



City Council Agenda

Monday, January 8, 2024 at 7:00 pm

6550 N. High Street, Worthington, Ohio 43085

1. Call to Order
2. Roll Call
3. Pledge of Allegiance

New Legislation - Ordinance(s)

4. Ordinance No. 05-2024- Amending Section 505.08 of the Codified Ordinances of the City of Worthington to Regulate Chickens (Layer Hens).

To Amend Section 505.08 of the Codified Ordinances of the City of Worthington to Regulate Chickens (Layer Hens).

Executive Summary: This Ordinance amends Section 505.08 of the Codified Ordinances of the City of Worthington to regulate chickens (layer hens). It is accompanied by an Ordinance amending Section 1123.02 and Section 1149.08 of the Planning & Zoning Code.

Recommendation: Introduce for a public hearing on Tuesday, January 16, 2024.

Reports of City Officials

5. Policy Item(s)

a. Ordinance No. 29-2023 (As Amended) -Regulation of Chickens

To Amend Section 1123.02 and Section 1149.08 of the Codified Ordinances of the City of Worthington to Regulate Chickens (Layer Hens).

Executive Summary: This Ordinance amends Section 1123.02 Accessory Use or Structure and Section 1149.08 Special Yard Requirements of the Planning & Zoning Code that would permit chickens (layer hens) within the City of Worthington following the City of Columbus's rules and regulations for chickens. It was introduced on November 20, 2023, and referred to the Municipal Planning Commission for review.

Recommendation: A motion to set a public hearing date for Tuesday, January 16, 2024.

6. Discussion Item(s)

a. Selby Bridge Project – Temporary Connector

Executive Summary: Staff will present an overview of the temporary roadway connection between Melbourne Place and Northbrooke Drive West and easement agreement with the Village of Riverlea.

Recommendation: Present for discussion.

b. Current Initiatives

Executive Summary: Time is provided, as needed, to discuss the timeline and status of current initiatives. A document displaying the timelines for the initiatives is attached.

c. Vision Implementation Teams - Status Update

Executive Summary: Time is provided to discuss the current status and next steps for the Vision Implementation Teams.

Reports of Council Members

Other Business

Executive Session

- a. To consider the appointment of a public official(s).

Adjournment

7. Motion to Adjourn

Contact: Grace Brown, Clerk of Council (grace.brown@worthington.org) (614) 436-3100 | Agenda published on 01/04/2024 at 3:23 PM



MEMORANDUM

TO: Robyn Stewart, Acting City Manager
David McCorkle, Assistant City Manager

FROM: R. Lee Brown, Director of Planning & Building

DATE: December 20, 2023

SUBJECT: Ordinance No. 05-2024 -Amending Section 505.08 of the Codified Ordinances of the City of Worthington to regulate chickens (layer hens).

EXECUTIVE SUMMARY

This Ordinance amends Section 505.08 of the Codified Ordinances of the City of Worthington to regulate chickens (layer hens). This Ordinance is accompanied by an Ordinance amending Section 1123.02 and Section 1149.08 of the Planning & Zoning Code.

RECOMMENDATIONS

Introduce for a Public Hearing on Tuesday, January 16, 2024.

Staff is recommending approval of the proposed text changes to the Codified Ordinances of the City of Worthington to lessen the restrictions on permitting chickens (layer hens) that adheres to the rules and regulations outlined by Columbus Public Health.

BACKGROUND/DESCRIPTION:

In early 2023 City Council discussed exploring the City's restrictions on permitting backyard chickens (layer hens). At the May 1, 2023, City Council meeting, City staff was directed to review and propose Code language that would change the current chicken regulation to be less restrictive by the end of 2023.

Since then, City staff was tasked with exploring more in-depth the approaches other communities have utilized to permit backyard chickens and identifying key regulatory areas that should be examined further. As Worthington contracts with Columbus Public Health (CPH) to provide public health services, staff met with CPH to discuss their backyard chicken permitting process and learn more about their approach from a public health rationale.

On October 9, 2023, City staff invited Dr. Aaron K. Messer who is the Public Health Veterinarian and Registered Environmental Health Specialist with Columbus Public Health to review their program with City Council to answer questions. After the presentation, City Council directed staff to draft regulations that would permit backyard chickens (layer hens) in the City of Worthington following the City of Columbus's guidelines for backyard chickens (layer hens).

City staff has drafted language that would lessen the setback restriction for backyard chickens (layer hens) while following Columbus Public Health Guidelines for backyard chickens.

On December 14, 2023, Dr. Aaron K. Messer attended the Architectural Review Board and Municipal Planning Commission meeting and provided a similar presentation that was presented to City Council and answer questions.

City staff is recommending changes to Part Five – General Offenses Code – Section 505.08 Nuisance Conditions Prohibited of the Codified Ordinances and changes to Section 1123.02 Accessory Use or Structure and Section 1149.08 Special Yard Requirements of the Planning & Zoning Code that would permit chickens (layer hens) within the City of Worthington following the City of Columbus's rules and regulations for chickens.

General Standards (Please see attached materials from Columbus Public Health):

- No person shall be permitted to have a chicken (layer hen) without making application.
- No roosters will be permitted.
- Each pen or enclosure shall have a floor of impervious material and be under cover.
- A coop and/or run may not be permitted in a front yard and cannot be located within three (3) feet of a side or rear yard property line.
- All pens, runs and coops must be rodent proof.
- A coop and run shall not count towards accessory building area as referenced in 1149.08(b) or be subject to approval from the Architectural Review Board as referenced in Chapter 1177.
- Your typical coop and run is approximately sixty-four (64) square feet and six (6) feet in height.
- The number of chickens (layer hens) shall be limited to 8 within the City of Worthington.
 - Average egg laying timeframe for a chicken (layer hen) is approximately 2.5-years to 3-years.
- Application, Renewal & Approval
 - Chicken Plan - \$50 application fee
 - Written plans including design details of the coop and run.
 - Written document outlining the intended disinfection and cleaning schedule and a waste disposal plan.
 - Written document outlining a general knowledge of the proper handling and care for the chickens.
 - Health Certification Documentation
 - 4-year licensing period - \$100 fee

- Onsite consultation
- Inspections are conducted at least once during a permit term.
- Any existing coops and runs that shall be required to follow Columbus Public Health requirements.
- Complaints will be handled through Columbus 311.

Staff Analysis:

- Section 505.08 Nuisance Conditions Prohibited is amended to remove chickens from the 150-foot requirement from any residence and language added to permit chickens (layer hens) in any “R” District provided that the applicant has obtained a permit and fully complies with the applicable rules and regulations established in the Columbus Health Code as administered by Columbus Public Health.
 - *Section 505.08 is being amended by a separate Ordinance under the General Offenses Code of the Codified Ordinances of the City of Worthington.*
- Section 1123.02 Accessory Use or Structure is amended to limit the number of chickens (layer hens) to 8 or less and the erection of a chicken coop shall be considered an accessory use and structure in any “R” District.
- Section 1149.08 Special Yard Requirements is amended to permit chicken coops and runs to be located in the rear yard and be located a minimum of three (3) feet from the side and rear lot lines. Chicken coops and runs approved by Columbus Public Health shall not count towards accessory building area or be subject to approval from the Architectural Review Board.
 - *Sections 1123.02 and 1149.08 will be amended by a separate Ordinance under the Planning & Zoning Code of the Codified Ordinances of the City of Worthington.*
- If approved by City Council, the proposed changes to Section 1123.02 and 1149.08 will be effective 60-days after passage and publication pursuant to the Charter provisions for zoning code amendments.
- To provide consistency, the ordinance amending Section 505.08 states that chicken permits may not be issued until after the effective date for the ordinance amending Section 1123.02 and Section 1149.08 (approximately March 18th). However, it does allow for applications to be submitted after the effective date of the ordinance (approximately Feb. 8th).

ATTACHMENTS

- Ordinance No. 05-2024
- MPC Materials
- ARB & MPC Meeting Minutes – Not completed at this time.

ORDINANCE NO. 05-2024

To Amend Section 505.08 of the Codified Ordinances of the City of Worthington to Regulate Chickens (layer hens).

WHEREAS, on October 9, 2023 City Council directed staff to draft language that would lessen the restrictions on chickens (layer hens) within the City of Worthington; and

WHEREAS, City staff is recommending changes to Part Five – General Offenses Code – Section 505.08 Nuisance Conditions Prohibited of the Codified Ordinances and changes to Section 1123.02 Accessory Use or Structure and Section 1149.08 Special Yard Requirements of the Planning & Zoning Code that would permit chickens (layer hens) within the City of Worthington following the City of Columbus’s rules and regulations for chickens; and

WHEREAS, the changes to Section 505.08 are in conjunction with the proposed changes to Section 1123.02 Accessory Use or Structure and Section 1149.08 Special Yard Requirements of the Planning & Zoning Code that were recommended by the Municipal Planning Commission and will be considered in Ordinance No. 29-2024; and

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That Section 505.08 “Nuisance Conditions Prohibited” of the Codified Ordinances is hereby amended to read as follows:

505.08 NUISANCE CONDITIONS PROHIBITED.

(a) No person shall cause or allow any place where an animal is kept to become unclean or unwholesome. No person shall keep any swine, sheep or goats in the City. Horses, cattle and ~~chickens~~ fowl may not be kept anywhere within the City within 150 feet of any residence, other than the residence of the person keeping such ~~animals~~ horses, cattle, or fowl.

(b) (1) Chickens (layer hens) are permitted in any “R” District provided that a permit has been obtained and fully complies with the applicable rules and regulations established in the Columbus City Health Code as administered by Columbus Public Health.

(2) Applications for a chicken permit may be denied, and such permits may be suspended or revoked, for any of the following:

(A) Information contained in the application is misleading, inaccurate, or false.

(B) Observation by staff of Columbus Public Health that the applicant or permittee has violated applicable rules and regulations established in the Columbus City Health Code as administered by Columbus Public Health:

(3) Any person whose application for a chicken permit is denied shall be notified in writing by the Department. Appeals of such action may be made in accordance with Columbus City Health Code Section 203.08.

(4) Any person whose chicken permit has been proposed to be suspended or revoked shall be notified in writing by Columbus Public Health. Appeals of such action may be made in accordance with Columbus City Health Code Section 203.10.

(5) The Columbus Board of Health is hereby authorized to promulgate additional rules and regulations to carry out the purpose and intent of this Subsection 505.08(b) in order to protect the public health, safety and welfare. The Columbus Board of Health shall provide City Council a copy of the proposed rules and regulations at least 60 days prior to their proposed effective date. The rules and regulations shall become effective as proposed unless City Council takes action to modify or reject them.

(6) Columbus Public Health shall enforce all applicable provisions of this Subsection 505.08(b) and all regulations adopted pursuant hereto.

~~(b)~~(c) No person shall keep or harbor any animal in the City so as to create offensive odors, excessive noise or unsanitary conditions which are a menace to the health, comfort or safety of the public, or otherwise permit the commission or existence of a nuisance as defined herein.

~~(c)~~(d) No person shall keep or otherwise harbor any animal within the City which, by frequent and habitual barking, howling or yelping, creates unreasonably loud and disturbing noises of such a character, intensity and duration as to disturb the peace, quiet and good order of the City. Any person who allows any animal habitually to remain, be lodged or fed within any dwelling, building, yard or enclosure, which he occupies or owns, shall be considered as harboring such animal.

~~(d)~~(e) Any animal which scratches, digs, or defecates upon any lawn, tree, shrub, plant, sidewalk, building, park, playground, school ground or private property, other than the property of the owner or person in charge or control of such animal, is hereby declared to be a nuisance.

~~(e)~~(f) No person being the owner or in charge or control of any animal shall allow or permit such animal to commit a nuisance on any school grounds, playground, City park, or upon any private property other than that of the owner or person in charge or control of such animal without the permission of the owner of such property. Where the owner or person in charge or control of such animal immediately removes all feces deposited by such animal and disposes of same in a sanitary manner, such nuisance shall be considered abated.

~~(f)~~(g) Whoever violates this section is guilty of a minor misdemeanor.

SECTION 2. No chicken permit shall be issued by Columbus Public Health until after the effective date of Ordinance No. 29-2023. However, applications for a permit may be submitted to Columbus Public Health after the effective date of this Ordinance.

SECTION 3. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed:

President of Council

Attest:

Introduced January 8, 2024
P.H. January 16, 2024
Effective

Clerk of Council

Proposed Chicken Regulations

505.08 NUISANCE CONDITIONS PROHIBITED.

(a) No person shall cause or allow any place where an animal is kept to become unclean or unwholesome. No person shall keep any swine, sheep or goats in the City. Horses, cattle and ~~chickens~~ *fowl* may not be kept anywhere within the City within 150 feet of any residence, other than the residence of the person keeping such animals or fowl.

(b) Chickens (layer hens) are permitted in any "R" District provided that a permit has been obtained and fully complies with the applicable rules and regulations established in the Columbus City Health Code as administered by Columbus Public Health.

(c) No person shall keep or harbor any animal in the City so as to create offensive odors, excessive noise or unsanitary conditions which are a menace to the health, comfort or safety of the public, or otherwise permit the commission or existence of a nuisance as defined herein.

(d) No person shall keep or otherwise harbor any animal within the City which, by frequent and habitual barking, howling or yelping, creates unreasonably loud and disturbing noises of such a character, intensity and duration as to disturb the peace, quiet and good order of the City. Any person who allows any animal habitually to remain, be lodged or fed within any dwelling, building, yard or enclosure, which he occupies or owns, shall be considered as harboring such animal.

(e) Any animal which scratches, digs, or defecates upon any lawn, tree, shrub, plant, sidewalk, building, park, playground, school ground or private property, other than the property of the owner or person in charge or control of such animal, is hereby declared to be a nuisance.

(f) No person being the owner or in charge or control of any animal shall allow or permit such animal to commit a nuisance on any school grounds, playground, City park, or upon any private property other than that of the owner or person in charge or control of such animal without the permission of the owner of such property. Where the owner or person in charge or control of such animal immediately removes all feces deposited by such animal and disposes of same in a sanitary manner, such nuisance shall be considered abated.

(g) Whoever violates this section is guilty of a minor misdemeanor.

1123.02 ACCESSORY USE OR STRUCTURE.

"Accessory use or structure" means a use, object or structure constructed or installed on, above or below the surface of a parcel and of a nature customarily incidental and subordinate to the principal use or structure. Among other things, accessory uses or structures include anything attached to or detached from the principal building of a subordinate nature; garages, sheds, walls, fences, billboards, poster panels, poles or parking places, whether located on, above or below the surface of a parcel. *If a permit has been issued by Columbus Public Health, the owning, keeping or harboring of 8 or less chickens (layer hens) and erection of a chicken coop shall be considered an accessory use and structure in any "R" District.*

1149.08 SPECIAL YARD REQUIREMENTS.

(a) At corner lots, no accessory uses, accessory structures, structures, material or equipment storage shall be located in any required front yard. Side yards fronting on the adjacent street can be reduced to two-thirds of the required front setback from the right of way of the adjacent street.

(b) No accessory buildings shall be located in any front or side yard except under unusual circumstances where such building shall not conflict with the intent and purposes of this Zoning Ordinance, or, where enforcement shall result in extreme hardship. In either case the decision to permit such activity shall be made by the Board of Zoning Appeals. Accessory buildings such as garages and storage buildings exceeding 120 square feet in area may be located in the rear yard provided such buildings are set back at least eight feet from the side lot lines and ten feet from the rear lot line. Accessory buildings of 120 square feet or less in area must be set back at least five feet from the side and rear lot lines. In any "R" District the total area for accessory buildings shall be limited to 850 square feet and must be compatible in materials and appearance to the other buildings in the area.

(c) Chicken coops and runs may be located in the rear yard provided such structures are set back at least 3' from the side and rear lot lines. Chicken coops and runs approved by Columbus Public Health shall not count towards accessory building area as referenced in 1149.08(b) or be subject to approval from the Architectural Review Board as referenced in Chapter 1177.

(d) No accessory uses or structures, off-street parking facilities, except for single family, or material or equipment storage shall be located in any required front yard, except as otherwise provided herein. On High Street northward from the Worthington-Galena Road parking facilities, which are incidental to the primary use of the property involved, but not including structures, may be located within fifty feet of the right of way.

(e) All yard areas not used for access, parking, circulation, buildings and services shall be landscaped and maintained.

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221.05 STANDARDS RELATIVE TO ANIMALS (*Amended 7/16/2019; Effective 7/30/2019; Resolution No. 19-14*)

(a) Definitions

- 1) “Animal” shall mean any animal, other than man.
- 2) “Business” shall mean animal dealers, hatcheries, stores, exhibitors, operators of auction sales, brokers, handlers, and/or carriers involved in the purchasing, selling, negotiating, soliciting, reselling, exchanging,

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trading, transferring, exhibiting, boarding, riding and/or giving away of domestic animals requiring a permit as defined in this chapter. Business shall also include any operation that advertises the sale of eggs, animal products, or animal by-products resulting from the keeping of domestic animals requiring a permit.

- 3) "Certificate of Veterinary Inspection" means a form from the state of origin which has been issued and completed by a licensed and accredited veterinarian attesting to the health status and identification of an animal listed thereon.
- 4) "Department" shall mean the Columbus Health Department, also known as Columbus Public Health, its' Health Commissioner, his or her representative(s), including the Public Health Veterinarian, and/or any designated representative(s) or agent of the City of Columbus Board of Health.
- 5) "Domestic Animal" shall mean a Genus and Species of animal included in, but not limited to, the following list that is also widely accepted as no longer being a wild animal and has become adapted through breeding in captivity to a life intimately associated with man and is commonly known as: Alpaca, Bison, Budgerigar, Canary, Camel, Caribou, Cat (*Felis catus*), Cattle, Chicken, Cockatiel, Deer, Dog, Donkey, Dove, Duck, Elk, Fancy Rat, Ferret, Finch, Goat, Goose, Guinea Fowl, Guinea Pig, Hedgehog, Hissing Cockroach, Honeybee, Horse, Llama, Mink, Moose, Mule, Ox, Parakeet, Peafowl, Pheasant, Pig, Pigeon, Pony, Quail, Rabbit, Reindeer, Sheep, Silkworm, Swan, Turkey, Water Buffalo, fowl, or any other animal so determined by the Department.
- 6) "Domestic Animal(s) Requiring a Permit" shall mean a domestic animal included in, but not limited to, the following list: Alpaca, Bison, Camel, Caribou, Cattle, Deer, Donkey, Elk, Goat, Horse, Llama, Moose, Mule, Ox, Pig, Pony, Reindeer, Sheep, Water Buffalo, a kept outside bird, fowl, and/or any other animal so determined by the Department.
- 7) "Exhibition" shall mean one or more displays or demonstrations which are of educational or entertainment value to those witnessing such exhibition.
- 8) "Event" shall mean one or more exhibitions incorporating or allowing domestic animals requiring a permit to have contact with the public, other's property, or other animals.
- 9) "Fowl" shall mean a domesticated species of bird found in the scientific classification Order Galliformes, which includes chickens, grouse, ptarmigans, turkeys, pheasants, quail, partridges, chachalacas, and curassows; ducks and other water fowl; a bird kept or raised for meat or egg production; a game bird raised or hunted for sport; a bird kept or trained for competition; a bird kept outside a structure or shelter; and/or any other bird so determined by the Department.
- 10) "Health Commissioner" shall mean the Health Commissioner of the City of Columbus, Ohio or the Commissioner's authorized representative, including the Public Health Veterinarian.
- 11) "Individual owner" shall mean a person keeping an animal regulated by this Chapter on any premise, lot, or parcel of land and who does not meet the definition of a business, public contact temporary animal venue, or public contact mobile animal operation.
- 12) "Large Animal(s)" shall mean any domestic animal requiring a permit whose estimated, or projected, adult weight is greater than five-hundred (500) pounds, and/or any other animal so determined by the Department.
- 13) "Owner" shall mean any person owning, handling, keeping, possessing, harboring, maintaining, storing, breeding, propagating, sheltering, importing into the City, or having the care, custody or control of an animal.

- 14) "Permit" shall mean a written document issued by the Department as defined in this chapter, allowing a person to own a domestic animal requiring a permit within the jurisdiction of the City of Columbus Board of Health that would otherwise be prohibited.
- 15) "Person" shall mean any individual, partnership, corporation, organization, trade or professional association, firm, limited liability company, joint venture, association, trust, estate, governmental agency or any other entity recognized by law, and any officer, member, shareholder, director, employee, agent or representative thereof.
- 16) "Public Contact Mobile Animal Operation" shall mean a person that displays or exhibits animals regulated by this chapter or provides animal events or exhibitions in the City more than twelve (12) times per year and shall not operate more than seven (7) consecutive days per location.
- 17) "Public Health Veterinarian" shall mean the veterinarian of the City of Columbus, Ohio, also known as the City Veterinarian.
- 18) "Public Contact Temporary Animal Venue" shall mean any location where domestic animals requiring a permit are temporarily located, and have public contact with persons, property or other animals. Temporary Public Contact Animal Venue includes but is not limited to petting farms, petting zoos, farm tours, photo opportunities, and temporary educational exhibitions. For the purposes of this chapter, temporary shall mean no more than seven (7) consecutive days.
- 19) "Veterinarian" shall mean a veterinarian duly licensed under the laws of the State of Ohio, or another state, and recognized by the Department.

(b) General Permit Standards

- 1) No person shall possess a domestic animal requiring a permit on any premise, lot or parcel of land in the City without making application for the keeping of such animal(s) to the Health Commissioner. Any individual or business found to possess a domestic animal requiring a permit without obtaining a permit is subject to penalties set forth in Columbus City Health Code. Any individual or business found to possess a domestic animal requiring a permit without obtaining a permit or making application is subject to penalties set forth in Columbus City Health Code as well as fees set forth in Columbus City Health Code 221.05 (h)(4).
- 2) The following persons, as defined by Columbus City Health Code 221.05 (a)(15), shall be exempt from the requirements of this regulation:
 - i. A person housing an animal at the written request of the Department;
 - ii. Animal control or law enforcement agencies or officers acting under the authority of this chapter;
 - iii. Federal, state, or local agencies or officers who, by virtue of their office have statutory and/or regulatory authority over such animals, and are acting on behalf of their office;
 - iv. A facility that is an accredited member of the Association of Zoos and Aquariums (AZA);
 - v. A person or facility in the process of becoming an accredited member of the Association of Zoos and Aquariums(AZA);
 - vi. A research facility as defined in the Federal Animal Welfare Act or that is accredited by the Association for the Assessment and Accreditation of Laboratory Animal Care International;

- vii. A person who has been issued a license by the United States Department of Agriculture under the Federal Animal Welfare Act;
- viii. A veterinarian that is providing temporary veterinary care to a domestic animal requiring a permit;
- ix. A person who is traveling through the City with a domestic animal requiring a permit, and does all of the following:
 - 1. Confines the animal in a cage at all times;
 - 2. Confines the animal in a cage that is not accessible to the public;
 - 3. Does not exhibit the animal;
 - 4. Is in the City not more than twenty-four (24) hours unless the animal is receiving veterinary care.
- x. A person who has been issued a permit by the Ohio Department of Natural Resources or the Ohio Department of Agriculture in relation to the possession of animals regulated by this Chapter;
- xi. An educational institution that temporarily displays a domestic animal requiring a permit as a sports mascot;
- xii. A facility licensed by the State of Ohio Racing Commission;
- xiii. An accredited university or college with a course of study related to the care of and keeping of animals regulated by this Chapter.

3) The following criteria shall be used in making determinations regarding permits:

- i. The keeping of the animal(s) creates no adverse public safety, public health, or environmental effects, and does not create a nuisance;
- ii. The applicant is in compliance with all public safety, public health, animal confinement, animal cruelty, and animal welfare regulations as set forth in:
 - 1. The Columbus City Health Code;
 - 2. The Columbus City Code;
 - 3. Ohio Revised Code and Ohio Administrative Code;
 - 4. The Federal Code of Regulations.
- iii. Unless otherwise directed by the Department, animal(s) shall be examined, and treated if indicated, by an accredited veterinarian of the State of Ohio, or a specialist as recognized by the Department. Such examination shall be for: general health; intestinal parasites, as minimally determined by a fecal test; and absence of zoonotic disease symptoms within thirty (30) days prior to arrival to the Columbus Board of Health jurisdiction. A copy of such examination results shall be post-marked or received by the Public Health Veterinarian within seven (7) days following the examination.

Examination results may be satisfied by a written statement from the accredited veterinarian completing the examination, the submission of a Certificate of Veterinary Inspection including the required fecal test results or a current National Poultry Improvement Plan (NPIP) Veterinary Services Form 9-3, indicating sale and shipment directly to the applicant as submitted to the Department. Examination for intestinal parasites shall not be required of animals covered by a current NPIP Veterinary Services Form 9-3;

- iv. The number and type of animals;
 - v. Waste shall be stored, managed and disposed of in a manner that will not create a nuisance; transportation of raw animal waste is subject to applicable laws and rules of the City of Columbus, Franklin County and the State of Ohio;
 - vi. The prevention of waste substances from being accessible, and feed from being scattered, in such a manner that it may attract vermin and create other adverse environmental or health effects;
 - vii. The proximity of the caging, pen, or enclosure to other properties does not reasonably allow wastes to be directly deposited upon or carried into adjoining properties;
 - viii. An applicant must be at least eighteen (18) years of age;
 - ix. All required documentation and, if applicable, fee requirements have been met and/or received;
 - x. If a property is leased, the applicant must provide documentation that the property owner consents to the keeping of domestic animals requiring a permit.
- 4) The structure, animals, and premises shall be kept in a safe and sanitary condition so as to not become unsafe or reasonably offensive and so that they will not harbor animal or insect pests. The Department reserves the right to have any building or structure related to the keeping of animals regulated by this Chapter evaluated, at the expense of the applicant, by the Columbus Department of Building and Zoning Services, Columbus Division of Fire, or an agent approved by the Department for related hazards.
- 5) Unless otherwise specified, the keeping and housing of domestic animals requiring a permit shall meet the minimum requirements specified by the *Livestock Care Standards* as promulgated by Ohio Revised Code Chapter 904: under authority of the Ohio Livestock Care Standards Board (Ohio Administrative Code 901:12).
- 6) Unless specified in section 221.05 (c) (9) or 221.05 (d) (6), the number of animals that are allowed to be kept on any premise, lot, or parcel of land in the City will be determined by the Department. The Department shall make such determinations using guidance offered in specific scientific bulletins (e.g., Ohio State Extension Bulletin 604), journals, and publications, accepted practices, and the size of usable space for animals; or, in the absence of specific guidelines, will otherwise be determined by the Department.
- 7) Domestic animals requiring a permit that are considered to be noisy by the Department, or are subsequently determined to be noisy by the Department, are prohibited for individual owners on any premise, lot, or parcel of land. The following animals are prohibited:
- i. Roosters
 - ii. Peafowl

- iii. Geese
 - iv. Turkeys
 - v. Donkeys
- 8) The Department may order changes and/or actions to be taken to mitigate complaints pertaining to domestic animals requiring a permit that are noisy, or creating unreasonably loud or long noises, on premises, lots, or parcels of land.

(c) In addition to the general permit standards specified in Columbus City Health Code 221.05 (b), the following additional standards apply to keeping of fowl:

- 1) Each pen or enclosure shall have a floor of impervious material and be under cover.
 - i. Examples of impervious flooring include: thick rubber (e.g., stall mats), concrete, blacktop, pavers, blocks, bricks, treated plywood, covered wood, roofing materials, sheet metal.
- 2) A coop and/or run may not be located in a front yard or side yard area and shall not be located within three (3) feet of a side or rear yard line.
- 3) All permanent pens, runs, and coops must be rodent proof. Minimally this shall mean:
 - i. Waterproof (e.g., thick rubber, concrete, blacktop, pavers, blocks, bricks, etc.) rodent deterrent materials on the bottom surface, if in direct contact with the ground or soil, and water resistant (e.g., treated plywood, covered wood, etc.) rodent deterrent materials on the bottom surface, if not in direct contact with the ground or soil.
 - ii. Rodent proofing material (e.g., hardware cloth, wood, Plexiglas, glass, siding, etc.) from ground level up to a minimum of 36 inches from ground level on all sides.
 - iii. Rodent proofing material, or spacing less than one half inch, where any opening would reasonably allow rodents access.
 - iv. Any individual who has been issued a permit prior to January 1, 2015 shall not be required to meet the rodent proofing standards set forth above unless a rodent presence is verified by the Department.
- 4) Four hours of “free roaming” within a fence outside the designated pen, run or coop is allowed if the following conditions are met:
 - i. Flight when possible, even if to a limited degree, is restricted (wings clipped and/or overhead fencing/barrier, is in place, etc.).
 - ii. The perimeter of the “free roaming” area must not reasonably allow waste to be directly deposited upon or carried into adjoining properties via water, wind currents, fomites, etc.
 - iii. An owner is present with the birds while they are out of their pen.
 - iv. The birds can be easily and quietly returned to their pen upon demand.

- 5) Individual owners shall have only one permanent coop and run.
- 6) Individual owners may provide a temporary enclosure for isolated, injured, or juvenile fowl.
- 7) For individual owner permits, the area for the permanent coop and run shall be limited to sixty-four square feet and six feet in height, unless otherwise approved by the Department.
- 8) For individual owner permits, the coop shall be no more than thirty-two square feet, unless otherwise approved by the Department.
- 9) For individual owner permits, each adult bird shall have a minimum spacing in the coop and run as indicated in Table 1:
 - i. In calculating the maximum number of adult birds allowable, using Table 1 below, calculate the number of adult birds allowed per the proposed coop size, and then calculate the number of birds allowed per the proposed size of the run. The maximum allowable number of birds is the lesser of the two numbers.

Table 1: Minimum Spacing Requirements for Adult Fowl

TYPE OF BIRD	MINIMUM SPACE REQUIREMENTS	
	AREA IN SQ. FT. PER BIRD INSIDE COOP	AREA IN SQ. FT. PER BIRD - OUTSIDE RUN
Bantam Chickens	1	4
Laying Hens	1.5	8
Large Chickens	2	10
Ducks	3	15
Pigeons	2	N/A
Pheasant	5	25
Quail/Other Birds	To be determined by species, estimated/actual adult size, cruelty, and industry standards	To be determined by species, estimated/actual adult size, cruelty, and industry standards

- 10) Any individual who has been issued or applied for a permit prior to October 22, 2016 shall not be required to meet the spacing requirements in Columbus City Health Code 221.05 (c)(7) through (c)(9) unless adverse animal welfare, environmental or health effects are created as a result of the spacing or number of animals.
- 11) Juvenile birds are not counted in Table 1.
- 12) If related to a project for a youth educational organization, the spacing requirements as specified in Columbus City Health Code 221.05 (c)(2) and (c)(7) through (c)(9) shall not apply, so long as the project is temporary and no adverse animal welfare, environmental or health effects are created as a result of the spacing or number of animals.

(d) In addition to the general permit standards specified in 221.05 (b), large animal permits standards shall additionally include:

- 1) No large animal shall be brought into the City without obtaining the initial permit as described in Columbus City Health Code 221.05 (g) (4).
- 2) Residents in proximity to the applicant's property will be notified of the application.
- 3) The nature of the surrounding community shall be taken into consideration.
- 4) No permit for any large animal species shall be granted without written approval from the Columbus Department of Building and Zoning Services for the use of the property as described in the permit application.
- 5) No permit for any large animal shall be granted without written approval from the Columbus Department of Building and Zoning Services for the use of the shelter and location as described in the permit application.
- 6) A minimum of ½ acre of contiguous land excluding all structures and parking, and suitable for the intended domestic animal's use shall be provided for each large animal as defined in this chapter, unless otherwise directed by the Department.
- 7) No permit for any large animal species shall be issued unless approved fencing is properly installed and maintained so as to prevent escape of the animal or injury to persons or property.
- 8) No large animal, as defined in this Chapter, shall be kept on a property without adequate shelter. Adequate shelter shall include a barn, stable or other structure as determined by the Department.
- 9) No person shall house a large animal except in a containment area large enough for the large animal to turn around, and to be able to be bedded in a minimum depth of six (6) inches of sawdust, wood shavings or other approved material.
- 10) No person shall operate a stable, barn, or other structure used for large animals regulated by this chapter unless the following requirements are met:
 - i. All stable, barn, or other structure locations shall be approved by the Department in addition to all applicable City, State, and Federal agencies;
 - ii. All stable, barn, or other structures shall be adequately ventilated to minimize odor, humidity and maintain temperature;
 - iii. All windows shall be screened to minimize insect and vector pest entry;
 - iv. All grain or grain-type feed shall be stored in rodent-proof containers, and hay shall be stored off the floor and at least eighteen (18) inches away from any wall;
 - v. All pens, stalls, or maintenance areas shall be picked and cleaned twice daily and stripped every seven (7) days;
 - vi. A stable or barn shall be of sufficient size to house all large animals, food supplies and equipment utilized in the caring of animals regulated in this chapter;
 - vii. A stable or barn shall be set back at least 300 feet from neighboring occupied permanent residential structures;

- viii. A stable or barn shall have complete restroom facilities immediately accessible which shall include a hand sink with hot and cold running water;
 - ix. A stable or barn shall have a minimum of forty (40) foot candles of light.
 - 11) No large animal shall be kept in any stable or barn unless that stable or barn shall have a floor of impervious material and shall be so drained that all fluid excrement or refuse liquid shall be conducted into a sanitary sewer, or as otherwise directed by the Department.
 - i. Exemption shall be made for land annexed into the City of Columbus which:
 - 1. Is zoned agricultural “R – Rural” use at the time of annexation.
 - 2. Remains zoned “R – Rural”.
 - 3. Poses no public safety, public health, or environmental hazards as designated by the Department.
 - 12) When sewers are required or utilized, written approval from the City of Columbus Department of Public Utilities must be obtained prior to the issuance of a permit.
 - 13) The applicant for a large animal permit shall prove their ability to respond in damages in a single minimum limit amount of one million dollars (\$1,000,000) for bodily injury to or death of any person or for damage to property owned by any other person which may result from the ownership, keeping, or maintenance of such animal. Proof of liability to respond in damages may be given by filing with the Department a certificate of insurance from an insurance company authorized to do business in the state stating that the applicant is, at the time of his/her application, and will be during the period of such large animal permit, insured against liability to respond in such damages, or by posting with the Department a surety bond conditioned on the payment of such damages during the period of such special permit. The liability insurance or surety bond shall indemnify the City of Columbus as an additional insured. Such certificate of insurance or bond shall provide that no cancellation of the insurance or bond will be made unless ten days written notice is first given to the Department.
- (e) In addition to the general permit standards specified in 221.05 (b), business permit standards shall additionally include:
- 1) Adequate permanent physical and/or behavioral barriers shall be in place at all times.
 - 2) No permit for any business shall be issued without written approval from the Columbus Department of Building and Zoning Services.
 - 3) The business shall monitor physical contact with the public or property by staff except when adequate physical and/or behavioral barriers are sufficient to prevent such contact.
 - 4) The business shall be required to keep purchase and sale/transfer/given away records for a period of time no less than two (2) years and produce records upon demand.
 - 5) When the business is associated with large animals, the requirements set forth in Columbus City Health Code 221.05 (d) shall apply to the issuance of the permit, unless otherwise directed by the Department.
 - 6) Handwashing signage shall be conspicuously posted. The signage shall state:

-
- i. Animals carry germs that can make people sick.
 - ii. Wash hands with soap and water after touching animals, leaving the animal area, going to the restroom and/or preparing foods, eating or drinking.
 - 7) Unless otherwise directed by the Department, handwashing sinks shall be readily available and accessible on site and shall be stocked with hand soap and appropriate means of drying (i.e. no multi-use towels).
 - 8) All areas must have sufficient lighting of at least forty (40) foot candles of lighting.
 - 9) No domestic animal requiring a permit shall be sold, traded or given away to a minor without the presence of the minor's parent or guardian and written permission from said parent or guardian.
 - 10) Written procedures for quarantine and/or isolation of animals shall be provided for review.
 - 11) The business applicant shall prove their ability to respond in damages in a single minimum limit amount of one million dollars (\$1,000,000) for bodily injury to or death of any person or for damage to property owned by any other person which may result from the ownership, keeping, or maintenance of such animal. Proof of liability to respond in damages may be given by filing with the Department a certificate of insurance from an insurance company authorized to do business in the state stating that the applicant is, at the time of his/her application, and will be during the period of such animal permit, insured against liability to respond in such damages, or by posting with the Department a surety bond conditioned on the payment of such damages during the period of such special permit. The liability insurance or surety bond shall indemnify the City of Columbus as an additional insured. Such certificate of insurance or bond shall provide that no cancellation of the insurance or bond will be made unless ten days written notice is first given to the Department.
- (f) In addition to the general permit standards specified in 221.05 (b), public contact temporary animal venue and public contact mobile animal operation standards shall additionally include:
- 1) Public contact temporary animal venues
 - i. Temporary permits shall be valid for no more than seven (7) consecutive days.
 - ii. No large animal shall be brought into the City without obtaining a permit.
 - iii. Unless otherwise directed by the Department, temporary handwashing stations shall be readily available and accessible on site and shall be stocked with hand soap and appropriate means of drying (i.e. no multi use towels).
 - iv. No single entity shall obtain more than twelve (12) public contact temporary animal venue permits in any calendar year.
 - v. No single entity shall obtain more than two (2) permits in a calendar year for the same location.
 - vi. Handwashing signage shall be conspicuously posted. The signage shall state:
 - 1. Animals carry germs that can make people sick.

2. Wash hands with soap and water after touching animals, after leaving the animal area, and before preparing foods, eating, drinking, and using the restroom.
- vii. The public contact temporary animal venue applicant shall prove their ability to respond in damages in a single minimum limit amount of one million dollars (\$1,000,000) for bodily injury to or death of any person or for damage to property owned by any other person which may result from the ownership, keeping, or maintenance of such animal. Proof of liability to respond in damages may be given by filing with the Department a certificate of insurance from an insurance company authorized to do business in the state stating that the applicant is, at the time of his/her application, and will be during the period of such animal permit, insured against liability to respond in such damages, or by posting with the Department a surety bond conditioned on the payment of such damages during the period of such special permit. The liability insurance or surety bond shall indemnify the City of Columbus as an additional insured. Such certificate of insurance or bond shall provide that no cancellation of the insurance or bond will be made unless ten days written notice is first given to the Department.
 - viii. Adequate/permanent physical and/or behavioral barriers shall be in place at all times.
 - ix. Temporary permit applications must be received by the Department at least two weeks in advance of the initial day of said events or exhibitions, unless reasonable cause is provided.
- 2) Public contact mobile animal operation
- i. Unless otherwise directed by the Department, temporary handwashing stations shall be readily available and accessible on site and shall be stocked with hand soap and appropriate means of drying (i.e. no multi use towels).
 - ii. No permit holder shall operate at the same physical location for more than four (4) exhibitions or events in a licensing period. A single exhibition or single event shall be limited to no more than seven (7) consecutive days per location.
 - iii. Handwashing signage shall be conspicuously posted. The signage shall state:
 1. Animals carry germs that can make people sick.
 2. Wash hands with soap and water after touching animals, after leaving the animal area, and before preparing foods, eating, drinking, and using the restroom.
 - iv. The public contact mobile animal operation applicant shall prove their ability to respond in damages in a single minimum limit amount of one million dollars (\$1,000,000) for bodily injury to or death of any person or for damage to property owned by any other person which may result from the ownership, keeping, or maintenance of such animal. Proof of liability to respond in damages may be given by filing with the Department a certificate of insurance from an insurance company authorized to do business in the state stating that the applicant is, at the time of his/her application, and will be during the period of such animal permit, insured against liability to respond in such damages, or by posting with the Department a surety bond conditioned on the payment of such damages during the period of such special permit. The liability insurance or surety bond shall indemnify the City of Columbus as an additional insured. Such certificate of insurance or bond shall provide that no cancellation of the insurance or bond will be made unless ten days written notice is first given to the Department.

- v. Adequate/permanent physical and/or behavioral barriers shall be in place at all times.
- vi. Permit holders shall provide a schedule of events or exhibitions at least two weeks in advance of said events or exhibitions, unless reasonable cause is provided.
- vii. The Department reserves the right to inspect events or exhibitions throughout the permit period.

(g) Permit Application, Renewal and Approval

- 1) The following must be received and approved by the Department prior to domestic animals requiring a permit being brought into the City:
 - i. A completed domestic animal plan review packet and applicable fee.
 - ii. Written plans including design details of the intended caging/confinement, and when already present on the property, photographs of the existing caging/confinement, demonstrating that it is inoffensive, secure, under cover, and, when required, has impervious flooring.
 - iii. A written document outlining the intended disinfection and cleaning schedule.
 - iv. A written document outlining a general knowledge of the proper handling and care for the species of animal.
- 2) Permit renewal. Except for public contact temporary animal venue permits and individual owner permits for animals not defined as large, all permits required by this Chapter are annual and expire on the last day of December of each year. Applications for permit renewal shall be made in December. Applications post marked on or before the last day of December shall be considered timely. Failure to renew permits annually shall be considered a violation of this Chapter and responsible parties may be subject to penalties set forth in Columbus City Health Code 209.99.
- 3) Individual owner permits, excluding large animals, are valid for a four (4) year licensing period.
- 4) Initial permit. An application for an initial permit shall include one or more inspections of the property to verify the plans submitted. The application shall include any applicable permit fees. A permit issued to a new permit holder after the first day of October does not expire until the end of the permit period next succeeding issuance of the permit.
- 5) Permits and permit fees established in accordance with this Chapter shall be specified in accordance with the following categories:
 - i. Individual owner
 - ii. Individual owner - large animal
 - iii. Business
 - iv. Public contact temporary animal venue
 - v. Public contact mobile animal venue

(h) Fees

- 1) There is levied and assessed in each category specified in Columbus City Health Code Chapter 221.05 (g)(5) the following fee:
 - i. Plan review application, fifty dollars (\$50.00)
 1. Plan review application fees are waived for temporary event and mobile public contact animal venue applications.
 - ii. Four year permit, individual owner, one-hundred dollars (\$100.00)
 - iii. Individual owner, large animal, one-hundred twenty five dollars (\$125.00)
 - iv. Business, one-hundred twenty-five dollars (\$125.00)
 - v. Public contact temporary animal venues, thirty dollars per event (\$30.00)
 - vi. Public contact mobile animal venue, one-hundred twenty five dollars (\$125.00)
- 2) Plan review and permit fees are non-refundable.
- 3) The initial permit fee is due upon receipt of completed initial permit application.
- 4) An additional fee of fifty dollars (\$50.00) shall be added to the plan review fee as specified in (h)(1)(i) when the Department determines that the domestic animals requiring a permit were kept on the property prior to submitting the plan review application as required by this Chapter.
- 5) Any applicant that can demonstrate that they are eligible for Supplemental Nutritional Assistance Program (SNAP) or eligible for supplemental nutrition program for Woman, Infants and Children (WIC) shall not be required to pay any fees prescribed in this section, yet are subject to other requirements specified in this regulation.

(i) Inspections

- 1) An inspection shall be conducted at least once during a permit term for all permits issued in accordance with this Chapter. Inspections shall be conducted either by the Health Commissioner or his/her designee
 - 2) Each inspection shall be recorded on a form prescribed by the Department.
- (j) An inspection may require the removal from the property of any animal, equipment, and/or structure(s) found to be maintained in a condition that presents a clear and present danger to the public safety and/or public health.
- (k) The Department shall keep records of all persons carrying a valid permit.
- (l) The Department may confiscate a domestic animal requiring a permit from an owner if the animals are being kept in manner, that by determination of the Health Commissioner or his/her designee causes an imminent danger to the public health, public safety or animal welfare. The applicant/licensee is liable for the costs of confiscation, placement and care for said animal from the time of confiscation until the time of return to the licensee or until the time the animal has been relocated to a facility approved by the Department, or until otherwise disposed in a manner approved by the Department.

- (m) The requirements of a person to obtain a permit for specified animals in this section shall not apply to exempt persons as defined in this section.
- (n) All permit holders and applicants shall allow the Health Commissioner or his/her designee to enter the premises, at all reasonable times, where animals are kept to ensure compliance with this Chapter, as prescribed by Columbus City Health Code 209.02 (c).
- (o) All permit holders shall notify the Department of changes to the stated information on the permit within 30 days of any changes using the appropriate form, as supplied by the Department.
- (p) The Health Commissioner, or his/her designee may modify or limit an animal permit at any time for violation of this chapter or other Federal, State or City regulations. The Board of Health may suspend, limit or revoke a permit as described in Columbus City Health Code 203.10.
- (q) No person shall store animal food and/or feed animals in such a method or manner on any premise, lot or parcel of land within the jurisdiction of the City of Columbus Board of Health if such feeding creates a nuisance, insanitation and/or danger to any person and/or property. Such method or manner shall include, but not be limited to:
 - 1) Storing food in such a manner that it is accessible to non-domestic animals, nuisance animals, vermin, and other pests.
 - 2) Placing food in the open in a container that allows the scattering of such food upon the ground.
 - 3) Allowing food to remain after such feeding where it is accessible to non-domestic animals, nuisance animals, vermin, and other pests.
 - 4) Allowing food to remain in feed pans, troughs, and other feeder containers overnight without making such feeder equipment inaccessible to non-domestic animals, nuisance animals, vermin, and other pests.
- (r) No person shall allow the house, caging, runs, yards or the premises where animals are kept to become offensive due to unsanitary conditions. Such animals shall not be allowed to create an unsanitary condition on the streets, alleys or sidewalks, or premises of others. Offensive, unsanitary conditions shall include but not be limited to odor, accumulated urine, urine soaked ground, feces and rodent harborages.
- (s) If an owner, keeper, or harborer is cited for unsanitary conditions, the Health Commissioner or Public Health Veterinarian may limit the number of animals that may be maintained on a premise.
- (t) No person shall allow any animal suffering from a zoonotic and/or communicable disease to run at large or to come in contact, either directly or indirectly, with any other animal or any person, except the owner or keeper of the animal, a household member, a licensed veterinarian, employees of an animal clinic/hospital, employees of the Columbus Humane, employees of the Franklin County Department of Animal Care and Control, or as designated by the Department.
- (u) Upon the death of an animal the owner or keeper of the animal shall promptly make arrangements for proper disposition of the dead animal.
- (v) Any person transporting a domestic animal requiring a permit within the City must maintain the animal within a confinement sufficient to prevent the animal from escaping and/or causing or resulting in serious injury, harm or disease to humans, domestic animals, and/or property.
- (w) No person, owning or responsible for animals shall knowingly or negligently allow any of them to run at large in any

street, alley or unenclosed lot within the City.

The Department may declare any animal a nuisance, dangerous or vicious animal as defined in Chapter 243 of this Health Code.

221.06 STANDARDS RELATIVE TO CARRIAGE HORSES

(Amended 11/15/16; Effective 12/13/16; Resolution No. 16-20)

- (a) In addition to the listed requirements below, all carriage horse companies shall meet the minimum requirements set forth in Columbus City Code Chapter 595 – Horse Drawn Carriages.
- (b) Each horse shall be identified by a brand, mark or tag, uniquely identifying the horse. A description (including photograph) of each horse, including brand, mark or tag, age, breed, sex, color and other identifying markings shall be filed with the Public Health Veterinarian.
- (c) A certificate of well-being shall be issued within thirty (30) days prior to use by horse carriage company. The horse shall be examined for soundness of its teeth, legs, hoofs, shoes and cardiovascular system, as well as for signs of drug abuse, injury, disease or deficiency. Each horse shall have flesh muscle tone, and weight sufficient to pull a carriage. This examination shall be performed by a veterinarian and a statement of this examination forwarded to the Public Health Veterinarian. Each horse deemed to have met the standards of this section shall be issued a certificate of wellbeing. The certificate shall identify the horse by breed, color, sex, and markings and shall state the type of carriage the horse can pull safely without causing injury to the horse.
- (d) The Public Health Veterinarian shall examine and/or accept a veterinarian's statement of examination of any horse ordered out of service for injury, illness or any horse involved in an accident. A re-certification statement shall be issued when the veterinarian finds the horse fit to return to service.
- (e) Animals shall not be tethered, kept, washed and/or groomed outside of the stable, barn, or other structure, except as needed, when being worked outside of the stable facility. Animals shall not be washed while at a designated tether location.

PERMIT APPLICATION TO KEEP ANIMALS

Type: Animal Possessor

RECORD # _____



THE CITY OF
COLUMBUS
ANDREW J. GINTHER, MAYOR

COLUMBUS
PUBLIC HEALTH

Instructions	Please complete this application by printing and signing where indicated. Fill out the form as completely as possible. If a question or comment does not apply, leave it blank. Questions about this form should be directed to the Public Health Veterinarian at (614) 645-6748.
Please Provide: Name of person REQUESTING permit. Birth date of adult permit applicant. Convicted or found responsible of animal related offense? Contact information for applicant.	Applicant details Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (specify) _____ Name _____ Date of Birth _____ (mm/dd/yyyy) Eligible for WIC ? <input type="checkbox"/> Yes <input type="checkbox"/> No Eligible for SNAP / Food Stamps? <input type="checkbox"/> Yes <input type="checkbox"/> No Convicted of animal related offense(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No Type of offense? _____ Signature of Applicant _____ Date ____/____/____ Address _____ City _____ State _____ Zip code _____ Phone _____ Fax _____ Mobile _____ E-mail: _____
Please Provide: SITE where animal(s) are to be kept. Fencing type, i.e. Wood, Chain link, etc. Height of fence in feet. Zoning, i.e. Residential Commercial, etc.	Animal location address and details Street Address _____ City _____ State _____ Zip code _____ Is the area fenced? <input type="checkbox"/> No <input type="checkbox"/> Yes Fence Type _____ Fence Height _____ (feet) How is the land zoned? _____
Please Provide: Property owner of animal location address	Property Owner details Name of Owner _____ Phone _____ Address _____ City _____ State _____ Zip code _____ Signature of Owner _____ Date _____ Print owner name _____

<p>Please Provide:</p> <p>Type and quantity.</p>	<p>Animals - General</p> <p>Type of Animal(s) _____</p> <p>Number of Animal(s) to be kept _____</p>
<p>Source of animals. (Breeder, pet shop, etc.)</p>	<p>Where will the Animal(s) be obtained? <input type="checkbox"/> "X" box if more than one source</p> <p>Name _____ Phone _____</p> <p>Address _____ City _____</p> <p>State _____ Zip Code _____</p>
<p>Veterinary care for animal(s).</p>	<p>Who will provide veterinary care for the Animal(s)? <input type="checkbox"/> "X" box if more than one facility</p> <p>Name _____ Phone _____</p> <p>Address _____ City _____</p> <p>State _____ Zip Code _____</p>

<p>Please Provide:</p> <p>Housing type(s)</p> <p>Species, breed, color, sex, age, etc. of animal(s).</p>	<p>Animal Details - Complete if you have the animal(s). Businesses STOP here.</p> <p>Housing: <input type="checkbox"/> Pen <input type="checkbox"/> Coop <input type="checkbox"/> Barn <input type="checkbox"/> Indoor</p> <p><input type="checkbox"/> Other (specify) _____</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%; text-align: left; padding: 5px;">Animal Information</th> <th style="width: 25%; text-align: left; padding: 5px;">Animal # 1</th> <th style="width: 25%; text-align: left; padding: 5px;">Animal # 2</th> <th style="width: 25%; text-align: left; padding: 5px;">Animal # 3</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Name.....</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td style="padding: 5px;">Species.....</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td style="padding: 5px;">Breed.....</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td style="padding: 5px;">Color.....</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td style="padding: 5px;">Sex</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td style="padding: 5px;">Age.....</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td style="padding: 5px;">Microchip Number.....</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td style="padding: 5px;">Registration Number.....</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td style="padding: 5px;">Neutered/Spayed/Castrated? <input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td><input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td><input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </tbody> </table>	Animal Information	Animal # 1	Animal # 2	Animal # 3	Name.....	_____	_____	_____	Species.....	_____	_____	_____	Breed.....	_____	_____	_____	Color.....	_____	_____	_____	Sex	_____	_____	_____	Age.....	_____	_____	_____	Microchip Number.....	_____	_____	_____	Registration Number.....	_____	_____	_____	Neutered/Spayed/Castrated? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**MAKE COPIES OF THIS PAGE BEFORE FILLING IN THE INFORMATION
IF YOU ARE APPLYING FOR MORE THAN NINE (9) ANIMALS**

Please Provide: Housing type(s) Species, breed, color, sex, age, etc. of animal(s).	Animals - Details (more than 3 animals)			
	Housing: <input type="checkbox"/> Pen <input type="checkbox"/> Coop <input type="checkbox"/> Barn <input type="checkbox"/> Indoor <input type="checkbox"/> Other (specify) _____			
	Animal Information	Animal # ____	Animal # ____	Animal # ____
	Name.....	_____	_____	_____
	Species.....	_____	_____	_____
	Breed.....	_____	_____	_____
	Color.....	_____	_____	_____
	Sex	_____	_____	_____
	Age.....	_____	_____	_____
	Microchip Number.....	_____	_____	_____
Registration Number.....	_____	_____	_____	
Neutered/Spayed/Castrated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No				
Please Provide: Housing type(s) Species, breed, color, sex, age, etc. of animal(s).	Animals - Details (continued)			
	Housing: <input type="checkbox"/> Pen <input type="checkbox"/> Coop <input type="checkbox"/> Barn <input type="checkbox"/> Indoor <input type="checkbox"/> Other (specify) _____			
	Animal Information	Animal # ____	Animal # ____	Animal # ____
	Name.....	_____	_____	_____
	Species.....	_____	_____	_____
	Breed.....	_____	_____	_____
	Color.....	_____	_____	_____
	Sex	_____	_____	_____
	Age.....	_____	_____	_____
	Microchip Number.....	_____	_____	_____
Registration Number.....	_____	_____	_____	
Neutered/Spayed/Castrated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No				

RETURN THIS FORM TO COLUMBUS PUBLIC HEALTH USING ONE OF THE FOLLOWING:

USPS MAIL: Columbus Public Health
C/O: Animal Program - 501288
240 Parsons Avenue
Columbus, Ohio 43215

EMAIL: Include "Animal Permit Application" in the subject line.
Send to: AnimalProgram@columbus.gov

FAX: Fax to the attention of the Animal Program.
614-645-7155





MEMORANDUM

TO: Robyn Stewart, Acting City Manager
David McCorkle, Assistant City Manager

FROM: R. Lee Brown, Director of Planning & Building

DATE: December 20, 2023

SUBJECT: Set Public Hearing Date - Ordinance amending Section 1123.02 Accessory Use or Structure and Section 1149.08 Special Yard Requirements of the Planning & Zoning Code that would permit chickens (layer hens) within the City of Worthington. **APZ 02-2023**

EXECUTIVE SUMMARY

This Ordinance amends Section 1123.02 Accessory Use or Structure and Section 1149.08 Special Yard Requirements of the Planning & Zoning Code that would permit chickens (layer hens) within the City of Worthington following the City of Columbus's rules and regulations for chickens. This Ordinance is accompanied by an Ordinance amending Section 505.08 of the General Offences of the Codified Ordinances of the City of Worthington. This Ordinance was introduced on November 20, 2023, and referred to the Municipal Planning Commission for review and is now before you to set a public hearing date for the proposed changes.

RECOMMENDATIONS

A motion to set a Public Hearing Date for Tuesday, January 16, 2024.

On December 14, 2023, the Municipal Planning Commission reviewed and recommended **approval** of the proposed text amendments.

To view the meeting, please go to the [December 14, 2023, Architectural Review Board/Municipal Planning Commission](#).

Staff is recommending **approval** of the proposed text changes to the Planning & Zoning Code to lessen the restrictions on permitting chickens (layer hens) that adheres to the rules and regulations outlined by Columbus Public Health.

BACKGROUND/DESCRIPTION:

In early 2023 City Council discussed exploring the City's restrictions on permitting backyard chickens (layer hens). At the May 1, 2023, City Council meeting, City staff was directed to review and propose Code language that would change the current chicken regulation to be less restrictive by the end of 2023.

Since then, City staff was tasked with exploring more in-depth the approaches other communities have utilized to permit backyard chickens and identifying key regulatory areas that should be examined further. As Worthington contracts with Columbus Public Health (CPH) to provide public health services, staff met with CPH to discuss their backyard chicken permitting process and learn more about their approach from a public health rationale.

On October 9, 2023, City staff invited Dr. Aaron K. Messer who is the Public Health Veterinarian and Registered Environmental Health Specialist with Columbus Public Health to review their program with City Council to answer questions. After the presentation, City Council directed staff to draft regulations that would permit backyard chickens (layer hens) in the City of Worthington following the City of Columbus's guidelines for backyard chickens (layer hens).

City staff has drafted language that would lessen the setback restriction for backyard chickens (layer hens) while following Columbus Public Health Guidelines for backyard chickens.

On December 14, 2023, Dr. Aaron K. Messer, attended the Architectural Review Board and Municipal Planning Commission meeting and provided a similar presentation that was presented to City Council and answer questions.

City staff is recommending changes to Part Five – General Offenses Code – Section 505.08 Nuisance Conditions Prohibited of the Codified Ordinances and changes to Section 1123.02 Accessory Use or Structure and Section 1149.08 Special Yard Requirements of the Planning & Zoning Code that would permit chickens (layer hens) within the City of Worthington following the City of Columbus's rules and regulations for chickens.

General Standards (Please see attached materials from Columbus Public Health):

- No person shall be permitted to have a chicken (layer hen) without making application.
- No roosters will be permitted.
- Each pen or enclosure shall have a floor of impervious material and be under cover.
- A coop and/or run may not be permitted in a front yard and cannot be located within three (3) feet of a side or rear yard property line.
- All pens, runs and coops must be rodent proof.
- A coop and run shall not count towards accessory building area as referenced in 1149.08(b) or be subject to approval from the Architectural Review Board as referenced in Chapter 1177.
- Your typical coop and run is approximately sixty-four (64) square feet and six (6) feet in height.

- The number of chickens (layer hens) shall be limited to 8 within the City of Worthington.
 - Average egg laying timeframe for a chicken (layer hen) is approximately 2.5-years to 3-years.
- Application, Renewal & Approval
 - Chicken Plan - \$50 application fee
 - Written plans including design details of the coop and run.
 - Written document outlining the intended disinfection and cleaning schedule and a waste disposal plan.
 - Written document outlining a general knowledge of the proper handling and care for the chickens.
 - Health Certification Documentation
 - 4-year licensing period - \$100 fee
 - Onsite consultation
 - Inspections are conducted at least once during a permit term.
- Any existing coops and runs that shall be required to follow Columbus Public Health requirements.
- Complaints will be handled through Columbus 311.

Staff Analysis:

- Section 505.08 Nuisance Conditions Prohibited is amended to remove chickens from the 150-foot requirement from any residence and language added to permit chickens (layer hens) in any “R” District provided that the applicant has obtained a permit and fully complies with the applicable rules and regulations established in the Columbus Health Code as administered by Columbus Public Health.
 - *Section 505.08 will be amended by a separate Ordinance under the General Offenses Code of the Codified Ordinances of the City of Worthington.*
- Section 1123.02 Accessory Use or Structure is amended to limit the number of chickens (layer hens) to 8 or less and the erection of a chicken coop shall be considered an accessory use and structure in any “R” District.
- Section 1149.08 Special Yard Requirements is amended to permit chicken coops and runs to be located in the rear yard and be located a minimum of three (3) feet from the side and rear lot lines. Chicken coops and runs approved by Columbus Public Health shall not count towards accessory building area or be subject to approval from the Architectural Review Board.
- If approved by City Council, the proposed changes to the Planning & Zoning Code will be effective 60-days after approval.
 - To provide consistency, the ordinance amending Section 505.08 states that chicken permits may not be issued until after the effective date of the changes to the Planning & Zoning Code.

ATTACHMENTS

- Ordinance No. 29-2023 (As Amended)
- MPC Materials
- ARB & MPC Meeting Minutes – Not completed at this time.

ORDINANCE NO. 29-2023
(As Amended)

To Amend Section 1123.02 and Section 1149.08 of
the Codified Ordinances of the City of Worthington
to Regulate Chickens (layer hens).

WHEREAS, it is the wish of City Council to monitor and revise the Planning and Zoning Code of the City to encompass corrections, clarifications, and changes consistent with adopted land use and zoning policies; and

WHEREAS, the Codified Ordinances requires City Council to refer any proposals to amend, supplement or change the regulations, district boundaries or classification of property to the Municipal Planning Commission; and

WHEREAS, the Municipal Planning Commission on December 14, 2023, reviewed and passed a motion recommending approval to City Council to amend Section 1123.02 and Section 1149.08 of the Planning & Zoning Code based on the Planning Goals of the City, as referenced in the Land Use Plans.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That Section 1123.02 and Section 1149.08 of the Codified Ordinances is hereby amended to read as follows:

1123.02 ACCESSORY USE OR STRUCTURE.

"Accessory use or structure" means a use, object or structure constructed or installed on, above or below the surface of a parcel and of a nature customarily incidental and subordinate to the principal use or structure. Among other things, accessory uses or structures include anything attached to or detached from the principal building of a subordinate nature; garages, sheds, walls, fences, billboards, poster panels, poles or parking places, whether located on, above or below the surface of a parcel. **If a permit has been issued by Columbus Public Health, the owning, keeping or harboring of 8 or less chickens (layer hens) and erection of a chicken coop shall be considered an accessory use and structure in any "R" District.**

1149.08 SPECIAL YARD REQUIREMENTS.

(a) At corner lots, no accessory uses, accessory structures, structures, material or equipment storage shall be located in any required front yard. Side yards fronting on the adjacent street can be reduced to two-thirds of the required front setback from the right of way of the adjacent street.

(b) No accessory buildings shall be located in any front or side yard except under unusual circumstances where such building shall not conflict with the intent and purposes

of this Zoning Ordinance, or, where enforcement shall result in extreme hardship. In either case the decision to permit such activity shall be made by the Board of Zoning Appeals. Accessory buildings such as garages and storage buildings exceeding 120 square feet in area may be located in the rear yard provided such buildings are set back at least eight feet from the side lot lines and ten feet from the rear lot line. Accessory buildings of 120 square feet or less in area must be set back at least five feet from the side and rear lot lines. In any “R” District the total area for accessory buildings shall be limited to 850 square feet and must be compatible in materials and appearance to the other buildings in the area.

(c) Chicken coops and runs may be located in the rear yard provided such structures are set back at least 3’ from the side and rear lot lines. Chicken coops and runs approved by Columbus Public Health shall not count towards accessory building area as referenced in 1149.08(b) or be subject to approval from the Architectural Review Board as referenced in Chapter 1177.

(d) No accessory uses or structures, off-street parking facilities, except for single family, or material or equipment storage shall be located in any required front yard, except as otherwise provided herein. On High Street northward from the Worthington-Galena Road parking facilities, which are incidental to the primary use of the property involved, but not including structures, may be located within fifty feet of the right of way.

(e) All yard areas not used for access, parking, circulation, buildings and services shall be landscaped and maintained.

SECTION 2. No chicken permits shall be issued by Columbus Public Health until after the effective date of Ordinance 05-2024. However, applications for a permit may be submitted to Columbus Public Health prior to the effective date of this Ordinance.

SECTION 3. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed:

President of Council

Attest:

Introduced November 20, 2023
MPC December 14, 2023
Motion January 8, 2024
P.H. January 16, 2024

Clerk of Council

Effective

Proposed Chicken Regulations

505.08 NUISANCE CONDITIONS PROHIBITED.

(a) No person shall cause or allow any place where an animal is kept to become unclean or unwholesome. No person shall keep any swine, sheep or goats in the City. Horses, cattle and ~~chickens~~ *fowl* may not be kept anywhere within the City within 150 feet of any residence, other than the residence of the person keeping such animals or fowl.

(b) Chickens (layer hens) are permitted in any "R" District provided that a permit has been obtained and fully complies with the applicable rules and regulations established in the Columbus City Health Code as administered by Columbus Public Health.

(c) No person shall keep or harbor any animal in the City so as to create offensive odors, excessive noise or unsanitary conditions which are a menace to the health, comfort or safety of the public, or otherwise permit the commission or existence of a nuisance as defined herein.

(d) No person shall keep or otherwise harbor any animal within the City which, by frequent and habitual barking, howling or yelping, creates unreasonably loud and disturbing noises of such a character, intensity and duration as to disturb the peace, quiet and good order of the City. Any person who allows any animal habitually to remain, be lodged or fed within any dwelling, building, yard or enclosure, which he occupies or owns, shall be considered as harboring such animal.

(e) Any animal which scratches, digs, or defecates upon any lawn, tree, shrub, plant, sidewalk, building, park, playground, school ground or private property, other than the property of the owner or person in charge or control of such animal, is hereby declared to be a nuisance.

(f) No person being the owner or in charge or control of any animal shall allow or permit such animal to commit a nuisance on any school grounds, playground, City park, or upon any private property other than that of the owner or person in charge or control of such animal without the permission of the owner of such property. Where the owner or person in charge or control of such animal immediately removes all feces deposited by such animal and disposes of same in a sanitary manner, such nuisance shall be considered abated.

(g) Whoever violates this section is guilty of a minor misdemeanor.

1123.02 ACCESSORY USE OR STRUCTURE.

"Accessory use or structure" means a use, object or structure constructed or installed on, above or below the surface of a parcel and of a nature customarily incidental and subordinate to the principal use or structure. Among other things, accessory uses or structures include anything attached to or detached from the principal building of a subordinate nature; garages, sheds, walls, fences, billboards, poster panels, poles or parking places, whether located on, above or below the surface of a parcel. *If a permit has been issued by Columbus Public Health, the owning, keeping or harboring of 8 or less chickens (layer hens) and erection of a chicken coop shall be considered an accessory use and structure in any "R" District.*



Approved
Municipal Planning Commission
City of Worthington
Date 12/14/2023
Lynda Bitar
Clerk

1149.08 SPECIAL YARD REQUIREMENTS.

(a) At corner lots, no accessory uses, accessory structures, structures, material or equipment storage shall be located in any required front yard. Side yards fronting on the adjacent street can be reduced to two-thirds of the required front setback from the right of way of the adjacent street.

(b) No accessory buildings shall be located in any front or side yard except under unusual circumstances where such building shall not conflict with the intent and purposes of this Zoning Ordinance, or, where enforcement shall result in extreme hardship. In either case the decision to permit such activity shall be made by the Board of Zoning Appeals. Accessory buildings such as garages and storage buildings exceeding 120 square feet in area may be located in the rear yard provided such buildings are set back at least eight feet from the side lot lines and ten feet from the rear lot line. Accessory buildings of 120 square feet or less in area must be set back at least five feet from the side and rear lot lines. In any "R" District the total area for accessory buildings shall be limited to 850 square feet and must be compatible in materials and appearance to the other buildings in the area.

(c) Chicken coops and runs may be located in the rear yard provided such structures are set back at least 3' from the side and rear lot lines. Chicken coops and runs approved by Columbus Public Health shall not count towards accessory building area as referenced in 1149.08(b) or be subject to approval from the Architectural Review Board as referenced in Chapter 1177.

(d) No accessory uses or structures, off-street parking facilities, except for single family, or material or equipment storage shall be located in any required front yard, except as otherwise provided herein. On High Street northward from the Worthington-Galena Road parking facilities, which are incidental to the primary use of the property involved, but not including structures, may be located within fifty feet of the right of way.

(e) All yard areas not used for access, parking, circulation, buildings and services shall be landscaped and maintained.



Approved
Municipal Planning Commission
City of Worthington
Date 12/14/2023
Lynda Bitar
Clerk

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221.05 STANDARDS RELATIVE TO ANIMALS (*Amended 7/16/2019; Effective 7/30/2019; Resolution No. 19-14*)

(a) Definitions

- 1) “Animal” shall mean any animal, other than man.
- 2) “Business” shall mean animal dealers, hatcheries, stores, exhibitors, operators of auction sales, brokers, handlers, and/or carriers involved in the purchasing, selling, negotiating, soliciting, reselling, exchanging,

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trading, transferring, exhibiting, boarding, riding and/or giving away of domestic animals requiring a permit as defined in this chapter. Business shall also include any operation that advertises the sale of eggs, animal products, or animal by-products resulting from the keeping of domestic animals requiring a permit.

- 3) "Certificate of Veterinary Inspection" means a form from the state of origin which has been issued and completed by a licensed and accredited veterinarian attesting to the health status and identification of an animal listed thereon.
- 4) "Department" shall mean the Columbus Health Department, also known as Columbus Public Health, its' Health Commissioner, his or her representative(s), including the Public Health Veterinarian, and/or any designated representative(s) or agent of the City of Columbus Board of Health.
- 5) "Domestic Animal" shall mean a Genus and Species of animal included in, but not limited to, the following list that is also widely accepted as no longer being a wild animal and has become adapted through breeding in captivity to a life intimately associated with man and is commonly known as: Alpaca, Bison, Budgerigar, Canary, Camel, Caribou, Cat (*Felis catus*), Cattle, Chicken, Cockatiel, Deer, Dog, Donkey, Dove, Duck, Elk, Fancy Rat, Ferret, Finch, Goat, Goose, Guinea Fowl, Guinea Pig, Hedgehog, Hissing Cockroach, Honeybee, Horse, Llama, Mink, Moose, Mule, Ox, Parakeet, Peafowl, Pheasant, Pig, Pigeon, Pony, Quail, Rabbit, Reindeer, Sheep, Silkworm, Swan, Turkey, Water Buffalo, fowl, or any other animal so determined by the Department.
- 6) "Domestic Animal(s) Requiring a Permit" shall mean a domestic animal included in, but not limited to, the following list: Alpaca, Bison, Camel, Caribou, Cattle, Deer, Donkey, Elk, Goat, Horse, Llama, Moose, Mule, Ox, Pig, Pony, Reindeer, Sheep, Water Buffalo, a kept outside bird, fowl, and/or any other animal so determined by the Department.
- 7) "Exhibition" shall mean one or more displays or demonstrations which are of educational or entertainment value to those witnessing such exhibition.
- 8) "Event" shall mean one or more exhibitions incorporating or allowing domestic animals requiring a permit to have contact with the public, other's property, or other animals.
- 9) "Fowl" shall mean a domesticated species of bird found in the scientific classification Order Galliformes, which includes chickens, grouse, ptarmigans, turkeys, pheasants, quail, partridges, chachalacas, and curassows; ducks and other water fowl; a bird kept or raised for meat or egg production; a game bird raised or hunted for sport; a bird kept or trained for competition; a bird kept outside a structure or shelter; and/or any other bird so determined by the Department.
- 10) "Health Commissioner" shall mean the Health Commissioner of the City of Columbus, Ohio or the Commissioner's authorized representative, including the Public Health Veterinarian.
- 11) "Individual owner" shall mean a person keeping an animal regulated by this Chapter on any premise, lot, or parcel of land and who does not meet the definition of a business, public contact temporary animal venue, or public contact mobile animal operation.
- 12) "Large Animal(s)" shall mean any domestic animal requiring a permit whose estimated, or projected, adult weight is greater than five-hundred (500) pounds, and/or any other animal so determined by the Department.
- 13) "Owner" shall mean any person owning, handling, keeping, possessing, harboring, maintaining, storing, breeding, propagating, sheltering, importing into the City, or having the care, custody or control of an animal.

- 14) "Permit" shall mean a written document issued by the Department as defined in this chapter, allowing a person to own a domestic animal requiring a permit within the jurisdiction of the City of Columbus Board of Health that would otherwise be prohibited.
- 15) "Person" shall mean any individual, partnership, corporation, organization, trade or professional association, firm, limited liability company, joint venture, association, trust, estate, governmental agency or any other entity recognized by law, and any officer, member, shareholder, director, employee, agent or representative thereof.
- 16) "Public Contact Mobile Animal Operation" shall mean a person that displays or exhibits animals regulated by this chapter or provides animal events or exhibitions in the City more than twelve (12) times per year and shall not operate more than seven (7) consecutive days per location.
- 17) "Public Health Veterinarian" shall mean the veterinarian of the City of Columbus, Ohio, also known as the City Veterinarian.
- 18) "Public Contact Temporary Animal Venue" shall mean any location where domestic animals requiring a permit are temporarily located, and have public contact with persons, property or other animals. Temporary Public Contact Animal Venue includes but is not limited to petting farms, petting zoos, farm tours, photo opportunities, and temporary educational exhibitions. For the purposes of this chapter, temporary shall mean no more than seven (7) consecutive days.
- 19) "Veterinarian" shall mean a veterinarian duly licensed under the laws of the State of Ohio, or another state, and recognized by the Department.

(b) General Permit Standards

- 1) No person shall possess a domestic animal requiring a permit on any premise, lot or parcel of land in the City without making application for the keeping of such animal(s) to the Health Commissioner. Any individual or business found to possess a domestic animal requiring a permit without obtaining a permit is subject to penalties set forth in Columbus City Health Code. Any individual or business found to possess a domestic animal requiring a permit without obtaining a permit or making application is subject to penalties set forth in Columbus City Health Code as well as fees set forth in Columbus City Health Code 221.05 (h)(4).
- 2) The following persons, as defined by Columbus City Health Code 221.05 (a)(15), shall be exempt from the requirements of this regulation:
 - i. A person housing an animal at the written request of the Department;
 - ii. Animal control or law enforcement agencies or officers acting under the authority of this chapter;
 - iii. Federal, state, or local agencies or officers who, by virtue of their office have statutory and/or regulatory authority over such animals, and are acting on behalf of their office;
 - iv. A facility that is an accredited member of the Association of Zoos and Aquariums (AZA);
 - v. A person or facility in the process of becoming an accredited member of the Association of Zoos and Aquariums(AZA);
 - vi. A research facility as defined in the Federal Animal Welfare Act or that is accredited by the Association for the Assessment and Accreditation of Laboratory Animal Care International;

- vii. A person who has been issued a license by the United States Department of Agriculture under the Federal Animal Welfare Act;
- viii. A veterinarian that is providing temporary veterinary care to a domestic animal requiring a permit;
- ix. A person who is traveling through the City with a domestic animal requiring a permit, and does all of the following:
 - 1. Confines the animal in a cage at all times;
 - 2. Confines the animal in a cage that is not accessible to the public;
 - 3. Does not exhibit the animal;
 - 4. Is in the City not more than twenty-four (24) hours unless the animal is receiving veterinary care.
- x. A person who has been issued a permit by the Ohio Department of Natural Resources or the Ohio Department of Agriculture in relation to the possession of animals regulated by this Chapter;
- xi. An educational institution that temporarily displays a domestic animal requiring a permit as a sports mascot;
- xii. A facility licensed by the State of Ohio Racing Commission;
- xiii. An accredited university or college with a course of study related to the care of and keeping of animals regulated by this Chapter.

3) The following criteria shall be used in making determinations regarding permits:

- i. The keeping of the animal(s) creates no adverse public safety, public health, or environmental effects, and does not create a nuisance;
- ii. The applicant is in compliance with all public safety, public health, animal confinement, animal cruelty, and animal welfare regulations as set forth in:
 - 1. The Columbus City Health Code;
 - 2. The Columbus City Code;
 - 3. Ohio Revised Code and Ohio Administrative Code;
 - 4. The Federal Code of Regulations.
- iii. Unless otherwise directed by the Department, animal(s) shall be examined, and treated if indicated, by an accredited veterinarian of the State of Ohio, or a specialist as recognized by the Department. Such examination shall be for: general health; intestinal parasites, as minimally determined by a fecal test; and absence of zoonotic disease symptoms within thirty (30) days prior to arrival to the Columbus Board of Health jurisdiction. A copy of such examination results shall be post-marked or received by the Public Health Veterinarian within seven (7) days following the examination.

Examination results may be satisfied by a written statement from the accredited veterinarian completing the examination, the submission of a Certificate of Veterinary Inspection including the required fecal test results or a current National Poultry Improvement Plan (NPIP) Veterinary Services Form 9-3, indicating sale and shipment directly to the applicant as submitted to the Department. Examination for intestinal parasites shall not be required of animals covered by a current NPIP Veterinary Services Form 9-3;

- iv. The number and type of animals;
 - v. Waste shall be stored, managed and disposed of in a manner that will not create a nuisance; transportation of raw animal waste is subject to applicable laws and rules of the City of Columbus, Franklin County and the State of Ohio;
 - vi. The prevention of waste substances from being accessible, and feed from being scattered, in such a manner that it may attract vermin and create other adverse environmental or health effects;
 - vii. The proximity of the caging, pen, or enclosure to other properties does not reasonably allow wastes to be directly deposited upon or carried into adjoining properties;
 - viii. An applicant must be at least eighteen (18) years of age;
 - ix. All required documentation and, if applicable, fee requirements have been met and/or received;
 - x. If a property is leased, the applicant must provide documentation that the property owner consents to the keeping of domestic animals requiring a permit.
- 4) The structure, animals, and premises shall be kept in a safe and sanitary condition so as to not become unsafe or reasonably offensive and so that they will not harbor animal or insect pests. The Department reserves the right to have any building or structure related to the keeping of animals regulated by this Chapter evaluated, at the expense of the applicant, by the Columbus Department of Building and Zoning Services, Columbus Division of Fire, or an agent approved by the Department for related hazards.
- 5) Unless otherwise specified, the keeping and housing of domestic animals requiring a permit shall meet the minimum requirements specified by the *Livestock Care Standards* as promulgated by Ohio Revised Code Chapter 904: under authority of the Ohio Livestock Care Standards Board (Ohio Administrative Code 901:12).
- 6) Unless specified in section 221.05 (c) (9) or 221.05 (d) (6), the number of animals that are allowed to be kept on any premise, lot, or parcel of land in the City will be determined by the Department. The Department shall make such determinations using guidance offered in specific scientific bulletins (e.g., Ohio State Extension Bulletin 604), journals, and publications, accepted practices, and the size of usable space for animals; or, in the absence of specific guidelines, will otherwise be determined by the Department.
- 7) Domestic animals requiring a permit that are considered to be noisy by the Department, or are subsequently determined to be noisy by the Department, are prohibited for individual owners on any premise, lot, or parcel of land. The following animals are prohibited:
- i. Roosters
 - ii. Peafowl

- iii. Geese
 - iv. Turkeys
 - v. Donkeys
- 8) The Department may order changes and/or actions to be taken to mitigate complaints pertaining to domestic animals requiring a permit that are noisy, or creating unreasonably loud or long noises, on premises, lots, or parcels of land.

(c) In addition to the general permit standards specified in Columbus City Health Code 221.05 (b), the following additional standards apply to keeping of fowl:

- 1) Each pen or enclosure shall have a floor of impervious material and be under cover.
 - i. Examples of impervious flooring include: thick rubber (e.g., stall mats), concrete, blacktop, pavers, blocks, bricks, treated plywood, covered wood, roofing materials, sheet metal.
- 2) A coop and/or run may not be located in a front yard or side yard area and shall not be located within three (3) feet of a side or rear yard line.
- 3) All permanent pens, runs, and coops must be rodent proof. Minimally this shall mean:
 - i. Waterproof (e.g., thick rubber, concrete, blacktop, pavers, blocks, bricks, etc.) rodent deterrent materials on the bottom surface, if in direct contact with the ground or soil, and water resistant (e.g., treated plywood, covered wood, etc.) rodent deterrent materials on the bottom surface, if not in direct contact with the ground or soil.
 - ii. Rodent proofing material (e.g., hardware cloth, wood, Plexiglas, glass, siding, etc.) from ground level up to a minimum of 36 inches from ground level on all sides.
 - iii. Rodent proofing material, or spacing less than one half inch, where any opening would reasonably allow rodents access.
 - iv. Any individual who has been issued a permit prior to January 1, 2015 shall not be required to meet the rodent proofing standards set forth above unless a rodent presence is verified by the Department.
- 4) Four hours of “free roaming” within a fence outside the designated pen, run or coop is allowed if the following conditions are met:
 - i. Flight when possible, even if to a limited degree, is restricted (wings clipped and/or overhead fencing/barrier, is in place, etc.).
 - ii. The perimeter of the “free roaming” area must not reasonably allow waste to be directly deposited upon or carried into adjoining properties via water, wind currents, fomites, etc.
 - iii. An owner is present with the birds while they are out of their pen.
 - iv. The birds can be easily and quietly returned to their pen upon demand.

- 5) Individual owners shall have only one permanent coop and run.
- 6) Individual owners may provide a temporary enclosure for isolated, injured, or juvenile fowl.
- 7) For individual owner permits, the area for the permanent coop and run shall be limited to sixty-four square feet and six feet in height, unless otherwise approved by the Department.
- 8) For individual owner permits, the coop shall be no more than thirty-two square feet, unless otherwise approved by the Department.
- 9) For individual owner permits, each adult bird shall have a minimum spacing in the coop and run as indicated in Table 1:
 - i. In calculating the maximum number of adult birds allowable, using Table 1 below, calculate the number of adult birds allowed per the proposed coop size, and then calculate the number of birds allowed per the proposed size of the run. The maximum allowable number of birds is the lesser of the two numbers.

Table 1: Minimum Spacing Requirements for Adult Fowl

TYPE OF BIRD	MINIMUM SPACE REQUIREMENTS	
	AREA IN SQ. FT. PER BIRD INSIDE COOP	AREA IN SQ. FT. PER BIRD - OUTSIDE RUN
Bantam Chickens	1	4
Laying Hens	1.5	8
Large Chickens	2	10
Ducks	3	15
Pigeons	2	N/A
Pheasant	5	25
Quail/Other Birds	To be determined by species, estimated/actual adult size, cruelty, and industry standards	To be determined by species, estimated/actual adult size, cruelty, and industry standards

- 10) Any individual who has been issued or applied for a permit prior to October 22, 2016 shall not be required to meet the spacing requirements in Columbus City Health Code 221.05 (c)(7) through (c)(9) unless adverse animal welfare, environmental or health effects are created as a result of the spacing or number of animals.
 - 11) Juvenile birds are not counted in Table 1.
 - 12) If related to a project for a youth educational organization, the spacing requirements as specified in Columbus City Health Code 221.05 (c)(2) and (c)(7) through (c)(9) shall not apply, so long as the project is temporary and no adverse animal welfare, environmental or health effects are created as a result of the spacing or number of animals.
- (d) In addition to the general permit standards specified in 221.05 (b), large animal permits standards shall additionally include:

- 1) No large animal shall be brought into the City without obtaining the initial permit as described in Columbus City Health Code 221.05 (g) (4).
- 2) Residents in proximity to the applicant's property will be notified of the application.
- 3) The nature of the surrounding community shall be taken into consideration.
- 4) No permit for any large animal species shall be granted without written approval from the Columbus Department of Building and Zoning Services for the use of the property as described in the permit application.
- 5) No permit for any large animal shall be granted without written approval from the Columbus Department of Building and Zoning Services for the use of the shelter and location as described in the permit application.
- 6) A minimum of ½ acre of contiguous land excluding all structures and parking, and suitable for the intended domestic animal's use shall be provided for each large animal as defined in this chapter, unless otherwise directed by the Department.
- 7) No permit for any large animal species shall be issued unless approved fencing is properly installed and maintained so as to prevent escape of the animal or injury to persons or property.
- 8) No large animal, as defined in this Chapter, shall be kept on a property without adequate shelter. Adequate shelter shall include a barn, stable or other structure as determined by the Department.
- 9) No person shall house a large animal except in a containment area large enough for the large animal to turn around, and to be able to be bedded in a minimum depth of six (6) inches of sawdust, wood shavings or other approved material.
- 10) No person shall operate a stable, barn, or other structure used for large animals regulated by this chapter unless the following requirements are met:
 - i. All stable, barn, or other structure locations shall be approved by the Department in addition to all applicable City, State, and Federal agencies;
 - ii. All stable, barn, or other structures shall be adequately ventilated to minimize odor, humidity and maintain temperature;
 - iii. All windows shall be screened to minimize insect and vector pest entry;
 - iv. All grain or grain-type feed shall be stored in rodent-proof containers, and hay shall be stored off the floor and at least eighteen (18) inches away from any wall;
 - v. All pens, stalls, or maintenance areas shall be picked and cleaned twice daily and stripped every seven (7) days;
 - vi. A stable or barn shall be of sufficient size to house all large animals, food supplies and equipment utilized in the caring of animals regulated in this chapter;
 - vii. A stable or barn shall be set back at least 300 feet from neighboring occupied permanent residential structures;

- viii. A stable or barn shall have complete restroom facilities immediately accessible which shall include a hand sink with hot and cold running water;
 - ix. A stable or barn shall have a minimum of forty (40) foot candles of light.
- 11) No large animal shall be kept in any stable or barn unless that stable or barn shall have a floor of impervious material and shall be so drained that all fluid excrement or refuse liquid shall be conducted into a sanitary sewer, or as otherwise directed by the Department.
- i. Exemption shall be made for land annexed into the City of Columbus which:
 - 1. Is zoned agricultural “R – Rural” use at the time of annexation.
 - 2. Remains zoned “R – Rural”.
 - 3. Poses no public safety, public health, or environmental hazards as designated by the Department.
- 12) When sewers are required or utilized, written approval from the City of Columbus Department of Public Utilities must be obtained prior to the issuance of a permit.
- 13) The applicant for a large animal permit shall prove their ability to respond in damages in a single minimum limit amount of one million dollars (\$1,000,000) for bodily injury to or death of any person or for damage to property owned by any other person which may result from the ownership, keeping, or maintenance of such animal. Proof of liability to respond in damages may be given by filing with the Department a certificate of insurance from an insurance company authorized to do business in the state stating that the applicant is, at the time of his/her application, and will be during the period of such large animal permit, insured against liability to respond in such damages, or by posting with the Department a surety bond conditioned on the payment of such damages during the period of such special permit. The liability insurance or surety bond shall indemnify the City of Columbus as an additional insured. Such certificate of insurance or bond shall provide that no cancellation of the insurance or bond will be made unless ten days written notice is first given to the Department.
- (e) In addition to the general permit standards specified in 221.05 (b), business permit standards shall additionally include:
- 1) Adequate permanent physical and/or behavioral barriers shall be in place at all times.
 - 2) No permit for any business shall be issued without written approval from the Columbus Department of Building and Zoning Services.
 - 3) The business shall monitor physical contact with the public or property by staff except when adequate physical and/or behavioral barriers are sufficient to prevent such contact.
 - 4) The business shall be required to keep purchase and sale/transfer/given away records for a period of time no less than two (2) years and produce records upon demand.
 - 5) When the business is associated with large animals, the requirements set forth in Columbus City Health Code 221.05 (d) shall apply to the issuance of the permit, unless otherwise directed by the Department.
 - 6) Handwashing signage shall be conspicuously posted. The signage shall state:

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- i. Animals carry germs that can make people sick.
 - ii. Wash hands with soap and water after touching animals, leaving the animal area, going to the restroom and/or preparing foods, eating or drinking.
 - 7) Unless otherwise directed by the Department, handwashing sinks shall be readily available and accessible on site and shall be stocked with hand soap and appropriate means of drying (i.e. no multi-use towels).
 - 8) All areas must have sufficient lighting of at least forty (40) foot candles of lighting.
 - 9) No domestic animal requiring a permit shall be sold, traded or given away to a minor without the presence of the minor's parent or guardian and written permission from said parent or guardian.
 - 10) Written procedures for quarantine and/or isolation of animals shall be provided for review.
 - 11) The business applicant shall prove their ability to respond in damages in a single minimum limit amount of one million dollars (\$1,000,000) for bodily injury to or death of any person or for damage to property owned by any other person which may result from the ownership, keeping, or maintenance of such animal. Proof of liability to respond in damages may be given by filing with the Department a certificate of insurance from an insurance company authorized to do business in the state stating that the applicant is, at the time of his/her application, and will be during the period of such animal permit, insured against liability to respond in such damages, or by posting with the Department a surety bond conditioned on the payment of such damages during the period of such special permit. The liability insurance or surety bond shall indemnify the City of Columbus as an additional insured. Such certificate of insurance or bond shall provide that no cancellation of the insurance or bond will be made unless ten days written notice is first given to the Department.
- (f) In addition to the general permit standards specified in 221.05 (b), public contact temporary animal venue and public contact mobile animal operation standards shall additionally include:
- 1) Public contact temporary animal venues
 - i. Temporary permits shall be valid for no more than seven (7) consecutive days.
 - ii. No large animal shall be brought into the City without obtaining a permit.
 - iii. Unless otherwise directed by the Department, temporary handwashing stations shall be readily available and accessible on site and shall be stocked with hand soap and appropriate means of drying (i.e. no multi use towels).
 - iv. No single entity shall obtain more than twelve (12) public contact temporary animal venue permits in any calendar year.
 - v. No single entity shall obtain more than two (2) permits in a calendar year for the same location.
 - vi. Handwashing signage shall be conspicuously posted. The signage shall state:
 - 1. Animals carry germs that can make people sick.

2. Wash hands with soap and water after touching animals, after leaving the animal area, and before preparing foods, eating, drinking, and using the restroom.
- vii. The public contact temporary animal venue applicant shall prove their ability to respond in damages in a single minimum limit amount of one million dollars (\$1,000,000) for bodily injury to or death of any person or for damage to property owned by any other person which may result from the ownership, keeping, or maintenance of such animal. Proof of liability to respond in damages may be given by filing with the Department a certificate of insurance from an insurance company authorized to do business in the state stating that the applicant is, at the time of his/her application, and will be during the period of such animal permit, insured against liability to respond in such damages, or by posting with the Department a surety bond conditioned on the payment of such damages during the period of such special permit. The liability insurance or surety bond shall indemnify the City of Columbus as an additional insured. Such certificate of insurance or bond shall provide that no cancellation of the insurance or bond will be made unless ten days written notice is first given to the Department.
 - viii. Adequate/permanent physical and/or behavioral barriers shall be in place at all times.
 - ix. Temporary permit applications must be received by the Department at least two weeks in advance of the initial day of said events or exhibitions, unless reasonable cause is provided.
- 2) Public contact mobile animal operation
- i. Unless otherwise directed by the Department, temporary handwashing stations shall be readily available and accessible on site and shall be stocked with hand soap and appropriate means of drying (i.e. no multi use towels).
 - ii. No permit holder shall operate at the same physical location for more than four (4) exhibitions or events in a licensing period. A single exhibition or single event shall be limited to no more than seven (7) consecutive days per location.
 - iii. Handwashing signage shall be conspicuously posted. The signage shall state:
 1. Animals carry germs that can make people sick.
 2. Wash hands with soap and water after touching animals, after leaving the animal area, and before preparing foods, eating, drinking, and using the restroom.
 - iv. The public contact mobile animal operation applicant shall prove their ability to respond in damages in a single minimum limit amount of one million dollars (\$1,000,000) for bodily injury to or death of any person or for damage to property owned by any other person which may result from the ownership, keeping, or maintenance of such animal. Proof of liability to respond in damages may be given by filing with the Department a certificate of insurance from an insurance company authorized to do business in the state stating that the applicant is, at the time of his/her application, and will be during the period of such animal permit, insured against liability to respond in such damages, or by posting with the Department a surety bond conditioned on the payment of such damages during the period of such special permit. The liability insurance or surety bond shall indemnify the City of Columbus as an additional insured. Such certificate of insurance or bond shall provide that no cancellation of the insurance or bond will be made unless ten days written notice is first given to the Department.

- v. Adequate/permanent physical and/or behavioral barriers shall be in place at all times.
- vi. Permit holders shall provide a schedule of events or exhibitions at least two weeks in advance of said events or exhibitions, unless reasonable cause is provided.
- vii. The Department reserves the right to inspect events or exhibitions throughout the permit period.

(g) Permit Application, Renewal and Approval

- 1) The following must be received and approved by the Department prior to domestic animals requiring a permit being brought into the City:
 - i. A completed domestic animal plan review packet and applicable fee.
 - ii. Written plans including design details of the intended caging/confinement, and when already present on the property, photographs of the existing caging/confinement, demonstrating that it is inoffensive, secure, under cover, and, when required, has impervious flooring.
 - iii. A written document outlining the intended disinfection and cleaning schedule.
 - iv. A written document outlining a general knowledge of the proper handling and care for the species of animal.
- 2) Permit renewal. Except for public contact temporary animal venue permits and individual owner permits for animals not defined as large, all permits required by this Chapter are annual and expire on the last day of December of each year. Applications for permit renewal shall be made in December. Applications post marked on or before the last day of December shall be considered timely. Failure to renew permits annually shall be considered a violation of this Chapter and responsible parties may be subject to penalties set forth in Columbus City Health Code 209.99.
- 3) Individual owner permits, excluding large animals, are valid for a four (4) year licensing period.
- 4) Initial permit. An application for an initial permit shall include one or more inspections of the property to verify the plans submitted. The application shall include any applicable permit fees. A permit issued to a new permit holder after the first day of October does not expire until the end of the permit period next succeeding issuance of the permit.
- 5) Permits and permit fees established in accordance with this Chapter shall be specified in accordance with the following categories:
 - i. Individual owner
 - ii. Individual owner - large animal
 - iii. Business
 - iv. Public contact temporary animal venue
 - v. Public contact mobile animal venue

(h) Fees

- 1) There is levied and assessed in each category specified in Columbus City Health Code Chapter 221.05 (g)(5) the following fee:
 - i. Plan review application, fifty dollars (\$50.00)
 1. Plan review application fees are waived for temporary event and mobile public contact animal venue applications.
 - ii. Four year permit, individual owner, one-hundred dollars (\$100.00)
 - iii. Individual owner, large animal, one-hundred twenty five dollars (\$125.00)
 - iv. Business, one-hundred twenty-five dollars (\$125.00)
 - v. Public contact temporary animal venues, thirty dollars per event (\$30.00)
 - vi. Public contact mobile animal venue, one-hundred twenty five dollars (\$125.00)
- 2) Plan review and permit fees are non-refundable.
- 3) The initial permit fee is due upon receipt of completed initial permit application.
- 4) An additional fee of fifty dollars (\$50.00) shall be added to the plan review fee as specified in (h)(1)(i) when the Department determines that the domestic animals requiring a permit were kept on the property prior to submitting the plan review application as required by this Chapter.
- 5) Any applicant that can demonstrate that they are eligible for Supplemental Nutritional Assistance Program (SNAP) or eligible for supplemental nutrition program for Woman, Infants and Children (WIC) shall not be required to pay any fees prescribed in this section, yet are subject to other requirements specified in this regulation.

(i) Inspections

- 1) An inspection shall be conducted at least once during a permit term for all permits issued in accordance with this Chapter. Inspections shall be conducted either by the Health Commissioner or his/her designee
 - 2) Each inspection shall be recorded on a form prescribed by the Department.
- (j) An inspection may require the removal from the property of any animal, equipment, and/or structure(s) found to be maintained in a condition that presents a clear and present danger to the public safety and/or public health.
- (k) The Department shall keep records of all persons carrying a valid permit.
- (l) The Department may confiscate a domestic animal requiring a permit from an owner if the animals are being kept in manner, that by determination of the Health Commissioner or his/her designee causes an imminent danger to the public health, public safety or animal welfare. The applicant/licensee is liable for the costs of confiscation, placement and care for said animal from the time of confiscation until the time of return to the licensee or until the time the animal has been relocated to a facility approved by the Department, or until otherwise disposed in a manner approved by the Department.

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- (m) The requirements of a person to obtain a permit for specified animals in this section shall not apply to exempt persons as defined in this section.
- (n) All permit holders and applicants shall allow the Health Commissioner or his/her designee to enter the premises, at all reasonable times, where animals are kept to ensure compliance with this Chapter, as prescribed by Columbus City Health Code 209.02 (c).
- (o) All permit holders shall notify the Department of changes to the stated information on the permit within 30 days of any changes using the appropriate form, as supplied by the Department.
- (p) The Health Commissioner, or his/her designee may modify or limit an animal permit at any time for violation of this chapter or other Federal, State or City regulations. The Board of Health may suspend, limit or revoke a permit as described in Columbus City Health Code 203.10.
- (q) No person shall store animal food and/or feed animals in such a method or manner on any premise, lot or parcel of land within the jurisdiction of the City of Columbus Board of Health if such feeding creates a nuisance, insanitation and/or danger to any person and/or property. Such method or manner shall include, but not be limited to:
- 1) Storing food in such a manner that it is accessible to non-domestic animals, nuisance animals, vermin, and other pests.
 - 2) Placing food in the open in a container that allows the scattering of such food upon the ground.
 - 3) Allowing food to remain after such feeding where it is accessible to non-domestic animals, nuisance animals, vermin, and other pests.
 - 4) Allowing food to remain in feed pans, troughs, and other feeder containers overnight without making such feeder equipment inaccessible to non-domestic animals, nuisance animals, vermin, and other pests.
- (r) No person shall allow the house, caging, runs, yards or the premises where animals are kept to become offensive due to unsanitary conditions. Such animals shall not be allowed to create an unsanitary condition on the streets, alleys or sidewalks, or premises of others. Offensive, unsanitary conditions shall include but not be limited to odor, accumulated urine, urine soaked ground, feces and rodent harborages.
- (s) If an owner, keeper, or harbinger is cited for unsanitary conditions, the Health Commissioner or Public Health Veterinarian may limit the number of animals that may be maintained on a premise.
- (t) No person shall allow any animal suffering from a zoonotic and/or communicable disease to run at large or to come in contact, either directly or indirectly, with any other animal or any person, except the owner or keeper of the animal, a household member, a licensed veterinarian, employees of an animal clinic/hospital, employees of the Columbus Humane, employees of the Franklin County Department of Animal Care and Control, or as designated by the Department.
- (u) Upon the death of an animal the owner or keeper of the animal shall promptly make arrangements for proper disposition of the dead animal.
- (v) Any person transporting a domestic animal requiring a permit within the City must maintain the animal within a confinement sufficient to prevent the animal from escaping and/or causing or resulting in serious injury, harm or disease to humans, domestic animals, and/or property.
- (w) No person, owning or responsible for animals shall knowingly or negligently allow any of them to run at large in any

street, alley or unenclosed lot within the City.

The Department may declare any animal a nuisance, dangerous or vicious animal as defined in Chapter 243 of this Health Code.

221.06 STANDARDS RELATIVE TO CARRIAGE HORSES

(Amended 11/15/16; Effective 12/13/16; Resolution No. 16-20)

- (a) In addition to the listed requirements below, all carriage horse companies shall meet the minimum requirements set forth in Columbus City Code Chapter 595 – Horse Drawn Carriages.
- (b) Each horse shall be identified by a brand, mark or tag, uniquely identifying the horse. A description (including photograph) of each horse, including brand, mark or tag, age, breed, sex, color and other identifying markings shall be filed with the Public Health Veterinarian.
- (c) A certificate of well-being shall be issued within thirty (30) days prior to use by horse carriage company. The horse shall be examined for soundness of its teeth, legs, hoofs, shoes and cardiovascular system, as well as for signs of drug abuse, injury, disease or deficiency. Each horse shall have flesh muscle tone, and weight sufficient to pull a carriage. This examination shall be performed by a veterinarian and a statement of this examination forwarded to the Public Health Veterinarian. Each horse deemed to have met the standards of this section shall be issued a certificate of wellbeing. The certificate shall identify the horse by breed, color, sex, and markings and shall state the type of carriage the horse can pull safely without causing injury to the horse.
- (d) The Public Health Veterinarian shall examine and/or accept a veterinarian's statement of examination of any horse ordered out of service for injury, illness or any horse involved in an accident. A re-certification statement shall be issued when the veterinarian finds the horse fit to return to service.
- (e) Animals shall not be tethered, kept, washed and/or groomed outside of the stable, barn, or other structure, except as needed, when being worked outside of the stable facility. Animals shall not be washed while at a designated tether location.

PERMIT APPLICATION TO KEEP ANIMALS

Type: Animal Possessor

RECORD # _____



THE CITY OF
COLUMBUS
ANDREW J. GINTHER, MAYOR

COLUMBUS
PUBLIC HEALTH

Instructions	Please complete this application by printing and signing where indicated. Fill out the form as completely as possible. If a question or comment does not apply, leave it blank. Questions about this form should be directed to the Public Health Veterinarian at (614) 645-6748.
Please Provide: Name of person REQUESTING permit. Birth date of adult permit applicant. Convicted or found responsible of animal related offense? Contact information for applicant.	Applicant details Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (specify) _____ Name _____ Date of Birth _____ (mm/dd/yyyy) Eligible for WIC ? <input type="checkbox"/> Yes <input type="checkbox"/> No Eligible for SNAP / Food Stamps? <input type="checkbox"/> Yes <input type="checkbox"/> No Convicted of animal related offense(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No Type of offense? _____ Signature of Applicant _____ Date ____/____/____ Address _____ City _____ State _____ Zip code _____ Phone _____ Fax _____ Mobile _____ E-mail: _____
Please Provide: SITE where animal(s) are to be kept. Fencing type, i.e. Wood, Chain link, etc. Height of fence in feet. Zoning, i.e. Residential Commercial, etc.	Animal location address and details Street Address _____ City _____ State _____ Zip code _____ Is the area fenced? <input type="checkbox"/> No <input type="checkbox"/> Yes Fence Type _____ Fence Height _____ (feet) How is the land zoned? _____
Please Provide: Property owner of animal location address	Property Owner details Name of Owner _____ Phone _____ Address _____ City _____ State _____ Zip code _____ Signature of Owner _____ Date _____ Print owner name _____

Please Provide: Type and quantity.	Animals - General Type of Animal(s) _____ Number of Animal(s) to be kept _____
Source of animals. (Breeder, pet shop, etc.)	Where will the Animal(s) be obtained? <input type="checkbox"/> "X" box if more than one source Name _____ Phone _____ Address _____ City _____ State _____ Zip Code _____
Veterinary care for animal(s).	Who will provide veterinary care for the Animal(s)? <input type="checkbox"/> "X" box if more than one facility Name _____ Phone _____ Address _____ City _____ State _____ Zip Code _____

Please Provide: Housing type(s) Species, breed, color, sex, age, etc. of animal(s).	Animal Details - Complete if you have the animal(s). Businesses STOP here.			
	Housing: <input type="checkbox"/> Pen <input type="checkbox"/> Coop <input type="checkbox"/> Barn <input type="checkbox"/> Indoor <input type="checkbox"/> Other (specify) _____			
	Animal Information	Animal # 1	Animal # 2	Animal # 3
	Name.....	_____	_____	_____
	Species.....	_____	_____	_____
	Breed.....	_____	_____	_____
	Color.....	_____	_____	_____
	Sex	_____	_____	_____
	Age.....	_____	_____	_____
	Microchip Number.....	_____	_____	_____
	Registration Number.....	_____	_____	_____
	Neutered/Spayed/Castrated? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

CONTINUED ON NEXT PAGE

**MAKE COPIES OF THIS PAGE BEFORE FILLING IN THE INFORMATION
IF YOU ARE APPLYING FOR MORE THAN NINE (9) ANIMALS**

Please Provide: Housing type(s) Species, breed, color, sex, age, etc. of animal(s).	Animals - Details (more than 3 animals)				
	Housing:	<input type="checkbox"/> Pen	<input type="checkbox"/> Coop	<input type="checkbox"/> Barn	<input type="checkbox"/> Indoor
		<input type="checkbox"/> Other (specify) _____			
	Animal Information	Animal # ____	Animal # ____	Animal # ____	
	Name.....	_____	_____	_____	
	Species.....	_____	_____	_____	
	Breed.....	_____	_____	_____	
	Color.....	_____	_____	_____	
	Sex	_____	_____	_____	
	Age.....	_____	_____	_____	
Microchip Number.....	_____	_____	_____		
Registration Number.....	_____	_____	_____		
Neutered/Spayed/Castrated?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Please Provide: Housing type(s) Species, breed, color, sex, age, etc. of animal(s).	Animals - Details (continued)				
	Housing:	<input type="checkbox"/> Pen	<input type="checkbox"/> Coop	<input type="checkbox"/> Barn	<input type="checkbox"/> Indoor
		<input type="checkbox"/> Other (specify) _____			
	Animal Information	Animal # ____	Animal # ____	Animal # ____	
	Name.....	_____	_____	_____	
	Species.....	_____	_____	_____	
	Breed.....	_____	_____	_____	
	Color.....	_____	_____	_____	
	Sex	_____	_____	_____	
	Age.....	_____	_____	_____	
Microchip Number.....	_____	_____	_____		
Registration Number.....	_____	_____	_____		
Neutered/Spayed/Castrated?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		

RETURN THIS FORM TO COLUMBUS PUBLIC HEALTH USING ONE OF THE FOLLOWING:

USPS MAIL: Columbus Public Health
C/O: Animal Program - 501288
240 Parsons Avenue
Columbus, Ohio 43215

EMAIL: Include "Animal Permit Application" in the subject line.
Send to: AnimalProgram@columbus.gov

FAX: Fax to the attention of the Animal Program.
614-645-7155





STAFF MEMORANDUM
City Council Meeting – January 8, 2024

Date: January 8, 2024

To: Robyn Stewart, Acting City Manager

From: John Moorehead, P.E., Director of Service & Engineering

Subject: Selby Bridge Project – Temporary Connector

EXECUTIVE SUMMARY

In preparation for the upcoming bridge replacement project on West Selby Boulevard, staff has been coordinating with the Village of Riverlea to create a temporary road connection between Melbourne Place and Northbrook Drive West. Riverlea's Village Council unanimously passed an easement agreement in December 2023 to allow this connection to proceed. This agenda item will present an overview of temporary roadway's purpose and need as well as the easement agreement with Riverlea.

RECOMMENDATION

Present for discussion.

BACKGROUND/DESCRIPTION

Worthington is partnering with ODOT on a project to replace the existing bridge on West Selby Boulevard over Rush Run. Routine inspections revealed deterioration of the bridge structure, leading to a recommendation that the bridge be replaced. Staff sought grant dollars through the State of Ohio's Municipal Bridge Program. Our application was successful, and Worthington has been awarded up to \$1,102,000 towards the replacement of this bridge.

Due to deterioration of the bridge, a weight restriction was posted along West Selby Boulevard. Vehicle weights are restricted to approximately 60% of the bridge's original capacity. This weight limit accommodates all residential vehicles and common commercial trucks, but may restrict large commercial trucks and certain emergency vehicles.

West Selby Boulevard provides the sole means of access to 84 Worthington households in the Northbrook and Chaucer subdivisions. Although a public road connecting Northbrook Drive to Melbourne Place was envisioned during the subdivision's platting, that was never constructed. As a result, the neighborhood relies heavily on this bridge. Although the West Selby bridge project is designed to maintain vehicle traffic throughout construction, it does increase the risk this vital connection is unexpectedly closed or further restricted.

Out of an abundance of caution, staff began seeking a secondary route into the neighborhood via an extension of Melbourne Place. Over the second half of 2023, staff engaged neighbors and the Village of Riverlea to garner support for a temporary roadway connection. At their December 2023 council meeting, the Village of Riverlea authorized an access agreement that grant Worthington the ability to construct and maintain a temporary access road between Melbourne Place and Northbrook Drive West.

Staff will be presenting an overview of the proposed project and access agreement with Riverlea. A future agenda item will seek approval for the City Manager to enter the agreement with the Village of Riverlea.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

N/A

ATTACHMENTS

Riverlea ROW Easement Agreement
Exhibit A_Riverlea Temporary Access
Exhibit B_Load Rating
Exhibit C_Overweight vehicle detour

**RIGHT OF WAY EASEMENT AGREEMENT
BETWEEN
VILLAGE OF RIVERLEA AND CITY OF WORTHINGTON**

This Right of Way Easement Agreement (“Easement Agreement”) is made and entered into by and between the **VILLAGE OF RIVERLEA, OHIO**, a municipal corporation (“Riverlea”) and the **CITY OF WORTHINGTON, OHIO**, a municipal corporation (“Worthington”), and in consideration of the terms and conditions contained herein and for other good and valuable consideration, the receipt and legal sufficiency of which is acknowledged, the parties hereto agree as follows:

1. Description of Easement Area. Riverlea is the owner of the land described below (the “Easement Area”):

The portion of Melbourne Place that was vacated by Ordinance No. 152, passed by the Village Council of the Village of Riverlea, Ohio September 12, 1958 as recorded in Deed Book 2137, page 236 Recorder’s Office, Franklin County, Ohio.

Prior Instrument References: Instrument # 195902030001791 and Instrument # 195902030001787, Recorder’s Office, Franklin County, Ohio.

Street Address: 0 Melbourne Place Parcel ID: 253-002662-00

2. Use and Purpose. Riverlea does hereby grant a fifty (50) foot wide temporary right of way easement across the Easement Area to Worthington to be used for the construction and maintenance of a twenty three (23) foot wide temporary gravel access road connecting Melbourne Place and Northbrook Drive West (the “Access Road”) as depicted in Exhibit A.

Construction of the Access Road will occur prior to the beginning of work on the West Selby Bridge, which is tentatively scheduled for the second half of 2024. The Access Road will be closed with barricades until the start of construction on the West Selby Bridge.

Except for an unanticipated full closure of West Selby Boulevard, the Access Road is intended for use only by vehicles exceeding the weight limits shown on the Bridge Load Rating Summary Report attached hereto as Exhibit B. Vehicles exceeding the weight limits in Exhibit B will be directed to follow the alternate route through the Village of Riverlea indicated on Exhibit C. This alternate route is not intended for the use of construction vehicles serving the West Selby Bridge project or the Access Road.

3. Term. The term of this Easement Agreement shall commence upon the Grantee’s entry upon the described real property for construction of the Access Road and terminate upon the completion of construction related to the West Selby Bridge.

4. Construction/Maintenance. The Access Road shall be installed, constructed, maintained, and serviced in accordance with all applicable local, state, or federal laws, rules, and regulations, and applicable engineering standards. Worthington shall comply with any applicable prevailing wage provisions of Chapter 4115 of the Ohio Revised Code. Worthington will maintain the Access

Road in good condition and will remove from Melbourne Place loose stone or debris generated by the Access Road.

Worthington will erect traffic control devices alongside the Access Road to guide traffic and enhance nighttime visibility. Worthington will post temporary no parking signs along the North side of Melbourne Place between the Access Road and Olentangy Boulevard. These no parking signs and any signage along the alternate route illustrated in Exhibit C will be provided and installed by Worthington.

If collateral damage occurs within or adjacent to the Easement Area due to construction of the Access Road, The City of Worthington shall be responsible for repairing or restoring the affected area back to a condition like or better than existed prior to construction.

5. Restoration and Sidewalk. Worthington, as soon as is practicable after all entries made pursuant to the rights granted herein, shall cause restoration of the Easement Area by returning the subject property to its former grassed open space condition as nearly as is reasonably possible. Worthington will remove the access road and restore the grade of the easement area by placing soil to match the grade of the access road. Drainage patterns within the construction area will be maintained in the existing east to west fashion. Upon removal of the temporary Access Road, Worthington will install a five (5) foot wide sidewalk linking the existing sidewalk along Northbrook Drive West to Melbourne Place. The sidewalk will be constructed as close as is reasonably possible to the southern side of Melbourne Place.

Restoration will also include reinstallation of the reflective signage and wooden barricade at the end of Melbourne Place. Worthington will coordinate with the Village of Riverlea on the appropriate configuration of the signs and barricade.

Worthington will plant two (2) or more trees within Worthington's Melbourne Place right of way to offset the tree removal necessary for construction of the Access Road.

Restoration of the Easement Area will be performed to the satisfaction of both The City of Worthington and Village of Riverlea.

6. Just Compensation. Riverlea hereby releases and discharges Worthington from any further claims for Ohio Constitution, Article I, Section 19 just compensation resulting from the granting of the temporary right of way easement.

7. Trash Collection Coordination. Worthington will coordinate with Local Waste Services to arrange for Monday trash collection on Northbrook Drive, Melbourne Place, West Selby Boulevard, and Chaucer Court during the period of construction of the West Selby Boulevard bridge project.

8. Notifications and Monitoring. Worthington will provide bi-weekly updates to the Mayor of Riverlea on the status of the West Selby Bridge project and the Access Road. Worthington will communicate the Access Road's use restrictions to the residents of Riverlea and Worthington. Worthington will periodically monitor traffic on the Access Road for the presence of unintended

vehicle users. Worthington will install a traffic camera to monitor the Access Road for unintended uses. Should an unanticipated full closure of West Selby Boulevard occur, Worthington will notify the Mayor of Riverlea and provide daily updates until West Selby Boulevard is re-opened.

9. Lawful Owner. Grantor for itself and its successors and assigns, covenants with the Grantee that it is the true and lawful owner in fee simple, and has the right and power to convey the property and the property is free and clear from all liens and encumbrances, except (a) easements, restrictions, conditions, and covenants of record; (b) all legal highways; (c) zoning and building laws, ordinances rules, and regulations; and (d) any and all real estate taxes and assessments not yet due and payable; and that Grantor will warrant and defend the property against all claims of all persons.

10. Modification. This Easement Agreement may not be changed, modified or discharged except by a writing signed by duly authorized representatives of both Riverlea and Worthington.

11. Other Consideration. In agreeing to this Easement Agreement, the parties also commit to cooperation on a future sanitary sewer lining project. The future project would include CIPP lining of approximately 1,000 feet of 15" diameter sanitary sewer within the Village of Riverlea, and other adjacent sewers within the City of Worthington. Worthington will be responsible for the design, inspection, and construction administration of this future project, along with associated costs. The City of Worthington and the Village of Riverlea would be jointly responsible for the costs of construction, which would be divided amongst the parties.

The specific manner of dividing construction costs between parties and any other conditions associated with the future project will be determined through a separate agreement. The future project would occur prior to December 31, 2027, subject to the development of a separate working agreement between the parties.

12. Entire Agreement. This Easement Agreement contains the complete agreement and understanding of the parties regarding the subject matter herein, and any previous representations, negotiations, or understandings between the parties regarding the subject matter of this grant of Easement are hereby superseded.

[Remainder of Page Intentionally Left Blank.]

The parties, each by a duly authorized representative, have executed this Agreement to be effective as of the date last written below.

VILLAGE OF RIVERLEA:

By: _____

Name: _____ Date _____
Title: _____

STATE OF OHIO
COUNTY OF FRANKLIN

This instrument was acknowledged before me on _____, 2023, by _____,
_____ of _____.

Notary Public

CITY OF WORTHINGTON:

Name: _____ Date _____ By _____
Title: _____

STATE OF OHIO
COUNTY OF FRANKLIN

This instrument was acknowledged before me on _____, 2023, by _____,
_____ of _____.

Notary Public

Approved as to form:

Approved as to form:

By _____
Tom Lindsey, Director of Law

By _____
Leah Reibel, Village Solicitor

This document prepared by Tom Lindsey, Law Director, City of Worthington, 374 Highland Avenue, Worthington, Ohio 43085, 614-431-2424.

EXHIBIT A

DEPICTION OF ACCESS ROAD AND EASEMENT AREA

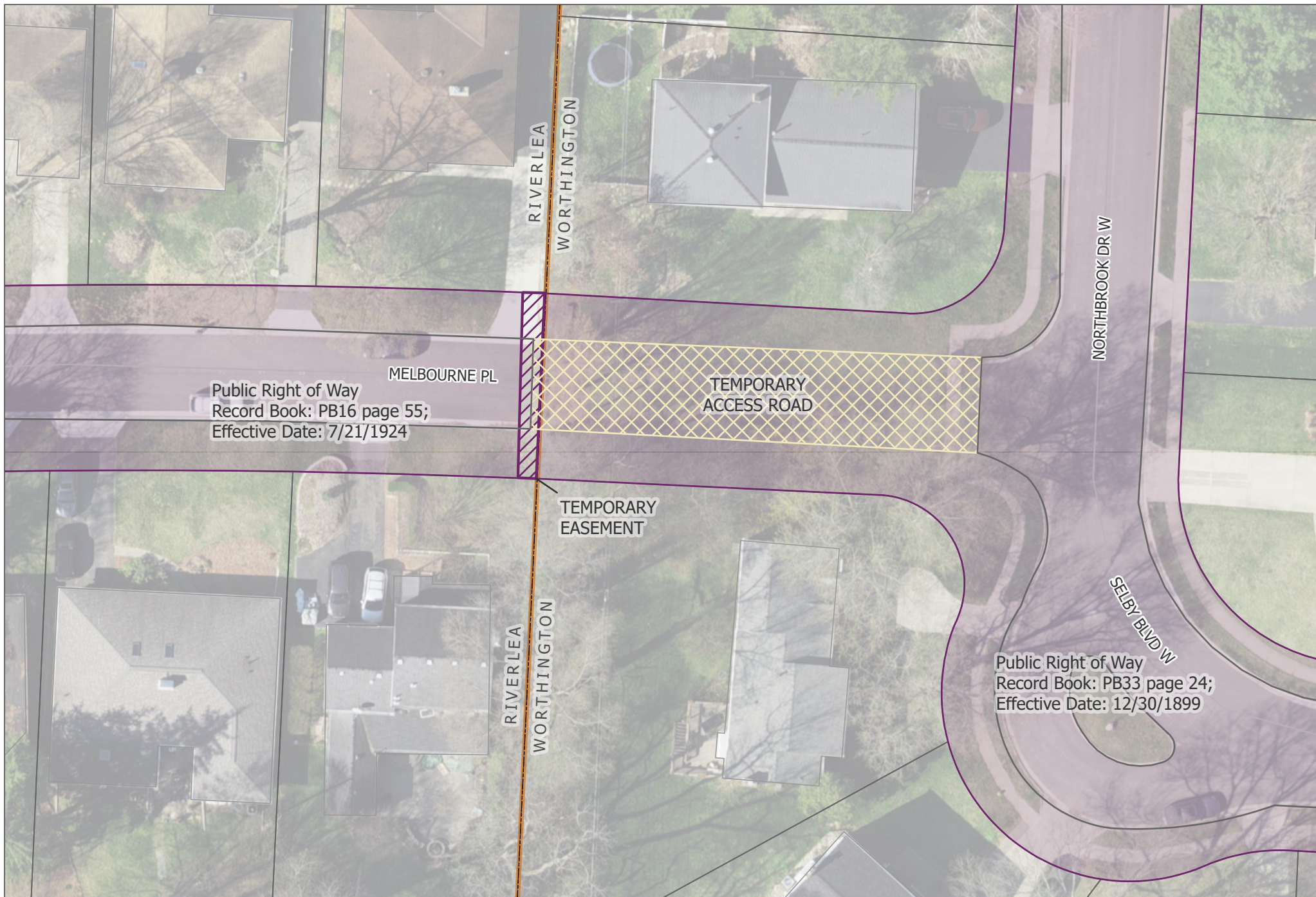
[ATTACHED HERETO]

EXHIBIT B
BRIDGE LOAD RATING SUMMARY REPORT
[ATTACHED HERETO]

EXHIBIT C

ALTERNATE ROUTE FOR VEHICLES EXCEEDING LOAD RATINGS

[ATTACHED HERETO]



TEMPORARY EASEMENT & GRAVEL ACCESS ROAD

- Edge of Pavement
- Municipal Boundary
- Existing Right Of Way
- Temporary Easement
- Temporary Road



Scale: 1:400

0 25 50
Feet

Date Exported: 10/12/2023



BRIDGE LOAD RATING SUMMARY REPORT


OFFICE OF STRUCTURAL ENGINEERING

OHIO DEPARTMENT OF TRANSPORTATION

SFN	BRIDGE NUMBER	DISTRICT	GPS COORDINATES	
			LATITUDE:	LONGITUDE:
2561100	FRA-SELBY-00.198	6	40.07768	-83.02102
ORIGINAL CONSTRUCTION YEAR	REHABILITATION YEAR	OVERALL STRUCTURE LENGTH	FEATURE INTERSECTED	
1982	N/A	33 ft	Rush Run	

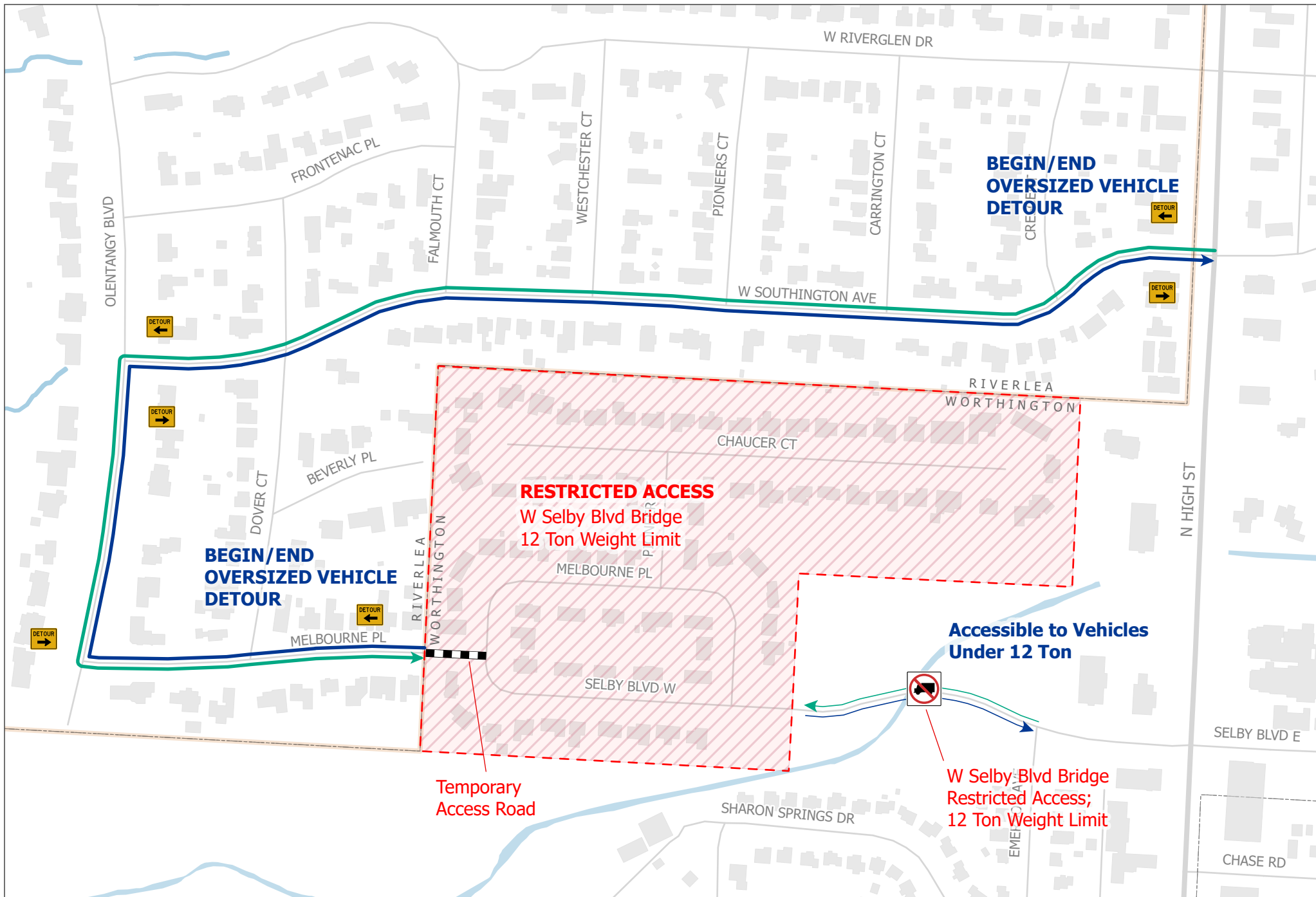
SPECIAL ASSUMPTIONS & COMMENTS	Side-by-side 12' span x 8' rise precast box culverts rated per As-Built Plans dated 12-1982 and ASTM C850 (based on note in As-Built Plans). Reinforcement ratio used in the rating is for 12x8 boxes in Table 2 of ASTM C850 specification. Skew = 32.5 degrees. Material strength per As-Built Plans: $F_c' = 4.0$ ksi, $F_y = 60$ ksi. Depth of fill = 1.29' to 2.47'. Deterioration is included in the rating based on measurements taken at the time of the routine inspection, performed on 07.14.2020. Top slab, bottom layer reinforcement is adjusted to account for governing location with 4 broken longitudinal bars in a row (west barrel). Adjusted EV load factors for non-interstate bridges: EV2=1.3, EV3=1.1
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	PLEASE SELECT ON RIGHT, WHERE APPROPRIATE, BY USING THE DROP DOWN ARROW BUTTON
LOAD RATING PURPOSE :	1 - Initial Load Rating
GENERAL APPRAISAL (0-9) :	6
(708) LOAD RATING SOFTWARE :	3 - AASHTO BrR (VIRTIS)
SOFTWARE VERSION :	6.8.4
(709) RATING SOURCE :	1 - Plan information available for load rating analysis
(63)(65) RATING METHOD :	8 - Load & Resistance Factor Rating (LRFR) reported by rating factor (RF)
(31) ORIGINAL DESIGN LOADING :	5 - HS20

STRUCTURE RATING SUMMARY						
OHIO LEGAL VEHICLES				DESIGN VEHICLE		
Loading Type	GVW (Tons)	Operating Rating RF	Legal Weight (Tons)	Loading Type	Rating by RF	
					Operating	Inventory
2F1	15	0.797	11.96	HL93 Loading	0.568	0.438
3F1	23	0.679	15.62			
4F1	27	0.679	18.33			
5C1	40	0.679	27.16			
SPECIALIZED HAULING VEHICLES (SHV)				Overall Legal Posting Rating	60%	
SU4	27	0.622	16.79	Posting Recommendation	LOAD POSTING IS RECOMMENDED	
SU5	31	0.622	19.28	Sign Posting Recommendation:	<div>WEIGHT LIMIT SINGLE UNIT</div> <div>2 AXLE 12 T</div> <div>3 AXLE 16 T</div> <div>4 AXLE 17 T</div> <div>5 AXLE 19 T</div> <div>6+ AXLE 22 T</div> <div> 27 T</div>	
SU6	34.75	0.620	21.55			
SU7	38.75	0.620	24.03			
EMERGENCY VEHICLES (EV)						
Check box if this is an NBI bridge <input checked="" type="checkbox"/>						
EV2	28.75	0.732	21.05			
EV3	43	0.677	29.11			

AGENCY/FIRM/OFFICE	American Structurepoint, Inc.	Report Date	7/31/2020
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	Rated By	Reviewed By	
Name:	Adam Dahlfors	Joseph Schmitz	
PE Number:	83357	73966	
Phone Number:	614-901-2235	614-901-2235	
Email:	adahlfors@structurepoint.com	jschmitz@structurepoint.com	



WEST SELBY BRIDGE WEIGHT LIMIT DETOUR



Restricted Access Over 12 Tons



Restricted Access Zone

→ Ingress

→ Egress



Scale: 1:3,600

0 250 500
Feet

Date Exported: 10/12/2023

1/3/2024

Age Friendly Plan Development



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Affordable Housing Bonds

Grants - Expanded Efforts

Parking in Downtown

Micro Transit/Trolley

Restaurant Incentives

Speed Limits Along Major Corridors

Village Green - Enhanced Amenities



STAFF MEMORANDUM
City Council Meeting – January 8, 2024

Date: January 3, 2024

To: City Council

From: Robyn Stewart, Acting City Manager

Subject: VISION IMPLEMENTATION TEAMS – STATUS UPDATE

EXECUTIVE SUMMARY

Time is provided to discuss the current status and next steps for the Vision Implementation Teams.

BACKGROUND/DESCRIPTION

On May 15, 2023, City Council passed Resolution No. 34-2023 creating seven Vision Implementation Teams and appointing the leadership of the teams. The Resolution indicated the teams were “to assist the Council in implementing the vision statements through the inventory of actions already being pursued, the evaluation of action ideas suggested during the visioning process, the engagement of the people knowledgeable about the subject area to prepare recommendation to be shared with the public for feedback and to identify and recommend two to three actions that Council could choose to pursue to achieve the vision.”

Last June, a kickoff training session was held with the co-chairs and staff members assigned to each of the teams. During this session, a process was outlined that the teams could follow to complete the responsibilities as outlined in the Resolution. The recommended process involved the following steps:

1. Review of current actions and initiatives
2. Brainstorming of new action items
3. Narrowing of the list of action items to 3-5
4. Getting public feedback on the 3-5 items
5. Finalizing 2-3 items to recommend to City Council

We have reached Step 5. Staff collected the lists and descriptions of the three to five items and consolidated them for public feedback. A survey was distributed virtually as well as in paper form at the Municipal Building, Griswold Center and Community Center. An open house was held on December 13th from 4:30 to 6:30 p.m. for the public to drop in to discuss the ideas with representatives of each vision team and provide feedback. City staff recently

provided summaries of the feedback from the survey and open house for the teams. We anticipate the teams will meet in January to review the feedback and finalize the 2-3 action items they are recommending to City Council.