

June

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 7:00 pm City Council	3	4	5	6	7
8	9	10 12:00pm Preservation	11	12	13	14
15	16 6:00 pm Tree Commn. 6:00 pm Parks & Rec Comm. 7:00 pm City Council	17 8:15am Records Commission	18	19 JUNETEENTH OFFICE WILL BE CLOSED	20	21
22	23 6:00 Finance & Budget Comm. 7:30 Safety & Human Resources Comm.	24 4:30 pm Civil Service	25 6:30 pm Parks & Rec Board	26	27	28
29	30					



City of Napoleon, Ohio

*255 West Riverview Avenue, P.O. Box 151
Napoleon, OH 43545
Telephone: (419) 592-4010 Fax: (419) 599-8393
www.napoleonohio.com*

Memorandum

To: Board of Public Affairs
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Ann Harper, Clerk
Date: June 6, 2025
Subject: Board of Public Affairs-Cancelation

The regularly scheduled meeting of the Board of Public Affairs for Monday, June 9, 2025, at 6:30 pm has been **CANCELED** due to lack of agenda items.



City of Napoleon, Ohio

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Memorandum

To: Electric Committee
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Ann Harper, Clerk
Date: June 6, 2025
Subject: Electric Committee-Cancelation

The regularly scheduled meeting of the Electric Committee for Monday, June 9, 2025, at 6:30 pm has been **CANCELED** due to lack of agenda items.



City of Napoleon, Ohio

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Memorandum

To: Water, Sewer, Refuse, Recycling and Litter Committee
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Ann Harper, Clerk
Date: June 6, 2025
Subject: Water, Sewer, Refuse, Recycling and Litter Committee -
Cancellation

The regularly scheduled meeting of the Water, Sewer, Refuse, Recycling and Litter Committee for Monday, June 9, 2025, at 7:00 pm has been **CANCELED** due to lack of agenda items.



City of Napoleon, Ohio

*255 West Riverview Avenue, P.O. Box 151
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Memorandum

To: Municipal Properties, Buildings, Land Use, and
Economic Development Committee
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Ann Harper, Clerk
Date: June 6, 2025
Subject: Municipal Properties, Buildings, Land Use, and
Economic Development Committee-Cancelation

The regularly scheduled meeting of the Municipal Properties, Buildings, Land Use, and Economic Development Committee for Monday, June 9, 2025, at 7:30 pm has been **CANCELED** due to lack of agenda items.

City of Napoleon, Ohio
Preservation Commission
Meeting Agenda
Tuesday, June 10, 2025, at 12:00 PM

Location: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Approval of Minutes: March 11, 2025 (in the absence of any objections or corrections, the minutes shall stand approved).
- 2) **NPC-25-02:** An application has been filed by Prestige Worldwide Properties, LLC (Brad and Caroline Booth). The applicant is requesting for a Demolition permit to remove the building and to clear the property for a new and improved building/business located at 210 E. Maumee Ave. This would be in an R-4 High Density Residential District and Preservation district. The request is pursuant to Chapter 1138 of the Codified Ordinance of the City of Napoleon, Ohio.
- 3) **NPC-25-03:** An application has been filed by Jayne Dupont of 9 Lakeview Dr. Napoleon, Ohio 43545. The applicant is requesting a to place a mural of a Historical Event that took place in 1946. The mural is approximately 4x8 in size and depicts the Navy Corsair F4U from WWII. This would be in an R-4 High Density Residential District and Preservation district. The request is pursuant to Chapter 1138 of the Codified Ordinance of the City of Napoleon, Ohio.
- 4) **NPC-25-04:** An application has been filed by Ryan Bickley Project Manager of 122 E. Washington St. (Civista Bank) Napoleon, Ohio 43545. The applicant is requesting to remove the existing landscaping along the Southeast elevated portion due to water infiltration of the building's foundation. This would be in an R-4 High Density Residential District and Preservation district. The request is pursuant to Chapter 1138 of the Codified Ordinance of the City of Napoleon, Ohio.
- 5) Any Other Matters to Come Before the Committee
- 6) Adjournment


Ann Harper, Clerk

City of Napoleon, Ohio
Preservation Commission
Tuesday, March 11, 2025, at 12:00 pm

Present

Commission Members	Terry Holman, Kevin Milius, Chris Peper
City Staff	Kevin Schulteis
Clerk of Council	Mikayla Ramirez
Absent	Marvin Barlow, Gabe Pollock
Others	Media-News, Kevin Kennedy, Ethan, Betsy Eggers

Call to Order

The Preservation Commission meeting was called to order at 12:00 p.m.

Approval of Minutes

In the absence of any objections or corrections, the minutes from the April 9, 2024, meeting were approved as presented.

NPC-25-01

Peper said, an application has been filed by Kevin Kennedy representing the Napoleon City Library / Napoleon City School District located at 310 W. Clinton St. The applicant is requesting to build an addition onto the existing building connecting the newer portion to the original building located on Woodlawn Ave. This would be in an R-4 High Density Residential District and Preservation district. The request is pursuant to Chapter 1138 of the Codified Ordinance of the City of Napoleon, Ohio. Schulteis said, what they are asking is to put an extension from the existing library on West Clinton Street that will extend over to the existing building on Woodlawn Avenue. It appears to be a seating area. Kennedy said, the story of this connection is trying to make the original Carnegie building usable by the public. This will become the main entry to the library and there will be a service desk, and popular collections held there. It is hard to point out, but you can get to the second floor of Carnegie by going up and get down by going through the entry lobby. So, Carnegie now becomes the meeting room so restrooms, study rooms and an archive reading area on the second floor. When you're on the second level by going up another step you can come over and enter the existing library. They also have an elevator from the first floor to the second floor. That was really the functional aspect of the connector. On the next slide, it shows the elevations of our connector. You've seen the renderings show how it will look, and this will be stone or cast concrete. We want to keep in authentic. The plan is also to clean up the Carnegie as part of the project. The last image is of the other side that is less traditional but more modern looking. Holman said, I went to the library last week and talked with Ms. Eggers and got the grand tour. The pictures of what is going to be done there is nice and was a selling point for me. Kennedy said, we should have included the inside photos. Peper said, this is so much more than a connector. What are we preserving here. Eggers said, this all started back in the late 1800's when Andrew Carnegie and his philanthropy mission to fund public libraries throughout the country. Right here in Napoleon we are fortunate to have a Carnegie Library that was built in 1912. It is split level with the adult level upstairs and the children's level downstairs. We moved into our current building in 1964 or 1946 but where we are at right now is the St. Paul Lutheran School so, when they moved out and we moved in. Ever since then we've been using the Carnegie building for extra space. I've been with the library for 15 years and Chris was one of our founding members on the foundation that we started to raise funds for different projects in the library. I think we both had a goal to have a renovation to use that building once more. Peper said, the building is still solid and to have a Carnegie building there is what this committee is about. Holman said, how long will it take to build. Kennedy said, a year or less.

Motion: Holman Second: Pollock

Motion to approve NPC-25-01

Roll call on vote on the above motion:

Yea- Holman, Peper, Pollock

Nay-

Yeas- 3, Nays- 0. Motion passed.

Adjournment

Motion: Pollock Second: Holman

to adjourn the Preservation Commission meeting at 12:14 pm

Roll call on vote on the above motion:

Yea- Holman, Peper, Pollock

Nay-

Yeas- 3, Nays- 0. Motion passed.

Approved

-Chair

Application for Public Hearing

City of Napoleon, Ohio

I/We hereby request a public hearing to consider the following:

Planning Commission

(MZON 100.1700.46690)

___ Conditional Use

\$125.00

___ Amendment

\$125.00

___ Subdivision in City

\$75.00 + \$5.00 each, after two

___ Preliminary Plat of Development

\$125.00

___ Alley Vacation

\$25.00 + publication cost

Preservation Commission

(MZON 100.1700.46690)

X Certificate of Appropriateness

\$25.00

Board of Zoning Appeals

(MZON 100.1700.46690)

___ Certificate of Zoning

\$25.00

___ Re-Zoning

\$125.00

___ Variance

\$125.00

___ Administrative Appeal

\$50.00

Address of property: 210 E. Maumee, Napoleon, OH 43545

Description of request:

We have recently acquired the property at 210 E. Maumee, Napoleon. As of present, the roof would be required to be replaced due to multiple large leaks; floor joists throughout, as well as parts of the foundation, will need significant repairs for improved safety; and substantial plumbing and electrical upgrades would be required to bring the current building to code. After speaking with various local contractors, the cost to retrofit the building to bring it to code would be more costly than demolition with a new build. A new build will also allow more business opportunities as the structure can be more customized. Based on this information, we are requesting permission for demolition of the current structure. We plan to use as many local contractors located in the county for the project from demolition to rebuild. Upon demolition, we foresee constructing an approx. 5,000 sq ft structure. This would include an approx. 3,000 sq ft area to house a bar/eatery, along with a second story with two 1,000 sq ft apartments. We would like to utilize the outdoor space along the river as well. We vision this to have an ample outdoor patio area for seating and extending down to the water where more seating and docks would be installed.

Prestige Worldwide Properties LLC/ Brad and Caroline Booth

OWNER(S) NAME (PRINT)

V538 County Road 4A, Liberty Center, OH 43532

ADDRESS- CITY, STATE, ZIP

419-966-6384

PHONE NUMBER



SIGNATURE

*****Public hearings are held on the second Tuesday of each month; this petition must be filed with the Zoning Administrator thirty (30) days before the public hearing date. All plans, plats, deeds and other requested information must accompany this application before the hearing will be scheduled. *****

APPLICANT MUST BE AN OWNER OR AN AUTHORIZED REPRESENTATIVE EVIDENCED BY LETTER OF APPOINTMENT.

Brad and Caroline Booth
APPLICANT NAME (PRINT)

APPLICANT SIGNATURE

V538 Co Rd 4A,

ADDRESS

Liberty Center, OH 43532

CITY, STATE, ZIP

419-966-6384

PHONE

Hearing #: _____ Hearing Date: _____ Zoning District: _____

Office Use Only

Batch # _____

Check # _____

Date _____



City of Napoleon, Ohio

Kevin Schultheis, Zoning Admin.

Code Enforcement

255 West Riverview

Napoleon, OH 43545

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

April 23, 2025

NPC-25-02

Certificate of Appropriateness For The Demolition of the Riverview Lounge 210 E. Maumee Ave. Napoleon Ohio 43545

Memorandum

To: Members of the Napoleon Preservation Commission
From: Kevin Schultheis, Zoning Administrator / Code Enforcement Officer
Subject: Certificate of Appropriateness
Meeting Date: May 13, 2025 @ 12:00 PM or 4:30 PM
Hearing#: NPC-25-02

Background:

An application has been filed by Prestige Worldwide Properties, LLC (Brad and Caroline Booth). The applicant is requesting for a Demolition permit to remove the building and to clear the property for a new and improved building /business located at 210 E. Maumee Ave. This would be in an R-4 High Density Residential District and Preservation district. The request is pursuant to Chapter 1138 of the Codified Ordinance of the City of Napoleon, Ohio.



City of Napoleon, Ohio

Zoning Department

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Kevin Schulteis, Zoning Administrator / Code Enforcement Officer

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

CERTIFICATE OF APPROPRIATENESS

Awarded to

Prestige Worldwide Properties, LLC

**Bradly and Caroline Booth
at the location of**

**210 E. Maumee Ave.
Napoleon, Ohio 43545.**

**This Certificate is awarded in compliance to
the Findings and Orders of Hearing No. NPC-25-02
on Date.**

Chairperson, Napoleon Preservation Commission

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Ohio DPU
Caroline Booth
V538 County Road 4A
Liberty Center, OH 43632


April 14 2025

100
50-734/12

PAY TO THE
ORDER OF

City of Napoleon

\$ 25.00

DOLLARS  Security
Features
Visible
Bank

F&M Bank

Twenty Five and 00/100

FOR



NP

⑆041207341⑆ 2300850700 0138

MONARCH



City of Napoleon, Ohio

Kevin Schultheis, Zoning Admin.

Code Enforcement

255 West Riverview

Napoleon, OH 43545

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

May 13, 2025

NPC-25-03

Certificate of Appropriateness For the placing of a Mural on the wall of 719 N. Perry St. Napoleon Ohio 43545

Memorandum

To: Members of the Napoleon Preservation Commission
From: Kevin Schultheis, Zoning Administrator / Code Enforcement Officer
Subject: Certificate of Appropriateness
Meeting Date: May 13, 2025 @ 12:00 PM or 4:30 PM
Hearing#: NPC-25-03

Background:

An application has been filed by Jayne Dupont of 9 Lakeview Dr. Napoleon, Ohio 43545. The applicant is requesting a to place a mural of a Historical Event that took place in 1946. The mural is approximately 4x8 in size and depicts the Navy Corsair F4U from WWII. This would be in an R-4 High Density Residential District and Preservation district. The request is pursuant to Chapter 1138 of the Codified Ordinance of the City of Napoleon, Ohio.

Application for Public Hearing

City of Napoleon, Ohio

I/We hereby request a public hearing to consider the following:

Planning Commission

(MZON 100.1700.46690)

- ☐ Conditional Use
\$125.00
- ☐ Amendment
\$125.00
- ☐ Subdivision in City
\$75.00 + \$5.00 each, after two
- ☐ Preliminary Plat of Development
\$125.00
- ☐ Alley Vacation
\$25.00 + publication cost

Preservation Commission

MZON 100.1700.46690)

- ☒ Certificate of Appropriateness
\$25.00

Board of Zoning Appeals

(MZON 100.1700.46690)

- ☐ Certificate of Zoning
\$25.00
- ☐ Re-Zoning
\$125.00
- ☐ Variance
\$125.00
- ☐ Administrative Appeal
\$50.00

Address of property: 719 N. Perry Street Napoleon, Ohio

Description of request:

To place on the side of 719 N. Perry Street.
Mural is a 4X8 painting of an historical event that took
place in 1946. Further description is listed on a copy of
the picture
Jim Tonjes

OWNER(S) NAME (PRINT)

340 E. Clinton St Napoleon
ADDRESS- CITY, STATE, ZIP

419-599-0200 or Jayne DuPont 419-438-9226
PHONE NUMBER

Jayne DuPont
SIGNATURE

*****Public hearings are held on the second Tuesday of each month; this petition must be filed with the Zoning Administrator thirty (30) days before the public hearing date. All plans, plats, deeds and other requested information must accompany this application before the hearing will be scheduled. *****

APPLICANT MUST BE AN OWNER OR AN AUTHORIZED REPRESENTATIVE EVIDENCED BY LETTER OF APPOINTMENT.

APPLICANT NAME (PRINT)

ADDRESS

APPLICANT SIGNATURE

CITY, STATE, ZIP

PHONE

Hearing #: _____ Hearing Date: _____ Zoning District: _____

Office Use Only

Batch # _____

Check # _____

Date _____



City of Napoleon, Ohio

Zoning Department

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

APPLICATION FOR SIGN PERMIT

LOCATION OF PROPERTY: 719 N. Perry St Alley side of Season's Eatings
OWNER NAME: James Tonjes PHONE: 419-599-0200 or Jayne DuPont
OWNER ADDRESS: 340 East Clinton, Napoleon Ohio 43545 419-438-9226

CONTRACTOR NAME: OWNER of building PHONE: _____
will install

IS CONTRACTOR REGISTERED WITH THE CITY OF NAPOLEON? ☐ YES ☐ NO

SIGN INFORMATION

TYPE: ☐ POST ☒ WALL ☐ GROUND ☐ AWNING ☐ MONUMENT

DIMENSIONS: 4' x 8' Mural / Painting = TOTAL S.F. 32 sq. ft

** PLEASE INCLUDE ANY AND ALL SITE PLANS AND PLANS OF ABOVE SIGNS.

FEES:

\$35.00 BASE UP TO 50 S.F. OF SIGN, PLUS \$0.20 PER ADDITIONAL S.F., NOT TO EXCEED \$150.00 (100-1700-46610)

\$5.00 FLAT FEE FOR TEMPORARY SIGNS, TEMPORARY SPECIAL EVENT SIGNS, AND PORTABLE SIGNS OTHER THAN THOSE EXEMPT FROM FEE. (SEE BELOW)

NO FEE REQUIRED FOR TEMPORARY AND EASILY REMOVABLE 1ST AMENDMENT SIGNS, OR SIGNS RELATED TO RELIGIOUS OR CHARITABLE CAUSES OR EVENTS.

ESTIMATED CONSTRUCTION COST \$ _____

ESTIMATED COMPLETION DATE July 2025

Jayne DuPont
APPLICANT SIGNATURE

5-12-2025
DATE

Zoning Office Use Only

Batch # _____ Check # _____ Date _____

Call Jayne DuFort
if you have
further questions

419-438-9226

Thanks!

Navy Corsair F4U - ID

May 1946



WWII plane that was on display in Napoleon

This picture depicts it being transported down Oakwood Ave (which was called Adrian Pike at the time) It was then used by the Industrial Arts program thru the Napoleon School system (for teaching purposes).

After 5 years it was then scrapped by Hogue's.

* Sorry the copied picture of the mural isn't the greatest color. Ink on Printer was the issue!

56-7085/2412

14071

SecurityShield

KEITH D. DUPONT
JAYNE E. DUPONT
9 LAKEVIEW DRIVE
NAPOLEON, OH 43545

on May 12, 2025

Pay to the order of City of Napoleon \$ 85.00

SecurityShield
Checkmate
Unlimited

Twenty five dollars and 00/100 only

PREMIER BANK
WWW.YOUPREMIERBANK.COM

Jayne E. Dupont

⑆ 241270851⑆ 594021970⑆

4071



City of Napoleon, Ohio

Kevin Schultheis, Zoning Admin.

Code Enforcement

255 West Riverview

Napoleon, OH 43545

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

May 20, 2025

NPC-25-04

Certificate of Appropriateness **To remove the existing landscaping on the Southeast** **elevations located at 122 E. Washington St.**

Memorandum

To: Members of the Napoleon Preservation Commission
From: Kevin Schultheis, Zoning Administrator / Code Enforcement Officer
Subject: Certificate of Appropriateness
Meeting Date: June 10, 2025 @ 12:00 PM
Hearing#: NPC-25-04

Background:

An application has been filed by Ryan Bickley Project Manager of 122 E. Washington St. (Civista Bank) Napoleon, Ohio 43545. The applicant is requesting to remove the existing landscaping along the Southeast elevated portion due to water infiltration of the building's foundation. This would be in an R-4 High Density Residential District and Preservation district. The request is pursuant to Chapter 1138 of the Codified Ordinance of the City of Napoleon, Ohio.

Application for Public Hearing

City of Napoleon, Ohio

I/We hereby request a public hearing to consider the following:

Planning Commission

(MZN 100.1700.46690)

- ☐ Conditional Use
\$125.00
- ☐ Amendment
\$125.00
- ☐ Subdivision in City
\$75.00 + \$5.00 each, after two
- ☐ Preliminary Plat of Development
\$125.00
- ☐ Alley Vacation
\$25.00 + publication cost

Preservation Commission

MZN 100.1700.46690)

- ☒ Certificate of Appropriateness
\$25.00

Board of Zoning Appeals

(MZN 100.1700.46690)

- ☐ Certificate of Zoning
\$25.00
- ☐ Re-Zoning
\$125.00
- ☐ Variance
\$125.00
- ☐ Administrative Appeal
\$50.00

Address of property: 122 E. Washington St., Napoleon, OH 43545

Description of request:

Immediate removal of existing landscaping on South & East elevations to address ongoing water infiltration issues at the building foundation.

Ryan Bickley - Project Manager - Agent of Owner
OWNER(S) NAME (PRINT)

309 Monroe St. Monroeville, OH 44847
ADDRESS- CITY, STATE, ZIP

(419) 465-4611 office (419) 681-5703 mobile
PHONE NUMBER

Janotta Herner
General Contractor

[Signature]
SIGNATURE

***Public hearings are held on the second Tuesday of each month; this petition must be filed with the Zoning Administrator thirty (30) days before the public hearing date. All plans, plats, deeds and other requested information must accompany this application before the hearing will be scheduled. ***

APPLICANT MUST BE AN OWNER OR AN AUTHORIZED REPRESENTATIVE EVIDENCED BY LETTER OF APPOINTMENT.

Ryan Bickley
APPLICANT NAME (PRINT)

[Signature]
APPLICANT SIGNATURE

309 Monroe St.
ADDRESS

Monroeville, OH 44847
CITY, STATE, ZIP

(419) 465-4611
PHONE

Hearing #: _____ Hearing Date: _____ Zoning District: _____

Office Use Only

Batch # _____

Check # _____

Date _____



City of Napoleon, Ohio

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Memorandum

To: Board of Zoning Appeals
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Ann Harper, Clerk
Date: June 6, 2025
Subject: Board of Zoning Appeals-Cancelation

The regularly scheduled meeting of the Board of Zoning Appeals for Tuesday, June 10, 2025, at 4:30 pm has been **CANCELED** due to lack of agenda items.



City of Napoleon, Ohio

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Napoleon, OH 43545
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www.napoleonohio.com*

Memorandum

To: Planning Commission
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Ann Harper, Clerk
Date: June 6, 2025
Subject: Planning Commission-Cancelation

The regularly scheduled meeting of the Planning Commission for Tuesday, June 10, 2025, at 5:00 pm has been **CANCELED** due to lack of agenda items.