-	
RECREATION FUNCTIONS	941,431	780,817		728,876	670,743	
CEMETERY DEPARTMENT	412,885	379,552		188,580	190,379	
<b>TOTAL GENERAL FUND</b>	<b>29,795,403</b>	<b>26,840,795</b>	<b>90.1%</b>	<b>28,263,520</b>	<b>28,386,500</b>	<b>100.4%</b>

CONTINUED ON REVERSE

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
SCM&R STREETS	3,069,828	2,715,998		3,023,018	3,029,233	
TRAFFIC-SIGNALS	555,797	535,651		154,375	155,700	
<b>TOTAL SCM&amp;R FUND</b>	<b>3,625,625</b>	<b>3,251,649</b>	<b>89.7%</b>	<b>3,177,393</b>	<b>3,184,933</b>	<b>100.2%</b>
SCM&R HIWAYS	178,212	44,458		139,712	141,283	
<b>TOTAL SCM&amp;R HIWAYS FUND</b>	<b>178,212</b>	<b>44,458</b>	<b>24.9%</b>	<b>139,712</b>	<b>141,283</b>	<b>101.1%</b>
AIRPORT OPERATIONS	1,167,688	898,003		878,847	886,170	
<b>TOTAL AIRPORT FUND</b>	<b>1,167,688</b>	<b>898,003</b>	<b>76.9%</b>	<b>878,847</b>	<b>886,170</b>	<b>100.8%</b>
WATER TREATMENT	2,221,311	1,997,802		45,853	45,033	
WATER DISTRIBUTION	1,837,440	1,565,349		100,708	99,589	
UTILITY BILLING	1,138,230	925,500		8,122,749	8,425,845	
SUPPLY RESERVOIR	491,805	350,318		23,083	22,434	
<b>TOTAL WATER FUND</b>	<b>5,688,786</b>	<b>4,838,969</b>	<b>85.1%</b>	<b>8,292,393</b>	<b>8,592,901</b>	<b>103.6%</b>
SANITARY SEWER MAINT	1,083,828	814,656		20,159	21,056	
STORMWATER MAINT	266,386	209,569		770,000	767,964	
WATER POLLUTION CONTROL	3,259,640	2,979,278		8,932,524	9,045,285	
<b>TOTAL SEWER FUND</b>	<b>4,609,854</b>	<b>4,003,504</b>	<b>86.8%</b>	<b>9,722,683</b>	<b>9,834,305</b>	<b>101.1%</b>
PARKING	103,389	91,102		76,305	71,919	
<b>TOTAL PARKING FUND</b>	<b>103,389</b>	<b>91,102</b>	<b>88.1%</b>	<b>76,305</b>	<b>71,919</b>	<b>94.3%</b>
SWIMMING POOL	84,655	76,296		75,000	75,020	
<b>TOTAL SWIMMING POOL FUND</b>	<b>84,655</b>	<b>76,296</b>	<b>90.1%</b>	<b>75,000</b>	<b>75,020</b>	<b>100.0%</b>
CIT ADMINISTRATION	20,797,020	20,632,098		25,311,658	25,089,403	
<b>TOTAL CIT FUND</b>	<b>20,797,020</b>	<b>20,632,098</b>	<b>99.2%</b>	<b>25,311,658</b>	<b>25,089,403</b>	<b>99.1%</b>

**CITY OF FINDLAY  
OPEN PROJECTS AS OF DECEMBER 31, 2016**

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED	EXPENSED	PENDING	AVAILABLE
		INCEPTION TO DATE	INCEPTION TO DATE	PURCHASE ORDERS	TO SPEND
31926300	HP 3000 MIGRATION	1,020,650	1,017,869	2,000	781
31942400	DOWNTOWN REVITALIZATION	940,000	782,229	132,361	25,409
31948000	OHIO 629 - MCLANE	637,345	516,637	-	120,708
31948200	OHIO 629 - MARATHON	250,000	-	-	250,000
31949800	MUNI COURT EXPANSION	550,000	480,300	16,267	53,432
31950800	MUNI BLDG NETWORK REWIRING	140,000	24,943	77,400	37,657
31951800	SWALE BALL FIELD IMPROVEMENTS	20,000	18,255	-	1,745
31952600	SPRUCE DRIVE LANDSCAPE REHAB	62,000	44,480	-	17,520
31953200	MANLEY BLDG IMPROVEMENTS	68,000	66,851	1,140	9
31954800	BLANCHARD RIVER SEDIMENT REMOVAL	14,750	9,976	-	4,774
31960100	CITY FIBER LOOP INSTALLATION	150,000	57,770	77,534	14,696
31960400	2016 FFD #1 IMPROVEMENTS	61,000	57,741	-	3,259
31961700	WOOD SHOP ROOF REPLACEMENT	20,000	-	-	20,000
31961900	2016 EMORY ADAMS IMPROVEMENTS	20,000	15,132	-	4,868
31962100	RIVERSIDE PARKING & TENNIS COURTS	25,000	14,364	9,800	836
31962700	2016 RAWSON PARK IMPROVEMENTS	10,000	8,423	-	1,577
31962900	CUBE ICE EXPANSION FEASIBILITY STUDY	25,000	-	-	25,000
31963500	2016 CEMETERY ROAD RECONSTRUCTION	20,000	-	-	20,000
31964100	2016 CEMETERY FOUNDATIONS	15,000	3,247	1,753	10,000
31964300	2016 CEMETERY LIGHTING	5,000	-	-	5,000
31964700	2016 STREET DEPT LIGHTING	20,000	67	6,383	13,550
31964800	DORNEY PLAZA REVITALIZATION	35,000	3,200	25,000	6,800
31965000	VOIP PHONE SYSTEM	65,000	-	-	65,000
31965800	SILT COLLECTOR @ RESERVOIR	355,000	340,790	-	14,210
31966700	TYLER CASHIERING IMPLEMENTATION	38,500	-	38,385	115
31980800	ORC PD REQUIRED TRAINING	29,320	24,133	-	5,187
<b>GENERAL FUND PROJECTS</b>		<b>4,596,565</b>	<b>3,486,408</b>	<b>388,023</b>	<b>722,134</b>
32542200	DALZELL DITCH CLEANING	20,000	-	-	20,000
32542300	OIL DITCH CLEANING	20,000	-	-	20,000
32542700	W HARDIN SEWER SEPARATION	220,000	6,696	143,972	69,332
32549500	HOWARD RUN DITCH CLEANING	2,000	-	750	1,250
32556000	B4 & B6 SEWER SEPARATION PH 1	20,000	11,410	7,540	1,050
32556100	B4 & B6 SEWER SEPARATION PH 2	129,000	-	-	129,000
32556200	CENTRAL & DAYTON SEWER SEPARATION	20,000	13,597	2,200	4,203
32563600	MCMANNESS/MCCONNELL SWR SEP	20,000	2,500	1,700	15,800
32593600	FOSTORIA AVE DRAINAGE PH 2	535,000	436,301	3,796	94,903
32840800	LIMA/S WEST INTERSECTION	110,000	92,654	-	17,346
32842500	BLANCHARD/6TH TRAN ALT PLAN	25,000	9,500	-	15,500
32852700	W SANDUSKY/WESTERN AVENUE	190,000	589	-	189,411
32852800	E SANDUSKY/BLANCHARD INTERSECTION	20,000	-	-	20,000

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED	EXPENSED	PENDING	AVAILABLE
		INCEPTION TO DATE	INCEPTION TO DATE	PURCHASE ORDERS	TO SPEND
32852900	LIMA/WESTERN INTERSECCION	185,000	14,413	36,070	134,517
32860200	ODOT CR 99 BRIDGE STUDY	50,000	50,000	-	-
32860600	ODOT FY17 RESURFACING	1,000	-	-	1,000
32862500	2016 STREET PREV MAINT PROGRAM	450,000	423,603	14,583	11,814
32863400	W BIGELOW/NORTHGATE INTERSECTION	125,000	2,455	-	122,545
32863700	TIFFIN TRAFFIC POLES PH 1	75,000	924	-	74,076
32864500	MAIN ST ALLEY RECONSTRUCTION	447,000	51,516	17,404	378,080
32864600	CR212/CR236 WIDENING	55,000	29,700	20,625	4,675
	<b>SCM&amp;R FUND PROJECTS</b>	<b>2,719,000</b>	<b>1,145,857</b>	<b>248,640</b>	<b>1,324,503</b>
35250600	AIRPORT DRAINAGE IMPROVEMENTS	10,000	-	-	10,000
35264900	AIP-26 RUNWAY REHAB	2,228,169	571	2,222,609	4,990
	<b>AIRPORT FUND PROJECTS</b>	<b>2,238,169</b>	<b>571</b>	<b>2,222,609</b>	<b>14,990</b>
35641900	BRANDMAN SEWER & CSO	200,000	8,927	142,450	48,623
35649300	I75 SANITARY SEWER RELOCATION	340,000	114,046	191,734	34,220
35654000	SEWER MAINT COLD STORAGE BLDG	185,000	130,622	49,230	5,148
35661100	WPC OXIDATION DITCH 1 CONCRETE	25,000	18,630	-	6,370
35662200	WPC SCADA SYSTEM UPGRADE	150,000	-	-	150,000
	<b>SEWER FUND PROJECTS</b>	<b>900,000</b>	<b>272,225</b>	<b>383,414</b>	<b>244,361</b>
35710800	WATERLINE EXT TO LANDFILL	80,000	77,407	-	2,593
35741400	BLANCHARD RVR/STANFORD W/L	25,000	10,861	1,130	13,009
35754100	RAW WATERLINE/TRANSFER STATION	50,000	1,326	-	48,674
35760300	2016 SMALL WATERLINES	150,000	89,917	6,453	53,630
35761400	W SANDUSKY ST WATERLINE	30,000	892	17,075	12,033
35762600	WESTMOOR RD WATERLINE REPLACE	20,000	13,592	600	5,808
37563100	BLISS/ELYRIA WL CONNECTION	70,000	2,002	59,445	8,553
35766100	TR 94 WATERLINE OVERSIZE	8,700	-	-	8,700
	<b>WATER FUND PROJECTS</b>	<b>433,700</b>	<b>195,998</b>	<b>84,703</b>	<b>152,999</b>
38813300	2011 SIDEWALK REPAIR PROGRAM	1,000	466	-	534
	<b>SPECIAL ASSESSMENT PROJECTS</b>	<b>1,000</b>	<b>466</b>	<b>-</b>	<b>534</b>

CITY OF FINDLAY  
**CASH & INVESTMENTS AS OF DECEMBER 31, 2016**

<u>AMOUNT</u>	<u>DESCRIPTION AND RATE</u>	<u>BANK/FIRM</u>
\$ 870,000.00	STAR OHIO @ 0.77%	
121,147.00	STAR OHIO @ 0.77%	
15,003,500.00	STAR OHIO @ 0.77%	
1,376,476.75	STAR OHIO @ 0.77%	
1,000,000.00	STAR PLUS @ 0.35%	
9,005,000.00	SAVINGS ACCOUNT	FIFTH THIRD BANK
999,407.22	FHLB @ 0.730%	PNC BANK
998,476.56	US TREASURY @ 0.625%	HUNTINGTON BANK
1,004,140.63	US TREASURY @ 0.875%	HUNTINGTON BANK
1,000,078.13	US TREASURY @ 0.625%	HUNTINGTON BANK
2,000,000.00	US TREASURY @ 0.750%	HUNTINGTON BANK
998,800.00	US TREASURY @ 0.625%	KEY BANK
1,004,900.00	US TREASURY @ 1.000%	HUNTINGTON BANK
998,280.00	US TREASURY @ 0.500%	HUNTINGTON BANK
993,750.00	US TREASURY @ 0.625%	PNC BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 0.620%	FIRST NATIONAL BANK
999,750.00	FHLB @ 1.125%	PNC BANK
999,160.00	FHLB @ 1.000%	HUNTINGTON BANK
1,000,000.00	US TREASURY @ 1.000%	HUNTINGTON BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 0.250%	FIRST FEDERAL BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 0.500%	CITIZENS NATIONAL BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 0.700%	WATERFORD BANK
1,994,121.55	FHLMC @ 0.750%	HUNTINGTON BANK
998,710.00	FFCB @ 0.800%	FIFTH THIRD BANK
999,485.95	FHLMC @ 0.850%	D A DAVIDSON
998,600.00	FHLMC @ 0.850%	HUNTINGTON BANK
1,002,320.00	FNMA @ 1.02%	KEY BANK
996,130.00	FFCB @ 0.890%	FIFTH THIRD BANK
<hr/>		
\$ 48,342,233.79	INVESTMENT TOTAL	
7,174,387.04	5/3 BANK ACCOUNT BALANCE	
1,484.72	ACCRUED INVESTMENT INTEREST	
<hr/>		
<u>\$ 55,518,105.55</u>	<b>TOTAL CASH &amp; INVESTMENTS</b>	

## CITY OF FINDLAY

## BREAKDOWN OF TOTAL CASH &amp; INVESTMENTS BY FUND AS OF DECEMBER 31, 2016

\$ 15,990,910.55	General Fund
1,000,000.00	General Fund Restricted Rainy Day
1,269,802.29	General Fund Projects
993,368.19	SCM&R Fund
641,974.81	SCM&R Fund Projects
-	County Permissive License Fund
249,909.89	State Highway Fund
589.57	Law Enforcement Trust Fund
37.00	Drug Law Enforcement Trust Fund
237,695.40	ID Alcohol Treatment Fund
55,591.00	Enforcement & Education Fund
246,649.58	Court Special Projects Fund
118,769.19	Court Computerization Fund
3,609.56	METRICH Drug Law Enforcement Trust Fund
110,274.21	Alcohol Monitoring Fund
83,090.01	Mediation Fund
130,709.81	Electronic Imaging Fund
20,371.39	Legal Research Fund
662,642.76	Severance Payout Fund
16,565.93	Debt Service Fund
-	CR 236 TIF Fund
225,805.06	Municipal Court Improvement Fund
336,479.25	Airport Fund
122,738.29	Airport Fund Projects
10,715,104.21	Water Fund
800,746.09	Water Fund Restricted
149,074.51	Water Fund Projects
6,153,617.69	Sewer Fund
5,189,092.10	Sewer Fund Restricted
727,350.81	Sewer Fund Projects
31,964.97	Parking Fund
-	Parking Fund Projects
13,352.04	Swimming Pool Fund
-	Swimming Pool Fund Projects
28,994.39	Internal Service Central Stores Fund
787,401.02	Internal Service Workers Comp Fund
1,081,285.79	Internal Service Self Insurance Fund
345,950.43	CIT Fund
5,126,460.12	CIT Fund- Restricted Capital Improvements
-	CIT Fund-Restricted Flood Mitigation
-	Police Pension Fund
-	Fire Pension Fund
2,208.24	Unclaimed Monies Fund
22,115.50	Tax Collection Agency Fund
1,380,151.75	Cemetery Trust Fund
156,995.07	Private Trust Fund
286,530.22	Guaranteed Deposits
-	Special Assessments Pavements Fund
-	Special Assessments Sidewalks Fund
82.82	Special Assessments Sidewalks Fund Projects
2,044.04	Special Assessments Storm Fund
<b>\$ 55,518,105.55</b>	<b>TOTAL CASH &amp; INVESTMENTS</b>



## TREASURER'S OFFICE

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www.findlayohio.com

SUSAN JO HITE  
CITY TREASURER

### Treasurer's Reconciliation for December 31, 2016

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#### TREASURER

Fifth Third Initial Balance	2,938,333.40
- Withdrawals ()	(4,875,283.97)
+ Deposits	9,831,444.11
<b>Ending Balance</b>	<b>7,894,493.54</b>

- Outstanding checks () (720,102.68)

-Outstanding ACH (3.82)

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Treasurer's Checking Bal	7,174,387.04
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Investment Principal	48,342,233.79
Accrued Bond Interest	1,484.72

<b>Treasurer's Total Cash and Investments</b>	<b>55,518,105.55</b>
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#### AUDITOR

Auditor's Checking Bal	7,174,387.04
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<b>Auditor's Total Cash and Investments</b>	<b>55,518,105.55</b>
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Respectfully submitted,



Susan Jo Hite  
Treasurer



# **City of Findlay City Planning Commission**

**Thursday, February 9, 2017 - 9:00 AM**

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **SWEARING IN**

### **APPROVAL OF MINUTES**

### **ITEMS TABLED AT THE JUNE 9, 2016 MEETING**

- 1. ALLEY/STREET VACATION PETITION #AV-03-2016 filed to vacate an unimproved right-of-way of Connell Avenue running east from Fishlock Drive.**

### **NEW ITEMS**

- 1. APPLICATION FOR FINAL PLAT #FP-01-2017 for Replat of Lot 1 of Interstate West Subdivision.**

### **ADJOURNMENT**

# City of Findlay City Planning Commission

Thursday, January 12, 2017 - 9:00 AM  
Municipal Building, Council Chambers

## Minutes

(Staff Report Comments from the meeting are incorporated into the minutes in lighter text. Actual minutes begin with the DISCUSSION Section for each item)

**MEMBERS PRESENT:** Paul Schmelzer  
Dan Clinger  
Jackie Schroeder  
Dan DeArment

**STAFF ATTENDING:** Judy Scrimshaw, HRPC Staff  
Matt Cordonnier, HRPC Director  
Brian Thomas, PE, PS, City Engineer  
Todd Richard, Zoning Inspector  
Erik Adkins, Zoning Inspector  
Matt Pickett, Fire Inspector

**GUESTS:** Lou Wilin, Tyler Edwards

### CALL TO ORDER

#### ROLL CALL

The following members were present:

Paul Schmelzer  
Dan DeArment  
Jackie Schroeder  
Dan Clinger

#### SWEARING IN

All those planning to give testimony were sworn in by Judy Scrimshaw.

#### APPROVAL OF MINUTES

Dan DeArment made a motion to approve the minutes of the December 8, 2016 meeting. Paul Schmelzer seconded. Motion to accept carried 4-0-0.

#### ITEMS TABLE AT THE JUNE 9, 2016 MEETING

**ALLEY/STREET VACATION PETITION #AV-03-2016 filed to vacate an unimproved right-of-way of Connell Avenue running east from Fishlock Drive.**

## **NEW ITEMS**

**1. APPLICATION FOR SITE PLAN REVIEW #SP-01-2017 filed by Menard's Inc., 5101 Menard's Drive, Eau Claire, WI for a proposed 19,540 square foot warehouse to be located at 15110 Flag City Drive, Findlay.**

### **HRPC**

#### **General Information**

This request is located off the east end of Flag City Drive in the Flag City Center Subdivision. It is zoned C-2 General Commercial. To the north, south and west is also zoned C-2. To the east is zoned R-1 Single Family Low Density and C-2. It is not located within the 100-year flood plain. The City Land Use Plan designates the site as Regional Commercial.

#### **Parcel History**

This is the current site of the Menard's store. Additional pieces of land are being purchased from neighboring owners to add on to the site. The portion at the north end of the new development was rezoned in December 2016 to C-2 General Commercial.

#### **Staff Analysis**

The applicant is proposing to construct a 19,540 square foot warehouse directly east of their existing warehouse. The buildings will be about 22' apart and will be connected by an approximately 7' wide walk through.

The new structure sits 50' from the rear lot line and 80.5' from the side lot line. Setbacks in the C-2 district are 30' rear and 25' side if abutting residential use or zoning. The building is approximately 27.5' at the peak, which is well below the 60' maximum allowed.

The plans also show some walls being added on the east side (garden center area) and in the rear at the order area. These areas already have roofs over them, so they are not considered new construction. The walls will allow for heat control of the now open spaces.

It appears that the privacy fencing will continue around the boundary of the added acreage. The fence is 14' in height, which is higher than the maximum permitted. The existing fencing is 14' in height. When the site was developed, they were allowed that height as it was documenting as being a structure since they used it as a racking system for storage. We have no issue with allowing the height as it will only help with shielding things from site if the north part of the neighboring lot is ever developed as residential. Landscaping is also shown along the fence.

The new construction does not change any of the parking areas or require additional parking as it is storage.

Matt did receive a phone call earlier from an abutting property owner with concerns that the existing detention area to the north was not being maintained.

#### **Staff Recommendation**

HRPC Staff recommends approval of **APPLICATION FOR SITE PLAN #SP-01-2017 for a proposed 19,540 square foot warehouse to be located at 15110 Flag City Drive, Findlay.**

## **ENGINEERING**

Access – Access to the site will not be changed.

Sanitary Sewer – No additional sanitary taps are being requested.

Waterline – No additional water taps are being requested.

Stormwater Management – Detention is being provided by the proposed detention basin. The design of the detention complies with the City of Findlay standards.

MS4 Requirements – The project will be disturbing more than one (1) acre so the City of Findlay’s MS4 requirements will apply.

Sidewalks – There are existing sidewalks on the streets adjacent to the site.

Recommendations: Approval of the site plan.

## **FIRE PREVENTION**

Apply for all necessary Wood County Building Department permits.

## **STAFF RECOMMENDATION**

Staff recommends **approval of APPLICATION FOR SITE PLAN #SP-01-2017 for a proposed 19,540 square foot warehouse to be located at 15110 Flag City Drive, Findlay subject to the following:**

- **Compliance with City of Findlay MS4 requirements (ENG)**

## **DISCUSSION**

Matt Pickett stated that the building mirrors the existing one as far as the dry sprinkler system. It will be extended, so he does not have any additional comments for this project.

Dan Clinger stated that it was mentioned that the existing detention area is not being maintained currently. He asked if that is off this site. Ms. Scrimshaw replied that it is on the parcel to the north. Mr. Clinger said that the fence is not going around the entire property. It is only going to the building. Therefore, he says the building addition will serve as part of the “fence” on the east side. Tyler Edwards responded that that is correct. The back of the new warehouse is wood.

Mr. Clinger said that there are some easements along the side of the warehouse. What will happen to that utility easement? Tyler Edwards replied that they are working with the power company to relocate the line and easement. Mr. Clinger said that he also saw an access easement that is being vacated. Ms. Scrimshaw replied that she thought it was part of the other lot owned by the power company and may have been for access through Menards or down to the area owned by Performance Construction. They do have access from TR 212 on the east, so it is not going to land lock the parcel in any way.

## **MOTION**

Dan Clinger made a motion to approve **APPLICATION FOR SITE PLAN REVIEW #SP-01-2017 for a proposed 19,540 square foot warehouse for Menards to be located at 15110 Flag City Drive subject to the following conditions:**

- **Compliance with City of Findlay MS4 requirements (ENG)**

**2<sup>nd</sup>:** Jackie Schroeder

Paul Schmelzer asked the applicant to forward the documents they have in regard to the detention pond maintenance to them to compare with anything the city has on record as a response to the complaint that HRPC received. He said he would have our storm water representative take a look at them and reach out to the current property owners. We will try to make sure that whoever is responsible is doing what they are supposed to be doing.

**VOTE:** Yay (4) Nay (0) Abstain (0)

**2. APPLICATION FOR CONDITIONAL USE #CU-01-2017 filed by Croy's Property Holdings, LLC, 525 N Thomas St., Ottawa, OH for mixed use single family/office at 751 Howard Street, Findlay.**

**HRPC**

**General Information**

This request is located on the southeast corner of Broad Avenue and Howard Street. It is zoned C-1 Local Commercial. All surrounding parcels are also zoned C-1. A portion of the north end of the parcel is within the 100-year flood plain. The City Land Use Plan designates the area as Neighborhood Commercial.

**Parcel History**

There is a single family home on the site and there was a U-Haul rental business to the south at one time. The area of the former U-Haul business is now occupied by Croy Mowing Services.

**Staff Analysis**

The applicant is proposing to convert a portion in the rear of the house to a small office and restroom area for the employees of the mowing business. The rest of the home will remain as a residence separate from the small business area. This is not new construction, but a remodel of the interior space.

Because this will be considered a mixed use with a residence and an office in the same building, it is being presented to Planning Commission for approval as a Conditional Use. Given the zoning category of the property and some of the businesses surrounding it, Staff does not have any issue with the mixed use.

**Staff Recommendation**

HRPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-01-2017 for mixed-use single family/office at 751 Howard Street, Findlay.**

**ENGINEERING**

No Comment

**FIRE PREVENTION**

No Comment

**STAFF RECOMMENDATION**

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-01- 2017 for mixed-use single family/office at 751 Howard Street, Findlay.**

## **DISCUSSION**

Dan Clinger noted that the two lots to the south are also owned by the same party. He asked if we should be looking at this as a combined area instead of just considering the lot with the house. Don Croy replied that they do own multiple lots but they are combined, and an alley splits them. Ms. Scrimshaw said she believes they are separate lots on the auditor's site. Technically, he could sell the piece with the house separate and keep the others. Mr. Schmelzer said that we are considering the Conditional Use for the house only. Dan Clinger asked if we could deal with any of the rest of the site as far as number of vehicles, parking lots, etc. Ms. Scrimshaw replied no. All of this was an existing situation when it was purchased. Mr. Schmelzer commented that anything he did to the rest of the site that was significant enough for site plan approval would have to come back for review. Mr. Clinger asked if the parking for vehicles should be addressed as far as paving, layout. He asked how many vehicles the applicant has. Mr. Croy replied that there are three (3) trucks and trailers on site. He said there are seven (7) employees. However, there are usually only two (2) or three (3) cars since the employees generally carpool. The only parking issues he has had were because of neighbors parking on the lot. When this was vacant, a lot of neighboring traffic seemed to use the lot and some still do at times. He said he has owned the south lots for six years now. He stated they are a mobile business; they guys come in in the morning, they leave in the company vehicles, they come back and they leave for the day. Mr. Croy stated that the office is not even manned. He has his secretaries in Ottawa. They have a 27,000 square foot building in Ottawa. The employees here have complained about having to use a port-a-john and not having a little space to do paperwork. Right now, it is in the garage, the fax machine is getting dirty, and everything is just not clean.

Dan Clinger asked if they are creating a new entrance for this. Mr. Croy said there is a window there and he just wants to door beside that. There is a sidewalk close to there and he may only have to add about 4 feet to that. Mr. Croy commented that they have put new siding, windows and doors on the home. They plan to landscape it. His goal is to buy the house to the south also. Then they can clean up the whole area. Mr. Croy stated that his company has 37 rentals houses in Ottawa, so this is not anything new for them.

## **MOTION**

Paul Schmelzer made a motion to approve **APPLICATION FOR CONDITIONAL USE #CU-01-2017 for mixed-use single family/office at 751 Howard Street, Findlay.**

**2<sup>nd</sup>:** Dan DeArment

**VOTE:** Yay (4) Nay (0) Abstain (0)

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Lydia L. Mihalik  
Mayor

---

Paul E. Schmelzer, P.E., P.S.  
Service-Safety Director



## Office of the Mayor

Lydia L. Mihalik

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Findlay, OH 45840

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[www.findlayohio.com](http://www.findlayohio.com)

Honorable City Council  
Findlay, OH 45840

RE: WORC Program

Dear Council Members:

During the latest budget hearing, I discussed the low attendance trend at the Findlay WORC program. I indicated that I would estimate the savings associated with the closure of the WORC program at the end of March 2017. The estimates are below:

The current WORC budget is \$363,429. The dollars needed to move Jodi Mathias to a code enforcement role and maintain the WORC until the end of March is approximately \$145,000. This would result in an expense budget savings of approximately \$218,000.

Even when accounting for revenue, the latest Financial Summary from the WORC program shows that the City would have saved \$196,142.88 if the WORC program would have been closed in 2016.

It is my opinion that the program will not be successful in our strong local economy until there is a mandatory sentencing option for the facility. I believe the Municipal Court may get this programmed in the future. Until then, there seems to be little incentive for defendants to opt for, and pay to stay in the WORC program. At the budget hearing, the representatives from the Court were in agreement with these conclusions.

I have also spoken with Jodi Mathias and Todd Richard, who heads our zoning department. It is our plan to roll Jodi into a code enforcement position. This is based largely on the feedback we have received from residents regarding our zoning and NEAT enforcement. We have rules that residents want to see enforced, so we have renewed focus in this area. Jodi has been diligent in her current position and will aid that effort.

Unless directed otherwise, I will proceed to close the WORC program. I will take steps with the Court and Jodi Mathias to close contracts and make the transition. After the closure and all costs are known, I will recommend we resolve to move funds to the appropriate budgets.

Thank you for your consideration in this matter.

Sincerely,

  
Paul E. Schmelzer, P.E., P.S.

Service-Safety Director

pc: Jim Staschiak, Auditor

Dave Beach, Municipal Court

# City of Findlay Income Tax Department

Post Office Box 862 Findlay, Ohio 45839-0862  
318 Dorney Plaza, Municipal Building Room 115  
Telephone: 419-424-7133 • Fax: 419-424-7410  
findlaytaxforms.com

Lydia L. Mihalik  
Mayor

Andrew Thomas  
Tax Administrator

## Monthly Collection Report to Findlay Council

January 2017

Total collections for January 2017: \$2,071,209.46

	<u>2017</u> <u>Year-to-date</u>	<u>2016</u> <u>Year-to-date</u>	<u>Variance</u>
Withholders	1,699,852.20	1,662,929.13	36,923.07
Individuals	128,321.37	151,973.27	-23,651.90
Businesses	<u>243,035.89</u>	<u>67,125.65</u>	<u>175,910.24</u>
<b>Totals</b>	<b>2,071,209.46</b>	<b>1,882,028.05</b>	<b>189,181.41</b> 10.05%

### Actual & Estimated Past-due Taxes

Withholders	625,534.54
Individuals	1,641,294.76
Businesses	<u>131,772.90</u>
<b>Total</b>	<b>2,398,602.20</b>

### Actual and Projected Revenue

	<u>2017</u> <u>Actual</u> <u>Year-to-date</u>	<u>Percentage</u> <u>of Projection</u> <u>Collected</u>	<u>Amount</u> <u>to Meet</u> <u>Projection</u>	<u>Percentage</u> <u>to Meet</u> <u>Projection</u>	<u>2017</u> <u>Projected</u> <u>Year End</u>
Withholders	1,699,852.20	9.11%	16,965,447.80	90.89%	18,665,300.00
Individuals	128,321.37	5.24%	2,318,678.63	94.76%	2,447,000.00
Businesses	<u>243,035.89</u>	8.13%	<u>2,746,164.11</u>	91.87%	<u>2,989,200.00</u>
<b>Totals</b>	<b>2,071,209.46</b>	<b>8.59%</b>	<b>22,030,290.54</b>	<b>91.41%</b>	<b>24,101,500.00</b>



**Refunds Paid**

	Month-to-date <u>Quantity</u>	Year-to-date <u>Quantity</u>	Month-to-date <u>Amount</u>	Year-to-date <u>Amount</u>
Withholders	1	1	29.41	29.41
Individuals	21	21	7,639.77	7,639.77
Businesses	<u>4</u>	<u>4</u>	<u>2,723.02</u>	<u>2,723.02</u>
<b>Totals</b>	26	26	10,392.20	10,392.20

**Transfers of Overpayments**

	Month-to-date <u>Quantity</u>	Year-to-date <u>Quantity</u>	Month-to-date <u>Amount</u>	Year-to-date <u>Amount</u>
Withholders	0	0	0.00	0.00
Individuals	28	28	800.72	800.72
Businesses	<u>5</u>	<u>5</u>	<u>812.00</u>	<u>812.00</u>
<b>Totals</b>	33	33	1,612.72	1,612.72

  
\_\_\_\_\_  
Andrew Thomas, Administrator

2-1-17  
\_\_\_\_\_  
Date

# Findlay Income Tax Department

## Monthly Collections Report

Wednesday, February 1, 2017

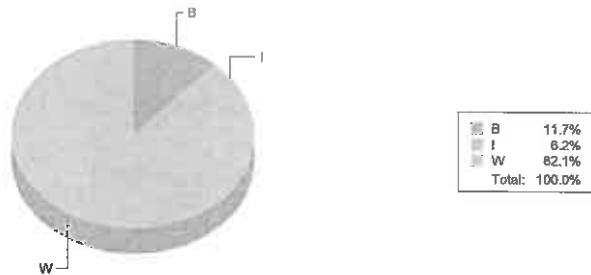
10:21:09AM

For Period January 1, 2017 through January 31, 2017

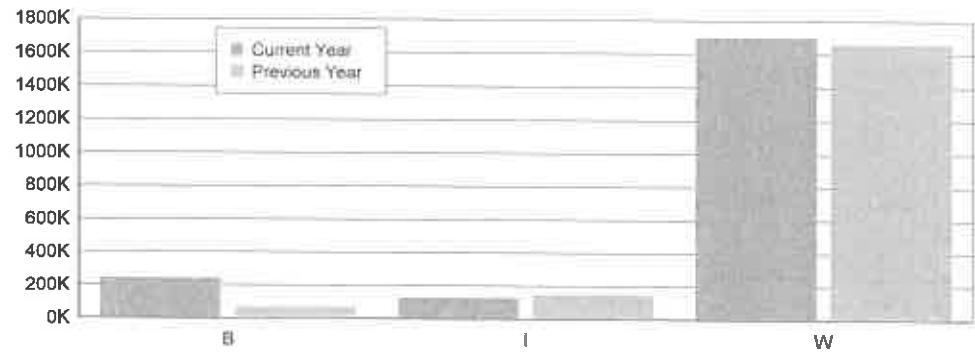
### City of Findlay

Account Type	Monthly Total	2017 Year to Date	2016 Year to Date	Increase (Decrease)	% Change	2017 Month to Date	Previous Year(s) Month to Date
W	1,699,852.20	1,699,852.20	1,662,929.13	36,923.07	2.22	54,526.73	1,645,325.47
I	128,321.37	128,321.37	151,973.27	-23,651.90	-15.56	784.00	127,537.37
B	243,035.89	243,035.89	67,125.65	175,910.24	262.06	2,977.67	240,058.22
<b>Totals:</b>	<b>2,071,209.46</b>	<b>2,071,209.46</b>	<b>1,882,028.05</b>	<b>189,181.41</b>	<b>10.05</b>	<b>58,288.40</b>	<b>2,012,921.06</b>

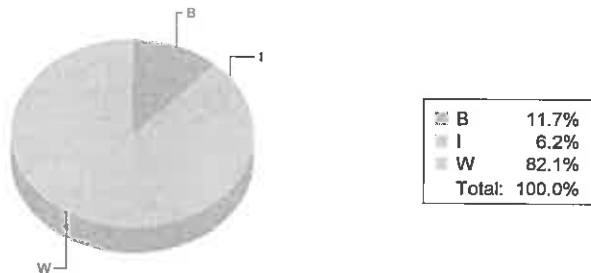
Monthly Collections by Account Type



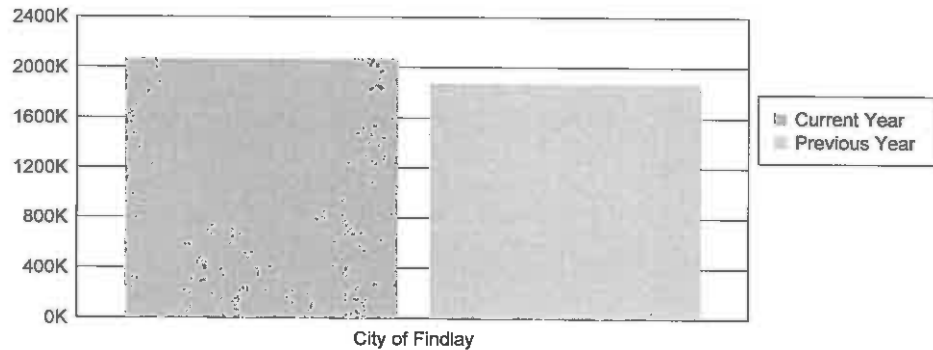
Collections Year to Date



YTD Collections by Account Type



Year to Date Total Collections



# City of Findlay

## Income Tax Department

Post Office Box 862 Findlay, Ohio 45839-0862  
318 Dorney Plaza, Municipal Building Room 115  
Telephone: 419-424-7133 • Fax: 419-424-7410  
findlaytaxforms.com

Lydia L. Mihalik  
Mayor

### Monthly Collection Report to City Council

#### Addendum


For the Month of January 2017

During this month, the Tax Administrator informed 0 Individual taxpayers and 3 Business taxpayers that, pursuant to Resolution Number 36-2009 and/or Section 7(F)(1) of Chapter 194 of the Codified Ordinances of the City of Findlay, the Tax Department would not be enforcing the estimate payment provisions delineated in Section 7 of Ordinance Number 1976-106, as amended or in Section 7 of Chapter 194 of the Codified Ordinances of the City of Findlay. The Tax Administrator has informed these Individual and Business taxpayers that the annual income tax on net profits attributable to the City of Findlay should be paid when the annual income tax return is filed by the original or by the legitimately-extended due date, when the amount of annual tax liability can be certified as due by each taxpayer.

This brings the estimated cumulative quantity of Individual taxpayers so informed to 2, of which n/a Individuals no longer have filing obligations to the City of Findlay and approximately n/a Individuals have no tax liabilities to report to the City of Findlay due to current and/or carry-forward losses.

This brings the estimated cumulative quantity of Business taxpayers so informed to 81, of which 10 Businesses no longer have filing obligations to the City of Findlay and approximately 14 Businesses have no tax liabilities to report to the City of Findlay due to current and/or carry-forward losses.

For the remaining 2 Individual taxpayers and the remaining 57 Business taxpayers, the aggregate reported estimate declarations, primarily for tax year 2016, amount to \$ 1,082,537

  
Andrew Thomas, Tax Administrator

2-1-17  
Date





# TRAFFIC COMMISSION

City of Findlay  
January 23, 2017

---

## MINUTES

### **ATTENDANCE:**

**MEMBERS PRESENT:** Service-Safety Director Paul Schmelzer, Acting Police Chief Sean Young, Fire Chief Josh Eberle, City Engineer Brian Thomas, Councilman Ron Monday.

**STAFF PRESENT:** Matt Stoffel, Public Works Superintendent; Tom DeMuth, Traffic Signals Supervisor, Kathy Launder, City Clerk.

### **OLD BUSINESS**

#### 1. Request for additional signals at Sandusky Street and Main Street.

5/16/2016

Schmelzer stated that a traffic camera was placed facing one direction at this intersection for peak traffic. It will then be placed facing the other direction at the intersection. Once the data collected from the video is reviewed, it will be brought back to Traffic Commission for consideration. Item remains tabled.

08/15/2016

DeMuth stated that he needs to convert the video files for review. Item remains tabled.

9/19/2016

Item remains tabled.

01/23/2016

Item remains tabled.

#### 2. Request of Fire Chief Josh Eberle to review sight distance at intersection of Beech Street at East Sandusky Street.

10/17/2016

Chief Eberle stated that he had a near miss accident pulling off of Beech Street onto East Sandusky Street. He suggests that we eliminate one parking space on the northeast corner of this intersection to add sight distance to the intersection. A suggestion is to restrict parking during peak hours. Director Schmelzer stated that when Engineering takes a look at the video for this area for the Main and Sandusky Street intersection review, to take notes on traffic volume in the area, and bring back to Traffic Commission for further discussion.

01/23/2017

Thomas stated that he looked at one 12-hour period of time at this intersection. He looked at how often vehicles were parked in the first parking spaces on the north side of East Sandusky Street to the east and west of Beech Street; how many near miss accidents from vehicles turning left and right off of Beech Street onto East Sandusky Street; and number of vehicles passing through the area. Thomas stated that the parking spaces were occupied approximately 85% of the time; there were three to four near miss accidents throughout the 12 hour period from vehicles turning left. Director Schmelzer requested that Thomas review two more days to obtain additional data prior to Traffic Commission making a decision.

### **NEW BUSINESS**

#### 1. Request of resident to consider installing stop signs at the north/south alley just east of South Main Street between First Street and Hancock Street.

Thomas stated that visibility is blocked at the alley intersection. Not a bad idea to put a stop sign at the intersection, but not sure where it would be able to be installed due to structures

and bushes at the intersection. Director Schmelzer stated that the City does not place stop signs to control speed.

Motion to deny request by Director Schmelzer, second by Councilman Monday. Motion passed 5-0.

2. Request of Tom DeMuth to revisit Cooper Tire & Rubber Company request for pedestrian crossing signs in crosswalks on Lima Avenue.

DeMuth stated that by placing the pedestrian crossing signs at a signalized crossing, the City created a contradiction. The signs state that the pedestrian has the right of way while in the crosswalk, which contradicts the traffic signal. It is suggested to place a different decal on the signs. Director Schmelzer stated he thought that the sign was going to be chevron striped rather than the "yield to pedestrian in crosswalk" sign that was installed.

Motion to have Matt Stoffel research options for decals to place on signs; have Director Schmelzer reach out to Cooper Tire & Rubber Company that different decals on pedestrian signs are needed so there is no contradiction with traffic signal and crosswalk; and also request that Cooper Tire & Rubber Company reach out to its employees to remind them about safety in a crosswalk, by Director Schmelzer, second by Chief Eberle. Motion passed 5-0.

3. Request of Matt Stoffel, City of Findlay Public Works Superintendent, to remove the 2 hour parking restriction on Second Street in front of 404 Second Street, the former site of Sinks Flowers.

Stoffel stated that Sinks Flowers is no longer at 404 Second Street. The building was destroyed by fire and demolished. The site is vacant at this time. Unless a business is planning to rebuild at this site, there is no need to have the 2-hour parking restriction. Motion to remove the 2-hour parking restriction in front of 404 Second Street, by Acting Chief Young, second by Director Schmelzer. Motion passed 5-0.

4. Request of Krista Miller, Principal of Jacobs School, to make Jacobs Avenue at North Blanchard Street right turn only.

It will be tough getting compliance. This will create double the traffic on residential streets. Councilman Monday requested that Acting Chief Young pull accident reports for this intersection. Acting Chief Young will pull crash data and obtain summary of what the police officer who monitors Jacobs School discussed with Principal Miller.

With no further business to discuss, the meeting adjourned. The next meeting of the City of Findlay Traffic Commission will be held on February 21, 2017, at 2:30 p.m. in the third floor conference room of the Municipal Building.

Respectfully submitted,

  
Kathy K. Launder  
City Clerk

# Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310

Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245

[www.findlayohio.com](http://www.findlayohio.com)

Paul E. Schmelzer, P.E., P.S.  
Service-Safety Director

February 1, 2017

Honorable City Council  
City of Findlay, Ohio

Dear Honorable Council Members:

As you know, a policy for a wellness program for City of Findlay employees has been approved. I am requesting your approval to expend the approved wellness incentive funds within the Human Resources budget to encourage City employees to participate in wellness and wellness challenges throughout the year in an effort to help control healthcare costs to the City and its employees.

By copy of this letter, I am requesting the Director of Law to prepare the necessary legislation to authorize the expenditure of wellness incentive funds within the Human Resource budget.

Thank you for your consideration of this matter.

Sincerely,



Don Essex  
Director of Human Resources and Performance Excellence

pc: Donald J. Rasmussen, Director of Law  
Jim Staschiak II, City Auditor



# INCOME TAX BOARD

City of Findlay  
February 1, 2017

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## MINUTES

### **ATTENDANCE**

Members Present: Don Rasmussen, Susan Hite, Jim Staschiak II, Ron Monday.

Staff Present: Andrew Thomas and Kathy Launder.

Guests Present: Holly Frische.

### **APPROVAL OF MINUTES**

Motion to approve minutes of the November 2, 2016, meeting as presented, by Staschiak, second by Monday. Motion passed 3-0. Susan Hite abstained.

### **NEW BUSINESS**

2017 Year-To-Date Collections: Thomas reported that he has a concern with the Employer Withholding collections for 2016 year-to-date collections. Approximately 500 employers went from quarterly withholding to monthly withholding. By January 2017 these collections should have been received. The state is experiencing the same issue. Not sure if January will recover. Withholding is up 2.22% in January. Collections are up 10.05% overall, partly due to a one time occurrence in business collections of approximately \$175,000 increasing this line 262.06%.

Collections, Estimates, Delinquencies: Thomas stated that these numbers remain the same.

Legal Actions in Process and Contemplated: Rasmussen stated that he has received no notice of any cases that have closed. There are over 1,000 cases pending.

Centralized Collections: Rasmussen stated that with the State's proposed Centralized Collections only applies to business collections. Municipalities will still have to collect Employer Withholding and Individuals collections.

Staschiak mentioned that the state will be collecting about one third of the income taxes, while municipalities will have to collect the remaining two thirds which will drive up their costs. This will give the appearance that the state can collect all income taxes cheaper.

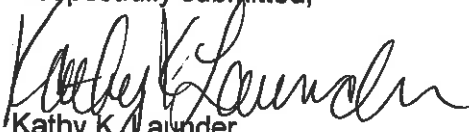
Motion that the Income Tax Board strongly suggest that City Council take a position in opposition of Governor Kasich's proposal in his executive budget for Centralized Collection, by Staschiak, second by Monday. Motion passed 4-0.

### **OTHER BUSINESS**

Next Meeting: Meeting schedule for 2017: May 3, August 2, and November 1. All meetings will be held at 8:30 a.m. in the third floor conference room of the Municipal Building.

Being no further business, the meeting adjourned.

Respectfully submitted,

  
Kathy K. Launder  
City Clerk

**COMMITTEE REPORT**

**THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO**

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Hancock Regional Planning Director Matt Cordonnier to continue discussions on the Downtown Design Review Board regulations.

We recommend

*Planning & Zoning will continue to meet to discuss the Downtown Design Review Board regulations.*

**PUBLIC HEARING:**

Aye  Nay *Grant Russel* *move*  
Grant Russel, Chairman

Aye  Nay *[Signature]* *second*  
John Harrington

Aye  Nay *[Signature]*  
Dennis Hellmann

Aye  Nay *[Signature]*  
Tom Shindledecker

Aye  Nay \_\_\_\_\_  
Jeff Wobser

**PLANNING & ZONING COMMITTEE**

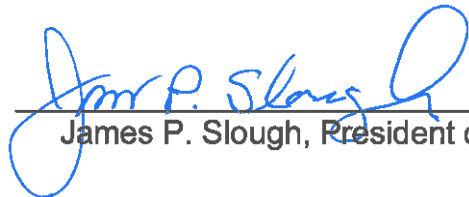
**LEGISLATION:** \_\_\_\_\_

**DATED: January 24, 2017**

**COMMITTEE REPORT**

**THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO**

A **COMMITTEE OF THE WHOLE** meeting was held on Wednesday, January 25, 2017 to discuss the 2017 Capital Plan.

  
\_\_\_\_\_  
James P. Slough, President of Council

**COMMITTEE OF THE WHOLE**

**DATED: January 25, 2017**

**COMMITTEE REPORT**

**THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO**

An **AD HOC COMMITTEE** met on January 31, 2017 to continue discussions on the bed tax distribution.

*We recommend:*

*meet again to continue discussions*

Aye  Nay

*JAC And move*  
Grant Russel, Chair

LEGISLATION: \_\_\_\_\_

Aye  Nay

*Dennis Hellmann second*  
Dennis Hellmann

DATE: January 31, 2017

Aye  Nay

*Thomas Klein*  
Tom Klein

COMMITTEE: AD HOC

Aye  Nay

*Tim Watson*  
Tim Watson

**FINDLAY CITY COUNCIL  
CARRY-OVER LEGISLATION  
February 1, 2017**

**ORDINANCE NO. 2017-006** *(2017 Capital Improvements)*

**second reading**

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS IN ACCORDANCE WITH THE 2017 DEPARTMENT EQUIPMENT LIST WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT A, APPROPRIATING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2017-007** *(TR94 waterline extension and oversizing)*

**second reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

# City of Findlay

## Office of the Director of Law

318 Dorney Plaza, Room 310  
Findlay, OH 45840  
Telephone: 419-429-7338 • Fax: 419-424-7245

**Donald J. Rasmussen**  
Director of Law

FEBRUARY 7, 2017

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, FEBRUARY 7, 2017 MEETING.

### **RESOLUTIONS**

- 005-2017      A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).
- 006-2017      A RESOLUTION AUTHORIZING THE EXPENDITURE OF WELLNESS INCENTIVE FUNDS WITHIN THE HUMAN RESOURCE BUDGET AND DECLARING AN EMERGENCY.
- 007-2017      A RESOLUTION OF THE COUNCIL OF THE CITY OF FINDLAY, OHIO EXPRESSING IT'S APPROVAL AND SUPPORT FOR THE DEVELOPMENT OF STATE AND US BICYCLE ROUTES, AND REQUESTS THAT THE APPROPRIATE OFFICIALS SEE TO IT THAT THE ROUTE IS OFFICIALLY DESIGNATED BY AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS AND THE OHIO DEPARTMENT OF TRANSPORTATION AND DECLARING AN EMERGENCY.

### **ORDINANCES**

- 2017-009      AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS IN ACCORDINANCE WITH THE 2017 CAPITAL IMPROVEMENT PLAN, APPROPRIATING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

**RESOLUTION NO. 005-2017**

**A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).**

WHEREAS, Ohio Revised Code 5705.41(D) provides that if expenditures are incurred by a municipality without a purchase order, within thirty (30) days, the municipality must approve said expenditures.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Findlay, State of Ohio:

SECTION 1: That the expenditures set forth on the attached list identified as "Exhibit A" which are identified by the appropriate voucher on previously appropriated funds be and the same are hereby approved, all in accordance with Ohio Revised Code 5705.41(D)

SECTION 2: This Resolution shall take effect and be in force from and after the earliest period provided by law.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED \_\_\_\_\_

**OVER PURCHASE ORDER/NO PURCHASE ORDER- COUNCIL AUTHORIZATION**

<b>VENDOR</b>	<b>VOUCHER</b>	<b>ACCOUNT</b>	<b>DEPARTMENT NAME</b>	<b>AMOUNT</b>	<b>REASON FOR EXPENSE</b>	<b>WHY</b>
AMERICAN ELECTRIC POWER	164989	21044400- 442101	RECREATUIB	\$4275.10	ELECTRIC SERVICE	AMOUNT OF FINAL 2016 INVOICE EXCEEDED THE AMOUNT AVAILABLE ON THE PURCHASE ORDER



**RESOLUTION NO. 006-2017**

**A RESOLUTION AUTHORIZING THE EXPENDITURE OF WELLNESS INCENTIVE FUNDS WITHIN THE HUMAN RESOURCE BUDGET AND DECLARING AN EMERGENCY.**

WHEREAS, in 2011, the City of Findlay was experiencing a significant financial crisis, in part, due to the ever increasing cost of employee healthcare; and,

WHEREAS, the City's Collective Bargaining Units filed a grievance because of the anticipated increase in healthcare costs being discussed; and,

WHEREAS, with the assistance of all of our Bargaining Units, an employee Health Insurance Committee (HIC) was formed to conduct regular meetings aimed at discussing the increase; and,

WHEREAS, the HIC evolved into representation from all employee groups with a focus on the function, cost and financial condition of the healthcare plan, a component of which is "wellness"; and,

WHEREAS, the City of Findlay healthcare costs control effort has benefited greatly from the committee and education of the employees; and,

WHEREAS, studies show that "wellness" and organizations with "wellness programs" experience less overall employee illness, which ultimately reduces healthcare cost by approximately three (\$3.00) for every one dollar (\$1.00) invested in wellness.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Findlay, State of Ohio:

SECTION 1: That this Council supports the expenditure of Council approved "wellness" incentive funds in the Human Resources budget to encourage City employees to participate in "wellness" and "wellness challenges" throughout the year in an effort to help control healthcare costs to the City and its employees' now and into the future.

SECTION 2: This Resolution shall be in full force and effect from and after the earliest period provided by Law.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED \_\_\_\_\_

## RESOLUTION NO. 007-2017

**A RESOLUTION OF THE COUNCIL OF THE CITY OF FINDLAY, OHIO EXPRESSING IT'S APPROVAL AND SUPPORT FOR THE DEVELOPMENT OF STATE AND US BICYCLE ROUTES, AND REQUESTS THAT THE APPROPRIATE OFFICIALS SEE TO IT THAT THE ROUTE IS OFFICIALLY DESIGNATED BY AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS AND THE OHIO DEPARTMENT OF TRANSPORTATION AND DECLARING AN EMERGENCY.**

WHEREAS, bicycle tourism is a growing industry in North American, contributing one hundred thirty-three billion dollars (\$133,000,000,000) a year to the economies of communities that provide facilities for such tourists, and;

WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has designated a series of corridors crossing Ohio to be developed as various US Bicycle Routes. SBR 39, and;

WHEREAS, the Ohio Department of Transportation (ODOT) has designated a series of corridors crossing Ohio to be developed as various State Bicycle Routes to connect the US Bicycle Routes and communities. SBR 39, and;

WHEREAS, ODOT has designated a series of corridors crossing Ohio to be developed as various State Bicycle Routes, and;

WHEREAS, ODOT is supportive of AASHTO designated bicycle routes through Ohio, subject to ongoing collaboration with affected jurisdictions to inventory, analyze, and designate specific facilities the routes will traverse, and;

WHEREAS, the City of Findlay and the Adventure Cycling Association, with the cooperation of the Ohio Department of Transportation and other stakeholders, have proposed specific routes to be designated, a map of which is herein incorporated into this resolution by reference, and;

WHEREAS, we have investigated the proposed route and found it to be a suitable route, and desire that the route be designated so that it can be mapped and signed, thereby promoting bicycle tourism in our area, and;

WHEREAS, we acknowledge the route may change over time because new facilities are being constructed that are more suitable for bicyclists.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Findlay, State of Ohio:

SECTION 1: That the City of Findlay hereby expresses its approval and support for the development of State and US Bicycle Routes, and requests that the appropriate officials see to it that the route is officially designated by AASHTO and the Ohio Department of Transportation. Once the Route is approved, there may be efforts to publicize the route via internet maps, incorporating the Route on local maps, etc. Tourism agencies may be involved in these efforts.

WHEREFORE, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED \_\_\_\_\_



# OHIO DEPARTMENT OF TRANSPORTATION

DISTRICT 1 • 1885 NORTH McCULLOUGH ST. • LIMA, OHIO 45801 • (419) 222-9055  
JOHN R. KASICH, GOVERNOR • JERRY WRAY, DIRECTOR • KIRK SLUSHER, P.E., DISTRICT DEPUTY DIRECTOR

December 20, 2016

Re: Proposed national and statewide bicycle route network

Dear Lydia Mihalik,

A recommendation from the Ohio Department of Transportation's long range plan, Access Ohio 2040, is to coordinate efforts with local jurisdictions to designate Ohio's first U.S. and State Bike Route network. This network will be similar to the interstate and state route system of highways. ODOT intends to have five (5) U.S. bike routes and 18 state bike routes, and one or more of these proposed routes are planned to follow roadways or trails that are under your jurisdiction.

Please note the following items about this proposed bike route network. The routes:

- Are intended for use by long distance, experienced commuters
- Generally will connect communities or points of interest
- Are a combination of trails and on-road facilities
- Will use facilities that are available today
- **Are not** a recreational route
- **Are not** a construction project
- **Are not** a wish list for future roadway or trail improvements

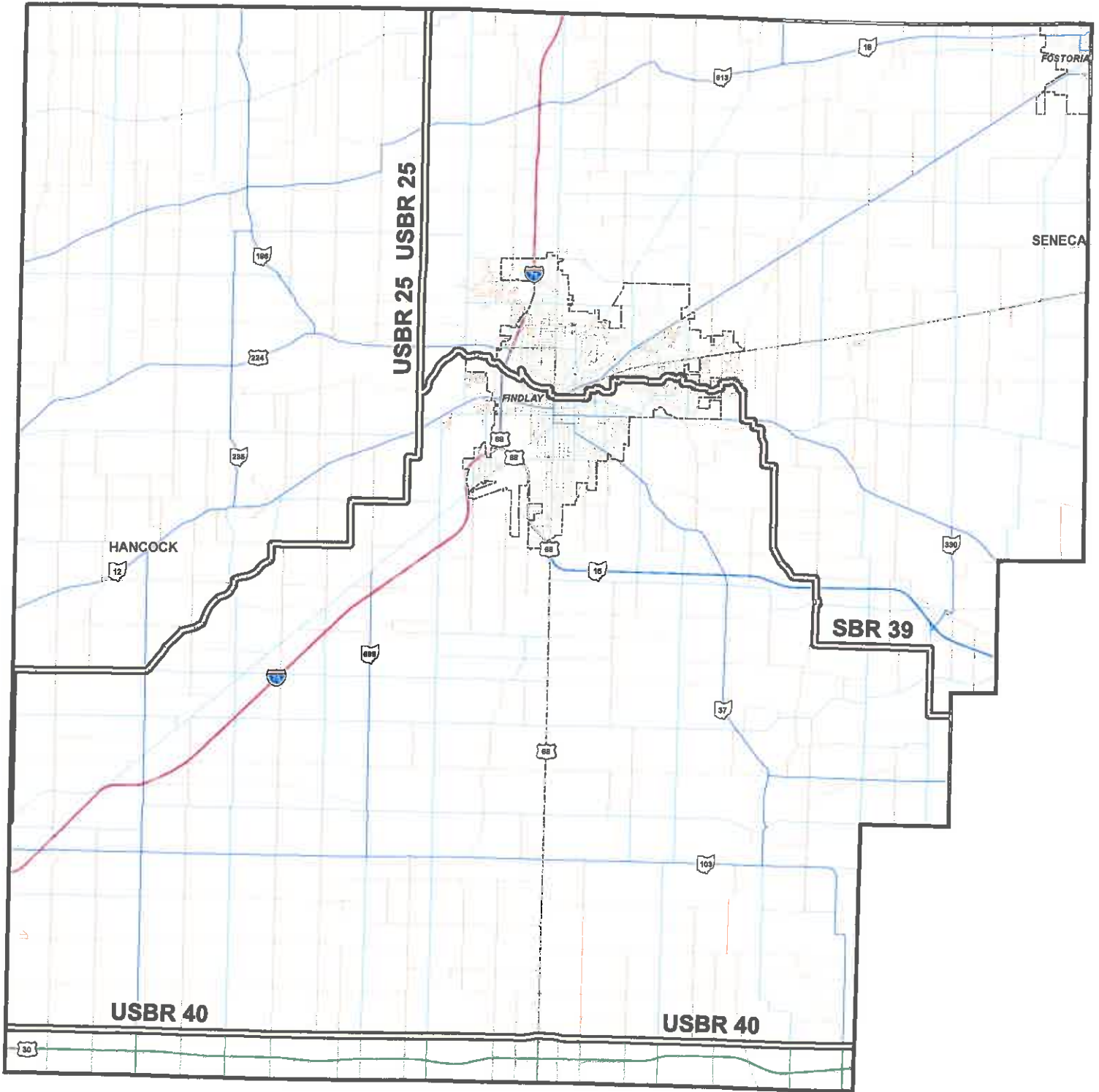
Included with this letter are two maps, one showing the proposed bike route(s) in your general area and the other shows the proposed bike route(s) under your jurisdiction. Comments have been solicited concerning the proposed routes with planning organizations, park boards, elected officials and bicycle advocates in area communities. Since the bike route comment period has ended, any further desires to modify the proposed route will be addressed in the future after the initial route is set up. Routing concerns can be sent to [Beth.Clark@dot.ohio.gov](mailto:Beth.Clark@dot.ohio.gov) in the interim.

ODOT's intent is to complete the designation of these routes during the spring of 2017. Once designated, ODOT will identify the routes on our web-site and may eventually place signs along the routes at no cost to your agency.

I ask that your agency consider and enact the attached resolution. ODOT must have your agency's approval of this resolution before we can complete the designation. I am available to answer any questions that you may have and can be reached at 419-999-6865 or [Beth.Clark@dot.ohio.gov](mailto:Beth.Clark@dot.ohio.gov). Please contact me or send me a copy of the approved legislation by February 15, 2017.



# US & State Bike Route Designation Maps - Hancock County



City Boundary	<b>Other Routes</b>
<b>Route Designation Type</b>	<b>Roads by Type</b>
SR Designated	Interstate Route
SR Proposed	United States Route
US Designated	State Route
US Proposed	County Road
	Township Road

Date: 12/9/2016

0 1 2 4 6  
Miles

**OHIO DEPARTMENT OF TRANSPORTATION**  
Division of Planning  
Office of Program Management

**ORDINANCE NO. 2017-009**

**AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS IN ACCORDINANCE WITH THE 2017 CAPITAL IMPROVEMENT PLAN, APPROPRIATING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.**

BE IT ORDAINED by the Council of the City of Findlay, State of Ohio, two-thirds (2/3) of all members elected thereto concurring:

SECTION 1: That the Service-Safety Director of the City of Findlay be and he is hereby authorized to advertise for bids where necessary pursuant to law and enter into contracts for construction of various projects as set forth in the capital improvements program for the year 2017.

SECTION 2: That to pay for the costs of said equipment purchases and project construction there is hereby appropriated and transferred the following sums:

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 99,000.00
TO:	City-Wide Pavement Condition Assessment <i>Project #32870500</i>	\$ 99,000.00

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate said funds so that this project may proceed expeditiously.

WHEREFORE, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED \_\_\_\_\_