



REGULAR CITY COUNCIL MEETING

Thursday, May 22, 2025 at 7:00 PM

Access meeting materials and information via the Northwood, Ohio Public Portal:
<https://northwoodoh.portal.civicclerk.com/>

Members of City Council

Randy Kozina, Council President
Dean Edwards
Jim Barton
Louis Fahrbach
Pat Huntermark
Mark Stoner
Michael Melnyk

CALL TO ORDER:

PLEDGE OF ALLEGIANCE: *Mayor Schimmel*

ROLL CALL:

APPROVAL OF MINUTES:

- May 8, 2025 Regular Council Meeting Minutes

PRESENTATION:

PUBLIC COMMENT:

COMMUNICATIONS:

COUNCIL COMMITTEE REPORTS:

Economic Development ~ *Councilor Jim Barton*

Finance ~ *Councilor Louis Fahrbach*

Recreation Board ~ *Councilor Jim Barton*

Safety ~ *Councilor Mark Stoner - Meeting On 5/22/25 @ 6:30P*

Tree Commission ~ *Councilor Michael Melnyk*

Service ~ *Councilor Dean Edwards*

Parks, Rec & NCC ~ *Councilor Pat Huntermark*

Committee Of The Whole ~ *Council President Kozina*

CEREMONIAL ITEMS:

NEW RESOLUTION:

PENDING RESOLUTION:

RESOLUTION 2025-04 A RESOLUTION ADOPTING ESTIMATE OF REVENUES FOR BUDGET YEAR BEGINNING JANUARY 1, 2026; AND DECLARING AN EMERGENCY *2nd Reading.*

NEW LEGISLATION:

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES. *1st Reading.*

ORDINANCE 2025-19 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO RENEW A CONTRACT WITH THE NORTHWOOD LOCAL SCHOOL DISTRICT TO PROVIDE THE DISTRICT WITH A "SCHOOL RESOURCE OFFICER (SRO)" PROGRAM FOR THE 2025-2026 SCHOOL YEAR;AND DECLARING AN EMERGENCY. *1st Reading.*

PENDING LEGISLATON:

ORDINANCE 2025-16 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD;

AND DECLARING AN EMERGENCY *2nd Reading.*

ORDINANCE 2025-17 AN ORDINANCE PROVIDING FOR THE COMPENSATION OF NON-UNION PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY *2nd Reading.*

ORDINANCE 2025-10 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND SECTION 1240.06, DEFINITIONS, OF THE NCO; AND DECLARING AN EMERGENCY. *3rd Reading.*

ORDINANCE 2025-11 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND CHAPTER 1270, MHP MANUFACTURED HOME PARK DISTRICT, OF THE NCO; AND DECLARING AN EMERGENCY. *3rd Reading.*

ORDINANCE 2025-12 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSIONS RECOMMENDATION TO REZONE THE FOLLOWING ADDRESSES/PARCELS 1905 TRACY ROAD (PARCEL M50-812-300000014000), 0 ANDRUS ROAD (PARCELS M50-812-300000013000 AND M50-812-300000011000), 550 EAST FLORENCE AVE (PARCEL M50-812-300000007000) AND 0 ANDRUS (parcel M50-812-300000006001) TO MHP, MANUFACTURED HOME PARK DISTRICT; AND DECLARING AN EMERGENCY. *3rd Reading.*

ORDINANCE 2025-13 AN ORDINANCE APPROVING THE TERMS OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF NORTHWOOD, AND THE AMERICAN FEDERATION OF FEDERAL, STATE AND COUNTY MUNICIPAL EMPLOYEES, OHIO COUNCIL 8, LOCAL #755 (AFSCME), AND DECLARING AN EMERGENCY. *3rd Reading.*

ORDINANCE 2025-14 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY. *3rd Reading.*

MAYOR: *Mayor Schimmel*

- Mayor's Report

CITY ADMINISTRATOR: *Kevin Laughlin*

- City Administrator's Report

CITY FINANCIAL REPORT(S)

LIST OF EXPENDITURES OVER \$10,000

CITY ATTORNEY’S REPORT/DISCUSSION: *Brian Ballenger*

CITY ENGINEER’S REPORT/DISCUSSION: *Dave Kuhn*

- City Engineer's Report

NEW BUSINESS:

OLD BUSINESS:

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL:

EXECUTIVE SESSION:

ADJOURNMENT:

May 8, 2025

City of Northwood
Regular City Council Meeting Minutes

CALL TO ORDER

The Regular meeting of the Northwood City Council was called to order by Mayor Schimmel at 07:04 PM on May 8, 2025 in the Council Chambers and via Live Stream.

PLEDGE OF ALLEGIANCE Mayor Schimmel

Pledge of Allegiance was given.

ROLL CALL

The roll was called by Clerk of Council Popovitch and those in attendance were as follows: Mayor Schimmel, Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Engineer Dave Kuhn.

MOTION: Councilor Stoner made a motion to **excuse Councilor Barton**; seconded by Councilor Edwards. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed

APPROVAL OF MINUTES

April 24, 2025 Public Hearing Minutes

MOTION: Councilor Melnyk made a motion to **Approve**; seconded by Councilor Edwards. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed

April 24, 2025 City Council Meeting Minutes

MOTION: Councilor Edwards made a motion to **Approve**; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed

PRESENTATION

Kathy Attwood, Wood County Park District - Presentation of 2025 Park Grant Check

Kathy Attwood presented the 2025 Park Grant Check for park benches near the pickleball courts. In Addition she stated the Wood County Park District has offered this grant program to cities, villages, and townships for the past 35 years, and Northwood has been a regular participant during that time.This program has enabled significant improvements in parks and recreation facilities across Wood County and thanked the city for taking advantage of the program and efforts to provide good parks to the residents.

PUBLIC COMMENT

COMMUNICATIONS

City Administrator Laughlin shared an invitation to the Northwood School Senior luncheon on June 6, 2025, at 11am at Northwood High School. RSVPs are due by June 2nd.

COUNCIL COMMITTEE REPORTS

Economic Development Councilor Jim Barton

No Report.

Finance Councilor Louis Fahrbach - Meeting 5/8/25 @ 6:15P

Discussed the city's semi-annual revenue estimates for Wood County, needing to decide between \$8.3 million or \$7.6 million in revenue, or finding a middle ground in regards to how the city is going to allocate funds as it was changed last year due to the budget shortfall. No clear action was taken and Finance Director Ken Yant is going to explore a few options.

Recreation Board Councilor Jim Barton

No Report.

Safety Councilor Mark Stoner

No Report.

Tree Commission Councilor Michael Melnyk

No Report.

Service Councilor Dean Edwards - Meeting 5/8/25 @ 6:30PM

May 8, 2025

Discussed the proposed Chicken ordinance that would amend the current code. Discussion revealed that Wood County does not handle inspections—law enforcement would respond to any issues. The ordinance is expected to be on the agenda for the next meeting. The committee recommended holding off on Lexipol until next year so it can be a budgeted item. Lastly, the City Engineer presented a cost estimate of \$134,550 to install a sidewalk on the East side of Oregon Rd. which would require curb cuts. The committee requested the City Engineer to prepare a cost estimate for sidewalks on the West side of the road. Lastly, the committee discussed he Wolf Creek Drainage project bur will be further discussed during the City Engineer's Report.

Parks, Rec & NCC Councilor Pat Huntermark

No meeting but an update the following update was provided: The NCC finished last month with the highest number of primary members to date at 580. The projection for revenue from memberships per month was \$6,000 per month, which equals \$72,000 We have generated \$80,155.81 in memberships in 11 months; The splash pad will Open Friday May 23rd; hoping to see a savings of 30% on the water bill by lowering the psi. Hours of operations will be 10:00am – 8:00pm Monday through Sunday. Rentals at the NCC: 8 weekend rentals in May, 7 weekend rentals in June.

Committee of the Whole Council President Kozina

No Report.

CEREMONIAL ITEMS

NEW RESOLUTION

RESOLUTION 2025-04 A RESOLUTION ADOPTING ESTIMATE OF REVENUES FOR BUDGET YEAR BEGINNING JANUARY 1, 2026; AND DECLARING AN EMERGENCY
1st Reading - Kozina

PENDING RESOLUTION

NEW LEGISLATION

ORDINANCE 2025-16 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY
1st Reading - Kozina

ORDINANCE 2025-17 AN ORDINANCE PROVIDING FOR THE COMPENSATION OF NON-UNION PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY
1st Reading - Kozina

PENDING LEGISLATON

ORDINANCE 2025-10 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND SECTION 1240.06, DEFINITIONS, OF THE NCO; AND DECLARING AN EMERGENCY.
2nd Reading - Kozina

ORDINANCE 2025-11 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND CHAPTER 1270, MHP MANUFACTURED HOME PARK DISTRICT, OF THE NCO; AND DECLARING AN EMERGENCY.
2nd Reading - Kozina

ORDINANCE 2025-12 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSIONS RECOMMENDATION TO REZONE THE FOLLOWING ADDRESSES/PARCELS 1905 TRACY ROAD (PARCEL M50-812-300000014000), 0 ANDRUS ROAD (PARCELS M50-812-300000013000 AND M50-812-300000011000), 550 EAST FLORENCE AVE (PARCEL M50-812-300000007000) AND 0 ANDRUS (parcel M50-812-300000006001) TO MHP, MANUFACTURED HOME PARK DISTRICT; AND DECLARING AN EMERGENCY.
2nd Reading - Kozina

ORDINANCE 2025-13 AN ORDINANCE APPROVING THE TERMS OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF NORTHWOOD, AND THE AMERICAN FEDERATION OF FEDERAL, STATE AND COUNTY MUNICIPAL EMPLOYEES, OHIO COUNCIL 8, LOCAL #755 (AFSCME), AND DECLARING AN EMERGENCY.
2nd Reading - Kozina

ORDINANCE 2025-14 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.
2nd Reading - Kozina

May 8, 2025

MAYOR Mayor Schimmel

Mayor's Report

FIRE:

- Chief Whitmore presented the recommendation to hire Caleb Tobias as a part-time firefighter/EMT.

MOTION: Council President Kozina made a motion to to hire Caleb Tobias as a part-time firefighter/EMT; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed

CITY ADMINISTRATOR Kevin Laughlin

City Administrator's Report

TOPIC/ ITEM	DISCUSSION
Summer Council Schedule	Reschedule the July 10th meeting to Tuesday, July 2nd and Cancel July 24th and August 14th Council meetings. MOTION: Councilor Huntermark made a motion to schedule the summer council meetings for July 2nd and August 28th; seconded by Councilor Stoner. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner; No: None; Abstain: None Result: Passed
Transitional Work Grant Program	The Transitional Work Grant (TWG) Program, through the Ohio Bureau of Workers Compensation is designed to help develop a program to return an injured worker to the job as soon as safely possible by temporarily assigning modified duties that match their current capabilities. The City's application was approved for up to \$6,800 based on the employee count. Request for a motion authorizing the City Administrator to accept the Transitional Work Grant Program Funds. MOTION: Councilor Stoner made a motion to authorize the City Administrator to accept the Transitional Work Grant Program Funds; seconded by Councilor Huntermark.ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner; No: None; Abstain: None Result: Passed
Northwood Schools Senior Luncheon	June 6, 2025 at 11:00am in the Northwood School Cafeteria.
Prism Awards	Reminder of upcoming Prism Awards; RSVP to Jolene ASAP.

CITY FINANCIAL REPORT(S)

MOTION: Councilor Stoner made a motion to acknowledge receipt of the April City financial reports; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed

APRIL EXPENDITURES

APRIL 2025 BANK RECONCILIATION

APRIL 2025 MONTH END FINANCIALS

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
VC3	APRIL MONTHLY BILLING	\$11,000.53
FELLER FINCH	WOLF CREEK COURT DRAINAGE IMPROVEMENTS	\$11,200.00
MOTION: Councilor Melnyk made a motion to approve the list of expenditures over \$10,000; seconded by Councilor Edwards. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner; No: None; Abstain: None Result: Passed		

CITY ATTORNEY’S REPORT/DISCUSSION Brian Ballenger

May 8, 2025

No Report; stated an Executive Session is needed.

CITY ENGINEER’S REPORT/DISCUSSION Dave Kuhn

City Engineer's Report

- 1. The Enclave – Contract A: Contractor is working on one final punch list items. The final few trees that have been marked will be planted as the weather permits.
- 2. Curtice Rd. over I-280 new curb installation and resurfacing: We are finishing plans and will submit to ODOT for approval. Once we receive ODOT approval we will bid the project.
- 3. Dry Creek Aquatic and Riparian Restoration project: This project is located on Waste Management property and being 100% funded by a US EPA grant. The design-built team has started the design of the improvements. We have completed the review of the 60% plans. We are waiting for a 100% plan submittal. Project should start sometime in 2025.
- 4. We are also getting estimates from the splash pad vendor on in the water recycling system and possible well pump system. The vendor is working with the Service Director at throttling down the water usage on the splash pad to save water usage.
- 5. The Enclave Ditch Enclosure contractor has completed all work on filling the west ditch.
- 6. ODOT is working to get the traffic signals sequenced along Woodville Road and Curtice Road to prevent all the stop and go along Woodville Rd.
- 7. ODOT has completed the safety study and recommended a roundabout be installed at the intersection at the Fostoria Rd. and Williston Rd. (SR 579) intersection. ODOT will be applying for grant funds for construction. This project will be 100% funded by ODOT. ODOT will also perform a safety study later this year at the Bradner Rd. and Williston Rd. intersection to see what additional safety features are warranted.
- 8. We have finalized the design of the W. Andrus Rd. resurfacing project. This project will begin bidding on May 10 and open bids on May 27. The estimate is \$384,000.00
- 9. We have finalized the design of Wolf Creek Ct. storm sewer and pavement project. We received bids on May 5 with Geddis Paving & Excavating the lowest bidder at \$261,775.00. The estimate is \$330,000.00.**MOTION:** Councilor Edwards made a motion to **award the Wolf Creek Ct Drainage Improvement project to Geddis Paving & Excavating for \$261,755** ; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** None; **No:** None; **Abstain:** None
Result: Passed
- 10. We have just started the topography survey of the resurfacing, sidewalk and curb project of Chantilly Rue and Mary Ave. Plan to bid this project by the end of June 2025.

NEW BUSINESS

Councilor Stoner shared an email he received from Dave Gallaher, CIC president, highlighting the importance of maximizing the benefit of every parcel of city land. He acknowledged that not all land is suitable for development, but stressed that such parcels can still serve the city, potentially as pocket prairies—small areas of native vegetation. He expressed concern for environmental sustainability and requested a meeting to discuss possibilities for these undeveloped areas. A meeting will be scheduled, and council will be kept updated.

Councilor Fahrbach stated State Representative Josh Williams was hosted at the Community Center and Enclave area, followed by a tour of the overpass project site with beneficial discussions.

Councilor Melnyk emphasized the importance of social media platforms intent to promote positive news and events within the community. Given this purpose, he stated there is a need to establish clear guidelines on what is appropriate for city staff to post, aiming to ensure consistency and encourage positive public engagement. The discussion clarified that the focus is on posts made by the city or city employees, not public comments. Councilor Melnyk asked if a policy currently exists, it was confirmed that no formal policy is in place yet. However, the city is researching example policies and is in the early stages of development, with no proposal ready at this time.

OLD BUSINESS

none.

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

Carol Albright - 2510 Revilla - The resident referenced a bill provided by Ken from Toledo Edison for streetlight charges in March and claimed that certain subdivisions are not being charged for all their streetlights. The resident stated that their subdivision is being assessed \$5,900 annually for 27 streetlights, while others pay significantly less (e.g., \$1,185) due to lack of proper billing. She argued that this is unfair, especially when residents in those other subdivisions benefit from street lighting without being assessed appropriately, and expressed frustration that no action has been taken to contact Toledo Edison to correct the discrepancy. Mrs. Albright stated that subdivisions like Cedar Creek and Wolf Creek are high-value areas, and it is unfair that assessments are not being applied equally. Lastly she stated that if the situation is not resolved, she plans to inform the public via social media, referencing two Northwood pages where the issue could be shared.

EXECUTIVE SESSION

Councilor Fahrbach made a motion to enter into Executive Session at 7:30pm with Mayor, Council, City Administrator and City Attorney to discuss collective bargaining and the appointment, employment, discipline, and promotion of employee seconded by Councilor Stoner.

May 8, 2025

ROLL CALL:
Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner
No: None
Abstain:None
MOTION: Passed

The meeting was called back to order at 8:01pm and the roll was called by Council Clerk Popovitch. Those in attendance were as follows: Mayor Schimmel, Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Kozina, Councilor Stoner, City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Attorney Dave Kuhn.
No Action Taken.

ADJOURNMENT

08:01 PM

ATTEST: _____
Council Clerk

APPROVED: _____
Mayor

RESOLUTION 2025-04 A RESOLUTION ADOPTING ESTIMATE OF REVENUES FOR BUDGET YEAR BEGINNING JANUARY 1, 2026; AND DECLARING AN EMERGENCY

WHEREAS, the Budget Commission of Wood County has waived the requirement to hold a Public Hearing; publish Public Notices and adopt a tentative Tax Budget for Budget Year 2026, and

WHEREAS, the Estimate of Revenues format will replace the official budget and allow the County to establish an Original Certificate of Estimated Resources for the year 2026;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Estimate of Revenues for the City of Northwood for the calendar year beginning January 1, 2026 heretofore prepared by the Finance & Revenue Director and submitted to this Council, be and is hereby adopted as the official Estimate of Resources for the purpose of Wood County preparing a Certificate of Estimated Resources for the calendar year 2026, attached hereto as Exhibit A.

SECTION 2. That the Finance & Revenue Director is hereby authorized and directed to certify a copy of said Estimate of Revenues and a copy of this Resolution to the Wood County Auditor.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Resolution shall take effect as an emergency measure because the deadline is July 15, 2025 and therefore is necessary to protect the health, safety and welfare of our citizens. This Resolution shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:

For:___ Against:___ Abstain:___

Vote on emergency clause:

For:___ Against:___ Abstain:___

Vote on final adoption:

For:___ Against:___ Abstain:___

Adopted this ___ day of _____, 2025.

In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION
FOR BUDGET YEAR BEGINNING **JANUARY 1, 2026**

THE CITY OF NORTHWOOD

June 12, 2025

EXHIBIT I

PURPOSE	CURRENT YEAR	BUDGET YEAR
	2025	2026
1. GENERAL FUND	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Balance, January 1st	8,947,563.85	8,864,000.00
REVENUES:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Taxes		
Real Estate Tax	298,907.98	261,000.00
Personal Property Tax	10,000.00	10,000.00
Municipal Income Tax	5,600,000.00	5,250,000.00
Other Local Taxes	22,000.00	16,070.00
Total Local Taxes	5,930,907.98	5,537,070.00
Intergovernmental Revenues	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
State Shared Taxes and Permits	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Government	297,000.00	207,781.00
Local Government Revenue Assistance	26,000.00	26,000.00
Estate Tax	100.00	100.00
Cigarette Tax	200.00	200.00
License Tax	-	-
Liquor and Beer Permits	14,500.00	14,700.00
Gasoline Tax	-	-
Rollbacks (Homestead, 10%, 2.5%, and PP)	21,200.00	25,000.00
Gas & Electric Deregulation Reimbursement	600.00	650.00
Other State Shared Taxes and Permits		
Total State Shared Taxes and Permits	359,600.00	274,431.00
Federal Grants or Aid		
State Grants or Aid	24,695.00	75,000.00
Other Grants or Aid	396,807.00	400,000.00
Total Intergovernmental Revenues	421,502.00	475,000.00
Special Assessments	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Lighting	71,365.00	73,135.00
Sidewalks	-	-
Weed cutting	7,400.00	5,000.00
Nuisance abatement	-	-
Total Special Assessments	78,765.00	78,135.00
Charges for Services-Recreation		171,300.00
Fines, Licenses, and Permits	817,458.00	576,200.00
Miscellaneous & Reimbursements	573,200.00	194,150.00
Other Financing Sources:		
Proceeds from Sale of Debt		
Transfers		
Advances		
Other Sources (Interest Income)	137,000.00	340,000.00
Total Revenue	8,318,432.98	7,646,286.00
Total Revenue and Balance	17,265,996.83	16,510,286.00

2025-18

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES.

WHEREAS, The Northwood City Council desires to amend Section 618.16 of the Northwood Codified Ordinance (NCO) titled Proximity of Animals to Residences.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That Northwood Codified Ordinance Section 618.16 shall be amended as follows provided hereinafter in Exhibit A attached.

SECTION 2. All other sections of Chapter 618 of the Northwood Codified Ordinances not thereinbefore amended or modified shall remain in full force and effect.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___
Vote on emergency clause: For:___ Against:___ Abstain:___
Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ___ day of ___, 2025. In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

618.16 PROXIMITY OF ANIMALS TO RESIDENCES.

(a) No person shall raise, keep, or harbor any horse, cow, sheep, goats, swine, chickens, geese, ducks, or any other fowl or animal, or any number hereof, within 200 feet of a residence property line.

(1) Notwithstanding subsection (a), the keeping of chickens (hereinafter "hens") may be permitted within 200 feet of a residence property line only under the following conditions:

- A. No more than six (6) hens shall be kept on a residential property; roosters are prohibited.
- B. Hens must be confined in a secure, well-ventilated coop and fenced run at all times.
- C. Coops and runs must be located in the rear yard. Coops or cages shall be kept at least twenty-five (25) feet from the door or window of any dwelling or occupied structure other than the owner's dwelling. Coops and cages shall not be located within five (5) feet of a side-yard lot line, nor within eighteen (18) inches of a rear-yard lot line. Coops and cages shall not be located in the front yard. Free-range hens shall not be permitted within the City of Northwood. Coops and runs must be entirely removed from the property within thirty (30) days of removal of hens.
- D. The coop and outdoor enclosure must be kept in a sanitary condition and free from offensive odors. The coop and outdoor enclosure must be cleaned on a regular basis to prevent accumulation of waste.
- E. All feed shall be stored in rodent-proof containers and animals must not be fed in a manner likely to attract rodents, such as dispersing the feed on the ground.
- F. No slaughtering of chickens shall occur in the line of vision of any neighboring properties.
- G. Zoning permit requirements for accessory buildings and fences are applicable.

(b) As used in this section, the term "horse" includes pony, donkey, and all other equine animals as set forth in Ohio R.C. 959.16.

(c) The provisions of this section shall not apply to domesticated dogs and cats which are not permitted to run at large, nor shall such provisions be applicable to mercantile establishments engaged in the sale of fowl, cattle, sheep, or swine for human consumption.

(d) No person being the owner or having charge of any horse, while riding or leading such horse along the streets of the City shall allow the same to go upon any of the sidewalks or in any way to impede the free use of the sidewalks within the City.

(e) Whoever violates any of the provisions of this section is guilty of a minor misdemeanor and shall be subject to the penalty provided in Section 698.02.

2025-19

ORDINANCE 2025-19 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO RENEW A CONTRACT WITH THE NORTHWOOD LOCAL SCHOOL DISTRICT TO PROVIDE THE DISTRICT WITH A “SCHOOL RESOURCE OFFICER (SRO)” PROGRAM FOR THE 2025-2026 SCHOOL YEAR;AND DECLARING AN EMERGENCY.

WHEREAS, the City of Northwood Police Department and the Northwood Local School District desire to establish a “School Resource Officer” program within the Northwood Local School District.

WHEREAS, the School District and the Northwood Police Department desire to set forth in the attached Contract (Exhibit “A”) the specific terms and conditions of the services to be performed and provided by the SRO in the School District.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the City Administrator is hereby authorized to renew the Contract with the Northwood Local School District for services to provide a “School Resource Officer” for the 2025-2026 school year to the School District as shown on the attached contract Exhibit “A”.

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 3. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___
Vote on emergency clause: For:___ Against:___ Abstain:___
Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ___ day of _____, 2025. In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

SRO/ DARE Contract Work Sheet

2025-2026

Base Wage	\$33,739.20	2025 wages @	\$38.34	per hour x	22	40	hour weeks			
	\$49,224.00	2026 wages @	\$41.02	per hour x	30	40	hour weeks			
Holiday OT	\$460.08	Columbus Day	\$38.34	per hour x	8	hours x	1.5 (OT Rate)			
Shift Differential	\$27.15	Afternoon Shift	\$0.30	per hour x	181	hours	per year x 0.5 hours per day			
Longevity Pay	\$504.00	Service Years	12	x	\$42.00	per year				
Healthcare	\$28,371.47	SRO & Family	Estimated by finance department							
Dental	\$2,415.00	Estimated by finance department								
Life Insurance	\$78.00									
OP&F Pension	\$16,371.11	\$83,954.43	x	19.50%						
Worker's Comp	\$1,470.46	\$83,954.43	x	1.7515%						
Medicare	\$1,217.34	\$83,954.43	x	1.45%						
Uniforms	\$450.00									
Labor Costs	\$134,327.81									
DARE Training Materials	\$1,000.00	Classroom materials								
DARE/ SRO Conference	\$750.00	7/7/2025								
DARE Grant from AGO	\$3,583.00	DUP/ DARE Grant from AGO subtracted								
Total Cost	\$132,494.81									
City Cost	\$66,247.41									
School District Cost	\$66,247.41									

SCHOOL RESOURCE OFFICER CONTRACT 2025- 2026

This Contract is made, this 19th day of May, 2025, by and between the NORTHWOOD LOCAL SCHOOL DISTRICT (hereinafter "School District"), and the NORTHWOOD POLICE DEPARTMENT (hereinafter "Police Department :) as follows:

WHEREAS, the Police Department agrees to provide the School District a School Resources Officer (SRO) Program in the School District; and

WHEREAS, the School District and the Police Department desire to set forth in this SRO Contract the specific terms and conditions of the services to be performed and provided by the SRO in the School District;

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **Goals and Objectives**

The School Resource Officer (SRO) program is designed:

- A. To reduce and prevent school-related violence and crime committed by juveniles and young adults. The SRO Program aims to create and maintain safe, secure and orderly learning environments for students, teachers and staff.
- B. To foster educational programs and activities to increase student knowledge of and respect for law and law enforcement agencies;
- C. To enable swift and cooperative action in responding to major disruptions and criminal offenses on campus; and
- D. To facilitate reporting of serious crimes committed on campus and cooperation with law enforcement officials investigating of such crimes.

2. **Cost of the SRO Program**

- A. The cost of the SRO Program will be split evenly (50%) between the City of Northwood and the School District for the yearly wages, and benefits for one (1) officer plus the 2025/ 2026 D.A.R.E & SRO training cost.

The labor cost will be \$134,327.81, training cost will be \$750, and D.A.R.E. materials will be \$1,000. See the attached cost breakdown sheet for further information. Also, the 2025/ 2026 D.A.R.E. grant award amount of approximately \$3,583.00 will be evenly crediting between the parties.

Therefore, the City's portion is **\$66,247.41** and the School District's portion is **\$66,247.41**.

3. **Employment of School Resource Officer**

- A. The Police Department will assign one SRO to the School District.
- B. The SRO will be a Police Department employee. Except as specifically stated in this Agreement, the SRO shall be subject to the administration, supervision, and control of the Police Department.
- C. The SRO shall be subject to all personnel policies and practices of the Police Department.
- D. The Police Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline the SRO.
- E. A joint committee composed of representatives of the Police Department and the School District shall review eligible candidates and make an employee recommendation for the SRO position to the Chief of Police who shall assign such officer. If the Superintendent is dissatisfied with the SRO, then the Superintendent may request that the Chief of Police assign a different officer as the SRO for that School District. Additional expenses will be incurred by the School District for reassignment and training for a newly assigned officer.

4. **Work Year and Hours**

- A. SRO will work on campus when students are required to be present. The School District will provide the school calendar (maximum 181 days) to the Police Department as soon as it is available.
- B. SRO will not work more than 40 hours per week without prior approval by the Police Department. Any overtime cost associated with approved additional work shall be responsibility of the School District.
- C. It is understood and agreed that time spent by the SRO attending in-service training, court, and/or criminal cases arising from and/or out of their employment as an SRO shall be considered as hours worked under this Agreement.
- D. In the event of an emergency, if the SRO is ordered by the Police Department to leave their school during normal duty hours as described above and to perform other services for the Police Department, then the time spent shall not be considered hours worked under this Agreement. In such an event, the compensation paid by the School District to the Police Department shall be reduced by the number of hours of SRO service not provided to the School District or the hours shall be made up in a manner determined by mutual agreement of the parties.

- E. In the event an SRO is absent from work, the SRO shall notify the Police Department who in turn will notify the School District. The Police Department will assign another police officer, if available, to substitute for the SRO who is absent beginning with the sixth consecutive day of absence.
- F. Except as expressly agreed to in writing by the School District, the SRO will schedule vacations, personal and compensatory time-off on days when school is not in session.

5. **Qualification of School Resource Officer**

The SRO must:

- A. Be a Patrolman with 2 years or more of Law enforcement experience;
- B. Possess sufficient knowledge of applicable federal and state laws, city ordinances and Board of Education policies and regulations;
- C. Be capable of in-depth criminal investigations;
- D. Possess an even temperament and set a good example for students;
and
- E. Possess communication skills that enable the SRO to function effectively with the school environment.

6. **Duties of School Resource Officer**

The SRO's duties will include, but not limited to, the following:

- A. Protect lives and property of Northwood's students, employees, and visitors:
- B. Enforce federal, state, and local criminal laws and ordinances plus assist School District officials with enforcing Board of Education policies and administrative regulations regarding student conduct:
- C. Investigate criminal activity occurring on or adjacent to school property:
- D. Be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the campus.
- E. To make appearances before boards, parent groups, and other groups associated with the School District and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- F. To be a resource for teachers, parents, and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance control.

- G. Teach the D.A.R.E. curriculum.
- H. Counsel School District students, when requested by the Superintendent or his/her designee or parents:
- I. Assist other law enforcement officers with outside investigations concerning School District students:
- J. Provide security or assist with security for extra-curricular activities on campus when available and requested:
- K. Provide, when needed and available, traffic control during arrival or departure of District students:
- L. Participate in School District monthly meetings if requested:
- M. The SRO will share information with the Superintendent or designee about persons and conditions that pertain to campus safety concerns provided not privileged or confidential: and
- N. The SRO will coordinate all of his/her activities with the Superintendent or designee and will seek permission, guidance, and advice prior to enacting any new programs within the school.

7. **Chain of Command**

The SRO will follow the chain of command set forth in the Police Departments Policy Manual. The SRO will coordinate and communicate with the Superintendent or designee.

8. **Training**

The Police Department will provide the SRO with appropriate in-service training as required for all peace officers per the Ohio Peace Officer Training Commission.

9. **Uniform**

SRO must wear departmental issued uniforms except where business attire is required.

10. **Equipment**

- A. Police Department will provide the SRO with the same equipment issued to all other officers.
- B. The SRO will wear their department authorized duty weapons in accordance with department policy.

- C. The School District will provide the SRO with an office accessible to students, a computer, printer, fax machine, phone with voicemail and customary office supplies and forms.

11. **Transportation of Students**

- A. The SRO shall not transport students in Police Department vehicles except:
 - (1) When the students are victims of a crime, under arrest, or some other emergency circumstances exist; and
 - (2) When students are suspended and/or sent home from school pursuant to school disciplinary actions, if the student's parent or guardian has refused or is unable to pick up the child within a reasonable time period and the student is disruptive/disorderly and his/her continued presence on campus is a threat to the safety and welfare of other students and school personnel.
- B. Students shall not be transported to any location unless it is determined that the student's parent, guardian, or custodian is at the destination to which the student is being transported. The SRO shall not transport students in their personal vehicles.
- C. The SRO shall notify school personnel upon removing a student from campus.

12. **Investigation, Interrogation, Search and Arrest Procedures**

- A. If a serious crime is committed on campus or at a school activity, the superintendent or designee, with the assistance of the SRO will question witnesses to determine whether a crime was committed and who committed the crime. The SRO is authorized to question or interview any student at school who may have information about criminal misconduct or a violation of school conduct policies. Except in the case of emergency, interviews will be conducted in cooperation with and in the presence of School District officials.
- B. The SRO may question the person suspected of committing a crime. The suspect generally will not be arrested or placed in custody during the initial interview. The SRO will inform the suspect of the purpose of the investigation and give the suspect the opportunity to present his/her knowledge of the facts. If the suspect wishes to remain silent, to contact his/her parents or attorney or to end the interview, questioning will cease and the suspect's request will be granted unless there is reasonable cause to detain the suspect for questioning.
- C. Whenever the SRO detains, places in custody, or arrests a student, he or she will advise the student before further questioning:

1. That he or she has the right to remain silent;
2. That anything he or she says can be used against him or her in a court of law;
3. That he or she has the right to have a parent, guardian or custodian present during questioning;
4. That he or she has the right to speak with an attorney before the SRO asks questions and has a right to have his or her attorney present with him or her during questioning;
5. That if he or she cannot afford to hire an attorney, one will be appointed by him or her by the court before questioning if desired; and
6. That if he or she decides to answer questions without an attorney present, he or she will have the right to stop answering questions at any time;
7. He or she has the right to stop answering questions until he or she speaks to a lawyer;
8. The SRO will also follow any specific state laws and policies that govern interrogations by peace officers with or without parents present.

13. **Search Procedures**

- A. If School District Officials have reasonable suspicion that a search of a student or student's possessions will uncover evidence that the student has violated or is violating the law or rules of the school, the school official may search the student's pockets, purse, book bag, desk, locker, or any other similar location within the student's control. The SRO shall, upon request of the school official, assist with the search to protect the safety of all persons involved. If the search uncovers evidence of criminal misconduct, the evidence may be held for or turned over to the SRO.
- B. Strip Searches are not permitted.

14. **Arrest Procedures – School Related Crimes**

- A. As for school code violations, the SRO will take the student to the principal's office for discipline to be meted out by school officials.
- B. If the crime committed is not a threat to the student or others, the SRO will report the matter to and follow-up with the Wood County Juvenile Prosecutor's Office for charges, if warranted.

- C. If a student commits a serious crime, he or she will be taken into custody and transported to the Wood County Juvenile Detention Center and brought before the Juvenile Court. The School District will notify parents immediately if a student is arrested.

15. Access to Education Records.

- A. School officials shall allow the SRO to inspect and copy any public records maintained by the school to the extent allowed by law.
- B. If some information in a student's record is needed in an emergency to protect the health or safety of the student or other individuals, school officials shall disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety; the need of the information to meet the emergency situation and the extent to which time is of the essence.
- C. If confidential student record information is needed by the SRO, but no emergency situation exists, the information may be released only as allowed by law.

16. Term of Agreement.

The Term of Contract shall be for one year commencing on the 1st day of August 2025, and terminating on the 31st day of July, 2026.

This Contract may be terminated by either of the Parties upon one hundred twenty days written notice to the other party.

For the School District:

For the City:

Misty Rodriguez
Board of Education President

City Administrator

Date:

5-19-25

Date: _____

2025-16

ORDINANCE 2025-16 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY

WHEREAS, the Director of Public Service was authorized to purchase 1,000 tons of road salt from State purchasing; and,

WHEREAS, the 2025 original budget has appropriations for 400 tons;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Finance Director is hereby authorized and directed to increase Supplemental Appropriations in the Street (SCMR) Fund totaling \$28,000 as follows:

222-7630-52263 Road Salt 28,000

SECTION 2. That the Finance Director is hereby authorized and directed to increase Supplemental Appropriations in the State Highway Fund totaling \$5,000 as follows:

224-7630-52263 Road Salt \$ 5,000

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___

Vote on emergency clause: For:___ Against:___ Abstain:___

Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ___ day of _____, 2025. In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

**ORDINANCE 2025-17 AN ORDINANCE PROVIDING FOR THE
COMPENSATION OF NON-UNION PERSONNEL OF THE CITY OF
NORTHWOOD; AND DECLARING AN EMERGENCY**

WHEREAS, the City of Northwood has researched the compensation of personnel in similar municipalities in the State of Ohio; and,

WHEREAS, in order to attract and maintain high-quality personnel, the City of Northwood must offer compensation to these individuals comparable to neighboring communities.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. Effective with the passage of Ordinance 2025-17, the City Administrator, with the consent of the Mayor, is authorized to set the compensation of personnel within the limits outlined in said Ordinance.

SECTION 2. A cost-of-living adjustment of 4.5% was applied to the base compensation of eligible employees.

SECTION 3. Effective July 1, 2025, the maximum compensation rate for the following personnel shall be as follows:

A. MANAGEMENT PERSONNEL		<u>Per Year, Payable Bi-Weekly</u>	
City Administrator		\$ 112,941.51	
Police Chief		\$ 108,522.21	
Fire Chief		\$ 65,001.09	
Director of Public Service		\$ 91,090.56	
Finance & Revenue Director		\$ 97,957.26	
Clerk of Court		\$ 65,215.32	
Planning, Zoning Coordinator		\$ 65,763.94	
Police Captain		\$ 96,854.78	
City Law Director		\$ 37,647.17	
City Prosecutor		\$ 22,347.33	
B. PART-TIME PERSONNEL			
Civil Service Secretary	203.11 /month	2,437.32/year	
Groundskeeper	18.00/hour		
C. POLICE EMPLOYEES		<u>Hourly</u>	
Police Secretary	25.72		
Part-Time Dispatcher	23.59		
Crossing Guard	16.10		
D. OFFICE EMPLOYEES		<u>Hourly</u>	<u>Per Year</u>
Executive Administrative Assistant		27.62	\$57,454.92
City Clerk			\$3,991.11
Part-Time Code Enforcement Officer		26.62	
PT Exterior Property Maintenance inspector		26.62	
Legal Secretary/Receptionist			\$45,000.00
E. COURT EMPLOYEES		<u>Hourly</u>	
PT Deputy Court Clerk/Dispatch		25.80	
F. RECREATION EMPLOYEES		<u>Hourly</u>	<u>Per Year</u>
Recreation Director			53,817.50
Assistant Recreation Director		23.29	48,435.75
Recreation Worker		19.99	
Concession Stand		16.15	

G. FIRE DEPARTMENT

Effective January 1, 2025, the maximum compensation rate for the following personnel shall be as follows:

	Hourly	Per Year
Full time Firefighter/Basic EMT	22.53	\$58,578.52
Full time Firefighter/Advanced EMT	25.57	\$66,484.99
Full time Firefighter/Paramedic	27.13	\$70,533.32

Lateral transfers with a minimum of two years full-time in the Ohio Police and Fire Pension System

Salary/Experience	Basic EMT	Advanced EMT	Paramedic
Starting Base	\$58,578.52	\$66,484.99	\$70,533.32
2 Years	\$62,093.23	\$70,474.09	\$74,765.32
3 Years	\$63,956.03	\$72,588.31	\$77,008.28
4 Years	\$65,874.71	\$74,765.96	\$79,318.53
5 Years Plus	\$67,850.95	\$77,008.94	\$81,698.08

A sign-on bonus will be paid annually for three years upon completion of their anniversary date.
Retroactive to the first round of full-time hires
Firefighter/Basic EMT - \$1,000/\$3,000 for the three years
Firefighter/Advanced EMT - \$1,500/\$4,500 for the three years
Firefighter/Paramedic - \$2,500/\$7,500 for the three years.

The compensation of a member of the Volunteer Fire Department will be based on a point system with each point to have a value based on the classification rate established below, and with all accreditation of points to be subject to the approval of the Fire Chief.

BASE RATE	
Recruit	\$15.34
Firefighter	\$18.96
Firefighter-EMT	\$22.26
Firefighter-Advanced EMT	\$23.37
Firefighter-Paramedic	\$24.54

RANK DIFFERENTIAL	
Lieutenant	base plus \$0.54
Capitan	base plus \$1.08
District Chief	base plus \$1.08
Deputy Chief	base plus \$1.62

SECTION 4. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 5. This Ordinance is hereby declared an emergency measure because updating the Compensation of non-union management personnel is necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:___ Against:___ Abstain:___
Vote on emergency clause: For:___ Against:___ Abstain:___
Vote on final adoption: For:___ Against:___ Abstain:___

Adopted this ____ day of _____, 2025. Effective: _____, 2025.
ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ORDINANCE 2025-10 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND SECTION 1240.06, DEFINITIONS, OF THE NCO; AND DECLARING AN EMERGENCY.

WHEREAS, The last major overhaul to the City of Northwood’s Zoning Code was in 2007. Since then, there have been individual amendments to the code but not a holistic rewrite. Over the years, certain sections have been amended or deleted and references to other sections of the code or Ohio Revised Code and Administrative Rules have not been updated to reflect changes. Furthermore, there are areas of the City’s Zoning Code that conflict with one another or reference items that are no longer existing or valid within the zoning code; and

WHEREAS, The purposes of these amendments are to simply state zoning requirements, make sure that references and cross-references to other sections of the code are up-to-date, clarify and fix typographic areas and make minor modifications to guidelines to consolidate the overall intent of the zoning code; and

WHEREAS, The Planning Commission has recommended amending sections of Chapter 1240 of the Northwood Codified Ordinances; and

WHEREAS, The Northwood City Council held a Public Hearing on Thursday, April 24, 2025 at 7PM in the Council Chambers at 6000 Wales Road, as advertised in accordance with NCO 1242.07, for the purpose of receiving public comment and reviewing the zoning text amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That Chapter 1240.06 DEFINITIONS is hereby amended as follows provided hereinafter in Exhibit A attached.

SECTION 2. All other sections of Chapter 1240 of the Northwood Codified Ordinances not hereinbefore amended or modified shall remain in full force and effect.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

1240.06 DEFINITIONS.

As used in this Zoning Code:

(1) “Abandoned sign” means a sign or structure which no longer identifies or advertises a business, service, owner, product or activity. A sign shall be considered abandoned after a period of six months from the closing of the business.

(2) “Accessory use” means either a subordinate use of a building, other structure or lot, or a subordinate building or other structure:

A. Whose use is clearly incidental to the use of the principal building, other structure or use of land;

B. Which is customary in connection with the principal building, other structure or use of land; and

C. Which is located on the same lot with the principal building, other structure or use of land.

(3) “Accessory use/structure” includes, but is not limited to, the following:

A. Private greenhouses, gazebos, free standing canopies, kennels, decks, terraces, wind turbine tower, anemometer tower, wind turbine, anemometer;

B. Garages, barns, sheds, tool rooms or other similar buildings or structures for domestic or agricultural storage;

C. Structures for the keeping of domestic animals for personal enjoyment, household use or cultivation of the soil, but not including a commercial stable or kennel;

D. Storage of merchandise normally carried in stock on the same lot with any retail, service or commercial use, unless such storage is excluded by the district regulations;

E. Storage of goods used in or produced by manufacturing activities, on the same lot with such activities, unless such storage is excluded by the district regulations; and

F. The removal for sale of sod, loam, clay, sand, gravel or stone in connection with the construction of a building or other structure on the same lot.

(4) “Adjoining” means having a common border with, or being separated from such a common border by a right-of-way, alley, or easement.

(5) “Adult entertainment facility” means a facility having a significant portion of its function as adult entertainment, which includes the following categories:

A. “Adult bookstore” means an establishment having as a substantial or significant portion of its stock in trade, books, magazines and other periodicals which are distinguished or characterized by their emphasis on matter depicting, describing or relating to specified sexual activities or specified anatomical areas, as herein defined, or an establishment with a segment or section devoted to the sale or display of such materials.

B. "Adult entertainment business" means an establishment involved in the sale of services or products characterized by the exposure or presentation of specified anatomical areas or physical contact of live males or females, and which is characterized by salacious conduct appealing to prurient interest for observation or participation in by patrons. Services or products included within the scope of adult entertainment businesses are photography, dancing, reading, massaging and similar functions which utilize activities as specified above.

C. "Adult mini-motion picture theater" means a facility with a capacity for less than fifty persons, used for presenting materials distinguished or characterized by their emphasis on matter depicting, describing or relating to specified sexual activities or specified anatomical areas for observation by patrons therein.

D. "Massage establishment" means any establishment having a fixed place of business where massages are administered for pay, including, but not limited to, massage parlors, health clubs, sauna baths and steam baths. This definition shall not be construed to include hospitals, nursing home medical clinics or the offices of a physician, surgeon, chiropractor, osteopath or physical therapist duly licensed by the State, nor barber shops or beauty salons in which massages are administered only to the scalp, face, neck or shoulders. This definition shall not be construed to include a volunteer fire department, a volunteer rescue squad or a nonprofit organization operating a community center, swimming pool, tennis court or other educational, cultural, recreational and athletic facilities and facilities for the welfare of the residents of the area.

E. "Specified anatomical areas" means:

1. Less than completely or opaquely covered human genitals, pubic region, buttock and female breasts below a point immediately above the top of the areola; or
2. Human male genitals in a discernibly turgid state, even if completely or opaquely covered.

F. "Specified sexual activities" means:

1. Human genitals in a state of sexual stimulation or arousal;
2. Acts, real or simulated, of human masturbation, sexual intercourse, sodomy, cunnilingus or fellatio; or
3. Fondling or other erotic touching of human genitals, pubic region, buttocks or female breasts.

(6) "Adult day care center" means a facility which provides care for elderly and/or functionally impaired adults in a protective setting for a portion of a 24-hour day.

(7) "Advertising sign" means a sign that directs attention to a business, commodity, service or entertainment conducted, sold or offered elsewhere than upon the premises.

(8) "Agriculture" means farming, dairying, pasturage, agriculture, horticulture, viticulture, animal and poultry husbandry and the sale of agricultural products.

(9) "Aisle" means that portion of the circulation area within a parking lot that provides access to parking spaces or a delivery zone.

(10) "Alley" means a public thoroughfare less than twenty feet wide.

(11) "Alteration" means any change addition or modification in construction, appearance, occupancy or use.

(12) "Anemometer." An instrument that measures the force and direction of the wind.

(13) "Anemometer tower." A structure, including all accessory facilities, temporarily erected, on which an anemometer is mounted for the purposes of documenting whether a site has wind resources sufficient for the operation of wind generation.

(14) "Animal grooming facility" means a facility which provides bathing and trimming services for small animals on a commercial basis.

(15) "Animated sign" means a sign or display manifesting either kinetic or illusionary motion occasioned by natural, manual, mechanical, electrical or other means. (See also and note difference from "Changeable sign.") Animated signs include the following types:

A. Naturally energized: Signs whose motion is activated by wind or other atmospheric impingement. Wind-driven signs include flags, banners, pennants, streamers, spinners, metallic disks, or other similar devices designed to move in the wind.

B. Mechanically energized: Signs manifesting a repetitious pre-programmed physical movement or rotation in either one or a series of planes activated by means of mechanically based drives.

C. Electrically energized: Illuminated signs whose motion or visual impression of motion is activated primarily by electrical means. Electrically energized animated signs are of two types:

1. Flashing signs: Illuminated signs exhibiting a preprogrammed repetitious cyclical interruption of illumination from one or more sources in which the duration of the period of illumination (on phase) is either the same as or less than the duration of the period of darkness (off phase), and in which the intensity of illumination varies from zero (off) to 100 percent (on) during the programmed cycle.

2. Illusionary movement signs: Illuminated signs exhibiting the illusion of movement by means of a pre-programmed repetitious sequential switching action in which illuminated elements of the sign are turned on or off to visually simulate the impression of motion characteristic of chasing, winning, blinking, oscillating, twinkling, scintillating, or expanding and contracting light patterns.

(16) "Apartment house" means a building or portion thereof used or intended to be used as the home of three or more families or householders living independently of each other.

(17) "Arbor" means a bower of vines or branches or of lattice work covered with shrubs or vines.

(18) "Architectural review committee" means the duly appointed Architectural Review Committee of the City of Northwood, as set forth in Chapter 1247.

(19) "Assisted living center" means a multiple-family residential development for elderly persons needing little or no personal assistance, which provides independent living dwelling units for the exclusive use of the occupants, whether or not group meals or other convenience services for the elderly are provided.

(20) "Auto wrecking yard" means a lot where motor vehicles are disassembled, dismantled, junked, or wrecked or where inoperative motor vehicles or used parts of motor vehicles are stored.

(21) "Automotive repair" means the repair, rebuilding or reconditioning of motor vehicles or parts thereof, including collision service, painting, and steam cleaning of vehicles.

(22) "Average finished grade level" means the average of the grade of the ground at all corners of a building or other structure.

(23) "Awning" means any structure made of cloth, wood, or metal which has a metal or wooden frame, is attached to a building and projects from that building.

(24) "Bakery" means a store engaged in the sale at retail of bread, cakes, cookies and other similar products including the baking of such items on premises.

(25) "Bank" means commercial banks, savings and loan associations, and other similar financial institutions, but not including pawn shops.

(26) "Banner" means a temporary sign made of paper, lightweight fabric, or similar material that is mounted to a pole, window, building, or other structure. National flags, state or municipal flags, or the official flag of any institution or business shall not be considered banners.

(27) "Banquet or meeting hall" means any place of business maintained, in whole or in part, for public rental for the purpose of private party events, whether family, group, or corporate in nature, where access by the general public is restricted, and with or without the sale, serving, or consumption of alcoholic beverages. Additionally, it may have a dance floor.

(28) "Bar or cocktail lounge" means any premises wherein alcoholic beverages are sold at retail for consumption on the premises and minors are excluded therefrom by law. It shall not mean a premises wherein such beverages are sold in conjunction with the sale of food for consumption on the premises and the sale of said beverages comprises less than twenty-five percent of the gross receipts.

(29) "Big box retail" means a singular retail or wholesale user that occupies not less than 50,000 square feet of gross floor area, and typically requires high parking to building area ratios.

(30) “Billboard sign” means a large, free-standing advertising structure located along a main public street or road designed to attract the attention of passing motorists to a business or product located or available on a different site.

(31) “Billiard or pool hall” means any place of business containing three or more billiard tables, pool tables, or similar game tables.

(32) “Board” means the Board of Zoning Appeals of the City, as set forth in Chapter 1246.

(33) “Boarding house” means an establishment with lodgings for five or more persons, where meals are regularly served for compensation and where food is placed upon the table family-style, without service or ordering of individual portions from a menu. “Boarding house” also includes rooming houses and fraternity or sorority houses.

(34) “Buffer lot” means a lot on a plat across the end of the street proposed to be extended by future platting or a lot along the length of a street where only part of the width has been dedicated, which is retained by the owner but conditionally dedicated on the plat for street purposes when the street is extended or widened.

(35) “Building” means any structure which is permanently affixed to the land, has one or more floors and a roof, and is bounded by either open space or lot lines. The term “building” does not include such structures as billboards, radio towers, etc., nor structures with interior surfaces not normally accessible for human use, such as gas holders, oil tanks, water tanks, grain elevators, coal bunkers, oil cracking towers and other similar structures. A building may consist of a one-family dwelling, a two-family dwelling, a row of garden apartments with individual entrances, an apartment house, a single store or a row of stores, depending on the location of the lot lines, or a factory. “Building” means a combination of materials to form a structure adapted to permanent or continuous occupancy for public, institutional, residential, business, or storage purposes. The term “building” shall be construed as if followed by the words “or part thereof.”

(36) “Building face” means the outside flat surface of a building or structure. A building face does not include awnings, canopies, sills, or other projections of a similar nature.

(37) “Building height” means the vertical distance measured from the average finished grade level to, in the case of flat roofs, the level of the highest point of the roof or, in the case of pitched roofs, to the mean level between the eaves and the highest point of the roof.

(38) “Building setback line” means a line established on a parcel for the purpose of prohibiting construction of a building between such line and an easement, right-of-way, or other public area in the interest of protecting the general welfare.

(39) “Business sign” means a sign that directs attention to the business or profession conducted or to the principal products sold upon the premises. The definition of “sign” also applies to “business sign.”

(40) “Camper” means a structure designed with sufficient equipment primarily to render it suitable for use as a temporary dwelling for travel, recreational or vacation uses.

A. "Folding camper" means a folding or collapsing structure of low silhouette, mounted on wheels and designed for travel, recreational, or vacation uses.

B. "Pickup camper" means a structure designed primarily to be mounted on a pickup or truck chassis and with sufficient equipment to render it suitable for use as a temporary dwelling for travel, recreational, or vacation uses.

(41) "Canopy" means any structure made of cloth, wood, or metal which has a metal or wood frame, is attached to a building and projects from the building by a frame supported by the ground.

(42) "Canopy, free-standing" means any structure made of cloth, wood, or metal which has a wood or metal frame and is not attached to a building nor projects from a building.

(43) "Car wash" means a building or portion thereof, containing facilities for washing vehicles using a steam device, brushes, chain conveyor, blower, or other mechanical devices.

(44) "Caterers" means the preparation and delivery of food and beverages for off-site consumption without provision for on-site pickup or consumption.

(45) "Changeable-Sign" means a sign, or portion thereof with letters, numbers, or illustrations that can be periodically changed or rearranged without altering the face or surface of the sign. A changeable copy sign displays message and/or graphics with electronic or mechanical means, is not animated, and remains unchanged for at least eight seconds with a face change taking no longer than two seconds.

(46) "Child-care facility" means a building or structure where care, protection, and supervision are provided on a regular schedule at least twice a week, to at least seven children.

(47) "Clear fall zone" means an area surrounding the wind turbine unit into which the turbine and/or turbine components might fall due to inclement weather, poor maintenance, faulty construction methods, or any other condition causing turbine failure that shall remain unobstructed and confined within the property lines of the primary parcel where the turbine is located, the purpose being that if the turbine should fail or otherwise become damaged, the falling structure will be confined to the primary parcel and will not fall onto dwellings, accessory buildings, and will not intrude onto a neighboring property.

(48) "Clinic" means any building or other structure devoted to the diagnosis, treatment, and care of outpatients.

(49) "Club" means a building or portion thereof owned or operated by a corporation, association, person, or persons for a social, educational, or recreational purpose, but not primarily for profit or to render a service which is customarily carried on as a business.

(50) "Collector streets" are streets intended to move traffic from a local road to an arterial. Higher intensity land uses such as multi-family residential and local retail establishments often abut collector streets.

(51) "Commercial entertainment" means any profit making activity that is generally related to the entertainment field such as motion picture theaters, comedy clubs, theaters, and similar small scale entertainment facilities. Commercial entertainment facilities shall not include businesses defined as adult entertainment businesses.

(52) "Commercial parking garage" means any building which:

A. Is used for the storage of motor vehicles and may include the accessory sale of gasoline and motor oil wholly within the building;

B. Is not accessory to any other use on the same or any other lot; and

C. Contains space rented to the public by the hour, day, week, month, or year.

(53) "Commercial parking garage" does not include:

A. An establishment used for automobile repairs, except minor repairs that are solely incidental to the storage of motor vehicles; or

B. An establishment used exclusively for the storage of commercial or public utility motor vehicles or for the dead storage of motor vehicles.

(54) "Commercial parking lot" means any lot which:

A. Is used for the storage of motor vehicles;

B. Is not accessory to any other use on the same or any other lot; and

C. Contains space rented to the public by the hour, day, week, month, or year.

(55) "Commercial parking lot" does not include:

A. An establishment used for automobile repairs, except minor repairs that are solely incidental to the storage of motor vehicles; or

B. An establishment used exclusively for the storage of commercial or public utility motor vehicles or for the dead storage of motor vehicles.

(56) "Commercial school" means schools operated for profit such as business schools, training schools for trade, real estate, training, and similar schools but not including elementary, intermediate, or high schools for education of children.

(57) "Comprehensive Plan" means the Comprehensive Plan made and adopted by the Planning Commission in compliance with Ohio R.C. 711.09, indicating the general locations recommended for streets, parks, public buildings, zoning districts, and all other public improvements.

(58) "Conditional use" means a use not otherwise allowed in the district which may be permitted by the Planning Commission only upon approval of a specific request which includes review of a detailed site plan and only for those uses identified in the respective districts as being permitted as a conditional use.

(59) "Condominium developments" means and includes the land, together with all buildings, improvements, and structures thereon, all easements, rights, and appurtenances belonging thereon and all articles of personal property, which have been submitted pursuant to the provisions of Ohio R.C. Chapter 5311.

(60) "Construction sign" means a temporary sign which designates the contractor or subcontractor engaged in the construction or repair of the building or buildings on each lot, parcel, or property, upon which such sign is erected.

(61) "Convalescent center" means a facility which is publicly or privately operated and intended for long-term patient care due to illness or infirmity, including the elderly and developmentally disabled, normally employing the services of skilled and licensed practitioners, excluding hospitals.

(62) "Corner lot" means any lot at the junction of, and abutting on, two or more intersecting streets. A lot abutting on a curved street or streets shall be considered a corner lot if straight lines drawn from the foremost points of the side lot lines to the foremost points of the lot meet at an interior angle of less than 135 degrees.

(63) "Cowling" means a streamline removable metal that covers the wind turbine's nacelle.

(64) "Crematory" means a furnace for cremating corpses or a building containing such a furnace.

(65) "Cul-de-sac" means a short street having one end open to traffic and being terminated by a vehicle turnaround.

(66) "Curb cut" means the providing of vehicular ingress and/or egress between a property and an abutting public street.

(67) "Dance hall" means any room, place, or space open to the general public in which is carried on dancing wherein the public may participate, whether or not a charge for admission for dancing is made.

(68) "Demolition" means the razing or destruction, whether entirely or in part, of a building including demolition by neglect.

(69) "Design standards" means the building construction and building rehabilitation criteria as stipulated within the Central Business District.

(70) "Development sign" means a temporary sign used to indicate or identify a proposed future development upon real property.

(71) "District" refers to the zoning districts established in Section 1248.01.

(72) "Drawing" means a preliminary drawing prepared by a registered surveyor or civil engineer.

(73) "Dumpster or trash receptacle" means a container used for the temporary storage of rubbish pending collection having the capacity of at least one cubic yard.

(74) “Dwelling” refers to a building or portion thereof used exclusively for residential purposes, including one-family, two-family and multifamily dwellings. The term “dwelling” shall include those buildings involving industrialized units, but not including mobile homes, manufactured homes, recreational vehicles, hotels and boarding and lodging houses.

(75) “Dwelling bulk” refers to the minimum total floor area of a dwelling unit exclusive of floor area devoted to the basement, an attached garage, open or enclosed porches and the like.

(76) “Dwelling unit” means one or more rooms physically arranged to create an independent housekeeping establishment for occupancy by one family, with separate toilets and facilities for cooking and sleeping.

(77) “Easement” means a grant by the property owner of the use of a strip of land by the public, a corporation or any person for a specific purpose.

(78) “Facade” means the entire area of a building facing or side extending from the roof or parapet to the ground and from one corner of the building to another but does not include any structural or nonstructural elements which extend beyond the roof of a building.

(79) “Family” means one or more persons occupying a dwelling unit and living as a single housekeeping unit, provided that a group of four or more persons who are not within the second degree of kinship shall not be deemed to constitute a family.

(80) “Fireworks” means any combustible or explosive compositions, or any substance or combination of substances or articles prepared for producing a visible or an audible effect by combustion explosion, deflagration or detonation.

(81) “Floodplain” means the 100-year regulatory floodplain defined by the National Flood Insurance Program (NFIP), as administered by the Federal Emergency Management Agency (FEMA). Floodplain boundaries are illustrated on a Flood Hazard Boundary Map (FHBM) and/or a Flood Insurance Rate Map (FIRM).

(82) “Floor area” of a building means the sum of the gross horizontal areas of the several floors of the building, measured from the exterior faces of the exterior walls or from the centerline of walls separating two buildings. “Floor area” does not include basement space, elevator and stair bulkhead, attic space or uncovered steps.

(83) “Florist” means a retail business whose principal activity is the selling of plants which are not grown on the site and conducting business within an enclosed building.

(84) “Front lot line” means the lot line separating an interior lot from the street right-of-way upon which it abuts, or the lot lines of a corner lot that abut upon a street right-of-way. Unless the context clearly shows otherwise, “front lot line” means the street right-of-way line.

(85) “Funeral home” means an establishment where the dead are prepared for burial or cremation and where wakes or funerals may be held. A funeral home or mortuary establishment shall not include a crematory.

(86) “Garage, estate or yard sale sign” means any sign advertising the sale of personal property from the owner’s premises in a residentially zoned district not exceeding four square feet in area.

(87) “Gasoline filling station” means any building, structure, or lot used only for the sale of motor vehicle fuels, oils, and lubricants and automobile accessories directly to the consumer and may include minor repairs and servicing incidental to such use, provided that the same are conducted without unreasonable or objectionable noises, fumes, dust, or odors. Storage tanks shall be located completely within lot lines and underground. Such use shall not be construed as including the business of permitting the standing or parking of motor vehicles or accessory units, whether or not for charge, for longer periods of time than are reasonably related to the permitted use, nor any business or use related to the leasing, renting or dispatching of any motor vehicles or accessory units or to the switching or handling of freight or the interchange of component units.

(88) “Grocery store” means a store where most of the floor area is devoted to the sale of food products for home preparation and consumption, which typically also offer other home care and personal care products, and which are substantially larger and carry a broader range of merchandise than convenience stores.

(89) “Ground sign” means a sign firmly affixed to the ground with zero clearance beneath the sign.

(90) “Halfway house” means a licensed home for inmates on release from more restrictive custodial confinement, or wherein inmates are placed in lieu of such more restrictive custodial confinement, and wherein supervision, rehabilitation, and counseling are provided so as to mainstream residents back into society, and to enable them to live independently. Such placement is pursuant to the authority of the State Department of Corrections.

(91) “Hardware store” means retail and/or service for hardware, building materials, tools, equipment, plumbing fixtures, tiles, paint, windows, etc.

(92) “Home occupation” means any occupational activity carried out by a member or members of an immediate family residing on the premises.

(93) “Hospital” means any building or structure containing beds for at least four patients and which is devoted to the diagnosis, treatment, or other care of human ailments.

(94) “Hotel” means a building or any part of a building that contains living and sleeping accommodations for transient occupancy and which has a common entrance or entrances.

(95) “Illegal sign” means any sign other than:

- A. A sign allowed by this chapter and not requiring a permit;
- B. A sign allowed by this chapter requiring a permit and for which a valid permit has been issued; or

C. A sign not allowed by this chapter, but which has been legalized by a variance and proper permit.

(96) "Impervious surface" means any material, such as concrete, asphalt, brick or metal, which impedes the percolation of water into the ground.

(97) "Improvement" means any one or more of the following: street pavements, with or without curb or gutter; sidewalks; crosswalks; water mains; sanitary and/or storm sewers; monuments; street trees; or any other item specified in Section 1222.05.

(98) "Industrialized dwelling unit" means an assembly of materials or products comprising all or part of a total structure that, when constructed, is self-sufficient or substantially self-sufficient, and, when installed, constitutes a dwelling unit, except for necessary preparations for its placement. Industrialized units include units commonly called modular or pre-fabricated units, but do not include mobile homes or manufactured homes, as separately defined. Industrialized units must be certified by the State of Ohio.

(99) "Industrialized Unit" means a building unit or assembly of closed construction fabricated in an off-site facility, that is substantially self-sufficient as a unit or as part of a greater structure, and that requires transportation to the site of intended use. "Industrialized Unit" includes units installed on the site as independent units, as part of a group of units, or incorporated with standard construction methods to form a completed structural entity. "Industrialized Unit" does not include a manufactured home or mobile home as defined in this zoning code.

(100) "Interior lot" means any lot, other than a corner lot, with frontage on only one street.

(101) "Junk yard" means any property, building or part thereof where waste and discarded or salvaged materials such as scrap metals, used building materials, used lumber, used glass, paper, rags, cordage, barrels etc., are sold, bought, exchanged, baled, packed, sorted, disassembled or handled, including auto wrecking yards and house wrecking yards. This definition does not include establishments for the sale of used furniture, used household goods in working order or used cars in operable condition.

(102) "Kennel" means a structure that houses four or more animals over four months of age for compensation or not, and shall not exceed fifty square feet in size. A kennel is considered an accessory structure and shall comply with district regulations.

(103) "Landscaping" means the treatment of the ground surface with live plant materials such as, but not limited to, grass, ground cover, trees, shrubs, vines, and other live plant material. In addition, a landscape design may include other decorative natural materials, such as wood chips, boulders, or mulch.

(104) "Landscaping plan" means a plan, prepared to scale, showing accurately and with complete dimensioning, the proposed treatment of the ground surface with live plant materials for a specific parcel of land.

(105) “Laundromat” means a business that provides home-type washing, drying, and/or ironing machines for hire to be used by customers on the premises or operated for the benefit of retail customers who in and call for laundry.

(106) “Library or museum” means a public or quasi-public facility including aquariums, arboretums, art exhibitions, botanical-gardens, historic sites and exhibits, libraries, museums, and planetariums, which are generally non-commercial in nature.

(107) “Local streets” means streets designed to primarily serve lower density residential development.

(108) “Lot” means a piece, parcel, tract, or plot of land in any form of ownership that may include one or more lots of record occupied by a principal building and accessory buildings, or used for a principal use and uses accessory thereto, and including such open spaces as are required by this Zoning Code. “Lot” means a designated parcel of land in a plat intended as a unit for transfer or ownership, or to be occupied by a building and accessory buildings, together with such open spaces as are required by law, and having its principal frontage upon a public street.

(109) “Lot coverage” means the part of percent of the lot occupied by building including accessory buildings.

(110) “Lot depth” means the horizontal distance between the front and rear lot lines, measured along the median between the side lot lines.

(111) “Lot frontage” means the horizontal distance between side lot lines, measured at the right-of-way line.

(112) “Lot width” means the horizontal distance between side lot lines, measured at the required front setback line.

(113) “Manufactured home” means a factory-built, single-family structure that is transportable in one or more sections, is built on a permanent chassis and is used as a place of occupancy which is not constructed with a permanent hitch or other device allowing transport of the unit other than for the purpose of delivery to a permanent site and which does not have wheels or axles permanently attached to its body or frame. It is a building unit or assembly of closed construction that is fabricated in an off-site facility, designed for assembly at the building site, and bearing certification that it is built in conformance with the federal manufactured housing construction and safety standards established by the Secretary of the U.S. Department of Housing and Urban Development pursuant to the “Manufactured Housing Construction and Safety Act of 1974.”

(114) “Manufactured home Park” ~~means a parcel of land under single ownership that has been planned and improved for the placement of manufactured homes and mobile homes for dwelling purposes.~~ means any tract of land upon which three or more manufactured homes, used for habitation, are parked, either free of charge or for revenue purposes, and includes any roadway, building, structure, vehicle, or enclosure used or intended for use as a part of the facilities of the park. “Manufactured home park” does not include any of the following:

(1) A tract of land used solely for the storage or display for sale of manufactured or mobile homes or solely as a temporary park-camp, as defined in section 3729.01 of the Revised Code;

(2) A tract of land that is subdivided and the individual lots are for sale or sold for the purpose of installation of manufactured or mobile homes used for habitation and the roadways are dedicated to the local government authority; or

(3) A tract of land within an area that is subject to local zoning authority and subdivision requirements and is subdivided, and the individual lots are for sale or sold for the purpose of installation of manufactured or mobile homes for habitation.

(115) "Marijuana facility" means any entity that has been issued a certificate or license by the State of Ohio to operate as a cultivator, dispensary, processor or testing facility of medical marijuana or adult use cannabis (recreational marijuana).

A. "Cultivator" means an entity that has been issued a certificate of operation by the State of Ohio to grow, harvest, package and transport marijuana.

B. "Dispensary" means an entity licensed by the State of Ohio to sell marijuana products to eligible customers.

C. "Processor" means an entity that has been issued a certificate of operation by the State of Ohio to manufacture marijuana products.

D. "Testing laboratory" means an independent laboratory that has been issued a certificate of operation by the State of Ohio to have custody and use of controlled substances for scientific and medical purposes and for purposes of instruction, research, or analysis.

(116) "Mini-warehouse." See "self-service storage facility."

(117) "Minor Street" means a street other than a major thoroughfare.

(118) "Mixed use" means a building, structure, or lot(s) containing a mixture of commercial, office, and/or residential uses.

(119) "Mobile home" means a transportable, factory-built home, designed to be used as a year-round residential dwelling and built before the enactment of the Federal Manufactured Home Construction and Safety Standards Act of 1974,

which became effective June 15, 1976. Mobile homes are permitted only within manufactured home park districts. (See also "Manufactured home.")

(120) "Monuments" shall be defined as follows:

A. "Type A monument" means a cylindrical concrete marker six inches in diameter and thirty inches in length with a one-fourth inch iron rod cast at

the central axis of the cylinder. Such marker shall be placed in a vertical position with its top level with the surface of the surrounding ground.

B. "Type B monument" means a cylindrical concrete marker as described under Type A, except that a machine-type iron bolt (without nut), one inch in diameter by twelve inches in length, shall be placed in a vertical position with the head of the bolt upward and level with the surface of the pavement. A point shall be marked on the head of the bolt to show the exact point referred to on the final plat.

(121) "Motel" means a building or group of buildings having units containing sleeping accommodations which are primarily available for temporary occupancy by motor vehicle transients.

(122) "Movie theater" means a facility that provides fixed seating for customers to view motion pictures, including accessory snack and/or food and beverage services.

(123) "Multiple dwelling," "multiple-family dwelling," or "multifamily dwelling" means a dwelling designed for or occupied as the home of two or more families or households living independently of each other, including duplexes and triplexes, whether one story or more, tenement houses, interconnected terraces, apartment houses, and apartment hotels.

(124) "Nacelle" means a separate streamline metal enclosure that covers the essential mechanical components of the wind turbine.

(125) "Nonconforming lot" means an existing lot that does not meet the lot size requirements for the zoning district in which it is located.

(126) "Nonconforming sign" means any advertising structure or sign which was erected and maintained prior to such time as it came within the purview of this Zoning Code, and any amendments thereto, and which fails to conform to all applicable regulations and restrictions of the Zoning Code, or a nonconforming sign for which a special permit has been issued.

(127) "Nonconforming structure" means a structure lawfully existing at the effective date of this Zoning Code that could not be built under the requirements of this Zoning Code because of restrictions on area, lot coverage, height, yard requirements or similar requirements.

(128) "Nonconforming use" means any use, whether of a building, other structure or a lot, which does not conform to any of the applicable use regulations for the district in which such use is located.

(129) "Northwood" means the municipal corporation of Northwood and the geographic area within the boundaries thereof, as now constituted or hereafter enlarged or altered.

(130) "Nuisance" means junk, garbage, refuse, debris, disabled vehicle, or noxious vegetation; is offensive to the senses, violates public nuisance ordinance or obstructs reasonable and comfortable use of one's property; may cause injury to the property of another, and/or endanger life and health.

(131) "Nursing home" means a state licensed long-term facility providing room and board and supervised personal care by facility staff on a 24-hour basis for seven or more aged, infirm, or persons recovering from illness which is regulated under Act 368 of 1978.

2024 Replacement

(132) "Offices" means places of business limited to activities such as lawyers, doctors, engineers, architects, real estate, insurance agencies and similar non-retail or wholesale activities.

(133) "Off-premise sign" means a sign or structure advertising an establishment, merchandise, service, or entertainment which is not sold, produced, manufactured, or furnished on the lot on which said sign would be located.

(134) "Off-street loading space" means any space available for the loading or unloading of goods that is at least fifteen-feet wide, thirty-feet long and, where such space is enclosed, fourteen-feet high. Such space shall have direct usable access to a street or alley. Where such loading space has been provided, any additional loading space lying alongside, contiguous to, and not separated from such first loading space need not be wider than twelve feet.

(135) "Off-street parking space" means off-street space available for the parking of one motor vehicle and having an area of not less than 200 square feet and a minimum width of ten feet, exclusive of passageways, driveways, and other maneuvering areas appurtenant thereto and giving access thereto. Such space shall have direct access to a street or alley.

(136) "On-premises electronic message center" means a large, free standing digital message center used for the purpose of promoting goods and services of the business located on the parcel where the message center is located may be permitted to be displayed, provided: the business is directly adjacent to the Interstate Highway (I-75 or I-280) on a parcel it owns or building it leases; and, the business is located in M-2 Industrial District along I-75 or C Commercial District along I-280.

(137) "Original/normal grade" means the preexisting average finished grade level before any changes and improvements.

(138) "Outdoor advertising" means any outdoor sign, with the exception of on-premises electronic message centers, shall be considered outdoor advertising.

(139) "Outdoor retail sales" means the display and sale of products and services primarily outside of a building or structure, including but not limited to vehicles, garden supplies, gas, tires and motor oil, food and beverages, boats or recreational vehicles, farm equipment, mobile and manufactured housing, and building or landscaping materials. The term also includes seasonal sales of products such as firewood, mulch, or garden supplies.

(140) "Outdoor storage" means the storage of goods and materials outside of any building or structure, but not including storage of a temporary or emergency nature.

(141) "Overlay district" means an area where certain additional requirements are superimposed upon a base zoning district or an underlying district and where the requirements of the base of the underlying district may or may not be altered.

(142) "Parcel" means a unit of land as shown on the tax duplicate.

(143) “Performance bond” means an agreement made by a subdivider or developer with the City for the amount of the estimated construction cost guaranteeing the completion of physical improvements according to plans and specifications within the time prescribed by the subdivider’s or developer’s agreement.

(144) “Performing arts center” means a gallery, theater, or similar use which promotes educational and aesthetic interests with a community.

(145) “Permanent sign” means a sign which is so constructed as to be a lasting and enduring sign, remaining unchanged, or intended to remain unchanged, in character, condition, beyond normal wear and position.

(146) “Personal service establishment” means an establishment providing nonmedical services to individuals as a primary use, such as barber and beauty shops, clothing rental, florists, home electronics and small appliance repair, interior decorators, laundromats, locksmiths, photographic studios, shoe repair shops, tanning salons, and tailors.

(147) “Pervious surface” means porous materials that allow percolation of water into the soil.

(148) “Pharmacy” means a professional pharmacy conducted within and for the convenience of occupants and patrons of a medical building or buildings, which limits the sale of articles to drugs, prescription medicines, surgical and medical supplies, and other health regulated articles.

(149) “Photographic studio” means an establishment providing retail sales, repair service, and/or film processing and developing services.

(150) “Place of worship” means a building or property used principally for religious worship, not to include group homes, schools, and not used for a permanent or temporary dwelling; church or religious institution.

(151) “Planned unit development” means a development that is under unified control and is planned and developed as a whole or in a series of phases. The development plan need not comply with lot area, lot coverage, density, or setback regulations required by this chapter.

(152) “Planning Commission” means the duly appointed, official Planning Commission of the City of Northwood.

(153) “Plat” means a map of a tract or parcel of land, as described in these regulations, on which the subdivider’s plan of property subdivision is illustrated and presented to the Planning Commission for approval, and if approved, may be recorded.

(154) “Pole sign” means a freestanding sign supported by one or more pole structures that are anchored in the ground and that are independent from any building or other structure.

(155) "Political sign" means a temporary sign indicating and/or supporting the candidacy of a person for office or urging action on any other matter on the ballot of a primary, general, and/or special election.

(156) "Pond" means a body of water with an outlet twenty-four inches above the average bottom of the pond.

(157) "Portable sign" means any sign not permanently attached to the ground or a permanent structure, or a sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless such vehicle is used in the normal day-to-day operations of the business.

(158) "Portable waste container" means a temporary unit/facility used for the purpose of human waste containment.

(159) "Principal building" means a building in which the primary use of the lot on which the building is located is conducted.

(160) "Principal use" means the main use of land or structures, as distinguished from a secondary or accessory use.

(161) "Print shop" means a retail establishment that provides duplicating services, including the collating of booklets and reports, using photocopy, blueprint, and offset printing equipment.

(162) "Private wind turbine generation" means wind turbine generation used primarily to generate electricity or produce mechanical energy for use on the property where located and generate 25kw or less of electricity. Sale of electric power via net metering is allowed.

(163) "Professional Engineer" means a registered engineer authorized to practice civil engineering as defined in Ohio R.C. Chapter 4733.

(164) "Professional office" means architect, attorney, chiropractor, professional engineer, drafting office, collection agency, dentist, doctor, insurance office, private detective, real estate agency, social worker, or similar use.

(165) "Professional Surveyor" means a registered surveyor authorized to practice surveying, as defined by Ohio R.C. Chapter 4733.

(166) "Projection sign" means a sign that is attached to a building and which projects out from the building wall so that the sign is generally at right angles to the building wall.

(167) "Public service facility" means the erection, construction, alteration, operation, or maintenance of buildings, power plants or substations, water treatment plants or pumping stations, sewage disposal or pumping plants and other similar public service structures by a public utility, by a railroad, whether publicly or privately owned, or by a municipal or other governmental agency, including the furnishing of electrical, gas, communication, and public water and sewage services, and rail transport, bus stations, and mail facilities.

(168) "Public utility" is as defined in Ohio R.C. 4905.02 and 4905.03.

(169) "Public utility or commercial wind turbine generation" means wind turbine generation used primarily to generate wholesale electricity or produce wholesale mechanical energy to supply electricity to consumers within the City.

(170) "Quarry" means any land from which rock, stone, gravel, sand, earth or mineral is removed or excavated, or excavated for the purpose of disposition away from the immediate premises. However, such excavation shall not include excavation necessary for the actual foundations of any building or structure for which a zoning certificate has been issued.

(171) "Real estate sign" means any sign advertising the sale, lease, rental, or development of rear property line.

(172) "Rear lot line" means that lot line which is opposite and furthest removed from the front lot line.

(173) "Recreational facility" means commercial or non-commercial facility that offers non-passive recreational services to a group of people or the general public, included in this definition are outdoor recreational facilities, such as golf courses, driving ranges, tennis courts, and swimming pools, and indoor recreational facilities in which all activities are conducted indoors. This definition could also include a combination of indoor and outdoor recreational services.

(174) "Residence" or "residential" means a building or any part of a building that contains dwelling units for permanent occupancy. "Residence," therefore, includes all one-family, two-family and multifamily dwellings; however, "residence" does not include:

A. Transient accommodations, as in transient hotels, motels, tourist cabins and trailer camps;

B. That part of a building that is used for any nonresidential use, except accessory uses for residences, in a building containing both residences and other uses; and

C. Institutional uses, as in rest homes, nursing homes, homes for the aged, orphanages and other institutional residential uses.

(175) "Restaurant" means an establishment that serves food and beverages primarily to persons seated within the building. This includes cafes, tea rooms and outdoor cafes.

(176) "Restaurant drive-in" means a retail outlet where food or beverages are sold to a substantial extent for consumption by customers in parked motor vehicles.

(177) "Restaurant, fast-food" means an establishment that offers quick food service, which is accomplished through a limited menu of items already prepared and held for service, or prepared, fried or grilled quickly, or heated in a device such as a microwave oven. Orders are not generally taken at the customer's table, and food is generally served in disposable wrapping or containers.

(178) "Retail establishments" means any business selling goods, wares, or merchandise to the consumer for direct consumption and not for resale.

(179) "Right-of-way" means a strip of land occupied, or intended to be occupied, by a street, sidewalks, a road, a utility line, street trees or other similar use. The use of the term "right-of-way" shall mean that such areas designated on a plat are separate and distinct from the lots or parcels adjoining such rights of way and are not included in the area of such lots. Rights-of-way intended for streets, sidewalks, utilities, street trees, or other use involving public maintenance shall be dedicated to the public and indicated as such on the plat.

(180) "Roof sign" means a sign erected upon and located completely above the roof of a building.

(181) "Sandwich board sign" means a temporary A-frame sign, usually composed of PVC plastic or wood. This type of sign is only permitted in the Central Business District.

(182) "School" means any building, public or private, which gives regular instruction in the several branches of learning at least five days a week for a normal school year. "School" includes an elementary, junior and senior high school, a college and a university. "School" does not include an establishment giving limited or special instruction, such as a business, vocational, trade, art, music, dancing, or riding school.

(183) "Self-service storage facility" means a building consisting of individual, small, self-contained units that are leased or owned for the storage of business and household goods or for contractors' supplies.

(184) "Semi-truck trailer" means an open or closed trailer that requires a semi-truck or similar vehicle to transport said trailer.

(185) "Setback" means the distance required to obtain minimum front, side, or rear yard open space provisions of this Zoning Code. Setbacks from the public street shall be measured from the outside edge of the existing or proposed future right-of-way; whichever is greater.

(186) "Side lot line" means any lot line that is not a front lot line or a rear lot line.

(187) "Sidewalk" means a paved surface or leveled area separated from the street and used as a pedestrian walkway.

(188) "Sign" means any structure or part thereof, or any device attached to a structure or painted, projected, imaged or represented on a structure, on which lettered, figured or pictorial matter is displayed or used for bringing the subject thereof to the attention of the public. "Sign" does not include any flag, badge or insignia of any government or governmental agency, or any traffic control device or structure. The area of a sign shall be deemed to be the entire area within a single continuous perimeter enclosing the extreme limits of such sign and not passing through or between adjacent words or elements of the same. However, the perimeter does not include any border or structural elements lying outside and not forming an integral part of the display. Signs that direct attention to a

business, profession, commodity or services that are not related to the premises where such a sign is located are defined as advertising signs and are subject to regulations specific to such signs. No sign shall be permitted in the right-of-way.

(189) "Site plan" means a plan, prepared to scale, showing accurately and with complete dimensioning, the boundaries of a site and the location of all buildings, structures, uses, and principal site development features proposes for a specific parcel(s) of land.

(190) "Storm water drainage" means the removal of surface water from lands by drains, grading, or other means. Drainage includes the control of runoff to minimize erosion and sedimentation during and after development and includes the means necessary for water supply preservation or prevention or alleviation of flooding.

(191) "Story" means that part of the building between the surface of a floor and the ceiling immediately above.

(192) "Street" means a right-of-way, dedicated to public use, that affords the principal means of vehicular and pedestrian access to abutting property.

(193) "Structural alteration" means any change in or addition to the supporting members of a structure.

(194) "Structure" means any combination of materials forming any construction, the-use of which requires a more or less permanent location on the ground or attachment to something having a permanent location on the ground. As defined herein, "structure" includes mobile or manufactured homes, walls, fences, signs, and billboards.

(195) "Subdivider" means the owner of land who is effecting the subdivision of land.

(196) "Subdivision" means:

A. The division of any parcel of land shown as a unit or as contiguous units on the last preceding tax roll (that existed at the effective date of Ordinance 74-39) into two or more parcels, sites or lots, any one of which is less than five acres, for the purpose, whether immediate or future, of transfer or ownership; however, the division or partition of land into parcels of more than five acres not involving any new streets or easements of access, and the sale or exchange of parcels between adjoining lot owners, where such sale or exchange does not create additional building sites, shall be exempted; or

B. The improvement of one or more parcels of land for residential, commercial, or industrial structures or groups of structures involving the division or allocation of land for the opening, widening, or extension of any street except private streets serving industrial owners, occupants, or lease holders, or as easements for the extension and maintenance of public sewers water, storm drainage, or other public facilities.

The term division of land referred to in paragraph (196)A. hereof shall include any land contracts and partial releases of mortgage deeds.

(197) "Subdivision Regulations" or "these Regulations" means Ordinance 2002-45, passed August 22, 2002, and codified herein as Chapter 1222 of Title Two - Planning - of Part Twelve - the Planning and Zoning Code.

(198) "Substantially alter" means a change in the layout or design of a manufactured home park including, without limitation, the movement of utilities or changes in established streets, lots, or in other facilities. In the case of manufactured home parks located within a one-hundred-year flood plain, "substantially alter" also includes changes in elevation resulting from the addition of fill, grading, or excavation that may affect flood plain management.

(1989) "Swimming pool" means a privately-owned receptacle for water intended for the use of human beings for recreational purposes, being of open construction, without a fixed cover or shelter, providing for water of a depth for more than twenty-four inches and being either a permanent and fixed installation, or if of a temporary, assembled nature, customarily kept assembled and filled for more than one day at a time in a fixed location.

(200199) "Tavern" means an establishment serving alcoholic beverages in which the principal business is the sale of such beverages at retail for consumption on the premises and where sandwiches and snacks are available for consumption on the premises.

(2010) "Telecommunications tower" means a structure intended to support equipment used to transmit and/or received telecommunications signals including monopoles, guyed and lattice construction steel structures.

(2021) "Temporary fixture" means an object that can be driven, pulled, pushed, or slid from the property.

(2032) "Temporary sign" means a sign intended to be displayed for a short period of time and which is not permanently affixed, including all devices such as banners, pennants, flags, searchlights, twirling, or sandwich-type signs, sidewalk or curb signs.

(2043) "Terrace" means a raised platform supported on one or more sides by a wall or a bank of earth.

(2054) "Tourist cabins" means a group of buildings, including either separate cabins or a row of cabins, containing living and sleeping accommodations for transient occupancy and having individual entrances.

(2065) "Tracing" means a translucent drawing on linen, Mylar, cronaflex or the like, from which a print can be taken directly.

(2076) "Trailer" means a vehicle or enclosure used for purposes of living, sleeping, business or storage or for the transportation of persons or property, having no foundation other than wheels, blocks, skids, jacks, horses or skirting, and which has been, or reasonably may be, equipped with wheels or other devices for transporting the enclosure from place to place, whether by its own motive power or other means. "Trailer" includes a camp car, a house car, a house trailer or a trailer coach. The term shall also be construed to

include recreational equipment, boats, a mobile home, a mobile home park, and a mobile home subdivision.

(2087) “Trailer camp” and “trailer park” mean a lot where two or more trailers are parked or which is used or reserved for the purposes of supplying to the public a parking space for two or more trailers.

(2098) “Trellis” means a frame of lattice work used as a screen or as a support for climbing plants. A trellis is not to be used as a fence or attached to a fence to increase height.

(2109) “Use” means:

A. Any purpose for which buildings, other structures or land may be arranged, designed, intended, maintained, or occupied;

B. Any occupation, business, activity or operation carried on or intended to be carried on in a building or other structure or on land; or

C. A name of a building, other structure or lot which indicates the purpose for which it is arranged, designed, intended, maintained, or occupied.

(2119) “Used car lot” means any lot in which two or more motor vehicles in operating condition are offered for sale or displayed to the public.

(2121) “Utility trailer” means any vehicular portable structure designed and constructed to be used to transport materials and/or tools or similar apparatus for the purpose of providing said items at construction sites or similar locations.

(2132) “Variance” means a modification of the strict terms of the relevant regulations of this chapter where such modification will not be contrary to the public interest and where owing to conditions peculiar to the property and not the result of the action of the applicant, a literal enforcement of this chapter would result in practical difficulties. Variances can only be granted by the Board of Zoning Appeals as provided under Chapter 1246, unless otherwise specified by this chapter.

(2143) “Veterinary animal hospital or clinic” means a place used for the care, grooming, diagnosis, and treatment of sick, ailing, infirm, or injured animals, and those who are in need of medical or surgical attention, and may include overnight accommodations on the premises for treatment, observation, and/or recuperation. It may also include boarding that is incidental to the primary activity.

(2154) “Wall sign” means any sign attached parallel to and within one foot of, painted on the wall surface of, or erected and confined within the limits of an outside wall of any building or structure which is supported by such wall or building, and which displays only on sign surface.

(2165) “Wall surface” means the exterior of the wall or all walls of a building extending in one direction.

(21~~76~~) "Water features" means any structure or item that contains water less than 24 inches in depth and which is used for landscaping purposes only. Water features shall not exceed 30 square feet in area.

(21~~87~~) "Wind turbine" means a mechanical device that is mounted to a tower, pylon, pole, or other structure, including all accessory facilities, upon which any, all, or some combination of the following items are included:

A. A wind vane, blade, or series of wind vanes or blades or other devices mounted on a rotor for the purpose of converting wind into electrical or mechanical energy.

B. A shaft, gear, or coupling device used to connect the rotor to a generator, alternator, or other electrical or mechanical energy-producing device.

C. A generator, alternator, or other device used to convert energy created by the rotation of the rotor into electrical or mechanical energy.

(21~~98~~) "Wind turbine owner" means the person, persons, or company who owns the wind turbine complete structure.

(22~~019~~) "Wind turbine tower" means the tower, pylon, pole, or support structure to which the turbine and rotor are mounted.

(22~~10~~) "Wind turbine tower height" means the distance from the rotor blade or vane at its highest point to the top surface of the original/normal grade adjacent to the wind turbine tower foundation.

(22~~21~~) "Yard" means that portion of an open area on a lot which extends open and unobstructed from its lowest level to the sky along the lot line and from that lot line for a depth or width specified by the regulations of the district in which the lot is located. (See Appendix A, Typical Lot and Corner Lot diagrams.) Specifically:

A. "Front yard" means a yard extending along the full length of the front lot line between the side lot lines.

B. "Rear yard" means a yard extending along the full length of the rear lot line between the side lot lines. In such a lot where the side lot lines meet to the rear of the lot, or where the rear lot line is less than ten feet, the minimum rear yard shall be computed from the point of intersection of the side lot lines on an imaginary line that is at equal angles from each side lot line. In the case of a corner lot, the rear lot line is opposite and most distant from the front lot line of least dimension.

C. "Side yard" means a yard extending along one side lot line from the required front yard, or from the front lot line if there is no required front yard, to the required rear yard.

(22~~32~~) "Zero lot line" means a common lot line on which one exterior wall of a structure may be constructed on a side property line.

(22~~43~~) "Zoning Code" means Ordinance 2002-45, passed August 22, 2002, as amended, codified herein as Title Four of Part Twelve - The Planning and Zoning Code.

(22~~5~~4) "Zoning District" means an area or section of the City within which the zoning regulations governing the use of buildings and premises, the height of buildings, the size of yards, the requirements for off-street parking and the intensity of use are uniform. Districts include Agricultural, Residential, Commercial, Public, and Industrial.

ORDINANCE 2025-11 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND CHAPTER 1270, MHP MANUFACTURED HOME PARK DISTRICT, OF THE NCO; AND DECLARING AN EMERGENCY.

WHEREAS, The last major overhaul to the City of Northwood’s Zoning Code was in 2007. Since then, there have been individual amendments to the code but not a holistic rewrite. Over the years, certain sections have been amended or deleted and references to other sections of the code or Ohio Revised Code and Administrative Rules have not been updated to reflect changes. Furthermore, there are areas of the City’s Zoning Code that conflict with one another or reference items that are no longer existing or valid within the zoning code; and

WHEREAS, The purposes of these amendments are to simply state zoning requirements, make sure that references and cross-references to other sections of the code are up-to-date, clarify and fix typographic areas and make minor modifications to guidelines to consolidate the overall intent of the zoning code; and

WHEREAS, The Planning Commission has recommended amending sections of Chapter 1270, MHP Manufactured Home Park District, of the Northwood Codified Ordinances; and

WHEREAS, The Northwood City Council held a Public Hearing on Thursday, April 24, 2025 at 7PM in the Council Chambers at 6000 Wales Road, as advertised in accordance with NCO 1242.07, for the purpose of receiving public comment and reviewing the zoning text amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That Chapter 1270 MHP Manufactured Home Park District, of the Northwood Codified Ordinances is hereby amended as follows provided hereinafter in Exhibit A attached.

SECTION 2. All other sections of Chapter 1270 of the Northwood Codified Ordinances not hereinbefore amended or modified shall remain in full force and effect.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4 . This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

CHAPTER 1270 MHP Manufactured Home Park District

- 1270.01 Purpose.
- 1270.02 Principal and conditional uses permitted.
- 1270.03 Area requirements.
- 1270.04 Off-street parking.
- 1270.05 Landscaping and buffering requirements.
- 1270.06 Development standards.

1270.07 Freestanding Accessory Structures.

CROSS REFERENCES

- Division of municipal corporation into zones - see Ohio R.C. 713.06
- Restrictions on location, bulk and height of buildings and structures - see Ohio R.C. 713.07
- Restrictions on height of buildings and structures - see Ohio R.C. 713.08
- Restrictions on percentage of lot occupancy and setback building lines - see Ohio R.C. 713.09
- Basis of districting or zoning; classification of buildings or structures - see Ohio R.C. 713.10
- General provisions and definitions - see P. & Z. Ch. 1240
- Provisions applicable to all districts - see P. & Z. Ch. 1250
- Supplementary regulations - see P. & Z. Ch. 1282

1270.01 PURPOSE.

The purpose of the MHP Manufactured Home Park District is to provide suitable areas for manufactured home park developments, constructed according to the requirements of the Ohio Department of Health. (Ord. 2002-45. Passed 8-22-02.)

1270.02 PRINCIPAL AND CONDITIONAL USES PERMITTED.

- (a) Principally permitted uses in this District shall be as follows:
 - (1) Manufactured home parks; and
 - (2) Accessory uses.
- (b) Conditionally permitted uses must be approved by the Planning Commission according to Sections 1244.06 and 1244.07. Conditional uses in the District shall be as follows:
 - (1) Social or community centers;
 - (2) Laundromats;
 - (3) Hospitals or clinics;
 - (4) Home occupations, subject to the limitations described in Section 1250.08;
 - (5) Churches or places of worship; and
 - (6) Schools.

(Ord. 2002-45. Passed 8-22-02.)

1270.03 AREA REQUIREMENTS.

(a) Front Yard. There shall be a perimeter front yard of the manufactured home park parcel of not less than thirty-five feet measured from the road right-of-way line. The location of each manufactured home on the interior manufactured home park lots shall be per the requirements pursuant to the Ohio Administrative Code Chapter 4781-12. See Section 1250.09 for modifications for corner lots.

(b) Side Yard. There shall be a perimeter side yard of the manufactured home park parcel not less than twenty-five feet on each of the two sides. See Section 1250.09 for modifications for corner lots.

(c) Rear Yard. There shall be a perimeter rear yard of the manufactured home park parcel of not less than twenty-five feet.

(Ord. 2002-45. Passed 8-22-02; Ord. 2023-07. Passed 2-9-23.)

1270.04 OFF-STREET PARKING.

Off-street parking space shall be provided according to the regulations set forth in Section 1282.05.

(Ord. 2002-45. Passed 8-22-02.)

1270.05 BUFFERING AND LANDSCAPING REQUIREMENTS.

Buffering and landscaping requirements shall be provided according to the regulations set forth in Section 1250.10.

(Ord. 2002-45. Passed 8-22-02.)

1270.06 DEVELOPMENT STANDARDS.

All manufactured home parks shall meet the requirements of the Ohio Department of Health, pursuant to the Ohio Administrative Code Chapter 4781-12, and the requirements of the Division of Industrial Compliance of the Ohio Department of Commerce.

(a) All new or replacement manufactured homes and accessory structures shall obtain a zoning permit from the Planning, Zoning and Economic Development Department prior to installation.

(b) All new or replacement manufactured homes shall be placed upon a lot within a manufactured home park in compliance with Ohio Administrative Code Section 4781-12-08, Manufactured Home Lots.

(c) Any existing manufactured home that does not comply with Ohio Administrative Code Section 4781-12-08(E) to (G) pursuant to 4781-12-08 paragraph (D) shall not be expanded, enlarged, or otherwise extended in a manner that increases the noncompliance.

(d) Sidewalks shall be required upon any substantial alteration or expansion of the existing Manufactured Home Park. Paving shall be done with a minimum thickness of four inches of plain Portland Concrete and the width shall be a minimum of four feet.

(e) Streetlights shall be added and reference Ohio Administrative Code 4781-12-10.

(f) There shall be no parking of boats, camper tops and accessories, campers and/or recreational vehicles, draw bars, and props on any lot within the Manufactured Home Park District.

(Ord. 2002-45. Passed 8-22-02; Ord. 2023-07. Passed 2-9-23.)

1270.07 FREESTANDING ACCESSORY STRUCTURES.

(A) No freestanding accessory structure shall be placed within five feet of any occupied manufactured home or portion thereof other than the manufactured home occupied by the owner of the freestanding accessory structure.

(B) Not more than one freestanding accessory structure shall be placed on any manufactured home lot.

(C) Any freestanding accessory structure on a manufactured home lot within a manufactured home park shall be secured at time of placement with a minimum of two tiedowns, anchors, or anchor bolts, per side at or near the corners of the freestanding accessory structure to prevent movement by wind forces, collapse, or lateral movement resulting from the flotation by floodwaters.

ORDINANCE 2025-12 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSIONS RECOMMENDATION TO REZONE THE FOLLOWING ADDRESSES/PARCELS 1905 TRACY ROAD (PARCEL M50-812-300000014000), 0 ANDRUS ROAD (PARCELS M50-812-300000013000 AND M50-812-300000011000), 550 EAST FLORENCE AVE (PARCEL M50-812-300000007000) AND 0 ANDRUS (parcel M50-812-300000006001) TO MHP, MANUFACTURED HOME PARK DISTRICT; AND DECLARING AN EMERGENCY.

WHEREAS, The Northwood Planning Commission has recommended rezoning the following addresses/parcels to MHP Manufactured Home Park: 1905 Tracy Road (Parcel M50-812-300000014000), and 0 Andrus Road (Parcels M50-812-300000013000 and M50-812-300000011000 vacant parcel of land East of Oak St.) 550 East Florence Avenue (Parcel M50-812-300000007000) and 0 Andrus Road, (Parcel M50-812-300000006001), to eliminate the non-conforming land use.

WHEREAS, The Northwood City Council held a Public Hearing on Thursday, April 24, 2025 at 7PM in the Council Chambers at 6000 Wales Road, as advertised in accordance with NCO 1242.07, for the purpose of receiving public comment and reviewing the proposed rezoning.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Council of the City of Northwood hereby concurs with the recommendation of the Northwood Planning Commission to rezone 1905 Tracy Road (Parcel M50-812-300000014000) from C Commercial, to MHP Manufactured Home Park.

SECTION 2. That the Council of the City of Northwood hereby concurs with the recommendation of the Northwood Planning Commission to rezone 0 Andrus Road (Parcels M50-812-300000013000 and M50-812-300000011000) from M1 Light Industrial to MHP Manufactured Home Park.

SECTION 3. That the Council of the City of Northwood hereby concurs with the recommendation of the Northwood Planning Commission to rezone 550 East Florence Avenue (Parcel M50-812-300000007000) from C Commercial to MHP Manufactured Home Park.

SECTION 4. That the Council of the City of Northwood hereby concurs with the recommendation of the Northwood Planning Commission to rezone and 0 Andrus Road, (Parcel M50-812-300000006001) from C Commercial to MHP Manufactured Home Park.

SECTION 5. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 6. This ordinance shall take effect as an emergency measure or at least the earliest date allowed by law. The reason for the emergency is that the proper enforcement of the Northwood Planning & Zoning Code is necessary for the protection of the health, safety and welfare of our citizens.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____
ATTEST:

Clerk of Council
APPROVED AS TO FORM:

President of Council
APPROVED:

City Attorney

Mayor

1905 Tracy Rd
M50-812-300000014000



O Andrus
M50-812-300000011000

550 E Florence
M50-812-300000007000

O Andrus
M50-812-300000013000

O Andrus
M50-812-300000006001

ORDINANCE 2025-13 AN ORDINANCE APPROVING THE TERMS OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF NORTHWOOD, AND THE AMERICAN FEDERATION OF FEDERAL, STATE AND COUNTY MUNICIPAL EMPLOYEES, OHIO COUNCIL 8, LOCAL #755 (AFSCME), AND DECLARING AN EMERGENCY.

WHEREAS, The City and AFSCME are parties to a collective bargaining agreement effective April 1, 2024 through March 31, 2027; and

WHEREAS, The Parties desire to modify the terms of their CBA regarding work shift hours, and to clarify certain other CBA provisions that could otherwise be affected by the desired modification.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. The Parties agree to the amendments to the existing language of the collective bargaining agreement as provided in attached "Exhibit A"

SECTION 2. All other provisions of the current collective bargaining agreement (CBA) between the parties remain in effect and unchanged unless otherwise explicitly agreed upon in writing.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___
Adopted this ___ day of _____, 2025. In Effect: _____	

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is made by and between the City of Northwood (“City”) and The American Federation of Federal, State and County Municipal Employees, Ohio Council 8, Local #755 (“Union”), hereinafter collectively, “the Parties,” to modify certain provisions of the Parties’ April 1, 2024 through March 31, 2027 collective bargaining agreement (CBA).

Whereas, the Parties desire to modify the terms of their CBA regarding work shift hours, and to clarify certain other CBA provisions that could otherwise be affected by the desired modification.

Now, therefore, the Parties agree as follows:

1. For the period from May, 2025, through September, 2025, bargaining unit members’ work week will consist of four (4) nine (9) hour work days, plus one (1) four (4) hour work day; the four (4) hour work day will occur on a Friday or Monday which will be assigned to the bargaining unit member by City Administrator or the City Administrator’s designee.
2. During the months of June, July and August, 2025, the work week of each bargaining unit member will consist of four (4) ten (10) hour work days, with either Monday or Friday of each workweek designated as a day off, such day to be assigned to the bargaining unit member by City Administrator or the City Administrator’s designee.
3. Notwithstanding any other provision of the Parties’ CBA, during the period covered by this MOU, a bargaining unit member will be entitled to receive overtime pay at the rate of one and one-half (1 ½) times the member’s regular hourly wage rate for each hour actually worked by the member in excess of forty (40) hours during the member’s work week.
4. Notwithstanding any other provision of the Parties’ CBA, during the period covered by this MOU, the holiday pay shall be limited to eight (8) hours regardless of the length of the member’s work day as provided under the terms of paragraphs 1 and/or 2 of this MOU.
5. Consistent with the provisions of Section 28.2 of the Parties’ CBA, no bargaining unit member shall earn sick leave for overtime work or for any work performed outside of the member’s assigned work shift as temporarily modified by the terms of this MOU.
6. The terms “day” and “days” in Article 31, Funeral Leave, of the Parties’ CBA shall be defined as eight (8) hours regardless of the shift the employee may be assigned to under this MOU.

The Parties to this MOU agree that its duration shall not exceed September 30, 2025 without express written agreement between the Parties.

All parties to this MOU hereby acknowledge and agree that this MOU is in no way precedent setting. This MOU shall not be introduced, referred to, or in any way utilized in any subsequent arbitration, litigation, or administrative hearing except as may be necessary to enforce its terms.

This MOU is signed and entered into this ____ day of _____, 2025.

For the City of Northwood:

For AFSCME, Ohio Council 8, Local #755:

ORDINANCE 2025-14 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.

WHEREAS, This Council has decided to include the paving of Tracy & Wales Roads as a 2025 capital project; and,

WHEREAS, The Law Dept. budget needs to be amended to include six months of wages as City Prosecutor and health insurance for the Law Director;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Finance Director is hereby authorized and directed to increase Supplemental Appropriations in the General Fund totaling \$21,875 as follows:

110-7725-50521	Health insurance (6 mos)	11,075
110-7740-50239	City Prosecutor (6 mos)	10,800

SECTION 2. That the Finance Director is hereby authorized and directed to increase Supplemental Appropriations in the Capital Improvement Fund totaling \$113,265 as follows:

401-7610-53530	Street Construction	\$113,265
----------------	---------------------	-----------

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 4. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:____ Against:____ Abstain:____
Vote on emergency clause:	For:____ Against:____ Abstain:____
Vote on final adoption:	For:____ Against:____ Abstain:____

Adopted this ____ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



MAYOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: MAY 22, 2025

STREETS/BUILDINGS & GROUNDS:

Recommendation to hire Brandon Didion as a seasonal groundskeeper.