



CITY OF NAPOLEON – Building & Zoning Division
255 W. Riverview Avenue, PO Box 151, Napoleon, OH 43545
Phone: 419-592-4010 - Fax: 419-599-8393

**BUILDING & ZONING
DIVISION**

Zoning Administrator
Building Commissioner
Brent N. Damman

July 30, 2003

Mrs. Carolyn Hills
125 Westwood Ave.
Napoleon, Oh 43545

Dear Mrs. Hills

I have review your complaint regarding the Day Care Operation at 100 Westwood Ave, Napoleon. I have met with Mrs. Borstelman regarding her Day Care Operation. We have discussed the applicable City Zoning Regulations, and how they affect her current operation. Mrs. Borstelman understands the parameters in which she must operate and has agreed to comply.

Sincerely,

Brent N. Damman
Zoning Administrator
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**BUILDING & ZONING
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Zoning Administrator
Building Commissioner
Brent N. Damman

September 09, 2003

Mr. & Mrs. Ronald Hills
125 Westwood Avenue
Napoleon, Ohio 43545

Re. Investigation of alleged Day Care operation at 100 Westwood Avenue Napoleon, Ohio.

Dear Mr. & Mrs. Hills

The City of Napoleon is in receipt of your numerous complaints regarding child care at 100 Westwood Avenue by Mrs. Elaine Borstelman. Upon investigation, I have determined that Mrs. Borstelman is operating within the limit of the City Zoning Code and I find no violation of such regulations. The operation does not fit the definition of "Day Care" and therefore does not require a special use permit from the City of Napoleon.

Upon instruction by City Law Director Mr. David Grahn, I hereby officially close this investigation and will no longer pursue the matter.

Regards

Brent N. Damman
Zoning Administrator

Cc. Mrs. Elaine Borstelman
Mr. David Grahn, Law Director City of Napoleon

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