

Village of Glendale, Ohio

30 Village Square, Glendale, Ohio 45246

Phone: (513) 771-7200

Fax: (513) 771-7318

E-Mail: Glendale@glendaleohio.org

Web Page: www.GlendaleOhio.org

Welcome! You made a wise decision to choose the Village of Glendale, a unique historic oasis among the 48 urban villages, cities and townships located in Hamilton County. We have prepared this informational guide to allow you to fully benefit from the services we offer and to help answer your questions. If there is ever anything that we can help you with, please do not hesitate to call us at 513-771-7200 or email the Village Administrator at wcordes@glendaleohio.org. We know that you will enjoy Glendale as much as we enjoy working for you. I personally know of no other community that will provide you with our level of service for the property tax base that Glendale receives.

Yes, it is true, we *do not have any income or earnings tax!*

About the Community

Glendale, Ohio, originated in 1851 and incorporated in 1855, was a residential development far enough yet near enough, to industrial Cincinnati. The railroad and executives of the Procter and Gamble Co. played major roles in its origin and much of Glendale remains intact as one of the earliest planned communities in Ohio, if not the USA. Within Glendale's 1.7 square miles is both a National Historic Landmark Community as registered with the National Park District, and a Certified (Historic) Local Government as recognized by the Ohio Historic Preservation Office. Our bedroom community, located just 16.5 miles north of Cincinnati via I-75, is best known for its curvelinier street system and stately homes. As of the census of 2010, we have a population of 2,155 people and 1057 housing units. Almost 80% of our homes are owner occupied.

Glendale is also proud to maintain its status as a **Tree City Community**. Our Park Board meets several times a year to review the condition of trees within our public right of ways and other public property. Our staff assists with the enforcement of tree city guidelines to monitor threats from invasive species, manage removals and replacement of our tree canopy. Our "Baby Tree" planting program recognizes each new birth in the Glendale community. Just call our office for more information regarding this special planting program.

Glendale is a full-service village that operates its own Waste Water (sewage) Treatment Plant and Water Treatment Plant (Miami Valley Aquifer). In addition to snow removal and road repairs, our staff provide curbside leaf and brush pick-up, truck rental for debris removal and free curbside garbage collection and recycling services through a contract with a private vendor.

Glendale's Police Department is staffed with six fulltime and two part-time members. The Glendale Fire Department provides fire protection and emergency response. EMS (paramedic) services are currently contracted with the neighboring City of Springdale. Should you need any fire or EMS (emergency) support, dial 911 immediately. If you need to discuss non-emergency fire or life squad services, call the Village of Glendale office at 771-7200 and we will connect you to the appropriate official.

In all departments, there are a total of 19 full-time employees and four part-time employees excluding over 40 part-time fire volunteers.

Glendale Village government is Ohio Statutory (Strong Mayor) and includes our Mayor, Solicitor, Clerk/Treasurer and six Councilmembers. (See attached lists). Appointed Officials include Village Administrator Walter Cordes, Administrator, Police Chief Dave Warman and Fire Chief Kevin Hardwick. Your Council regularly meets on the first Monday of each month at 7pm as does the Glendale Planning and Historic Preservation Commission at 5:30pm at 80 E. Sharon Ave., Glendale OH 45246. More information available by calling the Village Office at (513) 771-7200 or by visiting our comprehensive web page at www.glendaleohio.org.

WELCOME FROM THE MAYOR

HELLO! As the Mayor of Glendale, I am pleased to welcome you to our Village.

In this information packet, you will learn a great deal about the heritage and character of Glendale and the services we provide. Let me take this space to tell you a few things about our Government. For starters, all elected officials are non-partisan and they are all volunteers. The same holds true for the people who serve on the boards, commissions and committees that help keep the Village running.

Village Council meets on the first Monday of each month (with some exceptions due to holidays) at 7:00pm in Town Hall at 80 East Sharon Avenue. These meetings consider the ordinances, including funding, that are necessary for the Village to function. Also, there are reports of activities in the Village, as well as proclamations that recognize achievements and services by our residents. We encourage all to attend these meetings, but if you cannot, you can see the meetings on the local cable access channel ICRC on a published schedule or on the ICRC website at any time.

Another very important organization, the **Glendale Planning and Historic Preservation Commission (GPHPC)**, also meets on the first Monday of each month (again, subject to exceptions for holidays) at 5:30pm at Town Hall. Among other things, GPHPC considers applications to build new homes and for changes to the external appearance of homes in the Historic District.

In addition to Council and GPHPC, a number of **Committees of Council and other boards and committees** have important roles in the Village. Notices of their meetings can be found on the Village website and on bulletin boards located throughout the Village. Everyone is welcome to attend these meetings.

So...that is what we in Village government do. I hope you will find the time and interest to join us in serving the Village. Even if you do not, there is one thing that everyone can and should do: **VOTE**. Voting is important and easy. The polling place in the Village is located at the same Town Hall (80 East Sharon Avenue) where Council and GPHPC meet. See you there! If you cannot get to the polls on Election Day, you can cast your ballot by early voting. **The Hamilton County Board of Elections** has the simple forms that will allow you to do this. If you know you will not be able to get to the polls, be sure to contact them early, so that they get your application in time.

Once again, welcome and thank you for choosing Glendale.

Don Lofty, Mayor

Government

Village of Glendale

Official Roster of Elected (E) and Appointed (A) Officials
As of January 6, 2020

Council of the Village of Glendale

<u>Office:</u>	<u>Name:</u>	<u>Elect/Apt.</u>	<u>Term Expiration:</u>
Mayor	Donald Lofty	E 01/01/20 (4)	01/01/24
Vice-Mayor	Michael Besl	E 01/01/18 (4)	01/01/22
Treasurer	Michael Beaugrand	E 01/01/18 (4)	01/01/22
Clerk	Rebecca Terrell	E 01/01/18 (4)	01/01/22
Solicitor	Kathy Ryan	A 03/02/20 (1)	01/01/21
Council	Alan Hoeweler	E 01/01/18 (4)	01/01/22
Council	Nancy Macenko	E 01/01/18 (4)	01/01/22
Council	Marilyn Duke	E 01/01/20 (4)	01/01/24
Council	Geoff Base-Smith	A 08/27/19 (Apt)	01/01/22
Council	Deborah Grueninger	E 01/01/20 (4)	01/01/24

Glendale Planning and Historic Preservation Commission (GPHPC)

<u>Office:</u>	<u>Name:</u>	<u>Elect/Apt.</u>	<u>Term Expiration:</u>
Member	Tom Breidenstein, Chair	A 01/01/18 (4)	01/01/22
Member	Tom Kerr, Vice Chair	A 01/01/18 (4)	01/01/22
Member	Donald Lofty, Mayor	E 01/01/20 (4)	01/01/24
Member	Jill Beitz, Secretary	A 01/01/17 (Apt)	01/01/21
Member	Daniel Mayzum	A 01/01/18 (4)	01/01/22
Member	Randy Green	A 01/01/18 (4)	01/01/22
Member	Beth Sullebarger	A 01/01/19 (4)	01/01/23
Member	Bob Kooris	A 01/01/20 (4)	01/01/24

Board of Appeals (BoA)

<u>Office:</u>	<u>Name:</u>	<u>Elect/Apt.</u>	<u>Term Expiration:</u>
Chairman	Tom Breidenstein	A 01/01/19 (5)	01/01/24
Secretary	Scott Thurman	A 01/01/20 (5)	01/01/25
Member	David Hamilton	A 01/01/18 (5)	01/01/23
Member	Garry Terrell	A 01/01/20 (Apt)	01/01/22
Member	Nancy Floyd	A 01/01/17 (5)	01/01/22

Glendale Park Board (Secretary to be designated)

<u>Office:</u>	<u>Name:</u>	<u>Elect/Apt.</u>	<u>Term Expiration:</u>
Chairman	Joseph Hubbard	A 01/01/20 (4)	01/01/24
Member	Craig Simonson	A 01/01/19 (4)	01/01/23
Member	Bob Carey	A 01/01/17 (4)	01/01/21
Member	Peter Cassinelli	A 01/01/18 (4)	01/01/22
Member	Joseph Moravec	A 07/11/19 (3)	01/01/23
Member	Jody Skowronek	A 01/01/20 (4)	01/01/24

Apt. = Completing remainder of previously vacated term

2020 Committees of Council

Finance:	Besl , All Council Members
Laws, Claims & Misc:	Duke , Macenko, Grueninger
Streets, Public Imp. & Lights:	Besl , Macenko, Grueninger
Police:	Hoeweler , Duke, Macenko
Fire:	Grueninger , Hoeweler, Base-Smith
Utilities:	Base-Smith , Duke, Hoeweler
Public Bldgs. & Historic Pres.:	Macenko , Besl, Base-Smith
Recreation & Playgrounds:	Base-Smith , Besl, Duke

<u>Hoeweler</u>	<u>Grueninger</u>	<u>Duke</u>	<u>Besl</u>
Police	Fire	Laws	Finance
Finance	Finance	Finance	Streets
Utilities	Streets	Utilities	Pub. Bldg
Fire	Laws	Police	Recreation
		Recreation	

<u>Base-Smith</u>	<u>Macenko</u>
Utilities	Pub. Bldg
Recreation	Finance
Finance	Laws
Fire	Streets
Pub. Bldg.	Police

- **Bold** denotes Chairman of the Committee
- Finance is a Committee of the Whole
- Community Liaisons:
 - Harry Whiting Brown – Geoff Base-Smith
 - Glendale Youth Sports – Mike Besl
 - Glendale Heritage Preservation – Nancy Macenko
 - Glendale Park Board – Don Lofty
 - Glendale Chamber of Commerce – Walter Cordes
 - Hamilton County Municipal League – Don Lofty
 - Hamilton County Regional Planning Commission
 - First Suburbs – Open
 - Connecting Active Communities Coalition - Open
 - Quiet Zone – Nancy Macenko

Administration

Your Village Office is located at 30 Village Square and open each weekday from 8:00am to 4:30pm. After hours our answering machine will always be on to take your request for service. All calls are reviewed in the morning. In case of emergency, please call 911 or the non-emergency after-hours mobile police number at 678-1017. **Walter Cordes**, Glendale's Village Administrator, oversees most operations and resources of the Village and is assisted by Administrative Assistants **Phyllis DePeel** and **David Lumsden**, and front office Clerk **Sally Wilson**. You are welcome to call or stop by the Office to request municipal services, pay Village utility bills, use our copy machine and fax machine, have a document notarized, inquire about rules, regulations, ordinances or zoning, apply for building permits, and much, much more. The Village Office is often your first and last stop for Glendale information and services. Please call us at 771-7200 or fax us at 771-7318. To read recent Council minutes, reports, legislation or news, or check the Glendale calendar of meetings and events, please visit our comprehensive Web Page at www.glendaleohio.org. You may subscribe to receive the village newsletter and/or email blasts to update you on important events and schedules.

Glendale also offers the code-red notification system which auto-dials residents to inform you of special activities, road closures, crime alerts, water breaks, boil advisories and more. Please go to the link at <http://www.glendaleohio.org/codered.html> or contact the Village Office at 771-7200 to be added to the automated calling list.

VILLAGE SERVICES

Service Department; Tom Alderfer, Street Foreman

The Glendale Service Department (5 employees) is the heart to most of the services we provide you. The divisions and services they perform are listed below. As with utilities, please call the Village Office (771-7200) during working hours and we will respond to your need for service. Should you have a service emergency after hours, contact the Glendale Police Department at 771-7645 and they will dispatch the appropriate employee from their cruiser.

Curbside Garbage Collection and Recycling is provided at no cost to you.

Here are a few rules to insure uninterrupted collection on your garbage day;

- (1) Make sure the cans never weigh more than 70lbs each unless you have rented a container from our vendor that is designed for collection using their automated lift.
- (2) Never put hypodermic needles (sharps), caustic chemicals, acids, combustibles or other dangerous items in your garbage cans (the whole can will be rejected).
- (3) Never use your recycling container for regular garbage. This will cause your recycling container to be removed.

Garbage or Trash Collection:

Garbage is considered that which was generated by your household placed in your plastic or metal garbage cans and containing predominately table scraps, household waste and discarded food containers. *Trash* is considered "all other items" that are not classified as garbage and which mostly consists of discarded furniture, small appliances, boxed or containerized household items, white goods, and other discarded household items that may or may not fit in your trash container. All items to be disposed of are to be placed at the curb and it is collected on the same day as your recycling.

Curbside Recycling:

All single-family homes are eligible to receive a free 18 Gallon, 65 or 95 gallon wheeled recycling cart that is assigned to your address. This recycling container can be filled with the following items:

- Plastic Bottles and Jugs – no lids
- Newspapers
- Magazines
- Catalogs
- Phone Books
- Paper grocery bags
- Junk Mail
- Office Paper
- Envelopes
- Paperboard and drink cartons
- Cardboard (flattened or folded in 3'x'3' pieces)
- Aluminum and metal cans
- Empty Aerosol Cans – please remove tips
- Glass bottles and jars – any color, but please remove lids

Items should be placed at the curb the night before collection day. If you are uncertain of your collection day, please refer to the collection schedule:

Garbage & Recycling Collection Schedule

Monday

Congress Ave. (1 to1000)
Elk Ave.
Forest Ave.
Forest Pl.
E. Fountain Ave.
W. Fountain Ave.
Glen Alley
Greenville Ave (705-915)
Grove Ave.
Ivy Ave.
Laurel Ave. (01 to 1000)
Magnolia Ave.
Myrtle Ave.
Oak St.
Springfield Pk.
Summit Ave.
Van Nes Dr.
Village Sq.
Willow Ave. (1 – 1000)
Woodbine Ave.

Tuesday

Annadale Ln.
Church St.
Cole Ave.
Congress Ave. (1001 up)
Coolidge Ave.
Coral Ave.
Garfield Ave.
Greenville Ave. (1021-1075)
Hetherington Ct.
Hetherington Ln.
Jefferson Ave.
N. Lake Ave.
Laurel Ave. (1001 Up)
Lincoln Ave.
E. Sharon Ave. (3-280)
W. Sharon Ave.
Washington Ave.
Willow Ave (1001 up)
Matthews Ct.

Wednesday

Albion Ave
Albion Ln.
Ault Ln.
Brandywine Dr.
Camp St.
Carruther's Pond Dr.
Chester Rd.
Clarke Ct.
Cleveland Ave.
Creekwood Sq.
Depot Ln.
Frick Ct.
Glendale Ave.
Glen Meadow Ct.
Greenwood Ave.
Hedgerow Ln.
James Pl.
Kingfisher Ln.
Linden Ave.
Little Creek Ln.
Maple Ave.
Morse Ave.
Oak Rd.
Oak Dr.
Osprey Ln.
E. Sharon Ave (300 Up)
N. Troy Ave.
Rowley Ct.
S. Troy Ave.
St. Edmund's Dr.
Thomas Ct.
Ward Ln.
Warwick Pl.
Willow, E. Ave.

Household Hazardous Waste

As referenced in the Garbage policies of this section, hazardous waste is not permitted nor will be collected as part of your garbage. These items, in part, can include caustic chemicals, acids, liquid paints, flammable liquids, solvents, drain cleaners, tires, batteries and more. For disposal of hazardous items, contact the Hamilton Co. Environmental Services at 333-4700 for the nearest disposal center location.

Special Trash and Debris Removal Services: "Rent-a-Truck" program

From time to time, you may wish to dispose of large quantities of loose trash. These items may include debris (not from a professional contractor) from a construction project, the cleaning of your attic, garage or basement or cut-up tree sections that are too big to put out on the curb. To address this need, we have developed a "Rent-a-Truck" program. For our disposal costs, we will drop off a 2-ton truck and park (and lock) it in a location that you choose. You may fill it with anything (except hazardous material) to the top of the bed sides and we will remove it the next day and dispose of the material at an authorized landfill in Cincinnati. The fee (our cost) for this service is \$125 per truck per trip. Please call the Village Office (771-7200) well in advance to reserve and pre-pay for this service, as it is very popular with the residents.

Leaf and Brush Collection Services

Leaves, when raked to the curb and not mixed with other yard waste, are vacuumed each Spring (the first 2 weeks of April) and in the Fall (from 10-15 to 12-15). We compost the leaves at the Washington Park Compost facility and will recycle the composted material back to residents upon request.

Branches, when placed at the curb, stacked neatly and not contaminated with other yard waste, are chipped and removed by our crews beginning March 1 thru December 1 of each year. Be sure not to exceed 4" in diameter, to stack them in a row (untangled) and to never put out branches that may have nails or root systems (with dirt), as serious damage could occur to our expensive chipping equipment (and our employees). As always, we ask that you not place leaves or branches out at the curb when our collection is not in season.

Snow and Ice Removal

The Village provides comprehensive ice and snow removal of all primary and interior streets. During a significant snow, we will clear the major and primary streets first, followed by the smaller interior streets. You will notice that Glendale will concentrate on plowing while sparingly applying street salt, as salt causes significant damage to our famous and mature street trees and shortens the life of our street pavement. In any event, the streets will always remain clear and safe for responsible drivers in the winter. As a Glendale tradition, we will plow a great portion of Glendale sidewalks to maintain a reasonable walking route throughout the Village. Please remember to check your sidewalks to keep them clear at all times, as ultimately the sidewalks in front of your home are your responsibility.

Town Hall Rental

The Village's Town Hall, built in 1876, is located at 80 E. Sharon Avenue. While it houses the Council Chambers and the Glendale Fire Department, it also provides a magnificent vaulted ceiling auditorium hall that is offered to residents (only) at a greatly reduced price when compared to private halls. The Hall is rented for \$295 per day/night and requires a \$100 security deposit. With a capacity of 300 persons and a quaint kitchen and stage, most residents have found our hall very appropriate for family reunions, dances, receptions and more.....for example, each year the Glendale Heritage Preservation (GHP) rents the hall for its annual fundraiser "The Glendale Pancake Breakfast". Please call the Village Office (771-7200) for more information, a tour or to make reservations of the Town Hall.

Water and Sewer Utilities

The Utility Department operates our Water and Wastewater Treatment facilities (3 employees). Residents are asked to call the Village Office (771-7200) for all their service and utility needs and we will promptly dispatch the appropriate employee and equipment to investigate whether your problem is within the public or private portion of the distribution or collection system. Please call whenever you have a change in utility billing information or need disconnection or reconnection services. Should you have a service or utility emergency after hours, contact the Glendale Police (911 or 771-7645) and they will dispatch the appropriate employee from their cruiser.

Utility Department; Kevin Bell, Chief Utility Operator

Glendale provides both **water** and **sewage** to all residents and businesses within our corporate limits. New residents must apply to the Village Office (771-7200) for a utility account upon moving into the Village, thus allowing for a timely meter read transition from the former account to the new account. Water meters (some are in your home's basement, but most are in a meter pit in your front yard) are read every quarter and utility bills are mailed to your home. The minimum quarterly utility bill is apx. \$163, which provides for 1,000 cubic feet or less of metered water and related sewage fees. While a single person often receives the minimum bill, it is more likely that a family of 3 or 4 would receive a bill in the neighborhood of \$368 per quarter, based upon 3000 cubic feet of consumption. Our water and sewage departments are operated as self-sustaining non-profit "enterprises." All fees collected are returned to the utility department's operating budget and can only be spent on water and sewer needs. If your utility bill appears excessive, please call the Village Office (771-7200) and we will evaluate and inspect your plumbing system for leaks at no charge. Credit card payments can be accepted using the following link to our website:

<http://www.glendaleohio.org/payments.html>

About our water... Our .450 MGD water plant is located on Sharon Avenue, has been in operation since 1912 and is served by deep wells supplied by the Miami Valley Aquifer. It is pumped from an aquifer some 200' below the ground and is very pure, albeit somewhat hard as it contains many minerals. Once pumped, the water is mixed with lime in a series of tanks and filters. As the lime attaches itself to the hard minerals it becomes heavy and sinks to the bottom of the tanks (it is then drained off as waste), thus allowing the pure and softer surface water to be used for delivery to our water tower and your home. While the raw water is approximately 550ppm (parts per million) of hardness, the final product delivered to you ranges between 130 and 150ppm hardness; a most acceptable quality. Because this water is drawn from the underground aquifer, you will notice a different taste when comparing it to Cincinnati's water (surface water; the Ohio River). We recently remodeled our water plant to current EPA standards.

About our Sewage Treatment... Our .750 MGD sewage treatment system was installed (at 528 E. Sharon) in the late 20's and was extensively updated in 1987. It was again rebuilt and brought to modern specifications in 2009 as mandated by the Ohio EPA. Prior to a municipal sewage collection and treatment system, each home in Glendale had a septic holding and leach system on their private properties. Each home in Glendale is now connected to the sewer system via a pipe (you own and maintain) that runs from your house to the sewer main (we own and maintain) that is most commonly found underground each street. Each water bill includes a fee for sewage. All residents are required to pay sewage if their home is connected to the sewer system...even if, from time to time, they do not use the sewage system (such as filling a pool or watering plants and lawns). Should you ever experience sewage problems (smells in the house, a slow running sewer line from your house to the street), call the Village Office (771-7200) prior to calling a plumber and we will inspect your sewage system and problem to determine responsibility.

Infiltration and Inflow elimination efforts underway... Village staff are initiating investigations to eliminate storm water entering the wastewater system. Residents are encouraged to inspect downspouts for proper discharge into the storm water system.

Police Department

Glendale Police Department

A message from the Chief:

As a new resident or business owner, the Glendale Police Department would like to take this opportunity to welcome you to the village. The Police Department has proudly served the citizens of Glendale from the same police station originally built in 1871 at 301 E. Sharon Ave. This long tradition of service has evolved into a police agency that, though small in size, operates with technological sophistication with highly experienced and professional officers. The police department takes great pride in the services provided to our residents and businesses; all of our officers feel a strong sense of ownership and dedication to the village. We strive to be viewed not simply as responders, but as a community resource. This document is a brief overview of our structure and services. If you have any additional questions, please give us a call. Feel free to stop in and meet with me or any of the officers in person. We want to get to know you too!

See you around town,

Chief Dave Warman

Contacting Us:

Emergency – DIAL 911

Police Office – 771-7645 (Mon. thru Fri. 8:30 AM to 4:30 PM)

Chief of Police – 678-1016 (mobile)

Police FAX – 771-7306

Patrol Cell Phone – **678-1017** (office line forwarded to this number after hours)

Hamilton Co. Comm. Center – 825-2280 (non-emergency)

The Glendale Police Department is dispatched by the Hamilton County Communications Center, a highly professional public safety dispatch center that utilizes computer-aided dispatch and provides enhanced 911 services. **In case of any emergency, always DIAL 911.** The police department office number is 771-7645; this is the number to call for routine, non-emergency business with the PD. For your convenience, this number is “forwarded” after regular business hours to a cell phone carried by an on-duty officer. The direct number to the cell phone is 678-1017. If the on-duty officer is unavailable, you may leave a voice mail message, and the officer will return your call as soon as possible. If you *must* contact an officer immediately, and the situation does not qualify as a true emergency, you may call the Hamilton County Communications Center non-emergency number at 825-2280 and request that a Glendale police officer meet with you or call you. The dispatcher will immediately contact the officer via radio and relay your information. (We request that you try to make non-emergency contact through the police office or cell phone first in support of our efforts to control dispatch costs).

Staffing

Six full-time and two part-time officers staff the police department. Our part-time officers augment the road patrol and function as the desk officers Monday thru Friday. The Glendale Magistrate Court (formerly Mayor's Court) is also administered through the police department. The court is held every Thursday at 7:00 PM in the courtroom located in the police station building. The current roster of officers and court staff is as follows:

Full-Time Police Officers

Chief Dave Warman
Lieutenant Dave LeCompte
Sergeant Craig Walsh
Officer Jerry Barnell
Officer Tony Rox
Officer Steve Keist

3 Part-Time Officers

Officer Jack Gruber – patrol officer
Officer Joshua Hilling – patrol officer
Officer Floyd McKee – patrol officer

4 Unpaid Auxiliary Road Patrol

Officer Bill Bridgeford – Firearms / tactical instructor
Officer Lenton “Delow” Williams
Officer Matt Fruchey
Officer Vince Munlin

Dick Weber – Zoning Enforcement Officer

Magistrate Court Staff

Hon. John D. Smith – Magistrate
Sandra Schilling – Prosecutor
Officer Stephen Cordes– Clerk of Courts, Office Clerk

Services

The following is a list of some of the available special services provided by the police department. We are continuously exploring new ideas and methods to improve the quality of life in Glendale. The below listed services are provided at no charge to our residents and businesses:

Vacation House Checks – While you are out of town, the police department will periodically check the exterior and grounds of your property. Simply fill out the requested vacation check information and drop the form off at the PD. After hours, the form can be slid through the mail slot in the door to the police clerk's office inside the Sharon Ave. entrance to the police station. Extra forms are available at the police department or you can call the information in over the phone. In the event you are going to out of town for an extended period (over two months), you may request special arrangements to have the interior of your home checked on a weekly basis (in case of water or gas leaks etc.). These arrangements are to be made directly with the Chief of Police, and require additional contact information, alarm codes and keys. Contact Chief Warman for additional information.

Key File – The police department maintains a key file for residents and businesses for emergency access in case you lose your house, business or car keys. The file is kept in a secure location, and access is strictly controlled. Only those persons designated by you and positively identified by our staff will be given keys or other information. Stop by the PD and we will enter your keys and information into the system. The Glendale Fire Department also encourages businesses and residents to participate in our emergency key box program. Please go to the link at http://www.glendaleohio.org/PDF/Key_Box.pdf

Home / Business Security Surveys – At your request, our specially trained crime prevention officer will come to your home or business and conduct a comprehensive security survey to identify areas of vulnerability and crime risks. We will then make recommendations for correction of identified risks or problems. We especially recommend this service for new or first time homeowners in the village.

Fingerprinting – Fingerprinting services are available Monday through Friday, 9:00AM to 4:00PM. Web check (Electronic) Fingerprinting for State and Federal background checks are available. Results will be mailed within thirty (30) days. Rolled or ink fingerprint services are available to Glendale residents. The requestor must provide the card for rolled prints. Any questions regarding fingerprints should be made to the Glendale Police Department.

Gun Locks – As part of the “Operation Child Safe” grant from the U.S. Government, the police department has free gunlocks available to members of our community. Simply stop by the PD to pick up a gunlock. If you have a gun(s) and children, we strongly urge you to take advantage of this program.

Speakers Bureau – Any resident or business may request a police officer to speak at a group function or event where a law enforcement or safety issue is a topic of interest. Our officers come from a wide range of law enforcement experience, and we have the capacity to address just about any law enforcement or safety related subject.

Fire Department

The Glendale Fire Department welcomes you to our Village.

I am pleased to introduce you to the Glendale Fire Department. We are staffed with approximately 50 volunteers that provide fire, rescue and EMS services to our community. We provide 24 hour coverage seven days a week for the village and surrounding areas. The Fire Chief is a part time position working 30 hours per week based at the fire station at 80 East Sharon Road. We currently operate two fire engines, one fire support truck and one Command unit.

We currently provide paramedic service through a contract with the Springdale Fire Department. The fire department will respond to any situation that you may have. We are here to help make yours a better day. We are a service provider to the Village of Glendale and are very proud of what we do. Our department has been rated a Class 3 fire department which places us in the upper tier of fire departments across the State of Ohio. Our volunteers give over 30,000 hours of service to the community every year. If at any time you have an emergency at your location please CALL 911.

If you have ever been interested in seeing what we do at the station you are welcome to schedule a tour whenever someone is at the station. We try to have staff on station to help answer questions or provide service to anyone in need. There are times when we are out of the station at which time we respond by radio contact from the 911 center.

We are always looking for people interested in becoming a volunteer firefighter. We are also willing to train and certify people in the fire rescue service. Additionally we will get you trained as an emergency medical technician if interested. We require that each member volunteers 36 hours per month in the station for non-residents and in the village for residents. We provide all the training, equipment and uniforms if you provide the interest.

Please feel free to stop by and say hello. If you have any questions please feel free to contact me or any of our staff at the station.

Sincerely
Kevin D. Hardwick
Fire Chief
Glendale Fire Department
khardwick@glendaleohio.org

Building Department

When you are ready to proceed with your project, call the Village Office (771-7200) so that we may review your project's needs and put you on the simplest track to obtaining a Building Permit. Our zoning map, historic guidelines, building and zoning codes can be accessed by clicking on the appropriate links from the Village website at www.glendaleohio.org

In the Historic District:

All permits involving exterior work in the Historic District are required to be reviewed and approved (an *appropriateness Certificate*) by the Glendale Planning and Historic Preservation Commission. You will need to submit to the Village Office (30 Village Square) a completed application, 1 set of elevations (showing all sides of the exterior style/design and dimensions), a photo of your existing home and or building site, a site plan indicating front, rear and side yard setbacks, and a description of the type of building materials (wood, stone, etc). You are required to submit your completed application and designs to the Administrator at 30 Village Square, at least 7 days prior the meeting (this allows the members sufficient time to review the applications). The eight members of the Commission meet the first Monday of each month at 5:30pm in the Glendale Town Hall, 80 E. Sharon Ave. Once your plans are deemed appropriate, you will be asked to provide a full set of building plans (3 copies) and he will forward them to the Building Department for building code review and the issuance of a building permit. In short, if you remodel and change the exterior architectural appearance of your home in the historic district, you will need an appropriateness review prior to obtaining a building permit.

Outside of the Historic District:

All permits are submitted directly to the Building Department for zoning and building code review (no review for Historic *Appropriateness*). You will need to submit a completed application, three sets of building plans, and a site plan indicating front, rear and side yard setbacks. If all is in order and you meet our zoning and building codes, you can expect a valid permit within 5 working days. While it is nearly impossible to review every potential improvement, situation or construction project, the following chart provides an overview of the applicaton procedure required to complete your permit.

After zoning approval is provided by the Administrator, including changes in use for commercial spaces, new or revised signage and all building permits for new construction, alterations, additions, demolitions, heating, mechanical and related work are obtained from the Glendale Building Department, 30 Village Square. Mr. Dan Bly, a registered architect, is our contracted Chief Building Official who reviews projects, issues permits and inspects all residential and commercial work in Glendale. He keeps office hours every Tuesday and Thursday afternoon, beginning at 3:15pm. Glendale contracts with IBI for electrical inspections and plumbing permits and inspections are through Hamilton County. While all residents are encouraged to first review their application with the Administrator or Chief Building Official (771-7200) when making a submission, the following basic process and guidelines are provided to assist you;

<u>Project</u>	<u>Permit Needed</u>	<u>Appropriateness Certificate Needed</u>	
		<i>In Historic Dist.</i>	<i>Out of Dist.</i>
Roof Repair	No	No	No
Roof Replacement	Yes	Yes	No
Window Replacement	Yes	Yes	No
Driveway Replacement	No	No	No
Siding	Yes	Yes	No
Painting	No	No	No
Gutter Repl. (same)	Yes	No	No
Gutter Repl. (change)	Yes	Yes	No
Additions	Yes	Yes	No
New Homes	Yes	Yes	No *
Fences (add/repl.)	Yes	Yes	No
Fences, Repair	No	No	No
Landscaping	No	No	No
Rotted Wood Repl. (same)	No	No	No
General Maintenance	No	No	No
Pools (in or above ground)	Yes	Yes	Yes
Interior Remodeling	Yes	No	No
HVAC & Plumbing	Yes	No	No
Major Electrical Upgrades	Yes	No	No
Minor Electrical Repairs	No	No	No
Add/remove shutters	Yes	Yes	No
Commercial Signs	Yes	Yes	Yes

* All new homes in subdivisions of over 5 acres will require an appropriateness review. Once a building permit is issued, separate permits need to be obtained for all electrical and plumbing work. Businesses should report any changes in occupancy.

Village Parks

The Village of Glendale, surrounded by massive greenbelt preserves, has 5 active parks and several passive parks throughout its 1.7 square miles.

Active Parks:

Washington Park: Located on Washington Avenue, three blocks west of Congress and this full service park offers several acres of open spaces, restrooms, drinking fountain, picnic tables, a shelter house with grills, basketball court and soccer fields.

Summit Park: Located on Summit Avenue, one block south of Sharon, this full service park offers several acres of open spaces, restrooms, drinking fountain, picnic tables, a shelter house with grill, soccer fields, baseball diamonds, play tree house, swings & play equipment, and ample parking.

Lake Park: Located between N. and S. Lake Avenues adjacent to Congress Avenue, this active park offers restrooms, a drinking fountain, soccer fields, a baseball diamond, park benches, and play equipment.

Saunders Park: Located on Washington Avenue, 1 block west of Congress, this active park offers a soccer field, restroom and drinking fountain.

Cleveland Park: Located on Cleveland Avenue off of S. Troy Avenue, this active park offers a basketball court, bench, playground equipment and a drinking fountain.

Passive Parks:

Throughout the Village, you will find secluded passive parks to just sit relax and enjoy our historic village.

Carruthers Park, also known as Lake Park, located at S. Lake and Congress, offers benches, beautiful flowers and a scenic overlook to the former “Hannigan Lake”.

Floral Park, often called “Big Park”, is found in the middle of the historic district on E. Fountain and offers a drinking fountain, benches, towering trees and a beautiful view of our historic district.

Van Cleve Park, often called “Little Park”, is appropriately named because it precedes the big park on Fountain, is located on E. Fountain just up from the Village Square and offers a bench and view of the historic district.

Village Square Fountain, located in the heart of our Historic Village Square and retail district, provides an enchanting stone island with fountain surrounded by flowers, park benches, a brick-winding sidewalk and a spectacular view of the historic square, passing locomotives and the historic train Depot Museum.

Oak Greenbelts, this natural area borders the southern edge of Glendale off Oak Road. Being mostly primitive in nature, this greenspace offers a wonderful walk among the woods and deer.

Johnny Park, located on Greenwood Avenue, is a 5-acre green belt area of mature trees. A good area to walk and enjoy nature.

Wally Park, located adjacent to the Village Office and the 5/3 Bank, provides a secluded retreat from the sun among the flowers and pine trees and has several benches for your enjoyment.

Should you wish to reserve one of our *active* parks, please call the Village Office at 771-7200. While Glendale Youth Sports (GYS) does schedule extensively in the Spring, Summer and Fall, residents can still reserve time for family games, reunions or picnics. Passive parks are available for your quiet enjoyment and need no reservation.

Glendale War Memorial site of Memorial Day Parade

Glendale holds an annual Memorial Day parade that terminates at the War Memorial on E. Sharon Avenue across from the Town Hall. This long-standing tradition allows us to pay our respects to men and women everywhere who have served our nation in the Armed Forces, and to pay special honor to those from our small village who gave their lives to protect our freedom.

