



November 4, 2025

MICHAEL KELLER
LAUREN KELLER
620 CODRINGTON CIR
COLUMBUSOH43230

RE: Gahanna 2026 Sidewalk Maintenance Lookback Program Notice of Defects

Dear Valued Resident,

The City of Gahanna places a high priority on maintaining the City's infrastructure, which includes ensuring a safe sidewalk network. Under Ohio law, maintenance of sidewalks is the legal responsibility of the property owner. A Sidewalk Maintenance Program was adopted in 2021 to promote sidewalk maintenance and to help make maintenance repairs more affordable for residents.

Based upon feedback from residents, the City modified the Sidewalk Maintenance Program to lessen the financial burden on residents by incorporating a 50% cost sharing contribution by the City for residents who participate in the Program. (Enclosed is a brochure that outlines details of the Program).

The Department of Engineering has identified you as the owner of the property located at 620 CODRINGTON CIR(025-004687). Sidewalks for this property have been inspected and needed repairs have been identified. The sidewalk panels found to need repairs have been identified on the attached Parcel Exhibit, which includes a map, the panel defects, and *estimated* repair costs for each panel. **Please note that the 50% cost share has not yet been applied to the costs listed on the Parcel Exhibit.**

As the property owner, you have the right to appeal the findings of this Notice of Defects. Should you wish to do so, you may submit an appeal to the Property Appeals Board. Information on how to submit an appeal to the Property Appeals Board is outlined in Gahanna Code Chapter 770, which can be viewed at Library.Municode.com/OH/Gahanna, or please feel free to call the Clerk of Council Office at (614) 342-4090 with questions about the appeal process. ***Appeals must be filed on or before Friday, December 19, 2025.***

There are two repair options:

1. Participate in the City's 50% cost-sharing program and allow the City's contractor to complete the repairs and any necessary minor adjustments within the right-of-way. Taking no action will result in this option.
2. Opt out of the Sidewalk Maintenance Program and complete all repairs independently. This will require completion of a Right-of-Way Permit and associated inspections.

If you wish to remain in the Sidewalk Maintenance Program and have the City's contractor complete repairs, the work is expected to begin in Spring of 2026. This option will include removal of any prohibited street trees that are identified as the cause of sidewalk defects. Removal will occur at no additional cost to the resident.



At the conclusion of the work, the property owner will be notified of the final actual cost of construction, which will be presented at a public hearing. The property owner will have the option to pay in full within thirty (30) days of the public hearing or to have the cost assessed to your property taxes at zero (0) percent interest over five (5) years.

If you wish to opt out of the 2025 Sidewalk Maintenance Program and complete repairs on your own, you will need to:

1. Submit a Right-of-Way Construction Permit Application **no later than Friday, January 9, 2026**. Applications can be submitted online at GahannaOH.Portal.OpenGov.com;
2. Obtain an approved Right-of-Way Construction Permit (no construction and/or repairs shall begin until an approved Right-of-Way Permit has been issued by the City);
3. Complete all repairs in a fashion satisfactory to the City's Director of Engineering or their designee; and
4. Request inspections in accordance with the Right-of-Way Permit process (payment required before inspection).

Repairs not completed and approved by **Thursday, July 9, 2026**, or as consistent with the approved Right of Way Permit for your property, will result in a violation of Gahanna Code Section 903.4.

The timeline for repairs begins with this Notice.

Notice of Defect	NOVEMBER 4, 2025
Appeal Request Deadline to Property Appeals Board	DECEMBER 19, 2025
Deadline to Opt Out	JANUARY 9, 2026

For frequently asked questions and/or electronic versions of the attached forms and applications, please visit our website at Gahanna.gov/Sidewalks. You may also contact us via email at Sidewalks@Gahanna.gov or by calling (614) 342-4050.

Thank you in advance for your partnership in keeping Gahanna a safe and walkable city.

Sincerely,

A handwritten signature in black ink that reads "Paige Wright".

Paige Wright, PE
Senior Transportation & Mobility Engineer
Department of Engineering

Attachments:

Sidewalk Maintenance Program Brochure
Sidewalk Maintenance Parcel Exhibit
Sidewalk Maintenance Criteria Guidelines