



Regular Council Meeting
Tuesday, June 15, 2021 - 6:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Invocation - Ms. Hendren
4. Pledge of Allegiance
5. Swearing In - Police
6. Action on Minutes
 - a. June 1, 2021
7. Citizen comments on matters not on the agenda
8. iWorq Presentation
9. Council Committee reports
 - a. **Planning & Zoning:** Met 6/8/21 regular & 6/10/21 special; Next 6/22/21 @ 6:30 pm Hybrid
 - b. **Safety & Service:** Met 6/1/21 updated last time; Next 7/6/21 @ 5:00 pm
 - c. **Finance:** 6/15/21; Next 7/20/2021 @ 5:00 pm
 - d. **Economic Development:** Met 6/3/21; Next 7/1/21 @ 10:00 am
 - e. **Park & Rec:** Met 6/10/21; Next 7/8/21 @ 10:00 am
 - f. **Tree Commission:** Met 5/25/21 updated last time; Next 6/22/21 @ 5:00 pm
 - g. **Events Committee:** Met 5/25/21; Next 6/16/21 @ 4:30 pm Virtual
10. Director Reports
 - a. Finance Director
 - b. Chief of Police
11. Tabled Legislation
 - a. **ORDINANCE 07-2021** AN ORDINANCE ADOPTING WAGE AND SALARY STRUCTURES FOR THE VILLAGE OF JOHNSTOWN. Tabled March 2, 2021
12. Public Hearings of Legislation
 - a. **ORDINANCE 20-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS
 - b. **ORDINANCE 21-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

- c. **ORDINANCE 22-2021** AN ORDINANCE AMENDING SECTION 921.06 OF THE CODIFIED ORDINANCES OF JOHNSTOWN, OHIO IN ORDER TO SET WATER TAP AND CAPACITY FEES CHARGED BY THE VILLAGE OF JOHNSTOWN AND DECLARING AN EMERGENCY
- d. **RESOLUTION 2021-21** A RESOLUTION TO ADOPT THE PROPOSED DESIGN REVIEW DISTRICTS AND STANDARDS AS PRESENTED

i. [Design Standards](#)

- e. **RESOLUTION 2021-22** RESOLUTION APPOINTING MEMBERS TO THE JOHNSTOWN JOINT RECREATION DISTRICT BOARD OF TRUSTEES
- f. **RESOLUTION 2021-23** TO AUTHORIZE THE VILLAGE MANAGER TO NEGOTIATE WITH THE LICKING COUNTY COMMISSIONERS AND OTHER INTERESTED PARTIES TO PROVIDE WATER AND/OR WASTEWATER UTILITY TO THE VILLAGE OF HARTFORD AND/OR THE HARTFORD INDEPENDENT FAIR
- g. **RESOLUTION 2021-24** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ADVERTISE FOR REQUESTS FOR PROPOSALS FOR TRIP PLANNING & TRIP OPTIMIZATION SYSTEMS

13. Introduction of Legislation

- a. **ORDINANCE 23-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS
- b. **ORDINANCE 24-2021** AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN
- c. **ORDINANCE 25-2021** AN ORDINANCE AMENDING CHAPTER 1187 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES AND ESTABLISHING A DESIGN REVIEW BOARD

14. Other Business

15. Executive Session: For the purpose of discussing imminent court action with legal counsel

16. Adjourn

Next Council Meeting July 6, 2021



Regular Council
Tuesday, June 1, 2021 - 6:30 PM
MINUTES

1. Call to Order

Mayor Chip Dutcher called to Order the Village of Johnstown Regular Council Meeting for June 1, 2021 at 6:30 PM.

2. Roll Call

Present - Mayor Chip Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest

Absent - None

Staff present - Jim Lenner - Village Manager, Jack Liggett - Assistant Village Manager, Abe Haroon - Chief of Police, Dana Steffan - Finance Director, Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Teresa Monroe - Clerk of Council

Public present - John Luke, Mary Queen Cool, Carolyn Fallon, Pat Dopp, Monna Holter, David Cool, Chyrel Cool, Laura Galleger, David S, Joan Clark, Jeffrey Barr

3. Invocation - Mayor Dutcher

4. Pledge of Allegiance

5. Action on Minutes

a. May 4, 2021

ACTION: Benjamin Lee moved to Approve as written; Cheryl Robertson seconded and the vote was as follows:

AYES: Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest

NOES: None

ABSTAIN: None

Passed 7 - 0

6. Proclamation

a. National Police Week 2021

Mayor Dutcher read a Proclamation in honor of National Police Week 2021.

b. Economic Development week 2021

Mayor's Proclamation included with the packet.

7. Citizen comments on matters not on the agenda

Prior to opening to public comment Councilman Block said he thought it would help to

Vision Statement: The Village of Johnstown is dedicated to providing a secure community environment that fosters cultural, recreational, educational and economic opportunities while preserving our unique historical character

have an explanation of the process a developer has to go through and what they have to come back to the village and do; building placement, easements, water drainage etc. Mr. Lenner said obviously we are talking about the Leafy Dell Apartments/Condos and the way it is going to work and the way it is set up in our Codified Ordinances is the developer wanting to create the apartments there will have to submit engineered drawings that show the location of anything under ground to above ground; placement of the buildings, landscaping, parking, lighting, storm water ponds, storm water pipes, water pipes, water laterals, sewer pipes, sewer laterals etc. The village will review to ensure plans meet the specifications and requirements of the Ordinances, he said that never happens the first time, there will be some back and forth, plans will be updated; Bailey Klimchak added that we use our engineer but the applicant pays for the review. Mr. Lenner said once approved, we progress to the construction phase and the developer pays for the inspection to ensure that whatever was approved is done in accordance with the approved plans, the inspector is the Village Engineer; just a brief snapshot of a twelve to eighteen month process. Ms. Klimchak added that before any shovels go into the ground and after engineering approval, the applicant must apply for and get an approved Zoning Permit and they must apply for and get an approved Certificate of Appropriateness; the Zoning Certificate because it is a permitted use does not need to go to the Planning and Zoning Commission, it can be approved internally. The Certificate of Appropriateness which is only on the design of the building exterior will go to Planning and Zoning which will be a public hearing.

Mayor Dutcher noted that the village has not received anything formally from this developer and opened the floor to comments from the public.

1. Carolyn Fallon - Resident of Villas of Leafy Dell

- Understands they are zoned AR-1 but questions the original zoning, said when it was originally applied for it was with the intent that condos were going in that entire area.

Mr. Lenner said that is what he understood historically but with the downturn in the economy they shelved the rest of the condos. Mr. Block said it was designed as condos when originally laid out but the Supreme Court of the State of Ohio ruled there is no difference between a condo and an apartment.

- If the number of units were going to remain the same it would be different but the density of the plan has gone up, where is that approval, that was not original intent.

Ms. Klimchak said when the project was approved it was approved under AR-1 which means you can have up to twelve units per acre so regardless of the condo developer's intent, they were allowed to have the twelve units per acre; regardless of the density of the condos, that owner is not building this project.

- Said the new plan will adversely affect everyone in the villas right now, monetarily.

Ms. Klimchak said regardless of whether they are condos, apartments or town homes, they are permitted under AR-1 zoning; that is something that happened fifteen years ago and cannot change.

- Once approved there will be more traffic on Leafy Dell which is already bad from the school.

Mayor Dutcher said it may be possible to negotiate to build less, that he feels for the condo owners and knows the situation they are in but also the situation the village is in and that our hands are somewhat tied but said the village will have a say in this; added that they will not use the condo private roads or the existing retention pond.

2. David Cool - 108 Maple Leaf Drive

- An overlay of the plan shows buildings that sit on their streets or on an easement or utility lines
- Concern for the lift station capacity, not indented to have extra units
- Said there is a direct relationship between density and safety.
- Traffic flow is already an issue
- View from their condos will not be good, will need fencing of some kind
- Would like to see building density lowered
- Setbacks are inconsistent, they are set back twenty five feet
- Everyone coming with an argument said wait until election time; don't just wash your hands of this, you need to dig in and think about the folks in your face because there isn't anyone he has talked to who likes this, you are dealing with a real mess of stuff.

Mayor Dutcher commented that Council is aware, they are trying to sort their way through their side of this, they hear them loud and clear and he too is not happy about what is proposed and they will do what they can within the rules to help come to some accommodation that solves concerns.

Councilman Block asked Mr. Cool to explain what he meant about the election. Mr. Cool said if there is a presumption that Council is not defending the existing members of the community then their political life is in jeopardy. Mr. Block said he has gone out of his way to cooperate and give them advice; he does not make his decisions on the threat of election and he is disgusted with him mentioning it, he does not like being threatened. Mr. Cool said not to consider it a threat but a reality; added that the administration has been very cooperative with them. Mayor Dutcher said their comments have been heard; Mr. Lenner said they will continue to be transparent with everything.

3. Lora Galleger - Homeowner in Leafy Dell

- Thanked Council for the opportunity to come and express concerns
- Understands the concerns, knows people don't want to see growth sometimes but also gets that economic development is good, she sees both sides.
- Her biggest concern is traffic; twice a day Leafy Dell comes to a stop
- Said she had concern for flooding, noted the flooding in the field on school grounds; Staff explanation of the storm pond and its function.
- Referring to the retention pond behind the condos and that the insurance is paid through the HOA, wonders if having more people closer to a retention pond increases risk and could increase the HOA dues.
- Density concerns; having more people in a constrained area, more children playing, traffic, children with little green space and not a lot to do may get into mischief.
- Hopes to be able to give input as the plan develops.

Councilman Lehner asked if the condo HOA has met with the HOA for Leafy Dell; Ms. Galleger said she did not know. Mr. Lehner said he speaks as a resident of Leafy Dell, has been there for almost twenty one years and they have someone on Council that is fighting for that; not just about density but to also work hand in hand with the schools. Feels that if all HOA's would come together as a united front to the developer, that may hold more weight than what they can do from this front. Said concerns are being heard; it is their job to make the right decisions that benefit the most residents they can.

Discussion on next steps with HOA's and the developer; Mr. Lenner said Connie Klema represents the developer, Ms. Klimchak said the condo HOA and Leafy Dell HOA-1 has her contact information. Further discussion on the number of HOA's in Leafy Dell.

4. Mary Queen Cool - Condo resident

- Thanked council and zoning for being helpful
- Doesn't want apartments there but understands the zoning, said she thinks we should just do the best we can to get the best result; added she liked zoning's comment that they like green space and would push the rural character of Johnstown
- Traffic and congestion concerns; said it does not matter where you send them, they will make a left turn across two lanes of traffic to get onto Leafy Dell Drive, school traffic and the rest on Leafy Dell Drive is a disaster plus kids will be trying to cross. Also pot holes everywhere on Leafy Dell Drive.
- Noise is a big concern; currently has none, but eighty units will bring a lot of kids and they don't fence or do something, the safest place for them to play is on their road and property and they don't want that.
- Safety; thinks the number of police calls at the apartments by comparison to the number of calls to the condos - has a feeling they will see the police there on a regular basis.

- Hopes for more greenspace than the little tiny dog park
- Can't believe the school is not upset because these people have kids that will be going to the school
- Against the apartment project and it towering over them

Discussion on the long range traffic plan for Leafy Dell and North Main Street and potential for round-a-bout because they are much less expensive to maintain long term; Mr. Lenner later confirmed construction is three years out, State fiscal year 2026 construction in 2025.

Ben Lee expressed the importance of green space in the community and said he would continue to emphasize it in this plan.

4. Chyrel Cool - 108 Maple Leaf Drive

- Because they have so many units per acre, then green space is introduced, How does that affect the units per that acre

Ben Lee said any are that deviates from what is being proposed right now that would be non buildable as in green space would decrease the density. Said right now the closest crosswalk would be Parkdale and Leafy Dell, there is another playground at the other apartments so there is a concern about pedestrians across Leafy Dell as it stands now and as a representative of Planning and Zoning will make sure concerns are brought up because they are sound points.

Jim Blair said Maronda only has two more lots to sell before they will built out of Leafy Dell.

5. David Scolnik - New resident

- Asked if any of the apartments low income or section eight; Mr. Lenner said he was told that a one bedroom is like \$1300 per month and does not think there are any subsidies whatsoever; Ms. Klimchak added not that she was aware of.
- How will accountability be addressed for these tenants, said he recently left a property because he saw what offense multiple housing had on the property by the lack of concern and security that was put upon the new tenants and the consecutive fall of property value is concerning to him. left Asks what procedures will be set in place to guarantee these people don't move in relatives who are unwanted, don't sprawl. Mr. Block said he was asking something completely out of the realm of Council's abilities, he cannot come up to the condos and tell him his grandkids can't come in, that is up to the condo association and owners just like an apartment; cannot ask Council to control something that is the Landlord's problem. Mr. Lenner said there are two mechanisms, Jim Blair enforces property maintenance and the new Police Chief is very active and very concerned about the safety of everyone, if there are issues, our police department will take it seriously; added that Council will be voting tonight for funding for another Police Officer.

- Another concern is light pollution, hopes the village pays close attention to the design.
- Said they are all concerned with safety, environment and impact on their investment because naturally property values fall when low income or multi-family residences are established.

Mr. Block said what they "put on a napkin" and what will be seen in the final product could be a radical difference, they cannot promise that now; rent prices at \$1500 - \$1600 per month will solve a lot of what type of person moves in.

Mr. Lee said lighting is a valid concern, down lighting off of adjoining properties has been a consistent point from Planning and Zoning. The Certificate of Appropriateness for exterior will be held to the same high standards as its surroundings are, be it the condos, the single family homes or the apartments.

Mr. Lehner provide a contact for Leafy Dell HOA-1; Associa in Dublin 614-766-6500

Jim Blair noted that monthly rent for the Redwood apartments on Jersey Street start at \$1346 and goes up to \$1636 and he has never received a complaint, they are five years old.

6. Mary Queen Cool

- Noted that the Redwood and the Leafy Dell apartments are not even comparable, Redwood is run very well.
- Reached out to HOA-1 and HOA-2 when this started, told them their Board had already met with the attorney; HOA-1 said they would set up a meeting and last she heard they were still working on it so don't seem as willing to have the second meeting. HOA-2 is not responsive.

Sharon Hendren said listening to this she is quite concerned and she really feels for these people because she still does not know what is happening with the Rice property; asked why we can't have condos like Concord Crossing, they are very nice and always maintained. Said people build the apartments and how do we keep them from turning them into section eight. Mr. Lenner said any private property owner can go through the steps to get anything turned into section eight or government subsidized housing; obviously the money turn on apartments is better because they are higher density; zoning does not preclude anybody from going through the proper steps through the Fair Housing Act to create equitable housing for people, we can't do it.

Chief Haroon said the police department does have liaison officers assigned to management of the apartments; those apartment managers want to know what is happening in the community and they want to keep the community as safe as they possibly can so at their request they do provide them with reports on units they have gone to or have something concerning. In addition, he is also starting a new program working

with the community HOA's so an office is present for a lot of these meetings; is subject to manpower hours. Added that he has an open door policy and to reach out with any concerns.

Mayor Dutcher closed Public Comments saying that residents are welcome any time and they appreciate them coming, it is important to get some feedback from their citizens and they hear what is being said.

8. Council Committee reports

- a. **Planning & Zoning:** Met 5/11/21 draft minutes attached & 5/25/21; next 6/8/21 @ 6:30 pm Hybrid

Draft minutes included with packet materials. Commissioners considered an application for a map change on US 62 for Light Manufacturing to GCC-2 which was approved, legislation will be on next agenda. Design Standards completed and should be to Council in the next couple weeks.

- b. **Safety & Service:** 6/1/2021; Next 7/6/21 @ 5:00 pm Hybrid

Updates were given on construction projects around town. Reviewed goals. Trailhead parking lot paving discussion moved to next Finance Committee. Discussed reengaging the storm water management program and working on getting letters out to property owners with ponds. Discussed Ordinance on Council agenda for adding a new Police Officer to staff, hiring the new officer passed 3-0 in both Finance and Safety Service Committees.

- c. **Finance:** Met 5/18/21 draft minutes attached, 5/20/21 draft minutes attached & 5/26/21 special; Next 6/15/2021 @ 5:00 pm Hybrid

Draft minutes were included with packet materials. On the 18th committee approved plan to fund sewer expansion analysis at \$35,000 coming out of the bonded monies set aside, power outage cut meeting short and met again on the 20th and discussed the Lexipol request by the police department on for consideration by Council tonight as well as the updated well field and water plant expansion considerations. Reviewed other various purchases through already approved monies for the Fireworks event. Special meeting on the 26th was discussion on the ordinance on tonight for the new police department hire later this year.

- d. **Economic Development:** Met 5/6/21 draft minutes attached; Next 6/3/21 @ 10:00 am Virtual

Draft minutes were included with packet materials.

No further updates given.

- e. **Park & Rec:** Met 5/13/21 draft minutes attached; Next 6/10/21 @ 10:00 am Virtual
Draft minutes were included with packet materials. No further updates given.

- f. **Tree Commission:** Met 5/25/21; Next 6/22/21 @ 5:00 pm

Mr. Block said after discussion on dangerous trees in the village he made contact with

Dawes Arboretum and got several names to call; commission was in favor of approving a certified arborist to come and give an assessment of village trees on Main Street North and South, the oak tree in the proposed Dog Park and Rolling Meadows. Committee approved five hours at \$85 per hour; would like to establish a report with an arborist and possibly put them on as a consultant for the village trees. Mr. Block also reports that Dawes Arboretum was very happy about the mastodon site and are working on a potential plan to team up with Johnstown to do something like plant trees there.

- g. **Events Committee:** Met 5/5/21, 5/19/21, & 5/25/21 all draft minutes attached; Next TBD All draft minutes were included with packet materials. Mr. Lee summarized all three meetings as having had conversations with the Licking County Health Department, school and JYAA representatives and working out points of contact for each organization; Chief Haroon and Deputy Chief Smart doing a tremendous amount of work with the security plan. Worked to finalize day of scheduling; have three food trucks confirmed.

Mayor Dutcher added that the mental health program done as a village was well received and there has been lots of good feedback, the program is available on line and he urges all to take some time to watch.

Mayor Dutcher also thanked the American Legion and Auxiliary for the Memorial Day program the held at Green Hill Cemetery to honor our veterans and those who gave the ultimate sacrifice, also thanked the High School Band and was homered to give remarks on behalf of Council; said he is grateful to the Legion for all they do.

9. Director Reports

a. Chief of Police

Chief Haroon briefly highlighted items in his report that was included with the packet.

b. Finance Director

Dana Steffan highlighted items in her May report, noted that in April we collected a \$64,000 payment in lieu of taxes from New Day Farms and is included in the withholding taxes; also received \$60,000 as a bonus payment which went to the water account for a total of \$124,000. Mr. Lenner asked to confirm the \$64,000 was in the General Fund; Ms. Steffan said it was.

c. Service Department: Water, Wastewater, Street

Jack Liggett highlighted items in reports for Street, Water and Wastewater departments. Added that repairs noted in the street department report were done without penetrating the street. Marvin Block asked how many people were in the street department; Jack said Street Supervisor Mike Gutridge and four others; discussion on staffing shortage at key times of the year; mowing, hot patching, snow removal and plowing. Discussion on staffing for water and sewer expansion; Mr. Lee said if additional staffing is needed in the departments they can start looking at that sooner rather than later; Mr. Liggett added that just keeping up with the day to day work has been a task. Mr. Lee added that another piece as stated many times is that we continue to operate at one percent, which is far under what any of our other contemporaries are in the immediate region and that also has

its constraints, said we work very hard to deliver what we can within that one percent; services continue to increase when the population increases. Mr. Liggett said the water and sewer money easily supports that staff as we sell more water; it is getting the cut out of the General Fund for staffing that he thinks about.

d. Village Manager

Jim Lenner reviewed his report with Council; added that GROW Licking County Assistant Director has also resigned; he has been involved with the search committee for the new director. Ms. Robertson said we did not get the funding for East Jersey and asked if they gave indication why the village scored low; Mr. Lenner said not directly, he would share the score sheet but no verbal conversation on why we scored so low.

10. Tabled Legislation

- a. **ORDINANCE 07-2021** AN ORDINANCE ADOPTING WAGE AND SALARY STRUCTURES FOR THE VILLAGE OF JOHNSTOWN. Tabled March 2, 2021
Staff still working to complete.

11. Public Hearings of Legislation

- a. **ORDINANCE 18-2021** AN ORDINANCE AMENDING CHAPTERS 1155 AND 1157 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES.
Moves gas stations from a permitted use to a conditional use in both GCC-1 and GCC-1; this was driven by some environmental concerns, the village wants to have more background prior to permitting them.

Public Hearing: No comments either for or against.

No debate by Council.

ACTION: Benjamin Lee moved to Approve; Carol Van Deest seconded and the vote was as follows:

AYES: Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest, Chip Dutcher

NOES: None

ABSTAIN: None

Passed 7 - 0

- b. **ORDINANCE 19-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS.

This appropriates funds for legal fees and for sidewalk and landscaping at the Trailhead Park.

Public Hearing: No comments either for or against.

No debate by Council.

ACTION: Marvin Block moved to Approve; Cheryl Robertson seconded and the vote was as follows:
AYES: Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson,
NOES: None
ABSTAIN: None

Passed 7 - 0

c. **RESOLUTION 2021-18** A RESOLUTION TO ADOPT THE ACTIVE TRANSPORTATION PLAN. [Plan Link](#)

This approves the Johnstown Active Transportation Plan (ATP), Johnstown developed this plan in partnership with Licking County Area Transportation Study, Bailey Klimchak said she would like to thank them for their help on it. The plan contains the guidelines and goals of the village to invest and improve in our active transportation network. Ms. Klimchak thanked Council for their feedback as well.

Public Hearing: No comments either for or against.

No debate by Council.

ACTION: Marvin Block moved to Approve; Carol Van Deest seconded and the vote was as follows:
AYES: Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson, Doug Lehner
NOES: None
ABSTAIN: None

Passed 7 - 0

d. **RESOLUTION 2021-19** RESOLUTION APPOINTING MEMBERS TO THE JOHNSTOWN TREE COMMISSION

Two members of the Tree Commission had terms that expired at the end of 2020, the Tree

Commission is requesting to reappoint those members until December 31, 2023 and their appointments have been backdated to January 1, 2021. Both members have agreed to the reappointment.

Public Hearing: No comments either for or against.

Mr. Lee confirmed the update was only to Section One.

ACTION: Ben Lee moved to Approve; Marvin Block seconded and the vote was as follows:

AYES: Ben Lee, Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block

NOES: None

ABSTAIN: None

Passed 7 - 0

- e. **RESOLUTION 2021-20** A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ADVERTISE FOR PROPOSALS FOR DESIGN SERVICES FOR THE WATER TREATMENT PLANT EXPANSION

The village has experienced a tremendous amount of growth and water usage has gone up a lot over the last fifteen years. The village would like to seek proposals for engineers to come in and look at the plant. Jack Liggett said we have an idea we would like to follow but thought it would be good to have them come in and look to find the most cost efficient way to get the next million gallons into Johnstown; this is step one of the planning stage. Jim Lenner said there are three phases, this asks for phase one, will not have the full scope of design fees at this point; there is no cost to the village for the RFP at this time.

Public Hearing: No comments either for or against.

Pre-RFP tour of the Water Treatment Plant on June 8th.
Editorial correction noted.

ACTION: Doug Lehner moved to Approve; Marvin Block seconded and the vote was as follows:

AYES: Sharon Hendren, Carol Van Deest, Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee

NOES: None

ABSTAIN: None

Passed 7 - 0

12. Introduction of Legislation

- a. **ORDINANCE 20-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

This is money going to the Restricted Police Fund from monies collected internally; Dana Steffan said Chief submitted some bills but there was no money appropriated from that fund at the beginning of the year in the budget, there is about \$9,000 in the fund and she is appropriating \$5,000 for the year. Public Hearing June 15, 2021

- b. **ORDINANCE 21-2021** AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

As discussed at last Finance Committee meeting, decision to hire a new Police Officer; Ms. Steffan said at a half a year at the base rate the personnel cost is about \$37,000 and that includes insurance, Ohio Police and Fire pension, payroll tax etc. Public Hearing June 15, 2021

13. Other Business

1. Marvin Block said we have talked before about new projects coming to town to let developers keep and maintain the streets under the Homeowner's Association and wondered if Council was interested in having Jim Lennner look into that to see what legalities are. Council was in favor.

2. The village is soliciting community members to give ideas for a city flag, Johnstown has never had one; contest is open to the end of the month, there will be a public voting period but Council will have final say. One entry has been received for the City Flag Contest

14. Executive Session: Confidential Business Information of an Applicant for Economic Development Assistance

Mayor Dutcher asked for a motion to enter Executive Session for the purpose of Discussing Confidential Business Information of an applicant for Economic Development Assistance; with members of Council, Jim Lenner, Dana Steffan and Jack Liggett.

Mr. Lenner said there will be no action after.

ACTION: Ben Lee moved; Doug Lehner seconded and the vote was as follows:

AYES: Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Ben Lee, Sharon Hendren, Carol Van Deest

NOES: None
ABSTAIN: None

Passed 7 - 0

Executive Session began at 8:55 p.m. and ended at 9:12 pm

15. Adjourn

ACTION: Benj Lee moved to Adjourn; Doug Lehner seconded and all were in favor.

AYES: Mayor Dutcher, Cheryl Robertson, Doug Lehner, Marvin Block, Benjamin Lee, Sharon Hendren, Carol Van Deest

NOES: None

ABSTAIN: None

Passed 7 - 0

Meeting adjourned at 9:12 pm.

Next Council Meeting June 15, 2021



Finance Director's Report to Council
June 15th, 2021

1. Tax Revenue. Total Income Tax revenue collected through May 2021 was \$1,094,177. This represents 48.2% of 2021 Budgeted Income Tax revenue of \$2,270,400, and a 26.3% increase from 2020 collections for the same period.

The largest source of the Village's income tax revenue, withholding taxes derived from individuals working in Johnstown, increased 24.1%, individual returns increased 16.8%, and business net profits increased 151.0% as compared to the same period in 2020.

The table below illustrates the Village's May YTD income tax revenue from 2017 through 2021:

	2017	2018	2019	2020	2021
Withholding	\$ 404,262	\$ 432,037	\$ 483,255	\$ 494,097	\$ 612,978
Individual	\$ 283,297	\$ 366,761	\$ 440,663	\$ 337,126	\$ 393,881
Net Profit	\$ 126,208	\$ 54,807	\$ 78,607	\$ 34,787	\$ 87,318
Total	\$ 813,768	\$ 853,605	\$ 1,002,525	\$ 866,010	\$ 1,094,177

Withholding taxes have increased every year from 2015-2021; this can be attributed to an increase in the number of jobs and increased pay rates in Johnstown.

Individual income tax collections for May YTD have surpassed 2020 YTD collections, as well as the pre-pandemic 2019 collections.

The **2021 Net Profit** revenue at its highest since 2017. Key businesses driving this increase include Atrium, Washington Auto Parts, CRC Metal Products, and Bleckmann.

2. Revenues and Expenditures. See attached spreadsheets for 2021 year-to-date revenue collections and expenditures.

Notes on Revenue:

General Fund – Real Estate Tax – The second half distribution will be received from Licking County in October. Based on the first half collection, I expect to receive about \$67k more than the amount budgeted.

General Fund, Shared Taxes – Local Government distributions were \$5,800 in May. My current expectation for total receipts is \$96,900, surpassing the \$85,000 budgeted amount.

General Fund, Interest – The negative revenue showing here is a result of decreased earnings on our investments during Q1. We are seeing positive returns (unbooked) in Q2, so I expect this negative balance to turn into a positive balance for the July report.

General Fund, Permits, Fines & Licenses – We received \$50,000 in pass-through engineering fees from Pulte Homes in May. Zoning permits collected YTD are \$45,000 (\$30,000 budgeted for the year) due to the many New Build zoning fees collected thus far.

General Fund, Other Funding Sources – \$4,486 was transferred from the CARES Act Fund in January 2021.

Street Construction / State Highway Funds – Both are slightly lower than budget for Q1 due to the loss of revenues for the Gasoline tax as a result of COVID-19 and its impacts on travel. In 2020 we budgeted \$300,000 and received \$267,454, a shortfall of \$32,546. The 2021 budgeted amount is also \$300,000. At this time, we are projecting a shortfall of \$40,000 in 2021 for the Gasoline Excise Tax. However, summer travel could prove high enough to shrink or eliminate this shortfall projection. Motor Vehicle Registration revenue was budgeted at \$96,750 in 2021. Currently we are projecting a surplus of \$18,000. With community growth, new homes & residents, we will likely see this line continue to increase in the near future.

2906 Restricted Police Grants – Sales of police items on GovDeals are going into this Fund.

5101 Water Operating YTD collections include a \$60,000 contract payment from New Day Farms. Without this payment, our collections are 46.4% of budget.

Water/Sewer Improvements Funds have each collected >100% of their respective budgets due to eighty-six (86) new homes & one (1) new commercial building permitted YTD. Each new build home brings in \$7,400 into the Water Improvements Fund, and \$7,400 into the Sewer Improvements Fund. New Day Farms has also paid \$106,805 in bulk sewer hauling YTD.

Enterprise Deposit Fund has collected 87.5% of its annual budget due to the high number of new homes permitted.

Notes on Expense:

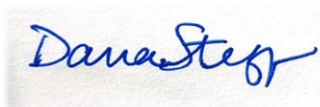
General Fund, Land & Buildings is 76% spent largely due to the April payment on the annual property & casualty insurance premium of \$55,000.

Debt Service Fund – Mid-year payments of debt principal have been made to OPWC in May. The majority of these payments will occur in November-December 2021.

Water Debt & Sewer Debt – Mid-year payments of principal & interest have been sent to the OWDA and OPWC in May. The payments that are due in December will exhaust these encumbrances.

3. Software Solutions VIP – I sat through a demonstration of a new financial software last week. All of my notes are in Basecamp, please take a few moments to read through them if you haven't already. I would like to discuss the possibility of acquiring this new system at a future Finance Committee / Council meeting.

Respectfully Submitted,



Dana Steffan, CPA
Finance & Human Resources Director

	A	B	C	D	E	J
1	Village of Johnstown Financial Report Revenues					
2						
3						
4						
5	as of	5/31/2021				
6				2021	Actual	
7	A/C	Sub-Fund		Expected Revenues	Revenues	
8	1000	Real Estate Tax		\$ 265,000	\$ 166,460	62.81%
9	1000	Income Tax		\$ 2,270,400	\$ 1,094,177	48.19%
10	1000	Shared Taxes		\$ 90,300	\$ 43,104	47.73%
11	1000	Charges for Services		\$ 150	\$ 115	76.67%
12	1000	Permits, Fines, & Licenses		\$ 228,700	\$ 130,383	57.01%
13	1000	Interest		\$ 25,000	\$ (1,865)	-7.46%
14	1000	Miscellaneous		\$ 28,000	\$ 20,785	74.23%
15	1000	Other Financing Sources		\$ -	\$ 4,486	
16	1000	Total General Fund		\$ 2,907,550	\$ 1,457,645	50.13%
17						
18	2011	Total Street Construction & Repair		\$ 462,810	\$ 146,956	31.75%
19						
20	2021	State Highway & Improvement		\$ 23,940	\$ 9,102	38.02%
21						
24	2901	Mayor's Court - Computer		\$ 1,000	\$ 520	52.00%
25						
26	2906	Restricted Police Grants		\$ 2,000	\$ 6,790	339.48%
27						
28	2907	Right-of-Way Fund		\$ 30,000	\$ 2,864	9.55%
29						
32	5101	Water Operating		\$ 639,750	\$ 356,877	55.78%
33						
34	5201	Sewer Operating		\$ 833,750	\$ 392,411	47.07%
35						
36	5701	Water Replacements & Improvements		\$ 308,000	\$ 492,040	159.75%
37						
38	5702	Sewer Replacements & Improvements		\$ 370,000	\$ 548,235	148.17%
39						
40	5721	Water Debt Service		\$ 430,000	\$ 222,035	51.64%
41						
42	5722	Sewer Debt Service		\$ 414,000	\$ 152,430	36.82%
43						
44	5781	Enterprise Deposit		\$ 40,500	\$ 35,445	87.52%
45						
48	9904	Mayor's Court		\$ 80,000	\$ 27,812	34.76%
49						
50		TOTAL ALL FUNDS		\$ 6,543,300	\$ 3,851,160	58.86%

	A	B	C	D	E	J
1	Village of Johnstown Financial Report					
2						
3	Expenditures					
4						
5	<i>as of</i>	5/31/2021				
6				2021	Actual	
7	A/C	Sub-Fund		Appropriations	Expenditures	
8	110	Police		\$ 1,223,922	\$ 535,569	43.76%
9	130	Street Lighting		\$ 65,000	\$ 25,713	39.56%
10	210	Public Health		\$ 19,500	\$ 9,364	48.02%
11	310	Recreation Department		\$ 21,950	\$ 8,537	38.89%
12	410	Zoning		\$ 154,382	\$ 69,422	44.97%
13	490	Economic Development		\$ 42,000	\$ -	0.00%
14	710	Administration		\$ 512,091	\$ 170,994	33.39%
15	715	Legislative Activities		\$ 63,665	\$ 31,119	48.88%
16	720	Mayors Court		\$ 95,513	\$ 35,596	37.27%
17	725	Finance Department		\$ 84,301	\$ 42,519	50.44%
18	730	Lands & Buildings		\$ 108,200	\$ 84,237	77.85%
19	740	County Auditor (Property Tax Collection)		\$ 6,000	\$ 3,096	51.59%
20	745	State Auditor		\$ -	\$ -	#DIV/0!
21	755/760	Income Tax Administration		\$ 72,000	\$ 31,541	43.81%
22		Other Uses of Funds & Transfers		\$ 716,900	\$ 309,053	43.11%
23	1000	Total General Fund		\$ 3,185,424	\$ 1,356,758	42.59%
24						
25		Street Maintenance & Repair				
26		Street Cleaning, Snow Removal				
27		Traffic Signs & Signals				
28		Sidewalks (Capital outlay)				
29	2011	Total Street Construction & Repair		\$ 482,013	\$ 181,193	37.59%
30						
31		State Highway Maintenance				
32		Street Cleaning, Snow & Removal				
33		Traffic Signs & Signals				
34	2021	State Highway & Improvement		\$ 22,500	\$ 2,754	12.24%
41						
42	2901	Mayor's Court Computer		\$ 1,000	\$ 939	93.91%
45						
46	2903	Budget Stabilization Fund		\$ 60,000	\$ -	0.00%
47						
50	2905	Leafy Dell Traffic Improvement Fund		\$ 10,000	\$ -	0.00%
51						
54	2907	Right of Way Fund		\$ 9,000	\$ 3,000	33.33%
55						
58	3101	Debt Service Fund		\$ 490,000	\$ 69,631	14.21%
59						
60	4901	Capital Projects		\$ 1,818,808	\$ 641,291	35.26%
61						

	A	B	C	D	E	J
1	Village of Johnstown Financial Report					
2						
3	Expenditures					
4						
5	<i>as of</i>	5/31/2021				
6				2021	Actual	
7	A/C	Sub-Fund		Appropriations	Expenditures	
62	4902	Capital Projects - US62		\$ 153,400	\$ -	0.00%
63						
64	5101	Water Operating		\$ 835,003	\$ 342,492	41.02%
65						
66	5201	Sewer Operating		\$ 951,429	\$ 315,594	33.17%
67						
68	5701	Water Replacements & Improvements		\$ 4,452,623	\$ 644,702	14.48%
69						
70	5702	Sewer Replacements & Improvements		\$ 2,603,320	\$ 311,070	11.95%
71						
72	5721	Water Debt Service		\$ 396,600	\$ 128,810	32.48%
73						
74	5722	Sewer Debt Service		\$ 481,500	\$ 200,121	41.56%
75						
76	5781	Enterprise Deposit		\$ 36,000	\$ 17,922	49.78%
77						
80	9904	Mayor's Court		\$ 85,000	\$ 32,346	38.05%
81						
82		TOTAL ALL FUNDS		\$ 16,073,621	\$ 4,253,110	26.46%



1813

JOHNSTOWN POLICE DEPARTMENT



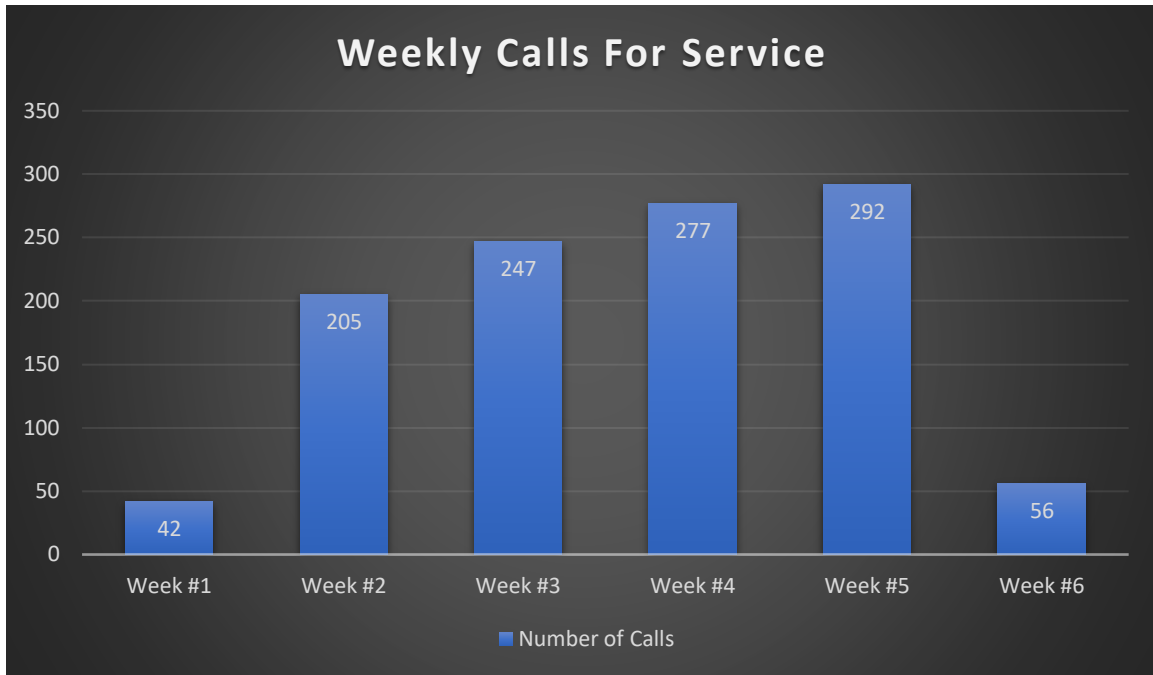
REPORT

CHIEF'S

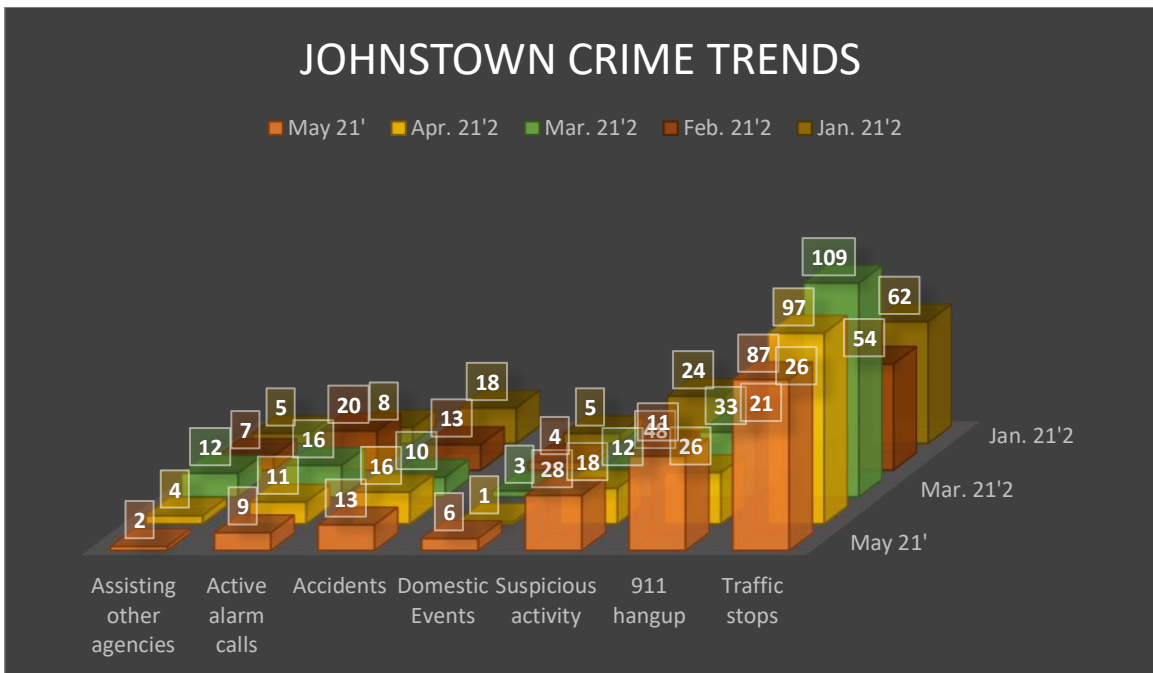
WELCOMES YOU
Established 1813

MAY 2021

CRIME STATISTICS



- 1,117 CALLS FOR SERVICE
- 701 ACTIVE HOURS ON SERVICE CALLS
- 37.2 MINUTES AVERAGE PER AN EVENT
- 744 TOTAL HOURS IN THE MONTH OF MAY



JOHNSTOWN

Calls for Service: 05/01/2021 Through 05/31/2021

10-ASSIST OTHER UNIT	2
12B-BURGLARY ALARM	9
15-WARRANT	1
2-NON INJURY ACCIDENT	13
20-DOMESTIC	2
20V-VERBAL DOMESTIC	4
4-INJURY ACCIDENT	1
60-SUSPICIOUS PERSON	6
60A-SUSPICIOUS VEHICLE	22
70-DRUGS	2
91-911 HANGUP	21
91A-911 MISDIAL	27
TRAFFIC STOP	87
Total	197

The Johnstown Police Department experienced a 13% increase in service calls over April 2021.

Crime Map (May 2021)

The below map shows where officers took written reports in Johnstown. To protect the reporting parties, only pins with the corresponding report numbers are displayed on the map.



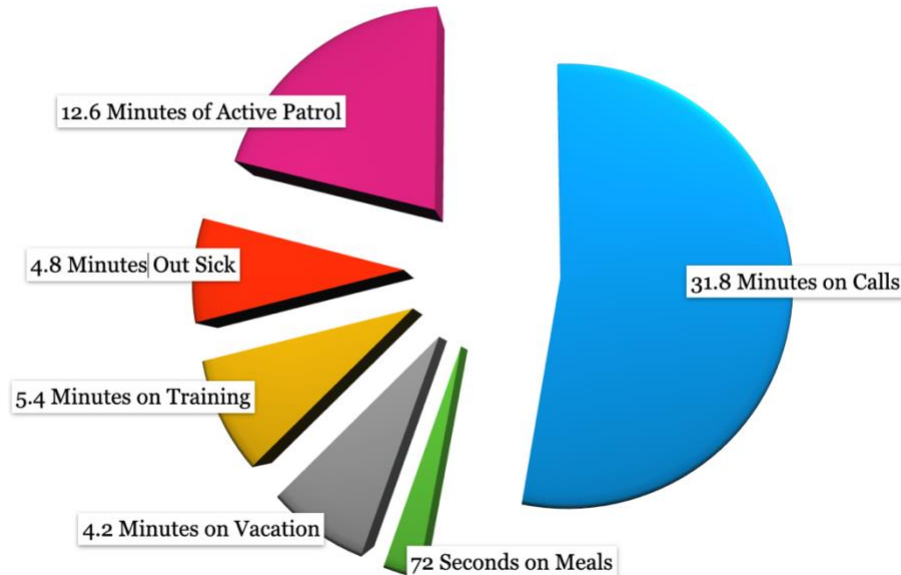
Allocated time officers spend doing tasks within Johnstown

With Computer-Aided Dispatching (CAD) data, Chief Haroon can do a deeper dive into tasks that officers perform daily. The pie-chart below looks at a snapshot of how an officer in Johnstown spends their time within their shift. The pie represents a one-hour snapshot of that officer. The data is obtained from May 2021 (31-days).

In May 2021, within a 24-hour block, an officer will spend roughly five (5.04) hours patrolling our community. An officer will spend the remainder of the nineteen (18.96) hours doing other tasks. The graph below highlights where the time is spent.

● On Calls ● Meals ● Vacation ● Training ● Sick Time ● Patrol Time

Of One (1) Hour Officers Spend:

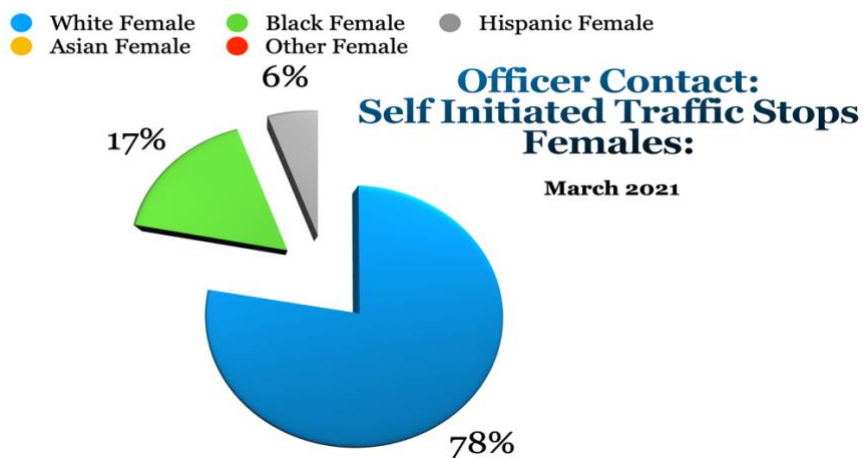
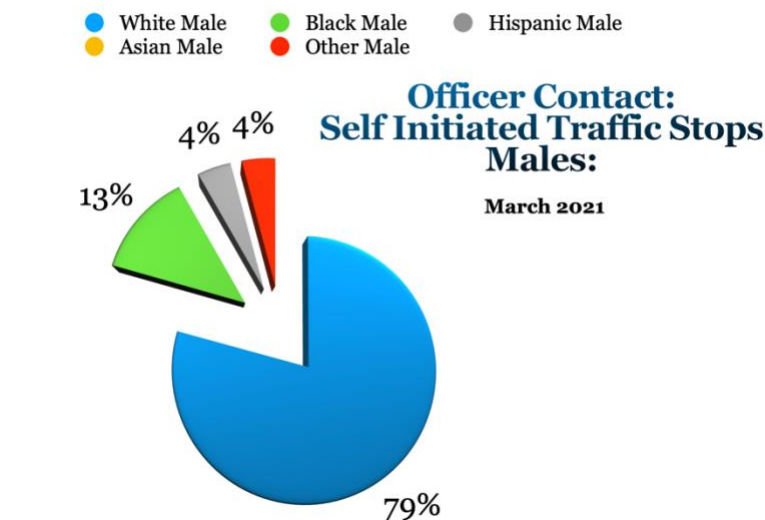


The State of Ohio recommends that police departments monitor the demographics of who is getting stopped by officers within their prospective jurisdictions. The data is also required to meet the guidelines set by the Ohio Collaborative Community-Police Advisory Board. The outcome is to provide police legitimacy through transparency.

The following pie-graphs outline the race and gender of who is being stopped by officers in Johnstown, Ohio. Moreover, the numbers remain consistent with:

- A. Our demographical makeup.
- B. Individuals are commuting within the area.
- C. Individuals that are working in and around Johnstown.

Chief Haroon saw no signs of concerns.



TRAINING

Chief Haroon is pleased to announce practical leadership training for supervisors at the Johnstown Police Department.

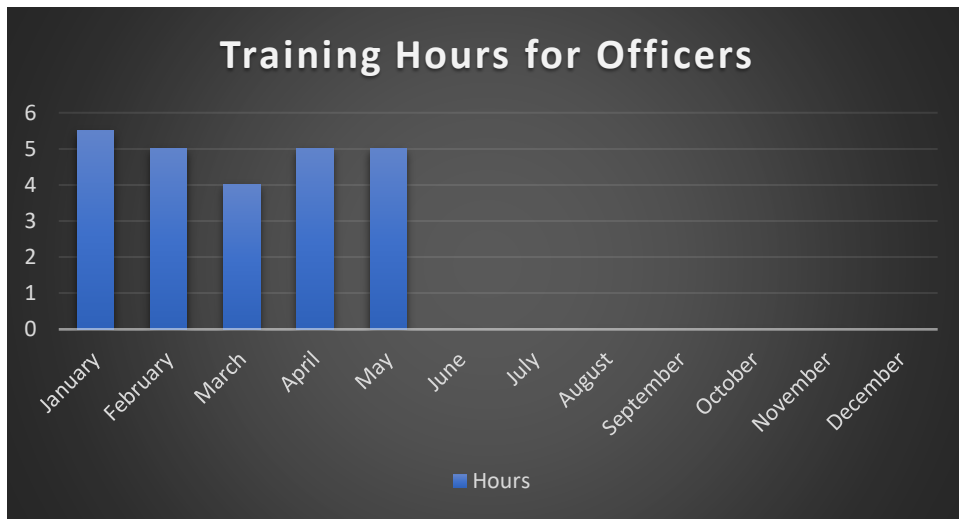
Both Sergeant Hatfield and Sergeant Cooperrider completed basic supervisor training. Historically, supervisors have not attended any training when promoted. Police supervisors have a significant amount of liability and should receive significant training to keep them current and educated.

Deputy Chief Smart started the School of Police Staff and Command (SPSC) at Northwestern University. SPSC is an intense six-month leadership course and is one of the best leadership schools in the country. Deputy Chief Smart is spending roughly 30-hours a week (on his own time) completing coursework. Once completed, Deputy Chief Smart will be the second staff member to have graduated from this prestigious school.



All officers received a three (3) hour training block on Use of Force / De-escalation training. Mt. Vernon Police Department hosted this training. Officers who attended this were presented with various realistic scenarios to aid in developing their decision-making skills. The officers provided good feedback on the value of this course. The course was free of charge.

In addition, to Use of Force / De-escalation training, officers completed two one-hour training blocks in the following topics: Crowd Control Step #1 (Police One Academy) and Crowd Control Step #2 (Police One Academy.) This training will aid officers with the upcoming summer events (Springfest, Fireman's Festival, 4th of July). Total officers received 5-hours of training individually in May 2021.



STAFF

JPD offered Eric Rodriguez employment as a police officer. Mr. Rodriguez will be sworn in as Officer Rodriguez on Tuesday, June 15, 2021. This appointment will be Officer Rodriguez's first position as a police officer. Officer Rodriguez is a replacement for now-retired Lt. J. Boudinot. He will complete our staff of nine full-time officers.

To date, the Johnstown Police Department organizational structure is as follows:

----- **Chief of Police** -----
 ---- **Deputy Chief** ----

Patrol Sergeant (Supervisor)
 Patrol Sergeant (Supervisor)
 Patrol Officer (Field Training Officer)
 Patrol Officer (Field Training Officer)
 Patrol Officer
 Patrol Officer
 Patrol Officer

Lead Dispatcher (TAC)
 Dispatcher
 Dispatcher
 Dispatcher
 Dispatcher

MEDIA / SOCIAL MEDIA:

Facebook (May 13, 2021 – June 9, 2021)

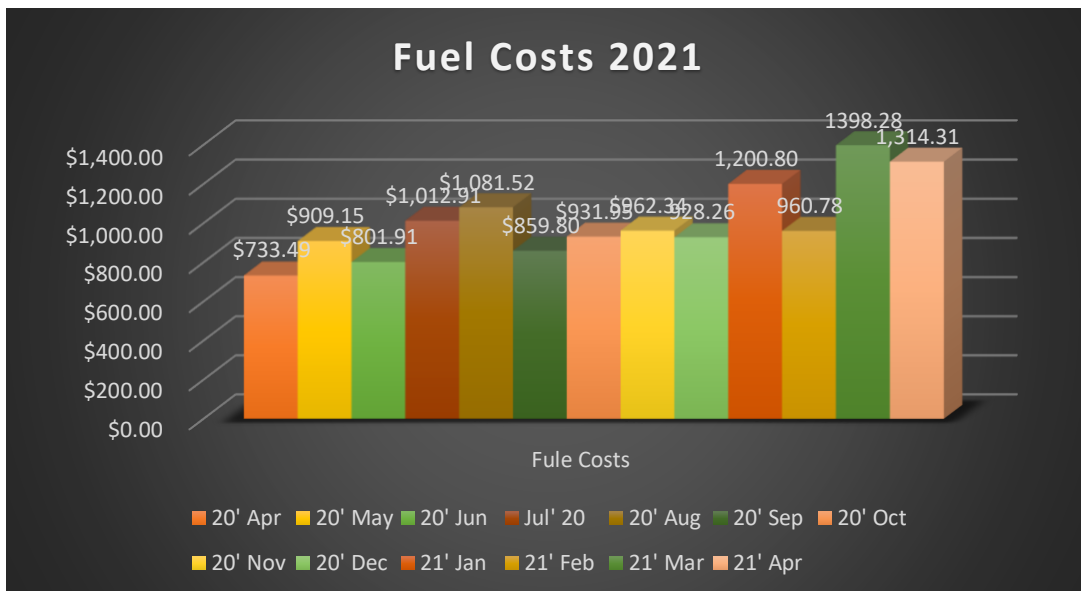
People reached: 28,948	UP	164% from March 2021
Post engagements: 4,029	UP	23% from March 2021
Page likes: 35	DOWN	43% from March 2021
Page Followers: 36	DOWN	43% from March 2021

FLEET

The Johnstown Police Department used 461.51 gallons of gasoline in April 2021. 97.11 gallons less when compared to March 2021. The Council should note that fuel costs have gone up 79.20% from April 2020.

Officers drove a total of 4,065 miles (excluding administrators) within Johnstown in May 2021. As a comparison, approximately 2,671 miles would be driven if one were to drive from coast to coast.

FUEL COST



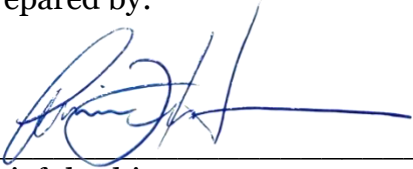
The Johnstown Police Department was above the mean average in fuel costs. In April 2021, the cost of the Police Department's fuel usage was \$1,314.31. The higher expenditure is attributed to rising fuel costs.

OTHER NEWS

Body-worn cameras (BWC) and hardware arrived and will be installed on Monday, June 14, 2021. The installation will take approximately 4-days to complete. The same installation will allow for wireless video uploads from the patrol vehicles. Such an improvement will increase productivity across the entire staff. For example, supervisors will no longer be required to upload manually. Officers can view their videos without waiting for a supervisor to upload them. Administrators will be able to perform audits on officers to ensure that they are properly activating their BWC's. This upgrade was a budgeted item for 2021.

End of Report-

Prepared by:

A handwritten signature in blue ink, appearing to read 'Ibrahim Y. Haroon', is written over a horizontal line.

Chief Ibrahim Y. Haroon, MBA CLEE

VILLAGE OF JOHNSTOWN



ORDINANCE 20-2021

**AN ORDINANCE AMENDING ORDINANCE 34-20,
THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE
NECESSARY CHANGES OF APPROPRIATIONS**

WHEREAS, the Council of the Village of Johnstown adopted its annual appropriations for 2021 on December 8, 2020; and

WHEREAS, the Council of the Village of Johnstown desires to increase its appropriation for Police Department expenditures using monies collected in the Restricted Police Fund; and

WHEREAS, the net effect on the finances of the Village of Johnstown will be increased appropriations of **\$5,000.00**; and

WHEREAS, the Restricted Police Fund balance is sufficient to cover this appropriation.

Section One. That the appropriations for the Restricted Police Fund that were set forth in Ordinance 34-20, adopted by the Council of the Village of Johnstown, State of Ohio, on December 8, 2020, be hereby amended to read as follows:

Contractual Services		\$	5,000.00
Net effect on Restricted Police Fund	(decrease)	\$	5,000.00

Section Two. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action where meetings 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.

Date of Introduction: June 1st, 2021
Public Hearing/Vote: June 15th, 2021

BY: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

VILLAGE OF JOHNSTOWN



ORDINANCE 21-2021

AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

WHEREAS, the Council of the Village of Johnstown adopted its annual appropriations for 2021 on December 8, 2020; and

WHEREAS, the Council of the Village of Johnstown desires to hire a full-time Police Officer in order to maintain a high level of security and keep up with the increasing demands on the Police Department; and

WHEREAS, the net effect on the finances of the Village of Johnstown will be increased appropriations totaling \$43,500.00; and

WHEREAS, the General Fund balance is sufficient to cover this appropriation.

Section One. That the appropriations for the General Fund that were set forth in Ordinance 34-20, adopted by the Council of the Village of Johnstown, State of Ohio, on December 8, 2020, be hereby amended to read as follows:

Personnel Costs	\$	37,000.00
Supplies & Materials	\$	6,500.00
Net effect on General Fund	(decrease)	\$ 43,500.00

Section Two. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action where meetings 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.

Date of Introduction: June 1st, 2021
Public Hearing/Vote: June 15th, 2021
Effective Date:

BY: _____

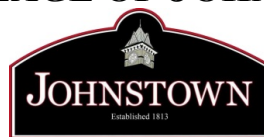
Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director



ORDINANCE 22-2021

AN ORDINANCE AMENDING SECTION 921.06 OF THE CODIFIED ORDINANCES OF JOHNSTOWN, OHIO IN ORDER TO SET WATER TAP AND CAPACITY FEES CHARGED BY THE VILLAGE OF JOHNSTOWN AND DECLARING AN EMERGENCY

WHEREAS, the Village Manager, Village Engineer, and Service Director have reviewed the utilities service rates charged by the Village of Johnstown, and has recommended an amendment to those fees; and

WHEREAS, the Council of the Village of Johnstown desires to amend these rate structures to properly provide for operations of the Water Division of the Service Department; and

WHEREAS, the Council of the Village of Johnstown desires to ensure any and all development that utilizes existing capacity be charged a fair and equitable amount to replace the capacity used; and

NOW THEREFORE, be it ordained by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

Section 1. That Section 921.06, "Water Tap Fee", is hereby amended as follows. Additions are in **bold** and deletions are struck:

The charge to install a new water tap connecting to the water system of the Village shall be as provided by Council. The charge for installation of a water tap shall be paid to the Village in advance accompanied by such deposit as provided by the Manager. In the event the deposit is insufficient to cover the actual costs, the person requesting the tap shall pay the balance due over and above the amount deposited.

Water tap and capacity fees will be as follows:

Line Size	Tap Fee [^]	Capacity Charge* [△]
3/4"	\$375.00	\$7,400.00
1"	\$375.00	\$13,160.00
1 1/2"	\$375.00	\$29,600.00
2"	\$375.00	\$52,630.00
3"	\$375.00	\$118,410.00
4"	\$375.00	\$210,500.00
6"	\$375.00	\$473,640.00
8"	\$375.00	\$842,030.00

~~*One fifth (twenty percent)~~ **Fifty percent** of capacity charge is for Fire Protection only.

~~△ Two fifths (forty percent) of capacity and tap fee charge is for locally bonded government projects only.~~

Section 3. Any ordinance or portion thereof in conflict with the provisions of this ordinance is hereby repealed.

Section 4. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety or welfare; therefore, this ordinance shall take effect immediately upon its passage.

Section 5. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action where meetings 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.

Date of Introduction: June 15, 2021

Public Hearing/Vote: June 15, 2021

Effective Date:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan S. Ashrawi, Law Director



RESOLUTION 2021-21

A RESOLUTION TO ADOPT THE PROPOSED DESIGN REVIEW DISTRICTS AND STANDARDS AS PRESENTED

WHEREAS, the purpose of the Design Review Districts and Standards is to provide direction and guidance to Village agencies, other public agencies, private individuals, and organizations as they prepare detailed plans for future growth and development in Johnstown; and

WHEREAS, the Village has devoted considerable staff, Commission, and public attention to the development of the Design Review Districts and Standards; and

WHEREAS, at the June 10, 2021 Planning and Zoning meeting, the Commission voted in favor of forwarding to Village Council for review.

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 draft plan as approved at the June 10, 2021 Planning and Zoning meeting; public hearing with any amendments finalized by the Village Council on June X, 2021 be adopted as the Design Review Districts and Standards 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: June 15, 2021

By:

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe
Clerk of Council

Yazan Ashrawi
Law Director

AGENDA REPORT

VILLAGE COUNCIL
JUNE 15, 2021



AGENDA ITEM

Resolution 2021-21: A Resolution to Adopt the Proposed Design Review Districts and Standards

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

In 2020, the Village began the project of developing Design Review Districts and Standards. The project was completed with the contracting services of OHM. The process included public involvement in the form of an online survey held in the Summer of 2020 and a number of steering committee meetings. The Planning and Zoning Commission has also reviewed the document and provided feedback in a series of public meetings. The document identifies three districts within Johnstown and provides standards for future development in those districts. It also provides standards and guidelines for general development in the entire community. Planning and Zoning recommended the plan to Council on June 10, 2021.

SUMMARY

Authority:

Urgency: None

Relation to Other Actions: Ordinance 25-2021, revises Chapter 1187 and establishes a Design Review Board

FISCAL IMPACT

Village budgeted and spent \$50,000 on developing the plan.

ADDITIONAL MATERIAL

None

ATTACHMENTS

Design Review Districts and Standards document attached in agenda



RESOLUTION 2021-22

**RESOLUTION APPOINTING MEMBERS TO THE JOHNSTOWN
JOINT RECREATION DISTRICT BOARD OF TRUSTEES**

WHEREAS, by mutual agreement of the Village of Johnstown and the Johnstown-Monroe Local School Board of Education, Resolution 2021-08 established a joint recreation district for the control, management, operation, maintenance, and repair of recreational properties and facilities in the boundaries and territories of the Parties; and

WHEREAS, the joint recreation district will be an effective body in providing community programming, which provides athletic, recreational, and quality of life opportunities for the welfare and physical development of the residents of the district; and

WHEREAS, the Village of Johnstown Council desires to appoint members to the Johnstown Joint Recreation District Board of Trustees in accordance with Section Three of Resolution 2021-08 passed March 16, 2021; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Johnstown, State of Ohio:

Section 1. Jeffrey Barr is hereby appointed to a two year term as a representative of the Village of Johnstown.

Section 2. Susan Suriano is hereby appointed to a one year term as a representative of the Village of Johnstown.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of 'this Resolution were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action where meetings 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.

Date of Introduction/Public Hearing/Vote: June 15, 2021

By: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

VILLAGE OF JOHNSTOWN



RESOLUTION 2021-23

TO AUTHORIZE THE VILLAGE MANAGER TO NEGOTIATE WITH THE LICKING COUNTY COMMISSIONERS AND OTHER INTERESTED PARTIES TO PROVIDE WATER AND/OR WASTEWATER UTILITY TO THE VILLAGE OF HARTFORD AND/OR THE HARTFORD INDEPENDENT FAIR.

WHEREAS, the Village of Johnstown, Ohio (Village) is willing to provide water and/or wastewater services to areas outside the Village; and

WHEREAS, the Village currently uses 80% of its water and wastewater facility capacity; and

WHEREAS, the Village is currently designing expansion to their water treatment and wastewater treatment facilities; and

WHEREAS, the Licking County Commissioners (LCC) will receive \$34,000,000 from the American Rescue Plan for projects guided by the Treasury Department; and

WHEREAS, at a meeting on June 10, 2021 between the Village and LCC, it was determined that both parties wished to further conversations about this topic; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF JOHNSTOWN, OHIO:

Section 1. That the Village Manager and designee(s) are hereby authorized to enter into negotiations with the Licking County Commissioners and other interested parties with regard to future Village of Johnstown water and/or wastewater utility being extended for the purpose of serving the Village of Hartford and Hartford Independent Fair.

Section 2. That this Resolution shall take effect and be in force from and after the earliest period allowed by law.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action were meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter of the VILLAGE OF JOHNSTOWN.

Date of Introduction/Public Hearing/Vote: June 15, 2021

By: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan S. Ashrawi, Law Director



RESOLUTION 2021-24

A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ADVERTISE FOR REQUESTS FOR PROPOSALS FOR TRIP PLANNING & TRIP OPTIMIZATION SYSTEMS

WHEREAS, the Village of Johnstown has identified insufficient and unreliable transportation as a barrier to work, education and health care; and

WHEREAS, the Village will develop technology that is focused on solving challenges related to trip planning, outdoor navigation, transfers between vehicles/payments, outdoor/indoor transitions, indoor navigation, and connecting and completing trip segments in a rural environment; and

WHEREAS, the Licking County Area Transportation Study has awarded the Village of Johnstown \$250,000.00 CMAQ funds specific for technology development; and

NOW, THEREFORE, Be it resolved by the Village of Johnstown:

SECTION 1. That the Village Manager be and is hereby authorized to advertise for proposals by qualified technology consultants for the purpose of developing trip planning and trip optimization systems on behalf of the Village of Johnstown, Ohio.

SECTION 2. That funding for this project shall be paid by LCATS CMAQ funding.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action were meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and the Charter of the VILLAGE OF JOHNSTOWN.

Date of Introduction: June 15, 2021

Public Hearing/Vote: June 15, 2021

By: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director



Village Administration Office
599 S. Main Street
Johnstown, Ohio 43031

(740) 967-3177
www.johnstownohio.org

INVEST | JOHNSTOWN

Trip Planning & Trip Optimization System

Request for Proposals (RFP)

1. INTRODUCTION & BACKGROUND

The Village of Johnstown has identified insufficient and unreliable transportation as a barrier to work, education and health care. Based upon a preliminary self-assessment and the results of a previously conducted planning effort by Johnstown, Licking County Area Transportation Study, and Licking County Transit, the primary goals and initiatives of these analyses include:

1. Perceived and/or real lack of services (door-to-door, off peak, on demand, etc.)
2. No coordination across providers
3. Lack of information (routes, schedules, real-time location, etc.)
4. Lack of simple trip planning tools
5. Complicated and disparate payment systems
6. Lack of ADA accessible information, tools, and services

Similarly, a review of the results of previous transportation planning outreach confirms that the existing transportation providers are not coordinated, and no consistent source of information is available for reliable trip planning, such as real-time travel information and arrival/departure schedules. Travelers spend most of their trip time waiting for transportation which causes delays for health care appointments, employment, and other non-emergency services. Travelers also cannot see information such as vehicle seating capacity or accessibility features. Travelers with disabilities, or those with caretakers have limited access to paratransit transportation and must book trips days in advance. Health care workers have no information regarding inbound patients, and caregivers have no way of knowing if travelers have reached their destination safely. The lack of real-time mobility information makes routine traveling inefficient, expensive, and unreliable.

Johnstown, like all the municipalities in Licking County except for Newark and Heath, are small with populations ranging from <500 to 15,000. The physical size of these communities is also small and downtown districts are limited to just a few blocks or a town square. Due to these characteristics, the typical mobility challenges affecting densely populated urban areas (like Columbus) are not as apparent in the Village of Johnstown. This deployment is focused on solving challenges related to trip planning, outdoor navigation, transfers between

vehicles/payments, outdoor/indoor transitions, indoor navigation, and connecting and completing trip segments.

2. SCOPE OF WORK

Goals

The pilot program will consist of working with Licking County Transit, Village of Johnstown, and local Johnstown businesses to deploy our Rural Mobility Program. It is anticipated three fully functional use cases will be developed in the future, once funding is secured. The three use cases include: non-emergency medical transportation, employment/labor and secondary education.

The Village is searching for a technology consultant / advisor, herein referred to as “*technology consultant team*”, to lead the development and deployment of our Rural Mobility Program through our Trip Planning & Trip Optimization System.

Objectives

This deployment will need to include more than just a generic trip planner to get someone from Point A to Point B. The vision is to provide a seamless experience by connecting the passenger and the mobility provider, while also communicating the steps/resources needed to reach the destination (hospital, school, work). The blanket term "Trip Planning & Trip Optimization System" refers to a collection of interrelated services.

The technology consultant team shall be tasked with providing the Village of Johnstown technology the following services throughout the duration of the 3 - 4 year program.

Task 1 – Project Technology Consultant / Advisor

The technology consultant team shall work with the Village of Johnstown to provide advice and recommendations regarding specific technology-related topics, as defined by the village, throughout the duration of the 3 - 4 year program. Those recommendations shall include, but not be limited to the following topic areas:

- A. Review of existing documentation and develop strategies and plans for phased mobility hub elements
- B. Engage stakeholders to identify how Multi-modal mobility platform and other strategies will ease community and regional transportation challenges for the following use cases:
 - a. Business park
 - b. Education
 - c. Health-care
- C. Develop plan to address Mobility Platform System and Data Security, including the applicability and possible adoption of Blockchain
- D. Provide recommendations regarding the applicability, measurement, and possible incorporation of machine learning and artificial intelligence technologies

- E. Research, review and present plan discussing availability of technology alternatives to support data connectivity issues in rural environments
- F. Present the applicability of automation to be built into the mobility operational scenarios
- G. Provide recommendations for Outdoor & Outdoor-to-Indoor Navigation strategies
- H. Provide recommendation on various mechanisms and strategies to achieve multi-purpose mobility hub connectivity
- I. **(IF AUTHORIZED)** Provide technical oversight and project management assistance for the design, development, and operation of the smart mobility hub

Task 2 **(IF AUTHORIZED)**

If authorized, the technology consultant team is expected to develop and deploy an open source platform mobility platform for the pilot “Business Park” use case.

Develop and Deploy Pilot Open Source Platform for Business Park use case (if authorized)

- a. Basemap development, as well as a mechanism to perform Basemap updates, as needed.
- b. Mechanisms to support multiple data feeds to increase trip routing efficiency including mobility provider transportation schedules and updates to those transportation schedules and routes to accommodate obstacles, such as construction work zones, incidents, etc.
- c. Mobility provider services to user alignment and connections
- d. Support of advanced personal routing based on origin / destination, while incorporating data regarding proposed route information
- e. Alignment with and incorporation of connected vehicle applications to increase efficiency, awareness, and ultimately mobility options
- f. Incorporation of offline access into the mobility operations / scheduling process
- g. Incorporation of easy-to-use assistive trip planning and execution process
- h. Multiple provider, multi-modal trip singular payment mechanism
- i. Support for Concierge Service to provide trip scheduling services for those who aren’t capable
- j. Concierge Service to connect users to the services and amenities available in their region
- k. Support for mobility provider to register and update their mobility service information
- l. Inclusion of a mobile driver application to connect the driver with users needing transportation
- m. Implementation of Mobility Hub Connectivity strategies
- n. Additional functions as recommended and agreed to by the technology consultant team and the Village of Johnstown

Task 3 **(IF AUTHORIZED)**

If authorized, the technology consultant team is expected to further develop the open source mobility platform for into a fully functional production level product to fully support the pilot use case, as well as the education and healthcare use cases.

Further Develop and Deploy Open Source Platform with Additional Required Functionality to support additional use cases and functionality (IF AUTHORIZED) including:

- a. Basemap development, to support additional use cases
- b. Identification and integration of additional data feeds to increase trip routing efficiency including mobility provider transportation schedules and updates to those transportation schedules and routes to accommodate obstacles, such as construction work zones, incidents, etc.
- c. Mobility provider services to user alignment and connections
- d. Mechanisms to support machine learning to improve functionality in an autonomous manner over time.
- e. Support of advanced personal routing based on origin / destination, while incorporating data regarding proposed route information
- f. Alignment with and incorporation of connected vehicle applications to increase efficiency, awareness, and ultimately mobility options
- g. Incorporation of offline access into the mobility operations / scheduling process
- h. Incorporation of easy-to-use assistive trip planning and execution process
- i. Multiple provider, multi-modal trip singular payment mechanism
- j. Support for Concierge Service to provide trip scheduling services for those who aren't capable
- k. Concierge Service to connect users to the services and amenities available in their region
- l. Support for vendors to register their services into the system to connect with users looking for specific services with the transportation systems to get them there
- m. Support for mobility provider to register and update their mobility service information
- n. Inclusion of a mobile driver application to connect the driver with users needing transportation
- o. Implementation of Mobility Hub Connectivity strategies

3. SPECIAL CONSIDERATIONS

- a) The Village of Johnstown has made additional funding requests to fund future portions of this project. It is expected to learn the status of those requests at future dates.

- b) DriveOhio, an initiative of the Ohio Department of Transportation, has developed high-level requirements for advanced mobility applications and is expected to publish those by June 30, 2021.
- c) The Licking County Area Transportation Study (LCATS) and Licking County Transit completed a Transit Development Plan that was adopted in 2020.
- d) The Village of Johnstown is currently in the process of creating a mobility hub concept plan. Expected completion of the concept plan is August 2021.

4. REQUIREMENTS OF THE PROJECT TEAM

The technology consultant team shall have the following experience and skills:

- a) Platform development capabilities with experience leading the development of a minimum of 2 (two) mobility-related platform projects.
- b) Experience working on projects with multiple stakeholders including government (federal, state, and local) and industry
- c) Shows a clear understanding of technical abilities, related to data collection and sharing technologies.
- d) Able to clearly communicate complex technical processes to Village Staff, Village Council and the general public, when needed.

5. ASSISTANCE FROM JOHNSTOWN

The Village of Johnstown administration team will:

- a) Provide direction, based on recommendations provided by the technology consultant team.
- b) Review documentation and provide feedback to the technology consultant team.
- c) Attend meetings, to be held at a frequency agreed upon by the Village and the technology consultant team.
- d) Provide timely guidance by staff to not delay the project or add unneeded costs.

6. SUMMARY OF DELIVERABLES

Task 1

- A. Review of existing documentation and develop strategies and plans for phased mobility hub elements.
- B. Perform stakeholder engagement activities
- C. Develop System and Data Security plan
- D. Provide machine learning and artificial intelligence technology recommendations
- E. Provide plan discussing availability of technology alternatives to support data connectivity issues in rural environments

- F. Present the applicability of automation to be built into the mobility operational scenarios
- G. Provide recommendations for Outdoor & Outdoor-to-Indoor Navigation strategies
- H. Provide recommendation on various mechanisms and strategies to achieve multi-purpose mobility hub connectivity
- I. **(IF AUTHORIZED)** Provide technical oversight and project management assistance for the design, development, and operation of the smart mobility hub

Task 2 **(IF AUTHORIZED)**

Develop and Deploy Pilot Open Source Platform for Business Park use case with project related documentation.

Task 3 **(IF AUTHORIZED)**

Further Develop and Deploy Open Source Platform with Additional Required Functionality to support additional use cases and functionality.

7. BENEFITS

The expected benefits of this project include:

1. Improved travel time for transit vehicles
2. Increased efficiency of vehicle travel
3. Reduced vehicle emissions
4. Increased pedestrian awareness of roadway conditions
5. Improved pedestrian ease of access
6. Increased pedestrian awareness of traffic conditions
7. Increased transit vehicle efficiency. Increased accessibility
8. Improved trip planning
9. Increased transit vehicle efficiency
10. Increased ridesharing efficiency
11. Increased ease of payment

8. ESTIMATED DURATION

It is expected that the project duration will be 3 – 4 years but is currently dependent on future funding opportunities.

9. RESPONSE DEADLINE

Responses are due by **Friday, July 23, 2021** at 3:00pm. Responses submitted after this deadline will not be considered.

10. RESPONSE REQUIREMENTS

Responding firms shall include in their Responses details that identify proven record and competency in each item included in Section 2, Task #1, #2 & #3. Firms are encouraged to provide any additional information they feel will further demonstrate the firm's qualifications and abilities to acceptably complete this project but are hereby instructed to limit such additional information to that which is directly relevant to the services being requested.

The Response shall not exceed twenty-five (25) pages. Cover letter, table of contents, and resumes do not count towards the page count.

Response to be submitted electronically by email. The submission must be compatible with Adobe v 10.0, in a single file, and be formatted to print on standard office paper sizes. No pages shall be larger than 11"x17". Fax submissions will not be accepted.

All material submitted in accordance with this RFP becomes property of the Village and will not be returned.

11. RESPONSE SELECTION

The Village Manager with input from staff, LCATS and DriveOhio will review and evaluate the Responses. From this process, the Village Manager may select the winning Response. The Village Manager shall issue a notice to proceed on or before July 7, 2021 although it may be delayed due to unanticipated events. Selection of a Response for this phase of the project does not guarantee selection of future phases.

12. DIVERSITY AND INCLUSION

The Village of Johnstown encourages the participation of certified minority and female business enterprises.

13. LEGAL CONSIDERATIONS

If you have any questions regarding this RFP, please contact Jim Lenner, at jlenner@johnstownohio.org. Any other contact with Village personnel related to this RFP, prior to the formal selection of the Consultant, is expressly prohibited without the consent of the Village Manager.

Consultants should submit their Response via email by the deadline to:

Jim Lenner, Village Manager
Village of Johnstown
599 S. Main Street
Johnstown, Ohio 43031
jlenner@johnstownohio.org

Requests for clarification shall be received by the Village at least four business days prior to the due date for responses. Any response by the Village to a request for clarification will be made in the form of an addendum to this RFP. All addenda shall become part of this RFP and shall be attached as an exhibit to your Response. This additional information will not count in the sheet total allowed.

Non-Responsive RFP - The RFP shall be prepared and submitted in accordance with these instructions. Any omission or limitation to the RFP may be sufficient grounds for non-acceptance of the response, at the sole discretion of Village. The submission of a response to this RFP shall be deemed a representation and certification by the Consultant that the Consultant has investigated all aspects of the RFP, is aware of the applicable facts pertaining to the RFP process, its procedures and requirements, and has read and understood the RFP. No request for modification of the RFP shall be considered after its submission on grounds that the Consultant was not fully informed as to any facts or condition.

Public Nature of Response Material - Responses to this RFP become the exclusive property of the Village. All responses to the RFP when received become a matter of public record and shall be regarded as public records. Any Response which contains language purporting to render all or significant portions of the Response “Confidential,” “Trade Secret,” or “Proprietary” shall be regarded as non-responsive.

Disqualification - Factors such as, but not limited to, any of the following may be considered just cause to disqualify a response to the RFP without further consideration:

Evidence of collusion, directly or indirectly, among Consultants in regard to the terms, or conditions of this Response;

Any attempt to improperly influence any member of the selection staff;

Existence of any lawsuit, unresolved contractual claim or dispute between Consultant and the Village;

Evidence of incorrect information deliberately submitted as part of the RFP;

Evidence of Consultant’s inability to successfully complete the responsibilities and obligations of the proposed scope of work; and

Consultant’s default under any agreement, which resulted in termination of the Agreement.

Non-Discrimination/Non-Preferential Treatment - The successful Consultant shall not discriminate, in any way, against any person on the basis of race sex, color, age, religion, sexual

orientation, actual or perceived gender identity, disability, ethnicity, or national origin, in connection with or related to the performance of Village of Johnstown contracts.

Applicable Laws - The Revised Code of the State of Ohio, the Charter of the Village of Johnstown, and all City ordinances insofar as they apply to the laws of competitive bidding, contracts, and purchases, are made a part hereof.

Taxes - Federal and/or State Taxes are not to be included in prices quoted. The successful consultant will be furnished an exemption certificate if needed.

VILLAGE OF JOHNSTOWN



ORDINANCE 23-2021

AN ORDINANCE AMENDING ORDINANCE 34-20, THE ANNUAL APPROPRIATION ORDINANCE OF THE VILLAGE OF JOHNSTOWN TO APPROVE NECESSARY CHANGES OF APPROPRIATIONS

WHEREAS, the Council of the Village of Johnstown adopted its annual appropriations for 2021 on December 8, 2020; and

WHEREAS, the Council of the Village of Johnstown desires to pay the annual fee for Lexipol to provide law enforcement policy & procedure solutions in order to deliver safe and responsible services; and

WHEREAS, the net effect on the finances of the Village of Johnstown will be increased appropriations totaling \$5,025.00; and

WHEREAS, the General Fund balance is sufficient to cover this appropriation.

Section One. That the appropriations for the General Fund that were set forth in Ordinance 34-20, adopted by the Council of the Village of Johnstown, State of Ohio, on December 8, 2020, be hereby amended to read as follows:

Contractual Services		\$	5,025.00
Net effect on General Fund	(decrease)	\$	5,025.00

Section Two. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that meetings of any of its committees that resulted in such formal action where meetings 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.

Date of Introduction: June 15th, 2021

Public Hearing/Vote: July 6th, 2021

Effective Date:

BY: _____

Mayor Chip Dutcher

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director



ORDINANCE 24-2021

AN ORDINANCE AMENDING THE ZONING MAP OF THE VILLAGE OF JOHNSTOWN

WHEREAS, on May 25, 2021 the Planning and Zoning Commission held a public hearing on the requested zoning map amendment; and

WHEREAS, on May 25, 2021 by a 5-0 vote, the Johnstown Planning and Zoning Commission approved for Village Council consideration an amendment to the official Zoning Map; and

WHEREAS, the Planning and Zoning Commission requests that Village Council consider the Zoning Map change as described; and

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

Section 1. Parcel number 053-173292-00.002 (921 West Coshocton Street) is hereby changed from Light Manufacturing (LM) to General Community Commercial 2 (GCC-2) on the official Zoning Map of 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 Ordinance were approved in an open meeting of this Village Council and that meetings of any of its committees that resulted in such formal action were meetings 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

Date of Introduction: June 15, 2021

Public Hearing/Vote: July 6, 2021

Effective:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan Ashrawi, Law Director

AGENDA REPORT

VILLAGE COUNCIL
JUNE 15, 2021



AGENDA ITEM

Ordinance 24-2021: An Ordinance Amending the Zoning Map of the Village of Johnstown

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

The applicant requested a zoning map change for the parcel, located at 921 West Coshocton Street. The request was to amend the zoning from LM (Light Manufacturing) to GCC-2 (General Community Commercial 2). The property is currently vacant and the applicant wishes to construct and operate a retail store on the property. The map change would align with the Future Land Use Map which identifies the property as commercial. The Planning and Zoning Commission approved this ordinance 5-0.

SUMMARY

Authority: Village Ordinances, Section 1135.03

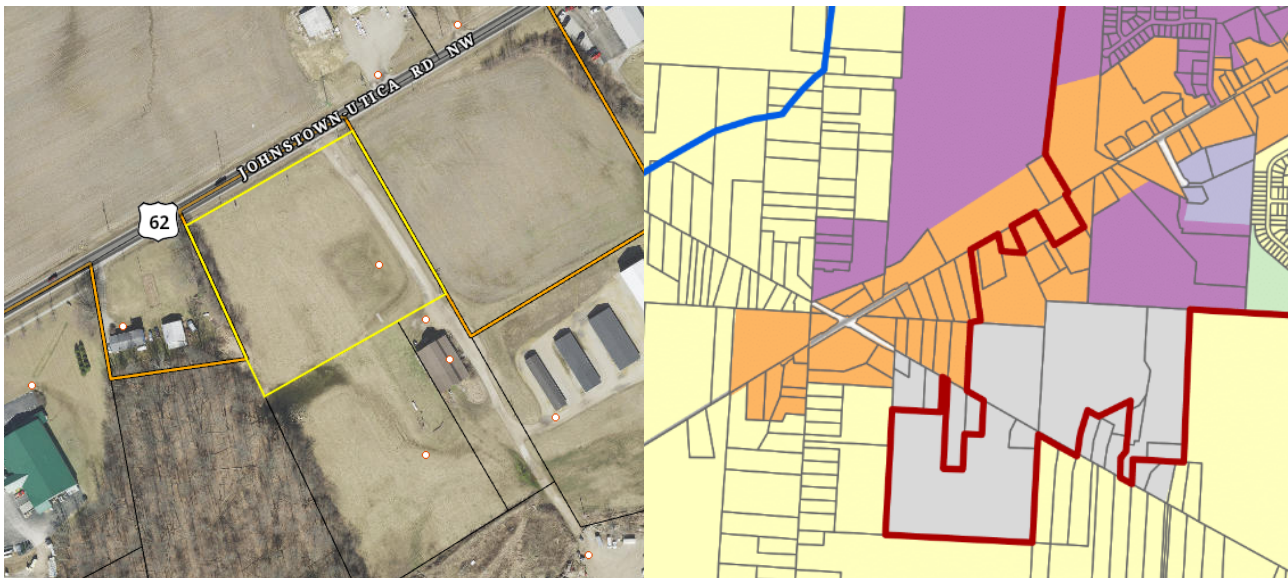
Urgency: None

Relation to Other Actions: None

FISCAL IMPACT

No impact on Village budget. Would generate economic development in the community.

ADDITIONAL MATERIAL



VILLAGE OF JOHNSTOWN



ORDINANCE 25-2021

AN ORDINANCE AMENDING CHAPTER 1187 OF THE VILLAGE OF JOHNSTOWN CODIFIED ORDINANCES AND ESTABLISHING A DESIGN REVIEW BOARD

WHEREAS, Chapter 1187 of the Village of Johnstown Codified Ordinances (the “Codified Ordinances”) governs the Design Review Administration and Regulations in the Village of Johnstown; and

WHEREAS, The Planning and Zoning Commission has recommended to Council for their review and approval, the Design Review Districts and Standards; and

WHEREAS, On June 10, 2021 by a majority vote of members present, the Planning and Zoning Commission approved for Village Council consideration amending Chapter 1187 of the Codified Ordinances and establishing a Design Review Board; and

WHEREAS, the proposed amendments to Chapter 1187 establish a Design Review Board for the review and enforcement of the Design Review Districts and Standards and amend the existing boundaries of the Design Review District; and

WHEREAS, after review of all uses, the Council of the Village of Johnstown desires to amend Codified Ordinance Chapter 1187 Design Review Administration and Regulations and establish a Design Review Board.

NOW THEREFORE, be it ordained by the Council of the VILLAGE OF JOHNSTOWN, Licking County, Ohio as follows:

Section 1. That Chapter 1187 is amended; changes and edits as shown attached to this ordinance,

Section 2. The Design Review Board for the Village of Johnstown is hereby established,

Section 3. It is found and determined that all formal actions of this Village Council concerning and relating to the recommendation of adoption of this Ordinance were approved in an open meeting of this Village Council and that meetings resulted in such formal action where meetings 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.

Date of Introduction: June 15, 2021
Public Hearing/Vote: July 6, 2021
Effective:

By: _____

Chip Dutcher, Mayor

ATTEST TO:

APPROVED AS TO FORM:

Teresa Monroe, Clerk of Council

Yazan S. Ashrawi, Law Director

DRAFT

1187.01 ADOPTION.

It is deemed in the best interest of the public to encourage beneficial development of the community and thereby to formulate a process to review, regulate, and encourage designs of buildings, structures, and spaces in relationship to specified areas of the community.

(Ord. 16-2010. Passed 8-17-10.)

1187.02 PURPOSE.

(a) The purpose of the Design Review Districts (Districts) is to promote the general health, safety and welfare of the Village of Johnstown by maintaining and increasing real estate values, generating business, creating new positions, attracting tourists, new residents, and to make the Village of Johnstown a more attractive and desirable place in which to live and work. The Design Review ~~Overlay Districts~~ have also been created to recognize, preserve and enhance the architectural and historical character of the community and to prevent intrusions and alterations within the established zoning districts which would be incompatible with their established character. The Design Review Districts are defined in the Design Review Districts and Standards plan, adopted in 2021, which is incorporated herein as reference.

(b) The Design Review Districts ~~is an~~ are Overlay Districts. This means that the requirements of this chapter are requirements which must be met in addition to the established requirements and standards of the base district over which the Design Review District is placed. (Ord. 16-2010. Passed 8-17-10.)

1187.03 DEFINITIONS.

As used in this Chapter, the following words shall be defined as:

(a) "Applicant" means any person, persons, association, organization, partnership, unit of government, public body or corporation who applies for a Certificate of Appropriateness in order to undertake an environmental change within the Districts.

(b) "Certificate of Appropriateness" means a certificate authorizing any environmental change within the Design Review Districts.

~~—(c) "Design Guidelines and Requirements" means the building, construction and design standards that apply to any environmental change within the Village of Johnstown. The Design Guidelines and Requirements shall have the force and effect of law. Until such time that specific guidelines are developed, the Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings shall be used as well as any other accepted architectural standards.~~

(c) "Design Plan" means a plan for the general design of a residential housing development within the City. A Design Plan must be approved as part of the overall Development Plan.

(d) "Design Review Districts and Standards" refers to the document providing building, construction and design standards for any environmental change within all Design Review districts as well as general design standards for the Village of Johnstown.

(e) "Districts" means the Design Review Districts.

(f) "Environmental change, major" means new construction, alterations which change, modify, reconstruct, remove or demolish any exterior features of an existing structure that are not considered to be minor modifications, demolition, building addition, the addition of signage or changes to nonconforming signs and the construction of accessory buildings, structures including, fences, walls, retaining walls,

decks, porches, swimming pools and spas, and similar changes as determined by the Village Manager, subject to the provisions of this chapter.

(g) "Environmental change, minor" means the addition or deletion of awnings, canopies, replacement of windows and doors, gutters, skylights, solar panels, satellite dishes and similar appurtenances as determined by the Village Manager; face changes to otherwise conforming signs; changes to paint and siding colors; changes in materials but not in appearance; re-roofs; landscape modifications; the construction of sports fields and associated bleachers, fences, dugouts and like facilities not requiring a commercial building permit, as approved by the Village Manager and modifications to off-street parking and loading areas containing less than five spaces. All minor environmental changes must comply with the Design Guidelines and Requirements of this chapter. Minor environmental changes done in conjunction with major environmental changes are to be treated as major changes for the purposes of this chapter.

(h) "Preserve" or "preservation" means the process, including maintenance, of treating of an existing building to arrest or slow future deterioration, stabilize the structure, and provide structural safety without changing or adversely affecting the character or appearance of the structure.

(i) "Owner" means the owner of record, and the term shall include the plural as well as the singular.

(Ord. 16-2010. Passed 8-17-10.)

1187.04 DISTRICT BOUNDARIES.

~~—The Design Review District shall consist of all properties located in any GCC-1, GCC-2, and LM zoning districts and any other properties in any other zoning district which are non-conforming uses in that district and shall apply to all environmental changes.~~

The Design Review Districts have been defined in the Design Review Districts and Standards Plan and are as follows: Historic Village Center, Corridor and Urban Neighborhood District. A map of the districts can be viewed on page 8 in the Design Review Districts and Standards Plan. New non-residential structures or additions in GCC-1, GCC-2, and LM zoning districts are also subject to the Certificate of Appropriateness requirement.

1187.05 REVIEW AND APPROVAL AUTHORITY.

~~—The duties and functions of TITLE NINE shall be carried out by the Planning and Zoning Commission. The Design Review Board is hereby established to carry out the duties and functions of TITLE NINE. The Design Review Board shall consist of five members. All five members shall be appointed by City Council, each being residents of the City. All members shall be appointed by Council for terms of four years. Initial term lengths shall be staggered so as to provide continuity of membership on the Board. Terms shall begin thirty (30) days after enactment of this legislation. Any member appointed to fill a vacancy occurring prior to the expiration of the term for which his/her predecessor was appointed shall hold office for the remainder of the term.~~

- (i) **Duties and Responsibilities.** The Design Review Board shall review Certificate of Appropriateness and Design Plan applications in accordance with this section. The Design Review Board shall also perform any other duties outlined in this code. It shall also be the duty of the Design Review Board:

- i. To protect property rights and values;

- ii. To enhance the built environment, make reports, hold public meetings/hearings and perform all other duties as may be prescribed by Licking County, the Ohio Revised Code (ORC) and this code;
- iii. To review development proposals as required by this code; and
- iv. To provide recommendations to the City Council on issues that the Council may refer to the Commission.

(2) **Rules of Procedure.** The following Rules of Procedure shall be followed:

- i. **Quorum Requirement.** A quorum of three (3) members, which may include one or more of the “standing alternates”, is required to render any decision. A majority of those voting shall prevail.
- ii. **Conduct of Meetings.** To implement the purpose of the DRB, certain procedures shall be adopted to include, but not be limited to, a regularly scheduled weekly or biweekly meeting attended by members of the DRB. Written meeting reviews setting forth decisions and findings shall be made. These records shall be preserved as part of the official proceedings for each developmental proposal. Lastly, the DRB shall generally follow “Robert’s Rules of Order” and may prepare and adopt supplemental procedural rules, subject to the approval of the City Council, that will ensure the accomplishment of the stated purpose and promote the efficiency and effectiveness of the design review process.

(Ord. 16-2010. Passed 8-17-10.)

1187.06 CERTIFICATE OF APPROPRIATENESS AND DESIGN PLAN REQUIRED.

- i. No environmental change shall be made to any property within the District until a Certificate of Appropriateness (COA) has been properly applied for and issued by Manager or the Planning and Zoning Commission. No zoning permit shall be issued for any major or minor environmental change now or hereafter in the District or subject to the Design Review process, unless a Certificate of Appropriateness has been issued. In cases where a standard is not required by the zoning text or code, then a "no permit required" certificate may be issued by the Village Manager.
- i. A Certificate of Appropriateness is required for any new non-residential structure or addition within the Design Districts, as well as GCC-1, GCC-2 and LM zoning districts and any other properties in any other zoning district which are non-conforming uses in that district and shall apply to all environmental changes. A Design Plan is required as part of the Development Plan for any new residential development in Johnstown.
- ii. A zoning permit for a structure(s) requiring a Certificate of Appropriateness or Design Plan approval shall be issued only after approval by the Design Review Board.
- iii. Exterior work on a structure that requires approval by the Design Review Board shall not commence until approval is granted by the Design Review Board. Should work commence prior to the Design Review Board approval, the property owner shall be subject to penalties per Section 1125.99 of the Planning and Zoning Ordinance.

**1187.07 PROCEDURE FOR OBTAINING A CERTIFICATE OF APPROPRIATENESS OR
DESIGN PLAN APPROVAL.**

- (a) Applications for the approval of the Certificate of Appropriateness or Design Plan:
 - 01. Shall be filed with the City on forms provided by the City;
 - 02. Shall include all required supplemental information, including such plans, drawings, specifications and other materials as may be needed by staff or the Design Review Board to make a determination;
 - 03. Shall be submitted by the application deadline as established by the City;
 - 04. Shall be signed by the applicant and owner attesting to the truth and exactness of all information supplied on the application.

~~The application for a Certificate of Appropriateness shall be made to the Planning and Zoning Commission on such forms as prescribed by the Village Manager of the Village of Johnstown, along with such plans, drawings, specifications and other materials as may be needed by staff or the Planning and Zoning Commission to make a determination.~~

~~— (1) The materials that may be required include but are not limited to:~~

~~— A. A dimensioned site plan showing existing conditions including all structures, pavement, curbcut locations, natural features such as tree masses and riparian corridors, and rights-of-way.~~

~~— B. A dimensioned site plan showing the proposed site change including structures, pavement, revised curb-cut locations and landscaping.~~

~~— C. Illustration of all existing building elevations to scale.~~

~~— D. Illustrations of all proposed building elevations to scale.~~

~~— E. Samples of proposed building materials.~~

~~— F. Color samples for proposed roof, siding, etc.~~

~~— (2) For review of signage, the following submittal requirements apply:~~

~~— A. Illustrations of all existing site signage including wall and ground.~~

~~— B. Illustrations of proposed sign age to scale.~~

~~— C. A dimensioned site plan showing location of existing ground mounted signs.~~

~~— D. A dimensioned site plan showing the proposed location of ground mounted signs.~~

~~— E. Samples of proposed sign materials.~~

~~— F. Color samples of proposed sign(s).~~

~~— G. Proposed lighting plan for sign(s).~~

(b) Design Plan Materials for Submission. The materials that may be required for submission as part of the Design Plan include but are not limited to:

- (a) A dimensioned site plan showing existing conditions including all structures, pavement, curb-cut locations, natural features such as tree masses and riparian corridors, and rights-of-way.
- (b) A dimensioned site plan showing the proposed site change including structures, pavement, revised curb-cut locations and landscaping.
- (c) Illustration of all existing building elevations to scale.
- (d) Illustrations of all proposed building elevations to scale.
- (e) Samples of proposed building materials.
- (f) Color samples for proposed roof, siding, etc.
- (g) Illustrations of all existing site signage including wall and ground.
- (h) Illustrations of proposed signage to scale.
- (i) A dimensioned site plan showing location of existing ground mounted signs.
- (j) A dimensioned site plan showing the proposed location of ground mounted signs.
- (k) Samples of proposed sign materials.
- (l) Color samples of proposed sign(s).
- (m) Proposed lighting plan for sign(s).

(c) Staff, including the City Engineer and the City Planner, shall review the submitted materials for completeness and shall:

- 01. If it is found to be complete, place the Certificate of Appropriateness or Design Plan application on the next appropriate Design Review Board agenda; or
- 02. If it is found to be incomplete, reject the application and return the application and fee to the applicant with an itemization of deficiencies.

~~—(b)(d)~~ Any minor environmental change requires a Certificate of Appropriateness issued by the Village Manager.

~~—(e)(e)~~—Any major or minor environmental change which requires a variance to the requirements of this chapter requires a Certificate of Appropriateness to be issued by the Planning and Zoning Commission.

~~—(d)—Upon review of the application for a Certificate of Appropriateness, the Planning and Zoning Commission or Village Manager shall determine whether the proposed environmental change promotes, preserves and enhances the architectural and historical character and will ensure that, at a minimum, the proposed environmental change complies with the criteria set forth herein and the design Guidelines and Requirements. Upon completion of its review, the Planning and Zoning Commission or the Village Manager will issue or deny a Certificate of Appropriateness to the applicant.~~

~~—(e)—In determining the appropriateness of specific environmental change, the Planning and Zoning Commission shall conduct a public hearing on the project and solicit input from staff members or other consultants or service providers to the Village.~~

(f) Design Plan Approval and Issuance of Certificate of Appropriateness. The Design Review Board shall - after receipt of reports from the City Planner or City Engineer - determine whether the Certificate of Appropriateness or Design Plan shall be approved, conditionally approved, or disapproved. The application shall not be approved unless the Design Review Board finds that all of the applicable provisions in the Planning and Zoning Ordinance and the Design Review Districts and Standards have been satisfied and that the site plan meets the purpose and intent of this chapter,

including the location and configuration of the building(s), landscaping, off-street parking, driveways and site amenities are visually harmonious within the site and its surroundings.

- i. If the Design Plan is disapproved, the reasons for a disapproving vote shall be stated by those members and it shall be captured in the minutes of the meeting.
- ii. Design Plans must be approved, conditionally approved or disapproved within thirty (30) working days from the date of receipt. This thirty (30) day period may be extended by the mutual agreement of the Design Review Board and the applicant.
- iii. Design Plan approval shall be for a period not to exceed eighteen (18) months from the approval date of the Design Plan.
- iv. If no construction has begun within two (2) years after approval is granted, the approved Exterior Plan shall become null and void.
- v. Design Plans approved prior to the adoption of this section, in which work has not commenced, shall become null and void one (1) year after the adoption of this section.

1187.08 CRITERIA FOR EVALUATION OF APPLICATION FOR CERTIFICATION OF DESIGN APPROPRIATENESS.

In considering the appropriateness of any proposed environmental change, including landscaping or exterior signage, the Board or Village staff member shall consider the following, as a part of its review:

(a) The compliance of the application with the Design Guidelines and Requirements. The proposed environmental change is to comply with the Design Guidelines and Requirements of the Village, incorporated by reference.

(b) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

(c) The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.

(d) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

(e) Each property shall be recognized as a physical record of its historic time, place and use. Alterations that have no historical basis and which seek to create an appearance inconsistent or inappropriate to the original integrity of the property shall be discouraged.

(f) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

(g) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.

(h) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures if appropriate shall be undertaken using the gentlest means possible.

(i) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

(j) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

(k) Significant archeological resources affected by a project shall be protected and preserved, if such resources must be disturbed, mitigation measures shall be undertaken.

(l) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

(Ord. 05-2011. Passed 5-17-11.)

1187.09 DEMOLITION OF STRUCTURES.

In cases where an applicant applies for a Certificate of Appropriateness to demolish a structure, the Planning and Zoning Commission or Village Manager shall grant the demolition and issue a Certificate of Appropriateness when at least one of the following conditions prevails.

(a) The structure contains no features of architectural and historic significance to the character of the individual precinct within which it is located.

(b) There exists no reasonable economic use for the structure as it exists or as it might be restored, and that there exists no feasible and prudent alternative to demolition.

(c) Deterioration has progressed to the point where it is not economically feasible to restore the structure.

(Ord. 16-2010. Passed 8-17-10.)

1187.10 MAINTENANCE.

Nothing in this Chapter shall be construed to prevent ordinary maintenance or repair of any property within the Design Review District, nor shall anything in this Chapter be construed to prevent any change, including the construction, reconstruction, alteration or demolition of any feature which in the view of the Village Manager is required for the public

safety because of an unsafe, insecure or dangerous condition.

(Ord. 16-2010. Passed 8-17-10.)

1187.11 Modifications

Certificates of Appropriateness or Design Plans which have been previously approved by the Design Review Board and require minor modifications may be made with the approval of the Chair of the Design Review Board and the City Planner. To apply, the applicant shall submit to the City Planner four (4) sets of the previously approved plans and the proposed minor modification, along with a written statement explaining the reason for the proposed minor modification. Within ten (10) working days after the plan submission, the City Planner and the Chair of the Design Review Board shall review and approve or disapprove the minor modification. Input from the City Engineer can be requested by the City Planner and the Chair of the Design Review Board. Approval shall be granted only if the City Planner and the Chair of the Design Review Board unanimously agree the minor modification does not significantly change the previously approved plan. If unanimous consent is not obtained, the proposed minor modifications are disapproved and can only be made if approved by the Design Review Board.

1187.124 VARIANCES.

Any variance request shall follow the provisions as set forth in Chapter 1133 of the Codified Ordinances of the Village of Johnstown.

(Ord. 16-2010. Passed 8-17-10.)

1187.132 APPEALS.

(a) Any applicant aggrieved by a decision of a Village Manager involving an environmental change, may appeal the decision to the Planning and Zoning Commission. Such appeal must set forth in writing the grounds for the appeal and must be filed with the Village within thirty (30) days of the issuance of decision being appealed.

(b) Any applicant aggrieved by any decision of the Planning and Zoning Commission Design Review Board may appeal the decision to the Council Planning and Zoning Commission of the Village of Johnstown. Such appeal must set forth in writing the grounds for the appeal and must be filed with the Clerk of Council Village within thirty (30) days of the adverse decision.

(Ord. 16-2010. Passed 8-17-10.)

1187.143 APPLICATION FOR VARIANCES AND APPEALS.

Any person owning or having an interest in property, after being denied a Certificate of Appropriateness (COA) or Design Plan Approval, may file an application to obtain a variance from the requirements of this chapter or appeal from the decision of the Village Manager involving an environmental change. Fifteen copies of a provided application accompanied by a copy of the denied COA and a statement of the reason for denial should be filed with the Village Manager not more than 20 days from the date such denial of the COA was issued. The application of a variance or an appeal shall contain the following information:

- (a) Name, address and phone number of the applicant.
- (b) Legal description of property as recorded in Licking County Recorder's office.
- (c) Each application for a variance or appeal shall refer to the specific provisions of this chapter which apply.

(d) The names and addresses of all property owners within 200 feet, contiguous to, and directly across the street from the property, as appearing on the Licking County Auditor's current tax list.

(e) A narrative statement explaining the following:

- (1) The use for which variance or appeal is sought.
- (2) Details of the variance or appeal that is applied for and the grounds on which it is claimed that the variance or appeal should be granted, as the case may be.
- (3) The specific reasons why the variance or appeal is justified according to this chapter.
- (4) Such other information regarding the application for variance or appeal as may be pertinent or required for appropriate action by the Planning and Zoning Commission.

(Ord. 16-2010. Passed 8-17-10.)

1187.154 PUBLIC HEARING AND NOTICE.

(a) Public Hearing. The Planning and Zoning Commission shall hold a public hearing within 45 days after receipt of an application for an appeal or variance from an applicant.

(b) Notice of Public Hearing.

(1) Before conducting the required public hearing, notice of the hearing shall be given in one or more newspapers of general circulation in the Village at least seven days before the date of said hearing. The notice shall set forth the time and place of the public hearing and the nature of the proposed appeal or variance.

(2) Written notice of the required public hearing shall be mailed by first class mail. at least ten days before the day of the hearing to owners of property within 200 feet from, contiguous to, and directly across the street from the property being considered.

(Ord. 16-2010. Passed 8-17-10.)

1187.99 PENALTY.

(a) Whoever constructs, reconstructs, alters, or modifies any exterior architectural or environmental feature now or hereafter within the Design Review District in violation of this chapter shall be subject to the penalties specified in Section [1125.99](#).

(b) Any property owner that demolishes a structure within the Design Review District in violation of this chapter shall be subject to a fine of up to ten thousand dollars (\$10,000). (Ord. 16-2010. Passed 8-17-10.)

AGENDA REPORT

VILLAGE COUNCIL
JUNE 15, 2021



AGENDA ITEM

Ordinance 25-2021: An Ordinance Amending Chapter 1187 of the Codified Ordinances and Establishing the Design Review Board

PREPARER(S)

Bailey Klimchak, Village Planner

RECOMMENDED ACTION

Approve

HISTORY

In coordination with the development of the Design Review Districts and Standards, a Design Review Board has also been recommended. The Design Review Board has been discussed in the Village for some time. The development of design standards now requires a board to oversee the enforcement of those standards and to hold new development to a high quality of design. The Planning and Zoning Commission, with the assistance of OHM, edited Chapter 1187 of the Codified Ordinances to include a Design Review Board. Those recommended edits can be seen in the listed ordinance. Planning and Zoning recommended Ordinance 25-2021 to Council for review and approval on June 10, 2021.

SUMMARY

Authority:

Urgency: None

Relation to Other Actions: Resolution 2021-21, adopts the Design Review Districts and Standards

FISCAL IMPACT

\$50,000 spent on developing the Design Review Districts and Standards, the development of the design review board was a part of that project

ADDITIONAL MATERIAL

None

ATTACHMENTS

None