NORWOOD CITY COUNCIL

COUNCIL CHAMBERS
4645 MONTGOMERY RD.
NORWOOD, OH 45212
January 27, 2026
7:30 PM

A) CALL TO ORDER

B) MOMENT OF REFLECTION

C) PLEDGE OF ALLEGIANCE

D) ROLL CALL

E) AMENDMENT OF AGENDA

F) MINUTES OF PREVIOUS MEETING

- January 13, 2026

G) REQUEST TO ADDRESS COUNCIL

H) PUBLIC HEARINGS

I) SPECIAL PRESENTATIONS

1) Judge Jennifer Kinsley, First District Court of Appeals: Appeals Court Update

J) REPORTS OF STANDING COMMITTEES OF COUNCIL

1) Norwood Tree Board — January 12, 2026

K) ADMINISTRATION REPORTS

L) THIRD READING OF ORDINANCES/RESOLUTIONS

M) SECOND READING OF ORDINANCES/RESOLUTIONS

1) AN ORDINANCE REPEALING SECTION 1305.20 OF THE NORWOOD CODIFIED ORDINANCES, ENTITLED "PLUMMER'S LICENSE AND REGISTRATION", AND MAKING RELATED AMENDMENTS TO OTHER SECTIONS OF THE NORWOOD CODIFIED ORDINANCES

N) INTRODUCTORY READING OF ORDINANCES/RESOLUTIONS

1) ORDINANCE TO CHANGE APPROPRIATIONS FOR THE YEAR 2026, AND DECLARING AN EMERGENCY

O) UNFINISHED BUSINESS

P) NEW BUSINESS

Q) COMMUNICATIONS

1) Mayor Victor Schneider - December Mayor's Court Fines
2) Ken Miracle, Auditor - Re: EOM Reports
3) Ohio Division of Liquor Control — Re: Intime Solutions 29022 LLC
4) Keith Moore, Law Director - Request for Executive Session

R) EXCUSE ABSENT MEMBERS

S) ADJOURNMENT

"Gem of the Highlands"

Norwood City Council

Council Chambers | Norwood City Hall

4645 Montgomery Road | Norwood, Ohio 45212

January 13, 2026 | 7:30pm

A) CALL TO ORDER

The Council for the City of Norwood met in a regular session on the above date with Mr. Joseph Geers presiding. The meeting opened with a moment of reflection and the Pledge of Allegiance.

B) MOMENT OF REFLECTION

C) PLEDGE OF ALLEGIANCE

D) ROLL CALL

On roll call, the following members answered present: Ms. Hoover, Mr. Provins, Ms. Bowling, Mr. Moore, Mr. Girton, and Ms. Sullivan.

E) AMENDMENT OF AGENDA

There was one item added to the agenda under communication regarding an appointment to the Norwood Tree Board. The agenda was updated to add the communication for the Norwood Tree Board to Q3 and the request for Executive session moved to Q4.

On a motion made by Ms. Bowling, seconded by Ms. Hoover, it was moved to amend the agenda as stated. All members present voted, "yes." The motion passed.

F) MINUTES OF PREVIOUS MEETING

- December 16, 2025
- December 23, 2025
- January 1, 2026

On a motion made by Mr. Girton, seconded by Ms. Sullivan, it was moved to approve all three sets of minutes as if read. All members present voted, "yes." The motion passed.

G) REQUEST TO ADDRESS COUNCIL

1) **Charlene Myers** **RE: Focus Cincinnati**

   Charlene Myers, 4285 Ashland Avenue addressed Council in regards to Focus Cincinnati Meals, the warming centers, and the Giving Tree at Norwood View Elementary.

2) **Lisa Grubbs** **RE: Sober Living**

   Lisa Grubbs, 4005 Crosley Avenue/3904 S Jefferson Aveune, addressed council with concerns regarding the two Sober Living homes located in Norwood.

H) PUBLIC HEARINGS

There were no public hearings.

I) SPECIAL PRESENTATIONS

There were no special presentations.

J) ADMINISTRATIVE REPORTS

Mayor Schneider began by sharing updates about Montgomery Road with some concrete work restarting for the repainting of the street with its final coat, adding the thermoplastic, raised reflectors, and adding a final pavement coat. Mayor Schneider provided an update on the Elm Avenue storm sewer project in regards to a torrential downpour and noting that the sewer system kept up with the rain. Mayor Schneider shared the Recreation department is holding a planning meeting for residents for a plan for summer events. Mayor Schneider shared an update regarding the Norwood Tree Board and the re-appointment of Lily Dean. Mayor Schneider shared the time and location for the State of the City in partnership with the Norwood Chamber or Commerce on January 21st at the Courtyard Marriot during the lunchtime hour. Mayor Schneider asked residents to continue to support the Norwood City Schools Fine Arts program. Lastly, Mayor Schneider shared information regarding the newly elected official training will be held in Cincinnati and encouraging new council members to attend.

James Bonsall, City Treasurer began by welcoming the new Council Members. Mr. Bonsall shared the total for earning taxes for 2025 being ahead 3% from last year. Mr. Bonsall shared the update regarding Adult Use Cannabis earnings from the state were received, a check will be sent monthly moving forward. Mr. Bonsall echoed the Mayor Schneider's sentiments regarding the newly elected official training.

Ken Mirale, City Auditor shared an update regarding SSI and the workflow product with a training occurring for department heads on Thursday, January 15, 2026. Mr. Miracle shared the budget is in VIP Analytics.

Keith Moore, Law Director shared with Council and residents that the funds that are being received from the Adult Use Cannabis earnings can be stopped at any point if the state needs the money. Mr. Miracle provided a summary of the communication from the Law Office regarding the Law Director's Annual Report. Mr. Miracle provided gratitude to all those that have supported the Law Department.

K) REPORTS OF STANDING COMMITTEES OF COUNCIL

There were no reports of standing committees of council.

L) THIRD READING OF ORDINANCES/RESOLUTIONS

There were no third readings of ordinances or resolutions

M) SECOND READING OF ORDINANCES/RESOLUTIONS

There were no second readings of ordinances or resolutions.

N) INTRODUCTORY READING OF ORDINANCES/RESOLUTIONS

1) **AN ORDINANCE REPEALING SECTION 1305.20 OF THE NORWOOD CODIFIED ORDINANCES, ENTITLED "PLUMBER'S LICENSE AND REGISTRATION," AND MAKING RELATED AMENDMENTS TO OTHER SECTIONS OF THE NORWOOD CODIFIED ORDINANCES**

   On a motion made by Ms. Hoover, seconded by Ms. Bowling, it was moved to have the first reading of the ordinance. All members present voted, "yes." The motion passed.

   Ms. Hoover asked if Mr. Wolfe could discuss with council this ordinance. Mr. Wolfe stated the city does not have a Plumber's board and he is asking that this be removed to eradicate asks. Mr. Wolfe stated Hamilton County will be in charge of licensing plumbers.

2) **A RESOLUTION CALLING FOR MONDAY, JANUARY 19, 2026, TO BE A DAY OF SERVICE IN HONOR OF MARTIN LUTHER KING, JR.**

   On a motion made by Ms. Hoover, seconded by Ms. Bowling, it was moved to suspend the rules and have all three resolutions read. All members present voted, "yes." The motion passed.

   On a motion made my Ms. Hoover, seconded by Ms. Bowling, it was moved to pass the resolution. All members present voted, "yes." The motion passed.

O) UNFINISHED BUSINESS

There was no unfinished business.

P) NEW BUSINESS

Ms. Hoover shared updates regarding the City of Norwood collecting 277 pounds of electronic waste and reminded residents of the contract with Reboot and the Metal Container behind the Board of Health where residents can take computers, servers, laptops, printers, phones, old radios, dehumidifiers, air purifiers, speakers, cameras, power tools, treadmills, and many other small household appliances. Ms. Hoover also shared the Norwood Tree Board will be collaborating with City Admin in regards to $100,000 grant received. Ms. Hoover shared information regarding the Dr. Martin Luther King Jr. Day of Service and opportunities that are offered across Norwood. Lastly, Ms. Hoover let residents know that there are free gun locks that can be picked up at the Norwood Police Department.

Mr. Moore shared he had received many questions regarding the Norwood Lateral and cleanliness, and was interested in knowing when the Lateral cleanup would occur. Mayor Schneider stated that the Lateral cleanup is a joint effort with the City of Cincinnati and the cleanup typically occurs in the Spring. Mr. Moore shared an update about a new business opening at 2514 Leslie Avenue called TKO Performance Fitness Center.

Council Members discussed Committee of the Whole agenda items, the Committee of the Whole meeting, and scheduling upcoming Law and Ordinance Meetings.

Q) COMMUNICATIONS

1) Victor Schneider, Mayor – November Mayor's Court Fines

   On a motion made by Ms. Bowling, seconded by Mr. Girton, it was moved to receive and file the communication. Ms. Hoover, Ms. Bowling, Mr. Moore, Mr. Girton, and Ms. Sullivan voted, "yes," other members voted, "no." The motion passed.

2) Keith Moore, Law Director – Re: Law Director's Annual Report for 2025

   On a motion made by Ms. Bowling, seconded by Ms. Sullivan, it was moved to receive and file the communication as if read. All members present voted, "yes." The motion passed.

3) Victor Schneider, Mayor – Norwood Tree Board

   On a motion made by Mr. Girton, seconded by Mr. Moore, it was moved to receive, file, and approve the appointment. All members present voted, "yes." The motion passed.

4) Noah Powers, Safety-Service Director – Request for Executive Session

   On a motion made by Ms. Bowling, seconded by Mr. Moore, it was moved to receive, file, and go into Executive Session. All members present voted, "yes." The motion passed.

   Council entered Executive Session.

   Council returned from Executive Session.

R) EXCUSE ABSENT MEMBERS

On a motion made by Ms. Bowling, seconded by Mr. Moore, it was moved to excuse absent members (Ms. Franzen). All members present voted, "yes." The motion passed.

S) ADJOURNMENT

On a motion made by Ms. Bowling, seconded by Mr. Girton, it was moved to adjourn the meeting. All members present voted, "yes." The motion passed.

Kelsi Goins	**Joseph S. Geers**

Clerk of Council **President of Council**

AN ORDINANCE REPEALING SECTION 1305.20 OF THE NORWOOD CODIFIED ORDINANCES, ENTITLED "PLUMBER'S LICENSE AND REGISTRATION", AND MAKING RELATED AMENDMENTS TO OTHER SECTIONS OF THE NORWOOD CODIFIED ORDINANCES

WHEREAS, Section 1305.20 of the Norwood Codified Ordinances, entitled "Plumber's License and Registration", establishes a Board of Examiners to examine or confirm the qualifications of Plumbers operating within the City of Norwood and to issue licenses to perform plumbing work in the City; and

WHEREAS, the remainder of Chapter 1305 of the Norwood Codified Ordinances, entitled "Permits, Inspections, Appeals and Penalty", contains other references to such a licensing process; and

WHEREAS, Section 1301.16, entitled "Building Department Personnel", in subsection (d)(5) establishes a Plumbing Inspector position within the Building Department; and

WHEREAS, Section 933.03, entitled "Master Plumbers License Required", contains references to master plumbers, which should be updated to reflect current Ohio practice and terminology; and

WHEREAS, the City of Norwood does not maintain a Plumbing Board of Examiners, does not have a dedicated Plumbing Department, does not have Plumbing Inspector, and does not possess the legal or administrative capacity to administer plumbing examinations and licensing; and

WHEREAS, all plumbing permits for properties within the City of Norwood are currently issued and inspected by Hamilton County, and all plumbing contractors are licensed by the State of Ohio; now, therefore:

BE IT ORDAINED by the Council of the City of Norwood, State of Ohio, that:

SECTION 1. Section 1305.20 of the Norwood Codified Ordinances, entitled "Plumber's License and Registration", is hereby repealed from the Codified Ordinances.

SECTION 2. Section 1301.16 of the Norwood Codified Ordinances, entitled "Building Department Personnel", is hereby amended to remove subsection (d)(5), entitled "Qualifications of Plumbing Inspector", and to read as follows:

1301.16 BUILDING DEPARTMENT PERSONNEL.

(a) Building Commissioner. The Norwood Building Department is hereby created and the executive official in charge thereof shall be known as the Building Official with the title of Building Commissioner.

(b) Appointment. The Building Commissioner shall be appointed by the Mayor and shall not be removed from office except for cause and after full opportunity to be heard on specific and relevant charges by and before the Mayor. To qualify for appointment, the Building Commissioner shall meet the requirements of subsection (d)(2) hereof.

(Ord. 73-1983. Passed 11-22-83.)

(c) Organization.

(1) The Building Commissioner and/or the Director of Safety shall appoint such number of officers, technical assistants, inspectors and other employees as shall be necessary for the administration of Norwood Building

Code (NBC) and as authorized by Council. To qualify for appointment, such personnel shall meet the applicable requirements of subsection (d) hereof. Inspector trainees may be appointed to work under the direct supervision of the qualified inspector.
(Ord. 25-2000. Passed 4-4-00.)

(2) The Building Official may delegate authority to any duly authorized representative, including personnel from the Building Department, where such representative may have the need or occasion to enforce the provisions of the Norwood Building Code (NBC) or issue orders for violations of the NBC.
(Ord. 8-2000. Passed 2-8-00.)

(d) Qualification Requirements.

(1) General. An applicant shall be generally informed on good engineering practice in respect to the design and construction of buildings, the basic principles of fire protection, the requirements for means of egress, the installation of building service equipment and the conservation of energy. For any position, an applicant may be required to pass a written examination. No examination is required for trainee classification.

(2) Qualifications of Building Commissioner. The Building Commissioner is responsible for the overall administration of the Building Department and enforcement of NBC, and shall meet either of the following requirements: A. Be an architect or professional engineer currently registered in the State of Ohio, having at least five years of experience in building construction and design; or

B. Be a person having at least ten years of experience in building construction, design or inspection.

Such person meeting the qualifications of either A. or B. above shall be approved by the State Board of Building Standards as the Chief Enforcement Official.

(3) Qualifications of Plans Examiner. The Building Department shall have in its employ or under contract at least one person designated as the Plans Examiner. Any person who examines plans to determine compliance with NBC shall meet the requirements of subsection (d)(2)A . hereof.

(4) Qualifications of Building Inspector. The Building Department shall have in its employ or under contract at least one person designated as Building Inspector with the responsibility for the inspection of construction to determine compliance with the approved plans and shall meet the following requirements:

A. Three years of building inspection, general construction or related trades experience; or

B. Two academic years of related vocational or technical education and one year of building inspection or general construction experience.

(5) [Repealed.]

(6) Qualification of Electrical Inspector. The Building Department shall have in its employ or under contract at least one person designated as Electrical Inspector. Any person who enforces the applicable electrical provisions of NBC shall hold a certificate of competency issued by the Ohio Board of Building Standards, pursuant to Ohio R.C. Chapter 3783.

(e) Multiple Qualifications. One person may hold more than one position provided the specific requirements listed in subsection (d) hereof are met for each position.

(f) Restriction of Employees. No employee of the Building Department or any person who contracts for services with the Department shall perform services for the Department when the same would require him to pass upon, inspect, or otherwise exercise any authority given by the NBC over any labor,

material or equipment furnished by him for the construction, alteration or maintenance of a building or the preparation of working drawings or specifications for work within the corporate boundaries of Norwood.

(g) Alternate Personnel. The Building Department shall have in its employ or under contract, alternate personnel meeting the requirements of this section, to serve in the event that a conflict of interest arises or the unavailability of the Building Commissioner, plans examiners or inspectors. When required personnel leave the employ of the Department, permanent replacement personnel shall be designated within 120 days.

(h) Accessibility to Public. The Building Department shall have an office located within Norwood. The office shall be open and staffed to serve the public need and office hours shall be conspicuously posted. All inspectors shall be available at the time mutually agreed upon by both the Department and the owner or his representative.

(i) Relief from Personal Responsibility. The Building Commissioner or any officer or employee charged with the enforcement of NBC, while acting for the jurisdiction, shall not thereby render himself liable personally, and he is hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of his official duties. Any suit instituted against any officer or employee because of an act performed by him in the lawful discharge of his duties and under the provisions of NBC shall be defended by the Law Director until the final termination of the proceedings. The Building Commissioner or any of his subordinates shall not be liable for costs in any action, suit or proceeding that may be instituted pursuant to the provisions of NBC; and any officer of the Building Department acting in good faith and without malice shall be free from liability for acts performed under any of its provisions or by reason of any act or omission in the performance of his official duties in connection therewith.

SECTION 3. Section 1305.03 of the Norwood Codified Ordinances, entitled "Permit Issuance, Suspension and Revocation", is hereby amended to remove the reference to the Plumbing Inspector at the end of subsection (b)(8), to read as follows:

1305.03 PERMIT ISSUANCE, SUSPENSION AND REVOCATION.

(a) Action on Application. The Building Commissioner shall examine or cause to be examined all applications for permits and amendments thereto within a reasonable time after filing. If the application or the plans do not conform to the requirements of all pertinent laws, he shall reject such application in writing, stating the reasons therefore. If he is satisfied that the proposed work conforms to the requirements of Norwood Building Code (NBC), and all laws and ordinances applicable thereto, he shall issue a permit therefor as soon as practicable.

(b) Prior Approval Required. No permit for the construction of any building or addition shall be issued by the Building Commissioner until applicable approval from other departments has been obtained.

(1) Sewers. No permit for construction shall be issued until the applicant has obtained review and approval from the Metropolitan Sewer District of Greater Cincinnati for the installation of an adequate building sanitary sewer (sewer lateral) and approval from the City Engineer for the installation of an adequate building and parking area storm sewer.

(2) Construction water. No permit for the construction of any new building shall be issued until approval has been obtained from the Water Department for the use of construction water.

(3) Food service operations. No permit for any construction of any building which includes facilities for food handling or food service operations shall be issued until approval has been obtained from the Norwood Health Commissioner.

(4) Driveways. When the applicant applies for a building permit upon a dedicated street where a driveway is to be constructed he shall obtain approval from the City Engineer before a permit is issued to assure

that no traffic problem will be created and that construction of the driveway, curb, apron and sidewalk on the street right of way meets the requirements of the Engineering Department.

(5) Parking lots. No permit for the construction of any off-street parking area greater than 1,500 square feet shall be issued until plans for parking and drainage have been approved by the City Engineer.

(6) Water supply. No permit for the construction of any building shall be issued except where adequate water supply and facilities for fire fighting purposes are available, as determined by the Fire Chief. If the Building Commissioner finds upon inspection of any building under construction that adequate water supply or facilities for fire fighting purposes, as determined by the Fire Chief, are not being furnished as required, then the Building Commissioner may stop such construction and revoke the permit previously issued therefor until such time as adequate water supply or facilities for fire fighting purposes, as determined by the Fire Chief, are furnished.

(7) Fire safety. No permit for the construction of any building shall be issued until plans for fire suppression systems, occupancy load, means of egress and other fire safety items agreed on by the Building Commissioner and Fire Chief, have been approved by the fire safety official.

(8) Demolition. Before a structure can be demolished or removed, the owner or agent shall notify all utilities having service connections within the structure such as water, electric, gas, sewer and other connections. A permit to demolish or remove a structure shall not be issued until a release is obtained from the utilities, stating that their respective service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed and plugged in a safe manner.

(9) Industrialized units. Industrialized units are required to be authorized by the Ohio Board of Building Standards prior to the issuance of a building permit. All industrialized units shall meet the requirements of rules 4101:2-1-56 through 4101:2-1-65 of the Ohio Administrative Code.

(c) Conditional Permit. A conditional permit may be issued when plans have been approved under Sections 1305.02 (l) and (m). A conditional permit is a conditional license to proceed with construction or materials up to the point where plans are corrected or construction or materials objected to by the Building Commissioner are to be incorporated into the building. No construction shall proceed beyond this point until the objection is resolved.

(d) Partial Permit. A partial permit may be issued for that part of a building where plans have been approved under Section 1305.02 (n). The owner of a partial permit may proceed only to the point for which approval has been given, at his own risk and without assurance that approval for the entire building or structure will be granted.

(e) Violation. Except as provided in subsection (f) hereof, any person, firm or corporation who performs work for which a permit is required by NBC without first having secured a permit therefor shall be deemed in violation of NBC and subject to the penalties provided by NBC.

(f) Emergencies. In cases of emergency where there is actual and immediate risk of failure or collapse of a building or structure or the existence of defective equipment or service facilities or a particularly hazardous use such as to endanger life or health or such other condition as to require immediate action to make repairs or corrections necessary to prevent the occurrence of such failure to collapse or the occurrence of such danger and time available is not sufficient to allow the securing of a permit from the Building Commissioner as required by NBC, the person, firm or corporation required to perform such repairs may proceed to do so after having first notified the Building Commissioner of such fact without obtaining a permit as required by NBC. In case the Building Commissioner is unavailable, notice shall be given to the nearest fire or police official.

(g) Failure to Obtain Permits Before Starting Work. Any person who commences any installation of work for which a permit is required by NBC, without first having obtained a permit therefor shall, if legally authorized and subsequently allowed to obtain a permit, pay the permit fees prescribed by Section 1305.05(i), provided however, that this requirement shall not apply to emergency work or installations as provided by subsection (f) hereof when it shall be proved to the satisfaction of the Building Commissioner that such work or installation was urgently necessary and that it would have been impractical to have awaited the normal time consumed in application for and issuance of the permit. Nevertheless, even in such emergencies the required permit shall be obtained without unreasonable delay after installation starts, and in no case more than three days in which City offices are open for business, or the extra fee as herein provided shall be charged for the permit. Before issuing such permit, the Building Commissioner shall take necessary steps to determine whether work performed prior to the date of permit and inspection conform to NBC. Such steps may include but shall not be limited to directing the tearing out of sections of surface work for access to subsurface sections, digging for access to foundations, piping and other subterranean work and the like. The applicant for the permit shall perform all such work as may be directed at his own expense.

(h) Suspension of Permit. Any permit issued shall become invalid if the authorized work is not commenced within six months after issuance of the permit, or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

(i) Revocation of Permit. The Building Commissioner may revoke any permit or approval issued under the provisions of NBC or may stop the work for any of the following reasons:

(1) Whenever there is a violation of any provision of NBC, any ordinance of the City or statute of the State relating to the same subject matter;

(2) Whenever the continuance of any work becomes dangerous to life or property;

(3) Whenever there is a violation of any condition on which the issuance of the permit or approval was based;

(4) Whenever any false statement or misrepresentation has been made upon the application, plans or specifications on which the issuance of the permit or approval was based;

(5) When orders on a building have not been complied with or when the building does not comply with the occupancy requirements;

(6) Whenever adequate water supply or facilities for fire fighting purposes are not furnished as required in Section 1305.03(b)(6);

(7) Whenever in the opinion of the Building Commissioner the person having charge of the work is incompetent.

The revocation notice of the permit in every instance shall be in writing and shall be served upon the holder of the permit, the owner, his agent, or the person having charge of the work. Any revocation notice shall also be posted upon the building or structure in question by the Building Commissioner. After the notice is received or posted, no person shall proceed with any operation for which such a permit was issued. No part of the fees for such permit shall be resumed.

Revocation of a permit shall be subject to appeal to the Board as provided in Section 1305.17.

(j) Posting of Permit. The permit shall be posted in a conspicuous location outside of the building and in the front part of the premises on which is, or will be, located the building or equipment to which the approved plans relate. The owner and the contractor shall, so far as possible, preserve and keep such permit posted until the completion of the work to which the approved plans relate.

Upon application by the owner, the Building Commissioner shall issue a duplicate permit to replace one destroyed by vandals or one which is accidentally destroyed.

(k) Notice of Start. At least twenty-four hours notice of start of work under a building permit shall be given to the Building Commissioner.

SECTION 4. Section 1305.05 of the Norwood Codified Ordinances, entitled "Fees", is hereby amended to remove subsection (f), entitled "Plumbing Licensing", to read as follows:

1305.05 FEES.

(a) General. A permit to begin work for new construction, alteration, removal, demolition or other building operation shall not be issued until the fees prescribed in this section have been paid to the Building Department or other authorized City agency, nor shall an amendment to a permit necessitating an additional fee be approved until the additional fee has been paid.

(b) Special Fees. The payment of the fee for the construction, alteration, removal or demolition of all work done in connection with or concurrently with the work contemplated by a building permit, shall not relieve the applicant or holder of the permit from the payment of other fees that may be prescribed by law or ordinance for water taps, sewer connections, electrical permits, erection of signs and display structures, marquees or other appurtenant structures, or fees for inspection, certificate of use and occupancy or other privileges or requirements, both within and without the jurisdiction of the Building Department.

(c) Fees for Nonclassified Items. Where fees are not specifically provided, they shall be assigned to that classification by the Building Commissioner as determined most reasonable and appropriate.

(d) Fees Based on Valuation. The cost as applicable to permit fees for new buildings, additions, equipment and alterations and repairs to existing buildings and equipment shall be based on the valuation of the buildings, additions, equipment and alterations and repairs. The Building Commissioner shall have the right to verify and correct the estimated cost using generally accepted methods of estimating such as those prescribed by the model code organization, construction data services and similar agencies. Calculation of the fees shall be in accordance with the fee schedules prescribed in Table 1305.05.

(e) Plan Examination Fees. When plans are required, no application for a permit shall be accepted for filing unless the applicant at the time of filing pays the plan examination fee prescribed in Table 1305.05(c). Plan examination fees shall be based on the estimated cost of the work, as shown on the application; shall be in addition to the payment of the regular permit fee and any other fee which may accrue thereafter; and no portion of such plan examination fee shall be refunded.

(f) [Repealed.]

(g) Blocking Streets and Sidewalks. The Safety-Service Director shall determine whether permission can be granted for the temporary blocking or use of streets, sidewalks, alleys or other public rights of way or for the purpose of construction, depositing material or placing equipment thereon or for other purposes.

(h) Work Performed on City Right of Way. The permit fee for inspection of work performed on City right of way shall be for inspection only and apply for either new installation or replacement. All material or labor shall be furnished by the contractor.

Where any combination of sidewalk, driveway across City property, curb cut and apron are inspected at the same time, a charge will be made for only that item having the maximum fee. Before a permit is issued, the contractor shall give bond to the City in the sum of one thousand dollars ($1,000) conditioned to repair paving if improperly laid. A property owner may provide an approved certificate allowing for a lien against the property in lieu of a bond.

(i) Commencing Work Prior to Permit Issuance. Where the work for which a permit is required by NBC is started or proceeded with prior to obtaining such permit, the permit fine hereinafter specified may, at the discretion of the Building

Commissioner or the Director of Safety, be imposed at three times the amount of the permit fee, plus the cost of the permit fee. The total cost of the permit shall be the permit fee and the permit penalty. A maximum one thousand dollars ($1,000) penalty may apply. A second offense by the same applicant within any twelve month period may constitute doubling all minimum and maximum penalty fees. The payment of such penalty fees shall not relieve any person from fully complying with the requirements of the NBC in the execution of the work, nor from any other penalty prescribed herein.

(j) Revised and Addendum Plans. In the event substitute or revised plans or an addendum to the original plan is submitted for a building or site on which a permit has been requested, an additional permit shall be obtained for each such change and/or addition. Minor addendum plans that do not alter space or change structural requirements may be charged for the hourly time of review, with a one-half hour minimum.

(k) Expiration and Renewal of Permits. Upon expiration of a permit, no work shall be permitted until the permit is renewed, for which renewal a fee shall be charged based on the cost of the unfinished work.

(l) Cancellation and Refunds. Upon written request, prior to commencement of any work, permits may be canceled by the holder, and part of the permit fee will be refunded in accordance with the fee schedule.

(m) Work Performed by Schools.

(1) "School" for the purpose of this section is defined as any institution regulated by the State Board of Education or the State Department of Education for grade levels K-12 pursuant to the authority granted by Ohio Revised Code Sections 3301.07, 3301.53, and 3301.71.

(2) Schools shall be exempt from paying building or zoning permits fees.

(Ord. 15-2010. Passed 4-13-10.)

(n) Installation of Handicapped Accessible Ramp. The installation of any "handicapped accessible ramp" in the yard of a one-, two-, or three-family house, pursuant to Section 1151.16.1, shall be exempt from building or zoning permit fees, but will be subject to any "Plan Examination Fees" applicable under Section 1305.05(e).

SECTION 5. Section 933.03 of the Norwood Codified Ordinances, entitled "Master Plumbers License Required", is hereby amended to replace mentions of master plumbers with plumbing contractors, to read as follows:

933.03 PLUMBING CONTRACTOR LICENSE REQUIRED.

No person shall make any connection with or opening into any sewer or drain unless they have been licensed as a Plumbing Contractor by the State of Ohio, properly registered with the Plumbing Division of the Hamilton County Health Department or a successor agency, and have obtained the license required under Section 933.04.

SECTION 6. The City of Norwood formally recognizes that all plumbing permits and inspections shall be governed by the Hamilton County Public Health Department or the applicable Hamilton County authority.

SECTION 7. The City of Norwood recognizes that all plumbing contractors must be licensed through the Ohio Construction Industry Licensing Board (OCILB) pursuant to Ohio Revised Code Chapter 4740.

PASSED_____ _____

Date Joseph S. Geers
President of Council

ATTEST:

Kelsi Goins, the duly appointed Clerk of Council, attests that this ordinance was passed at a regular/special meeting of Norwood City Council on the _____ day of _____, 2026, in compliance with the rules of Norwood City Council and the laws of the State of Ohio. The foregoing ordinance was submitted to the Mayor of the City of Norwood, Ohio for his signature on the _____ day of _____, 2026.

_____
Kelsi Goins
Clerk of Council

APPROVED_____
Date

_____
Victor Schneider
Mayor

CERTIFICATION OF PUBLICATION:

Kelsi Goins, the duly appointed Clerk of Council, attests that this ordinance was published on the City of Norwood's website-news page at https://norwoodohio.gov/news and the City of Norwood's Facebook page at https://www.facebook.com/NorwoodOhio.gov on _____ and _____.

_____
Kelsi Goins
Clerk of Council

1st Reading _____
Date

2nd Reading _____
Date

3rd Reading _____
Date

All 3 Readings _____
Date

Tabled _____
Date

Vetoed _____
Date

City of Norwood Request for Ordinance, Resolution, Amendment, or Repeal

Date of Request:12/16/2025	Date Needed: 1/13/2026
Request(s) should be submitted by the Wednesday, at noon, before date needed for Council, earlier if possible.	
Requested By:	Ralph Wolfe, Building Commissioner / Noah Powers, Safety-Service Director
Contact:	rwolfe@norwoodohio.gov
Document Requested:	Repeal
Executive Summary of document needed:	
If an amendment or repeal request, list existing Ordinance Number(s)/Section(s) of Ordinance to be amended or repealed, etc. (or attach documents and/or copies as appropriate	
Repeal 1305.20 PLUMBER'S LICENSE AND REGISTRATION 1. The city does not have a Plumbing Board 2. The city cannot issue a plumbing exam 3. The city does not have a plumbing department 4. All plumbing permits are issued Hamilton County 5. The State of Ohio licenses plumbers	
Action Requested:	Non-Emergency - Three Readings with 30 Day Effectivity
If Emergency clause or suspension of rules for all three readings is needed, explain:	
Special Notes/Instructions	

Keith D Moore, Law Director
kmoore@norwoodohio.gov
513-458-4585 / 513-258-5483

Tim Garry, Jr., Assistant Law Director
tgarry@norwoodohio.gov
513-458-4588 / 513-312-1275 (rev. 01/09/2018)

ORDINANCE TO CHANGE APPROPRIATIONS FOR THE YEAR 2026,
AND DECLARING AN EMERGENCY

WHEREAS, Council wishes to increase and/or decrease appropriation line items for 2026; now therefore,

BE IT ORDAINED by the Council of the City of Norwood, State of Ohio, that:

SECTION 1. The appropriations line items are increased and/or decreased as follows:

See Attached Exhibit "A"

SECTION 2. This ordinance is hereby declared an emergency ordinance and a measure necessary for the immediate preservation of the public peace, health, safety, and general welfare, and shall go into effect forthwith. The reason for said emergency is to increase and/or decrease certain appropriation line items.

PASSED_____ _____
Date Joseph S. Geers
President of Council

ATTEST:

Kelsi Goins, the duly appointed Clerk of Council, attests that this ordinance was passed at a regular/special meeting of Norwood City Council on the _____ day of _____, 2026, in compliance with the rules of Norwood City Council and the laws of the State of Ohio. The foregoing ordinance was submitted to the Mayor of the City of Norwood, Ohio for his signature on the _____ day of _____, 2026.

_____
Kelsi Goins
Clerk of Council

APPROVED_____ _____
Date Victor Schneider
Mayor

CERTIFICATION OF PUBLICATION:

Kelsi Goins, the duly appointed Clerk of Council, attests that this resolution was published on the City of Norwood's website-news page at https://norwoodohio.gov/news and the City of Norwood's Facebook page at https://www.facebook.com/NorwoodOhio.gov on _____ and _____.

_____
Kelsi Goins
Clerk of Council

1st Reading _____
Date

2nd Reading _____
Date

3rd Reading _____
Date

All 3 Readings _____
Date

Tabled _____
Date

Vetoed _____
Date

1/27/2026
EXHIBIT A
Increase In Appropriations in the Following Funds:

5050-0853-57700	Water Debt Service	$	3,782.42

Decrease In Appropriations in the Following Funds:

5050-0853-57200	Water Contractual Services	$	(3,782.42)

City of Norwood Request for Ordinance, Resolution, Amendment, or Repeal

Date of Request: 1/21/2026	Date Needed: 1/27/2026
Request(s) should be submitted by the Wednesday, at noon, before date needed for Council, earlier if possible.	
Requested By:	Sharon Kambizi
Contact:	skambizi@@norwoodohio.gov
Document Requested:	Ordinance
Executive Summary of document needed: Request authorizing the reappropriation of $3,782.42 to Water Debt Services 5050-0853-57700 from Water Contractual Services 5050-0853-57200.	
If an amendment or repeal request, list existing Ordinance Number(s)/Section(s) of Ordinance to be amended or repealed, etc. (or attach documents and/or copies as appropriate	
Action Requested:	Emergency - Three Readings at One Meeting with Immediate Effectivity
If Emergency clause or suspension of rules for all three readings is needed, explain:	
Special Notes/Instructions	
Request to increase key 5050-0853-57700 by $3,782.42 to pay for the first half of the OPWC loan payment and declaring an emergency.	

Keith D Moore, Law Director
kmoore@norwoodohio.gov
513-458-4585 / 513-258-5483

Tim Garry, Jr., Assistant Law Director
tgarry@norwoodohio.gov
513-458-4588 / 513-312-1275 (rev. 01/09/2018)

City of Norwood

Victor Schneider
MAYOR

January 12, 2026

Mr. Joseph S. Geers, President
Members of Norwood City Council

RE: Mayor's Court Fines

Dear Mr. President and Council Members:

Enclosed please find the report for Norwood Mayor's Court for the month of December, 2025.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

Victor Schneider, Mayor
City of Norwood

VS/ss

Enclosure: City Council

4645 Montgomery Road | Norwood, Ohio 45212
(513) 458-4501 | mayor@norwoodohio.gov

"Gem of the Highlands"

MELISSA R BISHOP
Norwood Clerk of Courts

Norwood Clerk of Courts Office
4701 Montgomery Rd.
Norwood, Ohio 45212

January 5, 2026

Mayor Schneider,

Below are the ticket totals heard in Norwood Mayor's Court for the month of December, 2025 and the total tickets processed by the Norwood Police Department and all other city departments that issue citations through mayor's court.

CASES HEARD IN MAYOR'S COURT:

TRAFFIC—40
MISDEMEANORS—1
STAYS—5
EXPUNGEMENTS—1
TRIALS—3
OVI--0
OTHERS--0
PARKERS--3

TICKETS PROCESSED:

TRAFFIC—64
MISDEMEANORS-1
OTHERS--2
PARKERS--81
OVI--0

Included in this report are all accounting of total receipts, funds collected from fines, court costs, copy fees and the Ohio BMV, with disbursements to various agencies, such as, the State of Ohio, Hamilton County, Capital Recovery Collections and the City of Norwood, for the month of December, 2025.

Respectfully Submitted,

Melissa R. Bishop

Melissa R. Bishop
Clerk of Court
City of Norwood, Ohio

January 5, 2026

Dear Mayor Schneider:

The Clerk's office turned over $60.00 dollars in copy fees for the month of December, 2025 to the Treasurer's Office.

AA-----$60.00

Sincerely,

Melissa R. Bishop

Melissa R. Bishop

Clerk of Courts

To: **City of Norwood, City Council**

Mayor's Court report for: December-25

Receipts:	***Account #***		
Computer Fund	*06*	CITY	666.00
City Court Costs	***8512***	**CITY**	**1397.00**
State Costs	*8512*	STATE	2660.50
Dui Fund	***79***	**CITY**	**230.76**
Fines	*8613*	CITY	5872.00
Seat Belt Fines	***8613***	**STATE**	**60.00**
Car Seat Fines	*8613*	STATE	
City Expungement Fee	***8512***	**CITY**	**20.00**
State Expungement Fee	***8512***	**STATE**	**30.00**
H.C. Outgoing fines	*8512*	COUNTY	
H.C.Court Fines	***8613***	**CITY**	**120.00**
Immobilization Fees	*8619*	CITY	
Parking Tickets	***8613***	**CITY**	**1805.00**
Misc. Receipt Bond Forf	*8624*		
State Fines		**STATE**	**50.00**
Collection Fees	*8793*	COLLECTION	76.50
IDAT/Area Fines	***8512***	**COUNTY**	**94.50**
Jail Fund	*8626*	CITY	669.00
Gross Receipts:			13751.26
Bonds Forfeited	*8624*		
Bad Check Debits	***8793***		
Overpayment of Fines			
Total Money To Disburse:			**13751.26**

Disbursements:				
State Costs			STATE	**(2,660.50)**
Seat Belt Fines			STATE	(60.00)
State Fines			**STATE**	**(50.00)**
Car seat fines				
State Expungement Fees			**STATE**	**(30.00)**
Ham Co Outgoing Fines			COUNTY	
IDAT			**COUNTY**	**(94.50)**
Collection Fees				(76.50)
Credit Card Fees				
Bank Interest				
Total To State:	Check #			2800.50
ALCH TREAT FUND	Check #		From Mayor's Court Acct	
hamilton cty auditor	Check #	157	IDAT	94.50
Total To Capital Recovery:	Check #	156	From Mayor's Court Acct	76.50
Ham Co Outgoing Fines	Check #		From Mayor's Court Acct	
Total Disbursements To City:	Check #	158	From Mayor's Court Acct	10779.76

Respectfully Submitted,

Victor Schneider

FUND	**AMOUNT**
General Fund	_____
Enforcement & Education	_____
Mayor's Court Computer Fund	_____
	_____
TOTAL	_____

Treasurer: _____ Auditor: _____

Pay in Order No. _____ Amount: _____ Date: _____

NORWOOD MAYOR'S COURT
For Payments Dated From 12/01/2025 To 12/31/2025 (Deposit Date)

Daily Cash Control Report

Report Date : 01/06/2026
Report Time : 14:07:51

Court Deposit Slip Activity

Cash:	$2,160.50
Checks:	$765.76
Money Orders:	$170.00
***Bond Assignments &Admin Fees:	$0.00
Court Deposit Slip Total:	**$3,096.26**

Bond Deposit Slip Activity

Cash:	$0.00
Checks:	$0.00
Money Orders:	$0.00
Bond Deposit Slip Total:	**$0.00**

Court Non-Deposit Slip Activity

Charges:	$5,144.00
ACH Deposits:	$4,726.00
On Line Payments:	$785.00
Non-Deposit Slip Total:	**$10,655.00**

Bond Non-Deposit Slip Activity

Charges:	$0.00
Non-Deposit Slip Total:	$0.00

Total Mayor's Court Deposits	**$13,751.26**

Total Bond Deposits	**$0.00**

Other Court Activity

Refunds:	$0.00
NSF Checks:	$0.00
Adjustments:	$0.00
** Other Misc. Receipts Activity:	$0.00
Other Court Activity Total:	**$0.00**
Net Total:	**$13,751.26**

Other Bond Activity

Bonds Cleared As Cash:	$0.00
Bonds Cleared As Check:	$0.00
Bonds Cleared As Charge:	$0.00
Total Bonds Returned:	**$0.00**
Bonds Forfeited:	$0.00
* Other Bond Clearings:	$0.00
Bond Assignments to COURT:	$0.00
Bond Admin Fees to COURT:	$0.00
***Total Bonds to COURT:	**$0.00**
Total Bond Amount Cleared:	**$0.00**

Payments Made By Collection Agency:	$331.50

* Includes Bond Transfers, Recog, and Surety** Includes bank interest, bank charges, and all other activity using 'memo' as the payment type.
***Money to be transferred from the bond account to the court account if they are separate accounts

END OF REPORT

Parking Ticket Tracking System

END OF MONTH PAYMENT SUMMARY REPORT FOR MONTH ENDING 12/31/2025

Assessment Type	Amount Paid
STANDARD FINES	$1,630.00
LATE FINES	$175.00
DETER PROCESSING FEE	$0.00
NSF FEE	$0.00
OVERPAYMENTS	$0.00
Net Payments :	$1,805.00

City of Norwood

Ken Miracle
City Auditor

January 22, 2026

Honorable Joe S. Geers and the Honorable City Council,

Pursuant to the recommendation of the Auditor of state in the Report on Accounting Methods each month, upon completion of the financial report, copies of the reports will be sent via email to all department heads and elected officials for their review. Each month the receipt of such reports shall be recorded in the minutes of city council. The following reports will be provided, Audit Trail by Account, Bank Report, Encumbrance Report, Expense Audit Trail, Expense Report for Current Year, Expense Report, Expense Report with Encumbrance Detail, Revenue Audit Trail, Revenue Report, and Statement of Cash.

Respectfully
Ken Miracle
Auditor

4645 Montgomery Rd. | Norwood, Ohio 45212
(513) 458-4594

"Gem of The Highlands"

Norwood Council

From: Carri Town
Sent: Thursday, January 22, 2026 9:25 AM
To: Norwood Council
Subject: RE: Liquor license request

Hello,

Neither the Building Inspector nor the Property Maintenance Inspectors have any orders on 4522 Allison St.

Thank you,

Carri Town, clerk
City of Norwood, Ohio
Building & Property Maintenance
513-458-4510
4645 Montgomery Road, rm 101
Norwood, Ohio 45212
Paperwork processed M-F between 8:30 am – 11:30 am & 1:30 pm – 4:30 pm
Except 1st & 3rd Wednesdays of the month; 8:30 am – 11:30 am
https://norwoodohio.gov/162/Building-Department

See an issue? Report it using NorComm powered by SeeClickFix: **https://seeclickfix.com/norwood-oh**

From: Norwood Council <council@norwoodohio.gov>
Sent: Wednesday, January 21, 2026 3:20 PM
To: Norwood Council <council@norwoodohio.gov>
Subject: Liquor license request

Good afternoon,

Attached is information regarding a liquor license requests for Intime solutions 29022 LLC, located at 4522 Allison Street, Norwood, Ohio 45212.

Please reply to this email with any objections by noon on 1/23/2026.

Thank you,

Angela Rains
Human Resources/City Council/Civil Service Administrative Specialist
council@norwoodohio.gov
O 513.458.4594 | F 513.458.4593

Norwoodohio.gov
City of Norwood
4645 Montgomery Rd
Norwood, Ohio 45212

Norwood Council

From: Tim Wagers
Sent: Wednesday, January 21, 2026 3:47 PM
To: Norwood Council
Subject: RE: Liquor license request

No objections from Tax or Treasury

Thank you,

Tim Wagers
Tax Commissioner
Tax & Treasury | City of Norwood

5134585335 | 5138463414
twagers@norwoodohio.gov
www.norwoodohio.gov

From: Norwood Council <council@norwoodohio.gov>
Sent: Wednesday, January 21, 2026 3:20 PM
To: Norwood Council <council@norwoodohio.gov>
Subject: Liquor license request

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Thank you,

Angela Rains
Human Resources/City Council/Civil Service Administrative Specialist
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O 513.458.4594 | F 513.458.4593

Norwoodohio.gov
City of Norwood
4645 Montgomery Rd
Norwood, Ohio 45212

Gem of the Highlands

norwood tree board

To: Norwood City Council

From: Tree Board

Re: Minutes from 1/12/26 Meeting

Date: January 20, 2026

Attached please find the Minutes of the January Meeting of the Norwood Tree Board. If you have any questions, please feel free to reach out to any member of Board.

Best regards

January Norwood Tree Board Meeting

Date & Time: 1/12/2026 at 6 PM

Location: Indian Mound Cafe, side community room

Attendees:

Tree Board Members: Lily Dean, Debbie Karle, Donna Laake & Cate Wetzel

Other attendees: Susan Hoover, Danielle Sullivan

Wendi Van Buren, ODNR Urban Forester

Absent: Rene Dierker

Agenda

1. **Division of Forestry Urban Forestry IRA Grant: Discuss prep needed and next steps.**
2. **Preparing for 2026 Tree City Application**

Notes:

Division of Forestry Urban Forestry IRA Grant:

Updates on next steps from Wendy Van Buren, ODNR Urban Forester:

Pre-requisites to start grant-funded work:

- Sign off on DocuSign: With Noah Powers, and it will be taken care of.
- AD-1048 - still needs to be filled out: Noah confirmed he will take care of it.
- Financial Capabilities Responsibility Form: With Ken Miracle, Norwood Auditor, for review. Form outlines what needs to happen to get reimbursement for the funds used for grant work. Will be required to keep receipts, contracts, and all numbers up to date.
- Funds will be approved by the fiscal recovery committee.
- Contractor bidding - We have some initial bids from the grant writing process, but these will need to be rebid using a dated spec sheet.
- Action Item: Tree Board will research and help with specs, then send recommendations to the city.
- Grant funds cover an inventory of select public trees, removal of trees deemed hazardous during the inventory process, and the pruning of public trees if there is budget left. Full inventory details are still being determined based on the budget.

- Tree inventories will vary based on the information you want to gather and the quantity of trees. Items to keep in mind:
- What trees should be inventoried (right of way and tree lawn is the recommendation, unless there is a busy playground in question).
- The purpose is figure out hazardous trees. We will need to align on the data points we will want to use in the next 5 years. Notes: Tree inventory data is only good for 5 years.
- Will need at least 3 different company bidders: 1 for inventory, 1 for planting, and 1 for maintenance and removal. Grant Rules - The same company can't do inventory and removal
- For the grant proposal area that needs trees have been identified already: Data to support area selection is available.
- SAA recommends trees planted in personal lawns, not tree lawns.
- Part of the grant is that we guarantee the tree will be watered, taken care of, and inspected
- Do not sign anything until approved by Foresty Department.

Tree City 2026: Will pick this topic back up in the February meeting.

Next meeting: Monday, February 2, 2026, 6 pm.

Action Items:

Tree Board: Needs to determine how to advertise grant work on tree planting when the time comes.

Tree Board: Determine the method for selecting where to plant trees.

- Need public access for 2 years for the Urban Forester to inspect. The new trees will need to be watered from Memorial Day to Labor Day at least 1 time per week for 2 years/
- Will need an inspection at 5 years
- **Donna**: Work with the law department to draft a doc to cover requirements for getting a tree planted on private property. Example Community: Versailles has a program that lets private residents plant trees.
- **Tree Board**: Identify the list of trees and quantity based on the budget that will be available for owners to choose from. We will need a variety of different species.
- **Susan** - Sending bidding spec doc template for review.
- Lily: Will look at the service agreements and make sure it covers everything. Examples: Montgomery County Land Bank.
- **Tree Board:** Ask the city what data points they want to capture in the inventory.
- **Tree Board:** Tree City - Need a proclamation from the Mayor (Clerk of Courts) - qualification for Tree City.

Next Meeting Agenda Items: **Preparing for 2026 Tree City Application**

DEPARTMENT OF LAW

KEITH D. MOORE
LAW DIRECTOR

TIMOTHY A. GARRY, JR.
ASSISTANT LAW DIRECTOR

NORWOOD CITY HALL
4645 MONTGOMERY ROAD
NORWOOD, OHIO 45212
TELEPHONE: (513) 458-4585
FAX: (513) 458-4586

January 22, 2026

Norwood City Council
4645 Montgomery Road
Norwood, OH 45212

RE: Executive Session Request for January 27, 2026

Dear President and Members of Council:

I am requesting that the Council go into Executive Session during the meeting scheduled for January 27, 2026. The purpose of this session is to discuss matters regarding pending or imminent litigation.

I respectfully ask that this item be placed at the conclusion of the meeting agenda.

Sincerely,

Keith D. Moore/cfc

Keith D. Moore
Norwood Law Director

KDM:cfc

"Gem of The Highlands"