

CONDITIONAL USE APPLICATION SUMMARY

The owner applies for a conditional use permit for use of 4 acres of high ground filled area next to E. Buckeye Road for an office, as a home occupation permitted use, for a small seasonal window washing and gutter cleaning business.

The property is currently zoned A – Agricultural District. A permitted use in zoning classification A is a home-based business or home occupation that could include an office where the business is managed. The business employs Libby Schmitt as a manager, bookkeeper and office person who is not a family member and lives offsite. Since the business employs Libby as a bookkeeper and office manager who lives offsite a conditional use permit is required.

Conditions unique to this property are: This property is located in a flood plain. The approximately 4 acres area requested to used for a small seasonal hand window washing and gutter cleaning business is located on a pre-existing filled area which is not suitable for agricultural purposes. See the attached site survey and aerial photograph showing the site.

The spirit, purpose and intent of the home occupation permitted use would be served by allowing the 4 acres of the property located on high ground to be used as an office for a small home occupation window washing and gutter cleaning business. See the attached description of the business. No commercial business activity occurs on the property and all of the window washing and gutter cleaning activity occurs off site.

There is no large equipment used in the window washing and gutter cleaning business and no large equipment is stored on site. There are no loud or disturbing noises, noxious fumes, or business activity that would cause any issues for neighbors that occurs on the site. The use is compatible with the character of the adjacent neighborhood, which includes My Dog and Me Private Dog Park, Buckeye Quarry, Buckeye Self-Storage and Day's Automotive.

The use of the property for a small hand window washing business office would not be contrary to the public interest, contributes to the local economy, and facilitates small, locally owned business activity.

Proposed use

I am Libby Schmitt. I am the only full-time employee of Action Professional Window & Gutter Cleaning Service, Inc. which is a family-owned small services cleaning company. Tom Flynn is the owner. I work in the office area in the home. During the busy season we may have 3 part-time employees, big jobs may require more part-time employees. We do both residential & commercial window cleaning, pressure washing & gutter cleaning.

Window washing is done with a bucket of water, natural sponge, calf-skin chamois & a bit of dawn dish soap & a squeegee. As dawn dish soap is quite environmentally friendly. Pressure washing is done with no chemicals, pre-rinse, old fashion hand scrubbing with a brush & rinse.

Gutter cleaning is done by hand scooping & blower to blow leaves off of roofs, valleys & gutters. Making sure the down spouts are clear, if need be we take them apart to clear troublesome areas. We are cleaning up debris from gutters that has fallen to the ground. When possible, we neatly place the debris around shrubs as plantings as nutrient dense mulch.

We meet the crew each morning outside the house to schedule the work for the day. Tom & Libby alternate this role. We have 2 regular vans and 1 pick-up truck owned by the business. We do not own any heavy equipment and we would not store any heavy equipment.

A majority of our clients are older residential clients. Primarily, our customers are people who do not feel comfortable to do work from ladders, due to age or other health issues, or those too busy.

The work is very seasonal. Tom does estimates & acquires new clients. For the most part we open to book work from Late-March / Early-April. Libby and Tom start start off in Mid-march making phone calls to remind customers about services they have ordered around that time last year. As we go into the summer it gets fairly slow. We may take an entire week off here & there Mid-June thru Early - September. If Tom and Libby are unable to find enough work to warrant calling people in, calls are made to clients to schedule appointments. During slow months I perform data entry tasks such as accounts payable, accounts receivable, general receptionist tasks- answering phones, typing e-mails, prep for phone conversations or Zoom meetings in the home office, mail and receive documents, update account entries, accounting, etc. My job does not follow the schedules of the rest of the seasonal employees.

We start the same process in Early September booking work. At about the end of October thru the end of our season we will only do gutter cleaning until we get snow that stays. After that we close up for the season and I do end of year book keeping with an accountant or CPA.

The window cleaning, pressure washing and gutter cleaning is done at projects, not at the home. I can say that home and running the small business is very quiet and we do not disturb the neighbors.

February 19, 2024.

