



Safety & Service Committee Meeting
Tuesday, November 1, 2022 - 5:00 PM
AGENDA

1. Call to Order
2. Roll Call
3. Action on Minutes
 - a. August 3, 2022
4. Pratt Street Parking
 - a. Parking Recommendation
5. Weeping Willow Run Drive Street Parking - Resident comment from 9/6/22 Council
6. Concord Crossing East Secondary Ingress/Egress
7. Discussion - Food Truck Ordinance - Vendor request for review
 - a. Chapter 730
8. Discussion - Block Parties/Steve Dyer
 - a. City Permit Examples
9. Other Business
10. Adjourn



Safety & Service Committee
Wednesday, August 3, 2022 - 5:00 PM
MINUTES

1. Call to Order

Jon Merriman called to order the Safety and Service Committee meeting for August 3, 2022 at 5:01 pm

Members Present - Marvin Block, Doug Lehner, Jon Merriman

Absent - None

Staff present - Jack Liggett, Sean Staneart, Rusty Smart, Bailey Morlan, Chip Dutcher, Teresa Monroe.

Public present - John Postelwaite

2. Action on Minutes

a. May 4, 2022

b. July 5, 2022

ACTION: Doug Lehner moved to approve en bloc; Jon Merriman seconded and all were in favor.

AYES: Marvin Block, Doug Lehner, Jon Merriman

NOES: None

ABSTAIN: None

Passed 3 - 0

3. SR 37 School Crossing Safety

Discussion on a citizen concern for school children crossing State Route 37 and options to increase safety with younger children now crossing to the Intermediate school. Options discussed were additional crossing striping, stand-up pedestrian crossing signs, rapid flashing beacons, public service announcements, school and parent responsibility. Currently, the pedestrian crossing flashing lights run constant during before and after school hours, same as the school zone lights. Jack Liggett to investigate what it will take to have the push to flash button turned back on so it only activates when pressed and they will do some re-striping of the school zone.

4. Leafy Dell; Proposed Apartments

a. Sidewalk

City Planner Bailey Morlan said that currently the plans for the proposed apartments include a sidewalk in the public right-of-way all the way up Stonehedge Row Drive and along Parkdale to connect to Leafy Dell Road. The apartments will be required to put a

sidewalk in along their property from the end of the existing sidewalk on Stonehedge Row, the city has asked them to continue the sidewalk to connect to Leafy Dell Road. The condominium property owners have stated that they do not want the sidewalk installed along their property. Jack Liggett said for years he heard the aggravation and anger expressed that the sidewalk was not put in when the condos went in, it is not just for the condos, it is for the walkability of the entire development. The city has previously discussed how to get a sidewalk there, years ago, parents complained that children were trying to cross the road where the sidewalk ends or were walking through grass or snow or mud to get to school, the city did not have the money to pay for it and so they asked Coughlin to put the sidewalk in when they did their required portion. Committee recommendation to Council is to install the sidewalk.

b. Curb cut

Sean Staneart provided background and said that typically in the new ordinance there would be two forms of ingress/egress required for multi-family however, that was not in place before hand on this project so right now only one is required. Coughlin has proposed putting a curb cut off of Leafy Dell Drive, the current proposal is right in/right out, Sean Staneart said he would argue against the right in/right out. Committee discussion and review of options for ingress/egress and traffic flow, school traffic, as well as the potential for requesting a traffic or impact study.

ACTION:	Jon Merriman moved for a recommendation to council for two curb cuts and the sidewalk; Doug Lehner seconded and all were in favor.
AYES:	Jon Merriman, Doug Lehner, Marvin Block
NOES:	None
ABSTAIN:	None

Passed 3 - 0

Motion followed further discussion on a traffic study. Decision that the city will request that Coughlin do a traffic study.

5. Pratt Street Sidewalk

John Postelwaite, owner of Posty's Drive Through attended for discussion on Pratt Street. Said that an additional parking spot proposed on S. Main at Pratt is dangerous for vehicles turning from W. Pratt onto S. Main. Committee review of street images and discussion on Pratt Street parking relative to the new curb cut and garage entrance and Posty's Drive Through. Mr. Postelwaite said he would not have a problem with them (adjacent building owners) putting a mirror on the building if it will help them, if he can gain that second spot. Mr. Postelwaite said they have fifteen to twenty box trucks and fifteen to twenty-five sales people every week. He said he needs two spaces and then one at the very end, he thinks sixteen feet and its a 25 mph zone, if they want to do the mirror, he is fine with that. He worries about losing the extra space, they are already losing two. Rusty Smart said as far as his recommendation, the only thing he would be willing to change is the parking space on S. Main Street in front of the hardware store, for tonight, Mr. Postelwaite is wanting to add two parking spaces between SR 37 and the garage and one at the end. Jack Liggett said this is something different than previously decided with the adjacent building owners. Effort will be made to get both parties to the next meeting for discussion and decision.

ACTION: Jon Merriman moved to table this until the next meeting ; Doug Lehner seconded and all were in favor.

AYES: Merriman, Block, Lehner

NOES: None

ABSTAIN: None

Passed 3 - 0

6. City Event Guidebook and Permit; updates

Rusty Smart said the special duty wage has gone up and needs to be updated in the event guide book. Decision that approval should come from Council and will be brought up there.

7. Other Business

None

8. Adjourn

Jon Merriman moved to adjourn; Doug Lehner seconded and all were in favor.

Meeting adjourned at 6:30 pm



Date: 06-15-2022

Jack Liggett,

After analyzing the intersection, I have found the following that can be added or corrected.

- Yellow no parking line on South Main from the start of the crosswalk to the start of the first parking space – 45' 7".

I believe that with that space an additional 20' parking space can be added to both sides of the roadway of South Main, northbound, and southbound.

- Yellow no parking line on East Pratt Street is currently 17' 5".

To conform to the city crosswalk ordinance this yellow line needs to be extended an additional 2' 7" to have a total length of 20'.

- Space from yellow no parking to newly created garage located at 20 East Pratt Street is 56' 8" minus the 2' 7" would come to a total of 54' 1".

I believe that one 20' parking space can be placed at this location, closest to the yellow no parking line. There is not enough space to accommodate another parking space due to the garage needing line of sight to safely exit.

- Space from newly created garage to Post Office Alley is 33' 9".

I would recommend placing a 20' parking space in the center of the 33' 9" area to allow space for exiting of a residential garage and turning left onto Post Office Alley.

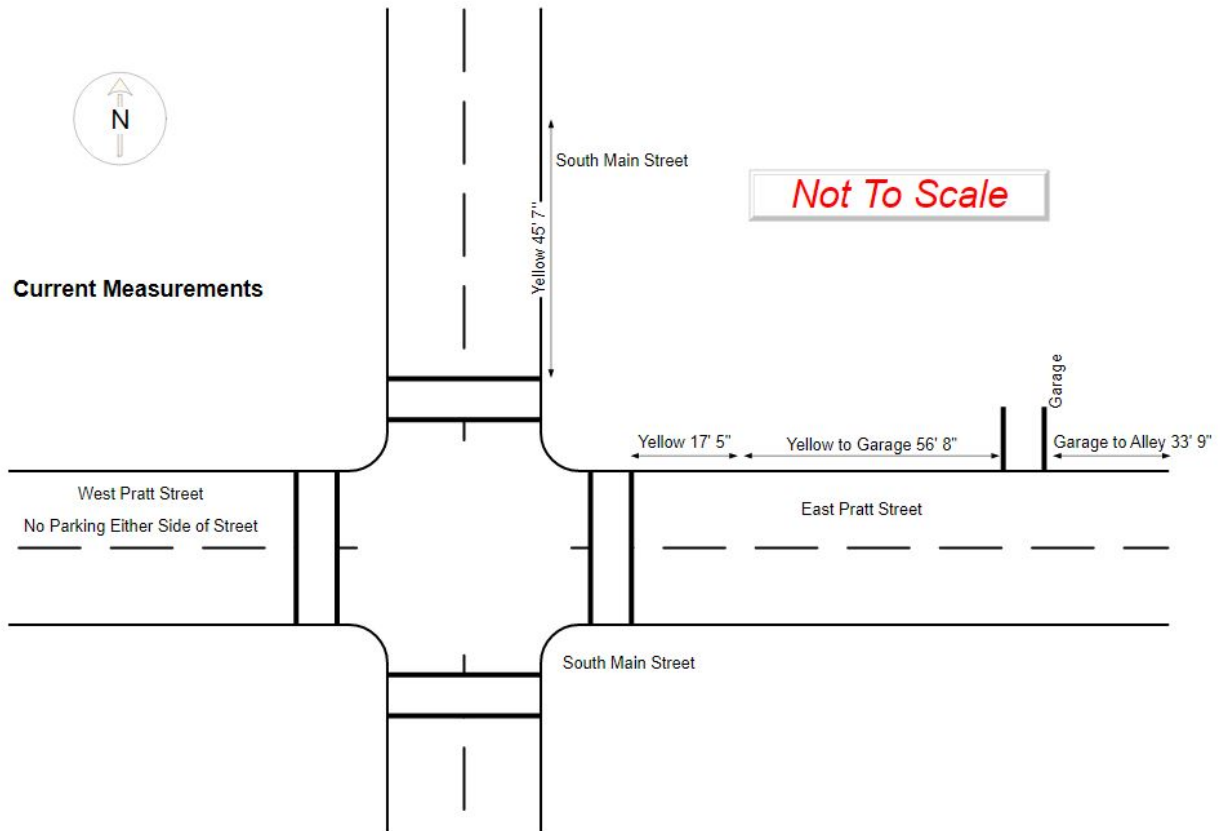
With this street being an extension of the downtown, these parking spaces should be dedicated with stripping and yellow in-between the spaces, so it is known where parking is acceptable. I have provided a map of current and recommended changes below along with the city ordinance.

Respectfully submitted,

Rusty A. Smart, Interim Chief

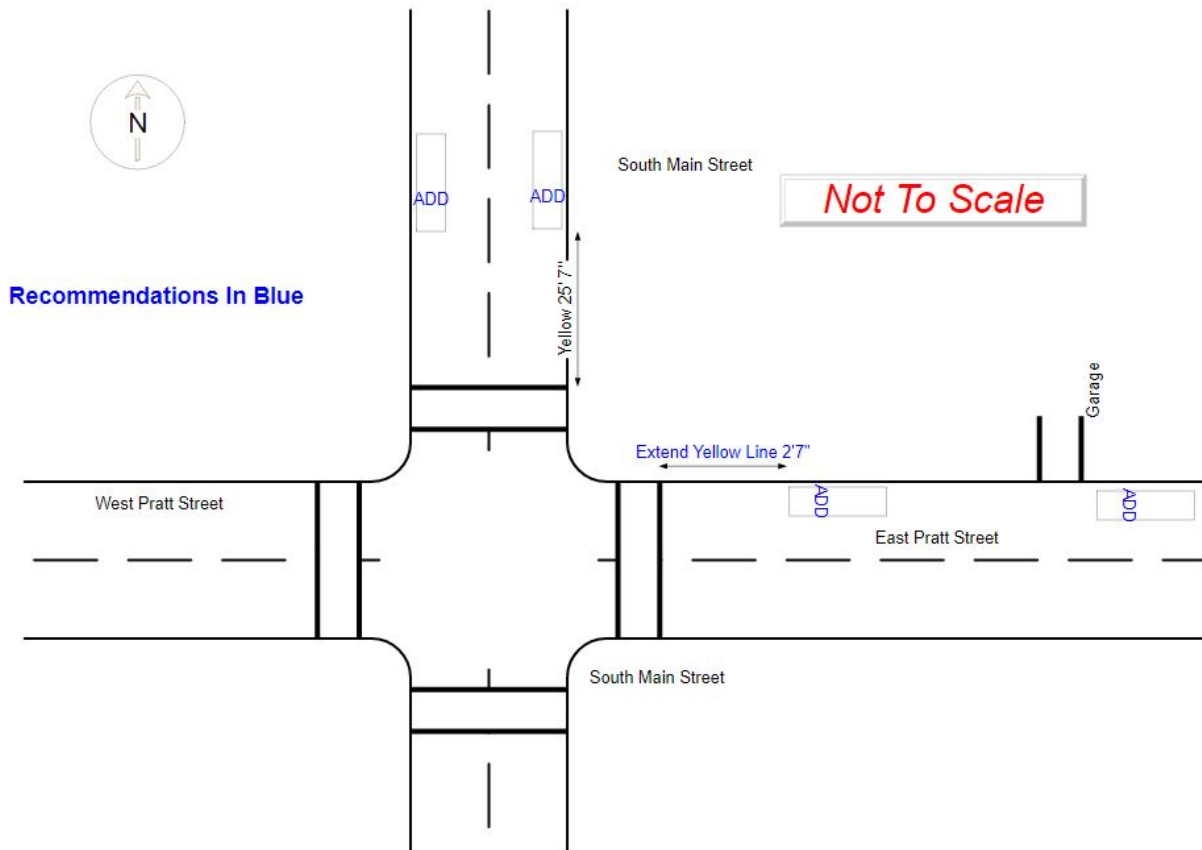


Current Measurements and design





Recommended Changes





351.03 PROHIBITED STANDING OR PARKING PLACES.

(a) No person shall stand or park a vehicle, except when necessary to avoid conflict with other traffic or to comply with the provisions of this Traffic Code, or while obeying the directions of a police officer or a traffic control device, in any of the following places:

- (1) On a sidewalk, curb or street lawn area, except as provided in subsection (b) hereof;
- (2) In front of a public or private driveway;
- (3) Within an intersection;
- (4) Within ten feet of a fire hydrant;
- (5) On a crosswalk;
- (6) Within twenty feet of a crosswalk at an intersection;
- (7) Within thirty feet of, and upon the approach to, any flashing beacon, stop sign or traffic control device; ***There is no longer a flashing beacon at this intersection.***
- (8) Between a safety zone and the adjacent curb or within thirty feet of points on the curb immediately opposite the end of a safety zone, unless a different length is indicated by a traffic control device;
- (9) Within fifty feet of the nearest rail of a railroad crossing;
- (10) Within twenty feet of a driveway entrance to any fire station and, on the side of the street opposite the entrance to any fire station, within seventy- five feet of the entrance when it is properly posted with signs;
- (11) Alongside or opposite any street excavation or obstruction when such standing or parking would obstruct traffic;
- (12) Alongside any vehicle stopped or parked at the edge or curb of a street;
- (13) Upon any bridge or other elevated structure upon a street, or within a street tunnel;
- (14) At any place where signs prohibit stopping, standing or parking, or where the curbing or street is painted yellow, or at any place in excess of the maximum time limited by signs;
- (15) Within one foot of another parked vehicle;
- (16) On the roadway portion of a freeway, expressway or thruway.

(b) A person is permitted, without charge or restriction, to stand or park on a sidewalk a motor-driven cycle or motor scooter that has an engine not larger than 150 cubic centimeters, a low-speed micromobility device, or a bicycle or electric bicycle, provided that the motor-driven cycle, motor scooter, low-speed micromobility device, bicycle, or electric bicycle does not impede the normal flow of pedestrian traffic. This subsection does not authorize any person to operate a vehicle in violation of Section [331.37](#), or any substantially equivalent municipal ordinance.

(c) Except as otherwise provided in this subsection, whoever violates this section is guilty of a minor misdemeanor. If, within one year of the offense, the offender previously has been convicted of or pleaded guilty to one predicate motor vehicle or traffic offense, whoever violates this section is guilty of a misdemeanor of the fourth degree. If, within one year of the offense, the offender previously has been convicted of two or more predicate motor vehicle or traffic offenses, whoever violates this section is guilty of a misdemeanor of the third degree.

(ORC 4511.68)

351.03 PROHIBITED STANDING OR PARKING PLACES.

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- (5) On a crosswalk;
- (6) Within twenty feet of a crosswalk at an intersection;
- (7) Within thirty feet of, and upon the approach to, any flashing beacon, stop sign or traffic control device;
- (8) Between a safety zone and the adjacent curb or within thirty feet of points on the curb immediately opposite the end of a safety zone, unless a different length is indicated by a traffic control device;
- (9) Within fifty feet of the nearest rail of a railroad crossing;
- (10) Within twenty feet of a driveway entrance to any fire station and, on the side of the street opposite the entrance to any fire station, within seventy- five feet of the entrance when it is properly posted with signs;
- (11) Alongside or opposite any street excavation or obstruction when such standing or parking would obstruct traffic;
- (12) Alongside any vehicle stopped or parked at the edge or curb of a street;
- (13) Upon any bridge or other elevated structure upon a street, or within a street tunnel;
- (14) At any place where signs prohibit stopping, standing or parking, or where the curbing or street is painted yellow, or at any place in excess of the maximum time limited by signs;
- (15) Within one foot of another parked vehicle;
- (16) On the roadway portion of a freeway, expressway or thruway.

(b) A person is permitted, without charge or restriction, to stand or park on a sidewalk a motor-driven cycle or motor scooter that has an engine not larger than 150 cubic centimeters, a low-speed micromobility device, or a bicycle or electric bicycle, provided that the motor-driven cycle, motor scooter, low-speed micromobility device, bicycle, or electric bicycle does not impede the normal flow of pedestrian traffic. This subsection does not authorize any person to operate a vehicle in violation of Section 331.37, or any substantially equivalent municipal ordinance.

(c) Except as otherwise provided in this subsection, whoever violates this section is guilty of a minor misdemeanor. If, within one year of the offense, the offender previously has been convicted of or pleaded guilty to one predicate motor vehicle or traffic offense, whoever violates this section is guilty of a misdemeanor of the fourth degree. If, within one year of the offense, the offender previously has been convicted of two or more predicate motor vehicle or traffic offenses, whoever violates this section is guilty of a misdemeanor of the third degree.

(ORC 4511.68)

CHAPTER 730 Food Truck Standards

- 730.01 Definitions.
- 730.02 Permit required for operation.
- 730.03 Application for permit.
- 730.04 Operating requirements.
- 730.05 Special events and public events, permits not required.
- 730.06 Operation on private property.
- 730.07 Expiration and renewal of permit.
- 730.08 Transfer of permit prohibited.
- 730.09 Permit suspension, revocation.
- 730.10 Appeals.
- 730.11 Severability clause.
- 730.99 Penalty.

730.01 DEFINITIONS.

(a) "Event Holder" means a person, group, or organization responsible for the hosting or operation of a Permitted Event.

(b) "Food" shall mean a raw, cooked or processed edible substance, ice, beverage, or ingredient used or intended for use or for sale in whole or in part for human consumption.

(c) "Food Service Operation" means, for the purposes of a food truck permit, a place, location, site, or separate area where food intended to be served in individual portions is prepared or served for a charge or required donation. As used in this division, "served" means a response made to an order for one or more individual portions of food in a form that is edible without washing, cooking, or additional preparation and "prepared" means any action that affects a food other than receiving or maintaining it at the temperature at which it was received.

(d) "Food Truck" means a licensed, motorized vehicle or mobile food unit which is temporarily located on a premise to sell food items to the general public.

(e) "Hard Surface" means an area paved with concrete, asphalt or other similar products or combination of products

(f) "Health License" means an official document issued by a department of health pursuant to Section 3701 of the Ohio Revised Code. Such document shall be an annual health license.

(g) "Ice Cream Truck" means motor vehicles from which ice cream, popsicles, ice sherbets, frozen desserts or other similar items are sold.

(h) "Food Truck Permit" means an official document issued by the Village Manager or Designee authorizing operation of a food truck within the corporate limits of the Village of Johnstown.

(i) "Non-Incorporated Children's Stands" shall mean a non-incorporated business that is commonly owned and operated by a child or children to sell lemonade or other beverages (e.g. iced tea, coffee, hot chocolate, etc.) and snack foods (e.g. cookies, etc.)

(j) "Permit Period" means the duration of the approved permit.

(k) "Public Event" means any public activity or gathering or assemblage of people, other than a special event, that is open to the general public for admission, requires payment for entrance, attendance or participation, and requires the issuance of a health license or temporary health license pursuant to Ohio Revised Code 3717.01 for participating mobile food vendors. "Public event" includes, by way of example and not by way of limitation, a sporting event at an arena or stadium, a state fair, a concert, or a theatre production.

(l) "Revoke" means to terminate all rights or privileges under a food truck permit for a period not to exceed ninety (90) days after which the individual must reapply for a permit.

(m) "Special Event" means any activity or gathering or assemblage of people upon public property or in the public right-of-way for which a street closure, race event, parade permit, community market, or other like permit has been issued by the Village of Johnstown.

(n) "Suspend" means to temporarily deprive a permittee of rights or privileges under a permit for a period not to exceed ninety (90) days.

(o) "Vending" shall mean the sale of food to a person who is the ultimate consumer. Such sales do not include those from a vending machine, as defined in Ohio Revised Code 3717.01(L).

(Ord. 20-2019. Passed 10-31-19.)

730.02 PERMIT REQUIRED FOR OPERATION.

(a) No individual or organization shall operate, or cause to be operated, any food truck within the corporate limits of the Village of Johnstown without a current and valid Food Truck Permit and applicable health license issued in accordance with laws, rules and regulations established in the Ohio Revised Code, the Ohio Administrative Code, or the Village of Johnstown Codified Ordinances, whichever is applicable.

(Ord. 20-2019. Passed 10-31-19.)

(b) Food trucks, to be located on public property, that only operate as part of a Village permitted special event or public event shall not require a food truck permit. Such units must still comply with any health licensing requirements of the State of Ohio and register with the Village that they are doing business inside the municipal limits.

(Ord. 27-2020. Passed 10-6-20.)

(c) Nothing in this chapter shall be construed as superseding, supplanting, or otherwise replacing any duty imposed by Ohio Revised Code Chapter 3701 or 3717, or rules or regulations promulgated thereunder, upon an application for a health license, or upon a department of health in the conduct of its responsibilities relative to food trucks.

(d) The Village Manager or Designee has the right and authority to issue permits on a Special Permit basis in certain specified district within the corporation limits of the Village of Johnstown upon which additional conditionalities - relative to any part of this ordinance - can be levied due to the nature and location of said districts. Strict adherence to these conditionalities are required and any deviation from noted amendments to a typical permit are considered grounds for license revocation. (Ord. 20-2019. Passed 10-31-19.)

730.03 APPLICATION FOR PERMIT.

(a) An application for a Food Truck permit must be submitted by the owner of the unit or owner of the business to the Village Manager or Designee. A separate application must be submitted for each unit. Application for a Food Truck permit shall be on a form prescribed by the Village of Johnstown and shall substantially comply with subsection (b) of this section.

(b) Application for a Food Truck permit shall be made under oath and shall contain the following information and/or material:

(1) Name, permanent address, telephone number(s), electronic mail address, and a copy of driver's license for owner and operator (if different from owner);

(2) Business name or DBA, permanent address, and telephone number, if different from the owner information;

(3) Proof of Ohio Department of Taxation Transient Vendors License, if required by State law;

(4) A physical description of the unit proposed to be permitted for food service operation;

(5) Current and valid state vehicle registration information for the unit proposed to be permitted for food service operation;

(6) Proof of a current and valid license issued by a department of health pursuant to Ohio Revised Code to conduct retail food operations.

- (7) Complete listing by type or category of the food items to be sold or offered for sale.
- (8) Federal Tax Identification number or Social Security Number if no Federal Tax Identification number is available. If the applicant is not current and compliant in the payment of any taxes on payroll and net profits, proof that the applicant has entered into an agreement to pay any delinquency and is abiding by the terms of the agreement at the time such proof is submitted;
- (9) Proof of a filing number or exemption from the Ohio Department of Taxation;
- (10) Affirmation that, upon issuance of a permit, the applicant will provide to the Village Manager or Designee written documentation of any change in the information required by this chapter, as well as written documentation of any modification, damage, destruction, or decommissioning of the unit, within fifteen (15) calendar days of any such change or prior to the applicant's next operation of the unit within the Village. Upon issuance of a food truck permit by the Village Manager or Designee, the applicant becomes solely responsible for submission of current certificates which extend or renew permits, licenses or insurance coverage required as a condition of issuance of the food truck permit. Failure by the applicant to maintain such information current and correct shall be cause to revoke the food truck permit.
- (11) Location of the proposed business and a letter of authority from the location property's owner shall be submitted with the application.
- (12) Proof of liability and property damage insurance. Limits of such coverage shall be not less than \$300,000 for push carts and pedi-carts and not less than \$1,000,000 for food trucks and trailers.
- (13) Verification that proper fire suppression devices are in good working order and readily available in case of emergency.
- (14) Payment of a food truck permit:
- A. Daily permit: \$10 per operating day
 - B. Monthly permit: \$50 per operating month
 - C. Annual permit: \$200 per operating year
- (c) The Village Manager or Designee must examine all applications for a Food Truck permit under this chapter and make, or cause to be made, any further investigation into the application as is deemed necessary in order to make a determination regarding the application within thirty (30) days of initial submission.
- (d) The Village Manager or Designee shall provide a written determination to each applicant. If a complete application for a Food Truck permit is not approved, any reason(s) for that determination must be provided to each applicant in writing.

(Ord. 20-2019. Passed 10-31-19.)

730.04 OPERATING REQUIREMENTS.

(a) Food Trucks shall obtain all applicable approvals and permits, and shall follow all applicable processes as required by the Village and/or the Event Holder.

(b) Food Trucks shall be located on a lot containing a principal building, and must be parked on a hard-surface.

(c) Site Requirements:

(1) Food trucks must be located a minimum distance of twenty-five (25) feet in all directions from any fire hydrant.

(2) All parking required by the addition of the Food Truck to the property must be fulfilled on-site, must be hard surfaced, and must be in addition to any required parking spaces for the principal use, unless the principal use's hours of operation do not coincide with those of the food truck.

(3) Associated seating must not occupy parking spaces required to fulfill the minimum requirements of the principal use, unless the principal use's hours of operation do not coincide with those of the food truck business.

(4) Associated seating must not occupy parking spaces that may be leased to other businesses and used to fulfill their minimum parking requirements.

(5) Associated seating must be removed from all permitted locations during impermissible hours of operation and must not be stored, parked, or left overnight on any public street or sidewalk.

(6) Associated seating areas must not occupy any handicap accessible parking spaces.

(7) The Food Truck vendor is responsible for the proper disposal of waste and trash associated with the operation. Village trash receptacles shall not be used for this purpose. Vendors must remove all waste and trash from their approved location at the end of each day or as needed to maintain the health and safety of the public. The vendor must keep all areas within five (5) feet of the truck and associated seating area clean of grease, trash, paper, cups or cans associated with the vending operation.

(8) No liquid waste or grease is to be disposed of in tree pits, storm drains or onto the sidewalks, streets, or other public space. Under no circumstances can grease be released or disposed of in the Village's sanitary sewer system.

(9) No free-standing signage, except menu boards, or audio amplification is allowed as part of the food trucks vending operation.

(10) Hours of operation are limited to the hours between 7:00 a.m. and 10:00 p.m., unless part of a special event. Outside of special events, food trucks are required to be removed from the premises during non-business hours.

(11) Operator or their designee must be present at all times except in cases of an emergency.

(12) Generators shall not produce or disperse noxious smoke or fumes, and shall not produce unreasonable noise such that it would interfere with the use and enjoyment of adjacent properties by a reasonable person located more than fifty (50) feet from the generator.

(d) The following activities shall be exempted from the chapter within the Village:

(1) Ice Cream Trucks; and

(2) Non-Incorporated Children's Stands.

(e) A person operating a vending device may not engage in any of the following conduct:

(1) Conduct business in such a way as would restrict or interfere with the ingress or egress of an abutting property owner or tenant, interfere with pedestrian traffic, create or become a public nuisance, increase traffic congestion or delay, constitute a hazard to traffic, life or property, or obstruct adequate access to fire, police, or sanitary vehicles

(2) Stop, stand, park, or conduct business within five hundred (500) feet of any pre-kindergarten to twelfth grade from one hour before school starts, during the time school is in session, and not vend until one hour after school is out

(3) Stop, stand, park, or conduct business at one location for a duration exceeding eighteen (18) hours per day unless part of a Special Event.

(Ord. 20-2019. Passed 10-31-19.)

730.05 SPECIAL EVENTS AND PUBLIC EVENTS, PERMITS NOT REQUIRED.

(a) No food truck permit shall be required for any food truck that operates exclusively as a subset of a Village approved Special Event, within the approved areas and time frames.

(b) No food truck permit shall be issued within the right-of-way or on Village property, unless part of a Special Event.

(Ord. 20-2019. Passed 10-31-19.)

730.06 OPERATION ON PRIVATE PROPERTY.

(a) Individuals or organizations shall be permitted to operate or cause to be operated any Food Truck on private property within the corporate limits of the Village of Johnstown after meeting the permit and fee requirements of this chapter, unless otherwise exempted by this chapter.

(b) Same Food Truck cannot operate on the same private property for more than three (3) consecutive days within the same rolling thirty (30) day period throughout the duration of the permit timeline.

(c) Operation of a Food Truck on private property must be in compliance with all applicable zoning requirements related to commercial activity on private property.

(d) Any operation of street vending on residential property is prohibited.

(Ord. 20-2019. Passed 10-31-19.)

730.07 EXPIRATION AND RENEWAL OF PERMIT.

(a) Each permit issued under this chapter shall expire on the following schedule;

(1) Daily permits expire at the end of the operating day.

(2) Any monthly permit issued before the [15]th of a month shall expire at the end of that calendar month. Any monthly permit issued on the [15]th of the month or later shall expire at the end of the following calendar month.

(3) Yearly permits expire the [15]th day of March. Any annual permit issued between January [1]st and March [15]th shall expire on March [15]th of the following year.

(b) Each permittee must comply with the application and inspection requirements of this chapter to receive a new permit for the succeeding permit period.

(Ord. 20-2019. Passed 10-31-19.)

730.08 TRANSFER OF PERMIT PROHIBITED.

No Food Truck Permit issued under this chapter shall be transferred or assigned by the named permittee to any other individual or organization, or to any other Food Truck. Should a change in ownership of Food Truck occur at any time, the succeeding owner must comply with the application, inspection and fee requirements of this chapter.

(Ord. 20-2019. Passed 10-31-19.)

730.09 PERMIT SUSPENSION, REVOCATION.

(a) Permits issued under this chapter may be suspended or revoked by the Village Manager or Designee for one or more of the following reasons:

(1) Fraud, misrepresentation or bribery in securing a permit or during the course of business; or

(2) Violation of any provision of this chapter; or

(3) Failure to display the Food Truck permit as issued; or

(4) Failure to have valid permits or licenses required by the Licking County Health Department or any other Village, state or federal agency; or

(5) Conviction of any criminal or traffic offense while using a Food Truck or conviction of any criminal offense involving theft or fraud; or

(6) For any of the reasons which could have been grounds for refusing to issue the original license; or

(7) Knowingly allowing another person to use a Food Truck in violation of any provision of this chapter.

(8) Any other form of misconduct, which shall mean conduct apart from the generally accepted practices of food truck owners and employees, which demonstrates personal, corporate, managerial, ethical or professional characteristics or disposition rendering a person unsuitable to own or work in a food truck.

(Ord. 20-2019. Passed 10-31-19.)

730.10 APPEALS.

(a) If the Manager or Designee denies a permit after receiving a full and complete application, or the suspension or revocation by the Village of any permit, the applicant or permittee may appeal the order to Council

(b) All requests for appeals must be accompanied by the fee as established by the Village Council.

(c) Notice of the appeal shall be in writing, shall state the grounds for appeal, and shall be filed with the Clerk of Council within twenty (20) days after the making of order denying a permit, or suspending or revoking the permit. Village Council shall fix a time, not later than thirty (30) days thereafter, for the hearing of the appeal, at which hearing all parties interested shall be afforded an opportunity to be heard. Council shall approve, modify or annul the order from which the appeal was perfected within thirty (30) days after the hearing. The findings of Council shall be conclusive and final on all parties thereto.

(d) The Mayor shall have authority to decide any request for continuance of the hearing, or continue the matter on his/her own motion.

(e) At a minimum, the appellant must provide the following information:

(1) Name, address, and telephone number of the appellant;

(2) The nature and the date of the action of the denial, revocation, suspension;

(3) How the appellant is personally affected by the action and how any harm was unique to the appellant and differs from that suffered by the community at large; and

(4) Why the appellant believes the Village Manager or Designee's interpretation is incorrect

(f) No action of the Village Manager or Designee shall be overturned in whole or in part unless the Village Council has determined that all of the following conditions have been met:

(1) The appeal was made in a timely fashion;

(2) The appellant had standing to make the appeal;

(3) The Village Manager or Designee improperly interpreted the ordinance

(g) The Village Council shall render their decision no later than thirty (30) days from the date of the hearing on the appeal.

(h) No appeal shall be upheld unless approved by at least a majority of the entire membership of the Village Council. (Ord. 20-2019. Passed 10-31-19.)

730.11 SEVERABILITY CLAUSE.

If any particular portion of this chapter is declared to be invalid by a court of competent jurisdiction, such declaration of invalidity shall be limited to the particular portion declared invalid. This declaration of invalidity shall not affect or impair the remainder of this chapter, and to this end, the provisions are severable.

(Ord. 20-2019. Passed 10-31-19.)

730.99 PENALTY.

(a) A violation of any section of this chapter shall be deemed a criminal violation as follows:

(1) Whoever violates Section 730.02 shall be guilty of a misdemeanor of the first degree. Any such violation shall constitute a separate offense on each successive day continued. Strict liability is intended to be imposed for a violation of this section.

(2) A violation of any section of Chapter 730 may be grounds for the suspension, revocation or permanent revocation of the Food Truck permit or in the case of a new application may be grounds to refuse to issue such permit for a determinate period of time up to ninety (90) days or permanently, in addition to any other penalties established for such violation in applicable section of the Village of Johnstown Codified Ordinances.

(Ord. 20-2019. Passed 10-31-19.)

CODIFIED ORDINANCES OF JOHNSTOWN

Block Party Planning Guide

City of Johnstown communities who want to host a residential block party must submit a block party permit between 30 and 360 before the event.

A block party permit is required when an applicant desires to close any zoned residential, public street, or alley for a neighborhood gathering or recreational activity. Block party activities are not permitted between 10:00 pm and 8:00 am. Any commercial sales are not allowed. Any alcohol must be maintained on private property, and all participants of the block party must follow all laws related to alcohol consumption.

The City of Johnstown will supply barricades. Barricades will be delivered and picked up in the city right-of-way near the sidewalks on Mondays - Fridays between 8:00 am and 3:00 pm.

Application Requirements

Block Party Application- This form can be printed from the City of Johnstown Online forms.

Petition Page - This form can be printed from the City of Johnstown online forms. The following information must be completed:

- Name of Block Party Event
- Name of streets to be closed
- Date of closure
- Start and end time of closure
- Signatures of at least 80% of all property owners. Signees must be 18 years of age or older.

Site plan - a site plan is required for all street closures within the City of Johnstown and must include the following information:

- Street being closed with connecting intersections
- Location of barricades
- Any components being set up within the closure, (tents or bounce houses) - Directional Compass Block

Party Permit Process Step

1 - 30 to 360 days prior to the event

- Complete Block Party Application
- Obtain petition signatures.
- Complete cite plan
- Make payments to the City of Johnstown (\$50.00)

Step 2 - Event Day

- Ensure barricades are set up at start time
- Keep a copy of the block party permit throughout the day.
- All areas should be maintained/cleaned to pre-event status at the end of the event.
- Barricades removed promptly at the end of the event.

Other cities Block Party permits

Cities provide a trailer with chairs, tables, tents, sandwich boards, barricades and sound equipment.

Dublin. <https://dublinohiousa.gov/living/block-party-packages/>

Gahanna <https://www.gahanna.gov/gmac/>

Cities with an online permit.

New Albany <https://newalbanyohio.org/wp-content/uploads/2021/07/Block-Party-Road-Closed-Permit.pdf>

Powell <https://cityofpowell.us/parade-or-assemblage-permit/>

Grove City. https://www.grovecityohio.gov/wp-content/uploads/2022/06/BlockPartyPermit_Fillable.pdf

Hilliard [Events & Solicitations - Neighborhood Block Party Permit/Street Closure - ViewPoint Cloud](#)

Cities that require hand written permit.

Westerville. <https://www.westerville.org/home/showdocument?id=24884>

Block Parties: a Special Event Permit is not required to conduct a block party. Block Party Permits are necessary and these permits may be obtained from the Clerk of Council at 21 S. State Street (614) 901-6402 or (614) 901-6400.

Reynoldsburg. <https://www.reynoldsburg.gov/DocumentCenter/View/330/Block-Party-Application-PDF?bidId=>

Pickerington <https://www.ci.pickerington.oh.us/cdn/2022-Community-Event-Packet.FULL.pdf>

Cities without block parties permits

Pataskala, Groveport, Newark, Lithopolis, Lancaster



PERMIT REQUEST

For Use of Public Streets, Sidewalks or Other

Pursuant to Codified Ordinance Section 711.01

All information must be completed in full for permit request.

Applicant: _____

Address: _____

Contact Name: _____

Address: _____

Phone Number: (____) _____ (day) (____) _____ (cell)

Email Address: _____

Name of Event: _____

Date(s) of Event: _____

Hours of Event: _____

Area(s) of Use: _____

(all street and/or
areas to be closed)

General Nature
Of Use: _____

I understand that I am requesting the use of a specific area of public property for the purpose of sales on public streets, sidewalks or other municipality property. I also understand that conflicting requests for use are scheduled on a first come-first serve basis, giving consideration to each on a case-by-case basis. I have been provided/read a copy of the Codified Ordinance Section 711.01, and understand and will abide by the terms there under.

Date

Signature of Applicant

CHAPTER 711

Street and Sidewalk Sales

711.01 PERMIT REQUIRED.

Each group or individual desiring to conduct sales, auctions, handicraft exhibits or other similar events within the public streets or sidewalks of the Municipality must first obtain a permit from the Manager. The requirements and criteria for the issuance of a permit are established by Section 711.02. A cash deposit may be required under the provisions of Section 703.02. (Ord. 10-75. Passed 7-16-75.)

711.02 WRITTEN REQUEST; DEPOSIT.

- (a) All requests for use of the public streets and sidewalks shall be submitted to the Manager in writing.
- (b) The written request shall include, at least, the following information:
- (1) A description of the planned event including the location and space that the event will require;
 - (2) The duration of the event both in hours per day and number of days over which the event will extend;
 - (3) The name of the specific person who will be responsible for the event and who will be available to the Manager at any time during the event if problems arise; and
 - (4) If the event is to be held in the downtown business area, the Manager shall refer the applicant to the Granville Area Chamber of Commerce prior to acting on the request. The Granville Area Chamber of Commerce may then advise the Manager of their position regarding the event.
- (c) Following the receipt of the information listed in subsection (b) hereof the Manager may act on the request for use of the public streets and sidewalks or he may refer the request to Council for action.
- (d) In considering the request, the Manager or Council shall give full attention to the effect that the event will have on the movement of pedestrian and vehicular traffic including police, fire and emergency vehicles, noise, litter, the possibility of damage to public or private property, whether the event is intended for private gain or to promote a charitable or civic purpose and prompt restoration of the site of the event to its original condition.
- (e) A deposit as provided by Section 703.02 may be required from the applicant to insure the prompt restoration of the site at the conclusion of the event.
- (f) If permission for the event is denied, the reasons for denial shall be given to the applicant in writing.
- (g) Granting permission for such an event shall not rescind any ordinances or laws of the Municipality or the State, and such laws shall be fully enforced at all times during the event. (Res. 75-15. Passed 6-4-75.)

711.99 PENALTY.

Whoever violates any provision of this chapter shall be fined not more than one hundred dollars (\$100.00). A separate offense shall be deemed committed each day during or on which a violation occurs or continues.

City Of Johnstown Block Party Permit

Purpose of the event (explain the reason for the road closure)?

Application Information

Name: _____

Address: _____

E-mail: _____

Phone #: _____

Date of Block Party: _____

Time Street will be closed: _____

Time Street will be opened: _____

Name of Streets to be closed: _____

Barricade should be delivered to this address: _____

I hereby certify that all information given on this application is true and correct to the best of my knowledge.

Applicant Printed Name

Signature

Date

Payment Was payment made? Yes / No

Police Department Approval

Signature

Date

Fire Department Approval

Signature

Date

City Managers Signature

Signature

Date

City of Johnstown Street Closure Petition Page

This form is used for obtaining signature approval for Block party/Street closure Permits. It is the responsibility of the event organizer to complete this form and submit it on time.

Event Name _____

Closed streets _____

Start time _____ End time _____

At least one signature must be obtained from 80% of the occupant/owner for each separate residence or business place included in the street closure area.

[illegible]