



City Council Agenda

Tuesday, January 16, 2024 at 7:00 pm

6550 N. High Street, Worthington, Ohio 43085

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Visitor Comments

Public Hearings on Legislation

5. Ordinance No. 29-2023 - Amending Sections 1123.02 and 1149.08 of the Codified Ordinances to Regulate 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. 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.

*Recommendation: Move to amend to the January 16, 2024, revised version of the Ordinance.; approve as amended.

6. Ordinance No. 05-2024 - Amending Section 505.08 of the Codified Ordinances to Regulate Chickens

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: Approved as presented.

7. Ordinance No. 24-2023 – Subdivision – Final Plat – 286 W. South St. – SUB 03-2023

Executive Summary: Staff is working with the applicant and needs time to review the materials that were recently submitted.

Recommendation: Motion to re-table until February 5, 2024.

8. Ordinance No. 01-2024 – Appropriation – Fiber Connectivity Project

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvement Fund Unappropriated Balance to Pay the Costs of the Fiber Connectivity Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 758-24)

Executive Summary: This Ordinance appropriates funds from the Capital Improvement Fund unappropriated balance to pay the costs of the Fiber Connectivity Project and all related expenses and determines to proceed with said project (Project No. 758-24).

Recommendation: Approve as presented.

9. Ordinance No. 02-2024 - Bicycle Boulevard Pilot Project

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvement Fund Unappropriated Balance to Pay the Costs of the Bicycle Boulevard Pilot Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 759-24)

Executive Summary: This ordinance appropriates funds for a Bicycle Boulevard Pilot Project on Greenglade Avenue and Highland Avenue.

Recommendation: Approve as presented.

10. Ordinance No. 03-2024 - Park Overlook Waterline Improvements, Project # 737-22

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvement Fund Unappropriated Balance to Pay the Costs of the Park Overlook Waterline Improvements Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 737-22)

Executive Summary: This Ordinance appropriates funds for the construction of the Park Overlook Waterline Improvements in the Colonial Hills neighborhood.

Recommendation: Motion to amend to insert the amount of the appropriation (\$1,038,000) and the name of the contractor (Strawser Paving Company, Inc.) and EMH&T; Approve as amended.

11. Ordinance No. 04-2024 - Village Green Arboretum Marker

Approving the Installation of Tree Identification Markers Adjacent to each Tree on the Village Green

Executive Summary: This Ordinance authorizes the placement of small identification markers adjacent to each tree on the Village Green.

Recommendation: Approve as presented.

New Legislation - Resolution(s)

12. Resolution No. 04-2024 - Orange Township Joint Economic Development District Board Appointment

Appointing David McCorkle to the Orange Township Joint Economic Development District (JEDD) Board

Recommendation: Introduce and approve as presented.

13. Resolution No 05-2024 - Sharon Township Joint Economic Development District Board Appointments

Appointing David McCorkle, and Reappointing Andrew Montooth, to the Sharon Township Joint Economic Development District (JEDD) Board

Recommendation: Introduce and approve as presented.

14. Resolution No. 06-2024 - Mid-Ohio Regional Planning Commission (MORPC) Appointment

Appointing Rebecca Hermann to Represent the City of Worthington at the Mid-Ohio Regional Planning Commission (MORPC)

Recommendation: Introduce and approve as presented.

15. Resolution No. 07-2024 - Worthington Partnership Board Recommendation

Recommending Amy Lloyd to Represent the City of Worthington on the Worthington Partnership Board of Directors.

Recommendation: Introduce and approve as presented.

16. Resolution No. 08-2024 - Worthington International Friendship Association Appointments

Appointing Katariina Levine and Anton Teufel to the Worthington International Friendship Association (WIFA)

Recommendation: Introduce and approve as presented.

17. Resolution No. 09-2024 - Worthington Community Improvement Corporation Board Recommendations

Recommending Katherine Brewer and Ed Hofmann to Represent the City of Worthington on the Worthington Community Improvement Corporation (CIC) Board of Directors

Recommendation: Introduce and approve as presented.

18. Resolution No. 10-2024 - Live Government Program

Re-affirming Support and Authorization for the Live Government Program Teaching City Government Concepts to Students.

Executive Summary: This Resolution approves the continuation of the Live Government program and authorizes the City Manager to designate a current or former Council member or staff member to oversee the program.

Recommendation: Introduce and approve as presented.

19. Resolution No. 11-2024 - GIS Administrator

Adopting a Job Description for GIS Administrator.

Executive Summary: This Resolution adopts a job description for the position of GIS Administrator in the Service and Engineering Department.

Recommendation: Introduce and approve as presented.

20. Resolution No. 12-2024 - Fire Inspector/Prevention Officer

Amending a Position Description for Fire Inspector/Prevention Officer

Executive Summary: This Resolution amends a job description for the position of Fire Inspector/Prevention Officer in the Division of Fire and EMS.

Recommendation: Introduce and approve as presented.

21. Resolution No. 13-2024 - Part-Time Community Risk Reduction Service Coordinator

Amending Resolution 62-2023 to Establish Compensation for the Position of Part-time Community Risk Reduction Service Coordinator in the Division of Fire.

Executive Summary: This Resolution establishes the compensation for the new Part-Time Community Risk Reduction Service Coordinator at Range 16.

Recommendation: Introduce and approve as presented.

22. Resolution No. 14-2024 - Approving 2024 Large Grant Funding

Approving 2024 Grant Funding for the Worthington Partnership, Worthington Historical Society and Worthington Chamber of Commerce.

Executive Summary: This Resolution approves grant funding of \$85,000 to support the Worthington Partnership, \$65,000 to support the convention and visitors bureau activities of the Worthington Partnership, \$45,000 to support the Worthington Historical Society, and \$20,000 to the Worthington Chamber of Commerce to fund Leadership Worthington.

Recommendation: Introduce and approve as presented.

New Legislation - Ordinance(s)

23. Ordinance No. 05-2024 - Riverlea Easement Agreement

Authorizing the Acting City Manager to Execute an Easement Agreement with the Village of Riverlea.

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 authorizes the City Manager to enter into agreement with the Village of Riverlea for this temporary connection.

Recommendation: Introduce for Public Hearing on February 5, 2024.

24. Ordinance No. 06-2024 - Community Center Windows & Doors Ordinance

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Worthington Community Center South End Windows and Doors Replacement and all Related Expenses and Determining to Proceed with said Project. (Project No. 735-22) .

Executive Summary: This ordinance would fund Window and Door Replacements in the south end of the Community Center and all related expenses.

Recommendation: Introduce for public hearing February 5, 2024.

Reports of City Officials

25. Policy Item(s)

a. Liquor Permit – Pies & Pints Worthington LLC

Executive Summary: The Ohio Division of Liquor Control has notified the City of a change in ownership interest of a liquor permit for Pies & Pints Worthington LLC.

Recommendation: Motion to not request a hearing.

b. December 2023 Financial Report

Executive Summary: The December 2023 Financial Report is attached.

Recommendation: Motion to approve as presented.

c. Community Grants for 2024

Executive Summary: Discussion of the Community Grant Program for 2024.

Reports of Council Members

Other Business

Executive Session

- a. To consider the appointment of a public official(s).
- b. To conference with attorney(s) for the City concerning pending or imminent litigation.

Adjournment

26. Motion to Adjourn

Contact: Grace Brown, Clerk of Council (grace.brown@worthington.org) (614) 436-3100 | Agenda published on
01/11/2024 at 5:35 PM



MEMORANDUM

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

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

DATE: January 11, 2024

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

Move to amend to the January 16, 2024, revised version of the Ordinance.

Approve as amended.

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
- MPC Materials
- ARB & MPC Meeting Minutes – Not completed at this time.

ORDINANCE NO. 29-2023
(01-16-2024 Revised Version)

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.

- (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 _____

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





MEMORANDUM

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

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

DATE: January 11, 2024

SUBJECT: Ordinance 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

Approve as presented.

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.

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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



ORDINANCE NO. 24-2023

Approving a Final Plat for the Resubdivision of Lot #1 of
Weatherburn Subdivision Located at 286 W. South St. and
Authorizing Variances (Eric Kmetz)

WHEREAS, a request has been made by Eric Kmetz to subdivide Lot #1 of
Weatherburn Subdivision located at 286 W. South St.; and,

WHEREAS, the request has received a complete and thorough review by the
Municipal Planning Commission on June 18, 2023 (Preliminary Plat) and on September
28, 2023 (Final Plat) and approval has been recommended by the Commission; and,

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

SECTION 1. That the Final Plat for the Resubdivision of Lot #1 of Weatherburn
Subdivision located at 286 W. South St., as per Case No. SUB 03-2023, Drawings No.
SUB 03-2023, dated September 15, 2023, attached hereto as Exhibit "A" be approved.

SECTION 2. That the City Manager is authorized to enter into a Subdivider's
Agreement with the Developer attached hereto as Exhibit "B".

SECTION 3. That there be and hereby is granted variances from Section 1149.01
of the Codified Ordinances which requires each newly created lot to have a minimum lot
width of 80-feet for proposed Lot #1B and Lot #1C.

SECTION 4. That notice of passage of the Ordinance shall be posted in the
Municipal Administration Building, the Worthington Library, the Griswold Center, and the
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.

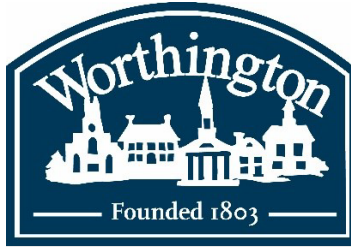
Passed:

President of Council

Attest:

Introduced November 6, 2023
P.H. November 20, 2023
Effective

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 11, 2024

To: Robyn Stewart, Acting City Manager

From: Gene Oliver, IT Director

Subject: **Ordinance No. 01-2024 – Appropriation – Fiber Connectivity Project**

EXECUTIVE SUMMARY

This Ordinance appropriates funds from the Capital Improvement Fund unappropriated balance to pay the costs of the Fiber Connectivity Project and all related expenses and determines to proceed with said project (Project No. 758-24).

RECOMMENDATION

Approve as presented.

BACKGROUND/DESCRIPTION

A new, expanded investment included in the approved CIP is a fiber optic connectivity project in 2024. This project takes advantage of the opportunity to expand upon a City of Hilliard fiber optic project that will run through Worthington to connect to a data center northeast of Worthington. The project will extend fiber from Hilliard's project at SR-161 and High Street south into the central business district area of Old Worthington, providing for future utilization of the fiber for traffic signal connectivity and expanded Wi-Fi capacity. Project objectives include:

- Connecting three buildings, one of which is not currently connected and the other two for the purpose of improving redundancy/diversity;
- Connecting several traffic signal cabinets along 161; and
- Creating a foundation for additional improvements planned for 2025, including improving Wi-Fi access in Old Worthington, providing a diverse connection to NRECC, and connectivity to Hilliard and Westerville for potential shared services opportunities.

FINANCIAL IMPLICATIONS/FUNDING SOURCES

\$245,000 is being appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533488 to pay the cost of the Fiber Connectivity Project (Project No. 758-24). Funds were included for this project in the 2024 Capital Improvements Program.

ATTACHMENT

Ordinance No. 01-2024

ORDINANCE NO. 01-2024

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvement Fund Unappropriated Balance to Pay the Costs of the Fiber Connectivity Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 758-24)

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available; and,

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533488 an amount not to exceed two-hundred forty-five thousand dollars (\$245,000) to pay the cost of the Fiber Connectivity Project (Project No. 758-24)

SECTION 2. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an "Ordinance Determining to Proceed" with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 3. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the 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:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 10, 2024

To: Robyn Stewart, Acting City Manager

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

Subject: Ordinance No. 02-2024 Bicycle Boulevard Pilot Project

EXECUTIVE SUMMARY

This ordinance appropriates funds for a Bicycle Boulevard Pilot Project on Greenglade Avenue and Highland Avenue.

RECOMMENDATION

Approve as presented.

BACKGROUND/DESCRIPTION

Worthington's Bicycle and Pedestrian Master Plan identifies a network of neighborhood streets as potential bicycle boulevards. At the December 11, 2023 committee of the whole, staff provided an update on a feasibility study for implementing bicycle boulevards in Worthington. Based on that study, staff and the Bicycle and Pedestrian Advisory Board recommend moving forward with a pilot Bicycle Boulevard project.

The project will involve traffic calming on Highland Avenue and Greenglade Avenue, Community outreach and education, and an analysis of the pilot's effectiveness at promoting bicycle and pedestrian safety.

Staff will contract with Burton Planning Services to assist with data collection, analysis, and public outreach. Consulting services will be funded through the Capital Improvements Program's allocation for Bike and Pedestrian Improvements up to \$40,000.

Service Division staff will install and maintain the traffic calming features for this

pilot. Those will include pavement markings, speed cushions, and signage. Equipment and materials will be funded from the Capital Improvements Program's allocation for Bike and Pedestrian Improvements.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

\$140,000 from the Capital Improvements Program's 2024 allocation for Bike & Pedestrian Improvements.

ATTACHMENTS

Ordinance 02-2024

ORDINANCE NO. 02-2024

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvement Fund Unappropriated Balance to Pay the Costs of the Bicycle Boulevard Pilot Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 759-24)

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available; and,

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533489 an amount not to exceed One Hundred Forty Thousand Dollars (\$140,000.00) to pay the cost of the Bicycle Boulevard Pilot Project (Project No. 759-24)

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with the firm of Burton Planning Services for the provision of the aforementioned services.

SECTION 3. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an "Ordinance Determining to Proceed" with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 4. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the 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:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 10, 2024

To: Robyn Stewart, Acting City Manager

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

Subject: Ordinance No. 02-2024 Bicycle Boulevard Pilot Project

EXECUTIVE SUMMARY

This ordinance appropriates funds for a Bicycle Boulevard Pilot Project on Greenglade Avenue and Highland Avenue.

RECOMMENDATION

Approve as presented.

BACKGROUND/DESCRIPTION

Worthington's Bicycle and Pedestrian Master Plan identifies a network of neighborhood streets as potential bicycle boulevards. At the December 11, 2023 committee of the whole, staff provided an update on a feasibility study for implementing bicycle boulevards in Worthington. Based on that study, staff and the Bicycle and Pedestrian Advisory Board recommend moving forward with a pilot Bicycle Boulevard project.

The project will involve traffic calming on Highland Avenue and Greenglade Avenue, Community outreach and education, and an analysis of the pilot's effectiveness at promoting bicycle and pedestrian safety.

Staff will contract with Burton Planning Services to assist with data collection, analysis, and public outreach. Consulting services will be funded through the Capital Improvements Program's allocation for Bike and Pedestrian Improvements up to \$40,000.

Service Division staff will install and maintain the traffic calming features for this

pilot. Those will include pavement markings, speed cushions, and signage. Equipment and materials will be funded from the Capital Improvements Program's allocation for Bike and Pedestrian Improvements.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

\$140,000 from the Capital Improvements Program's 2024 allocation for Bike & Pedestrian Improvements.

ATTACHMENTS

Ordinance 02-2024

ORDINANCE NO. 03-2024

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvement Fund Unappropriated Balance to Pay the Costs of the Park Overlook Waterline Improvements Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 737-22)

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available; and,

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8160.533465 an amount not to exceed _____ to pay the cost of the Park Overlook Waterline Improvements Project (Project No. 737-22)

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with the firm of _____ for the provision of the aforementioned services.

SECTION 3. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an "Ordinance Determining to Proceed" with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

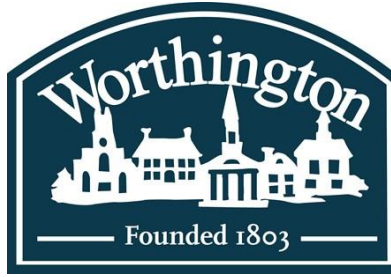
SECTION 4. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file 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:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 10, 2024

To: Robyn Stewart, Acting City Manager

From: Darren Hurley, Parks & Recreation Director

Subject: Ordinance No. 04-2023 - Village Green Arboretum Marker

EXECUTIVE SUMMARY

This Ordinance authorizes the placement of small identification markers adjacent to each tree on the Village Green.

RECOMMENDATION

Approve as presented

BACKGROUND/DESCRIPTION

Section 12.03 of the Charter of the City of Worthington states the construction, installation, erection or placement of any permanent structure on the Worthington Village Green requires approval of six members of Worthington City Council.

The Arbor Advisory Committee, along with Parks and Recreation Department staff, have been working on a project to create an Arboretum on the Village Green. This project proposes to place small tree identification markers adjacent to each tree on the green which would identify the tree and include a QR code or link to enable visitors to learn more about the tree. This would be done as a part of a larger project creating a Worthington Village Green Arboretum. The Arboretum would have the following objectives:

- To preserve and care for the current and future trees on the Village Green.
- To provide education to visitors about basic tree planting, maintenance, and care.
- To celebrate trees through events such as Arbor Day.

The arboretum development would be overseen by the City of Worthington staff/arborists and the Arbor Advisory Committee. A catalogue of trees and shrubs would be kept in a computer database and available on-line for people who would like to learn more, identify the species they see, and more about tree planting and care.

City arborists and the Arbor Advisory Committee are recommending approval of the Ordinance.

Funding Source

The markers and their installation would be funded through existing city funds.

ATTACHMENT(S)

Ordinance No. 04-2024

ORDINANCE NO. 04-2024

**Approving the Installation of Tree Identification
Markers Adjacent to each Tree on the Village Green.**

WHEREAS, Section 12.03 of the Charter of the City of Worthington provides that the construction, installation, erection or placement of a permanent structure on the Village Green shall require the approval of six members of Worthington City Council; and,

WHEREAS, sustainability is a stated goal of the Worthington City Council and City of Worthington and Worthington has been awarded with Tree City USA status by the National Arbor Day Foundation for 34 consecutive years; and,

WHEREAS, the Arbor Advisory Committee and City Arborists are proposing the creation of a Village Green Arboretum Education Program, which would help preserve and care for current and future trees on the Village Green and provide education to residents and visitors about basic tree planting, maintenance, and care of trees;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio, six-sevenths of the members elected thereto herein concurring:

SECTION 1. That the Director of Parks and Recreation be and hereby is authorized and directed to proceed with the purchase and installation of tree identification markers adjacent to each tree on the Village Green.

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the 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:

Clerk of Council

Introduced January 2, 2024
P.H. January 16, 2024
Effective _____

RESOLUTION NO. 04-2024

Joint Economic Development District Board
Appointment with Orange Township

WHEREAS, Resolution 38-2023 authorized the Worthington City Manager to enter into a Joint Economic Development District (JEDD) contract with Orange Township pursuant to ORC 715.72; and,

WHEREAS, pursuant to O.R.C. 715.72(P)(1)(e), the City of Worthington is required to appoint two board members to the JEDD. The first appointment shall represent the City, while the second appointment shall represent the business owners located within the district; and,

WHEREAS, David McCorkle has expressed interest in representing the City on the board; and,

WHEREAS, the individual representing the business owners has not yet been identified; and,

WHEREAS, City Council desires to appoint Mr. McCorkle.

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

SECTION 1. That David McCorkle is hereby appointed as the City representative to the Joint Economic Development District for a one-year term commencing with the effective date of the JEDD, November 4, 2023, and expiring November 4, 2024.

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted _____

President of Council

Attest

Clerk of Council

RESOLUTION NO. 05-2024

Joint Economic Development District Board
Appointments with Sharon Township

WHEREAS, Resolution 35-2020 authorized the Worthington City Manager to enter into a Joint Economic Development District (JEDD) contract with Sharon Township pursuant to ORC 715.72; and,

WHEREAS, pursuant to O.R.C. 715.72(P)(1)(e), the City of appointed two board members to the JEDD, one to represent the City and one to represent the business owners located within the district; and,

WHEREAS, the individual representing the City has resigned; and,

WHEREAS, Assistant City Manager and Economic Development Director David McCorkle has expressed interest in representing the City on the board; and,

WHEREAS, the individual representing the business owners has a term that will expire on January 31, 2024; and,

WHEREAS, Andrew Montooth has expressed interest in continuing to represent the business owners on the board; and,

WHEREAS, City Council desires to appoint these new members.

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

SECTION 1. That David McCorkle is hereby appointed in his official capacity to serve as the City representative to the Joint Economic Development District for the remainder of the unexpired term that commenced January 31, 2022, and expires January 31, 2026.

SECTION 2. That Andrew Montooth, Director of Investment Services, Continental Realty, is hereby reappointed as the owner representative to the Joint Economic Development District for a four-year term commencing January 31, 2024, and expiring January 31, 2028. This would be Mr. Montooth's second, and final term.

SECTION 3. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted _____

President of Council

Attest

Clerk of Council

RESOLUTION NO. 06 -2024

Appointing Rebecca Hermann to Represent the City
of Worthington at the Mid-Ohio Regional Planning
Commission (MORPC).

WHEREAS, the Mid-Ohio Regional Planning Commission (MORPC) brings together representatives of local government throughout the region to address regional issues; assist local governments to make best use of resources through planning, capital improvements programming, shared services, collaboration, policy advocacy and management best practices; increase the amount of federal and state funds for use in the region; and manage federal, state and in-house rules and regulations associated with grant programs and operation of local activities; and,

WHEREAS, MORPC is governed by a Commission comprised of representation of each of its members which are municipalities, townships, counties and regional organizations; and,

WHEREAS, Worthington is a member of MORPC and is allocated two seats on the Commission; and,

WHEREAS, Rebecca Hermann has expressed a desire to serve in that capacity.

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

SECTION 1. That Rebecca Hermann is hereby appointed to serve as a City of Worthington's representative to the Mid-Ohio Regional Planning Commission and is directed to serve the interests of the City of Worthington in such capacity when discharging the duties as a member of the Commission.

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted _____

President of Council

Attest

Clerk of Council

RESOLUTION NO. 07-2024

Recommending Amy Lloyd to Represent the City of
Worthington on the Worthington Partnership Board
of Directors.

WHEREAS, the Worthington Partnership is a non-profit organization focusing on the Old Worthington area of the community and the attraction of visitors to Worthington by designing special events, supporting local businesses and enhancing the historic district; and,

WHEREAS, the Board is composed of 14 directors, one of whom is a City Council member; and,

WHEREAS, the City Council member that previously served in this role has resigned from the Board; and,

WHEREAS, Council Member Amy Lloyd has expressed interest in representing the City of Worthington on the Worthington Partnership Board.

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

SECTION 1. That Amy Lloyd is hereby recommended to represent the City of Worthington on the Worthington Partnership Board, and is directed to serve the interests of the City of Worthington in such capacity when discharging the duties as a member of the Board.

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted _____

President of Council

Attest

Clerk of Council

RESOLUTION NO. 08-2024

Appointing New Members to the Worthington International
Friendship Association.

WHEREAS, the Worthington International Friendship Association has seats available; and,

WHEREAS, Katariina Levine and Anton Teufel have expressed interest in being appointed to WIFA; and,

WHEREAS, City Council desires to appoint these members.

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

SECTION 1. That Katariina Levine and Anton Teufel are hereby appointed to the Worthington International Friendship Association, each for a three-year term commencing January 1, 2024.

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted _____

President of Council

Attest

Clerk of Council

RESOLUTION NO. 09-2024

Recommending Katherine Brewer and Ed Hofmann
to Represent the City of Worthington on the
Worthington Community Improvement Corporation
Board of Directors.

WHEREAS, the Worthington Community Improvement Corporation is a non-profit organization focusing on the revitalization and enhancement of property and the business environment within the City by advancing, encouraging and promoting industrial, commercial and civic development; and,

WHEREAS, the Worthington CIC has entered into an Economic Development Agency Agreement with the City whereby the WCIC acts as an agent of the City by engaging in activities to create or preserve jobs and employment opportunity and to improve the economic welfare of the people of Worthington and Ohio; and,

WHEREAS, the Board is composed of 10 directors, four of whom are City officials;
and,

WHEREAS, Katherine Brewer and Ed Hofmann have expressed interest in serving on the WCIC Board.

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

SECTION 1. That Katherine Brewer and Ed Hofmann are hereby recommended to represent the City of Worthington on the Worthington Community Improvement Corporation Board and are directed to serve the interests of the City of Worthington in such capacity when discharging the duties as a member of the Board.

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted _____

President of Council

Attest

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 11, 2024

To: City Council

From: Robyn Stewart, Acting City Manager

Subject: RESOLUTION – LIVE GOVERNMENT PROGRAM

EXECUTIVE SUMMARY

This Resolution approves the continuation of the Live Government program and authorizes the City Manager to designate a current or former Council member or staff member to oversee the program.

RECOMMENDATION

Introduce and Approve as Presented.

BACKGROUND/DESCRIPTION

Former Council President and Council Member Bonnie Michael created and managed the Live Government program for more than 25 years. This program provides third grade students in Worthington Schools with exposure to local government and the way it operates. This has been a valued program for many years and has been well-received by third grade students, teachers and parents. With Ms. Michael's retirement from City Council, this resolution clarifies City Council's support for the continuation of the program.

ATTACHMENT(S)

Resolution No. 10-2024

RESOLUTION NO. 10-2024

Re-affirming Support and Authorization for the Live
Government Program Teaching City Government
Concepts to Students

WHEREAS, for over 25 years, the City of Worthington has offered the Live Government Program for third grade students in Worthington Schools to teach the concepts of city government; and,

WHEREAS, Bonnie Michael created and led the program during her tenure on the Worthington City Council; and,

WHEREAS, this program has been valued and remembered by many students and families throughout Worthington; and,

WHEREAS, Bonnie Michael has retired from City Council; and,

WHEREAS, City Council desires to have the Live Government program continue.

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

SECTION 1. That the Council of the City of Worthington does hereby approve of the continuation of the Live Government program for Worthington School students.

SECTION 2. That the City Manager is authorized to identify a current or former Council member or City staff member to oversee and execute the Live Government program.

SECTION 3. That the Clerk of Council be instructed to record this Resolution in the appropriate record book.

Adopted _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 9, 2024

To: Robyn Stewart, Acting City Manager

From: Angela Harris, Personnel Director

Subject: **Resolution – Adopting a Position Description for GIS Administrator**

EXECUTIVE SUMMARY

This Resolution adopts a job description for the position of GIS Administrator in the Service and Engineering Department.

RECOMMENDATION

Introduce and Approve as Presented.

BACKGROUND/DESCRIPTION

A new position of GIS Administrator was created within the Service and Engineering Department during the 2024 budget process and included in the 2024 staffing chart. This position replaces the role of GIS Analyst in the City' staffing chart.

The creation of this position is part of the ongoing re-organization of the Service and Engineering Department following the departure of several key staff in 2023. One of those staff members, the Engineering and GIS Manager held significant GIS expertise and responsibilities. While considering the current needs of the Department, it was decided to refocus that position's GIS responsibilities into this GIS Administrator position. Worthington's current GIS Analyst has proven more than capable of performing the duties of this new position and will be appointed to that role.

ATTACHMENTS

Resolution No. 11-2024
GIS Administrator Job Description

RESOLUTION NO. 11-2024

Adopting a Job Description for GIS Administrator.

WHEREAS, City Council wishes to adopt a job description for the classified position of GIS Administrator,

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

SECTION 1. That the job description for the position of GIS Administrator (Class Specification No. 266) as per the description attached hereto be and the same is hereby adopted.

SECTION 2: That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted _____

President of Council

Attest:

Clerk of Council

CITY OF WORTHINGTON

POSITION DESCRIPTION

POSITION TITLE: GIS Administrator

CLASS: 266

Department: Service and Engineering

Title Originated: 2024

Date: January 16, 2024

Reports To: Assistant City Engineer

FLSA Status: Non-Exempt

General Statement of Duties

Under the direction of the Engineering Manager, the GIS Administrator develops, coordinates and maintains the City of Worthington's geographical information and computer aided design and drafting systems. The GIS Administrator establishes GIS procedures and protocol; coordinates updates to information and upgrades to system; archives digital and hardcopy records; provides GIS assistance to all City departments, and serves as liaison with users, outside agencies, and vendors. This position is responsible for the ongoing development, implementation, and management of the city-wide asset management system. The GIS Administrator ensures best practices are being properly managed and maintained and provides support to users of the asset management system.

Essential Functions of the Position:

Coordinates the development, implementation, and support for citywide geographical information system.

Works with representatives from City Departments/Divisions to analyze GIS integration with their operations.

Interviews users to determine needs and coordinates the design of the GIS data structure and user interface to meet those needs.

Develops policies and procedures for GIS design and system updates.

Maintains archival records for GIS and hardcopy media.

Communicates with the public, vendors, management, and users to coordinate and assist with the use of GIS projects and data.

Works with City Information Technology Staff and vendors to coordinate system needs and functions.

Works cooperatively with staff from operational divisions to support the asset management program and system.

Generates and maintains reports, dashboards, and other analytical tools that generate operational awareness both to specific work units and to senior level management.

Responsible for analysis and preparation of asset management plans, including creation of asset lists and hierarchies, identifying asset inventory and condition, calculation of risk evaluations, determining asset net present value and life cycle costs, develops alternatives for cost-effective operation and maintenance and long-term investment.

Trains City staff on the use of GIS software.

Prepares graphics for City Departments/Divisions.

Retains current job specific knowledge by attending training courses and professional organizational meetings and reading job-related professional journals/publications.

Demonstrates regular and predictable attendance;

Performs other duties as assigned. May serve as backup for other positions within the department.

Knowledge, Skills and Abilities:

Advanced knowledge of GIS software packages and hardware configurations.

Advanced knowledge of GIS data types, municipal applications, and data conversion techniques.

Knowledge of utility infrastructure and construction practices/materials.

Knowledge of local government operations.

Ability to provide technical assistance and support by analyzing complex problems and implementing solutions.

The use of asset management systems, such as Cartegraph.

Strong written and verbal communication skills and ability to train users on hardware and software applications.

Ability to establish and maintain effective working relationships with other employees, department/divisions heads, vendors and the public.

Minimum Requirements of the Position:

Graduation from an accredited college and or university with a Bachelor's Degree in Computer Science, Geography, or other related field or any equivalent combination of experience and training which provides the required knowledge, skills and abilities. Extensive knowledge of GIS application software and hardware configurations, highly desirable. Minimum of 3 years' experience in GIS, Asset Management, and/or related systems.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution _____-24; Effective _____ - _____-24



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 9, 2024

To: Robyn Stewart, Acting City Manager

From: Angela Harris, Personnel Director

Subject: **Resolution – Amending a Position Description for Fire Inspector/Prevention Officer**

EXECUTIVE SUMMARY

This Resolution amends a job description for the position of Fire Inspector/Prevention Officer in the Division of Fire and EMS.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

A Fire Inspector/Prevention Officer position was added to the staffing chart within the Division of Fire during the 2024 budget process. The Division of Fire has utilized this position in the past, but not for several years. The Fire Inspector/Prevention Officer will be a firefighter assigned to the Fire Prevention Bureau within the Division. They will conduct fire safety inspections, fire investigations and other prevention activities. The amended job description will reflect current duties and responsibilities.

ATTACHMENTS

Resolution No. 12-2024

Fire Inspector/Prevention Officer Job Description

RESOLUTION NO. 12-2024

Amending the Position Description for
Fire Inspector/Prevention Officer in the Division of Fire.

WHEREAS, City Council wishes to amend the position description for the position of Fire Inspector/Prevention Officer to properly reflect the duties of this position;

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

SECTION 1. That the job description for the position of Fire Inspector (Class Specification No. 196) as per the description attached hereto be and the same is hereby amended.

SECTION 2: That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted _____

President of Council

Attest:

Clerk of Council

CITY OF WORTHINGTON

POSITION DESCRIPTION

POSITION TITLE: FIRE INSPECTOR/ PREVENTION OFFICER

CLASS: 196

Department: Division of Fire and Emergency Medical Services

Title Originated: 1997

Date: January 2024

Reports To: Fire Prevention Lieutenant

FLSA Status: Non-Exempt

General Statement of Duties

Under the supervision of the Fire Prevention Lieutenant, the Fire Inspector/Prevention Officer is responsible for fire loss management functions including code enforcement, public education, plan review and building inspections. In addition, the Fire Inspector/Prevention Officer conducts fire scene investigations in order to determine fire cause and origin. The Fire Inspector/Prevention Officer must possess thorough knowledge of all laws codes and ordinances relating to fire prevention and hazardous materials.

Essential Functions of the Position:

Performs fire loss management, code enforcement, plan review, inspections of structures to ensure code compliance and life safety;

Performs investigations of fire scenes to determine cause and origin of said fires;

Trains and instructs others regarding fire and life safety;

Conducts inspections to determine safety and compliance with hazardous materials regulations; .

Completes and submits all required reports and correspondence;

Performs other duties as assigned.

Knowledge, Skills and Abilities:

Thorough knowledge of fire loss management procedures and administration;

Through knowledge of laws, ordinances, codes, departmental policies and procedures, division mission, goals and objectives;

General knowledge of community;

Thorough knowledge of fire cause determination techniques;

Skill in operation of all tools and monitoring devices used in fire cause determination;

Skill in making public presentations;

Thorough knowledge of hazardous materials regulations;

Ability to understand and follow oral and written directions; and to prepare clear and comprehensive written records of work;

Ability to cope with stressful situations;

Ability to establish and maintain effective working relationships with other employees, Department/Division Heads, vendors and the public;

Ability to maintain confidentiality;

Strong interpersonal, written, and oral communication skills;

Excellent organization, attention to detail, accuracy, time management and critical thinking skills;

Possession of a valid State of Ohio Motor Vehicle Operator's License and ability to maintain insurability under the City's vehicle insurance policy;

Regular and reliable attendance.

Minimum Requirements of the Position:

Possess a high school diploma or its equivalent. Associate Degree in Fire Science, Paramedic Technology, or related field from an accredited institute is highly desired.

Possess and maintain a valid Ohio driver's license.

Possess a current State of Ohio Firefighter I and II certification.

Possess and maintain an Emergency Medical Technician- Basic/Paramedic Certification as required by departmental standards.

Must be and maintain Ohio Fire Safety Inspector certified within six months of date of hire.

Must be trained in fire investigations within 24 months of date of hire.

Minimum of three years of experience as full-time firefighter/paramedic with the City of Worthington.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.



STAFF MEMORANDUM
City Council Meeting – January 16th, 2024

Date: January 9th, 2024

To: Robyn Stewart, Acting City Manager

From: Scott F. Bartter, Finance Director

Subject: Resolution No. 13-2024– Establish Compensation for the position of Part-Time Community Risk Reduction Service Coordinator

EXECUTIVE SUMMARY

This Resolution establishes the compensation for the new Part-Time Community Risk Reduction Service Coordinator at Range 16.

RECOMMENDATION

Introduce and Approve as Presented.

BACKGROUND/DESCRIPTION

As part of the 2023 budget process, the City Council approved the addition of a new part-time position in the Division of Fire. The job description for this position was adopted with the passage of Resolution 53-2023 and the pay range was set for 2023. However, an omission in the Classified Pay Resolution for 2024 necessitates the passage of this Resolution to re-establish the pay range for this position. The range proposed is Range 16, which for 2024 would be an hourly rate of \$31.49/hour.

FINANCIAL IMPLICATIONS/FUNDING SOURCES

The 2024 Budget appropriated \$38,000 for this position.

ATTACHMENT(S)

Resolution No. 13-2024

RESOLUTION NO. 13-2024

Amending Resolution 62-2023 to Establish Compensation for the Position of Part-time Community Risk Reduction Service Coordinator in the Division of Fire.

WHEREAS, City Council wishes to amend Resolution No. 62-2023 establishing compensation for classified positions in the City to add the position of Part-time Community Risk Reduction Service Coordinator (Class Specification No. 262).

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

SECTION 1. That Resolution No. 62-2023 establishing compensation for classified positions in the City be and the same is hereby amended to assign the salary range for the Part-time Community Risk Reduction Service Coordinator position to Range 16.

SECTION 2: That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 9th, 2024

To: Robyn Stewart, Acting City Manager

From: Scott F. Bartter, Finance Director

Subject: Resolution No. 14-2024 – Approving 2024 Large Grant Funding

EXECUTIVE SUMMARY

This Resolution approves grant funding of \$85,000 to support the Worthington Partnership, \$65,000 to support the convention and visitors bureau activities of the Worthington Partnership, \$45,000 to support the Worthington Historical Society, and \$20,000 to the Worthington Chamber of Commerce to fund Leadership Worthington.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The Worthington Partnership, Worthington Historical Society, and Worthington Chamber of Commerce presented their grant requests for 2024 during the City Council's budget workshops in November. Because these funds are appropriated in one general Community Group funding budgetary line, additional legislation is required prior to distribution. This Resolution approves the distribution of the grant amounts for 2024.

FINANCIAL IMPLICATIONS/FUNDING SOURCES

The grant amounts are consistent with the adopted 2024 Operating Budget

General Fund: \$150,000

Convention and Visitors Bureau Fund (via transfer from the General Fund): \$65,000

ATTACHMENT(S)

Resolution No. 14-2024

RESOLUTION NO. 14-2024

Approving 2024 Grant Funding for the Worthington Partnership, Worthington Historical Society and Worthington Chamber of Commerce.

WHEREAS, the City of Worthington recognizes the important contributions of the Worthington Partnership, Worthington Historical Society and Worthington Chamber of Commerce in providing vital services and programming to the Worthington community; and,

WHEREAS, the programs and services provided by these organizations constitute a public purpose and serve a broad base of the residents of the City of Worthington; and,

WHEREAS, upon evaluating the purpose and goals of each organization, the City is interested in financially supporting the operations of these three entities through grants in 2024,

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

SECTION 1. That City Council does hereby award a grant for City Fiscal Year 2024 to the Worthington Partnership in the amount of \$85,000 to support the activities identified in the organization's grant application.

SECTION 2. That City Council does hereby award a grant for City Fiscal Year 2024 to the Worthington Partnership – Experience Worthington in the amount of \$65,000 plus 66% of the 2024 hotel tax revenue as additionally adopted in Ordinance 49-2020 to support the activities identified in the organization's grant application.

SECTION 3. That City Council does hereby award a grant for City Fiscal Year 2024 to the Worthington Historical Society in the amount of \$45,000 to support the activities identified in the organization's grant application.

SECTION 4. That City Council does hereby award a grant for City Fiscal Year 2024 to the Worthington Chamber of Commerce in the amount of \$20,000 for the purpose of funding Leadership Worthington.

SECTION 5. That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted: _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 10, 2024

To: Robyn Stewart, Acting City Manager

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

Subject: Riverlea Easement Agreement

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 authorizes the City Manager to enter into agreement with the Village of Riverlea for this temporary connection.

RECOMMENDATION

Introduce for Public Hearing on February 5, 2024.

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.

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. Additionally, it is desirable to re-route heavy vehicles away from the bridge project area during construction.

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 recommends that council authorize the City Manager to enter into agreement with the Village of Riverlea for the purposes described above.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

N/A

ATTACHMENTS

Ordinance No. 05 -2024

Riverlea ROW Easement Agreement

Exhibit A_Riverlea Temporary Access

Exhibit B_Load Rating

Exhibt C_Overweight vehicle detour

ORDINANCE NO. 05-2024

Authorizing the Acting City Manager to Execute an
Easement Agreement with the Village of Riverlea.

WHEREAS, Worthington is partnering with ODOT to replace the existing bridge on West Selby Boulevard over Rush Run due to deterioration of the bridge structure discovered during routine bridge inspections; and,

WHEREAS, a weight restriction has been posted along West Selby Boulevard to restrict vehicle weights to approximately 60% of the bridge's original capacity which will not impact residential vehicles but may restrict large commercial trucks and certain emergency vehicles; and

WHEREAS, as a safety precaution the City plans to construct a temporary access road between Melbourne Place and Northbrook Drive West to be used by vehicles exceeding the weight restriction during the bridge replacement project; and

WHEREAS, the Council of the Village of Riverlea has authorized an easement agreement to permit the City to construct the temporary access road and a permanent sidewalk on property owned by the Village of Riverlea.

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

SECTION 1. That City Council hereby authorizes the Acting City Manager to execute an easement agreement with the Village of Riverlea and accepts the easement as described and shown on the easement agreement attached hereto as Exhibit "A".

SECTION 2. That the City Manager, Acting City Manager, Director of Service and Engineering, and Finance Director are each hereby authorized, acting singly or jointly, to take all actions, necessary and consistent with the easement agreement and all applicable state and federal law.

SECTION 3. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the 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.

**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

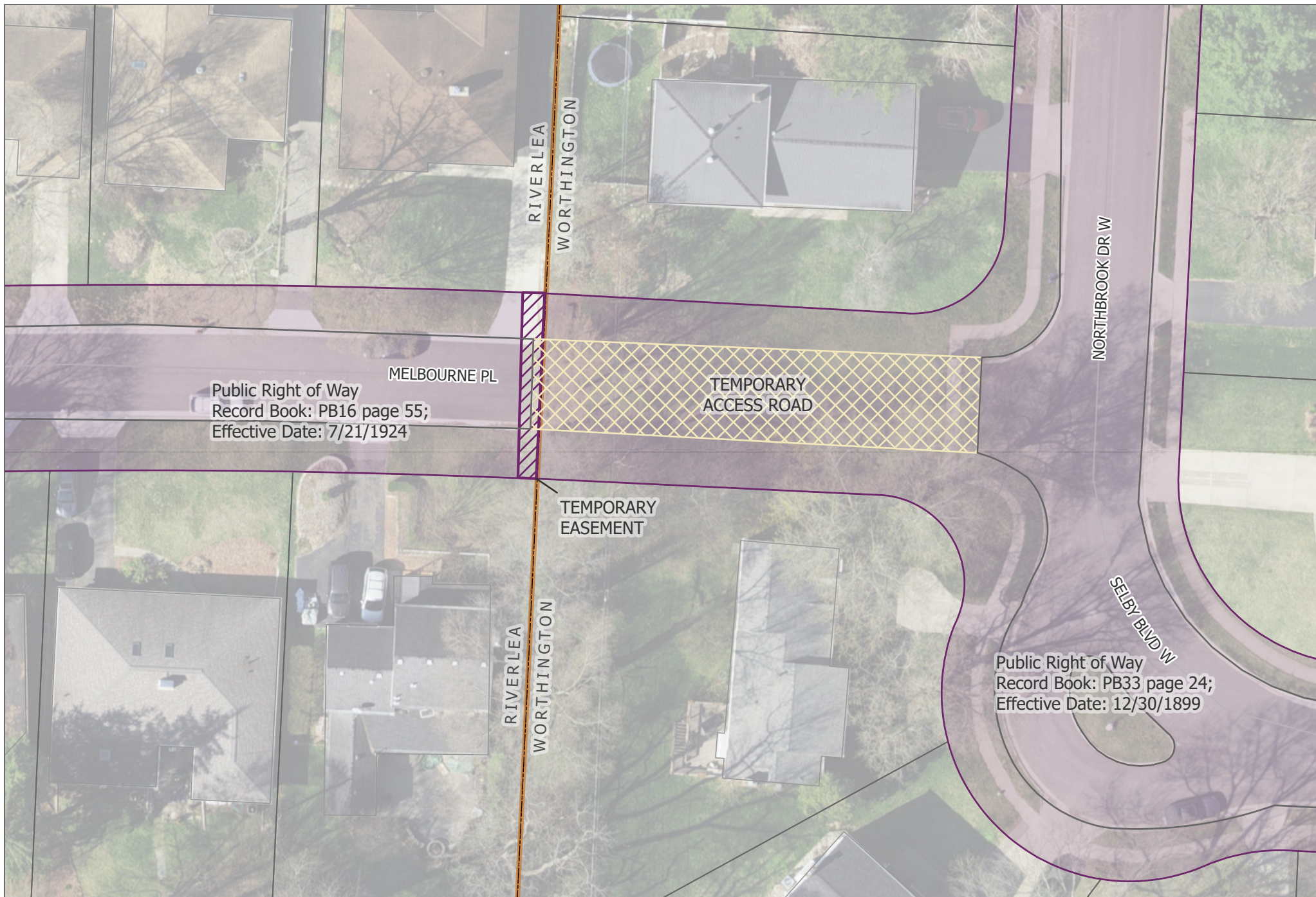
[ATTACHED HERETO]

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	

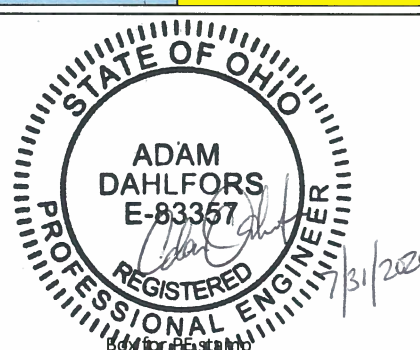
SPECIAL ASSUMPTIONS & COMMENTS	Side-by-side 12' span x 8' rise precast box culverts rated per As-Built Plans dated 12-1982 and ASTM C850 (based on note in As-Built Plans). Reinforcement ratio used in the rating is for 12x8 boxes in Table 2 of ASTM C850 specification. Skew = 32.5 degrees. Material strength 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			

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

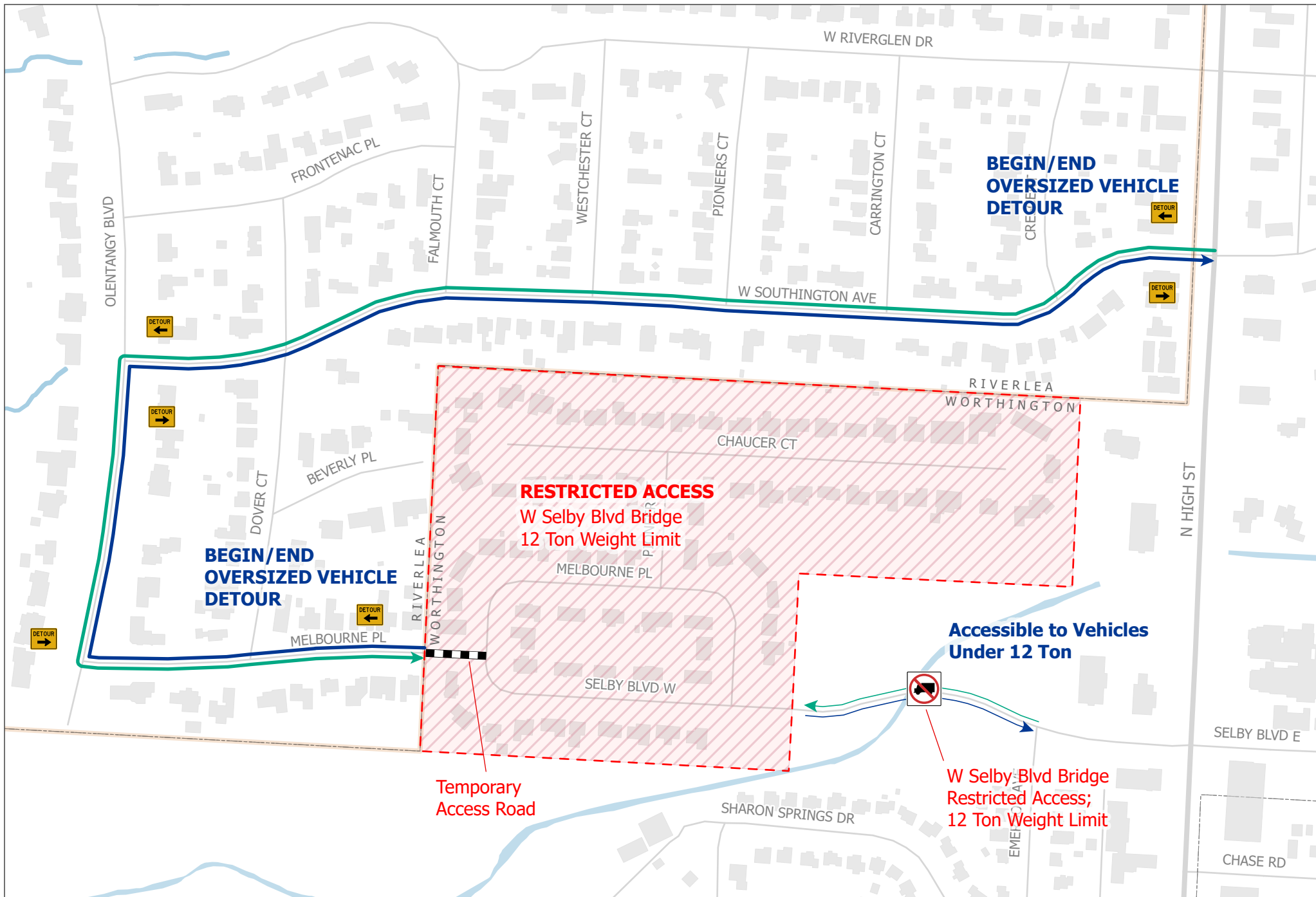
STRUCTURE RATING SUMMARY						
OHIO LEGAL VEHICLES				DESIGN VEHICLE		
Loading Type	GVW (Tons)	Operating Rating RF	Legal Weight (Tons)	Loading Type	Rating by RF	
					Operating	Inventory
2F1	15	0.797	11.96	HL93 Loading	0.568	0.438
3F1	23	0.679	15.62			
4F1	27	0.679	18.33	Overall Legal Posting Rating	60%	
5C1	40	0.679	27.16		Posting Recommendation	LOAD POSTING IS RECOMMENDED
SPECIALIZED HAULING VEHICLES (SHV)				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>	
SU4	27	0.622	16.79			
SU5	31	0.622	19.28			
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	



BR-100 (3/20)



WEST SELBY BRIDGE WEIGHT LIMIT DETOUR



Restricted Access Over 12 Tons



Restricted Access Zone

→ Ingress

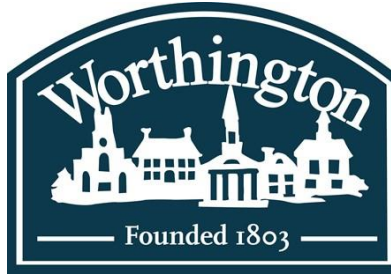
→ Egress



Scale: 1:3,600

0 250 500
Feet

Date Exported: 10/12/2023



STAFF MEMORANDUM
City Council Meeting – January 16, 2024

Date: January 10, 2024

To: Robyn Stewart, Acting City Manager

From: Darren Hurley, Parks & Recreation Director

Subject: Community Center Windows & Doors Ordinance

EXECUTIVE SUMMARY

This ordinance would fund Window and Door Replacements in the south end of the Community Center and all related expenses.

RECOMMENDATION

Introduce for public hearing February 5, 2024

BACKGROUND/DESCRIPTION

The interior doors and windows in much of the south end (original portion) of the Community Center have gone well beyond their useful life and need replacement. This replacement has been approached in phases, with this being the third project as we gradually address the various areas in the facility. Staff have sought bids for this phase utilizing our standard process on two occasions, with both resulting in no submitted bids. As a result, staff are recommending appropriation of the funds and authorization for the City Manager to award a contract based on quotes.

Ordinance 20-2022 was introduced July 5, 2022, and is currently tabled. It will be removed and addressed separately.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The 2021 CIP had \$102,000 for this project. We chose to delay it until 2022 and have subsequently had issues finding bidders.

ATTACHMENT(S)

Ordinance No. 06-2024

ORDINANCE NO. 06-2024

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Worthington Community Center South End Windows and Doors Replacement and all Related Expenses and Determining to Proceed with said Project. (Project No. 735-22)

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available; and

WHEREAS, the City has twice unsuccessfully sought bids from interested contractors pursuant to its standard bidding procedures for the Worthington Community Center South End Windows and Doors Replacement (Project No. 735-22); and

WHEREAS, staff is requesting Council appropriation of the funds and authorization for the City Manager to award a contract based on quotes;

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533463 an amount not to exceed one-hundred two thousand (\$102,000) to pay the cost of the Worthington Community Center South End Windows and Doors Replacement (Project No. 735-22)

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with the firm of _____ for the provision of the aforementioned services.

SECTION 3. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an "Ordinance Determining to Proceed" with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 4. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the 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
P.H.

Clerk of Council



Staff Memorandum
City Council Meeting – January 16, 2024

Date: January 11, 2024

To: Robyn Stewart, Acting City Manager

From: Grace Brown, City Clerk

Subject: Liquor Permit – Pies & Pints Worthington LLC

EXECUTIVE SUMMARY

The Ohio Division of Liquor Control has notified the City of a request for updates of LLC ownership interests to the liquor permit for Pies & Pints Worthington LLC.

RECOMMENDATION

Motion to Not Request a Hearing.

BACKGROUND

Pies & Pints Worthington LLC application is for a change in the LLC ownership interests.

They have held the D-5J permit since 2012 and the D6 permit since 2017. The classification of permits is as follows: D-5J, like a regular D5, permits sales of alcohol until 2:30 am. It is specifically for establishments located within a Community Entertainment District (CED). The D6 is for Sunday sales.

ATTACHMENT

Notice from the Ohio Division of Liquor Control

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

6919382		STCK		PIES & PINTS WORTHINGTON LLC	
PERMIT NUMBER		TYPE		DBA PIES & PINTS	
ISSUE DATE				7227 N HIGH ST SUITE 84	
01 11 2023				WORTHINGTON OH 43085	
FILING DATE					
D5J D6					
PERMIT CLASSES					
25	297	B	F30585		
TAX DISTRICT			RECEIPT NO.		

FROM 01/02/2024

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	



MAILED 01/02/2024

RESPONSES MUST BE POSTMARKED NO LATER THAN. 02/02/2024

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES **B STCK 6919382**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF WORTHINGTON CITY COUNCIL
KAY THRESS
6550 NORTH HIGH STREET
WORTHINGTON OHIO 43085

Office Hours
8:00 a.m. - 5:00 p.m.
For Questions call
(614) 644-3156

Ohio Department of Commerce - Division of Liquor Control
6606 Tussing Road, Reynoldsburg, Ohio 43068-9005
<http://www.com.ohio.gov/liqr>
APPLICATION FOR CHANGE OF LLC MEMBERSHIP INTERESTS
PROCESSING FEE \$100.00

CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING



100K
#9969
\$200
3APPS

PERMIT HOLDER REQUESTS APPROVAL OF THE DIVISION OF LIQUOR CONTROL OF THE FOLLOWING:

Permit Holder Name:

Pies - Pints Woorthington, LLC

Permit Premises Address:

7227 N. High St., Suite 84
Worthington, OH 43085

Liquor Permit Number(s):

6919382

Federal Tax ID Number:

Email

Address:

roblindeman@b@gmail.com

Attorney's Name, Address and Telephone Number (If represented):

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

PLEASE COMPLETE ALL AREAS OF SECTION A & B BELOW

Section A - PREVIOUS List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) BLUEFIRE CAPITAL (NICOLE SLADE) : owner		— <input type="checkbox"/>	<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest 30 % <input type="checkbox"/> Membership interest 30 %	
2) DAVID BAILEY		— <input type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest 20 % <input checked="" type="checkbox"/> Membership interest 20 %	
3) LIMBERRY SHIRLEY DECKER		VICE PRESIDENT <input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest 20 % <input checked="" type="checkbox"/> Membership interest 20 %	
4) R & M ADVISORS, LLC (BOB LINDENMAN owner)		— <input type="checkbox"/>	<input checked="" type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest 30 % <input type="checkbox"/> Membership interest 30 %	

Section B - REVISED List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) BLUEFIRE CAPITAL (NICOLE SLADE - owner)		— <input type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest 30 % <input checked="" type="checkbox"/> Membership interest 30 %	
2) ROBERT LINDENMAN		PRESIDENT <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest 70 % <input checked="" type="checkbox"/> Membership interest 70 %	
3)		<input type="checkbox"/>	<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest % <input type="checkbox"/> Membership interest %	
4)		<input type="checkbox"/>	<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest % <input type="checkbox"/> Membership interest %	

Department of Finance

December 2023 Financial Report



Quick Facts

All Funds

<u>12/31/2023</u>	<u>12/31/2023</u>
<u>Cash Balances</u>	<u>Unencumbered</u>
\$55,029,495	Balance
(January 1, 2023 balance: \$47,524,866)	\$37,424,629

General Fund

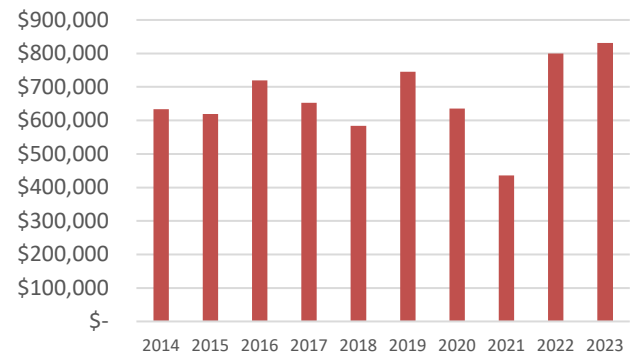
<u>12/31/2023</u>	<u>12/31/2023</u>
<u>Cash Balance</u>	<u>Unencumbered</u>
\$26,231,841	Balance
(January 1, 2023 balance: \$23,512,622)	\$22,054,607
	(68% of prior year expenditures)

Highlights & Trends for December 2023

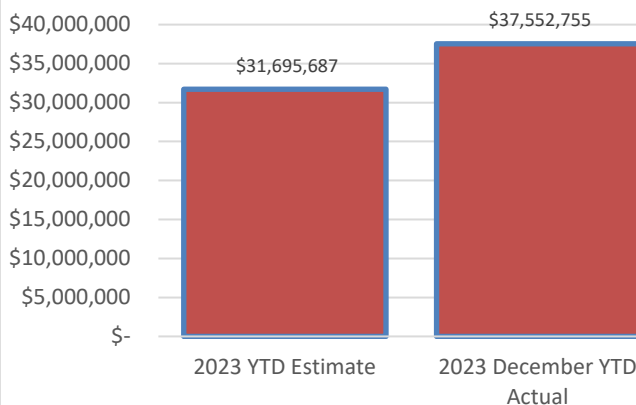
Income Tax Collections

- Year to Date (YTD) income tax collections are above 2022 YTD income tax collections \$1,020,502 or 3.07%.
- YTD Income tax collections are above estimates by \$4,652,050 or 15.73%
- Year to date refunds total \$831,128

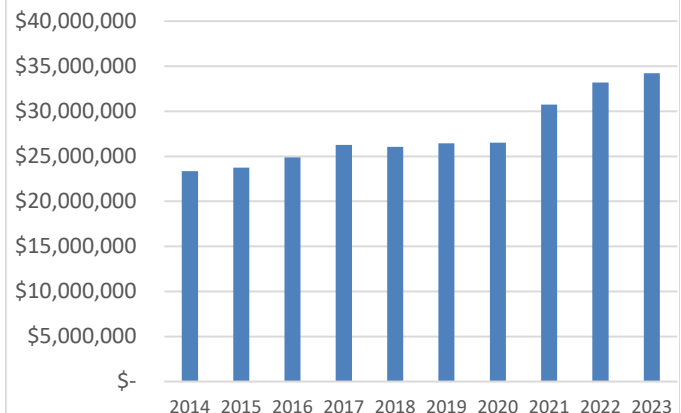
Income Tax Refunds as of December



General Fund Revenue
2023 YTD Estimate vs. Actual

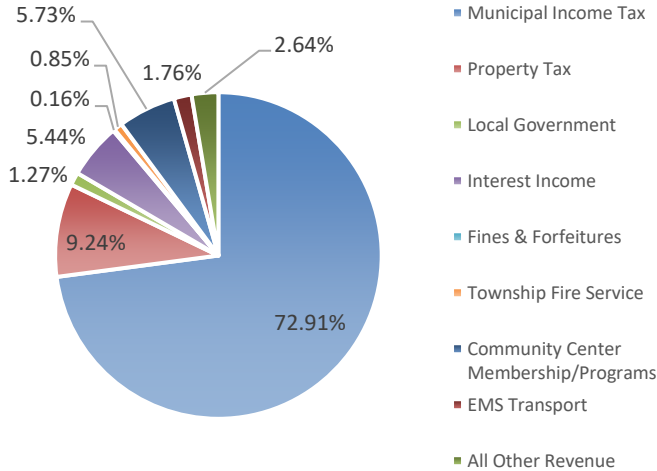


December Year to Date
Income Tax Collections

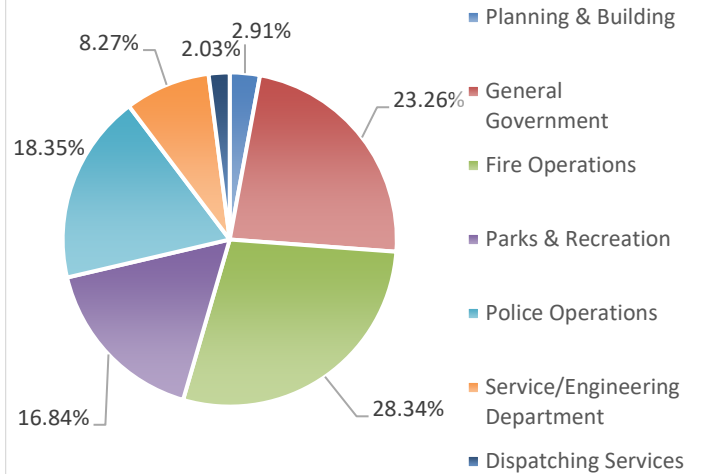


Highlights & Trends for December 2023 (continued)

December 2023 Year to Date
General Fund Revenue



December 2023 Year to Date
General Fund Expenses

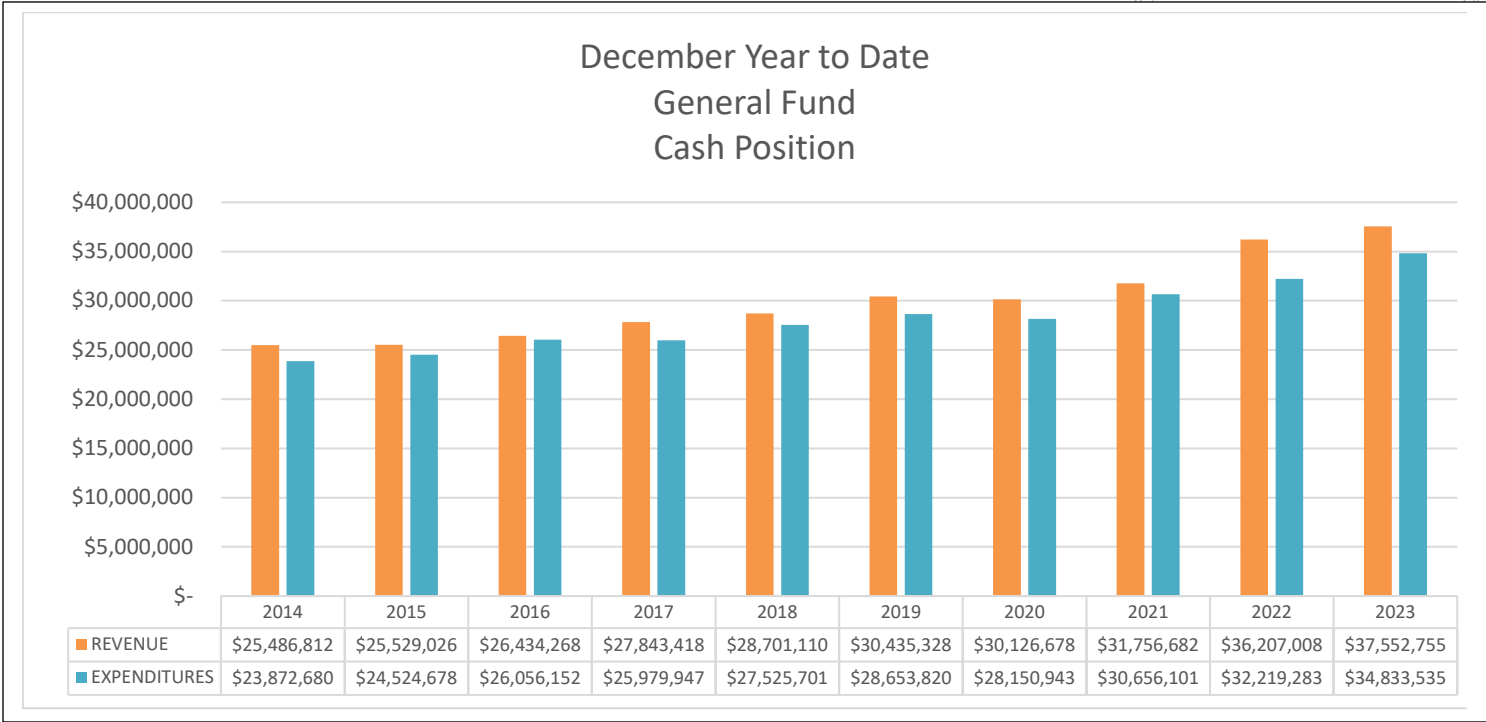


Notable Initiatives & Activities

- In April 2023, we transferred \$2.5M from the General Fund to the Capital Fund to hold as an encumbrance for the purchase of a new ladder truck and engine in the Division of Fire.
- In May 2023, the City closed on \$4,400,000 in bonds to fund McCord Park Phase 2 and Sewer Lining & Repair. The all-inclusive rate was 3.77%.
- Second half property tax distribution was received in August 2023.



Financial Tracking



**December 2023
Cash Reconciliation**

Total Fund Balances: \$55,029,494.97

Depository Balances:

General Account: \$ 4,730,041.47

Total Bank Balances: \$4,730,041.47

Investment Accounts:

Huntington Investment: \$15,042,000.00

Star Ohio/Star Plus 26,756,673.09

Fifth Third MMKT/CDs 8,251,255.41

FC Bank 248,000.00

Total Investment Accounts: \$50,297,928.50

Petty Cash/Change Fund: 1,525

Total Treasury Balance as of December 31, 2023 \$55,029,494.97

Total Interest Earnings as of December 31, 2023 \$1,523,404

Debt Statement

<u>Issuance</u>	<u>Purpose</u>	<u>Maturity</u>	<u>Rate</u>	<u>Principal Balance</u>
2017	2017 Various Purpose Bonds	December 2032	2.21%	\$ 2,310,000.00
2008	OPWC 0% Loan – ADA Ramps	December 2028	0%	\$ 39,050.40
2015	OPWC 0% Loan – Kenyonbrook	December 2045	0%	\$ 449,398.36
2021	2021 Various Purpose Bonds	December 2041	1.65%	\$ 9,135,000.00
2023	2023 Various Purpose Bonds	December 2043	3.77%	\$ 4,400,000.00
	Total Principal Debt Balance			\$16,333,448.76



City of Worthington
Fund Summary Report
as of December 31, 2023

		<u>1/1/2023 Beginning</u>	<u>Year to Date</u>	<u>Year to Date</u>			<u>Unencumbered</u>
<u>FUND</u>		<u>Balance</u>	<u>Actual Revenue</u>	<u>Actual Expenses</u>	<u>12/31/2023</u>	<u>Encumbrances</u>	<u>Balance</u>
101	General Fund	\$ 23,512,622	\$ 37,552,755	\$ 34,833,535	\$ 26,231,841	\$ 4,177,235	\$ 22,054,607
202	Street M&R	334,238	935,443	855,577	414,104	17,192	\$ 396,912
203	State Highway	93,581	75,847	91,838	77,590	22	\$ 77,568
204	Water	95,416	155,329	145,949	104,796	178	\$ 104,618
205	Sewer	63,526	108,727	75,675	96,578	15,065	\$ 81,513
210	Convention & Visitor's Bureau F	4,407	71,760	71,982	4,185	1,851	\$ 2,334
211	27th Pay Fund	50,000	50,000	-	100,000	-	\$ 100,000
212	Police Pension	1,004,283	1,000,534	704,768	1,300,049	-	\$ 1,300,049
214	Law Enforcement Trust	17,503	13	8,011	9,505	1,989	\$ 7,516
215	Municipal MV License Tax	32,083	124,306	140,000	16,389	-	\$ 16,389
216	Enforcement/Education	53,624	825	-	54,449	-	\$ 54,449
217	Community Technology	-	-	-	-	-	\$ -
218	Court Clerk Computer	190,503	5,130	13,468	182,165	1,875	\$ 180,290
219	Economic Development	536,647	300,000	147,411	689,236	124,881	\$ 564,356
220	FEMA Grant	-	-	-	-	-	\$ -
221	Law Enf CED	18,030	9,830	9,830	18,030	-	\$ 18,030
222	Coronavirus Relief Fund	-	-	-	-	-	\$ -
223	Coronavirus ARPA Recovery Fu	-	-	-	-	-	\$ -
224	Parks & Rec Revolving	-	-	-	-	-	\$ -
225	Ohio Opioid Settlement Fund	7,086	31,786	-	38,872	-	\$ 38,872
229	Special Parks	50,584	42,598	11,306	81,876	11,743	\$ 70,133
230	Sharon Twp JEDD	37,237	130,750	101,425	66,562	-	\$ 66,562
253	2003 Bicentennial	76,385	3,048	-	79,432	-	\$ 79,432
306	Trunk Sewer	375,149	-	-	375,149	-	\$ 375,149
308	Capital Improvements	15,856,659	14,080,909	11,271,518	18,666,050	11,442,821	\$ 7,223,230
313	County Permissive Tax	-	-	-	-	-	\$ -
409	General Bond Retirement	1,858,758	1,582,017	1,267,415	2,173,359	5,916	\$ 2,167,443
410	Special Assessment Bond	278,448	-	-	278,448	-	\$ 278,448
825	Accrued Acreage Benefit	8,066	9,132	6,088	11,110	5,022	\$ 6,088
830	OBBS	1,935	6,191	6,511	1,615	922	\$ 694
835	Unclaimed Funds	70,141	-	-	70,141	-	\$ 70,141
838	Petty Cash	1,525	-	-	1,525	-	\$ 1,525
910	Worthington Sta TIF	37,541	-	-	37,541	-	\$ 37,541
920	Worthington Place (The Heights	1,666,207	516,212	108,462	2,073,956	1,553,459	\$ 520,497
930	933 High St. MPI TIF Fund	228,573	102,532	9,395	321,710	64,000	\$ 257,710
935	Downtown Worthington MPI TIF	508,410	532,725	367,224	673,912	126,697	\$ 547,215
940	Worthington Square TIF	135,969	40,896	461	176,404	54,000	\$ 122,404
945	W Dublin Granville Rd. MPI TIF	257,607	132,171	1,490	388,288	-	\$ 388,288
950	350 W. Wilson Bridge	35,830	108,065	86,218	57,677	-	\$ 57,677
955	800 Proprietors Road TIF	26,293	44,108	40,497	29,904	-	\$ 29,904
998	Payroll Clearing Fund	-	13,246,470	13,119,423	127,047	-	\$ 127,047
999	PACE Fund	-	32,977	32,977	-	-	\$ -
Total All Funds		\$ 47,524,866	\$ 71,033,084	\$ 63,528,455	\$ 55,029,495	\$ 17,604,866	\$ 37,424,629



**City of Worthington, Ohio
General Fund Overview
as of December 31, 2023**

		2022	2023	2023	2023	2023	2023	Variance			
		Year End	Original	Revised	Y-T-D	December	Variance	as % of			
Revenues		Actual	Budget	Budget	Estimates	Y-T-D Actual	Over/(Under)	Budget			
Municipal Income Tax	1	\$ 26,558,839	\$ 23,656,000	\$ 23,656,000	\$ 23,653,600	\$ 27,378,003	\$ 3,724,403	15.75%			
Property Tax	2	3,444,123	3,526,617	\$ 3,526,617	3,526,617	3,470,464	\$ (56,153)	-1.59%			
Local Government	*	474,137	450,000	\$ 450,000	450,000	478,550	\$ 28,550	6.34%			
Interest Income	*	394,819	200,000	\$ 200,000	200,000	2,043,045	\$ 1,843,045	921.52%			
Fines & Forfeitures	*	52,939	75,000	\$ 75,000	75,000	60,504	\$ (14,496)	-19.33%			
Township Fire Service	2	465,519	500,000	\$ 500,000	500,000	319,540	\$ (180,460)	-36.09%			
Community Center Membership/Progr	*	1,591,015	1,600,000	\$ 1,600,000	1,600,000	2,150,590	\$ 550,590	34.41%			
EMS Transport	*	580,669	675,000	\$ 675,000	675,000	661,324	\$ (13,676)	-2.03%			
All Other Revenue	*	2,644,950	1,015,470	\$ 1,015,470	1,015,470	990,735	\$ (24,735)	-2.44%			
Total Revenues		\$ 36,207,010	\$ 31,698,087	\$ 31,698,087	\$ 31,695,687	\$ 37,552,755	\$ 5,857,068	18.48%			
Expenditures											
Planning & Building		\$ 811,823	\$ 1,164,041	\$ 1,164,041	\$ 1,164,041	\$ 982,053	\$ (181,988)	84.37%			
General Government		9,588,318	8,456,177	\$ 8,784,377	\$ 8,784,377	7,846,854	\$ (937,523)	89.33%			
Fire Operations		6,886,792	7,795,214	\$ 10,295,214	\$ 10,295,214	9,561,092	\$ (734,122)	92.87%			
Parks & Recreation		5,051,119	6,006,544	\$ 6,092,544	\$ 6,092,544	5,682,043	\$ (410,501)	93.26%			
Police Operations		6,057,145	7,112,096	\$ 7,148,096	\$ 7,148,096	6,192,878	\$ (955,218)	86.64%			
Service/Engineering Department		2,575,346	3,348,775	\$ 3,398,775	\$ 3,398,775	2,789,428	\$ (609,347)	82.07%			
Dispatching Services		752,799	686,000	\$ 686,000	\$ 686,000	685,205	\$ (795)	99.88%			
Total Expenditures		\$ 31,723,342	\$ 34,568,847	\$ 37,569,047	\$ 37,569,047	\$ 33,739,553	\$ (3,829,494)	89.81%			
Excess of Revenues Over (Under) Expenditures		\$ 4,483,668	\$ (2,870,760)	\$ (5,870,960)	\$ (5,873,360)	\$ 3,813,201					
Fund Balance at Beginning of Year		\$ 19,524,896	\$ 23,512,622	\$ 23,512,622		\$ 23,512,622					
Unexpended Appropriations			1,209,910	1,209,910		-			1 - Income Tax budget based on individual monthly projections.		
Expenditures versus Prior Year Enc		495,941	2,039,099	2,039,099		1,093,981			2 - These revenue budgets are based on semi-annual payments.		
General Fund Balance		\$ 23,512,622	\$ 19,812,673	\$ 16,812,473		\$ 26,231,842			* - All other revenue budgets are spread equally over each month.		
									All expenditure budgets are spread equally over each month.		



STAFF MEMORANDUM

Date: January 10th, 2024

To: Robyn Stewart, Acting City Manager

From: Alexander Novitski, Public Policy Intern

Subject: Community Grants for 2024

EXECUTIVE SUMMARY

Discussion of the Community Grant Program for 2024

BACKGROUND/DESCRIPTION

This memo is intended to provide historical background information on the Worthington Community Grant Program and to determine whether changes should be made in 2024. Grant materials from 2023 are attached as a reference for how the program was organized this past year, which was essentially the same as in previous years.

Funding for larger dollar amount grants are considered and approved each fall by City Council during the development of the operating budget for the upcoming year. This has traditionally consisted of providing funding to the McConnell Arts Center, Worthington Historical Society, and Worthington Partnership.

Smaller grants are awarded through the Community Grant Program. Funding for this program is determined during the development of the operating budget, however the specific award amounts for each organization are made in the first quarter after a review of the grant applications received by the City.

Traditionally, City Council has utilized a grant review committee to make funding recommendations. This group consists of representatives of City Council, Worthington Schools, the Griswold Center, and the Community Relations Commission.

In 2023, the Community Grant Program awarded grant funds to 16 organizations with award amounts ranging from \$250 to \$6,000.

The priorities utilized for the Community Grant Program over the past few years were:

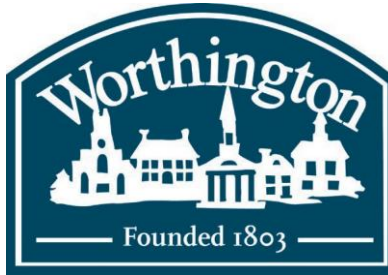
- 1a.** Basic human necessities such as provision of food and/or clothing for people in need.
- 1b.** Mental health services and/or community counseling to assist people with mental or social health issues
- 2.** Improvement of the Worthington community

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The 2024 Operating Budget includes \$40,000 for this grant program.

ATTACHMENTS

- 2024 Community Grant Application Packet
- Summary of 2023 Community Group Applications Funded
- Resolution No. 10-2023



January 19, 2024

Applications are now available for the 2024 City of Worthington Community Grant Program. The purpose of the program is to assist non-profit organizations in the accomplishment of projects or programs in Worthington that provide wide community benefit. In 2024, \$40,000 is allocated for this program.

The grant application is available on the City of Worthington website at the following address: www.worthington.org/grant. You may complete the online application form or contact Public Policy Intern Alexander Novitski at 614-436-3100 or alexander.novitski@worthington.org to obtain a Microsoft Word document. Hard copies of the application are also available from the City Clerk in the Louis J.R. Goorey Municipal Building at 6550 N. High Street, Worthington.

Applications must be received by the City Manager's office no later than 4:30 p.m. on Monday, February 19, 2024 in order to be considered for 2024 funding. Applications received after this date/time will not be considered for funding. Submissions must be delivered utilizing the online form on the City's website or by mail, email or in person, to:

Community Grant Program
City Clerk's Office
City of Worthington
6550 N. High Street
Worthington, Ohio 43085
alexander.novitski@worthington.org

Priorities for Grant Funds

The City Council has approved continuation of the funding priorities established in the last few years. Proposals which address the priorities will receive preference in the order in which the priorities are listed. The distribution of funds across the priorities will be recommended by the review committee and approved by City Council.

- 1a. Basic human necessities such as provision of food and/or clothing for people in need.
- 1b. Mental health services and/or community counseling to assist people with mental or social health issues
2. Improvement of the Worthington community

Program Guidelines

Groups currently receiving funding from the City of Worthington must submit a new application to request funding for 2024. Funding in previous years does not guarantee funding in the future.

In order to be eligible for funding, applicants must be non-profit organizations and the organization must serve the City of Worthington community. Within the designated priorities, preference will be given first to organizations whose primary program/initiative serves the area contained within the city limits of Worthington and/or membership is comprised primarily of City of Worthington residents. Additional consideration will be given to those serving the Worthington School District area.

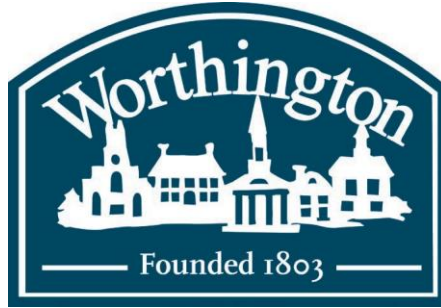
Applications for arts and/or cultural activities or programs should be directed to the McConnell Arts Center (MAC). Please contact the MAC to determine the options available and the application process to follow.

No match of the City's funds is required; however, organizations will be evaluated on total percent of overall budget requested.

Applicants may be invited for formal appearance and evaluation to discuss the application. City Council will designate a committee to review the applications and make recommendations for funding. City Council will make the final determination regarding the applications to fund, and applicants will be notified of the decision. Grant allocations are anticipated to be distributed in the first quarter of 2024.

Recipients are subject to an audit by the City of Worthington Finance Department regarding the use of the City's funds.

For additional information, please contact Public Policy Intern Alexander Novitski at 614-436-3100 or alexander.novitski@worthington.org



**APPLICATION - 2024
CITY OF WORTHINGTON
COMMUNITY GRANT PROGRAM**

ORGANIZATION NAME:

AMOUNT REQUESTED:

CONTACT NAME:

CONTACT ADDRESS:

CONTACT PHONE:

CONTACT EMAIL:

PURPOSE & ACTIVITIES OF THE ORGANIZATION:

AMOUNT REQUESTED IN CALENDAR YEAR 2024:

How will the grant funds be used?

(Please attached a budget for the program/project and clearly indicate the portion of the budget that is City funded.)

Are you proposing a multi-year program or project? If so, clearly explain the multi-year nature and how it relates to your funding request.

How will your program/project address the City's priorities:

- 1a. Basic human necessities**
- 1b. Mental health services and/or community counseling**
- 2. Improvement of the Worthington community**

What is the desired impact? How will you determine impact?

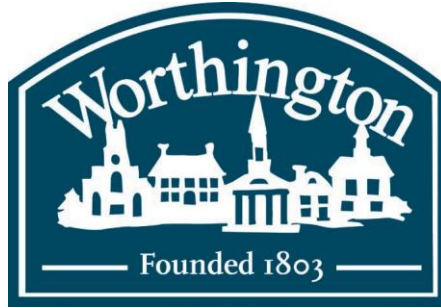
Please describe the people to benefit from the program or project. Include the percentage of them that are residents of the City of Worthington and the percentage that are residents of the Worthington School District.

Are you a membership-based organization? If so, note the percentage of your membership that are residents of the City of Worthington and also the percentage that are residents of the Worthington School District.

Have you received funding from the City of Worthington in the past? If so, please note when and for what purpose(s).

Please attach the following documents.

- 1. Budget for the proposed program or project, clearly indicating the portion that is City funded**
- 2. Documentation of Non-Profit status**
- 3. Most recent financials, including most recent IRS filing, audit and/or financial review by a CPA if available.** (Note: Organizations that have applied within the past three years and whose financial reports are essentially the same since the last submittal do not need to submit new financials.)



SCORING MATRIX - 2024 COMMUNITY GRANT PROGRAM

Excellent, Outstanding or Very Good	Good, Strong or Adequate	Poor, Weak or Inadequate
A. Need for Initiative: <ul style="list-style-type: none"> • Strong evidence of community support • Goals are clearly stated • Very evident how this request will enhance the community 	A. Need for Initiative: <ul style="list-style-type: none"> • Some evidence of community support. • Goals are adequately stated. • Some evidence of how this project will enhance the community. 	A. Need for Initiative: <ul style="list-style-type: none"> • Little evidence of community support. • Goals poorly stated. • Little evidence of how this request will enhance the community.
B. Population Served: <ul style="list-style-type: none"> • Population primarily residents of City of Worthington • Serves broad based population in the City of Worthington 	B. Population Served: <ul style="list-style-type: none"> • Population primarily residents of Worthington School District • Serves broad based population in the Worthington School District 	B. Population Served: <ul style="list-style-type: none"> • Population primarily outside of the Worthington School District • Serves a very limited sector of the population.

C. Location of Organization: Based in City of Worthington	C. Location of Organization: Based in Worthington School District	C. Location of Organization: Based outside Worth. School District
D. Impact Indicators: <ul style="list-style-type: none"> Desired impact is clearly stated. Impact measures are clearly stated. A method to evaluate the results of the initiative is clearly stated. 	D. Impact Indicators: <ul style="list-style-type: none"> Desired impact is adequately stated. Impact measures are adequately stated. A method to evaluate the results of the initiative is adequately stated. 	D. Impact indicators: <ul style="list-style-type: none"> Desired impact is poorly stated. Impact measures are poorly stated. There is no method to evaluate the results of the initiative.
E. Budget: <ul style="list-style-type: none"> Initiative is highly leveraged with matching funds greater than 50%. Other resources and partners are committed to the initiative. Complete organizational and initiative budget information provided. 	E. Budget: <ul style="list-style-type: none"> Initiative is moderately leveraged with matching funds less than 50%. Some resources and partners identified for the initiative. Partially completed organizational and initiative budget information is provided. 	E. Budget: <ul style="list-style-type: none"> Initiative is not leveraged with matching fund. Very limited/no resources and partners have been identified for the project. Unsatisfactory organizational and project budget information provided.
F. Financial Need: <ul style="list-style-type: none"> Strong evidence project cannot continue or take place without the grant. 	F. Financial Need: <ul style="list-style-type: none"> Some evidence project cannot continue or would be difficult to take place without the grant. 	F. Financial Need: <ul style="list-style-type: none"> Grant funding has little to no impact on the initiative.

2023 Worthington Community Grant Application Summary

Name	2023 Approved Amount	2023 Amount Requested	Grant Purpose	Percent of Total Budget	Intended Audience	Area of Population Served	Impact	Impact Measures	Membership of Organization	Additional Notes
American Legion	\$2,500.00	\$4,076.00	Funding for Boys/Girls State Program that provides selective educational programs of government instruction for U.S. high school students centering on the structure of city, county and state governments. Support to fund the Memorial Day Parade including covering liability insurance, port-a-johns, and website registration upgrades. Support for the 9/11 Commemoration and Police and Fire Annual Awards. Funding for Coats for Veterans to support homeless and needy veterans in Worthington. Rental costs to procure a booth at Worthington Market Day to reach new members	75% of Boys and Girls State budget 82% of Memorial Day Parade budget 83% of 9/11 Patriots Day budget 70% of Police and Fire Annual Awards budget 100% of Coats for Veterans budget 58% of Market Days booth budget	Residents of the City of Worthington and surrounding area; Boys/Girls State participants; the approximately 700 veterans living in Worthington	City of Worthington and surrounding area	Ability for students to attend Boys/Girls State; Memorial Day Parade attracts thousands of residents and visitors that pour funds into the local economy; 9/11 Commemoration attracts persons from the City and Columbus who shop and purchase food/drinks; Police and Fire awards recognizes Worthington public services; Market Day booth would provide outreach to increase membership and offer voter registration	Students graduating from the Boys/Girls State; Memorial Day parade publicly honors those who gave all in defense of our nation; 9/11 Commemoration increases awareness to terrorism in the United States of America and to honor those who perished on 9/11; Police and Fire Annual Awards ceremony recognizes Worthington public safety servants; obtain and donate coats by October for Coats for Veterans; signing up new members and voters at Worthington Market Day	Residents of the City of Worthington make up 16.7% of the membership; residents of the Worthington School District make up 38.7% of the membership.	Approximately \$1200 of prior year's grant funds were unexpended and refunded to the City due there not being as many applicants as anticipated for Boys/Girls state in 2022
Family Mentor Foundation	\$5,300.00	\$7,000.00	Direct program costs (food, supplies and staff) for Buddy Bags, providing food for 516 students in Worthington schools for every weekend during the school year as well as about 100 students during the month of June. Program costs for the Weekend Snack Bags program to serve about 30 food-insecure students at Worthington Kilbourne High School.	2% of program budget	Pre-school, elementary, middle, and high school students in the Worthington School District	Worthington School District	Reduce food insecurity among school aged children, thus providing increased opportunity to succeed and thrive in school. Research shows when nutritional needs are met, the child is more attentive in class, has better attendance and fewer disciplinary problems.	Number of students served, the amount of food distributed, decrease in hunger, decrease in truancy/tardiness, decrease in disciplinary infractions, increase in class participation and increase in academic performance.	N/A	
Jewish Family Services	\$1,000.00	\$5,000.00	Funding to support workforce services with wraparound supports including challenges like stable housing, food security, transportation, child and elder care, and mental and physical health challenges. After basic needs are met, providing combination of 1:1 and group employment services, focused on job search strategy and on developing both soft skills and job-specific skills.		Central Ohio job seekers from all backgrounds who may be refugees, single mothers receiving public benefits, noncustodial parents, dislocated professionals, unemployed and underemployed individuals, and Survivors of Nazi Persecution within the 43085 and 43229 zip codes.	City of Worthington and surrounding area	Meet increasing and emerging needs of Central Ohio's job seekers to help address the cascade of needs experienced by families struggling with poverty.	Track and report the number of people served from Worthington zip codes, jobs attained and wages earned; number of job seekers served, economic stability with new employment and retention in position over 90 days.	N/A	Awarded \$1,857 of Community Grant funds in 2021
LifeCare Alliance	\$5,300.00	\$6,000.00	Provision of nourishing food and socialization to homebound older adults and individuals living with a medical challenge and/or disability 365 days a year through the Meals on Wheels program for residents in the City of Worthington. Allows for the continuation of service to all qualified clients during a time of program expansion and significantly increasing need.	.08% of Organization budget	Residents of the City of Worthington who are typically low-income, under or uninsured older adults who face financial, physical, mobility, cognitive and/or support system barriers to accessing appropriate health and nutrition services independently	Residents of the City of Worthington and/or the Worthington School District (Organization serves broader area, but grant funds would be used for Worthington residents)	Provision of 857 meals to low-income and underserved individuals living in the City of Worthington through the Agency's Meals-on-Wheels program.	Keeping clients safe and independent in the comfort of their own home; client improvement in health, wellness and nutritional status; improvement in Activities of Daily Living (ADLs) and Instrumental Activities of Daily Living (IADLs); the ability to continue to serve all individuals needing services regardless of one's ability to pay (no waiting list)	N/A	
National Church Residences Foundation	\$3,000.00	\$3,240.00	Funds will be utilized to provide private duty aide services to residents of Stafford Village who are in need. Services can include housekeeping duties, meal preparation, laundry, dishes, help answering mail and paying bills and other tasks as needed. Visits help reduce feelings of social isolation and a clean home environment can help prevent slips and falls.	100% of projected program costs from May of 2023 through January of 2024	Residents of Stafford Village - average monthly income is between \$750 and \$1,200	Stafford Village within the City of Worthington	Residents are able to live independently and healthfully in their homes and remain physically, mentally and emotionally supported.	Care Guide, an electronic decision-making and documentation tool for service coordination, will provide summaries of the data collected for each client including chronic condition symptoms and lifestyle choices; number of residents requiring transition to a more substantive care environment	N/A	

2023 Worthington Community Grant Application Summary

Name	2023 Approved Amount	2023 Amount Requested	Grant Purpose	Percent of Total Budget	Intended Audience	Area of Population Served	Impact	Impact Measures	Membership of Organization	Additional Notes
Neighborhood Bridges	\$250.00	\$5,000.00	Funds will be used to employ a financial consultant who will link the organization to remove barriers, and provide students and families with educational resources.	1.5% of project budget	Students and families that are in need in. Those in need represent about 22% of all students in the Worthington School District	Residents of the City of Worthington and/or the Worthington School District	To serve 60,000 individuals by providing clothes, furniture, and supplies to families and students within the community	To look at data outcome; review financial information; look at the mission and observe if it is important to the donor; have meetings with the organization leadership to ensure understanding, have donations; identify who is on the Board of Directors; share impact	N/A	
North Community Counseling Center, Inc	\$6,000.00	\$10,000.00	Providing outpatient behavioral health (mental health and alcohol and drug) as well as crisis services to Worthington residents. These funds will also be used to provide community outreach, education and linkage to services in collaboration with the Worthington Resource Pantry. In addition, these funds will be used to develop community mental health talks, trainings and educational groups through the Old Worthington Library, and Worthington CARES. Continued prioritization of the basic needs and mental health symptoms resulting from the COVID-19 pandemic as clients continue to report increased anxiety, depression, suicidality and an exacerbation of other mental health symptoms.	.0976% of total budget	Students and residents in the City of Worthington and Worthington Schools	Worthington School District/City of Worthington	Assist consumers in achieving their maximum potential, decrease psychological stress, increase level of functioning and accomplish individuals goals. Reduce and eliminate the occurrence of preventable behaviors.	Designated program outcome measures	N/A	
Partners for Community and Character	\$250.00	\$750.00	Support an "Author Visit" to be held on Old Worthington Market Day, inviting a well-known children's book author who writes about character.	Approximately 30% of total budget	Worthington community; students in Worthington Schools; senior citizens who volunteer	Worthington School District/City of Worthington and the broader community visiting Market Day	The Author visit will be a catalyst to encourage more elders to learn about the Circle of Grandparents (COG) program, and stepping up to volunteer.	Goal is to help grow COG program by 20% from the 70 classrooms currently impacting 1,750 students	61.5% from 43085 and 38.5% from other locations	
Sharon Township Veteran's Memorial Hall	\$250.00	\$1,305.00	Funds will be used to update the gutters and drains at the Sharon Township Memorial Hall	Approximately 56.7% of improvement project total	Business and organization users of the Memorial Hall building	Broader Worthington community	Maintain upkeep of the Memorial Hall building for continued use by Worthington businesses and organizations.	Determined by an analysis of future expenses. Project intended to alleviate future work and damage.	N/A	
Syntero, Inc	\$5,000.00	\$6,000.00	Social service personnel costs, program supplies and support groups. Most personnel costs will be sued for one-on-one home visits, telehealth and related service coordination with Worthington seniors. A smaller part of the service is for support groups at the Griswold Center and occasional community educational/prevention seminars.	Roughly 1.5% of the total Older Adult services operating budget	City of Worthington seniors	Clients in several northwest zip codes including the City of Worthington and residents of the Worthington School District. From January 2022 - December 2022, 13 residents were served in the Older Adult Intensive Outreach Program, 3 residents in the Volunteer Program, and 22 residents in the Caregiver Consultation Program from the City of Worthington.	One-on-one home visits with older adults in the City of Worthington to prepare individualized service plans. Follow up services may include mental health support, assistance with locating home personal care, linkage to meals on wheels, coordination with healthcare providers, transportation, help with resources and benefits, housing options, counseling and more.	At the conclusion of services, an "Older Adult Discharge Summary Tool" is used to assess progress in the Social Determinates of Health domains of Economic, Social, and Health.	N/A	
Worthington VFW	\$250.00	\$1,495.21	Grant funds will be used to purchase a 13" by 17" Bronze Plaque to be installed on the Worthington Village Green, directing persons to the Sharon Township Memorial Hall Veterans Memorial Patio were the names of military personnel killed in action are engraved on individualized bricks.	100% of project budget	Military service personnel who have been killed in action from the Worthington community.	Broader Worthington community	Promoting patriotism, and providing recognition to Worthington families whose military son and/or daughter was killed in action while serving their country.	Directing persons to the Sharon Township Memorial Hall Veterans Memorial Patio were the names of military personnel killed in action are engraved on individualized bricks.	The Worthington VFW's membership is comprised of approximately 60% from the Worthington area	
Worthington Bridges	\$2,000.00	\$2,000.00	Funds will be used to help pay the utility bills of those in need within the Worthington School District.	50% of the Utility Fund	Residents of the school district who are behind on their utility bill and at risk of disconnection	Worthington School District	Help families who are in danger of being disconnected so they can stay warm/cool, cook meals or have water service		N/A	

2023 Worthington Community Grant Application Summary

Name	2023 Approved Amount	2023 Amount Requested	Grant Purpose	Percent of Total Budget	Intended Audience	Area of Population Served	Impact	Impact Measures	Membership of Organization	Additional Notes
Worthington Interfaith Neighbors	\$400.00	\$1,000.00	Funding will support the Peace Ambassador program including training high school volunteers; purchase of t-shirts worn during performances; purchasing 36-38 copies of a book for every third grade classroom in the Worthington school district; and for an end-of-year debriefing and celebration session with volunteers, and awards for graduating participants	100% of program budget	Residents of the City of Worthington and the School District	Worthington Schools third-grade students	Desire is for young children to understand the important of treating all people with respect, even when their faith or culture differs from one's own. Want students to become aware of the choices they have in responding to and celebrating differences.	Will survey teachers about the impact of the program	N/A	
Worthington-Linworth Kiwanis	\$2,500.00	\$4,000.00	To purchase clothing in order to stock Kiwanis Closets for Worthington schools, so that local children will have access to emergency clothing when they have a need due to an accident, if they lack adequate attire, or simply do not have the means to purchase essential items such as socks, underwear, hats and gloves. Funding will also allow us to serve the existing Kiwanis Closets at 8 WSD elementary schools, 3 middle schools, and provide items to 3 more elementary schools and Thomas Worthington High School as they are requested.		Worthington elementary, middle and high school students	Children, and their parents, who attend elementary, middle and high schools in the Worthington School District.	To help children feel more secure and safe in the knowledge that warm and dry clothing, or other personal care items are available when there is a need; reduce socioeconomic stress and increase ability to learn; minimize microtraumas and bullying.	Determined by the need to restock closets	10% of membership lives in the 43085 zip code area with the remaining 90% living in the 43202, 43214, 43217, 43220, and 43235 zip codes.	
Worthington Resource Pantry	\$5,000.00	\$5,000.00	Grant funds will be used to support the ongoing, general operations of the pantry. Food costs have increased by nearly 13% over the past year, creating more need and stretching the pantry's budget.	.28% of organization budget	Residents of the City of Worthington eligible to be served by the pantry	City of Worthington (Organization serves broader area, but grant funds would be used for City of Worthington residents)	Provide nutritious meals, including fresh produce and other wholesome foods, for neighbors who are experiencing food insecurity.	Tracking the number of households who shop as well as how many people are in each house,age, and geographic location.	N/A	
Worthington Special Olympics	\$1,000.00	\$1,000.00	Provide athletic training and competition as well as social opportunities for individuals with intellectual disabilities . Grant will be designated for payment of space rental fees for aquatics and bowling teams to continue to serve a many athletes as possible at no cost.	17% of organization sports programming budget	Individuals with developmental disabilities	32% of athletes live within the City of Worthington; 41% reside in the Worthington School District.	Continue to provide athletic and social support for athletes and families and to expand reach to new athletes. Additionally, they hope to foster community acceptance and inclusion.	Continued expansion to serve new athletes and families.	32% of athletes live within the City of Worthington; 41% reside in the Worthington School District.	

RESOLUTION NO. 10-2023

Approving Funding to Worthington Community
Groups for the 2023 Community Grant Program.

WHEREAS, the City of Worthington recognizes the important contributions of community organizations in providing vital services and programming to the Worthington community; and,

WHEREAS, the programs and services provided by these organizations constitute a public purpose and serve a broad base of the residents of the City of Worthington; and,

WHEREAS, upon evaluating the purpose and goals of each organization and the programs identified in the grant applications, it has been determined how \$40,000 in funds already appropriated for Community Grants in the 2023 Operating Budget will be distributed,

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

SECTION 1. That City Council hereby awards community grants as follows:

American Legion	\$2,500.00
Family Mentor Foundation	\$5,300.00
Jewish Family Services	\$1,000.00
LifeCare Alliance	\$5,300.00
National Church Residences Foundation	\$3,000.00
Neighborhood Bridges	\$250.00
North Community Counseling Center, Inc.	\$6,000.00
Partners for Community and Character	\$250.00
Sharon Township Veteran's Memorial Hall	\$250.00
Syntero, Inc.	\$5,000.00
Worthington VFW Post #2398	\$250.00
Worthington Bridges	\$2,000.00
Worthington Interfaith Neighbors	\$400.00
Worthington-Linworth Kiwanis	\$2,500.00
Worthington Resource Pantry	\$5,000.00
Worthington Special Olympics	<u>\$1,000.00</u>

TOTAL: \$40,000.00

SECTION 2. That the Finance Director is authorized and directed to disburse grant funds to the organizations in the amounts indicated in Section 1.

SECTION 2. That the Finance Director shall withhold disbursing grant funds for grant recipients that received funding in prior years of the Community Grant Program until the grant recipient submits a report on the use of the prior year funds.

SECTION 3. That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted March 06, 2023

David Robinson
President of Council

Attest

Grace Brown
Clerk of Council