



GROVE CITY, OHIO - CITY COUNCIL Agenda

June 2, 2025

7:00 PM

Regular Meeting

Call to Order

Roll Call

Approval of Minutes

Welcome & Reading of Agenda

LANDS:

- | | |
|--------------------------|---|
| <u>Ordinance C-16-25</u> | Amend the Zoning Text for Meadow Grove Estates North, Section 10, as adopted by Ord. C-119-05. Second reading and public hearing. |
| <u>Ordinance C-14-25</u> | Accept the Plat of Meadow Grove Estates, Section 10. Second reading and public hearing. |
| <u>Ordinance C-15-25</u> | Approve the Use of a Tattoo Shop for Ink Therapy located at 3999 Broadway, Suite A. Second reading and public hearing. |

FINANCE:

- | | |
|--------------------------|--|
| <u>Ordinance C-19-25</u> | Amend Chapter 192.021 of the Codified Ordinances titled Imposition of Tax pursuant to Ohio Revised Code 5739.09. Second reading and public hearing. |
| <u>Ordinance C-20-25</u> | Authorize the City Administrator to enter into an agreement with the Grove City Area Convention and Visitors Bureau dba Visit Grove City. Second reading and public hearing. |
| <u>Ordinance C-21-25</u> | Approve a Loan for 3995 Broadway, LLC under the Town Center Loan Program and Appropriate \$75,000.00 for same. First reading. |

ADMIN./RULES

- | | |
|----------------------------|--|
| <u>Resolution CR-21-25</u> | Declaring Council's intent to meet as a whole to work on a complete draft of Charter Amendments for consideration of the electorate. |
|----------------------------|--|

PARKS:

- | | |
|--------------------------|--|
| <u>Ordinance C-22-25</u> | Require no further investment of staff time or financial resources at the Brookpark Middle School location outside of required utility bills or contractual obligations without the approval of City Council and to require the City Administrator to engage in negotiations to terminate or renegotiate the Brookpark Lease Agreement with Southwestern City Schools to the mutual benefit of all parties. First reading. |
|--------------------------|--|

Call for New Business

Call for Dept. Reports & Closing Comments

Adjourn

ON FILE

Minutes of: 05/19/25 Council Meeting

Date: 04/15/25
Introduced By: Ms. Burroughs
Committee: Lands
Originated By: Plan. Comm.
Approved:
Emergency: 30 Days:
Current Expense:

No.: C-16-25
1st Reading: 04/21/25
Public Notice: 4/22/25
2nd Reading: 06/02/25
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-16-26

AN ORDINANCE TO AMEND THE ZONING TEXT FOR MEADOW GROVE ESTATES NORTH, SECTION 10, AS ADOPTED BY ORD. C-119-05

WHEREAS, on January 27, 2005, Council approved a Rezonong of 77.036 acres located south of Holton Road from PUD-R and SF-1 to PUD-R with Zoning Text; and

WHEREAS, through Ordinances C-71-16 and C-22-19, amendments were made to the original Zoning Text; and

WHEREAS, on April 08, 2025, the Planning Commission recommended approval of amendments to said Zoning Text as follows:

V. Development Standards

SF-3

- Minimum building line setback ~~40'~~ 30'

- Decks, patios, pergolas, etc. shall be permitted to encroach into the rear yard setback by 10', but shall maintain a minimum of 20' from the rear property line.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The Zoning Text for Meadow Grove Estates, Section 10, as adopted by Ordinance C-119-05, is hereby amended as shown in Exhibit "A", attached hereto and made a part hereof.

SECTION 2. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, Clerk of Council

I Certify that this ordinance
is correct as to form.

Stephen J. Smith, Director of Law

Meadow Grove Estates North

Development Plan - Limitation Text

Rockford Homes, Inc.

Meadow Grove Estates North

(Approx. 161.5 Acres North of Borror Road)

Revised 9/23/05

10/27/05

11/09/05

12/19/05

1/03/06

1/12/06

1/17/07

Revision for Section 10 Setbacks 2/12/25

I. Introduction

Meadow Grove Estates North is a 161.5 ± acre site adjoining sections 3 and 4 of Meadow Grove Estates. The 161.5 ± acre site shall have four (4) sub areas with Sub Area I consisting of R-1 lots dedicated to single family homes. Sub Area II consisting of SF-3 lots dedicated to an estate home type community on fee simple lots. Sub Area 3 is a luxury condominium area consisting of two family buildings and Sub Area 4 consists of four family condominium buildings. A master homeowners association is to be formed covering the entire 161.5 ± acre site for the single-family lots.

This Limitation Text applies to the existing PUD-R zoning for the 84.480 gross acre tract purchased from the Farm Grove Development Company and the 77.036 acre tract purchase from David Meisse and annexed into Grove City on April 11, 2003 which is currently zoned SF-1 and is proposed to be rezoned to PUD R. Proposed Deed Restrictions and Exhibits for mailboxes, street light posts, and fencing are included.

The applicant / owner of the property will commit to the development of the property in accordance with the Development Plan and Text. The development plan will become a part of the ordinance and will be subject to variation in accordance with final engineering.

II. Off-Site Improvements

- A. Extending Sewer- The applicant will be extending the sanitary sewer to the Property from it's current location on the South side of Borror Road in the Grant Run Estates Subdivision. The sewer will be sized and installed at a maximum depth appropriately.
- B. Landscaping and Entrance Feature- Mounding, landscaping, entry sign and stonework are shown on the landscape sheets of the Development Plan.
- C. Bike Path- The bike path will be extended from Meadow Grove Estates Section 1 to Holton Road on the west side of Buckeye Parkway. A bike path (8 ft wide) in the east-west direction on the south side of Mallow Lane from the west property line to the east property line will be installed.

III. On- Site Improvements

- A. Buckeye Parkway - Buckeye Parkway will be constructed in one phase prior to any other development.

- B. Description of Improvements - There will be land set aside for open space per park ordinance. The City will not own and maintain any open space or reserves. The developer is also proposing a 35 ft. landscape easement along both sides of Buckeye Parkway with an 80 ft. right of way to enhance the visual quality of the roadway. An 8 ft. wide asphalt bike path will be constructed on the west side of Buckeye Parkway. On the west side of Buckeye Parkway there will be a four (4) rail rough sawn fence matching the Creekside Subdivision. The fence will be installed 2 ft. behind the bike path which will parallel Buckeye Parkway within the landscape easement. A sidewalk along the east side of Buckeye Parkway will be provided. The bike path, fence and sidewalk are all to be maintained by the City.
- C. Lighting - Decorative street lighting will be installed with the completion of each section (12' black aluminum HAPCO poles with HADCO heads). Interior street lighting will be on alternating side of the street. All lighting shall be cut-off, down or up-cast as required by Grove City ordinances, and no unshielded wall-pack lighting will be used.
- D. Bike Trails - The boulevard roadway will include a bike path on the west side of the road. A portion of the bike path will be located within the public right of way with the remainder being located within a bike path easement. For details, refer to the Typical Boulevard Section shown on the Development Plan.
- E. Fencing - The following fencing restrictions shall apply to all lots (as stated in the deed of restrictions) : No fence or wall shall be constructed, placed or altered on any of said lots nearer to any street than the rear wall of the residence to be constructed on the lot. No fences or other forms of structures are allowed in no build zones. Fences on a corner lot shall not extend beyond the building setback line as shown on the recorded plat. Fences must be per exhibit showing three rails with wire mesh and privacy fences for decks and hot tubs.
Decorative wrought iron (or aluminum fences with the appearance of wrought iron) fencing will be permitted around in-ground pools.
- F. Retention Ponds - The reserves contain retention for all upstream development. The ponds in the reserves will have fountains.
- G. Landscaping Features: The applicant commits to paying with the issuance of certificate of occupancy required by City Code for the installation of street trees. The landscaping code, pursuant to 1136.09 will be complied with regarding the retention of existing trees. The street tree plan will comply with the Grove City ordinance. Screening of utility boxes for homes backing up to Buckeye Parkway will be provided.
Tree preservation: A tree survey will be included with final development plan and the Urban Forester shall monitor all tree removal.
- H. Deeding of Reserves: All reserves to be deeded at the time of plating each section. The Reserve and Open Space areas shown on the Development Plan shall be owned and maintained by the homeowner's association.
- The Landscape area at the entry and gateway entry feature on both sides of Buckeye Parkway shall be maintained by the homeowner's association.
 - All other Landscape Areas, including but not limited to those along Buckeye Parkway, shall be maintained by the lot owner(s) on which the landscaping is located. These are no build zones. No structure, shed, swing, fence,

basketball poles, or deck are allowed in these areas.

- I. Homeowner Association responsibilities: A homeowner's association will be formed and turned over upon 80% of lot closings. The Association's responsibilities will include the maintenance of common areas owned by the City at Holton Road including, but not limited to, entrance features, landscaping and the maintenance and care of all Homeowners Association reserves as set forth on the Development Plan.

IV. Phasing

Sequencing of Project: The project will be divided into eight to ten sections. Each section will include the extension of all utilities including, but not limited to, water, sewer, electricity, and surface drainage, pursuant to acceptable engineering standards for the City of Grove City and in accordance with utility plans.

V. Development Standards

Conventional single-family homes the same as previous Meadow Grove Estates on 80 foot lots with same square footage as required in R-1 zoning are proposed.

R-1

- Minimum ranch 1,600 ft., min 2 story 1,800 ft.
- Maximum building height 35'
- Minimum lot size 10,000 square feet
- Minimum lot width at building line setback 80'
- Minimum lot width at building line setback, corner lots, 105'
- Minimum building line setback 30'
- Side yard 6' & 12' combined
- Rear yard 25 feet

SF-3 complaint with side load garages, natural materials, and 90 ft. frontage at the curb are also proposed for the "estates" section.

SF- 3

- Minimum ranch 2,000 ft., minimum 2 story 2,200 ft.
- Maximum building height 35'
- Minimum lot size 12,000 Square Feet
- Minimum lot width at building line 90'
- Minimum lot width at building line, corner lots, 125'
- Minimum building line setback ~~40'~~30'
- Side yard 8' to 16' combined
- Rear yard setback 30 feet

Decks, patios, pergolas, etc. shall be permitted to encroach into the rear yard setback by 10', but shall maintain a minimum of 20' from the rear property line.

VI. Building Design.

- A. Chimneys. All Chimneys except for direct vent chimneys, must extend vertically from the ground, past the eave line of the house. Direct vent chimneys will be permitted provided they are in the rear of the home. Conventional (masonry) chimneys are required on the sides. Chimneys shall be finished in masonry or stucco. The Chimney material must match the masonry material used on the front elevation of the home, Cantilevered and shed-type 'through the wall' chimneys are permitted on the **rear only**.
- B. Roofs. The main architectural roof on any house must have a minimum 6:12 pitch, Roof accents shall have roof pitches ranging from 4:12 to 12:12. Roofs shall have a minimum 25-year asphalt dimensional shingles, minimum 240 pound per square and maximum of 5-5/8 inch exposure, Other approved roofing materials shall include slate tile, standing seam metal (for accent roofing detail only,) and wood shingles or shakes.
- C. Basements. Soil conditions permitting, all homes shall have full or partial basements.
- D. Architecture. All homes shall be required to have three design elements on the front (and street facing facades) and two design elements on the side and rear facades. The following design elements meets this requirements:
- i. A door of at least 17 square feet.
 - ii. A window of at least 6 square feet in area, A set of adjacent windows, such as: a double bay window, count as one design element; however, horizontal bans of immediately adjacent window units count as one design element for every 9 feet of run.
 - iii. A chimney
 - iv. A decorative gable vent of at least 2.5 square feet in area. Octagonal or round vents would qualify.
 - v. A porch or deck, of not less than 32 square feet in size;
 - vi. Façade offsets in excess of 1'4". A façade offset may constitute no more than one of the required façade design elements for each façade. A garage shall not be considered a façade offset.
- E. Building Materials.
- i. Wood board, brick, stone, fibrous cement siding (with wood board appearance), stucco and vinyl siding are the permitted finish building materials;
 - ii. All homes shall have brick or stone on its front façade ranging from 15% to 100% of the front building elevation (windows and doors including garage doors shall be excluded from the calculation) and as approved during the development plan process;

- iii. All finish building materials shall be low-gloss and the use of high chroma colors is prohibited;
- iv. Vinyl shall be a minimum of .044 thickness, applied over a minimum ½” sheathing. All vinyl elevations shall have at a minimum 6” wide frieze or fascia boards;
- v. Stucco includes materials such as E.I.F.S, when resulting in a true stucco appearance.
- vi. All projections either on Condominiums or Single-family houses that have natural materials on the front elevation of the projection shall wrap the sides a minimum of 2 feet, unless the roof is a gable type, then no wrap is required.

F. Garages. All homes shall have a two-car garage. No single garage door opening shall exceed two car widths (18’) or exceed 9’ height. The garage door shall not constitute more than 35% of the linear width of the front elevation and shall not project more than 12 feet from the forward most vertical wall plane of the front façade of the house. The Cypress model, which has a 20-foot projection from the front façade will be permitted an exemption from this requirement per Resolution No. CR-86-05. Garage doors shall be made of durable materials that do not sag, warp, deteriorate or delaminate under normal use and weather conditions. Materials such as particle board or Masonite are prohibited. Garage door color(s) shall be low contrast that is the same or similar in hue and tonal value as the primary color of the house or house trim. The garage door trim shall match the primary trim color of the house.

G. Window Trim

- i. Shutters are required around 80% of all windows on the front elevations of homes and where architecturally appropriate on side and rear elevation windows;
- ii. Shutters shall be standard width (not less than 12” in width)
- iii. Special brick detailing, such as soldier course or rowlock shall be used on the top and bottoms of windows within a brick elevation and windows within a stone elevation shall use lintels and sills to create a trim on the top and bottom of those windows.

H. Mailboxes

- iv. Shall be Cedar craft CMO-5 (mailbox) and CPO-2 (post)

I. Diversity

- v. Homes adjacent to, and the lot directly across the street, shall not have the same elevation or colors.

Date: 04/15/25
Introduced By: Ms. Burroughs
Committee: Lands
Originated By: Plan Comm
Approved:
Emergency: 30 Days: X
Current Expense:

No.: C-14-25
1st Reading: 04/21/25
Public Notice: 04/22/25
2nd Reading: 05/05/25
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-14-25

AN ORDINANCE TO ACCEPT THE PLAT OF MEADOW GROVE ESTATES, SECTION 10

WHEREAS, Meadow Grove Estates, Section 10, a subdivision containing lots 150 – 153, 244 – 272, and Reserve “E, F and G inclusive, has been submitted to Council for their consideration.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The Plat of Meadow Grove Estates, Section 10, situated in the State of Ohio, County of Franklin, Township of Jackson, City of Grove City and being part of Virginia Military Survey No. 6840, containing 22.915 acres of land, more or less. Said 22.915 acres being part of an 84.480 acre tract of land conveyed to Rockford Homes, Inc, by deed, all being of record in the Recorder's Office, Franklin County, Ohio, is hereby accepted and this Council accepts for public use the street right of way that is within the boundaries of this subdivision.

SECTION 2. Easements, where indicated on the plat, are hereby accepted for operation and maintenance of public utility services including but not limited to water, sanitary sewers, electricity and telephone, and to companies providing cable television and cable signal transmission services and for storm water drainage systems for the construction, operation and maintenance of the facilities to provide such services and systems above and beneath the ground.

SECTION 3. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed: _____ Effective:

Richard L. Stage, Mayor

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance
is correct as to form.

Stephen J. Smith, Director of Law

3/18/25

Alex Benson, CESO Inc.
2800 Corporate Exchange Dr. Ste. 400
Columbus, OH 43231

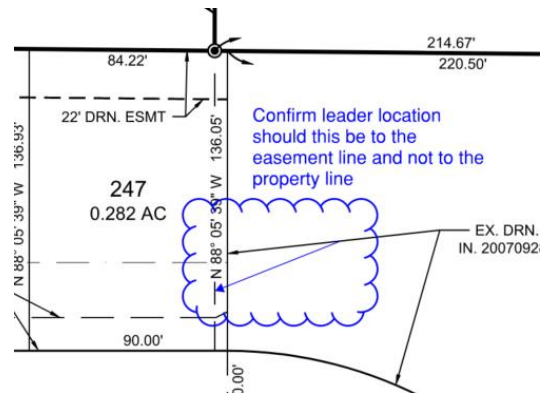
Via email: alex.benson@cesoinc.com

Dear Mr. Alex Benson,

Staff have reviewed your Plat for Meadow Grove Estate North Section 10, in Grove City, Ohio. The control number for this application is #202503050006 and should be referenced in any future correspondence concerning this matter.

Having compiled the comments/recommendations provided to the Development Department from our various departments, we request the following information or corrections.

1. Revise adjacent property owner, Chestnut Farms Subdivision to Chestnut Farms Condominium. **Revised.**
2. Revise adjacent property owner from DeAnn M. Brown to DeeAnn M. Brown. **Revised.**
3. Confirm leader location as shown in the image to the right. Should this be to the easement line and not to the property line?
Leader has been revised.
4. Add a missing "1" after 2010 in the adjacent property instrument number for Peter and Susan A. Poll. **Revised.**
5. Clarify Note "I" to be specific to Reserve "G" and why it is not combined with Note "E". Note "I" and Note "E" are similar language and references.
Note "I" has been deleted. Reserve "G" has been added to Note "E".
6. Clarify easement reference in Note "C". Should it be referencing Meadow Grove Section 10 and not Meadow Grove Section 9? **Revised to Section 10.**



Please revise your materials accordingly and resubmit with a response letter indicating how each issue noted was addressed by 12:00pm on March 24th, 2025. This will allow us time to review the revisions prior to finalizing the agenda for the April Planning Commission meeting. If for any reason you feel a meeting with staff is warranted prior to the meeting, please contact me as soon as possible to arrange a date and time. If revisions cannot be submitted by the above deadline, the Development Department will recommend that this application be postponed until the May Planning Commission meeting; however, if the above deadline is met, staff will recommend that your application be heard as described below.

Planning Commission will hear your request on Tuesday, April 8th, 2025 at 1:30 p.m. in the Lower Level of City Hall at 4035 Broadway Grove City, Ohio 43123. Your request will be postponed to a future date if you are unable to attend the meeting. **Additionally, one full set of all materials to be reviewed by Planning Commission must be submitted, including one full size set of all plan sheets by April 2nd to remain on the May Planning Commission meeting agenda.**

If you have any questions or need additional information, please call me at (614) 277-3022 or email tbarr@grovecityohio.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'TB', with a horizontal line extending to the right.

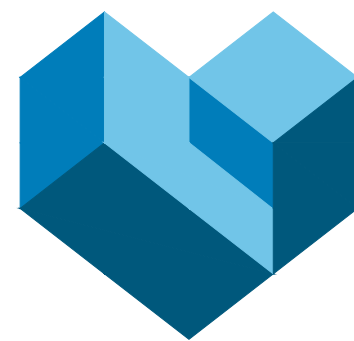
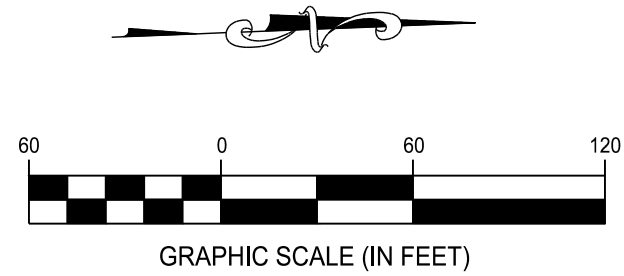
Terry Barr, AICP
Development Planner

Projective Narrative

Meadow Grove Estates Section 10

The purpose of this submittal is to subdivide an original 84.480 acre tract of land and an original 77.036 acre tract of land, owned by Rockford Homes Inc., into a 22.915 acre subdivision known as "Meadow Grove Estates Section 10". Easements, lots, reserves and right of way will be established with this plat. "Meadow Grove Estates Section 10" contains 35 lots, 3 reserves and public right of way.

MEADOW GROVE ESTATES NORTH
SECTION 10
STATE OF OHIO, COUNTY OF FRANKLIN, CITY OF GROVE CITY,
VIRGINIA MILITARY SURVEY 6840



CESO
WWW.CESO.INC.COM

2800 Corporate Exchange Dr., Suite 400
Columbus, OH 43221
Phone: 614.794.7080 Fax: 688.208.4826

NOTE "A": THE 22.915 ACRE TRACT OF LAND SHOWN HEREIN IS LOCATED IN LOCATED IN ZONE "X" (AREAS OF 0.2% ANNUAL CHANCE FLOOD; AREAS OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD), ZONE X (AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN) AND ZONE AE (SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD) AND FLOODWAY WITHIN ZONE AE (AREAS THAT MUST BE KEPT FREE OF ENCROACHMENT) AS SHOWN ON THE FLOOD INSURANCE RATE MAP (DATED JUNE 17, 2008) THE COUNTY OF FRANKLIN, OHIO COMMUNITY PANEL No. 39049C0406K.

NOTE "B" ACREAGE BREAKDOWN:

TOTAL ACREAGE	22.915 ACRES
ACREAGE IN R/W	3.229 ACRES
ACREAGE IN RESERVE "E"	6.302 ACRES
ACREAGE IN RESERVE "F"	1.823 ACRES
ACREAGE IN RESERVE "G"	0.614 ACRES
ACREAGE IN REMAINING LOTS	10.947 ACRES
ACREAGE IN PID 040-012015	0.614 ACRES
ACREAGE IN PID 040-005226	22.301 ACRES

"MEADOW GROVE ESTATES NORTH SECTION 10" BEING OUT OF FRANKLIN COUNTY PARCEL NUMBERS: 040-005226 AND 040-012015

NOTE "C": AT THE TIME OF PLATTING ELECTRIC, CABLE AND TELEPHONE SERVICE PROVIDERS HAVE NOT ISSUED INFORMATION REQUIRED SO THAT EASEMENT AREAS, IN ADDITION TO THOSE SHOWN ON THIS PLAT AS DEEMED NECESSARY BY THESE PROVIDERS FOR THE INSTALLATION AND MAINTENANCE OF ALL OF THEIR MAIN LINE FACILITIES, COULD CONVENIENTLY BE SHOWN ON THIS PLAT. EXISTING RECORDED EASEMENT INFORMATION ABOUT "MEADOW GROVE ESTATES NORTH SECTION 10" OR ANY PART THEREOF CAN BE ACQUIRED BY A COMPETENT EXAMINATION OF THE THEN CURRENT PUBLIC RECORDS, INCLUDING THOSE IN THE FRANKLIN COUNTY RECORDER'S OFFICE.

NOTE "D": NO VEHICULAR ACCESS TO BE IN EFFECT UNTIL SUCH TIME AS PUBLIC STREET IS EXTENDED BY PLAT OR DEED.

NOTE "E": RESERVE "E", RESERVE "F" AND RESERVE "G", AS DESIGNATED AND DELINEATED HEREON ARE TO BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION COMPRISED OF THE FEE SIMPLE LOTS AS DELINEATED IN "MEADOW GROVE ESTATES NORTH" FOR THE PURPOSE OF OPEN SPACE AND STORM WATER CONTROL AND MAINTENANCE.

NOTE "F": NO VEHICULAR ACCESS PERMITTED TO HOLTON ROAD FROM RESERVE "E".

NOTE "G" - CONSERVATION EASEMENT: WITHIN THAT AREA SHOWN HEREON AS "CONSERVATION EASEMENT" AN EASEMENT IS HEREBY RESERVED. THERE WILL NOT BE ANY BUILDING OR STORAGE PERMITTED WITHIN SAID CONSERVATION EASEMENT. NO REMOVAL OF TREES, AND OR THE CLEARING OF PLANT MATERIAL SHALL BE PERMITTED. ALTERATION OF GRADE IS PROHIBITED EXCEPT AS APPROVED BY THE DEVELOPMENT DEPARTMENT AND IN KEEPING WITH THE POSITIVE DRAINAGE PRACTICES AND SUBDIVISION GRADING REQUIREMENTS.

NOTE "H": STREAM CORRIDOR PROTECTION ZONE: THE "STREAM CORRIDOR PROTECTION ZONE" SHALL FOREVER BE RESTRICTED FROM DEVELOPMENT WITH BUILDINGS, STRUCTURES, AND USES AND THE NATURAL STATE OF SAID ZONE SHALL REMAIN UNDISTURBED. IT IS ALSO THE INTENT AND PURPOSE OF THE STREAM CORRIDOR PROTECTION ZONE TO RESTRICT AND FORBID ANY ACTIVITY OR USE WHICH WOULD AS A NATURAL CONSEQUENCE OF SUCH, IMPEDE OR MAKE MORE DIFFICULT THE ACCOMPLISHMENT OF THE PURPOSE OF WHICH THE SAID ZONE WAS CREATED.

ADDITIONAL RESTRICTIONS INCLUDE:

1. NO DUMPING OR BURNING OF REFUSE.
2. NO HUNTING OR TRAPPING.
3. NATURAL RESOURCES OF THE ZONES SHALL REMAIN UNDISTURBED AND NO TOPSOIL, SAND, GRAVEL, OR ROCK SHALL BE EXCAVATED, REMOVED OR GRADED.
4. NOTHING SHALL BE PERMITTED TO OCCUR ON THE PREMISES WHICH WOULD CONTRIBUTE TO THE EROSION OF THE LAND AND NO TREES SHALL BE CUT OR REMOVED, EXCEPT FOR THE REMOVAL OF SUCH DEAD DISEASED, NOXIOUS, OR DECAYED TREES OR VEGETATION WHICH MAY BE REQUIRED FOR CONSERVATION OR SCENIC PURPOSES, OR FOR REASONS OF PUBLIC SAFETY.
5. NO PRIVATE ENCROACHMENT SHALL BE PERMITTED, SUCH AS, BUT NOT LIMITED TO, PLANTING OF FLOWERS, SHRUBS, GARDEN MATERIAL, ETC., DUMPING OF TRASH OR DEBRIS, OR THE INSTALLATION OF ANY TYPE OF RECREATION OR OTHER FACILITY OR CONVENIENCE.
6. A BIKE PATH AND A RETENTION FACILITY AS SHOWN ON THE APPROVED ENGINEERING PLAN ARE PERMITTED TO BE CONSTRUCTED WITHIN THE "STREAM CORRIDOR PROTECTION ZONE"

NO ROADWAY OR ANY FACILITY OF ANY PUBLIC UTILITY OTHER THAN EXISTING ROADWAYS AND PUBLIC UTILITY FACILITIES OR THOSE OUTLINED IN THE ORIGINAL PLAN SHALL BE PERMITTED TO BE CONSTRUCTED OR INSTALLED IN THE PREMISES.

NOTICE IS HEREBY GIVEN TO THE OWNERS OF ALL OF THE LOTS IN THE MEADOWGROVE ESTATES NORTH SUBDIVISION(S) THAT THE CITY OF GROVE CITY, OHIO, SHALL BE HELD HARMLESS FOR ANY ISSUES AND/OR IMPACTS ARISING FROM THE AREA DELINEATED AND SHOWN HEREON AS "STREAM CORRIDOR PROTECTION ZONE" INCLUDING, BUT NOT LIMITED TO STORM WATER DRAINAGE, INSECT CONTROL OR WET SOIL CONDITIONS.

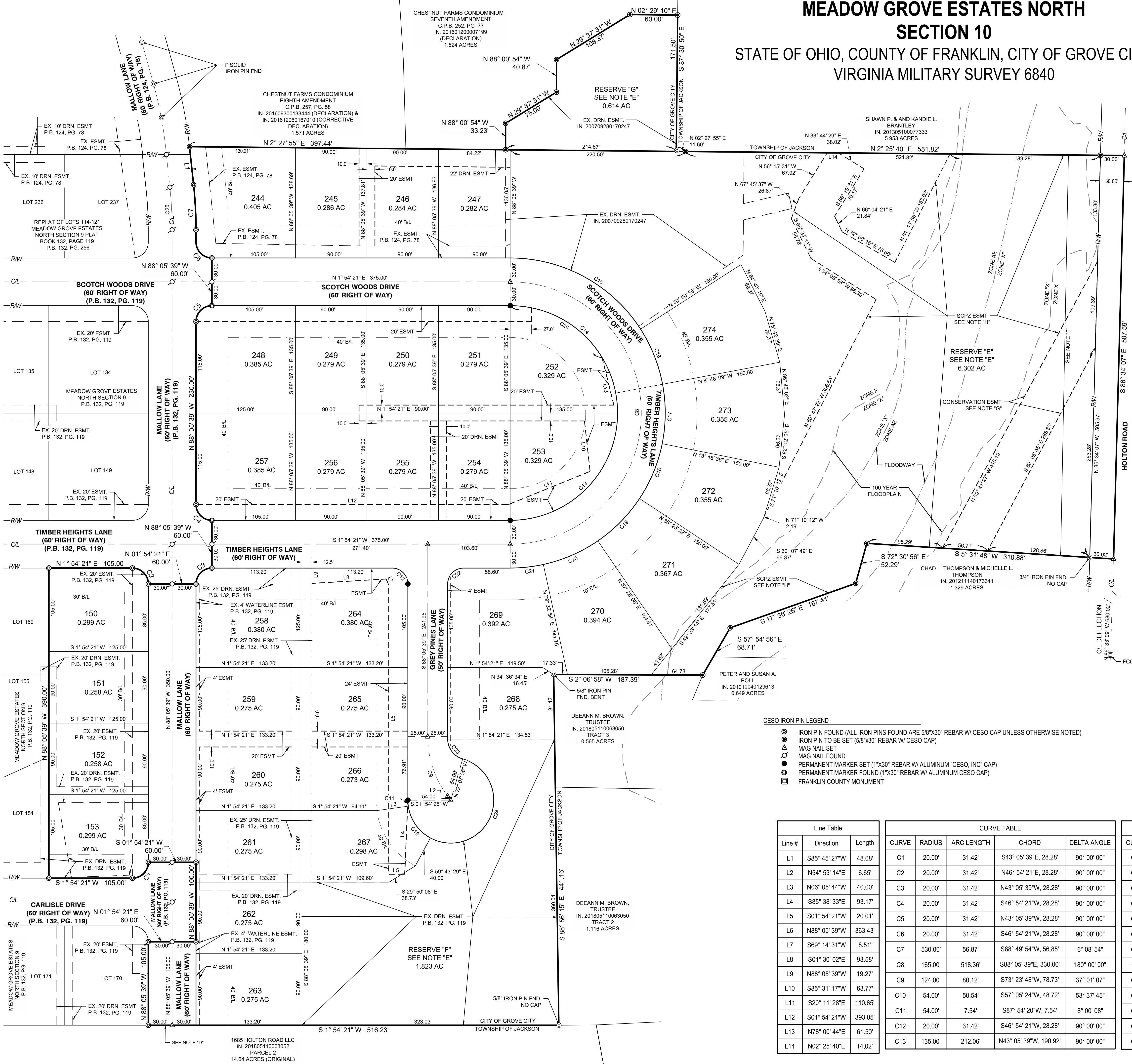
CESO IRON PIN LEGEND

- IRON PIN FOUND (ALL IRON PINS FOUND ARE 5/8"x30" REBAR W/ CESO CAP UNLESS OTHERWISE NOTED)
- ▲ IRON PIN TO BE SET (5/8"x30" REBAR W/ CESO CAP)
- △ MAG NAIL SET
- MAG NAIL FOUND
- PERMANENT MARKER SET (1"x30" REBAR W/ ALUMINUM "CESO, INC" CAP)
- PERMANENT MARKER FOUND (1"x30" REBAR W/ ALUMINUM CESO CAP)
- FRANKLIN COUNTY MONUMENT

Line #	Direction	Length
L1	S85° 45' 27"W	48.08'
L2	N54° 53' 14"E	6.65'
L3	N06° 05' 44"W	40.00'
L4	S85° 38' 33"E	93.17'
L5	S01° 54' 21"W	20.01'
L6	N88° 05' 39"W	363.43'
L7	S69° 14' 31"W	8.51'
L8	S01° 30' 02"E	93.58'
L9	N88° 05' 39"W	19.27'
L10	S85° 31' 17"W	63.77'
L11	S20° 11' 28"E	110.65'
L12	S01° 54' 21"W	393.05'
L13	N78° 00' 44"E	61.50'
L14	N02° 25' 40"E	14.02'

CURVE	RADIUS	ARC LENGTH	CHORD	DELTA ANGLE
C1	20.00'	31.42'	S43° 05' 39"E, 28.28'	90° 00' 00"
C2	20.00'	31.42'	N46° 54' 21"E, 28.28'	90° 00' 00"
C3	20.00'	31.42'	N43° 05' 39"W, 28.28'	90° 00' 00"
C4	20.00'	31.42'	S46° 54' 21"W, 28.28'	90° 00' 00"
C5	20.00'	31.42'	N43° 05' 39"W, 28.28'	90° 00' 00"
C6	20.00'	31.42'	S46° 54' 21"W, 28.28'	90° 00' 00"
C7	530.00'	56.87'	S88° 49' 54"W, 56.85'	6° 08' 54"
C8	165.00'	518.36'	S88° 05' 39"E, 330.00'	180° 00' 00"
C9	124.00'	80.12'	S73° 23' 48"W, 78.73'	37° 01' 07"
C10	54.00'	50.54'	S57° 05' 24"W, 48.72'	53° 37' 45"
C11	54.00'	7.54'	S87° 54' 20"W, 7.54'	8° 00' 08"
C12	20.00'	31.42'	S46° 54' 21"W, 28.28'	90° 00' 00"
C13	135.00'	212.06'	N43° 05' 39"W, 190.92'	90° 00' 00"

CURVE	RADIUS	ARC LENGTH	CHORD	DELTA ANGLE
C14	135.00'	212.06'	S46° 54' 21"W, 190.92'	90° 00' 00"
C15	195.00'	194.83'	S30° 31' 43"W, 186.83'	57° 14' 44"
C16	195.00'	75.14'	S70° 11' 28"W, 74.68'	22° 04' 46"
C17	195.00'	75.14'	S87° 43' 47"E, 74.68'	22° 04' 46"
C18	195.00'	75.14'	S85° 39' 01"E, 74.68'	22° 04' 46"
C19	195.00'	75.14'	S43° 34' 15"E, 74.68'	22° 04' 46"
C20	195.00'	75.14'	S21° 29' 29"E, 74.68'	22° 04' 46"
C21	195.00'	42.06'	S4° 16' 22"E, 41.98'	12° 21' 27"
C22	20.00'	31.42'	S43° 05' 39"E, 28.28'	90° 00' 00"
C23	26.00'	33.60'	S54° 53' 13"W, 31.31'	74° 02' 17"
C24	54.00'	181.34'	S65° 55' 42"E, 107.37'	192° 24' 27"
C25	500.00'	53.65'	S88° 49' 54"W, 53.63'	6° 08' 54"
C26	135.00'	138.82'	N31° 21' 48"E, 132.78'	58° 54' 54"



Meadow Grove Estates North Section 10
STATE OF OHIO, COUNTY OF FRANKLIN, CITY OF GROVE CITY
VIRGINIA MILITARY SURVEY 6840

© 2025 CESO, INC.

Project Number: 757157
Scale: 1"=60'
Drawn By: ADB
Checked By: ALB
Date: 3/18/2025
Issue: N/A

Drawing Title:
PLAT

Date: 04/15/25
Introduced By: Ms. Burroughs
Committee: Lands
Originated By: Plan. Comm.
Approved: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: C-15-25
1st Reading: 04/21/25
Public Notice: 04/22/25
2nd Reading: 06/02/25
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-15-25

AN ORDINANCE TO APPROVE THE USE OF A TATTOO SHOP FOR INK THERAPY LOCATED AT 3999 BROADWAY, SUITE A

WHEREAS, Ink Therapy, applicant, has submitted a request for the allowable Use of a Tattoo Shop, as provided for in Section 1135.09; and

WHEREAS, on April 08, 2025, the Planning Commission of the City of Grove City recommended the approval of this Use at this location, as submitted.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The Use of a Tattoo Shop, located at 3999 Broadway, Suite A is hereby approved, as submitted.

SECTION 2. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest: _____
Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance
is correct as to form.

Stephen J. Smith, Director of Law

ITEM 2: 202503050008 – Ink Therapy - Use Approval

Site Location

3999 Broadway, Suite A (PID 040-000565).

Proposal

A Use Approval for tattoo services at 3999 Broadway.

Current Zoning

Central Business District (CBD)

Future Land Use

Town Center Core

Property Owner

3999 Broadway LLC

Property Incentives

Town Center Commercial Revitalization
Community Reinvestment Area

Applicant/Representative

Brittany Hallowell, Ink Therapy

Applicable Plans, Policies, and Code Section(s)

- GroveCity2050 Community Plan Future Land Use and Character Map

Staff Recommendation

Approval as Submitted

Contents

	Page
1. Context Map	2
2. Analysis.....	3
3. GroveCity2050 Analysis.....	3
4. Recommendation.....	4

Case Manager

Terry Barr, AICP, Development Planner
614-277-3022
tbarr@grovecityohio.gov

Summary

This proposed Use Approval for Ink Therapy is to allow a tattoo shop in association with a permanent makeup studio at 3999 Broadway.

Zoning Map



Next Steps

Upon recommendation from Planning Commission, the Use Approval will move forward to City Council for approval.

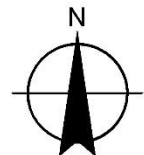
1. Context Map

The property is located at 3999 Broadway (PID 040-000565).



202503050008
Ink Therapy
Use Approval
PID# 040-000565

0 25 50 100 Feet



2. Analysis

The applicant is requesting a Use Approval to operate a tattoo shop in association with a permanent makeup studio, Ink Therapy, at 3999 Broadway. Ink Therapy provides permanent makeup and fine line tattoo services, and permanent makeup is a permitted use in the zoning code. The use approval is for the tattoo portion of the business, as tattoo shops are not permitted anywhere within Grove City by right. The applicant stated in the project narrative that the business will offer fine line tattoos and permanent makeup. The project narrative states that fine line tattoos are tattoos done with a smaller needle than standard tattoos for a daintier look. The proposed tenant space has two rooms, and the applicant will work from one while the other area will be occupied by an esthetician, nail technician, or permanent makeup artist.

The hours of operation will be Monday to Thursday 8:30 a.m. to 3:00 p.m., Friday 9:00 a.m. to 5:00 p.m., and every other Saturday from 10:00 a.m. to 2:00 p.m. All services will be scheduled by appointment only. Ink Therapy is in Suite A of the building, accessed off the walkway to Broadway. Materials state that the expected number of clients is 1 to 6 a day, and the public parking lot behind Broadway will be utilized for parking. The narrative states that appointments are currently booked out 6-7 months.

No exterior work will take place at the site and all work taking place will be interior to update flooring, bathrooms, and fixtures.

3. GroveCity2050 Analysis

The City of Grove City adopted the GroveCity2050 Community Plan in January 2018 which contains specific goals, objectives and actions to guide growth in the community. Five (5) guiding principles are identified that articulate Grove City's community values and direct the recommendations in the Plan. Applications submitted to Planning Commission are reviewed based on these 5 Guiding Principles

(1) The City's small-town character is preserved while continuing to bring additional employment opportunities, residents, and amenities to the community.

Finding is Met: Staff believe that the proposed use will not change the city's small-town character, and will be in character with the surrounding area, which includes a number of other salons offering services to residents. Additionally, due to the proposed hours of operations and limited service provided by the business, Staff does not believe the business will have a detrimental impact upon the town center.

(2) Quality design is emphasized for all uses to create an attractive and distinctive public and private realm.

Not Applicable: No improvements to the site are proposed as part of the use approval. All improvements associated with the proposed use will be inside the tenant space to get the space ready for clients.

(3) Places will be connected to improve the function of the street network and create safe opportunities to walk, bike and access public transportation throughout the community.

Finding is Met: No changes are proposed to the street network. The site is accessed from the sidewalks along Broadway, and a public parking lot behind the studio which will be used by clients.

(4) Future development will preserve, protect and enhance the City's natural and built character through sustainable practices, prioritizing parks and open space and emphasizing historic preservation.

Not Applicable: No improvements to the site are proposed with the use approval.

(5) Development provides the City with a net fiscal benefit.

Finding is Met: The proposed use will not add an undue burden on city infrastructure or services. **Additionally, the proposed business will add two** jobs to the City's employment base.

4. Recommendation

After review and consideration, the Development Department recommends Planning Commission make a recommendation of approval to City Council for the Use Approval, as submitted.



Grove City Planning Commission

METHOD OF REZONING APPLICATION

Please provide the requested information and submit to:

DEVELOPMENT DEPARTMENT
4035 BROADWAY
GROVE CITY, OHIO 43123
614-277-3004

grovecityohio.gov/development

TYPE OF REQUEST

☐ Standard Rezoning ☐ PUD Rezoning ☐ Zoning Upon Annexation ☒ Use Approval

PROJECT / PROPERTY INFORMATION

PROJECT NAME: Ink Therapy
PROJECT LOCATION: 3999 Broadway Suite A, Grove City, OH 43123
STREET ADDRESS (OR NEAREST INTERSECTION WITH DISTANCE AND DIRECTION)
PARCEL ID NUMBER: 040-000565 ACREAGE AFFECTED BY THIS APPLICATION: _____
EXISTING ZONING: _____ EXISTING LAND USE: _____
PROPOSED ZONING: _____ PROPOSED LAND USE: _____
FUTURE LAND USE DESIGNATION: _____

PROPERTY OWNER INFORMATION

Note: Property ownership information should reflect how the property is held in accordance with the Franklin County Auditor's Office.

3999 Broadway LLC 4110 Demarest Rd Grove City OH 43123
Name Address City, State, Zip
614-875-9901 ron@grochio.com
Phone Fax Email

APPLICANT INFORMATION

Note: The applicant is the person(s) or entity seeking approval of this application.

Brittney Hallowell owner Ink Therapy by Britt
Name Title Company / Organization
4444 Rishel St Grove City OH 43123
Address City State, Zip
740-505-3082 britthallowell@gmail.com
Phone Fax Email

AUTHORIZED REPRESENTATIVE

Check box if same as Applicant: ☒

Note: The authorized representative is the person(s) or entity representing the applicant. As the authorized representative, you must have the legal authority to speak, represent and make commitments on behalf of the applicant. The City does not take any responsibility for the lack of communication between the authorized representative, applicant or related parties.

Name Title Company / Organization
Address City State, Zip
Phone Fax Email

Relationship to the Applicant: (e.g. legal counsel, engineer, architect, land planner, contractor, etc.)

FOR OFFICE USE ONLY

DATE RECEIVED:	RECEIVED BY:	PAYMENT AMOUNT:
TENTATIVE PC MEETING DATE:	PC RECOMMENDATION:	CHECK NUMBER:
PROJECT ID NUMBER:	CITY'S REVIEW ENGINEER:	CITY'S PLAN REVIEW ENGINEER:
PLANNER IN CHARGE:		

ADDITIONAL PROJECT INFORMATION

PROJECT NAME: Ink Therapy

DEVELOPMENT TYPE: Commercial Retail ☐ Commercial Office ☐ Residential ☐ Industrial ☐ Mixed ☐ Other ☒

ACREAGE DISTURBED: _____ TOTAL FLOOR AREA: _____

NUMBER OF BUILDINGS: _____ BUILDING HEIGHT: _____

ESTIMATED NUMBER OF PERMANENT JOBS CREATED (IF APPLICABLE): 1-2

ESTIMATED VALUATION OF BUILDING IMPROVEMENTS: _____ ESTIMATED VALUATION OF SITE IMPROVEMENTS: _____

PROPERTY OWNER AUTHORIZATION OF APPLICANT SUBMITTAL AND SITE VISIT(S)

I _____, the current property owner hereby authorize the applicant _____ to submit this application. I agree to be bound by all representations and agreements made by the applicant and/or their authorized representative.

Additionally, as the current property owner, knowing that site visits to the property may be necessary, I hereby authorize City representatives to enter, photograph and post notices on the property described in this application.

Signature of Current Property Owner: _____ Date: _____

STATE OF OHIO, COUNTY OF FRANKLIN

The above individual(s), being first duly sworn, deposes on oath and says that he/she has read the foregoing Affidavit subscribed by him/her, knows the contents thereof, and that the statements therein are true.

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____.

Official Seal and Signature of Notary Public

APPLICANT'S / AUTHORIZED REPRESENTATIVE'S AFFIDAVIT

I Brittney Hollowell, the applicant or authorized representative, have read and understand the contents of this application. The information contained in this application, attached exhibits and other information submitted is complete and in all respects true and correct, to the best of my knowledge and belief.

Signature of Applicant or Authorized Representative: [Signature] Date: 3/4/25

STATE OF OHIO, COUNTY OF FRANKLIN

The above individual(s), being first duly sworn, deposes on oath and says that he/she has read the foregoing Affidavit subscribed by him/her, knows the contents thereof, and that the statements therein are true.

SUBSCRIBED AND SWORN TO before me this 4 day of Mar., 2025.

Official Seal and Signature of Notary Public



Joseph M. Forsythe Jr.
Notary Public, State of Ohio
My Commission Expires 08-11-2029

REVIEW FEES

INSTRUCTIONS: All blanks/boxes must be completed or checked in order for the application submittal to be considered complete. The engineering review fee and planning review fee is calculated in accordance with the City's [Fee Recovery Policy](#). The submittal shall include the required number of copies (properly folded and collated) and contain all required supplementary documentation. Submitted materials shall be accurate, measurable and shall address all required checklist items contained within the attached supplemental requirements.

Application Processing Fee: \$ 100.00
Engineering Review Fee: \$ _____
Planning Review Fee: \$ _____
Total Submittal Fee: \$ 100

GROVECITY2050 GUIDING PRINCIPLES

In January 2018, the City of Grove City adopted the [GroveCity2050 Community Plan](#) to update the City's plans and policies to proactively shape where and how the community will grow. The Plan contains specific goals, objectives and actions to guide development in Grove City as well as five (5) guiding principles. All applications submitted for Planning Commission will be reviewed based on the following principles:

1. The City's small-town character shall be preserved while continuing to bring additional employment opportunities, residents and amenities to the community.
2. Quality design shall be emphasized for all uses to create an attractive and distinctive public and private realm.
3. Places shall be connected to improve the function of the street network and create safe opportunities to walk, bike and access public transportation throughout the community.
4. Future development shall preserve, protect and enhance the City's natural and built character through sustainable practices, prioritizing parks and open space and emphasizing historic preservation.
5. Development shall provide the City with a net fiscal benefit.



Project Narrative for Ink Therapy

I am requesting a special use approval for **3999 Broadway, Suite A** in Grove City. The building and current suites are already established. No external modification or additions will be made to the existing building, street design, or building character. I am updating the interior to include wood flooring, updating bathrooms and fixing the electric.

The building will be used partially as a Body Art Boutique where I will do fine line tattoos and permanent makeup. There are two rooms in the suite. I will be using one room. The other room I will employ an esthetician, lash technician or permanent makeup artist. They will also be by appointment only.

I would like to stress that this is NOT a typical tattoo shop which has walk-in appointments and multiple revolving artists. This is an upscale boutique shop, by appointment only, and I'm currently booking 7 months out.

I typically see 1-6 clients per day, so there will be minimal impact to traffic or parking.

Please let me know if you need any other information from me. My phone number is 740-505-3082. Thank you.

AUDITOR OFFICE

SEARCH

ONLINE TOOLS

REFERENCE

CONTACT MICHAEL

Summary

Parcel ID: 040-000565-00
3999 BROADWAY LLC

Map Routing: 040-
3999

Land Profile

Residential

Commercial

Improvements

Permits

Mapping

Sketch

Photo

StreetSmart

Aerial Photos

Transfers

BOR Status

CAUV Status

Tax & Payments

Tax Distribution

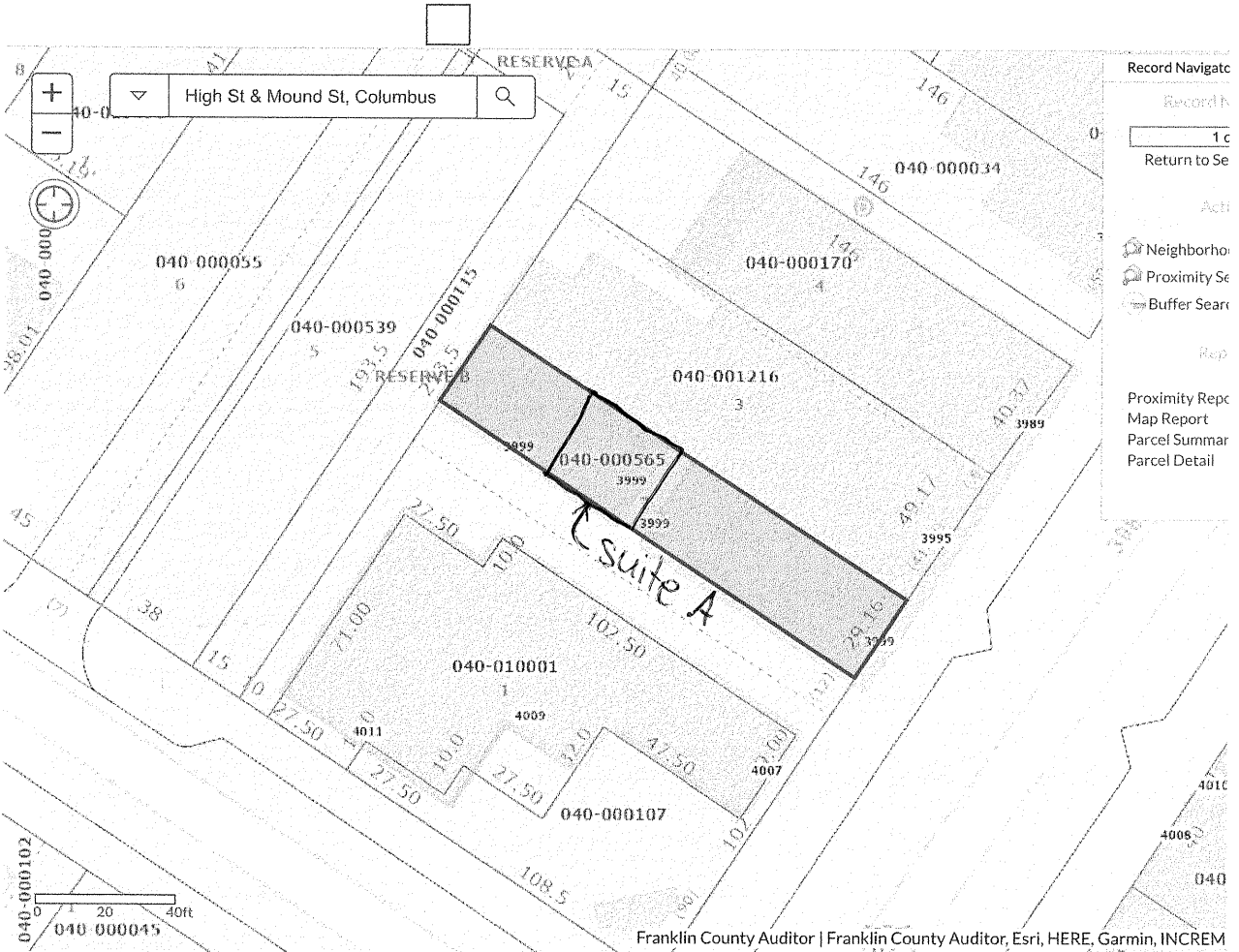
Tax Calculators

Value History

Rental Contact

Incentive Details

Quick Links



Project Narrative for Ink Therapy

Control #202503050008

I am requesting a special use approval for **3999 Broadway, Suite A** in Grove City. The building and current suites are already established. No external modification or additions will be made to the existing building, street design, or building character. I am updating the interior to include wood flooring, updating bathroom fixtures and fixing the electric.

The building will be used partially as a Body Art Boutique where I will do fine line tattoos and permanent makeup. **Fine line tattoos are typically more feminine in nature than standard tattoos as they utilize much smaller needles for a daintier look. I'm primarily known for my fine line floral tattoos.**

There are two rooms in the suite. I will be using one room. The other room I will employ an esthetician, nail technician or permanent makeup artist. They will also be by appointment only.

I would like to stress that this is NOT a typical tattoo shop which has walk-in appointments and multiple revolving artists. This is an upscale boutique shop, by appointment only, and I'm currently booking 6-7 months out.

I am open 4-5 days a week. My hours are:

Mon-Thurs: 8:30-3p

Fri: 9a-5p

Every other Saturday: 10-2p

I typically see 1-6 clients per day, so there will be minimal impact to traffic or parking.

Please let me know if you need any other information from me. My phone number is 740-505-3082. Thank you.



The City of Grove City, Ohio

4035 Broadway • Grove City, Ohio 43123
(614) 277-3000

3/17/25

Brittany Hallowell
4464 Rishel St.
Grove City, OH 43123

Via email: brittanyhallowell@gmail.com

Dear Ms. Hallowell,

Staff have reviewed your Use Approval for Ink Therapy, in Grove City, Ohio. The control number for this application is #202503050008 and should be referenced on any future correspondence concerning this matter.

Having compiled the comments/recommendations provided to the Development Department from our various departments, we request the following information or corrections.

1. Please update the narrative with additional information listed below.
 - a. Hours of operation.
 - b. How many days a week will the business be open.
 - c. Provide additional information on the fine line tattoos referenced in the narrative.

Please revise your materials accordingly and resubmit with a response letter indicating how each issue noted was addressed by 12:00pm on March 21st, 2025. This will allow us time to review the revisions prior to finalizing the agenda for the April Planning Commission meeting. If for any reason you feel a meeting with staff is warranted prior to the meeting, please contact me as soon as possible to arrange a date and time. If revisions cannot be submitted by the above deadline, the Development Department will recommend that this application be postponed until the May Planning Commission meeting; however, if the above deadline is met, staff will recommend that your application be heard as described below.

Planning Commission will hear your request on Tuesday, April 8th, 2025 at 1:30 p.m. in the Lower Level of City Hall at 4035 Broadway Grove City, Ohio 43123. Your request will be postponed to a future date if you are unable to attend the meeting. **Additionally, one full set of all materials to be reviewed by Planning Commission must be submitted, including one full size set of all plan sheets by April 2nd** to remain on the April Planning Commission meeting agenda.

If you have any questions or need additional information, please call me at (614) 277-3022 or email tbarr@grovecityohio.gov.

Sincerely,

Terry Barr, AICP
Development Planner

AUDITOR OFFICE

SEARCH

ONLINE TOOLS

REFERENCE

CONTACT MICHAEL

Summary

Parcel ID: 040-000565-00
3999 BROADWAY LLC

Map Routing: 040-
3999

Land Profile

Residential

Commercial

Improvements

Permits

Mapping

Sketch

Photo

StreetSmart

Aerial Photos

Transfers

BOR Status

CAUV Status

Tax & Payments

Tax Distribution

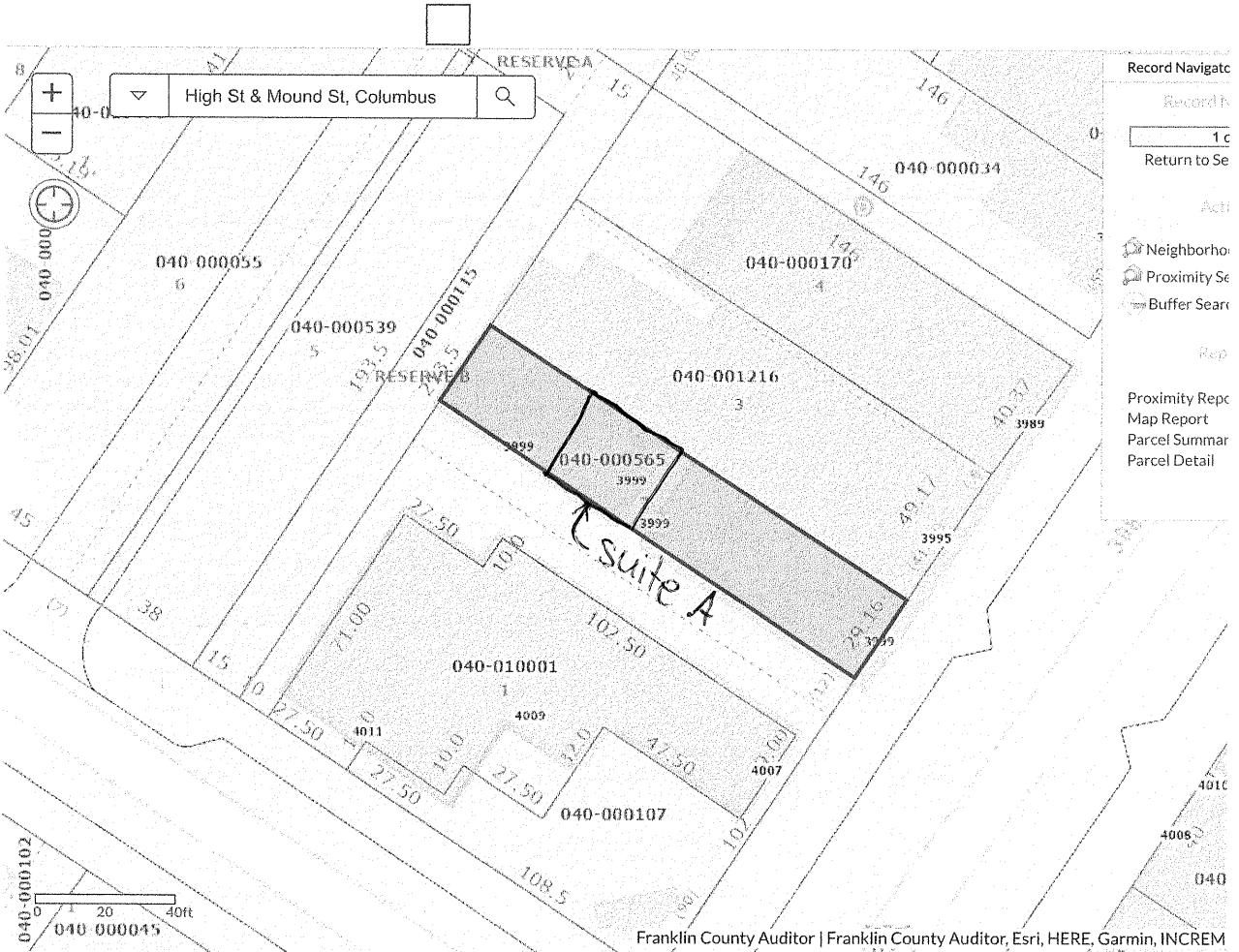
Tax Calculators

Value History

Rental Contact

Incentive Details

Quick Links



Date: 05/13/25
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Smith
Approved: Mr. Boso
Emergency: 30 Days:
Current Expense:

No.: c-19-25
1st Reading: 05/19/25
Public Notice: 05/20/25
2nd Reading: 06/02/25
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-19-25

AN ORDINANCE TO AMEND CHAPTER 192.021 OF THE CODIFIED ORDINANCES TITLED IMPOSITION OF TAX PURSUANT TO OHIO R.C. 5739.09

WHEREAS, a review of Chapter 192 of the Codified Ordinances has been conducted; and

WHEREAS, this ordinance improves the reporting requirements of the convention and visitors bureaus who receive funds.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. Section 192.021 is hereby amended as follows:

192.021 IMPOSITION OF TAX PURSUANT TO OHIO R.C. 5739.09

- (c) Convention and visitors bureaus which receives funds pursuant to this section shall, within one hundred and ~~twenty~~ **fifty** (~~120~~**150**) days after the end of their fiscal year, provide to the Finance Director of the City financial statements of the organization for such fiscal year, ~~prepared in accordance with generally accepted accounting principles, consistently applied, with a compilation report~~ **as prepared by a certified public accountant or federal tax form 990 as filed with the Internal Revenue Service.**

SECTION 2. This Ordinance shall take effect at the earliest date permitted by law.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this Resolution
is correct as to form.

Stephen J. Smith, Director of Law

Date: 05/13/25
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Boso
Approved:
Emergency: 30 Days:
Current Expense:

No.: C-20-25
1st Reading: 05/19/25
Public Notice: 05/20/25
2nd Reading: 06/02/25
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-20-25

AN ORDINANCE TO AUTHORIZE THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE GROVE CITY AREA CONVENTION AND VISITORS BUREAU DBA VISIT GROVE CITY

WHEREAS, one-half of the revenue collected by the three-percent transient occupancy tax levied, pursuant to Ohio Revised Code Section 5739.08(B) and Section 192.021 of the Grove City Codified Ordinances, is deposited into a separate fund to solely make contributions to convention and visitors bureaus operating within the County in which the City is located; and

WHEREAS, the purpose of Section 192.021 of the Grove City Codified Ordinances is to provide funds to convention and visitors bureaus operating in the County in which the City of Grove City is located for the promotion and publicizing of the City of Grove City as a desirable location for conventions, trade shows and similar events to encourage the patronage and businesses of cultural, educational, religious, professional, sports and other activities to utilize the City of Grove City; and

WHEREAS, Grove City Area Convention & Visitors Bureau dba Visit Grove City is a convention and visitors bureau that operates in Franklin County and the City; and

WHEREAS, the parties hereby wish to enter into an agreement to provide for the administration and allocation of the funding; and

WHEREAS, because the agreement exceeds twelve (12) months, it must be approved by Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. This Council hereby authorizes the City Administrator to enter into an agreement with the Grove City Area Convention and Visitors Bureau dba Visit Grove City as set forth in Exhibit A.

SECTION 2. This Ordinance shall take effect at the earliest date permitted by law.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

Exhibit "A"

**2025 AGREEMENT BETWEEN THE CITY OF GROVE CITY AND THE
GROVE CITY AREA CONVENTION AND VISITORS' BUREAU
D/B/A VISIT GROVE CITY**

This Agreement is between the City of Grove City, Ohio (hereinafter referred to as the "City") an Ohio Municipal Corporation, and the Grove City Area Convention & Visitors Bureau d/b/a Visit Grove City (hereinafter referred to as the "CVB") an Ohio Corporation for Non-Profit. The City and CVB may be referred to individually herein as a Party or collectively as the Parties.

WHEREAS, as authorized by Ohio Revised Code, Chapter 192 levies two separate transient occupancy taxes of three percent (3%) each on transactions by which lodging is provided to transient guests; and

WHEREAS, as required by Ohio Revised Code, one-half of the revenue collected by the three-percent transient occupancy tax levied pursuant to R.C. 5739.08(B) and Section 192.021 of the Grove City Codified Ordinances is deposited into a separate fund to solely make contributions to convention and visitors' bureaus operating within the county in which the City is located; and

WHEREAS, the purpose of Section 192.021 of the Grove City Codified Ordinances is to provide funds to convention and visitors bureaus operating in the county in which the City of Grove City is located for the promotion and publicizing of the City of Grove City as a desirable location for conventions, trade shows and similar events to encourage the patronage and businesses of cultural, educational, religious, professional, sports and other activities to utilize the City of Grove City; and

WHEREAS, Grove City Area Convention & Visitors Bureau d/b/a Visit Grove City is a convention and visitors' bureau that operates in Franklin County and the City; and

WHEREAS, R.C. 5739.08(B) authorizes the City to "establish all regulations necessary to provide for the administration and allocation of the tax;"

NOW, THEREFORE, the parties hereby wish to enter into an agreement to provide for the administration and allocation of the tax upon the following terms and conditions:

SECTION I -TERM

This Agreement shall be for a period of Thirteen (13) months, beginning January 1, 2025, and extending up to and including January 31, 2026. It shall replace/supersede all previous agreements dated prior to the execution of this agreement.

During the term of this Agreement and as part of the City's annual budget cycle, City Council shall allocate 2026 funding amounts. The Parties agree to enter into a new Agreement for 2026 funding.

SECTION II - CVB OBLIGATIONS

The CVB shall be solely responsible for the following:

- Establish, staff, manage, and maintain a destination marketing organization designed to attract visitors to Grove City via products, events and promotions.
- Work in accordance with its mission statement: “We put Grove City on the map as a welcoming and creative place to visit, work and live through marketing and experience development to encourage visitor spending within the city.” This work shall include, but shall not be limited to, the following:
 - The promotion of conventions, meetings, conferences, events, and tourism within the City; and
 - The provision of advice, direction, and assistance to people desiring to visit or hold conventions, meetings, conferences and events in the City; and
 - The promotion of commercial, historical, cultural, and natural resources, including but not limited to the City's Town Center area, for tourism; and
 - The preparation, compilation, printing, broadcasting, publishing, distribution and dissemination of information and data of all kinds which may be useful in furthering the mission of the CVB; and
 - The duties and responsibilities outlined in the Scope of Services attached hereto and referenced herein.
- The CVB shall create, implement and evaluate a Business Plan formatted on the outline below with specific measurable goals. Representatives from the CVB will present the plan to Grove City Council by the end of the first quarter of the calendar year at a Regular Council meeting. In addition, CVB staff will provide updates on the Business Plan at subsequent quarterly meetings throughout the year.
 - The overall CVB Business Plan will include, but is not limited to, the following components: operations and finance, sales and marketing, and public relations. The parties agree that if the CVB is unable to perform any portion of the Scope of Services identified below due to circumstances beyond their control, the CVB shall be exempt from that provision

Operations & Finance

- Employ a professional team to coordinate the business of the CVB;
- Establish and implement revenue and performance goals and measurements, as well as performance reviews; and

- Maintain office space and visitors' center for the CVB with regular published business hours.

Sales & Marketing

- Develop a sales, marketing and services plan that encourages economic impact to Grove City through visits. The sales and marketing plan should target the following visitor-oriented markets:
 - Sporting events and tournaments in collaboration with the Grove City Parks and Recreation Department;
 - Conferences and meetings;
 - Group tours and leisure; and
 - Event promotion.
- The sales and marketing plan should, at minimum, include and/or address the following:
 - Build a strategy to track room nights to create a benchmark for growing stays;
 - Initiatives that place an emphasis on attracting visitors to the Grove City Town Center area for signature events and attractions; and
 - Advertising, marketing and communication vehicles that are compelling and assist in driving visitation. These vehicles include, but are not limited to:
 - Website (www.visitgrovecity.com)
 - Social media
 - Visitors Guide
 - Market-specific sales materials
 - Event promotional materials
- Continue to build on existing partnerships and identify new relationships, building marketing and tourism development opportunities with local businesses and community stakeholders.
- Develop a 2025 Marketing and Information Hotel Partnership plan to include:

- Hosting monthly/quarterly meetings to discuss coming events, especially Columbus/Berliner events with input/ideas from the owners/operators of the 18 Hotels and a City business representative; and
- Ensuring all Hotels have sufficient supply of the VCB and city collateral material they need/request.
- Maintain relationship with the Greater Columbus Sports Commission to anticipate area events that may benefit Grove City (such as Berliner), discover potential tournaments in need of space, and collaborate when possible.
- Actively pursue a relationship with Central Ohio sports teams, for example the Fortress in Obetz. Explore opportunities to leverage Grove City lodging in conjunction with event tickets via packaging and hotel listings when possible. Connect with new companies coming into the area, such as Anduril Drone Company, to offer assistance booking room blocks, welcoming their guests to Grove City.
- Continue to leverage partnership with Experience Columbus by answering leads shared, regularly communicating with their team, ensuring staff and community have access to the Experience Columbus Insiders class via CVB scholarship, and more.

Public Relations & Communications

- Create awareness about Grove City and its events by continuing to implement a strategic and dynamic public relations plan; and
- Provide consistent two-way communication with stakeholders.

SECTION III - CITY OBLIGATIONS

For the services identified herein and in the attached Scope of Services, the City agrees to pay Four Hundred and Sixty-Eight Thousand Dollars (\$468,000) of the collected lodging tax to the CVB. Said payment shall be remitted monthly to the CVB within ten business days of the second month following collection. The City will not be responsible for making up any shortage if receipts from the lodging tax are less than anticipated or budgeted. If the receipts of the lodging tax exceed the budgeted amount, City Council shall appropriate the excess amounts as set forth in Chapter 192 of the Grove City Codified Ordinances.

In the event that the CVB fails to meet its reporting obligation as set forth in Section V below, the City may withhold the monthly remittance.

SECTION IV - BOARD OF TRUSTEES

The CVB agrees to include on its Board of Trustees Two (2) voting City representatives: the Economic Development Manager and One (1) member of Grove City Council. The remaining members of the Board shall be appointed according to the Bylaws and/or Code of Regulations adopted by the Board of Trustees of the CVB. Each Board of Trustees' expiring term will be posted for applications on both the CVB website and social channels.

SECTION V - PURPOSE AND REPORTS

The CVB agrees that Four Hundred and Sixty-Eight Thousand Dollars and Zero Cents (\$468,000.00) of the lodging tax collected by the City will be distributed to the CVB for its operations and work and shall be spent solely for the purpose authorized in Chapter 192 of the Grove City Codified Ordinances. The CVB further agrees to be solely responsible for any deficit relative to operations of the CVB. The City will not be responsible for making up any shortage if receipts from the lodging tax are less than anticipated or budgeted. In the event that the receipts of the lodging tax exceed the budgeted amount, City Council shall appropriate the excess amounts as set forth in Chapter 192 of the Grove City Codified Ordinances.

The CVB shall:

- Follow all requirements in the Grove City Codified Ordinance including, but not limited to, the following:
 - Within one hundred and fifty (150) days after the end of their fiscal year, provide to the Finance Director of the City financial statements of the organization for such fiscal year, as prepared by a certified public accountant or federal tax form 990 as filed with the Internal Revenue Service. Section 192.021(C).
- CVB staff will provide updates on the Business Plan at quarterly meetings throughout the year.

The report shall include:

- Updates on goals set forth in the business/strategic plan; and
- Updates on rooms booked via the Ripe booking tool hosted on the CVB website.
- Continue to fulfill state requirements for audits and tax reporting. The City and the State of Ohio have the right to examine and audit all such records at any time upon reasonable notice.

SECTION VI - INDEMNITY AND HOLD HARMLESS

The CVB shall indemnify and save harmless the City against all liabilities, suits, obligations, fines, charges and expenses on behalf of any person, business or other entity, that may be imposed upon or incurred by or asserted against the City because of any activity by the CVB.

SECTION VII - AGREEMENT TERMINATION

Either party to this Agreement may terminate this Agreement, without penalty, same upon the giving of one hundred and eighty (180) days written notice thereof to the other party. In the event of termination, the CVB shall be responsible for any and all obligations or encumbrances incurred by the CVB as of the date of notice of termination and for any additional expenses that are incurred as a direct result of the winding down of operations (collectively referred to as “outstanding expenses”). To the extent that the CVB has exhausted any and all monies and is unable to cover the payments of its outstanding expenses, the City shall be responsible for any remaining expenses in an amount not to exceed the prorated share of the City’s total receipts of lodging tax for the remainder of the current calendar year.

SECTION VIII - MISCELLANEOUS PROVISIONS

This Agreement constitutes all promises, conditions, inducements and understandings between the City and the CVB.

Neither Party hereto shall have the right to assign this Agreement without the written consent of the other Party, except as provided herein. This Agreement shall be binding upon the successors and assigns of the Parties hereto.

This Agreement shall constitute the entire agreement between the Parties hereto, and no modification thereof shall be effective unless made by supplemental agreement in writing executed by the Parties. Any modification requires at least sixty (60) days notice, unless waived in writing by both Parties.

No waiver of any breach shall affect or alter this Agreement but each and every covenant, agreement, term and condition of this Agreement shall continue in full force and effect.

The failure of the City or CVB to seek redress for any breach or default of this Agreement shall not constitute a waiver and the City or CVB shall have all remedies provided herein and at law or in equity with respect to any such act or subsequent act constituting such breach or default.

In the event any term or provision of this Agreement shall for any reason be held invalid, illegal or unenforceable, such invalidity, illegality or unenforceability shall not affect any other term or provision herein.

This Agreement is made pursuant to, shall be governed by, and shall be construed in accordance with the laws of the State of Ohio.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be executed on this the ____ day of _____ 2025.

City of Grove City

Grove City Area Convention & Visitors Bureau
d/b/a Visit Grove City ("CVB")

Charles W. Boso, Jr.
City Administrator

Amanda Davis
Executive Director

Bev Babbert
Board President

Approved as to form:

Stephen J. Smith, Law Director

CERTIFICATION OF FUNDS

I hereby certify funds required to meet the City's obligation, payment, or expenditure under this Agreement have been lawfully appropriated or authorized for such purpose and are free from any obligation now outstanding.

Michael Turner, Director of Finance

Date

Date: 05/27/25
Introduced By: Mr. Holt
Committee: Finance
Originated By: TCLRC
Approved: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: C-21-25
1st Reading: 06/02/25
Public Notice: 06/03/25
2nd Reading: 06/16/25
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-21-25

AN ORDINANCE TO APPROVE A LOAN FOR 3995 BROADWAY, LLC UNDER THE TOWN CENTER LOAN PROGRAM AND APPROPRIATE \$75,000.00 FOR SAME

WHEREAS, on April 19, 2010, Council adopted Resolution CR-19-10, which adopted the Town Center Loan Program, and adopted Ordinance C-17-10 to enter into an Agreement with Community Capital Development Corporation; and

WHEREAS, an application from 3995 Broadway, LLC has been received and reviewed under the provisions of the Program; and

WHEREAS, on May, 14, 2025, the Town Center Loan Review Committee recommended the approval of this application for a \$75,000.00, 5% interest, 15 year amortization loan with the following stipulations:

1. Personal guarantees of the owners, Matthew B and Kristin D. Yerkes, Paul A. and Susan R. Shaltry;
2. Corporate guarantees of MKOB Properties LLC and Roundabout LLC;
3. Second Mortgage on the property at 3995 Broadway subject to current Grove City loan in the amount of \$55,892.00.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT

SECTION 1. This Council hereby approves the loan application of 3995 Broadway, LLC, for a \$75,000.00 loan amount, with a term of 15 years, at an interest rate of 5%, contingent upon the stipulations set by the Town Center Loan Review Committee.

SECTION 2. There is hereby appropriated \$75,000.00 from the unappropriated monies of the General Fund to Account #100120.595000 for the Current Expense of the MKOB Properties, LLC Loan.

SECTION 3. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:
Effective:

Richard L. Stage, Mayor

Attest: _____
Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance
is correct as to form. _____
Stephen J. Smith, Director of Law

I certify that there is money in the treasury,
or is in the process of collection, to pay the
within ordinance. _____
Michael A. Turner, Director of Finance

Date: 05-27-25
Introduced By: Mr. Wilson
Committee: Admin/Rules
Originated By: Ms. Houk
Sponsor: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: CR-21-25
1st Reading: 06-02-25
Public Notice: _____
2nd Reading: _____
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

RESOLUTION CR-21-25

A RESOLUTION DECLARING COUNCIL'S INTENT TO MEET AS A WHOLE TO WORK ON A COMPLETE DRAFT OF CHARTER AMENDMENTS FOR CONSIDERATION OF THE ELECTORATE

WHEREAS, the City of Grove City Charter was initially adopted by the voters on November 4, 1958 and last amended on November 07, 2017; and

WHEREAS, good governance mandates a periodic review of the Charter to ensure that the City operates with efficient and effective rules of governance; and

WHEREAS, City Council's February 24, 2024 governance retreat included identification of Council's priorities, and examination of the necessary changes to the Charter for a transition to the Council-Manager form of government emerged as a top priority; and

WHEREAS, Council held a Forms of Governance Work Session on May 13, 2024, leading Council members to each prepare a list of changes they would like to see addressed, and Council met to discuss these submissions during a June 10, 2024 work session; and

WHEREAS, a Council work group of the three most senior members of Council recommended changes to the Charter to address the issues discussed by Council during this process, and further asserted that perhaps the most impactful way to address the areas of concern for the future, would be to begin the transition to the Council-Manager Form of Government by creating a special Charter Review Committee; and

WHEREAS, on August 5, 2024, City Council established a special Charter Review Committee via Resolution CR-33-24 for the express purpose of reviewing the Charter provisions related to Grove City's form of government and propose changes; and

WHEREAS, the special Charter Review Committee presented its report to City Council on March 3, 2025, sharing that a majority of committee members (5 of 9) supported a change to the Council-Manager form of government, and 8 of 9 members recognized the possible benefit of some changes to the Charter; and

WHEREAS, City Council met on April 7, 2025 to have an informal discussion on Form of Government and Council members' reactions to the report of the special Charter Review Committee; and

WHEREAS, City Council set aside time to discuss next steps on May 5, 2025, and support was voiced to form some type of committee to prepare a submission regarding changing to a Council-Manager form of government and create an education timeline for the process; and

WHEREAS, City Council is committed to completing this process with emphasis on transparency and accountability.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY,
STATE OF OHIO, THAT:

SECTION 1. This City Council hereby confirms its intention to meet as a whole, according to an agreed upon meeting schedule, to work on a complete draft of Charter amendments for consideration of the electorate as well as an appropriate educational process and timeline.

SECTION 2. The resolution shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this
resolution is correct as to form.

Stephen J. Smith, Director of Law

Date: 05/27/25
Introduced By: Mr. Berry
Committee: Parks
Originated By: Ms. Houk
Sponsor: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: C-22-25
1st Reading: 06-02-25
Public Notice: 06-03-25
2nd Reading: 06-16-25
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE NO. C-22-25

AN ORDINANCE TO REQUIRE NO FURTHER INVESTMENT OF STAFF TIME OR FINANCIAL RESOURCES AT THE BROOKPARK MIDDLE SCHOOL LOCATION OUTSIDE OF REQUIRED UTILITY BILLS OR CONTRACTURAL OBLIGATIONS WITHOUT THE APPROVAL OF CITY COUNCIL AND TO REQUIRE THE CITY ADMINISTRATOR TO ENGAGE IN NEGOTIATIONS TO TERMINATE OR RENEGOTIATE THE BROOKPARK LEASE AGREEMENT WITH SOUTHWESTERN CITY SCHOOLS TO THE MUTUAL BENEFIT OF ALL PARTIES

WHEREAS, on October 7, 2019 through ordinance C-53-19 the City Administrator was authorized to enter into a lease agreement with South-Western City School District for use of the Brookpark Middle School site; and

WHEREAS, through a collaboration with City Council, Grove City Parks and Recreation staff, and the Park Board, a Grove City Community Parks and Recreation Stakeholder Long Term Planning Committee began meeting on August 17, 2022 to review, study, and develop the priorities and timeline for future parks projects; and

WHEREAS, City Council met on February 24, 2024 for a governance retreat, and a community center and increased park/public space amenities emerged as a consensus priority for 2024; and

WHEREAS, PROS Consulting and the Grove City YMCA attended a City Council Work Session on June 10, 2024 to provide presentations regarding community center concepts for Grove City based on studies conducted by each entity, and it was determined that Grove City's new Parks and Recreation Director would report back to City Council in September (later scheduled for 5:30 p.m. on November 4, 2024); and

WHEREAS, Council's Finance Committee met on August 12, 2024 to discuss 2024 status updates and early plans for 2025 capital improvement projects and workforce, where Council highlighted the need for further communication and consensus building regarding the significant financial investment proposed for the Brookpark site; and

WHEREAS, City Council had the opportunity to tour Brookpark on September 9, 2024; and

WHEREAS, the considerable cost of updates to the Brookpark site for any of the purposes outlined to date by Administration as well as the future uncertainty described in the lease agreement are a cause for concern; and

WHEREAS, City Council held a Special Parks Committee Meeting on October 28, 2024 to discuss the current lease agreement with South-Western City School District, and Council members expressed their desire to renegotiate the lease agreement and to have a comprehensive plan before the City makes further financial investment at the Brookpark site; and

WHEREAS, City Council formally asked via Resolution CR-08-25 passed on March 3, 2025 for Administration and the Director of Parks and Recreation, in alignment with the recommendation of the Park Board, to move forward with the exploration and feasibility of a large multi-generational city-operated central hub community center and asked that no staff or financial resources be expended toward other options without the approval of City Council; and

WHEREAS, City Council is committed to a collaborative work process and the long-term plan for parks and recreation amenities provide a unique opportunity for developing a shared vision between the Grove City community, City Administration, the Grove City Parks and Recreation team, City Council's Parks Committee, and Park Board; and

WHEREAS, City Council recognizes that facts and circumstances have changed for both the City of Grove City and South-Western City Schools since the original date of the Brookpark lease agreement.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The City Council hereby requires no further investment of staff time or financial resources at the Brookpark Middle School location outside of required utility bills or other contractual obligations without the approval of City Council.

SECTION 2. Any contractual obligations that exceed Ten Thousand Dollars (\$10,000.00) shall be brought before City Council for consideration.

SECTION 3. The City Administrator shall engage in negotiations to terminate or renegotiate the Brookpark lease agreement with South-Western City Schools to the mutual benefit of both parties and the City Administrator shall keep City Council apprised of the status of such negotiations.

SECTION 4. This Ordinance shall take effect at the earliest opportunity allowed by law.

Christine A. Houk, President of Council

Richard L. Stage, Mayor

Passed:
Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this resolution is correct as to form.

Stephen J. Smith, Director of Law