

Canal Winchester

*City Hall
Council Chambers
45 East Waterloo Street
Canal Winchester, OH 43110*



Meeting Minutes – FINAL

August 1, 2022

6:00 PM

Council Work Session

*Bob Clark - Chair
Laurie Amick
Jill Amos
Steve Buskirk
Chuck Milliken
Patrick Shea
Mike Walker*

- A. Call To Order** *Clark called the meeting to order at 6:00 P.M.*
- B. Roll Call** *Present 7 – Amick, Amos, Buskirk, Clark, Milliken, Shea, Walker*
- C. Oath of Office**

Steve Buskirk

Clark – At this time we have a pleasure of Oath of Office. I'd like to turn this over to Steve Buskirk and Cornell Robertson to administer the oath.

Robertson – I appreciate you all, inviting me to be part of your meeting to issue the Oath of Office to Steve Buskirk. Steve and I have known each other for 29 years. Steve worked at the Franklin County Engineers Office that amount of time and we have worked on many projects together through those years. Currently Steve Buskirk is our utility coordinator, very big job, a lot of responsibility but he does great work at that. I think that our system of government is the best in the whole world but it takes folks who are willing to serve as you all are and as Steve Buskirk is. Therefore, I appreciate his willingness to apply for this position and to have been selected to fill that role. Representative Brown and I worked on many projects together, appreciate his work, his collaboration. I feel like the county engineer's office in Canal Winchester, we've worked on some projects together as well and we've even enjoy participating in your Touch-A-Truck events, Touch-A-Tractor events and that's very important. It might sound well like a little bit too much fun but we've got to inspire the youth to consider such trades. That really captures their interest when they're in a moment of just minds of sponges. I'm talking about a lot of different aspects here but it all runs into you participating on Council, the good work that you all do and I'm very pleased and happy that you chose Steve Buskirk.

D. Also In Attendance

Mayor Ebert, Lucas Haire, Amanda Jackson

E. Request for Council Action

RES-22-028

Finance

A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE GENDER RD/WINCHESTER PIKE INTERSECTION CUSTODIAL FUND

- Request to move to full Council

A motion was made by Shea, seconded by Amos to move RES-22-028 to full Council. The motion carried with the following vote:

Yes 7 – Shea, Amos, Buskirk, Clark, Milliken, Walker, Amick

Jackson – As you may recall over the past several months, we've had several developers in here discussing their developments along the Bixby Rd Winchester Pike area. As part of that some of them have either been required or offered to put funds proportionate to their share of traffic impact on the Gender road Winchester Pike intersection into necessary improvements to that intersection. In order for us to accept those funds from them I need a fund in my accounting system to put them in. This would establish that fund to record those receipts. This is called a custodial or what was formerly known as an agency fund meaning that it will be used for nothing but that. It is not really City money. Technically we're just holding it as an agency until the project commences and then those funds will be used for the project. We have two other agency funds currently on the books. One is for Meijer Drive and the other is for Greengate Blvd out in the Diley Road area. This is a requirement of the Auditor State's Office as well for us to have Council approve the establishment of this fund.

Amos – Is this a portion of the \$4.2 million? Just as an example, the NorthPoint, the \$4.2 million in road improvements, we'd be pulling out that piece that was towards the Gender Road?

Jackson – I'm not sure if the \$4.2 million was included in this portion or not. I would have to defer to Mr. Haire on that.

Amos – So, we're not sharing a fund with The City of Columbus, we're holding our pieces and then upon Columbus? Are we pushing to have Columbus moving this along? What part do we have in making sure that this gets done in a timely manner?

Haire – We've been meeting with The City of Columbus, Mr. Peoples and I to talk about improvements there. They're completing a safety study of Gender Road from Winchester Pike up to I-70. Once they complete that safety study, it'll explore alternatives for the entirety of Gender Road including that intersection. They'll determine a path forward in terms of future design.

Amos – Who is doing the study? Is that a paid study?

Haire – They have a selected consultant I believe.

Amos – That was who Columbus chose?

Haire – The City of Columbus, yes.

Clark – At that intersection, would the new building that Columbus approved, the 527,000 square foot warehouse there next to Wyler's, I'd assume that would add additional traffic to Gender Road?

Haire – I believe that they had a \$200,000 plus.

Clark – So, they're contributing to that project?

Haire – Correct. The first contribution to it would be Sheetz and that's going to be a \$258,779 that they're required to contribute. Each entity is going to be contributing. I don't know how the City of Columbus holds their funds and how they segregate those funds but this is how we would do it in Canal Winchester.

Amos – Just to reconfirm, I know there's 110 units in that little area but all of these apartments that are coming up along Gender Road, they are not generally paying into this fund?

Haire – I have not seen documentation where they have had them do so but that would be up to the City of Columbus and their development process.

Amos – Sounds like something we need to check into. It's unfortunate they're not paying into it with a number of traffic that they'll be adding to that situation.

Amick – If you can visualize for a moment like a barometer to say; the pinnacle is here, this is how much it's going to cost to do that. We have all of these parties contributing dollars towards this project. Who keeps track of where we are relative to the total estimated cost of the project? How will we know how far out we are?

Haire – The City of Canal Winchester with the three projects contributing will be \$1.15 million of about an estimated \$6 million improvement. The City of Columbus has contributions defined as well so we're probably up into the million-and-a-half-dollar range so ¼ of the project being funded. That will help, obviously help if it's specifically dedicated to that intersection to move that as a priority in their Gender Road improvements.

Shea – Can we get any help from the Franklin County Engineers Office?

Haire – It's been discussed in the past that Franklin County Engineer was able to work to get some right-of-way that

goes North of the Waffle House. That's one of the alternatives being explored is whether Winchester Pike gets relocated to North of Waffle House to align with the opposing intersection to the neighborhood there. So, that signal will get relocated as part of that project. That is one of the alternatives that the City of Columbus is exploring that the Franklin County Engineer assisted with probably 20 years ago.

Shea – Mrs. Jackson, do we get the interest on that fund?

Jackson – Do we get interest on those funds?

Shea – The custodial account. Does it revenue to the city or does it stay in the custodial account?

Jackson – It stays in the custodial account.

Amos – What percentage of that area is Canal Winchester versus Columbus?

Haire – Of which area?

Amos – Of the Gender Road intersection that we're looking at.

Haire – The City of Canal Winchester doesn't have any of the intersection. We control Gender Road, South of the intersection but the intersection itself is all within the City of Columbus.

Milliken – I'm guess Mrs. Jackson will be able to answer this one. I don't foresee this being an issue here but just in general knowledge with funds like this, what would ever happen to this fund if these projects never went through?

Jackson – I am going to look at Mr. Boggs because I have never encountered that in my years.

Milliken – I don't see it happening. I am just curious if this project never happened, what would happen to the fund?

Boggs – If that were to occur we would have to come back to Council and work with the developers who contributed to the fund to find some other use for that. Whether that be another project that benefits those properties or whether that simply be a return of those funds to the contributing entities but that would have to be run through Council given the limited scope of this fund.

RES-22-029
Council

A RESOLUTION TO REPEAL RESOLUTION NO. 22-026, AUTHORIZING A 42-INCH FENCE AT 70 EAST COLUMBUS STREET

- Request to move to full Council

A motion was made by Shea, seconded by Amos to table RES-22-029 to full Council. The motion carried with the following vote:

Yes 7 – Shea, Amos, Buskirk, Clark, Milliken, Walker, Amick

Amos – First, I want to say this is not in any way shape for the resident. For me this is an issue of whether we did the right thing. I'm just going to kind of play out the scenario. So, after the meeting I pondered it and couldn't seem to come to terms with what we had done. Talked with Mr. Moore in Planning and Zoning and we came up with a timeline. I want to kind of go over it with everybody. The original request was made in April of 2021, it was to change the wood fence to an aluminum based which looks like wrought iron. At the time when this was originally brought up to Landmarks there was the right-of-way issue so they didn't really make a decision on it. It came back to Landmarks August 24th of 2021 and it was at the time tabled. Then, the family was upset and so Landmarks stayed for an hour during new and old business and reviewed visuals of fences and came up with a plan with the family. They spent about an hour with the family coming up with a plan that would work for both Landmarks that they were willing to approve and for the family. The right-of-way was still an issue. In October of last year, it came to Council and was denied the right-of-way in November of 2021. They submitted the variance at the same time that they had applied to Council on October 2021. They applied for the variance on the height at that time because they did not have the right-of-way. It was returned to them and no further action was taken. They didn't pursue the variance and they didn't pursue because Council had already denied the right-of-way. They didn't pursue any further. Then it came back again that's when we heard it and they had been back to Landmarks to try to get approval for a different fence other than the one that they spent an hour determining. In June they came back to Landmarks again asked them to reconsider the request. Landmarks did not change their minds but Landmarks did make the recommendation to Planning and Zoning to approve the variance of the 42-inch fence. Landmarks had given them their approval on the fence that both the family and Landmarks had picked out and made the recommendation to Planning and Zoning to approve the 42-inch fence. On that June date Andrew received a check and the application for Planning and Zoning, June of this year to get on their agenda for the variance of the 42-inch fence which was recommended by Landmarks Committee. Turned around the July meeting that we had and asked for us to go ahead and approve which in my mind and maybe not everybody else's but in my mind, we trumped Landmarks. We have picked people to serve on Landmarks, we have picked people to serve on Planning and Zoning and we trumped them by not allowing the process to take place. There was an application in place. There was a recommendation to approve the 42-inch fence that we weren't aware of. I just feel like we overstepped and we should have let the process play out beforehand. There is another resident who will be coming our way who already has a fence and somebody filed a complaint against them and their understanding is if we did this one that we should probably consider theirs as well because they were not aware they were in the Preservation Historic District. I think we set ourselves up. We put ourselves in a bad spot. In my mind either way we should have allowed this to go through the proper steps. It had not been before Planning and Zoning yet for the 42-inch variance which again did have the recommendation from Landmarks to approve. That's why I submitted this because I really do feel like we overstepped the people that we put in place to do their job.

Milliken – My first question is, I would like to know if we do repeal this resolution, where is Mr. Demkowicz in the process? Does he have to start anything over?

Amos – As far as Landmarks go, he is done. There was a fence picked out, there was a fence agreed upon by Landmarks and the family at the original meeting that they sat down to plan together. Landmarks has made the recommendation to Planning and Zoning to approve the 42-inch variance on their property now that they have received the right-of-way.

Milliken – I just want to make sure I've got the facts situated. The June meeting that you spoke of, that was the Landmarks?

Amos – That was the Landmarks meeting.

Milliken – That had the \$200 attached to it? The application fees.

Amos – At that meeting, Mr. Moore received the application, the original application from October then received again in June with the check to get on the next Planning and Zoning meeting.

Milliken – That next meeting was July.

Amos – It's unfortunate our timing. Being off for two weeks.

Milliken – Did that meeting proceed with him on the agenda and he was able to be heard?

Amos – We had already approved our documentation, he was not required to go to Planning and Zoning. So right now, Mr. Moore has his application and his check and has not returned it yet.

Milliken – If we do repeal, he has his check and can go right to Planning and Zoning and pick up right where he left off? The worst of the situation is we just kind of delayed him a month.

Amos – Right. Which stinks. I mean I'm not going to lie, I think it does stink. It's unfortunate but there is another compliant for another fence. We trumped the people we put in place.

Walker – Where is Mr. Demkowicz now and purchasing of that fence?

Amos – That I do not know and I apologize. I talked to Mr. Moore about it. He was not aware of where they stood yet either.

Walker – I see where the confusion came in because the meeting before when we met there was no resolution. The resolution came and then the other issue came up with the bar over the spikes which after we got through that then we were asking questions about the height.

Amos – The actual style of the fence was back on August of 2021. The actual style was something the family and Planning and Zoning came to an agreement on. There were two other attempts to get Landmarks to change that style and it did not happen so they stuck with the original. Landmarks did make the recommendation to Planning and Zoning to approve the 42-inch variance. The recommendation was there. The resident never went to Planning and Zoning to fulfill that hearing request.

Walker – I think it's really important for me to know where he is on the purchase. We don't know that right now.

Amick – Is he aware that this is an item on our agenda?

Amos – I am not sure if Mr. Demkowicz is aware. Mr. Moore and I had conversations over the past couple weeks to try to figure out if this was something that we should be pursuing and if we were in error. I really needed to establish it if it was something because one of the things we kept hearing is that we delayed them. The city had delayed them. That's not the case so I don't know if Mr. Moore reached out to Mr. Demkowicz or not. I did not.

Amick – I would tend to agree with Mr. Walker. We kind of need to understand where this process is at because when Mr. Demkowicz walked away from this meeting on July 5th, if I was him I would have gone out July 6th and ordered my fence. We really do need to understand what has been communicated to him and when. That's my first question. My second question is, assuming this moves forward to go to Planning and Zoning. We have his application for the 42-inch fence, we have his check, is everything in line for him to present for next Monday's Planning and Zoning meeting? It's next Monday, correct?

Haire – It would go on the next available agenda. We provide public notification so it wouldn't actually be until the September agenda.

Amos – So there's no way for us to put it on the next agenda?

Haire – No. We require public notification for variances and neighbor notification and there's been none of that that's taking place.

Buskirk – With his current approval from the City Council, does he even need to go to Planning and Zoning at this point?

Haire – No. The only next step would be issuing a fence permit. The resolution which was passed goes into effect 30 days after it passed so it would go into effect on August 4th. We'd issue a permit if applied for at that time.

Amos – Could they have applied for a permit already or they cannot until the 4th?

Haire – There's none. I've looked.

Amos – So no permit has been pulled.

Amick – Assuming it goes before Planning and Zoning, it can't go before September and it's unclear what Planning and Zoning's ruling would be at that September meeting. That was question two. Question three, I've read some of the documentation and I'm a little confused about the spiked top versus the flat top. If the application before Planning and Zoning is for the 42-inch fence, did Landmarks already approve his request for the flatter top which kind of protects the spikes, has that been approved by Landmarks?

Amos – I did not see the final. All I can tell you is that during August of 2021 meeting between the family and Landmarks, they searched for an hour online until they found that met both the family and Landmarks approval.

Amick – What I saw in the e-mail communication had a picture of a fence still showing the spikes that was approved. I want to be careful and not belabor this process or make any mistakes about the 42-inch fence and the spikes. I think we need to be absolutely clear what he's requesting and who has to approve which piece.

Amos – Before the last meeting the only thing we approved was the 42-inch variance. We did not approve the spiked top. If you recall they said we will just go with the one that was approved when he stood up at the podium. The design is not in question. It's the size, the 42-inch. You are correct, we don't know how Planning and Zoning will rule. I hate that it would be September. You'd asked me a question of the application process; his application was submitted. It was not complete. Mr. Moore did complete the application for him so that it could be submitted.

Shea – The Old Town is the bigger area and the Historic area is smaller, correct?

Amos – The Preservation District is larger than the Historic District.

Shea – So the Old Town guidelines say any fences in front yards must be wood pickets or wrought iron but does not exceed 42-inches in height. It's really convoluted as you go through this. There's no fence designation for the Historic District so I don't understand why the height was an issue. This is the most convoluted things I've ever seen in my very short term on City Council. This poor family had to go before three separate government bodies for jurisdiction, were incredibly frustrated any maybe they didn't do everything right but who does everything right? I mean we're here to take care of our citizens and lookout for our residents and I thought that's what we did was simplify his process so he could get on down the road with his fence that he's been trying to build for a year. That being said, I personally received notice as a member of this legislative body of this ordinance today at 4:20 p.m. and had it put onto the agenda. I tried to call Mr. Demkowicz but I don't have his phone number. I think the gentleman should at least have the opportunity to speak to this. I would move that we table this until the next meeting.

Amos – Two things, if we don't push it forward, if we did it we have to do it tonight it has to be by emergency. If we don't, it's fine because I totally understand where you're coming from that the resident may or may have bought the

fence. I understand completely those concerns. My biggest thing, which just making sure that everybody understood that the City did not neglect their responsibilities. We over trumped and by the way the 42-inch is in the Landmarks books but its 36-inches by the variance.

Haire – By the zoning code.

Amos – You are right, it's convoluted, not clear but that's what it is. Our zoning code says 36-inches and our Historic says the 42-inches. I do struggle with the fact that he may not know and I don't have Mr. Moore here to answer that.

Amick – I think the bigger concern is that what we have done in terms of precedent because we now know or believe to know that there is another case that could very well come to Council in the future. I'm concerned about that. We should have followed a process. It's my opinion we did not follow a process or direct the homeowner to follow that process and I am concerned about the precedent that we are setting.

Amos – That's the biggest part.

Milliken – In light of the discussion you've heard thus far, is it your intention to table this this evening or vote on it if we move it forward?

Amos – If we table it instead because we have only 30 days to pull this back, that is the downside. 2 weeks ago, we could have had this conversation and brought Mr. Demkowicz in, had him go through Planning and Zoning but our vacation impeded.

Milliken – I agree with Mr. Shea. We'd be doing him a terrible disservice if we move forward with this and not allow him an opportunity to come in here. To Mrs. Amick's point, this was something that was overlooked before we were even on this body. I think I look at this as an attempt to right or wrong. I agree with you, I was worried about the precedent. Maybe myself included, the voting we made last time was incorrect and I'm willing to own up to that mistake. If the next person comes in and has questions for me, I'll be more than happy to have that conversation with them and apologize to them that unfortunately this is the situation we find ourselves in. That's kind of how I'm viewing this.

Amos – If Council is not on board, I completely understand what the timeliness of it. The big thing is, there was no error on the Cities part. They did follow the timeline, the step of going to Planning and Zoning that was not done and we should have forced that. Going forward, if we're going to take the hard road, we need to take the hard road. It's hard now that we have another compliant in the works to just have those conversations with residents. Like well, if you push hard enough you might get it and we really want people to go through the process because we do choose our committees to do a job. If Council does not seem to be on board with it, we do not have to move the resolution. It can end here and I appreciate Mr. Boggs working on it and getting it prepared for us. My biggest thing is, we've got to understand as a Council, we should not be overstepping our bounds and we did. In my opinion, one of seven.

Shea – Mr. Boggs, here we have a clear conflict of law like the Old Town guidelines say 42-inches and the Planning and Zoning guidelines say 36-inches.

Boggs – The 36-inches is in the codified ordinances and so that prevails over the guidelines.

Amos – One is law, one is guide.

Shea – That's only for front, correct?

Boggs – I think that's right, yes.

Haire – Landmarks zoning code is 36-inches if it’s in front. It can be up to 6-feet behind.

Clark – The front of the home is on the side as well as what you would look like on the front.

Boggs – In the Demkowicz circumstance, both are his front yards because it’s on a corner.

Shea – Didn’t Planning and Zoning tell them that they couldn’t do anything until they had a right-of-way from us?

Haire – Planning and Zoning can’t approve an application in the road right-of-way.

Shea – So, they were told they had to come to us. That’s how they ended up here because of the right-of-way if I remember correctly.

Amos – Mr. Moore said that they never actually went in front of Planning and Zoning. He returned the check and application and told them there is no use if you don’t have the right-of-way. That being said, under new and old business we’re going to talk about the old-time guidelines that are 10 years old.

Amick – Can someone remind me where a resident would read about if you’re on a corner lot that their side yard is also considered your front? Where that would be noted?

Haire – Chapter 1133.

Amos – Mr. Boggs, do we just do a poll to see if they want to move it forward is that where we stand?

Shea – There’s a motion on the table.

Amos – Just so we’re all clear, if we table it, it goes away. There’s nothing which is fine I just want to make sure we all understand that there’s no returning.

Walker – I can’t help but return back especially this time right now when such a fence might need to be ordered and if that fence is ordered and there’s money that has been put down. Then they would turn it down, that’s a big concern of mine.

Clark – I agree, this is a tough situation but I think we’ve boxed ourselves in. I agree with Mr. Walker that Mr. Demkowicz and his wife left thinking that he could go and order a fence and had Council’s approval for that, I think at this point it would be reckless on our part to overturn that. However, I sympathize with Mrs. Amos. We don’t want to become the Planning and Zoning Committee of Canal Winchester and that’s a problem. I think we’re going to have to get the word that this was a one-time thing because this gentleman had to come to us to get the right-of-way. You’re right, we’re going to have a lot of people coming here with those issues saying I didn’t get the answer I wanted, I’ll come here.

Amos – Honestly, I’m okay with tabling it as long as we understand going forward that we really need to let the people that we have selected to do their jobs. We need to take some time to review the Landmarks guidelines. They are 10 years old.

RES-22-030
Council

A RESOLUTION MEMORIALIZING THE APPOINTMENT OF STEVE BUSKIRK TO FILL A VACANCY IN THE COUNCIL PURSUANT TO SECTION 3.08 OF THE CITY CHARTER

- Request to move to full Council

A motion was made by Amos, seconded by Amick to move RES-22-030 to full

Council. The motion carried with the following vote:

Yes 6 – Amos, Amick, Clark, Milliken, Shea, Walker

Abstain 1 – Buskirk

Boggs – Mr. Chair, If I may just be very clear about a couple of items here. One thing is that this should not be taken as anything more than simply memorializing the action that Council already took on July 5th appointing Mr. Buskirk but because under your rules of Council, it talks about appointments being made by resolution. Whereas, in the charter it talks about appointments to Council being made by motion. You had the power and did appoint him July 5th but we wanted to have this as the record memorializing that so it's not just having to hunt through minutes to find it, you have a document that we can point to.

ORD-22-028

Council

AN ORDINANCE TO REQUIRE NOTIFICATION OF LOCATION IN THE HISTORIC DISTRICT AND PRESERVATION DISTRICT

- Request to move to full Council

A motion was made by Shea, seconded by Amick to move ORD-22-028 to full Council. The motion carried with the following vote:

Yes 6 – Shea, Amick, Amos, Buskirk, Clark, Walker

Abstain 1 – Milliken

Shea – I called down and asked when the last time if we had a way of letting people know that they lived in Historic or Preservation District. I was told that we did that once but the last time we did it was 2018. I thought that was a long time ago so I thought that we should go ahead and have the City mail out to the residents that are in Preservation District annually. Notice that they are in the Preservation Districts and that they have special codes and guidelines that they have to follow. That is the purpose of this ordinance to prevent future problems of people saying I didn't know I was in the Preservation District. I think as a City we will be doing them a favor by proactively notifying them.

Amos – I agree because the next fence that we have coming up that was one of the main issues. The family wasn't aware that there were special rules for the downtown area. Mrs. Jackson, do you have any way to determine who has moved in recently or would everybody need annual reminders?

Jackson – We could probably do it through utility billing system because that tracks a move in date but I would have to play around a little bit.

Amos – That would make me happy if we weren't excessively billing and spending a lot of money on postage for people who have been there for years.

Amick – I think it's important that every address in that district receives that annual notification even given the cost simply because if you are caring for an elderly parent or someone who isn't perhaps of sound, mind and body.

Amos – Good point.

Shea – How many properties are in that district?

Haire – I'm not sure. Generally, in the past we've done these by door hangers. We generally do them every two to three years. The last time we did that was 2019. I don't see the address list on here. I would say it's somewhere

probably around 300 properties.

Amick – Mr. Shea, you said the Preservation District is bigger than the Historic District, correct?

Shea – That was my read of the Old Town plan maps. Since the Old Town plan is guidelines and not law, those maps might not be fully official.

Haire – The case here in front of this building, Trine Street is the end of the Historic District but the Preservation District goes out to the county line. That's the case in many streets around Canal Winchester so on West Waterloo Street you have basically Washington is the end of the Historic District. The Preservation District extends to the railroad tracks, it also takes in West Street back in some of those neighborhoods as well.

Amick – So how would someone know who's moving into our area which district they're in?

Shea – They would not.

Amos – They would have to look at the plan to see where they fell.

Shea – Could you flag it on the utility system when they register for water?

Ebert – My comment to all of this is, no matter where you live you have standards to meet. If you're not coming to find out if you have the right to do something then you're at fault. Building a fence is one of them. I don't care what area of town it is, there are standards you have to meet. We have a lot of different ordinances which have been adopted over the last 200 years almost and they are there for a purpose. You can come in anytime and they can give you what the standards are.

Milliken – I agree with you Mr. Shea. The other side of the coin I think too is you know talking about state of things the lack of understanding of people sometimes and I hate to sound crass about it but basic civics is lost to the generation I feel like. If we have to help them, let's help them. That's how I feel though.

Amos – I think there's a lot of people who move into the City and who may think that they need a fence permit but if they came from a larger district or a larger City like Columbus. Should have asked for permission? Did they know that there's preservation districts in Columbus? It's an education piece. I'm alright with the mailer if it helps.

Clark – I assume that we'll put how to go on the website and find the regulations and stuff.

Haire – Generally that's what we include. I can read you the text of the last door hanger we did. It says "This property is located in Old Town Canal Winchester. Old Town Canal Winchester encompass two areas of architectural review that Historic District and Preservation District. Any exterior changes to properties within this area require design review by the Landmarks Commission. It is the intent of the Old Town District to maintain development and enhance the distinctive character of Canal Winchester. Before beginning an exterior project in the Old Town District please call or visit the City of Canal Winchester to guide you through the review process. A copy of the Old Town guidelines can be found on Canal Winchester's website or by following the link listed below."

Amos – Mrs. Jackson, another random question. Could we use a mail merge and inside the mailers for the water bill and create a letter that just merges in that you are in the "XYZ" and once a year it goes in the mail with the water bills?

Jackson – Honestly that's a question for our third-party printer. They would probably have to know where in the text file we send them, to pull a flag, to know. It's probably possible but I'd have to check with them.

Amos – I forgot that we don't do water bills in house. Mr. Shea, you're asking for us to approve that something goes

out annually. Does it have to be mail or could it be a door hanger?

Boggs – This draft says mail but it's up to you as Council.

Shea – Mail is a legal notice. That's essentially what we're sending them. The post office does a pretty darn good job and I saw a lot of door hangers floating in the wind when I ran for office.

Amick – There needs to be a formality about it.

Walker – Mr. Haire, a few years back it's probably been about four years. I'd asked a question about how we were helping some folks that were moving into different developments that don't have a copy of an HOA. Don't we now carry record down at the City if someone's moving in? A copy of the HOA for that development. It would be kind of be the same thing just giving people notice moving into the town and not in an HOA in the development.

Haire – We keep track of copies of restrictions within developments and let people know the contacts. We try to stay on top of the management companies for each development and give them the contacts for that development when they come into to pursue any work.

Shea – Maybe we should go step further and have like a new resident packet that we give them when they sign up for water.

Amick – Mr. Shea, I was just looking at the new residence tab on the city's website. Mayor Ebert, I appreciate your comment about you should know what the rules are around any parcel that you're buying. There's nothing obvious that would say "Oh I really need to know whether I'm in the Historic District or the Preservation District." Again, perhaps it shouldn't be obvious but there isn't anything obvious for the average Joe new resident. Maybe that's just an opportunity for us to beef up those links a little bit.

F. Old/New Business

OTH-22-016

City of Columbus Winchester Pike Industrial Development Lease Flyer

Shea – I received this e-mail from a commercial realtor that I know. I just found it incredibly ironic that after all the lectures I received about how Columbus was never going to approve this sort of facility in that neighborhood and here we go. Here comes 527,000 feet and their putting subsidized apartment's right behind it. I just wanted to share that and put that on the record for our community to know that we are looking out for their best interests and we want to keep this community safe, profitable and livable as possible.

OTH-22-017

Review of Landmarks Guidelines

Amos – As I mentioned before the Old Town guidelines are 10 years old and has not been reviewed since 2012 so coming up on about 10 years. There is a lot of stuff in here but I think that we could either make a little clear or decide if this is what we're still going for. Over the next month or two I think everyone should take a look at it. I have some suggestions. Laurie and I talked about a couple of things including fences. Do we need to be more specific? We could say here's the ones that are approved within there and make things a little easier for somebody to pick it up and know exactly what they're looking at. There are parts in there that seem a little antiquated. I think we need to just take a look and make sure that it's still the message that we want to send to our residents while preserving the history of our town. My request to Council is to take the next couple weeks and just review it, let me know if you see anything that you'd like to change. I'd like to compile a list of some potential changes. Then, we will submit them to Council for review.

Clark – Will this be looked at the Comprehensive Plan at all?

Haire – Yes. What's important to the public within the Old Town area which will then help guide any future changes to any of our documents. Our zoning code or our Landmarks.

Amos – They're not reviewing this though, they're taking the pieces that the residents have suggested and they're going to try to implement it into it.

Haire – The intent is to comprehensively review the codes to include the Landmarks guidelines.

Amos – Do we know when that's happening and can some of us sit in?

Haire – It will happen during the 10 months of planning process which we're 2 months into so within the next 8 months.

Amos – Would we be able to listen in on some of that conversation?

Haire – I believe so, yes.

Amos – I'd still like for Council to review some of it though. There is some antiquated language that we could at least look at. Plus, I don't think it's ever a bad idea for us to understand the rules we're enforcing.

Amick – Mrs. Amos, have you had any conversation with Mr. I think his name is Pete Lynch? I believe he's the current chair of the Landmarks Commission I think. Have you had any conversation with him about this?

Amos – Mr. Milliken and I were going to go and talk with him. We have not scheduled that yet but we will. I think there's some good conversation. Pete Lynch, I've had other conversations with him about things that are in here but not from a Council standpoint. I think it'd be a really good conversation to see and hear some of the things that they're hearing.

G. Adjournment @ 6:58 p.m.

A motion was made by Amos, seconded by Milliken to adjourn. The motion carried with the following vote:

Yes 7 – Amos, Milliken, Shea, Walker, Amick, Buskirk, Clark