



Planning & Zoning Commission Meeting
Tuesday, August 11, 2020 - 6:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Public Comment on items not on agenda
4. Approval of Minutes
 - a. July 28, 2020
5. Interim Design Guidelines
 - a. Draft Resolution 2020-XX
6. Zoning Inspector
 - a. Inspector Report
7. Other Business
8. Adjourn



Planning & Zoning Commission
Tuesday, July 28, 2020 - 6:30 PM
MINUTES

1. Call to Order

Chairman Ryan Green called to order the Planning and Zoning Commission meeting for July 28, 2020 at 6:35 p.m.

2. Roll Call

Present - Ryan Green, Jesse Coppel, Benjamin Lee, Ron Danne, Jon Merriman
Absent - None

Staff present - Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Marvin Block - Council member, Teresa Monroe - Clerk of Council

Public present - Sean Staneart

3. Public Comment

1. Sean Staneart said he will be forwarding an article on street trees with walking paths and the added value they bring.

4. Approval of Minutes

a. July 14, 2020

ACTION: Benjamin Lee moved to Approve as written; Ryan Green seconded and all were in favor.

AYES: Ryan Green, Ron Danne, Jesse Coppel, Benjamin Lee, Jon Merriman

NOES: None

ABSTAIN: None

Passed 5 - 0

5. Comprehensive Plan

a. Plan Draft

Previously, extensive comments were taken from the public and the Board, edits have been incorporated into the current draft. Conversation tonight continued on the Future Land Use Map; commission members, staff and public present discussed areas on the map and expressed desires for zoning district locations they would like to see within the municipal boundary as well as at the half and one-half mile boundaries. Ms. Klimchak will edit items as directed by the Board.

Park Plan / Bike path plan would be a separate Parks and Rec plan.

Mr. Lee prompted discussion on Design Review Standards and concern that if this Comprehensive Plan draft replaces the Strategic Plan, there will be no design standards in place until the new ones are completed by the third party. Mr. Lee suggested that if the Board is confident with the plan as it is and votes to pass this draft along to Council, that in two weeks they also consider a stand alone design review document that is pulled out of the Strategic Plan to act as a place holder so as not to lose any enforce-ability. Bailey said she could pull out those design standards and put into separate legislation that would state they will be in effect until the new design standards are passed. There was continued review of the rest of the draft document; Mr. Lee noted two potential conditions for consideration tonight 1) the updates to the document and maps as discussed 2) consideration for Council to pass the Interim Design Guidelines and the Comprehensive Plan at the same time. Board members expressed they were comfortable with Ms. Klimchak making all edits discussed tonight and moving forward.

b. Legislation

ACTION: Ron Danne moved to send the comprehensive plan draft forward to council with the condition that recommendations from 7/28/20 be included; Ryan Green seconded and the vote was as follows:

AYES: Benjamin Lee, Ryan Green, Ron Danne, Jesse Coppel, Jon Merriman

NOES: None

ABSTAIN: None

Passed 5 - 0

6. Other Business

1. Bailey notified the Board that an annexation petition had been received for the Michelson property and that Council will consider the services resolution; Ms. Klimchak reviewed the process for the Board.

2. Zoning Inspector Jim Blair provided updates on specific zoning violations that the Board inquired about.

3. Mr. Block asked for an update on the dump site and parking lot on Track Street. Mr. Blair said he has had a conversation with the A-1 dumpster gentlemen and is awaiting direction from the Village Manager and Village Law Director, he said right now it is in a holding zone. Chairman Green asked for background on the issue at this property; Mr. Block said the guy bought two acres and is bringing smaller dumpsters in and transferring them to larger dumpsters, then taking them out of town and using College and John Streets which were previously closed but he has graveled and opened them back up, put a fence up, and the company putting the underground in was supposed to do something with their parking lot a long time ago and they have never done anything, and dust just rolls out of there when the trucks go in and out. Mr. Blair said they are operating without a zoning permit and it has become a legal issue. Mr. Green said he is basically operating

an illegal refuse dump. Ms. Klimchak said that parcel back there is trouble all around, even without the dumpsters, because it doesn't have frontage on a street, the lot split was done a long time ago and probably never should have been done; this is the reason we require frontage, because now we have problems with this lot; the only way they can get into their property is to cut through someone else's property. Mr. Blair said it goes across the parking lot of the school bus supply business and according to our code, an operating business has to have a paved driveway and he would be paving a path across someones property. Mr. Blair said they did not have addresses, we did assign addresses due to the fact that there are people there now, addresses were assigned for the 911 office and the police department. Mr. Coppel said so you had to pick a road to assign them for an address when he doesn't even have a road; Mr. Blair said that's correct, he does not have frontage on any road.

4. Ron Danne asked if there was any update on the Leafy Dell landscaping and trees that were torn out; Mr. Blair said he did not but would likely be fall before any plantings were replaced.

5. Mr. Block said he is not satisfied with the answers on the parcel back there (continued from item three) and he will talk to the solicitor about it. Bailey Klimchak said she and Jim could not really take legal action without the advisement of legal counsel and the Village Manger. Mr. Block said we will discuss at next council meeting, he said he came through the channels he was supposed to, when he discussed the dumpsters in person with Ms. Klimchak she said it was legal as long as he put concrete down and there has never been any concrete put down and he is not adhering to the setback between commercial and residential, thirty foot. Ms. Klimchak said she knows, and she and Jim are working on sending him a letter and possibly taking legal action, but she cannot get that started until she has the advisement of our legal counsel and Village Manager; she said she does not have the power to take him to court yet. Mr. Block said that's fine, we will discuss it at next council meeting. Mr. Green said this is an important issue they need to look at and sounds like they will probably work together with Council on it.

7. Adjourn

ACTION: Ryan Green moved to Adjourn; Jesse Coppel seconded and all were in favor.

AYES: 5

NOES: None

ABSTAIN: None

Passed 5 - 0

The meeting adjourned at 8:38 p.m.

VILLAGE OF JOHNSTOWN, OHIO



RESOLUTION 2020-XX

A RESOLUTION TO ADOPT THE PROPOSED INTERIM DESIGN GUIDELINES AS PRESENTED

WHEREAS, the Johnstown Comprehensive Plan will replace the 2012 Strategic Plan update and 2006 Strategic Plan as the official statement of Village Council policy concerning the future development of the Village of Johnstown; and

WHEREAS, the Village of Johnstown is in the process of developing and adopting Design Standards and Guidelines for the Village; and

WHEREAS, the Johnstown Comprehensive Plan does not include Design Guidelines; and

WHEREAS, the Village of Johnstown will use the following Interim Design Guidelines to provide direction to Village agencies, other public agencies, private individuals, and organizations as they prepare for development and construction; and

WHEREAS, the Interim Design Guidelines will be replaced with the completion and adoption of the Village of Johnstown Design Standards and Guidelines; and

WHEREAS, at the August 11, 2020 Planning and Zoning meeting, the Commission voted X-X in favor of forwarding to Village Council for review and approval.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF JOHNSTOWN, COUNTY OF LICKING, STATE OF OHIO; A MAJORITY OF THE MEMBERS CONCURRING THAT:

Section 1: That the interim guidelines as approved at the August 11, 2020 Planning and Zoning meeting; public hearing with any amendments finalized by the Village Council on _____ be adopted as the Interim Design Guidelines for the Village of Johnstown.

Section 2: It is found and determined that all formal actions of this Village Council, concerning and relating to the recommendation of adoption of this Resolution, were approved in an open meeting of this Village Council, and that meetings resulted in such formal action where meetings were open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code, and the Charter for the VILLAGE OF JOHNSTOWN.

Introduction/Public Hearing/Vote:

By:

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe
Clerk of Council

Yazan Ashrawi
Law Director

Interim Design Guidelines

Commercial Design Guidelines

Purpose of the Commercial Design Guidelines

The Village of Johnstown recognizes the importance of a strong employment base. As such, the Village has crafted these guidelines to promote quality site planning and building design, which encourages physical investment for the employment base to maintain regional and national economic competitiveness. They provide direction for development in order to achieve a built environment that is in harmony with the natural setting, relates to adjacent properties, and provides a comfortable, distinctive, and stimulating employment environment. These guidelines are designed to guide and monitor development of individual sites and buildings, roadways, landscaping, and all other site improvements, in order to guarantee excellence and innovation in design.

The guidelines should not limit imagination, innovation, or variety, but rather assist in focusing on design principles which can result in integrated, contextual sensitive, innovative and sustainable project designs. These design guidelines encourage property owners, tenants, and Village officials to effectively work together as new construction and redevelopment occurs to ensure design consistency. These guidelines are flexible to allow a wide variety of alternative development concepts with the intent to ensure excellence and innovation in design.

Commercial Design Guidelines

The following is a list of the different design principles incorporated

- A. Coordinated site design
- B. Use of interconnected naturalized stormwater management features such as rain gardens, green roofs, bioswales, and bio-retention basins
- C. Consistency in architectural design and building materials
- D. Use of shared parking lots broken into smaller, connected lots that employ landscape screening, transitions, and buffers
- E. Incorporation of plazas and courtyards
- F. Use of indigenous landscape and features
- G. Loading and service areas located in groups on the sides or rear of the buildings and screened with the use of fencing, landscaping, or walls
- H. Avoid monotony of expansive exterior walls by incorporating relevant architectural features

Residential Design Guidelines

Purpose of the Residential Design Guidelines

The fundamental purpose of these proposed Residential Design Guidelines is to promote good residential design throughout the Village of Johnstown. It has often been said that "beauty is in the eye of the beholder" and that dictating certain architectural styles is futile due to the fact that architectural taste is inherently subjective. While architectural taste and styles clearly change with the times, certain architectural standards are timeless and transcend the ages. Architectural concepts like proportion, balance, symmetry and harmony are as relevant today as they were in the infancy of the Village.

Importance of 360 degree Architecture

All residential architecture should incorporate some of the same materials and designs that are used on the front elevation on the side and rear elevations. The form of the design shall be continuous around the building, including the exterior materials. Architectural interest can be added to elevations by using a couple of simple techniques, for example:

- A. If brick or stone is used on the front elevation, use brick or stone on any chimney that may be located on the side or rear elevation.
- B. If brick or stone is used on the front elevation, incorporate a three (3) foot watertable of brick or stone around the sides and rear or alternatively, in a mass at key points.
- C. Any brick or stone that is used on a front elevation shall minimally incorporate a return around the corners of any homes. This will avoid the impression of having merely a veneer of brick or stone on the front elevations. A return should have a minimum width of two (2) feet and terminate as a change in plane.
- D. Use brick or stone on all four elevations of the first floor of any single home. Two or less siding types should be permitted.

Quality of Materials

Single-family homes should incorporate brick or stone when it is consistent with the vernacular design of the house. When not appropriate, in lieu of using standard vinyl siding on any elevation, the following materials should be used whenever possible:

- A. When appropriate from a design perspective, single-family homes that incorporate more than 50% masonry on the front elevation should incorporate a minimum of 25% masonry on the side and rear elevations. Brick treatments on the sides and rear should be in the form of a wainscot.
- B. In lieu of using standard vinyl siding, the use of cedar clapboard, cedar shingles, or fiber-cement composite board should be considered. Any vinyl product that is used on a single-family home should be an architectural grade vinyl siding with foam backed trim and corners boards or equal.

Integrity of Materials

The usage of materials on single-family homes should be historically consistent with the vernacular design that is chosen by the developer. The Village of Johnstown promotes the reintroduction of original materials as they were commonly used in home construction throughout the region in the pre-war years.

Massing of Building Components

- A. New residential developments in the Village of Johnstown should take great care in the design as it relates to the massing and composition of single-family homes. Care should also be taken to ensure the scale of new homes is not obtrusive to existing housing stock. Consistent with the Village's historical core and the existing rich diversity of architectural styles, new residential development should take extensive efforts in ensuring that there is a relationship between the composition and the massing of a single-family home. Façade compositions, especially the placement of windows are closely related to building massing.
- B. The placement of windows should not only be consistent with the massing of the house, but also should be consistent with the particular architectural vernacular that is chosen. The existing architecture of the Village's historical core exhibits the traditional methods of window

placement. Traditional methods in window placement and treatments should be used in all future single-family residential development in the Village.

- C. In addition to the critical importance of window placement, another architectural element that will influence the design and overall appearance of a single-family home is the selection of roof style and proposed pitch of the roof. Extensive efforts should be made to ensure that there is a relationship between the massing of a building and the roof that is chosen for the structure.

Window Placement

It is critical that home builders in the Village of Johnstown avoid the appearance of "punch out windows" on all four elevations of any single-family home. Windows should be placed on all four elevations. Blank walls with no windows are strongly discouraged. Windows should be aligned where possible. Additionally, great care should be given to the placement of windows and the window fenestration used. The style of the windows should be dictated by the architectural style of the house.

Where appropriate, shutters should be used. If shutters are appropriate, they should be sized and mounted as if operable. Shutters should be avoided on double or triple hung windows. If shutters are used on the front elevation, they should be carried over to the side and rear elevations where appropriate.

Windows without shutters should have a minimum 3.5" trim on all four sides of the window.

Doors and Door Placement

Door placement, door style, and color should all reflect the vernacular style of the house. Door styles should be used in a manner that emphasizes the front entry and de-emphasizes the garage and service door. Generally, door placements should be centrally located and placed in balanced manner with respect to window placement. In addition to proper location, doors should serve as prominent architectural features.

Garage Location and Design

Too often the placement of garages defines the character of a residential streetscape. To avoid the scenario of long streetscapes dominated by endless number of projecting garages, great care and thought should be given to the placement and design of garages. Consistent with a planned development, a minimum percentage of the garages in any individual subdivision should be side loaded. A garage can be considered side load if it is turned perpendicular to the street at an angle of 60 degrees or greater. Additionally, to avoid the creation of streetscapes dominated by long lines of "snout houses," garages should be recessed or project no more than a certain distance from the main structure of the house. Based on the aforesaid design goals, the following design guidelines should be used in the placement and design of garages:

- A. A minimum of twenty-five (50%) of the garages in any given subdivision phase should be side loaded or rear loaded. "Courtyard" style garages are allowed. This calculation includes corner lots which should always load from the side street.
- B. With the exception of side- loaded garages, no garage should project more than five (5) feet from the front of the house or porch that is closest to the street.
- C. The intermix of side loaded garages into streetscapes can prevent the of domination of continuous garage doors

- D. A minimum of twenty-five (25%) of the garages in any given subdivision phase should be set back at least five (5) feet from the front elevation of the house.
- E. A minimum of fifty (50%) of the garage doors that can be seen from the street shall incorporate either glass panel windows or individual bay doors.

Use of Porches

The use of porches on front elevations is strongly encouraged when architecturally appropriate. Generally, porches should have a minimum depth of between six (6) to eight (8) feet and should be constructed in a manner where they are fully useable. With respect to the construction of porches, the style of the porch or posts should be architecturally consistent with the vernacular style of the house. Each porch element should be clearly expressed, including the deck platform, railings, columns, headers, porch ceiling, soffit, fascia, gutter, and roof.

Use of Dormers

The use of dormers along the front elevations to provide additional architectural interest to rooflines is strongly encouraged where architecturally appropriate. Dormers should be habitable and have symmetrical gable, hip, shed, or curved roof forms. Dormers that have no functionality and are only used for cosmetic purposes are discouraged. The body of a dormer should be vertically proportioned, and the window within the dormer should be proportioned and balanced when compared to the windows in the floor below.

Lighting and Address Identification

Another architectural element that helps provides additional interest and character to individual homes is creative use of exterior lighting and address marker placements. Light fixtures should be consistent with the architectural style of the neighborhood and the house. All exterior lighting should be "down" or "area" lighting. All light sources should be white (no color lighting) and no overspill should occur on any abutting residential neighbor. All exterior lighting should be shielded to conceal any glare. Tree-up lighting should be concealed in shrubs.

In addition to exterior lighting, each individual home should incorporate an address identification that is constructed out of quality materials. If brick is used on the front elevation, a stone address identification marker should be located adjacent to the front entrance or over the garage door.

Streetscape Design

A fundamental element of good residential design is the focus on good street design. Good street design should place considerable emphasis on the relationship between building, streets, non-motorized traffic and dedicated open space. Long straight streets should be avoided. All designs must conform to AASHTO (American Association of State Highway and Transportation Officials) standards.

Greenway Connections

An element that is important is the creation of a network of greenways or good pedestrian connections throughout a residential subdivision. These greenways should incorporate extensive landscaping and often include benches and special lighting treatments. These greenways should connect to neighborhood parks.

Boulevard Design

The PUD Design Guidelines promote the incorporation of wide usable boulevards. The design guidelines further go on and encourage the placement of boulevards at major entrances or on collector streets. To create a more interesting design these boulevards often terminate at a terminal vista of open space or a key architectural structure.

Chimneys

Ideally, exterior (projecting) chimneys should be finished brick or stone, although stucco finish may be appropriate on a stucco house. The use of cantilevered "dog-house" chimneys is strongly discouraged.

Roofs

Roof pitches should be min 7/12 unless a lower pitch is appropriate for the architectural style. Front-facing gables exceeding 10/12 pitch are strongly encouraged for most house styles. If using asphalt shingles, they should be minimum 25-year "dimensional" or better.

VILLAGE OF JOHNSTOWN, OHIO



July 2020 Zoning Inspector Report

July 1, 2020 through July 31, 2020

68 Greenstick Way issued a Zoning Permit for new sunroom to be built over a deck platform.

103 Parkdale received a call from a homeowner asking for information about shed permits and placement.

322 Middleburn contacted the property owner about his street trees, the trees have grown enough that they are blocking the view of the stop sign on Middleburn at Hanebrink. He did not return my call but he did trim the trees.

122 Parkdale received a complaint, that at this property there was a small fence enclosure with several large blue drums and the owner worked on cars and dumped fluids into the drums. I visited the property and then contacted the owner. There are 3 drums 2 empty and one he uses to dump oil in. This is acceptable.

Contacted a property owner in Post Office Alley about weeds around his properties.

181 S Oregon inspected and approved post holes for a new fence. Also received a complaint about a neighbor property, pending.

Yard signs, removed 8 yard signs from around the Village all in the right away.

195 Crestview while inspecting a fence in this area this property was close and is a mess. Certified letter sent to the property owner.

309 Green Acres issued a final Occupancy permit for another new Maronda home.

172 W Jersey approved a Zoning permit for a large professionally installed pool after investigating the design and safety features.

264 Elm the property had two disabled vehicles, mailed a certified letter to the property owner, he corrected the situation.

117 E Coshocton approved a temporary fence to be used for dog training.

181 S Main this is a shared driveway and the owners hired a contractor to tear out the existing concrete approach and part of the sidewalk. After several inspections the new approach has been installed.

18 S Main in the rear there is a pile of overstuffed furniture and junk, I have been working with the business owner to get it hauled away, and it is a financial issue.

210 Autumn Leaves Way received several complaints and safety concerns about this property that the homeowner is renting rooms and has a person sleeping in his garage. Mailed him a certified letter that he lives in a Single Family Home neighborhood and renting rooms is not permitted. He did call and denied renting rooms; he also stated he is suing his neighbors and me for contempt and harassment. Update: he has sold his house and is moving.

100 Saratoga pick-up truck parked in the center of the front yard, the driveway was empty. When approached the owner cooperated and moved the truck.

198 S Oregon weeds and junk, this is a rental contacted the property owner and he has cleaned it up.

Yardner St Tara Park Estates contacted the owner about the overgrown bushes bordering their property on Yardner. They have been trimmed back.

Grassy Knoll, a resident called there is a Leafy Dell retention pond behind his house for storm water collection. The pond inlets are now running with muddy water. This was reported to the Service Director, we believe the muddy runoff is due to the excavation work at the new Firestation on E Coshocton.

481 Tyler Station the homeowner has concerns about a storm water catch basin behind his home that is packed full of mud. When there is a hard rain the area around the drain backs up with water. The issue was reported to the Service Department.

Certificate of Occupancies issued for four new Pulte homes.

506 Pheasant Ct

506 Pheasant Ct

429 Fox Drive

202 Red Fox Ct

314 Green Acres issued a deck permit for a 252 square feet deck, requires a Licking County Building permit and inspections.

314 Green Acres issued a fence permit. The family called for the posthole inspection. When I arrived the post were already installed and set in concrete. The family members did the work themselves. Due to a language barrier they misunderstood the inspection process and were very confused. They have just moved to Johnstown and purchased a Maronda spec home, their teenage daughter had translated the fence application, and the family was very apologetic after she explained their mistake to her mother and father. I approved the installation.

370 W Coshocton approved the Johnstown Dental Care replacement or their sign face, using size with the same frame.

421 Fox Drive issued permits for another Pulte home value \$304,729.

426 Fox Drive issued permits home value \$339,552.

144 Ridgeview at Sunset a white Jeep with flat tires and expired tags setting on Sunset, gave the information to JPD, the vehicle has been removed. The property is much neglected, mailed a certified letter listing the property maintenance violations; the owner has contacted me and started making improvements. He plans to have a new driveway installed, remove a carport, trim trees, remove brush and replace the gutters as needed.

79 Pratt the yard is very weedy and neglected this is a rental property, notified the owner.

140 Ridgeview has some missing roofing, this is a rental, contacted the owner he is cooperating and has hired a roofer to replace the entire roof. He is on their schedule.

136 Ridgeview sent a certified letter to the owner, the gravel driveway is a hole with mud, there is a junk riding mower, overgrown trees and he stores his trash cans in the front yard. He has contacted and we discussed these issues, not sure what to expect at this time, pending.

287 S Williams at the corner of Elm St, large trees with multiple limbs overhanging into the street on Elm, blocking the stop sign. The rear and side yard has a privacy fence with missing boards and an invasive vine along with poison ivy has taken over the fence inside and outside. Looking through the fence the rear and side yard is overgrown with large brush plants and poison ivy it has not been mowed in many years. Mailed a certified letter to the property owner. After receiving the letter he contacted me, he has trimmed the trees, has started to clear the brush in the backyard, removed the invasive vine and plans to replace the privacy fence.

72 S Williams mailed another certified letter to the property owner this is a rental with an out of town owner. He is very difficult to contact. I plan to take him to court; the property is a mess, overgrown trees, shrubby, weeds and grass trees growing in the gutters.

79 S Pratt received a call from the property owner, he said his neighbor came into his yard and cut down his bushes, when he approached him about it he said he was given the okay from the Zoning Inspector, I have never met the man or spoken to him.

116 Bigelow issued a fence permit for a new Pulte home.

318 Middleburn issued a deck permit for very large deck; an L County building permit is required.

Raccoon Creek Estates vacant property received a complaint that the property needs mowing, contacted the property manager and the lots have now been mowed.

103 Parkdale issued a shed permit.

410 Buena Vista this is a new home built in 2019, they have been waiting to have the yard graded and seeded, and it has been completed.

408 Buena Vista another new home that the grading and seeding has been completed.

158 Commerce reminded the property owner to mow his vacant land beside his business, pending.

59 Concord Court received an email from a neighbor to this property. The green wire chain link fence has moldy 4x8' sheets of OSB board leaning on the fence. The OSB has been there a long time and is affecting water runoff. The purpose of the material leaning on the fence was to limit the view of their dog. The dog has a history of being very aggressive. The neighbor also asked if something could be

done with the dead trees in the fence row that overhang into his yard and drop limbs. A certified letter was sent to the homeowners about the OSB and trees.

Update: the OSB has been removed and will be replaced with green exterior material made for fencing. The dead trees are being removed and trimmed.

162 Pratt there is an RV trailer parked on the grass in the side yard; this is a rental with a past history of junk cars, boats and parking in the yard. Pending

650 W Coshocton this property is being considered as an assisted living home. A list of what would be required was sent to the contractor that was hired to investigate. A Conditional Use permit would be required. If purchased the building will be expanded.

306 and 308 Mandaric inspected and approved forms for public sidewalks and driveway approaches.

60 E Douglas issued a fence permit for a 4 rail and wire fence.

218 Weeping Willow Run issued a fence permit for 4' picket style fence and inspected the postholes.

105 Saratoga after several weeks of answering questions and working out set back details I approved a Zoning Permit to allow a new 24x24 garage to be built, this is a tight fit. This project also requires a Licking County Building permit and inspections. There are plans to add on to the back of the house pending.

318 Bottecchia approved a zoning permit for a new patio roof over and existing patio on a Neo Traditional home.

454 Tyler Station contacted the homeowner about a boat and trailer parked off his driveway in the grass. The boat and trailer have been moved to the driveway.

113 Bigelow issued permits for another new Pulte home value \$311,404.

500 Pheasant Ct issued permits for another new Pulte home value \$317,611.

Tyler Station and Central Station received a complaint about the pot holes on both streets. Explained to the homeowner why the streets could not be paved at this time. A work order was written to have the Service Department fill pot holes.

122 Bigelow issued permits for another new Pulte home valued at \$264,747.

310 and 312 Bontrager inspected and approved forms for public sidewalks and driveway approaches.

670 W Coshocton met with Thrope Automotive they are moving their business to this location and wanted to discuss a street sign and wall sign. The business name is also changing to Thrope Garage.

670 W Coshocton the four businesses at this location have been notified to put up temporary 32 square feet wooden signs. These signs will be allowed until the ODOT road project is completed. Once the roadwork is completed and a new right away is established the property owner intends to install a new multi-tenant sign structure listing each individual business.

83 E Pratt the property owner was taken to court due to property maintenance violations. The judge magistrate did not hear the case due to a conflict of interest. Afterwards I received a call from the Methodist Church Pastor to discuss the case. The Church plans to help out the individual. Pending

422 Fox Drive met with the property owners and several others in the area. Received several additional calls from residents in Red Fox Court. There are some ongoing drainage problems around their homes and within the area. Pending

Jim Blair

