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VILLAGE OF BOSTON HEIGHTS COUNCIL MEETING DECEMBER 12, 2012 AGENDA

CALL TO ORDER					
ROLL CALL					
Antal Baxter	_ D. Blakeney	G. Blakeney	Fenn	Polyak	_
PLEDGE OF ALLEG	ANCE				
APPROVAL OF AGE	NDA				
CORRESPONDENCE					
AUDIENCE PARTIC	IPATION				
ORDINANCES					
ORDINANCE GG - 2 (Third Reading)	ORDINA	NCE AMENDING NCES, AMENDIN 03.04, AND 905.04	NG CODIFII	ED ORDINANO	CES 903.01,
ORDINANCE JJ - 20 (Second Reading)	ORDINA CUTTIN	INANCE AMEND NCE CHAPTER 1 G REGULATIONS CLARING AN EM	177 "TREES S AND RES"	S AND TIMBE TRICTIONS"	ER

ORDINANCE KK - 2012 (First Reading)

AN ORDINANCE AMENDING CODIFIED

ORDINANCE 121.02 (b) TO CLARIFY COUNCIL'S ORGANIZATIONAL MEETING IS TO OCCUR ANNUALLY AND DECLARING AN EMERGENCY.

ORDINANCE LL - 2012

(First Reading)

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CODIFIED ORDINANCES USING NUMERICAL SEQUENCE FOR ORDINANCES AND RESOLUTIONS EFFECTIVE JANUARY 1, 2013 AND DECLARING AN

EMERGENCY.

RESOLUTIONS

RESOLUTION NN - 2012 (First Reading)

AN ORDINANCE A RESOLUTION APPOINTING RAYMOND

HEATWALL AS CHIEF OF POLICE AND

DECLARING AN EMERGENCY.

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1.	Motion to approve	the 2013	Boston Heights	Meeting Schedule
	11			\mathcal{L}

- 2. Motion to approve meeting Minutes (Jun 26, 2012, August 15, 2012, November 15, 2012)
- 3. Motion to accept the finance reports for October, 2012

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

EXECUTIVE SESSION

ADJOURN

NOTICE

The complete text of each such Ordinance or Resolution may be obtained or viewed at the Boston Heights Village Hall, 45 East Boston Mills Road in the Office of the Fiscal Officer during office hours.

ORDINANCE GG - 2012 December 12, 2012 (Third Reading)

ORDINANCE AMENDING CHAPTER 901 OF THE CODIFIED ORDINANCES, AMENDING CODIFIED ORDINANCES 903.01, 903.03, 903.04, AND 905.04 AND DECLARING AN EMERGENCY.

WHEREAS, residents of the Village of Boston Heights routinely request to perform construction work in the Village's Public Street Right of Way; and,

WHEREAS, residents of the Village of Boston Heights routinely wish to construct infrastructure within the Village's Public Street Right of Way and the Village must take on long-term operation, maintenance, and repair costs of that infrastructure, it is important and necessary that proposed construction meet the Standards of the Village, prior to formal acceptance of the infrastructure by the Village.

NOW THEREFORE BE IT ORDAINED by the Council of the Village of Boston Heights, County of Summit, State of Ohio as follows:

Section 1: That Chapter 901 of the Codified Ordinances be hereby amended and state as follows:

901.01 CONDITIONS PRECEDENT TO DEDICATING OR IMPROVING STREETS; FIRE HYDRANT REGULATIONS.

No department of this Village shall accept, lay out, open, improve, grade, pave, curb or light any street or other way, unless such street has been accepted or dedicated or otherwise received the legal status of a public street or way prior to April 14, 1973, or unless such street or way corresponds in location and extent with a street or way shown on a recorded plat which has been legally accepted by Council, and the construction of the street or way conforms in every aspect with the design standards and requirements for streets and roads as set forth in Chapter 1121 of these Codified Ordinances. The types and standards of all fire hydrants to be installed in connection with proposed dedicated or improved streets must be in compliance with the rules and regulations established by the Fire Chief of the Village of Boston Heights regarding the installation of fire hydrants.

901.011 STANDARDS AND PERMIT FOR WORK IN THE PUBLIC RIGHT OF WAY.

- (a) The Village Engineer and/or Street Commissioner shall develop Standard Drawings and Specifications that must be followed for all construction, reconstruction, alterations, and/or pipe and/or culvert work performed within the Village's Right of Way. Subjects that must be addressed in those Standard Drawings and Specifications include, but are not limited to:
 - (1) Standard driveway apron construction including but not limited to concrete, asphalt and/or gravel;
 - (2) Standard ditch enclosure detail;
 - (3) Standard drive pipe replacement/construction detail;
 - (4) Standard yard drain, catch basin, manhole, and headwall details; and,
 - (5) Standard notes and specifications regarding safety, traffic, and materials.

901.02 PERMIT; FEE.

No person other than a duly authorized officer or employee of the Village shall make an excavation in any street, alley, sidewalk or public ground, including the Village's Right of Way or begin to construct, reconstruct, repair, alter or grade any sidewalk, curb, curb cut, driveway ditch, swale, pipe, or street on the public streets or within the Village's Right of Way without first obtaining a permit in writing from the Street Commissioner as provided in this Chapter.

901.03 APPLICATION FOR PERMIT.

- (a) An applicant for a permit to do any of the work specified in Section 901.02 shall file with the Street Commissioner an application showing the following:
 - (1) Name and address of the owner or agent in charge of the property abutting the proposed work area;
 - (2) Name and address of the party doing the work;
 - (3) Location of the work area;
 - (4) Attached plans showing details of the proposed alteration;
 - (5) Estimated cost of the alteration;
 - (6) Such other information as the Street Commissioner finds necessary.

- (b) As a part of the permit application set forth in this Section, an owner shall also prepare and submit plans/sketches of the proposed work with the following basic plan information:
 - (1) Street location, ditch location, pipe locations, drive location, side property lines, front property line, right of way line, etc.; and,
 - (2) Street elevations, pipe elevations, and ditch elevations along the work area and a minimum of 25 feet beyond the work area; and,
 - (3) Sufficient information shall be provided to verify that the proposed work Will not have a detrimental effect on neighboring properties.
- (c) At the time of application, an applicant shall submit a deposit to be determined by the Village's deposit and fee schedule established under Codified Ordinance 1101.06, which shall be deposited into the Professional Review Account.

901.04 PRE-CONSTRUCTION CONTRACTOR'S BOND, AND, INSURANCE.

- (a) A performance bond in the minimum amount of ten thousand dollars (\$10,000) shall accompany an application for a permit to do any of the work specified in Section 901.02.
- (b) The Street Commissioner shall have the authority to waive or reduce such bond where he finds that a landowner is performing the work directly, and the work is within a scope that reasonably eliminates risk to the Village's infrastructure.
- (c) The Street Commissioner shall have the authority to require a bond in excess of the ten thousand dollars (\$10,000) minimum as set forth above if he or she, in his or her judgment, determines that such increased amount is necessary to protect and save harmless the Village from all claims for damages or injury to other persons by reason of the alteration work or to insure that any damage done to Village streets or property can be repaired.
- (d) Prior to construction, a permit applicant shall also submit the following to the Street Commissioner:

- (1) Copy of current Workers' Compensation Certificate; and,
- (2) Copy of current liability insurance certificate.

901.05 PERMIT ISSUANCE.

The Street Commissioner shall issue a written permit to do work specified in Section 901.02 when he or she finds:

- (a) That the plans for the proposed operation have been approved by the Village Engineer, to whom they shall be forwarded by the Street Commissioner with a reasonable time after receipt thereof;
- (b) That the work shall be done according to the standard specifications of the Village for public work of like character;
- (c) That the operation will not unreasonably interfere with vehicular and pedestrian traffic, the demand and necessity for parking spaces, and the means of egress to and from the property affected and adjacent properties;
- (d) That all of the requirements for submission of a permit application have been met; and,
- (e) That the health, welfare and safety of the public will not be unreasonably impaired.

901.06 SUPERVISION, NOTICE AND INSPECTION OF WORK.

- (a) All operations for which a permit is granted hereunder shall be supervised by the Street Commissioner.
- (b) An applicant, permit holder, and/or owner shall notify the Street Commissioner of the intended start date for commencement of work at least forty-eight (48) hours in advance of that date.
- (c) An applicant, permit holder and/or landowner shall perform all work in accordance with the approved permit. Any variations to the proposed work must be approved by the Village, prior to making revisions. Work completed without prior approval

is subject to rejection, permit holder or landowner's removal, and correction by the Village at the permit holder or landowner's expense.

- (d) The Village will perform a post-construction inspection of the work to verify conformance with the approved plan;
- (e) After the post-construction inspection, a punch list shall be prepared by the Village itemizing areas of work which require remediation, repair, or reconstruction, prior to final approval and acceptance by the Village. Upon proper completion of the punch list has been confirmed by the Street Commissioner, the Village may formally accept improvements for public ownership and maintenance. The Village shall release the contractor's bond for the project within reasonable time, under the circumstances, after the Village accepts the improvements.

901.07 REMOVAL, DEPOSITING OF MATERIAL.

In removing pavement or other material from streets, alleys, sidewalks, public grounds, or the Village's Right of Way, for any purpose whatever, the material dug up must be deposited in such manner as to guard against inconvenience to the public by obstructing streets, alleys or sidewalks.

901.08 RESTORATION.

All places where pavement or other material is removed from streets, alleys, sidewalks or public grounds shall be restored to their former condition as speedily as practicable, either by the Municipality or by the person causing such pavement to be removed, as may be directed, but at the expense of the person causing such pavement to be removed, or, in default thereof, the amount shall be deducted from the cash deposit mentioned in Section 901.04, or otherwise collected from the permittee as required by law.

901.09 BARRICADES AND WARNING LIGHTS.

No person, firm or corporation engaged in or employing others in excavating, opening any hole or obstructing a portion or all of any street, alley, sidewalk or other public way shall fail to do the following so that the condition will not reasonably prove

dangerous to life or limb and to prevent injury to persons or animals:

- (a) Have such excavation, opening or obstruction adequately protected by suitable barricades at all times; or,
- (b) Install and maintain at all times during the night such warning devices or lights so as to provide adequate warning of such excavation, opening or obstruction.

901.10 PERMIT ISSUANCE.

No person, firm or corporation engaged in or employing others in excavating, construction, altering any street, alley, sidewalk, construction site, or other public or private way, shall work beyond the hours of 7:00 a.m. through 6:00 p.m.. during Eastern Standard Time or 6:00 am. through 8:00 PM. during Eastern Daylight Savings Time.

901.11 FIRE HYDRANT DEPOSIT.

Prior to granting of permission to use a fire hydrant within the municipal corporation limits of the Village of Boston Heights, the applicant seeking such permission shall pay a deposit of one thousand dollars (\$1,000) to the Fiscal Officer for the purpose of insuring that the applicant does not damage nor misuse the fire hydrant. The Fiscal Officer shall refund said deposit to the applicant upon receipt of notice from the Fire Chief or his designee that the applicant did not damage or misuse the fire hydrant. Should the applicant damage or misuse the fire hydrant, the Fiscal Officer shall withhold such sums of applicant's deposit as is directed by the Fire Chief or his designee to repair the damage to the fire hydrant or to replace the same as a result of the damage.

901.12 LIEN UPON LOT OR LANDS SECURED.

All costs and/or fees required to be paid under this Chapter and Codified Ordinances by the permit applicant and any other person are hereby made a lien upon the lot or lands secured. If the costs are not paid within sixty (60) days after being certified to the Fiscal Officer by the Street Commissioner, such costs and/or fees shall be certified to the County of Summit Fiscal Officer, Auditor's Office, who shall place it upon the tax duplicate of the County with

interest and penalties allowed by law, and such costs and/or fees shall be collected as other taxes and assessments are collected.

901.99 PENALTY.

Any person, or corporation violating any provision of this Chapter shall be fined not more than one hundred fifty dollars (\$150.00). Each day during or on which a violation occurs or continues shall constitute a separate offense.

Section 2: That Codified Ordinance 903.01(a) be hereby amended and state as follows:

(a) No person shall construct or alter any new or existing driveway entrance leading from a dedicated and accepted street or highway to private property, or lay, install or renew any drainage pipe thereunder without first obtaining a permit from the Street Commissioner.

Section 3: That Codified Ordinance 903.01(b) be hereby amended and state as follows:

Upon application for permit as required in this Section, the Street Commissioner shall inspect the applicant's proposed construction or alteration in the driveway entrance, inform the applicant of the requirements of this chapter, and only if appropriate, issue a permit for the work. The Street Commissioner shall thereafter undertake and/or supervise such construction or alteration to insure compliance with the provisions of this chapter.

Section 4: That Codified Ordinance 903.03 be hereby amended and state as follows:

Should the Street Commissioner require, in any driveway installation, that a catch basin is required in order to control sediment or water flow or for maintenance purposes, no driveway, construction or alteration shall be made without the installation of the required catch basin or basins.

Section 5: That Codified Ordinance 903.04 be hereby amended and state as follows:

903.04 SUPERVISION OF WORK.

The Village shall, under the direction and supervision of the Street Commissioner, monitor all driveway or ditch alterations or constructions under this Chapter. Should the Street Commissioner determine that any work is being completed

outside of the terms of the proposed plans and/or the issued permit, the Street Commissioner may issue a stop order which will have a legal effect of temporarily withdrawing the permit. The permit may be reinstituted upon the applicant's correction and an effort to bring the work back within the terms of the proposed plan and previously approved permit.

Section 6: That Codified Ordinance 903.05 be hereby amended and state as follows:

Whoever constructs or alters any driveway entrance without complying with the provisions of this Chapter or requirements of the Street Commissioner shall be charged with any and all costs including labor and equipment incurred by the Village in removing, replacing, or altering the project in order to bring it up to minimum requirements of this Chapter and of the Street Commissioner.

Section 7: That Codified Ordinance 905.04 be hereby amended and state as follows:

905.04 CONSTRUCTION REGULATIONS.

No person shall construct any private road to existing roads or streets within the Village, except in compliance with Codified Ordinance Chapters 901 and 903 and the following regulations:

- (a) Whenever a private road is constructed to connect to any existing road within the Village, there shall be provide as a part of such construction suitable drainage facilities by means of corrugated pipe or equal facility to the satisfaction of the Engineer;
- (b) The drainage pipe shall be of a minimum size of twelve inches in diameter, shall be installed in the existing road ditch at approximately the center line thereof and along the center line under and across the entire width of the private road shall extend a distance of at least two feet beyond each side of the pavement;
- (c) The flow line of such drainage facility shall correspond to the existing flow line of the ditch and the grade thereof shall be such as determined by the Engineer;
- (d) The Village Engineer and/or Street Commissioner is further authorized to require the installation of drainage facility pipe in excess of twelve inches in diameter or to permit the installation of such pipe of less than twelve inches in diameter when, in his judgment, the additional capacity is necessary or such lesser capacity is adequate to provide suitable drainage;

- (e) The private road shall be constructed of suitable materials to support an AASHTO HS2O-44 load;
- (f) The materials for the private road shall conform to ODOT applicable CMS Standards;
- (g) The pavement of the private road shall be a minimum of eighteen feet wide with two feet berms in common areas and ten feet wide with one foot berms in other areas;
- (h) The grade of the private road shall not exceed ten percent (10%) and be not less than 0.5 percent;
- (i) The minimum centerline radius shall be one hundred feet; and,
- (j) Construction drawings for the private road shall be prepared by a Registered Engineer in the State of Ohio and be reviewed and approved by the Municipal Engineer.

Section 8: That this Council hereby finds and determines that all formal actions relative to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council which resulted in formal action were taken in meetings open to the public, in full compliance with the applicable legal requirements including Section 121.22 of the Ohio Revised Code.

Section 9: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety and shall take effect and be in force from and after its passage.

PASSED:	
	BILL GONCY, Mayor
ATTEST:	
Heights, Summit County, Ohi	LINGENBERG, Fiscal Officer and Clerk of the Village of Boston to, do hereby certify that the foregoing Ordinance 2012 was duly Village of Boston Heights, County of Summit, State of Ohio, at a day of December, 2012.
	BETTY KLINGENBERG, Fiscal Officer

ORDINANCE JJ - 2012 December 12, 2012 (Second Reading)

AN ORDINANCE AMENDING CODIFIED ORDINANCE CHAPTER 1177

WHEREAS, it is in the general interest of the residents of the Village of Boston Heights that the Codified Ordinance Chapter 1177 "Trees and Timber Cutting Regulations and Restrictions" be amended; and

WHEREAS, the Planning Commission of the Village of Boston Heights has approved the amendments herein; and,

WHEREAS, the Village of Boston Heights has conducted a public hearing with due notice on the amendments herein.

NOW THEREFORE BE IT ORDAINED by the Council of the Village of Boston Heights, County of Summit, State of Ohio as follows:

Section 1: That Codified Ordinance Chapter 1177 be hereby amended and state in its entirety as set forth in Exhibit "A" hereto;

Section 2: That this Council hereby finds and determines that all formal actions relative to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council which resulted in formal action were taken in meetings open to the public, in full compliance with the applicable legal requirements including Section 121.12 of the Ohio Revised Code.

PASSED:	
	BILL GONCY, MAYOR

Village of Boston Heights Council Meeting - December 12, 2012 Page 16

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I, BETTY KLINGENBERG, Fiscal Officer and Clerk of the Village of Boston Heights, Summit County, Ohio, do hereby certify that the foregoing Ordinance____- 2012 was duly passed by the Council of the Village of Boston Heights, County of Summit, State of Ohio, at a meeting of Council on this ____day of December, 2012.

BETTY KLINGENBERG, FISCAL OFFICER

Ord JJ-2012 Exhibit A

CHAPTER 1177

Trees and Timber Cutting Regulations and Restrictions

1177.01 Prohibition of tree or timber removal without permit, exceptions.

1177.02 Use exemptions.

1177.03 Definitions.

1177.07 Permits.

1177.06 Conditions to issuing permit.

1177.07 Buffer zone.

1177.04 Penalties.

CROSS REFERENCES

Trimming trees - see GEN. OFF. 521.12 Destruction - see GEN. OFF. 541.06

1177.01 PROHIBITION OF TREE OR TIMBER REMOVAL WITHOUT PERMIT, EXEMPTIONS.

- (a) No person shall timber log, commercial cut, clear cut or excessively prune any tree that is presently attached to the ground on any public or private property without obtaining a permit from the Zoning Inspector for the removal or excessive pruning of trees.
- (b) A property owner who owns ten acres or less in a residentially zoned district shall be exempt from the provisions of these regulations.
- (c) A property owner who owns more than ten acres in a residentially zoned district, upon which the timbering, logging, commercial cutting, clear cutting, or pruning will be conducted over a single contiguous area of one acre or less, per calendar year, or upon which twenty (20) or fewer trees shall be removed during one calendar year, shall be exempt from the provisions of these regulations.

1177.02 USE EXEMPTIONS.

The activities listed below shall be exempt from this chapter:

- (a) Emergency activities necessary to remedy an immediate threat to public health, safety, or welfare.
- (b) Routine maintenance or removal of trees necessary to maintain the health of cultivated plants, to contain noxious weeds, or to remedy a potential fire or health hazard or threat to public safety.
- (c) Removal of dead trees.
- (d) Removal of trees in easements and rights-of-way for the purposes of maintaining public streets and utilities.
- (e) Clearing, cutting, or removal of trees in connection with a valid and current Site Clearing and Grading Permit or valid and current change of Grade Permit issued by the Village of Boston Heights.

Ord JJ-2012 Exhibit A

1177.03 DEFINITIONS.

For the purposes of this chapter, the following definitions shall apply:

(a) "Tree" means a self-supporting woody plant characterized by one main trunk or, for certain species, multiple trunks, with a potential at maturity for a trunk diameter of two (2) inches and potential minimum height of ten (10) feet.

- (b) "Diameter/Diameter-breast-height" (d.b.h.) means the diameter of any tree trunk, measured at 4-1/2 feet above average grade. For species of trees whose normal growth habit is characterized by multiple stems (e.g. hazelnut, vine maple) diameter shall mean the average diameter of all stems of the tree, measured at a point six inches from the point where the stems digress from the main trunk. In no case shall a branch more than six inches above average grade be considered a stem. For the purposes of enforcement, if a tree has been removed and only the stump remains, the size of the tree shall be the diameter of the top of the stump.
- (c) "Removal" means removal of a tree(s), through either direct or indirect actions including, but not limited to, clearing, cutting, causing irreversible damage to roots or trunks; poisoning; destroying the structural integrity; and/or filling, excavation, grading, or trenching in the dripline area of a tree which has the potential to cause irreversible damage to the tree, or relocation of an existing tree to a new planting location.
- (d) "Excessive pruning" means pruning more than six years of branch growth, unless necessary to restore the vigor of the tree or to protect life and property.
- (e) "Timbering, Logging or Commercial Cutting" means the cutting of trees bearing a trunk diameter of not less than nine inches measured at a distance of fourteen inches above ground level.
- (f) "Clearcutting" means the removal of trees and other vegetation from a site in preparation of the development of same.

1177.04 PENALTIES.

Any person who violates this chapter shall be fined up to \$3,000 per tree for removal of or excessive pruning of any tree in violation of this ordinance.

1177.05 PERMITS.

<u>General Permit Applications/Permit Conditions.</u> The application for such permit shall be in writing and shall set forth and be accompanied by the following:

- (a) A nonrefundable fee in the form of a certified check in the amount of \$250.00.
- (b) A site plan detailing the topography of affected areas to the satisfaction of the Zoning Inspector.
- (c) A cash or surety bond in the form as approved by the Solicitor in favor of the Village, in the amount of \$25,000.00 and post a road bond in conformance with Section 339.02 of the Codified Ordinances of Boston Heights.

Ord JJ-2012 Exhibit A

1177.06 CONDITIONS TO ISSUING PERMIT.

The conditions under which permits under section 1177.05 shall be issued under this chapter are as follows:

- (a) The owner shall submit the Plan to the Summit Soil and Water Conservation District and submit an approved plan to the Zoning Inspector.
- (b) The Zoning Inspector shall not issue a permit in any case where such timbering of trees would result in undue erosion or undue stream siltation or where contiguous or adjacent properties would be adversely affected.
- (c) The Zoning Inspector shall not issue a permit unless and until adequate assurance is furnished by the permittee that in the event a permit is granted and such timbering is done all of the cordwood, branches, brush, rubble and refuse resulting therefrom shall be removed from the premises or cut up, chipped, or mulched and placed on the forest floor in such a way that no fire hazard shall result therefrom.
- (d) The Zoning Inspector shall, if a permit is granted, specify the hours of operation that timbering may be conducted, designate the streets for ingress and egress and provide for such other controls so as to insure a clean and safe timbering operation.
- (e) The Zoning Inspector shall attach any additional conditions to the permit, if granted, which are reasonable to protect the general health, peace, safety and welfare of the citizens of the Village of Boston Heights.

1177.07 BUFFER ZONE.

All permits issued under section 1177.05 shall require the permittee to:

- (a) Delineate the boundary of the area upon which the permitted activity is to occur in a manner approved by the Zoning Inspector.
- (b) Provide a buffer area of 100 feet from the property line or adjacent right-of-way within which no timbering, logging, commercial cutting or clear cutting shall take place.

ORDINANCE KK - 2012 December 12, 2012 (First Reading)

AN ORDINANCE AMENDING CODIFIED ORDINANCE 121.02 (b) TO CLARIFY COUNCIL'S ORGANIZATIONAL MEETING IS TO OCCUR ANNUALLY AND DECLARING AN EMERGENCY.

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