RESIDENT HANDBOOK

IMPORTANT PHONE NUMBERS

VILLAGE OF OTTAWA HILLS ADMINISTRATIVE OFFICES
2125 Richards Road Ottawa Hills, OH 43606 www.ottawahills.org

VILLAGE MANAGER & ADMINISTRATIVE OFFICES
419-536-1111

POLICE DEPARTMENT (NON-EMERGENCY)
419-531-4211

FIRE DEPARTMENT (NON-EMERGENCY TOLEDO LINE)
419-936-2398

SERVICE DEPARTMENT
419-536-4118

OTTAWA HILLS LOCAL SCHOOLS
https://www.ohschools.org/
Superintendent
4035 W. Central Ave.
Ottawa Hills, OH 43606
419-536-6371

Junior High / Senior High School
2532 Evergreen Road
Ottawa Hills, OH 43606
419-534-5376

Elementary School
3602 Indian Road
Ottawa Hills, OH 43606
419-536-8329

OFFICE OF VILLAGE LIFE
www.ottawahills.org
3602 Indian Road Ottawa Hills, OH 43606 419-537-9852

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THE VILLAGE OF OTTAWA HILLS

Welcome to the Village of Ottawa Hills, a truly special community nestled in Northwest Ohio. So much more than merely a nice place to live, Ottawa Hills has been charming residents for over 100 years with its slower pace and gorgeous scenery. Whether you're here for the classic architecture, to raise a family, or because of our award-winning schools, we think you will soon discover what makes our Village stand out from the crowd.

Maybe it's our tight-knit community that makes us so special. We take care of one another here, and we've never lost sight of what matters most—looking out for our neighbors and knowing that they will do the same in return. Or, maybe it's all of our winding streets lined with tall, majestic trees that beautifully showcase the vibrancy of each passing season. Perhaps it's the fact that despite our close proximity to nearly every big city amenity you could imagine, Ottawa Hills is still able to provide a comforting respite from the hustle and bustle.

In fact, that very notion is something we've become well accustomed to over the years—embracing the small-town charm and timeless character that dates all the way back to our 1915 roots while still working diligently to keep ourselves among the most forward-thinking communities in the area. We've got the best of both worlds in our own backyard, which is just another reason why our residents love living in the Village. I sincerely hope that you come to love it just the same.

This Resident Handbook is meant to provide everything needed to know about making our Village your home. I hope that you find it useful and reference it often as you continue to settle in.

Welcome to Ottawa Hills. We are so glad you're here.

Sincerely,

Marc Thompson
Mayor
Village of Ottawa Hills

Marc Thompson - Mayor
April McDonald - Village Administrator
mcdonalda@ottawahills.org
Phone 419-536-1111

Dan Wimmers – Vice Mayor
Wendy Greeley– Councilwoman
Mark Mockensturm - Councilman
Darren Moore - Councilman
Heather Phillips - Councilwoman
Ian Katz- Councilman
Kevin Merrill– Clerk-Treasurer

VILLAGE GOVERNMENT

The government of the Village of Ottawa Hills prides itself on providing service on an individual basis to each of our citizens. Your questions, comments, and observations are encouraged. Whether you have just moved to Ottawa Hills or are a life-long resident, your Village government will make every attempt to provide the best quality of life for you and your family. Please do not hesitate to contact us either in person, by telephone, or by email, visit www.ottawahills.org to contact the Mayor or a Council member.

VILLAGE GOVERNMENT

To join our electronic mailing list, please send an email to: village@ottawahills.org

www.facebook.com/VillageofOttawaHills

The Administrative Offices are located at 2125 Richards Road and house the Police Department, Service Department, and Administrative Services for the Village. The office is open from 8:00 a.m. to 5:00 p.m. Monday through Friday, excluding national holidays.

THE FOLLOWING HOLIDAYS ARE OBSERVED:

New Year's Eve (1/2 day)
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Eve (1/2 day)
Christmas Day

ELECTED OFFICIALS

The Village is served by a Mayor, six members of the Village Council, and one Clerk-Treasurer; all are elected at-large for four year terms by the residents of the community. Each position is "part-time" in nature and receives an annual salary of $120. The Mayor serves as the Chief Executive Officer of the Village and presides over meetings of the Village Council. The six members of the Village Council constitute the legislative authority, although the Mayor casts a deciding vote in case of a tie.
The Clerk-Treasurer provides oversight for all aspects of the financial operation of the Village, and is responsible for maintaining many of the official records, such as Council Minutes, for the Village.

Minutes from previous meetings and legislation, including all ordinances adopted by Village Council, are available for review at the Village Offices and on the Village's webpage.

VILLAGE COUNCIL MEETINGS

Council meetings are held in the Jean W. Youngen Municipal Building, normally on the first Monday of the month at 7:00 p.m. Meetings are generally informal and residents of the community are welcomed and encouraged to attend. Committee meetings are also open to the public. Committee assignments are indicated for each councilperson. Check our calendar at www.ottawahills.org for a schedule of upcoming meetings, or contact the Village Office at 419-536-1111.

VILLAGE ADMINISTRATOR

The Village Administrator is responsible for oversight of all Village functions and is appointed by the mayor and council. Questions regarding Village operations can be directed to the Village Administrator, unless they are clearly identified as relating to one of the other departments. Zoning questions and concerns should be directed to the Village Administrator as well as any other questions that citizens may have.

VOTING / ELECTIONS

419-213-4001
(Lucas County Board of Elections)
The general election is held on the first Tuesday after the first Monday of each November. The dates of the primary elections vary from year to year, so residents will need to watch for public notices about primary election dates.

The polling location for all Village residents is located at the Ottawa Hills High School at 2532 Evergreen Road. Please contact the Lucas County Board of Elections for any polling location or voter registration questions.

FACTS ABOUT THE VILLAGE

- The Village's name comes from the language spoken by the Ottawa Indians, who migrated here from Canada.
- The Village was formed in 1915 and was premiered for the first time to the public on August 1 of that same year.
- The first two homes completed in the Village were the Robert Stranahan home on Orchard Road and the William Broer home on Ridgewood Road
- Once known as "Arrowhead Point," the intersection of Indian Road, Bancroft Street and Secor Road was the first area of the Village to be developed.
- Today, the Village covers an area of nearly 2 ½ square miles, or 1,335 acres.
- In 1934, Herve M. Cheney became the Village's first mayor.
- The first Village budget came in at $12,000 and even included $500 for the keep of a horse.
- The Village was without its own mail system for the first 13 years of its existence before finally beginning house-to-house mail delivery in 1928.

Rick Schnoor
Chief of Police
schnoorf@ottawahills.org
Phone 419-531-4211
Fax 419-531-3214

POLICE DEPARTMENT

The Ottawa Hills Police Department is staffed 24 hours a day and is proud to offer superior services to our residents. Due to the size of our village, we are able to offer a high level of service above and beyond that normally offered by law enforcement agencies. The police department is dedicated to community-based policing and offers personalized service by getting to know our residents, their children, and, many times, even their pets.

Our police officers are very visible throughout the community, which deters crime and also promotes positive interactions with the village's residents and guests. The Ottawa Hills Police Department is proactive in preventing crime and also works hard to promote traffic safety to keep our residents, guests, and children safe.

POLICE DEPARTMENT

RESIDENT INFORMATION As a new resident, or as information changes, the police department requests that you contact them, so that an up-to-date emergency contact database can be maintained. This information helps police & fire personnel quickly notify home owners in the event of an emergency. Additionally, please notify the communications center if your home is monitored by an alarm company. The services provided by the police department and the alarm company can both be improved when we are aware of the existence of the alarm system in your home. A new resident form is provided with this handbook for your convenience.

HOUSE CHECKS

If you are going to be away for an extended period of time, please contact the police department or visit www.ottawahills.org and they will put your home on the vacation house check program. Houses on the vacation house check program are monitored daily by members of the police department for packages or any other signs of activity. There is no charge for this service and it helps provide peace of mind. When contacting the police department, please be prepared to answer the following questions:

- **When will you be leaving and returning?**
- **Are there any key holders that will be inside the house?**
- **Will you be leaving any lights on or lights on timers?**
- **Do you have an alarm company and if so which company?**
- **Will there be any vehicles left in the driveway while you are away?**
- **A list of emergency contact names and phone numbers.**

KEY STORAGE

The police department offers an opportunity to store a house key for any resident in the Village at our station. The key will be available anytime, day or night, to the resident after showing a picture I.D. This has been very useful to residents who have accidentally locked themselves out of their house and were able to avoid a call to a locksmith company. In addition, the key is available to police and fire personnel in the event of an emergency. In the past, this service has helped our emergency responders assist injured subjects that could not make it to the door, investigate residences after receiving a fire alarm, and allowing personnel to shut off the water after discovering broken water lines while a resident was on vacation.

BICYCLE REGISTRATION

As a theft deterrent, we suggest that everyone has their bicycles registered with the police department. The police department will provide a registration sticker, free of charge, for placement on the bicycle and maintain information about the bicycle and its owner. Having your bicycle registered helps deter theft and significantly assists in the recovery process of stolen bicycles. A bicycle registration form is provided with this handbook for your convenience. A bicycle registration may also be obtained by requesting an officer to stop by your home at any time of the day, or by stopping into the police department during normal business hours, or going to our website.

HOUSE NUMBER SIGNS

Traditional house numbers are often difficult to see during nighttime hours. The village sells reflective signs that are easier to see from the road and help our police and fire personnel quickly locate your home. For more information, or to order a sign, please refer to the reflective house number sign order form included with this handbook packet, or visit www.ottawahills.org.

D.A.R.E.

The Drug Abuse Resistance Education Program (D.A.R.E.) is provided by the Ottawa Hills Police Department, in cooperation with the Ottawa Hills School System. D.A.R.E. has been active in our school system since January of 1996 and has grown to include the elementary, middle, and high schools. For more information about D.A.R.E., please visit www.dare.com or contact the Ottawa Hills Police Department.

POLICE & ACCIDENT REPORT REQUESTS

All police and accident reports taken by our department are available to the public. Reports may be obtained in a number of ways:

- **Stop by the police department during normal business hours**
- **Visit our website at https://ottawahills.org/accident**
- **Call the police department at 419-531-4211**
- **Email the request to police@ottawahills.org**
- **Fax the request to 419-531-3214**
- **Mail a request to:**
  Ottawa Hills Police Department
  2125 Richards Road
  Ottawa Hills, OH 43606

When requesting a report, please help us find it quickly by providing the report number (if available), the names of the persons involved, location, date, and time of the crime or accident.

BABY & INFANT CAR SEAT INSTALLATION ASSISTANCE

The National Highway Traffic Safety Administration (NHTSA) estimates that nearly 3 out of 4 parents do not properly use child safety restraints. The Ottawa Hills Police Department has personnel who are certified by the NHTSA to perform child safety seat inspections to ensure they are properly installed. They will be happy to assist you with proper installation.
Please call 419-531-4211 for an appointment.

TOURS

Whether for you and your child, or a large group, the fire department is happy to provide tours of their facilities. Please call in advance to set up a time.

FIRE DEPARTMENT

Fire and emergency medical protection for the Village of Ottawa Hills is provided through a contract with the City of Toledo Fire Department. The Toledo Fire Department has 18 fire stations located strategically throughout the city staffed by over 500 firefighters.

Our partnership with the Toledo Fire Department provides village residents with access to 18 engines, 3 ladder trucks, 1 heavy equipment truck, and 8 ambulances. All Toledo firefighters are trained Emergency Medical Technicians and approximately 250 of them are also certified Paramedics. Each year, the Toledo Fire Department responds to over 60,000 emergency incidents. These runs include fire, hazardous materials incidents, water rescue, confined space rescue, and homeland security. The Toledo Fire Department is one of only nine fire departments in Ohio accredited by the Commission of Fire Accreditation International (CFAI).

Jason Pelland
Director of Public Services
Service Department 419-536-1111
(Recycling & Refuse Questions)

SERVICE DEPARTMENT

The Service Department is responsible for refuse and recycling pick-up, ice and snow removal during the winter months, leaf pickup, and general property maintenance of the publicly owned properties throughout the Village.

REFUSE COLLECTION

Normal refuse collection occurs on Monday and Tuesday and recycling occurs on Thursday and Friday. We ask that any trash receptacles be no larger than 30 gallons and that the contents be placed in plastic bags. Village refuse crews will collect the trash at a convenient location for the resident. Our crews will go into your garage to pick up trash if arrangements are made. Village ordinance #174.23 states that "No materials, waste or other items for disposal will be placed for pick-up closer to the street then the front of the building line of the home on the property generating such items or materials for disposal."

There is no additional charge for refuse and recycling collection in the Village of Ottawa Hills.

There is also a Lucas County Recycling Drop-Off Site located on the south side of the Municipal Building that accepts paper, cardboard, and containers (cans, glass, and plastics) recycling.

HOLIDAYS & REFUSE COLLECTION

- When a holiday occurs on Monday, our refuse pickup occurs on Tuesday and Wednesday. Recycling occurs on normal days.
- When a holiday occurs on Tuesday, refuse pickup normally scheduled for Tuesday will occur on Wednesday. Every other day remains unchanged.
- When a holiday occurs on Thursday, the recycling pickup normally scheduled for Thursday will occur on Wednesday. Every other day remains unchanged.
- When a holiday occurs on Friday, recycling pickup occurs Wednesday and Thursday. Refuse is collected on the normal days during the week. The following holidays are observed:

- **New Year's Day***
- **Martin Luther King Jr. Day**
- **President's Day**
- **Memorial Day**
- **Independence Day***
- **Labor Day**
- **Thanksgiving Day**
- **Christmas Day***

*If the holiday falls on a Saturday, please call the Administrative Office to determine if Friday or Monday pickups are affected.
*If a holiday falls on a Sunday, it will be observed on the following Monday.

BOX PICKUP

On Wednesdays, the Service Department will pick up large cardboard boxes at your home. These boxes do not need to be broken down. This service is particularly helpful when new residents move in, but is available to all residents year round. To schedule a Box Pickup, call 419-536-1111 or sign-up on our website www.ottawahills.org

SERVICE DEPARTMENT

PAINT & HAZARDOUS MATERIAL

We are prohibited from picking up paint, gas, oil, or household hazardous waste products. This includes certain swimming pool chemicals, as well as toxic cleaning products like muriatic acid. If you want to dispose of any of these products, please call Lucas County Waste Management at 419-213-2230 for information on proper ecologically-sound disposal procedures.

LARGE ITEM TRASH PICKUP

The Village cannot collect large bulk items during the regular trash pickup. From April through fall, the Village contracts with a refuse service to collect large trash items from our residents. In the spring we will post a link at www.ottawahills.org for details and instructions on signing up for this program, or you may call the Village office at 419-536-1111.

LEAF PICKUP

The Village collects leaves at the curb each fall. Generally collection begins in October and ends in early December, depending on the weather. Leaves need to be raked to the curb and should be free of large branches and other debris that will disable our leaf machines. A leaf pickup schedule will be posted in the fall.

YARD WASTE PICKUP

Yard waste cannot be picked up by the Village refuse crews due to landfill restrictions. Residents can subscribe to a weekly pickup of yard waste through a subcontractor of the Village. Residents sign up at the Village offices, or by mail, and the Village contracts to have yard waste picked up weekly from April through October. Watch for a flyer in the mail and a link on the Village website, www.ottawahills.org in the spring for more information about the program. Acceptable Materials: Clean Wood Recycling Leaves, Grass Clippings, Branches (less than 6 feet in length), Shrubbery, Wood Chips, and Tree Trunks (less than 10" in diameter).

TREES & TREE LIMBS

The Village is responsible for the "streets trees" that line the roads of Ottawa Hills. These trees contribute to the unique beauty of the community. The Village has a five-year tree trimming schedule contract that assures that the trees are maintained. Occasionally, due to storm damage or disease, the street trees need additional care. Feel free to contact the Village if you have concerns about Village trees at 419-536-1111.

The Service Crew will pick up any tree limbs that have come down due to storm damage. These limbs need to be brought to the curb and will be picked up as soon as possible. We do not pick up limbs or other yard waste from routine trimming and clean up. This yard waste should be taken to the composting facility described above.

CHRISTMAS TREES

The Village will pick up Christmas trees in the two weeks following the holiday. Trees should be placed at the curb, free of any decorations, plastic bags, etc. The trees will be chipped.

SNOW REMOVAL

The Village works hard to ensure our roads are the best maintained in the region. You can help by keeping vehicles off the road when salting and plowing is likely to occur. Also, contractors need to be reminded not to leave snow from driveways on the road. The snow can freeze on the roadway causing safety issues.

WHAT CAN BE RECYCLED

Plastics – Numbers 1-7	Cleaned and in recycling bin
Aluminum & Bi-Metal Cans	Cleaned and in recycling bin
Glass Bottles and Jars	Cleaned and in recycling bin
Cardboard Boxes	Broken down, bundled or placed in another cardboard box
Newspapers	Placed in paper grocery bag or tied with string or duct tape
Magazines	Placed in paper grocery bag or tied with string or duct tape

Lucas County picks up our recycled containers – the Village does not earn revenue, nor pay for, disposal of these items. The Village separates newspaper, cardboard and magazines and sells them separately for a small revenue.

TRASH AND RECYCLING SCHEDULE

Ashborne Pl.	Mon & Thurs
Avatar Ct.	Tues & Fri
Bancroft St.	
3300 to 3900	Mon & Thurs
4000 to end	Tues & Fri
Bexford Pl.	Mon & Thurs
Bonnie Brae Circle	Tues & Fri
Bonniebrook	Tues & Fri
Boshart Pl.	Mon & Thurs
Brantford Rd.	Mon & Thurs
Brittany Rd.	Tues & Fri
Brookside Rd.	
3300 to 3800	Mon & Thurs
3900 to 4600	Tues & Fri
Brookview Rd.	Tues & Fri
Canterbury Ct.	Mon & Thurs
Carriage Hill	Mon & Thurs
Central Ave.	Tues & Fri
Challedon Ct.	Tues & Fri
Cheryl Lane	Mon & Thurs
Chestnut Hill	Mon & Thurs
Citation N & S	Tues & Fri
Collinway St.	Mon & Thurs
Damascus Dr.	Tues & Fri
Darlington Rd.	Mon & Thurs

Dauber Dr. E & W	Tues & Fri
Derby Rd.	Tues & Fri
Dundas Rd.	Tues & Fri
Dunkirk Rd.	Tues & Fri
Edgehill Rd.	Tues & Fri
Edgevale Rd.	Mon & Thurs
Emkay Dr.	Mon & Thurs
Evergreen Rd.	Mon & Thurs
Exmoor	Tues & Fri
Falmouth Rd.	Tues & Fri
Fordway St.	Mon & Thurs
Forestvale Rd.	Tues & Fri
Forestview Dr.	Tues & Fri
Gallatin Rd.	Mon & Thurs
Grimsby Pl.	Mon & Thurs
Halifax Rd.	Tues & Fri
Hardale Blvd.	Tues & Fri
Hasty Rd.	Tues & Fri
Hawthorne Rd.	Mon & Thurs
Hempstead Rd.	Mon & Thurs
Hillandale Rd.	Mon & Thurs
Indian Rd.	
3300 to 3900	
4000 to 4600	Mon & Thurs
Inlands Ct.	Tues & Fri
	Tues & Fri

Innisbrook Rd.	Tues & Fri
Kirkwall Rd.	Mon & Thurs
Manchester Blvd.	Mon & Thurs
Miner Rd.	Tues & Fri
Northmoor Rd.	Tues & Fri
Olde Brookside Rd	Tues & Fri
Orchard Rd.	Mon & Thurs
Orkney Rd.	Mon & Thurs
Parke Rd.	Mon & Thurs
Pelham Rd.	Mon & Thurs
Pembroke Rd.	Tues & Fri
Richards Rd.	Mon & Thurs
Ridgewood Rd.	Mon & Thurs
Riva Ridge	Tues & Fri
Scarborough Rd.	Tues & Fri
Secretariat Rd.	Tues & Fri
Sheraton Rd.	Tues & Fri
Stableside N & S	Tues & Fri
Sulphur Spring Rd.	Mon & Thurs
Talmadge Rd.	Tues & Fri
Underhill Rd.	Tues & Fri
Valleyview Dr.	Tues & Fri
Westchester	Tues & Fri
Whitehall	Mon & Thurs
Woodhill	Tues & Fri

FINANCE DEPARTMENT

The Finance Director is responsible for the day-to-day financial management of the Village of Ottawa Hills. Included are several accounting functions that include budgeting, cash flow management, payroll, and accounts payable.

The Village of Ottawa Hills is in solid financial condition and has an AAA bond rating from Standard & Poor's. To view a current audit report, please visit the Ohio Auditor of State website and search "Ottawa Hills." The Finance Office welcomes inquiries from residents at any time.

INCOME TAX

The Village of Ottawa Hills has a 1.5 % municipal income tax on income earned in the Village or earned by Village residents. Village residents who pay income taxes to another community receive partial credit (50% of the lowest rate) for those taxes paid. Most residents work outside the Village and pay .75% income tax to the Village. Income tax is the largest source of revenue to fund Village services, such as police, fire, and refuse pick-up.

RITA

Please note, as of January 1, 2024, all tax returns and payments will be processed through RITA (Regional Income Tax Agency). Forms and questions should be referred directly to RITA, at 1-800-860-7482, or go to the RITA website at www.ritaohio.com for more information, forms or to file.

PROPERTY TAX

Residents of the Village also pay property tax based on the assessed valuation of the property that they own. The Lucas County Auditor's Office establishes the assessed valuation and can answer specific questions about any individual piece of property. You can reach the Lucas County Real Estate Tax Assessment Office at 419-213-4420.

FINANCE DEPARTMENT

Debra Hoffman – Finance Director

hoffmand@ottawahills.org

Phone 419-536-1111

Fax 419-535-3550

BUILDING & ZONING REQUIREMENTS

Zoning permits are required and issued by the Village of Ottawa Hills for projects including the following:

- **New homes or additions to homes.**
- **Accessory structures, such as detached garages or storage sheds.**
- **Swimming pools.**
- **Fences.**
- **Installation of any new impervious surface, such as a driveway or tennis court.**
- **Installation of a new roof.**
- **Heating and/or plumbing work.**
- **Signs.**

Should you have any questions on whether or not a project requires a zoning permit, please call the Administrative Office at 419-536-1111, or visit www.ottawahills.org to print off a permit form. Most permits can be issued on a while-you-wait basis. Permits involving new homes, accessory structures, garages, additions to homes, or swimming pools are more complex and need a plot plan and may need a drainage analysis.

The Village issues zoning permits which approve the type, size, and locations of any improvement. Issuance of the building permits and the inspection during construction is done by the Lucas County Building Department. Therefore, many permits require zoning approval by the Village of Ottawa Hills and building approval by the Lucas County Building Department. Specific questions regarding the requirements of the Lucas County Building Department can be addressed to that agency at 419-213-2990.
Below is a brief overview of some of the more commonly referred to zoning guidelines questions. These ordinances are not printed in their entirety; please consult with the applicable unabridged code section or a legal advisor prior to taking actions.
www.ottawahills.org/page/zoning

SWIMMING POOLS

- A permit must be obtained from the Village.
- Above ground pools are not permitted. •Any pool and surrounding pavement must be at least 10 feet from the nearest property line .
- No pool may project beyond the established building line for a residence. • The top pool coverings, walls, decks, or walk shall project no more than one foot above finished grade.
- Swimming pools shall be completely enclosed by a fence or wall so that the pool is not accessible except by means of the gate or gates therein. The fence and gates shall be 48 inches in height and constructed of 9-gauge wire or equally permanent material. All gates shall be equipped with self-closing and self-latching devices.
- An analysis of drain from the pool and deckmay be required.

BUILDING & ZONING REQUIREMENTS

SIGNS

- A permit must be obtained from the Village.
- Signs may not be in excess of 48 inches high.
- Signs may not be in excess of 10 square feet.
- Signs may not be placed in the public right-of-way (usually 15 feet from the pavement or behind the sidewalk).
- Signs which are placed in the public right-of-way are subject to confiscation.
- Placement of yard sale signs and garage sale signs on private property on the house having the sale is permissible. Placing of such signs on street corners, within the public right-of-way, on utility poles, etc. is not permissible.

ACCESSORY STRUCTURES (GARAGES, STORAGE SHEDS, ETC.)

- A permit must be obtained from the Village.
- Accessory Structures shall be located only in the rear yard and shall be in a location and of a color to minimize visibility from nearby properties and from nearby streets.
- Such accessory structures shall be located not less than 5 feet from any lot line.
- Accessory structures shall compliment the style and material of the main structure.
- All such accessory structures shall be screened from the nearby properties and streets, as deemed necessary and appropriate, by evergreen vegetation of the type, quality, and size acceptable to the Village. Such screening shall be identified in detail in plans submitted with the application for the zoning.
- Only one accessory structure is permitted with a maximum height of 15 feet.
- Area shall not exceed 526 square feet.

FENCES

- A permit must be obtained from the Village.
- No fence shall be erected nearer to the street line than the setback line for any house or building constructed on a lot where such fence is located.
- No fence which is more than four feet in height above the level of the established grade shall be erected or constructed. Established grade shall not be adjusted or modified for erection or construction of a fence.
- No fence shall be erected nor shall any addition or alteration in any existing fence be made until a plan showing the dimensions, height, material and location of such fence shall have been submitted to the Village and a permit issued by the Village conditioned upon full compliance with this ordinance.
- Fences shall be a color and material which will minimize the visibility of the fence from surrounding properties. Fences must be maintained in good repair at all times. All fences erected or constructed shall have a finished side on the outside.

DEER FENCES

- "Deer Fence" means a mesh-type black plastic fence designed and constructed for the purpose of preventing deer from gaining access to any part or all of a parcel of property or for protecting a garden, orchard, or other point of horticultural interest from deer damage.
- Fine mesh deer fencing is defined as mesh less than 1 inch squares. Medium mesh deer fencing is defined as mesh squares greater than 1 inch but less than or equal to 2 ½ inches.
- Large mesh deer fencing is defined as mesh squares greater than 2 ½ inches.
- General Requirements (Section 8.7 Fences)
- Deer fencing including fence posts, rails, and any ties shall be in black only.
- Deer fencing shall not be more than 96 inches above established grade when erected.

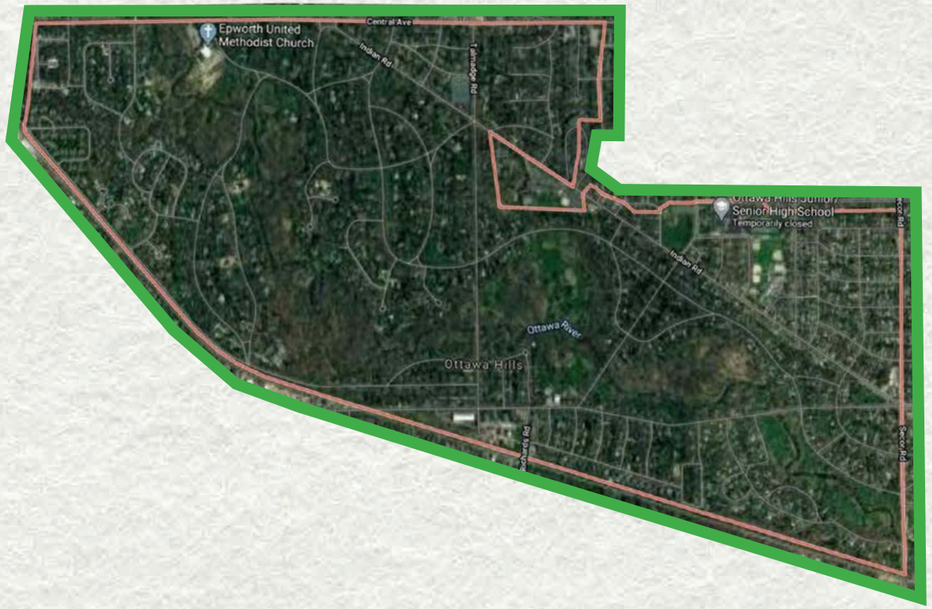
DEER FENCING ON RESIDENTIAL LOTS

- Fine mesh deer fencing may be used in front yards commencing November 1st and shall be removed by April 30th of the subsequent year.
- Fine mesh deer fencing may be erected and maintained on a year-round basis in side or rear yards.
- Fine mesh deer fencing which is not attached to fence posts or any other structure shall not be considered as fencing for purposes of Section 8.7 (e).
- Medium mesh deer fencing may be used only in a rear or side yard and may only be in place between November 1st to April 30th of the subsequent year.

SPECIAL REFORESTATION AREAS

- In order to be considered a Special Reforestation Area, the parcel of property in question must be a size of two acres or more. A specifically identified Reforestation Plan approved by Zoning Commission must be submitted identifying deer damage or potential damage from deer as a specific threat to the reforestation efforts. Fine mesh, medium, or large mesh may be permitted on Special Reforestation Area on a year-round basis.

Please refer to www.ottawahills.org for a complete list of the zoning codes or call 419-536-1111.



LOCAL SCHOOL DISTRICT

Ottawa Hills Local Schools

Dr. Ben Miller- Interim Superintendent
bmiller@ohschools.org
School: 419-536-6371

The Ottawa Hills local school district is a source of pride for the entire community. The Board of Education, the administrative staff, and the teaching staff provide excellent educational opportunities for students in all grades.

Philosophy & Goals
The Mission Statement of Ottawa Hills Local Schools:
In partnership with our community, Ottawa Hills Local Schools will inspire, challenge, and support each student to realize their unique and full potential; to embrace the joy of learning as a lifelong process; and to become an empathetic, responsible citizen.

Core Values: Adaptability, Collaboration, Creativity, Diversity, Empathy, Equity, Excellence, Innovation, Leadership, Tradition

The 4 Focus Areas of their Strategic Plan:
✓ Nurture a Joyful Pursuit of Learning: Focusing on the act of learning as a joyful process allows the unique potential of each stakeholder to contribute to the tradition of academic excellence.

✓ Create a Lifelong Sense of Belonging: Instilling self-confidence and empathy will create an inclusive school culture where each person feels celebrated and where ideas can be considered and debated respectfully.

✓ Support a Comprehensive Approach to Modernization: Coordinating our use of space, time, finances, and technology will maximize our educational effectiveness, efficiency, and level of innovation.

✓ Leverage Partnerships for Transformative Experiences: Collaborating at every level of the community expands opportunities, enhances student preparedness, and offers diverse roadmaps to successful futures.

SCHOOL FOUNDATION

The Ottawa Hills School Foundation continue an American tradition of the coming together of individuals to accomplish goals beyond the reach of the government. For years, Ottawa Hills has helped to set high standards of education and community living within the greater Toledo area. Control of the Foundation is vested in a member board of trustees which is currently engaged in establishing a strong financial base for the Foundation. This base will be the principal from which interest income is generated to finance the Foundation's goal.

The goal of the Foundation is to encourage academic and community excellence through programs that the School District and the Village Administration are unable to sponsor. Among those goals is support to:

- The Ottawa Hills Board of Education's involvement in organizations dedicated to the improvement of education.
- Cultural; safety and architectural programs sponsored by the Village and the School District.
- Establishment of a reward system for academic excellence and/or outstanding accomplishment by employees of the School Board.
- Creation of an endorsed scholarship or grant fund for outstanding Ottawa Hills High School graduates planning to become teachers.

Questions about the Ottawa Hills School Foundation can be addressed to the executive director at
419-536-6371.

ohhsalumni@gmail.com
3600 Indian Road, Ottawa Hills, OH 43606 419-536-6371

OTTAWA HILLS SCHOOLS FOUNDATION

OTTAWA HILLS OFFICE OF VILLAGE LIFE

The Office of Village Life is located in the elementary school, next door to the Community Room. The Village Life Director schedules facilities for community activities and administers a variety of classes to enhance the quality of life for Village residents.

CLASSES AND RECREATIONAL ACTIVITIES

For fun and learning, the Office of Village Life offers a wide assortment of classes and recreational activities to meet residents' interests. Taught by highly qualified instructors, adults and children can participate in a variety of programs while staying close to home. A current list of classes may always be found at https://ottawahills.org/villagelife.

NEW RESIDENTS

There are many sources of information available that current and new residents may find helpful. This information may be found on the Office of Village page on the Ottawa Hills website. You may always contact the Office of Village Life if you have any questions.

COMMUNITY ROOM

The Community Room at the elementary school is available for community related activities. To reserve the community room, a facility request form must be submitted. For questions or available dates, contact the Village Life directors at either the email or phone number listed above.

office of Village Life

Becky Hauck
Director of Village Life
villagelife@ohschools.org
419-537-9852
ottawahills.org

COMMUNITY EVENTS

There are a number of community events to enjoy including the Celebration of Village Life Parade, Music at the Point, Block Parties, Movie Night and more. Subscribe to the Village Life email list to always stay up to date with the community events.

YOUTH SPORTS

Ottawa Hills youth have the opportunity to get involved in numerous sports. Stay up to date with all the sports offerings by checking the Village Life website often and also subscribing to the email list. If you are interested in coaching a youth sports team, please contact the Office of Village Life to find out what is required.

HOW CAN I RECEIVE VILLAGE LIFE INFORMATION AND UPDATES?

Communication regarding Village Life news & updates are made through the following:

- OH Connections - sign up by going to the school website at https://www.ohschools.org/ and selecting OH Connections Registration at the bottom of the page. Make sure you select Office of Village Life under the Community Organization News.

Like the Village of Ottawa Hills on social media:

- **Facebook** (Village of Ottawa Hills)
- **X**(@ottawa_hills)
- **Instagram** (@ottawa_hills)
- **Village email list** - Go to the Village website at www.ottawahills.org and select the Contact tab. On the left side of the Contact page, you will see "Subscribe to the Ottawa Hills Mailing List". Enter your email address and submit.

HOW TO FIND VILLAGE LIFE INFORMATION

- Class listing may be found at https://ottawahills.org/villagelife
- Village Life information may be found at https://ottawahills.org/page/office-of-village -life
- Coaching information may be found at https://ottawahills.org/page/coaches-instructors
- New resident information may be found at https://ottawahills.org/page/office-of-village -life

FACTS ABOUT THE VILLAGE

- The Village's first school opened in1925 in The Tea House building; It was a primary school that served students through fourth grade.
- After a new larger elementary school was built in 1930, the Village followed suit with a new high school in 1939. A green arrowhead with the letter "H" encircled became the school insignia.
- Students helped to lay the cornerstone of the new high school in the spring of 1939. Inside the cornerstone in a copper box, the students created a time capsule by including everything from new coins and postage stamps to a girl's gym suit.
- The first commencement was held in class attended a college or university.

LOCAL ORDINANCES OF INTEREST

The following are from the Ottawa Hills Municipal Codified Ordinances and may be of interest to new residents. These ordinances are not printed in their entirety; please consult with the applicable unabridged code section at https://codelibrary.amlegal.com/codes/ottawahills/latest/ overview or a legal advisor prior to taking action.

72.056 (C)(1) PEDESTRIANS

1)In the case of two or more pedestrians walking, jogging or running along and upon a roadway each pedestrian shall proceed in single file when vehicular traffic approaches from the opposite direction.

2)During the time from one-half hour before sunset to one-half hour after sunrise, and at any other times when there are unfavorable atmospheric conditions (including insufficient natural light) which prevent persons from being clearly discernible at a distance of three hundred feet (300); every pedestrian while in the roadway shall wear between the neck and waist, material such as a vest, sash band or tape which is reflective so as to be clearly discernible at night at a distance of 300 feet.

173.10 PARKING PROHIBITIONS

(A)(17) On any street, or roadway between the hours of 3:00 a.m. and 5:00 a.m.

(A)(22) On any street or highway during a snow emergency.

(A)(24) On any school playground area or lawn, or any private lawn within the Village.

(A)(25) Adjacent to any yellow curb.

The above are just a few of the parking ordinances within §76.04 of the Ottawa Hills Municipal Code.

- If you are expecting house guests and need to park in the street overnight, please contact the Police Department at 419-531-4211 and explain the situation. On an infrequent and short-term basis, overnight parking may be permitted.

174.01 NOISY ANIMALS

No person shall keep or harbor any animal which howls, barks, or emits audible sounds that are unreasonably loud or disturbing and which are of such character, intensity and duration as to disturb the peace and quiet of the neighborhood or to be detrimental to life and health of any individual. Whoever violates this section is guilty of a minor misdemeanor.

174.02 RESTRAINT OF ANIMALS

a)All animals shall be kept under restraint. For purpose of this section restraint shall be defined as: Any animal secured by a leash or lead under the control of a responsible person and obedient to that person's commands, or within the real property limits of its owner.

b) No person shall fail to exercise proper control of his animal to prevent them from becoming a public nuisance.

LOCAL ORDINANCES OF INTEREST

174.04 ANIMAL WASTE

a) The owner or person who has possession or custody of any animal, shall be responsible for the removal of any excreta deposited by his/her animal on public walks, public rights-of-way, recreation areas, public property or private property.

b) Whoever violates this section is guilty of a minor misdemeanor for the first offense; each subsequent offense is a misdemeanor of the fourth (4th) degree.

174.22 PROPERTY MAINTENANCE

In order to (1) prevent hazards to the health, safety and welfare of occupants or public or: (2) avoid a blighting or deteriorating influence on neighboring properties; and (3) to prevent conditions which might impair or adversely affect the value of neighboring properties, the owner, occupant or agent having charge of any property in the Village of Ottawa Hills shall:

a)Premises and structures

Shall keep the exterior of all premises and all structures thereon including but not limited to the walls, roof, cornices, chimneys, drains, towers, porches, landings, fire escapes, stairs, windows, doors, gutters, downspouts and awnings in good repair and all surfaces thereof shall be kept painted or protected with other approved coatings or materials where necessary. All surfaces shall be maintained free of broken glass, mortar, peeling paint, graffito or other conditions reflective of deterioration or inadequate maintenance, to the end that the property itself may be preserved safely, fire hazards eliminated and adjoining properties and the neighborhood protected from blighting influence and the diminution of property values.

b) Yards or lots

Shall keep all yards or lots free from unsightly materials not appropriate to the area and debris, which may cause a fire hazard or may act as a breeding place for vermin or insects or constitute a public nuisance or have a blighting or deteriorating influence on the neighborhood. Unsightly materials not appropriate to the area shall include, but not limited to, utility trailers, inoperable or unlicensed motor vehicles including motorized bicycles and motorcycles, motor vehicle parts, construction materials, brush piles, miscellaneous debris, out of use appliances, inoperable or unlicensed boats or watercraft, snowmobiles, recreational vehicles, or trailers, piles or stacks of kindling wood or similar combustible materials larger than three (3) cords.

174.23 TRASH AT CURB

a) No materials, waste or other items for disposal will be placed for pick-up closer to the street than the front of the building-line of the home on the property generating such items or materials for disposal.

b)Exceptions to the requirement to this section shall be limited to placement of Christmas trees and fallen leaves near the edge of the street for pick-up by Village work crews. Placement of Christmas trees on paved surfaces of the right-of-way is prohibited. Failure to comply with the requirements of this section shall result in a written notice for the first (1st) offense. The second (2nd) offense and each subsequent offense shall be deemed a minor misdemeanor.

176.01 PROHIBITING LOUD NOISE AND ACTIVITIES

a) No person, firm or corporation shall engage in any excavation, exterior construction, exterior building repair or renovation, tree removal activities, lawn care services for hire, or any other activity which creates excessive or unusual noise in a manner which disturbs the peace and quiet of the neighborhood during the following times: 1)Between the hours of 6p.m. and 8 a.m. 2)On Sunday. 3) On New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas Day.

b) Excepted from the provisions paragraph

(a)of this section are the following ac tivities:

1)Emergency repair of public utilities conducted in the interest of public safety.

2)Emergency repair of structured conducted for the safety of the inhabitants thereof or for the protection of the contents thereof.

176.02 LOUD SPEAKERS

a) Village Council deems it necessary in the public interest to prohibit the use of amplifiers or loud speakers when the use of these devices disturb the quiet and comfort of persons in any dwelling or other type of residence.

b) Upon receiving a complaint, any person using the devices set forth in paragraph "a" shall take immediate steps to reduce the volume to a point where it no longer disturbs any resident of the Village of Ottawa Hills.

176.40 DISCHARGE OF AIRSOFT & PAINTBALL GUNS

e)No person shall discharge any BB gun, air gun, airsoft gun, paintball gun or firearm, or make use of any sling, bow and arrow, or crossbow, within the corporate limits of the municipality.

OPEN BURNING

Open burning is governed by the Ottawa Hills Municipal Code, the Ohio Revised Code, and the Ohio Fire Code. Recreational fires must be 3 feet or less in diameter, and 2 feet or less in height. Fire pits and fire rings must be at least 25 feet from a structure, and covered with a noncombustible screen. Approved containers (e.g. chiminea) must be at least 15 feet from a structure.
Recreational fires must be fueled by clean seasoned wood, or any clean burning fuel with emissions that are equivalent or less than those created by the burning of seasoned firewood.

Fires shall be constantly attended until the fire is extinguished, and a minimum of one portable fire extinguisher must be present (e.g. dirt, sand, water barrel, garden hose). Fire cannot be used for waste disposal purposes, and fires that are offensive or objectionable due to smoke emissions are prohibited. Additionally, fires that are hazardous due to atmospheric conditions or other otherwise creates or adds to an objectionable situation are prohibited.

Police and fire personnel have the authority to order the extinguishment of a fire that they deem to create or add to a hazardous or objectionable situation. These are only abbreviated guidelines; for specific questions, or to request a permit for a fire larger than 3 feet in diameter, and/or 2 feet in height, please contact the Toledo Fire and Rescue Department.