<b>◄</b> Apr 2022			May 2022			Jun 2022 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 6:45 pm Public Hearing/Ag Districts 7:00 pm City Council	3	4	5	6	7
8	9	10 8:20 am Privacy Committee 5:00 pm Planning Commission	11	12	13	9:00 am – Special Civl Service Commission Meeting (Police Physical Agility Testing)
15	16 6:00 pm Tree Commission 6:55 pm Special Council Mtg/Public Hearing Ag District 7:00 pm City Council	17	18	19	20	21
22		<b>24</b> 4:30 pm Civil Service Commission	25 6:30 pm Park and Rec Board	26	27	28
29	Memorial Day Holiday  City Offices  Closed	31			•	



255 West Riverview Avenue, P.O. Box 151 Napoleon, OH 43545 Telephone: (419) 592-4010 Fax: (419) 599-8393 www.napoleonohio.com

## Memorandum

**To:** Board of Public Affairs, City Council, Mayor, City

Manager, City Finance Director, Law Director,

Department Supervisors, News-media

From: Roxanne Dietrich, Clerk

*Date:* May 6, 2022

Subject: Board of Public Affairs Meeting Canceled

The regularly scheduled meeting of the Board of Public Affairs for Monday, May 9, 2022 at 6:30 pm has been CANCELED by the chair.



255 West Riverview Avenue, P.O. Box 151 Napoleon, OH 43545 Telephone: (419) 592-4010 Fax: (419) 599-8393 www.napoleonohio.com

## Memorandum

*To:* Electric Committee, City Council, Mayor,

City Manager, City Finance Director, Law

Director, Department Supervisors, News-media

From: Roxanne Dietrich, Clerk

Date: May 06, 2022

Subject: Electric Committee Meeting Canceled

The Electric Committee meeting scheduled for Monday, May 9, 2022 at 6:30 pm has been CANCELED by the chair.



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## Memorandum

**To:** Water, Sewer, Refuse, Recycling & Litter Committee,

City Council, Mayor, City Manager, City Finance Director, Law Director, Department Supervisors, News-media

From: Roxanne Dietrich, Clerk

Date: May 06, 2022

Subject: Water, Sewer, Refuse, Recycling & Litter

Committee Meeting Canceled

The regularly scheduled meeting of the Water, Sewer, Refuse, Recycling and Litter Committee for Monday, May 9, 2022 at 7:00 pm has been CANCELED due to lack of agenda items.



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## Memorandum

**To:** City Council, Mayor, City Manager, City Finance

Director, Law Director, Department Supervisors,

News-media

From: Roxanne Dietrich, Clerk
Date: May 06, 2022

Subject: Municipal Properties, Building, Land Use and

Economic Development Committee – Cancellation

The regularly scheduled meeting of the Municipal Properties, Building, Land Use and Economic Development Committee for Monday, May 09, 2022 at 7:30 pm has been CANCELED due to lack of agenda items.

### **PRIVACY COMMITTEE**

SPECIAL MEETING AGENDA

Tuesday, May 10, 2022 at 8:20 am

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Approval of Minutes November 16, 2021. (In the absence of any objections or corrections, the Minutes shall stand approved)
- 2) Review Policies/Procedures for Identity Theft Protection
- 3) Report from Staff
- 4) Adjournment.

Roxanne Weetrich

#### PLANNING COMMISSION MEETING AGENDA

#### Tuesday, May 10, 2022 at 5:00 pm

PC 22-02 – Subdivision Replat – 918 Park Street
PC 22-03 -Conditional Use Permit – 2525 Oakwood Avenue

Location, Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Call to Order
- 2) Roll Call
- 3) Approval of Minutes February 8, 2022 (in the absence of any objections or corrections, the minutes shall stand approved)
- 4) New Business

#### PC 22-02. Subdivision Replat - 918 Park Street.

An application for a Public Hearing has been filed by steven Duryea of 918 Park Street. The applicant is requesting the approval of a subdivision of a Replat of Lot Number 411402300000 within the city. The owner is requesting Lot 411402300000 be split into two equal parcels. The request is pursuant to Chapter 1141 of the Codified Ordinances of Napoleon, Ohio. The property is located in an R-2 Low-Density Residential Zoning District.

#### PC 22-03. Conditional Use Permit – 2525 Oakwood Avenue.

An application for a Public Hearing has been filed by Angela Gaucin of 824 East Riverview Avenue, Napoleon, Ohio. The applicant is requesting the approval of a Conditional Use Permit to operate a Restaurant Full Services (Top Dog) featuring a variety of hot dogs and various other food items located at 2525 Oakwood Avenue. The request is pursuant to Chapter 1141 of the Codified Ordinances of Napoleon, Ohio. The property is located in an I-1 Enclosed Industrial District.

- 6) Closing Remarks
- 7) Adjournment.

Roxanne Westrich

### PLANNING COMMISSION MEETING MINUTES

Tuesday, February 8, 2022 at 5:00 pm

#### PC 22-01 – Subdivision Approval, Lot 1 German Mutual Subdivision

PRESENT:

Commission Members Tim Barry-Chair, Marvin Barlow, Jason Maassel

City Staff Kevin Schultheis-Zoning Administrator/Code Enforcement Officer

Others Brian Koeller-Northwest Signal

Steve Lankenau

Clerk Roxanne Dietrich

ABSENT

Commission Members Suzette Gerken, Larry Vocke

Barry, Chairman of the Planning Commission called the meeting to order at 5:00 pm with a roll call noting a quorum was present.

#### APPROVAL OF MINUTES

In the absence of any objections or corrections, the minutes of the December 14, 2021 Planning Commission meeting were approved.

#### **NEW BUSINESS**

#### PC 22-01 - Subdivision Approval, Lot 1 German Mutual Subdivision

Barry read the background for PC 22-01. An application for a public hearing has been filed by Steve Lankenau on behalf of German Mutual Insurance Company (Goodville Insurance Company). The applicant is requesting the approval of a subdivision as being part of the West ½ of the Northwest ¾ of Section 14, also known as Lot 1 of German Mutual Subdivision Town 5 North – Range 6 East, City of Napoleon, Henry County, Ohio. The request is pursuant to Chapter 1141 of the Codified Ordinances of Napoleon, Ohio. The property is located in a C-3 Local Commercial District.

#### **RESEARCH AND FINDINGS**

Schultheis presented his research and findings:

- 1) A subdivision in the city permits any planned development to be located in the C-3 Local Commercial District as per 1145.01(a) Table of Permissible Uses.
- 2) Scope of the Project: Proposed Lankenau Properties Subdivision, being part of Lot 1 of 6.047 acres, Lot 2 to be 3.437 Acres. Lot 1 would now be the subdivision of 1.364 acres, Lot 3 of the subdivision would be .656 acres and Lot 4 would be .590 acres as being part of the German Mutual Subdivision PT.PN 41-149185.0020, Napoleon Township.

#### **RECOMMENDED CONDITIONS**

All revisions made to the plans by the surveyor of the project must be reviewed by the City Engineer, Chad Lulfs, prior to approval by the Board of Planning Commission.

Barry confirmed a few lot lines are being moved around and we are establishing Lot 3 and Lot 4. Schultheis stated former Lot 1 will now be Lot 2. Barry noted the other one is now Lot 1 and that is now a little bigger and the other two lots are around one-half an acre. The engineer and everyone is good with this? Schultheis said the engineer has already looked at this, the easements are okay. Mapping has reviewed and approved it and the courthouse has as well. Maassel asked Mr. Lankenau if he is anticipating any buildings going up in 2022 or 2023? Lankenau replied nothing is happening in 2022 that I know of. It is just a case of getting interest. We put the lines down on paper to show people conceptually. Now it is waiting to make it possible for someone to actually purchase some of this land if they want to develop, there seems to be a fair amount of interest in this area of town.

Motion: Maassel Second: Barlow to approve PC 22-01 – Lot 1 German Mutual Subdivision

Roll call vote on the above motion: Yea-Barlow, Maassel, Barry

Nay-

Yea-3-, Nay-0. Motion Passed.

#### **Planning Commission Appointment to Housing Council**

Barry stated Cheryl Hershberger has been serving on the Housing Council and with Planning Commission's approval, she is willing to serve another term.

Motion: Barlow Second: Maassel

for the Planning Commission to re-appoint Cheryl Hershberger to the Housing Council

Roll call vote on the above motion: Yea-Barlow, Maassel, Barry Nay-

Yea-3-, Nay-0. Motion Passed.

#### Adjournment

Motion: Maassel Second: Barlow to adjourn the Planning Commission meeting at 5:06 pm

Roll call vote on the above motion: Yea-Barlow, Maassel, Barry Nay-

Yea-3-, Nay-0. Motion Passed.

	Tim Barry	Tim Barry - Planning Commission Chair			
May 10, 2022					
Approved					



### Kevin Schultheis, Zoning Administrator Code Enforcement

255 West Riverview
Napoleon, OH 43545
Telephone: (419) 592-4010 Fax: (419) 599-8393
www.napoleonohio.com

PC-22-02

Subdivision in City

For a Recommended Re-Plat Approval

Location: Parcel Number 41-1402300000 located at 918 Park St., City of Napoleon, and State of Ohio. Lot 1 0.194 Acres Situated as being part of the West Half of the Southeast Quarter of section 14, Napoleon Township, City of Napoleon, Henry County, Ohio. Lot 2 0.194 Acres Situated as being part of the West of the Southeast Quarter of Section 14, Napoleon Township, City of Napoleon, Henry County, Ohio.

#### **Memorandum**

To: Members if the City Planning Commission

From: Kevin Schultheis, Zoning Administrator / Code Enforcement Officer

**Subject:** Subdivision of plat in the City

Meeting Date: May 10, 2022

**Hearing #:** PC-22-02

#### **Background:**

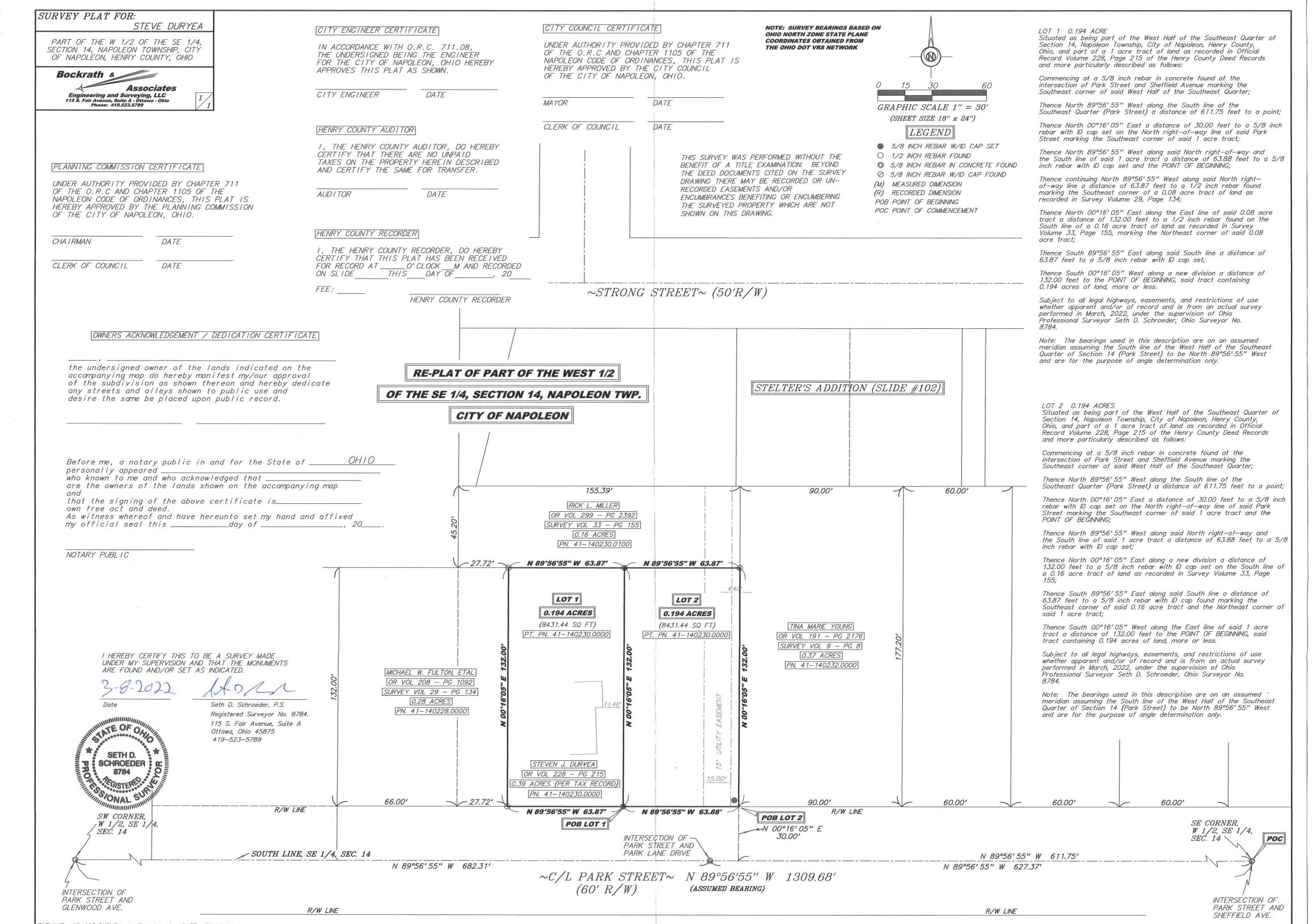
An application for a public hearing has been filed by Steven Duryea of 918 Park St. The applicant is requesting the approval of a subdivision of a Re-Plat of lot Number 411402300000 within the city. The owner is requesting lot 411402300000 be split into two equal parcels. The request is pursuant to Chapter 1141 of the Codified ordinance of Napoleon, Ohio. The property is located in an R-2 Low-Density Residential Zoning District.

#### **Research and Findings:**

- 1. A Subdivision in City Permit is for any planned development to be located in the R-2 Low–Density Residential Zoning District as per 1145.01(a) table of permissible uses.
- 2. Scope of the project: Proposed Re-Plat of lots 411402300000 Re-plat of part of the West ½ of the Se ¼, Section 14 Napoleon Twp., City of Napoleon (see attached)

#### **Recommended Conditions:**

1. All revisions made to plans by the surveyor of the project must be reviewed by the City Engineer, Chad Lulfs prior to approval by the Board of Planning Commission.



### **Application for Public Hearing**

City of Napoleon, Ohio

I/We hereby request a public hearing to consider the following:

	Planning Commiss		vation Commission	<b>Board of Zoning Appeals</b>
	(MZON 100.1700.4669) Conditional Use	,	ON 100.1700.46690)	(MZON 100.1700.46690)
	\$125.00		ertificate of Appropriateness 5.00	Certificate of Zoning
	Amendment	<b>\$P</b>	3.00	\$25.00 Re-Zoning
	\$125.00			\$125.00
	Subdivision in C	itv		Variance
	\$75.00 + \$5.00 e			\$125.00
	Preliminary Plat			Administrative Appeal
	\$125.00	F		\$50.00
	Alley Vacation			Ψ20.00
	\$25.00 + publica	tion cost		
Address	of property: 9/8	B Park St.	. Napoleon, Oh	10 43545
Descripti	on of request: Rego	esting to	split property	evenly
9/8 ADDRES 4/9	even Puryea (S) NAME (PRINT) Park St. SS-CITY, STATE, ZIP 439-382 NUMBER	Ngpoleon, O	h, 43545	
A				
SIGNAT	URE			
Adminis <i>informa</i> i	strator thirty (30) day tion must accompany i	s before the public this application befo	hearing date. All plans, plans ore the hearing will be sched	
OF APPO	ANT MUST BE AN OV DINTMENT.	VNER OR AN AUTI	ORIZED REPRESENTIVE	EVIDENCED BY LETTER
OI MII	1	1)	air	$D = C \cup C$
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Hearing #	•	Hearing Date:	PHONE	
Touring #	·	Treating Date.	Zoning Di	Strict:
	Office Use Only			
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### Kevin Schultheis, Zoning Admin. Code Enforcement

255 West Riverview
Napoleon, OH 43545
Telephone: (419) 592-4010 Fax; (419) 599-8393
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#### **Memorandum:**

PC-22-03

Conditional use Permit for a Restaurant Full Service located at 2525 Oakwood Ave.

To: Members of the City Planning Commission

<u>From:</u> Kevin Schultheis, Zoning Administrator / Code Enforcement Officer <u>Subject:</u> Conditional Use Permit for a Restaurant Full Service (Top Dog)

Meeting Date: May 10, 2022 @ 5:00pm

Hearing: PC-22-03

#### **Background:**

An application for public hearing has been filed by Angela Gaucin of 824 E. Riverview Ave. Napoleon, Ohio 43545. The applicant is requesting the approval of a Conditional Use Permit to operate a Restaurant Full Services (Top Dog), featuring a variety of hot dogs and various other food items located at 2525 Oakwood Ave. The request is pursuant to Chapter 1141 of the Codified Ordinances of Napoleon Ohio. The property is located in an I-1 Enclosed Industrial District.

#### Research and Findings:

- 1. A Conditional Use permit is required for a Restaurant Full Service to be located in an I-1 Enclosed Industrial District, as per Napoleon City Codified Ordinance 1145 Table of Permissible uses.
- 2. Definition: An establishment maintained, operated, and / or advertised or held out to the public as a place where food and beverage are served to the public on demand from a menu during stated business hours, served in and on reusable containers and dinnerware, to be consumed on the premises primarily inside the building at tables, booths, or counters, with chairs, benches or stools.
- 3. The use will be harmonious with and in accordance with the general objectives, or with any specific objective of the City's Master Plan and this Planning and Zoning Code

#### **Recommended Conditions:**

In Accordance with Section 1141.02(f)

- 1. This permit is issued to the owners of 2525 Oakwood Ave. Napoleon, Ohio, (known as Top Dog) and shall last for the duration of their agreement.
- 2. The Restaurant must meet all Safety and Health standards set by the State of Ohio prior to opening.
- 3. The Planning Commission may recommend such conditions or restrictions on the construction, location, use, and operation of a conditional use as shall be deemed necessary to adequately address the general objectives of the Master Plan and this Planning and Zoning Code after considering those things, as applicable, as listed in subsection (e)

Kevin Schultheis, Zoning Administrator / Code Enforcement Officer

# Application for Public Hearing City of Napoleon, Ohio

I/We hereby request a public hearing to consider the following:

Planning Commission  (MZON 100.1700.46690)  Conditional Use \$125.00  Amendment \$125.00  Subdivision in City \$75.00 + \$5.00 each, after to Preliminary Plat of Develop: \$125.00  Alley Vacation  \$25.00 + publication cost	Preservation Commission  MZON 100.1700.46690)  Certificate of Appropriatence \$25.00  wo ment	Board of Zoning Appeals
Address of property: 2525 Ockwo	od Ave. Napoleon	OH 43545
Description of request:		
Change of zoning -		stwant.
Angela Gaucin OWNER(S) NAME (PRINT)		
ADDRESS-CITY, STATE, ZIP	con OH 4354	
419-966-2713		
PHONE NUMBER SIGNATURE		
***Public hearings are held on the second Administrator thirty (30) days before the information must accompany this applicated APPLICANT MUST BE AN OWNER OR AN OF APPOINTMENT.	ion before the hearing will be sch	plats, deeds and other requested seduled. ***
APPLICANT NAME (PRINT)	ADDRESS	
APPLICANT SIGNATURE	CITY, STATE, ZIP	<del></del>
	PHONE Zoning I	District:
Office Use Only Batch #	Check #	Note
	Distriction Distriction	Pate





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## Memorandum

**To:** Board of Zoning Appeals, City Council, Mayor, City

Manager, City Finance Director, Law Director,

Department Supervisors, News-media

From: Roxanne Dietrich, Clerk

**Date:** May 6, 2022

**Subject:** Board of Zoning Appeals – Cancellation

The regularly scheduled meeting of the Board of Zoning Appeals set for Tuesday, May 10, 2022 at 4:30 pm has been CANCELED due to lack of agenda items.

### **CIVIL SERVICE COMMISSION**

Special Meeting Agenda ~ Amended

Saturday, May 14, 2022 at 9:00 am

Location: St. Paul Lutheran Church, 1075 Glenwood Avenue, Napoleon, OH

- 1. Approve Applicants for Police Officer (Patrolman Grade) Physical Agility Test
- 2. Administer the Police Officer (Patrolman Grade) Physical Agility Test
- 3. Adjournment

Roxanne Dietrich, Clerk