



GEAUGA COUNTY BOARD OF ELECTIONS

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Deborah M. Reiter, Director
Dorothy M. Stange, Deputy Director

470 Center Street
Building 6-A
Chardon, OH 44024
Phone: 440-279-2030
Fax: 440-285-0959

July 13, 2017

Russell Township Trustees
8501 Kinsman Road
Novelty, OH 44072

Dear Sirs:

This letter is a follow-up to the information you received approximately a year ago in regards to a spot check that was done by the Secretary of State's ADA coordinator, Mr. Brett Harbage. In his report he cited several compliance issues that were discovered at your location. An e-mail was sent to Chuck Walder shortly thereafter which is enclosed for your reference.

If you could check on these issues and inform us of the solutions we would greatly appreciate it. We will be sending our team out to check on the progress sometime in August as we must send an update to the Secretary of State prior to the start of the Election cycle. The date of the General election is November 7, 2017 and we need to comply with HAVA, ADA and the Ohio Revised Code regarding polling locations. Thank you for your attention to this matter and we will wait to hear from you.

Respectfully,

GEAUGA COUNTY BOARD OF ELECTIONS

Deborah M. Reiter, Director

Dorothy M. Stange, Deputy Director

Reiter, Deborah

From: Geauga <Gauga@ohiosecretaryofstate.gov>
Sent: Tuesday, August 30, 2016 12:46 PM
To: Reiter, Deborah; Stange, Dorothy
Subject: FW: Accessibility Reports on the Russell Town Hall Building
Attachments: Russell Town Hall Non-Compliance Report.pdf; Russell Town Hall Polling Place Accessibility Checklist.pdf

Follow Up Flag: Follow up
Flag Status: Completed

From: Harbage, Brett
Sent: Tuesday, August 30, 2016 11:06 AM
To: 'CWALDER@RUSSELLTOWNSHIP.US'
Cc: Geauga
Subject: Accessibility Reports on the Russell Town Hall Building

Hi Chuck,

I completed a ADA Spot Check on the Town Hall building earlier in the summer, I had a note to send you the reports and I am just getting around to sending reports out. Attached is the actual Polling Place Accessibility Checklist and what we call a Non-Compliance Report, which summarizes and lists just the areas where the building is not compliant and shows some pictures of those compliance issues. Let me know if you have any questions about the checklist or the report.

Thanks,

Brett D. Harbage

ADA Coordinator

Ohio Secretary of State Jon Husted

180 E. Broad St.-15th Floor

Columbus, OH 43215




(614) 387-6039 (w)



Non Compliance Report

Measurements/Notes/Images

RUSSELL TOWN HALL

Compliance Issue	Measurements/Notes/Images
1.2 No Std. Access Aisles	2 out of 3 have access aisles Space Width: 9' Aisle Width: 6' ONE W NO AISLE 216-5541094-CHUCK 440338579-
	
6' AISLE	NO ACC AISLE Compliance Issue
1.3 No van space	Space Width: 9' Aisle Width: 6'
	NOT WIDE ENOUGH FOR VAN Compliance Issue

Non Compliance Report

Measurements/Notes/Images

RUSSELL TOWN HALL

Compliance Issue

Measurements/Notes/Images

1.14 No fine sign

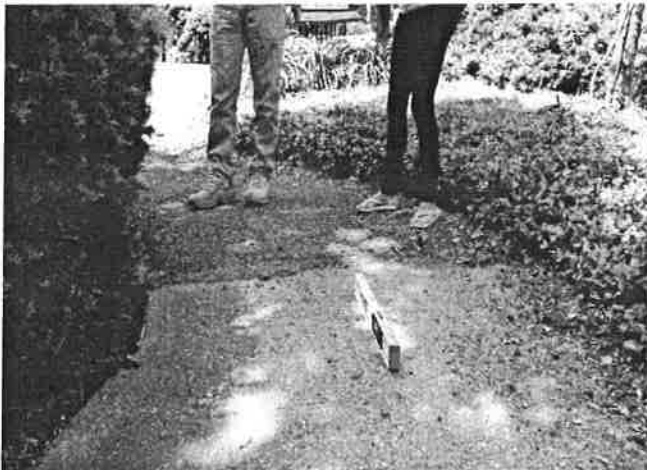
1 out of 3 vertical signs state applicable fine



NO FINE
Compliance Issue

2.11 Running slope above 5%

Slope: 7.5%



7.5%
Exterior Route

Non Compliance Report

Measurements/Notes/Images

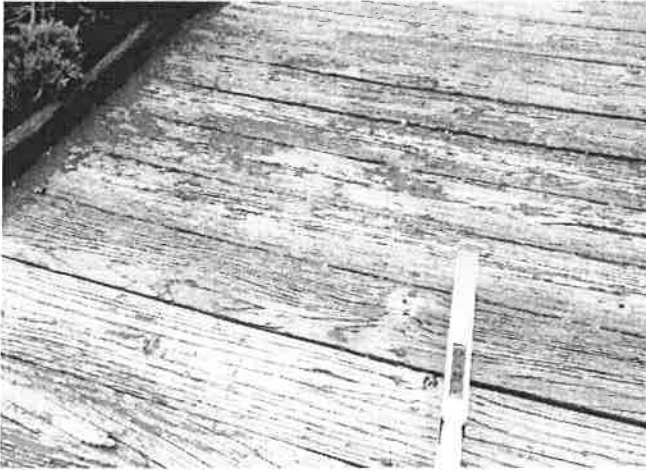
RUSSELL TOWN HALL

Compliance Issue

Measurements/Notes/Images

2.15 Running slope above 8.3%

Slope: 11%-10.1%-10.9%



10.1%
Compliance Issue



10.9%
Compliance Issue



11%
Compliance Issue Ramp


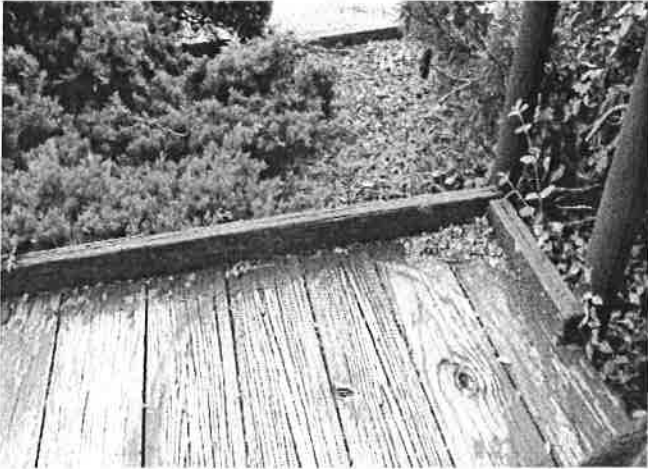
2.17 No level landing at top/bottom

Bottom Length/Width: 0"/ramp width
Slope: L/R 2% F/B 7.5%

Non Compliance Report

Measurements/Notes/Images

RUSSELL TOWN HALL

Compliance Issue	Measurements/Notes/Images
2.24 Height of handrail not bw 34"-38"	Height: 31 1/2"
	
31 1/2" Compliance Issue Ramp	
2.25 No 12" handrail extensions	Length: 0"
2.26 No edge protection-bottom rail or ramp surface extensions	Barrier 4" Measurement: 2 1/4"
	
2 1/4" EDGE PRCTN Compliance Issue Ramp	
2.28 No alternate entrance sign	

Non Compliance Report

Measurements/Notes/Images

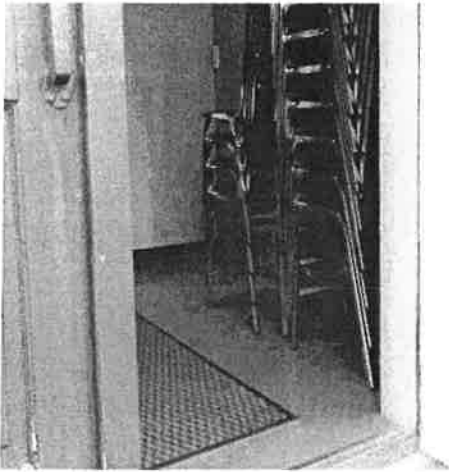
RUSSELL TOWN HALL

Compliance Issue

Measurements/Notes/Images

2.32 Door not 32"

Clear Opening: 28 1/2"



28 1/2"

Compliance Issue

2.36 Door closes too quickly

Starting at 70 degrees, door takes 2 Seconds to Close

4.7 Protruding objects

Distance from Wall/Height: 6 1/2"44" & 12"70"
TROPHY CASE & COAT RACK



PRTRSN

Compliance Issue



PRTSN

Compliance Issue



Department
of Commerce

Division of Liquor Control

John R. Kasich, Governor
Jacqueline T. Williams, Director

NOTICE TO LEGISLATIVE AUTHORITIES
Objections to Renewal of a Liquor Permit

28-956

JULY 07, 2017

RUSSELL TOWNSHIP TRUSTEES
ATTN TOWNSHIP FISCAL OFFICER
P O BOX 522
NOVELTY OHIO 44072

Dear Clerk of Legislative Authority:

This is notice that all permits to sell alcoholic beverages in your political subdivision will expire on **October 1, 2017**. In order to maintain permit privileges, every permit holder must file a renewal application.

Ohio Revised Code Section 4303.271(B) provides the legislative authority with the right to object to the renewal of a permit and to request a hearing. The hearing may be held in the county seat of the county in which the permit premises is located if that request is made in writing. This will be your only opportunity to object to the renewal of a liquor permit premises which might be a problem in your community.

In order to register a valid objection with the Division of Liquor Control and request a hearing, the legislative authority must pass a resolution that specifies the problems at the liquor permit premises and the legal grounds for the objection as set forth in Ohio Revised Code Section 4303.292(A). It is suggested that a separate resolution be passed for each permit premises. The Chief Legal Officer of your political subdivision must also submit a statement with the resolution that, in the Chief Legal Officer's opinion, the objection is based upon substantial legal grounds within the meaning and intent of Ohio Revised Code Section 4303.292(A). The resolution and Chief Legal Officer's statement must be addressed to the Division of Liquor Control, Attn: Legal Section, 6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio 43068-9005 and postmarked no later than September 1, 2017.

For your convenience, you may access our brochure entitled "[How to Object to the Issuance or Renewal of a Liquor Permit](#)" from our website at www.com.ohio.gov/liqr Under "Licensing" click on "Renewals" and under that mega menu please select the link "Object to the Issuance or Renewal of a Liquor Permit".

You may wish to contact the law enforcement agency for your jurisdiction to determine if it has any information which will aid in your decision whether or not to object and request a hearing. For your convenience you may obtain a [list of issued permit holders](#) in your jurisdiction from our website at the above link. Under "Liquor Control" click on "Look it up" and under that mega menu please select "Search Permit Holders" "Permit Applicant / Holder Information (types and status)". You will then enter the search criteria for your county / city / township to bring up the issued permits in your jurisdiction. If you do not have access to the internet, you may request a list from us by writing the Division at the below address.

If you determine that there are no permit premises within your jurisdiction that you wish to object to, you do not need to take any action. The renewal applications for those premises will be submitted by the permit holders and will be processed by the Division and issued as appropriate.

If you have any questions, please contact the Legal Section at (614) 644-2489.

Very truly yours,

Cassandra L. Hicks
Deputy Superintendent & Chief Of Licensing

Standards for Permanent Improvements Made to Accessible Parking Spaces After March 15, 2012

Effective March 15, 2012, accessible parking spaces must comply with the standards set forth in this guide when implementing permanent improvements for polling location parking. The information in this guide is taken from both Ohio Law and the *2010 ADA Standards for Accessible Design (2010 Standards)*. Elements in facilities built or altered before March 15, 2012 that comply with the *1991 ADA Standards for Accessible Design* are not required to be modified to the specifications in the *2010 Standards*. However, when making permanent improvements, the *2010 Standards* must be used.

Standards for Accessible Parking Spaces

- 1. Accessible Route:** Accessible parking spaces must be located on the shortest accessible route of travel from parking to an accessible entrance.
- 2. Number of Accessible Parking Spaces:** The minimum number of accessible spaces required for a parking facility (parking lot or parking structure) is illustrated in the table.
(If you have any questions about the type of parking facility you are assessing contact the ADA Coordinator.)

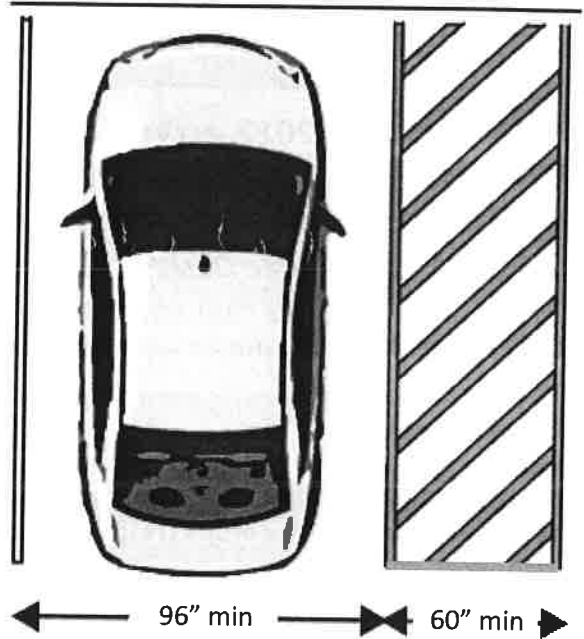
Van Parking Spaces: For every six (or fraction of six) parking spaces required by the table shown here, at least one shall be an accessible van parking space as described in Part 4 on the following page. If constructed or altered prior to March 15, 2012, parking is compliant if at least one in every eight accessible spaces is van accessible.

Total Number of Parking Spaces in Facility	Required Minimum Number of Accessible Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000

For measurement purposes, where parking spaces are marked with lines, width measurements of parking spaces and access aisles must be made from the centerline of the markings. Where parking spaces or access aisles are not adjacent to another parking space or access aisle, measurements are permitted to include the full width of the line defining the parking space or access aisle.

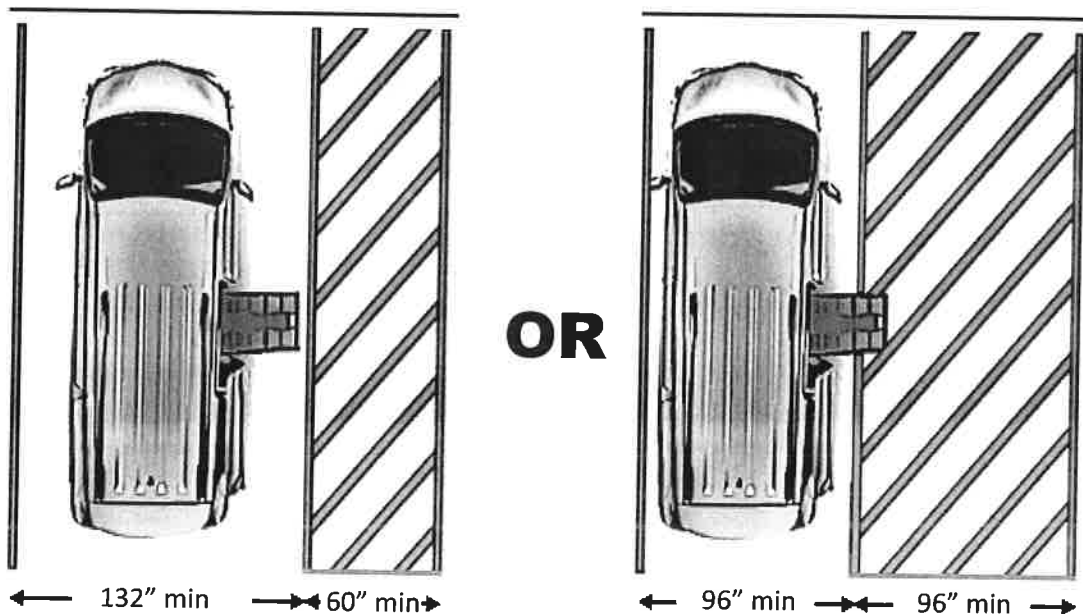
3. Accessible Parking Spaces for Cars:

Vehicle Spaces: Accessible parking for cars must be at least 96 inches wide, with an access aisle of at least 60 inches.



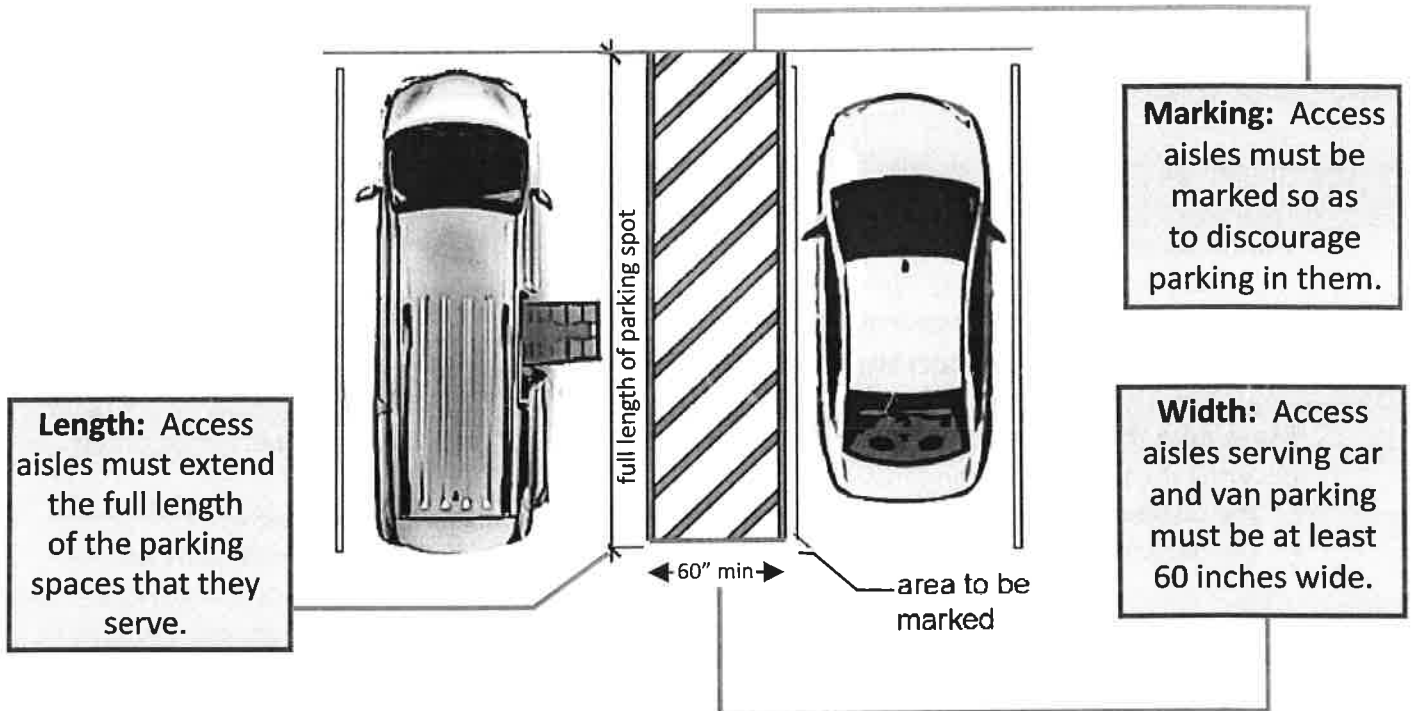
4. Accessible Parking Spaces for Vans:

Vehicle Spaces: Accessible parking for vans must be at least 132 inches wide, with an access aisle that is at least 60 inches wide. An accessible parking space for a van is also permitted to be a minimum of 96 inches wide where the accompanying access aisle is at least 96 inches wide.

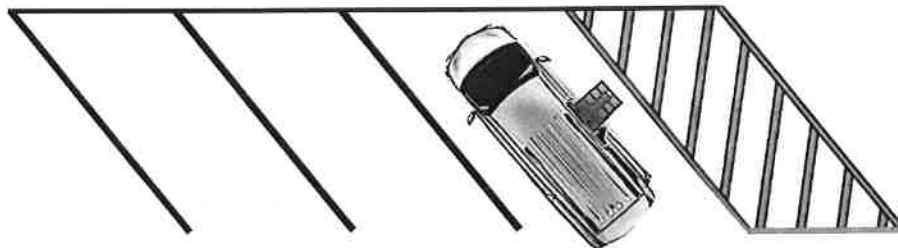


5. Access Aisles:

- Access aisles must adjoin an accessible route.
- Two parking spaces are permitted to share a common access aisle.

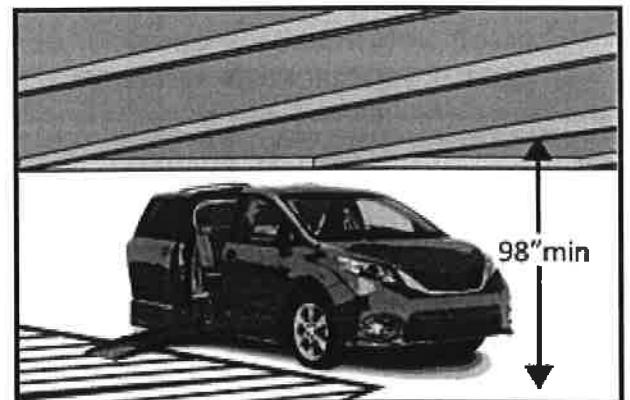


6. Access Aisle Location: Access aisles cannot overlap the vehicular way. Access aisles are permitted to be placed on either side of the parking space, unless the space is an angled van parking space. If the space is an angled van parking space, the access aisle must be located on the passenger side of the parking space.



7. Floor and Ground Surfaces: Accessible parking spaces and access aisles must be the same level as the parking spaces they serve. Changes in level steeper than 1:48 are not permitted.

8. Vertical Clearance: Parking spaces for vans and access aisles and vehicular routes serving them must provide a vertical clearance of at least 98 inches.



9. Identification of Accessible Parking Spaces: Accessible parking spaces must be identified by signs. However, please note that where a total of four or fewer parking spaces, including accessible parking spaces, are provided on a site, vertical signs identifying accessible parking spaces are not required.

- **Vertical Signage:** Vertical signs identifying accessible parking spaces must include the international symbol of accessibility. Though helpful, symbols are not required to be marked on the pavement.
- **Van Accessibility:** Signs identifying van parking spaces must contain the designation "van accessible."
- **Mounting of Signs:** Signs are required to be mounted on a fixed or moveable post. For all signs installed after March 15, 2012, the distance from the ground to the bottom edge of the sign must be at least 60 inches.



Please note that if a sign was installed prior to March 15, 2012, the sign may meet either of the following measurement standards:

- the distance from the ground to the top edge of the sign measures 60 inches; or
- the distance from the ground to the bottom edge of the sign measures at least 60 inches.



OR



- **Fine Amount:** All signs mounted after October 14, 1999, are required to have a notice indicating the applicable fine for the offense of illegally parking a motor vehicle in a disability parking space. Under Ohio Law, the mandatory minimum fine for such a violation is \$250. Keep in mind that local ordinances may have higher mandatory minimum fines.

10. Relationship of Parking Space and Access Aisle to Accessible Route: Parking spaces and access aisles must be designed so that cars and vans, when parked, cannot obstruct the required clear width of adjacent accessible routes.

Ohio Secretary of State Jon Husted

ADA Coordinator

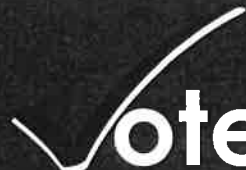
Local: (614) 387-6039

Toll Free: (877) SOS-OHIO (767-6446)

TTY Local: (614) 728-3295

Toll Free TTY: 877-TTY-OHIO (889-6446)

www.OhioSecretaryofState.gov

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My Right • My Responsibility