



CLAYTON

RESIDENT GUIDE





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CITY OF CLAYTON

OFFICIALS

Mike Stevens | Mayor

Tim Gorman | Vice Mayor

Kenneth Henning | City Council

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Brendan Bachman | City Council

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CITY OF CLAYTON

DEPARTMENTS

Police, Fire, EMS
Emergency | 9-1-1

Non-Emergency | (937) 225-4357(HELP)

Government Center | (937) 836-3500

Clerk of Council | (937) 836-3500 ext.139

City Manager | (937) 836-3500 ext.118

Development | (937) 836-3500 ext.111

Finance | (937) 836-3500 ext.132

Fire | (937) 836-3500 ext.121

Police | (937) 836-3500 ext.120

Public Service | (937) 836-3500 ext.123

Regular meetings of the City Council are held on the first and third Thursday of the month at 7:30pm.

Videotaped broadcasts of Clayton Council meetings air on Time Warner Cable, Government Access Channel 6 on the following Saturday at 8:30am, Monday at 8:30pm and Wednesday at 9am or online at www.clayton.oh.us

CONNECT WITH **CLAYTON**

Website | www.clayton.oh.us

Facebook | "City of Clayton"

Questions or comments? **Contact Us!**

Contact City Manager: Rick Rose
rrose@clayton.oh.us



welcome

A Welcome from the Mayor

On behalf of our City Council and Administrative Staff, I welcome you to the City of Clayton! It is both a privilege and an honor to serve our community as mayor.

The City of Clayton was founded in 1999 when the Village of Clayton merged with surrounding Randolph Township. The result is a geographically, demographically, and economically diverse community featuring an attractive mix of suburban and rural lifestyles that make Clayton an excellent choice to call home.

Our Police Department is led and staffed by professional, highly trained officers dedicated to serving the citizens of our City, and Clayton consistently ranks as one of the safest cities in Montgomery County. Our Fire Department utilizes leadership, technology, continuing education, and the newest equipment to maintain the highest levels of efficiency and effectiveness. Quick response times, decisive action, and highly developed skills ensure the best possible care when disaster strikes.

Infrastructure improvements are a focus for our City. A three-year, seven-million-dollar road resurfacing and curb replacement program was initiated in 2016 and concluded in December of 2018. At the culmination of the three-year program the city will have paved almost 120-lane miles of city roads and will continue to invest additional funds in road repairs.

Clayton is home to Northmont City Schools. Strong academics and a wide range of extracurricular activities provide the 1,700+ students the opportunity to attain an excellent and well-rounded education. The Miami Valley Adult Career Technology Center, also located within our City, provides vocational training and educational opportunities for the region.

Our four city parks offer amenities such as disc golf, baseball, shelter houses, and a championship 18-hole golf course/Meadowbrook at Clayton, which includes a newly remodeled event facility. The City hosts several different community events each year at this picturesque venue.

The residents of Clayton are our strongest assets. Many community and business leaders have chosen to call Clayton 'Home'. We are good neighbors and good stewards of the future of our city.

2019 promises to be an exciting year for our City. We are happy to have you.

Mike Stevens, *Mayor*
(937) 603-5211
mstevens@clayton.oh.us



administration

Welcome to Clayton, Ohio

The City of Clayton was established in 1999, following the merger of the Village of Clayton and Randolph Township. The City is led by six Council Members and a Mayor who appoints a City Manager to handle day-to-day functions.

Clayton has a population of 13,269 (Source: US Census) and covers 18.5-square miles. The City is located in the west-central portion of the state and is a suburb of Dayton, Ohio. Right next to Interstate-70, Clayton is conveniently located for businesses and residents who travel throughout the region. The City is only 10-minutes away from the Dayton International Airport, which is great for people who travel for a living.

As part of the Northmont School District, Clayton is proud of the educational accomplishments of our students. The school system has been named an Excellent or Excellent with Distinction by the State of Ohio since 2002, which is pretty amazing.

Committed to providing the highest level of service for our residents, Clayton's staff works hard to maintain fiscal balance even in a difficult economy. The City's mission is to continuously improve this community for the betterment of our residents and businesses.

For additional information, please contact the City at (937) 836-3500 or email askclayton@clayton.oh.us.

City Council

The City is governed by a Mayor and City Council who are elected by the residents of the City. All governing body members serve a four-year term. The governing body, being the elected representative of the people, adopt all ordinances and resolutions and determines the general goals and policies.

For additional information, please contact the City at (937) 836-3500 or email askclayton@clayton.oh.us.

City Council Meetings

Regular meetings of the City Council are held at Council Chambers at the Government Center on the first and third Thursday of the month at 7:30pm.

Videotaped broadcasts of Clayton Council meetings air on Time Warner Cable, Government Access Channel 6 on the following Saturday at 8:30am, Monday at 8:30pm and Wednesday at 9am or online at www.clayton.oh.us.

Residents may comment during the City Council meetings given he or she signs up prior to the start of the meeting, and agree to speak professionally within the 5-minute time limit.

City Council Members

Mike Stevens, *Mayor*

Tim Gorman, *Vice Mayor, Council Member Ward 3*

Kenneth Henning, *Council Member Ward 2*

Tina Kelly, *Council Member at Large*

Brendan Bachman, *Council Member at Large*

Greg Merkle, *Council Member at Large*

Dennis Lieberman, *Council Member Ward 1*



Departments

The City is comprised of several departments dedicated to serving residents.

For additional information, please contact the City at (937) 836-3500 or email askclayton@clayton.oh.us.

Development

The Development Department is dedicated to serving the growing needs of the community; our services include Code Enforcement, Economic and Community Development and Planning & Zoning.

For additional information, please contact Jack Kuntz; Director of Development at (937) 836-3500 ext.111 or email jkuntz@clayton.oh.us.

Finance

The Finance Department provides staff services to other departments; including personnel, purchasing, budget, financial oversight, accounting and payroll. The Department also provides for the various accounting and business services needs of the City, which includes general ledger maintenance, accounts receivables and payables, purchasing, payroll, preparation and maintenance of the annual City budgets. Collection of income taxes and waste collection are processed by the Finance Department, who also manages the annual external audit.

For additional information, please contact Kevin Schweitzer, CPA; Director of Finance at (937) 836-3500 ext.132 or email kschweitzer@clayton.oh.us.

Fire

The Fire Department is a professional organization dedicated to meeting the community's needs, providing advanced emergency medical services, fire suppression, as well as fire safety inspections, fire prevention and community education utilizing a combination of career and part-time personnel. The department utilizes two firehouses, staffed 24-hours a day, 365-days a year, ready and willing to meet the needs of our community and friends.

For additional information, please contact Brian Garver; Fire Chief at (937) 836-3500 ext.121 or email bgarver@clayton.oh.us.

Police

The Police Department is responsible for patrolling and protecting a population of over 13,000-residents, 18.4-square miles of land, 24-hours a day, 365-days of the year. The Police Department's current authorized strength is 19-Officers. The Police have several community programs including a Walker Watch Program, Text-A-Tip, Coffee with a Cop, and Vacation House Watch to name a few.

For additional information, please contact Matthew Hamlin; Chief of Police at (937) 836-3500 ext.120 or email mhamlin@clayton.oh.us.

Public Service

The Service Department repairs and maintains all City of Clayton infrastructure, including roads, street signs, traffic lights and guardrails. The Department remove leaves in the fall and snow in the winter; and mows and maintains City-owned green spaces, parks and cemeteries.

For additional information, please contact Randy Sanders; Director of Public Services at (937) 836-3500 ext.123 or email dsanders@clayton.oh.us.



refuse & utilities

Refuse & Recycle Service

The City Ordinance requires every occupied residential unit to use the City's contracted trash hauler, Republic Services (Allied Waste). Trash accounts are established by calling the City at (937) 836-3500. There are multiple levels of trash service depending on the needs of your household. Residents are welcome to use their own trash containers, or for a fee each quarter, 90-gallon containers can be obtained from Republic. Carryout service is also available, with a doctor's note.

Recycling

Recycling is provided on a bi-weekly basis at no additional charge, the same day your regular trash is collected. If you do not have a recycle toter, or wish to use more than one recycle toter please contact the City at (937) 836-3500.

Bulk Pickup

Residents are allowed one bulk pick up each month. Your items will be picked up on your regularly scheduled service day. Contact Republic at (937) 268-8110 two to three days prior to your regular trash day and advise them of the items you plan to set out.

Yard Waste Collection

Yard waste can be disposed of with your regular trash. Limbs are accepted, but must be in manageable bundles no longer than four-feet in length and tied together with string or tape. Leaves and grass clipping are accepted in trash bags (paper or plastic).

Utilities

Trash Service

Republic Services (937) 268-8595

Electric Service

Dayton Power & Light (800) 253-5801

Natural Gas

Vectren (800) 227-1376

Natural Gas & Energy Service

Just Energy (877) 805-1865

Phone Service Providers

AT&T att.com

Verizon (877) 502-2876

Frontier (877) 843-9809

Satellite & Cable Providers

DirectTV (844) 215-7895

Spectrum (800) 892-4357

AT&T U-verse (888) 489-0087



community info & events

Community Events

The City hosts the following events. The community events calendar is published every spring.

For additional information, please contact the City at (937) 836-3500 or email Jack Kuntz at jkuntz@clayton.oh.us.

Community Clean-up Events

The City hosts the following events:

- Sweep Clayton Clean

Clayton residents may dispose of junk, storage, furniture, wood, tree limbs and yard debris. Refrigerators may be dropped off; Freon must be drained. Sorry, tires and paint can not be accepted at this event. The event is held twice a year during the spring and fall.

- Tire Recycling

Don't dump those old tires! Do the right thing and stop over at our free tire disposal. There is a 10-tire limit per vehicle. This event is held every other year.

- Document Shredding

Shredding personal documents can help prevent identity theft. Items that may be shredded include: paper record, tapes, credit cards, cd's and microfilm. This event is held every other year.

Community Events

The City host the following annual events:

- Easter Egg Hunt
- Labor Day Fireworks at Meadowbrook
- Halloween Pumpkin Carving & Costume Contest
- Breakfast with Santa & Holiday Tree Lighting
- Seasonal VIP Beautification Awards

For more information, please call (937) 836-3500 or email askclayton@clayton.oh.us.

Parks Advisory Commission

The Parks Advisory Commission is made up of nine Clayton residents who are passionate about our parks and providing quality family fun to our community. Members are responsible for providing recommendations to City Council about issues affecting our parks. They also plan and carry out several community events throughout the year, including the Easter Egg Hunt, Labor Day Fireworks, and Breakfast with Santa.

If you are interested in finding out more about the Parks Advisory Commission, please contact Jack Kuntz at (937) 836-3500 x.111 or jkuntz@clayton.oh.us.





service

Service Department

Leaf Pickup Schedule

The City provides an annual leaf collection program where residents can rake their leaves to the street pavement edge for the City to haul away. Leaves should be piled up, unbagged and should be free of shrub clippings, sticks or debris. Leaves are collected on two (2) occasions during the fall season, with the dates dependent upon the residents' respective subdivision. The pickup schedule and other program information are publicized on the City's website and newsletter.

Right-of-Way Permits

Installation or repair of driveways, curb, sidewalk or any other right-of-way work, requires either a Driveway Permit or a Right-of-Way Permit. Whether repairing an existing drive or installing a new driveway, no matter the material, a Driveway and/or Right-of-Way Permit must be obtained.

Road Maintenance

Roadways are maintained by the City's Service Department. Several maintenance items are accomplished through the year such as crack seal, chip seal, and road patching by durapatcher or asphalt material. All roadways are rated yearly and paved in priority order as funding becomes available. Prior to a pavement project; drainage pipes, catch basins, and curb and gutter are inspected for damage or wear. The curb and curb plate are maintained by the property owner. Once a paving project is identified the property owner will be contacted if any curb repair is required.

Pot holes can be reported visiting the City's website then by clicking on the "Report a Concern" button in the bottom left corner to submit an electronic pot hole report.

Tree Maintenance

In order to reduce the severity of pruning, tree pruning is conducted on a regular basis. If your tree is dead or decaying it is the property owner's responsibility to remove the tree. If a tree is identified a notice will be issued to remove the dead or decaying tree. If a sight distance problem is identified, the Service Department will contact the property owner to eliminate the issue.

Snow & Ice Control

The Street Department applies highway de-icer salt to pavement surfaces until snow accumulation reaches 1 ½ inches or more. During snow plowing operations, snow is pushed to the side of the street and is continuously repeated until the storm subsides. Once the storm has passed and all streets have been plowed of snow, a final drive-through pass of the City is done and salt is applied to rid the pavement of any unplowed snow pack. Safety and traffic flow dictates that main streets be plowed first followed by secondary streets, then cul-de-sacs and dead-ends. Under normal conditions, all streets are plowed and salted within 10-hours of snowfall.

Storm & Sanitary Sewers

To maintain drainage and mitigate potential contaminants from entering the creeks and drainage ways, the City conducts storm sewer inlet cleaning. Residential and commercial streets are routinely swept to maintain a clean appearance and keep debris from entering or plugging the storm sewer system. The public can assist the City by keeping grass clippings and debris from the streets.

Green Spaces, Parks & Cemeteries

The City mows and maintains City-owned green spaces, parks and the two City-owned cemeteries.

For more information, please call (937) 836-3500 or email Randy Sanders at dsanders@clayton.oh.us.

finance



Finance Department

Services

The Finance Department provides staff services to other departments; including personnel, purchasing, budget, financial oversight, accounting, and payroll.

Additional Duties

The Finance Department provides for the various accounting and business services needs of the City. This includes general ledger maintenance, accounts receivables and payables, purchasing, payroll, preparation and maintenance of the annual City budgets.

Collection of income taxes and waste collection are processed by the Finance Department. The Finance Department also manages the annual external audit.

The Finance Department has received numerous Certificates of Achievement for Excellence in Financial Reporting and Distinguished Budget Presentation Awards from the Governmental Finance Officers Reporting.

Tax

Income Tax

In an effort to reduce the cost of services and improve accessibility to residents, Clayton has entered into a contract with CCA - Division of Taxation to collect municipal income taxes.

A major reason for the transition to CCA - Division of Taxation is easier access for residents and businesses. CCA - Division of Taxation offers online filing and payment of tax bills. You can also visit CCA - Division of Taxation's website.

Payments & Filing

Returns must be filed with payment of taxes. Checks can be made payable to the CCA - Division of Taxation. Be sure to add your social security number on the check and indicate that it is for the quarterly installment. Your Quarterly Statement of Estimated Taxes Due form and payment of each installment should be mailed to:

CCA - Division of Taxation
205 W. Saint Clair Ave.
Cleveland, OH 44113-1503

Please call Quintena Sweeney-Smoot, CCA's Administrator for Clayton Income Tax at (216) 664-2969 or Michelle Jordan (216) 857-7382 if you have any questions. You can also call CCA - Division of Taxation at (216) 664-2070 or Toll Free at (800) 223-6317.

Real Estate

Real estate tax information can be found at the Montgomery County website. To view online information visit www.mcrealestate.org.

Senior Property Tax Credit Program

Reimbursements will be given after the second tax collection half and mailed in October. Sign-up for Tax Credit by visiting City's website at www.clayton.oh.us.

Clayton's Checkbook

Ohio Treasurer Josh Mandel announced the launch of the City of Clayton checkbook on OhioCheckbook.com. Mandel launched OhioCheckbook.com which sets a new national standard for government transparency and puts all spending information on the internet.

ClaytonCheckbook.com

For more information, please call (937) 836-3500 or email Kevin Schweitzer, CPA at kschweitzer@clayton.oh.us.



development

Development Department

The Development Department is responsible for implementing the City's community & economic development and business retention programs. Staff engages local, regional, and state development organizations for the support of City development initiatives as well as to securing grants and other funding alternatives for various development projects. Staff assists our business community through business visits, as well as working on retention/expansion projects and site location marketing opportunities. Staff also coordinates several community events throughout the year including the "Sweep Clayton Clean". Staff continuously researches and coordinates projects relating to demographic statistics, zoning, schools, infrastructure, land sites, and other designated areas of the economy within the City.

Planning

The Development Department is concerned with the development, maintenance, and implementation of the Comprehensive Plan, Zoning Ordinance, and Subdivision Regulations through the Zoning Petition process. It works closely with the City Council, Planning Commission and Board of Zoning Appeals in the review and public hearing process for requests for Planned Developments, Map & Text Amendments, Appeals, Variations, Conditional Uses, and Plats of Subdivision. The City Planner, Jennifer Barclay, manages requests. She can be reached at (937) 836-3500 x.114 or jbarclay@clayton.oh.us.

Zoning

The Development Department is responsible for issuing certificates and assuring compliance with the City of Clayton Zoning & Property Maintenance Ordinances. Residents and contractors must obtain a zoning certificate prior to beginning any project. To ensure that a certificate is or is not required, please verify with Jennifer Barclay, City Planner at (937) 836-3500 x.114 or jbarclay@clayton.oh.us.

'Pre-Sale' Occupancy Certificate

The Development Department is responsible for issuing Occupancy Certificates and assuring compliance with the City of Clayton Zoning & Property Maintenance Ordinances. Residents and realtors must obtain an occupancy certificate prior to the sale of any home or business. To obtain an application please contact the Darryl Swafford by calling (937) 836-3500 x.115 or visit www.clayton.oh.us.

Building Regulations & Permits

The City of Clayton partners with Montgomery County for all Building Permits and Inspections. Residents and builders must obtain a building permit prior to beginning any project. To ensure that a building permit is or is not required, please verify with the Building Regulations Division by calling (937) 225-4622.

Code Enforcement

The Development Department is responsible for assuring compliance with the City of Clayton Zoning & Property Maintenance Ordinances. Questions or Concerns? Please contact the Darryl Swafford, Code Enforcement Officer by calling (937) 836-3500 x.115 or by visiting the City's website then by clicking on the "Report a Concern" button in the bottom left corner to submit an electronic report.

For more information, please call (937) 836-3500 or email Jack Kuntz, Director of Development at jkuntz@clayton.oh.us.

parks & rec



City Parks & Facilities

The City of Clayton offers 50-acres of parks throughout the community. Whether they are nestled in neighborhoods or draw baseball players from wide and far, these are some of the great places to spend time with family and friends.

Meadowbrook at Clayton

In 2015, Meadowbrook at Clayton was ranked as one of the Top 25 courses in Ohio by GolfNow.com! Formerly Meadowbrook Country Club, Meadowbrook at Clayton is now a public course owned and operated by the City of Clayton. Our course provides opportunities for competitive sportsmanship through its outstanding 18-hole, par 72-course designed by renowned golf course architect Alex “Nipper” Campbell. With its beautiful tree-lined fairways, lovely ponds and creeks, and well-placed bunkers, this course is fun and challenging for golfers of every level of ability. To book a tee time or inquire about golf outing contact the Pro-Shop at (937) 836-6353.

Hardscrabble Park

Hardscrabble Park, located in the historic village, was home to the oldest Little League in Ohio. This quaint park has four baseball fields, play equipment and a picnic shelter. Your kids will love to play in the creek on a hot summer day.

Northview Park

Nestled in some beautiful neighborhoods, Northview Park is a great place to take your family and get in touch with nature. Surrounded by large trees, this park has a great picnic shelter and plenty of room for the kids to roam.

Westbrook Park

Westbrook Park packs a lot of fun activities into a 20-acre site! The park offers walking paths, tennis courts, a picnic shelter, and an 18-hole disc golf course.

Five Rivers MetroParks

Don't forget about Five Rivers MetroParks which has created an extensive parks system that includes the Englewood Reserve and the Aullwood Garden. Sycamore State Park offers hiking and horse trails, fishing, and ice skating. All are within easy access to Clayton residents and businesses.

For more information, call (937) 836-3500 or email askclayton@clayton.oh.us.





facility rental

Meadowbrook at Clayton

Our banquet and event facility is situated on a beautifully manicured 171-acre golf course and can accommodate parties from 40 to 350-guests.

Special Event Rentals

We can accommodate any size event, from a small dinner party to a large wedding reception or fundraiser. The facility rental fee is based on a five-hour time period and includes use of the facility (space rented) and all tables and chairs.

Business Meetings

Perfect for planning your next staff workshop or client presentation, we have weekday business rates based on 2-hour, 4-hour and all day events.

Golf Outings

Looking for the perfect place to hold your next outing, corporate event, or fund raiser? Meadowbrook at Clayton is the ideal venue! Our course accommodates golf outings of up to 120-players. Outing amenities include: full service catering, driving range, practice green, locker rooms, scoreboards and more!

No matter your event needs, let our professional staff assist you in making your next event both fun and successful!!

Facility Rental and Catering:
Meadowbrook Catering
Call - (937) 540-9685
Email - adrian@meadowbrookcatering.com

Golf Outing/Golf Course Information:
Bill Williams
Call - (937) 836-6353
Email - bwilliams@clayton.oh.us

Janice Ward Center

The Janice Ward Center has a kitchen and holds up to 75-people. Alcohol is not permitted. To reserve the facility please fill out an application, it contains the rules and regulations. To obtain an application simply visit the "Forms" area on our website to download an application or pick one up at our Administrative Offices.

For additional information, please contact the City at (937) 836-3500 or email askclayton@clayton.oh.us.

Park Picnic Shelters

Picnic Shelters at City parks are available on a first come, first served basis. We ask that residents who use the shelters clean up after themselves and be respectful of other guests who are also using the park facilities.



police



City of Clayton Police Department

The City is best described as a bedroom community enjoying a low crime rate as well as a diverse and unique community. In turn we are a great place to raise a family and enjoy a rich quality of life.

Clayton Police provide the following services to our residents. For more information please visit our website at www.clayton.oh.us

- Fingerprinting
- Gun locks
- HIS Victim Notification Program
- Records Requests
- Text-a-Tip
— (937) 608-4043
- Transient Vendors
- Vacation House Checks
— Please contact the Dispatch Center at (937) 225-4357(HELP), Clayton Government Center at (937) 836-3500, or visit www.clayton.oh.us.
- Walker Watch Program
— Immediate Police Assistance call 9-1-1
— Dispatch (937) 225-4357(HELP)
— More Information? Contact Sergeant Joe Sanders at (937) 836-3500 ext.144 or jsanders@clayton.oh.us

Below are a few safety practices we ask you to consider as a resident of our community:

- Lock up! By locking your vehicle you will lessen the chance of falling victim to thefts. Please remove valuables from out of sight so thieves will not be tempted to act.
- Please drive the speed limits and come to complete stops at stop signs.
- Input the police non-emergency number, as well as the police department main phone number into your contacts for police services. Our dispatch number through Montgomery County Regional Dispatch number is (937) 225-4357(HELP) and the Clayton Police Department number is (937) 836-3500.

We are glad you have chosen Clayton, Ohio as your home and are confident you will quickly grow to appreciate and love this City as much as we do!

At your service,

Matthew T. Hamlin, *Chief of Police*
(937) 836-3500 x.120
mhamlin@clayton.oh.us



6996 Taywood Rd.
Englewood, OH 45322
Ph: (937) 836-3500

Emergency: 9-1-1

For Non-Emergency
Dispatch Services
Call (937) 225-4357(HELP)





fire

City of Clayton Fire Department

The Clayton Fire Department is a professional organization dedicated to meeting the community's needs through our mission and upholding our values. The Fire Department provides advanced emergency medical services, fire suppression, as well as fire safety inspections, fire prevention, and community education by utilizing a combination of career and part-time personnel. The department utilizes two firehouses, which are staffed 24-hours a day, 365-days a year, ready and willing to meet the needs of our community and friends.

Fire Chief Garver's responsibilities include overseeing the day-to-day operations, acts as the department's representative for various committees within the City of Clayton and Montgomery County. Fire Chief Garver handles the administrative duties such as strategic planning, development of department goals, as well as policy and procedure development.

Questions or concerns? Please feel free to contact Fire Chief Garver at bgarver@clayton.oh.us. The Clayton Fire Department is willing and ready to help!



Station 84
 5971 W. Wenger Rd.
 Clayton, OH 45315
 Ph: (937) 836-3500

Station 85
 6996 Taywood Rd.
 Englewood, OH 45322
 Ph: (937) 836-3500

Emergency: 9-1-1

For Non-Emergency
 Dispatch Center (937) 225-4357(HELP)





Prevention, Plan Review and Inspections

Fire Safety Inspections

The Fire Department conducts fire safety inspections on all businesses located in the City as well as numerous home inspections. Our goal is to provide a safe environment for our citizens and visitors. To obtain an inspection form please visit our website at www.clayton.oh.us or visit us at our administrative offices.

Foster/Adoptive Parents

Foster/adoptive parents or City of Clayton residents wanting to become foster or adoption parents must obtain an approved inspection by a certified state fire inspector or the state fire marshal's office certifying the home is free of conditions hazardous to the safety of foster or adoptive children. To schedule a fire safety inspection, please contact Battalion Chief Wagner at (937) 836-3500 ext.253. To obtain the inspection form please visit our website at www.clayton.oh.us or pick-up a form at the administrative offices. Additional information on foster parenting or adoption can be found with Montgomery County Children Services.

Plan Review

The Fire Department conducts plan review for new construction as well as renovations of existing buildings. The Fire Department works closely with City of Clayton Zoning, Montgomery County Health District and Montgomery County Building Regulations to ensure that zoning, health and safety standards are achieved as they relate to the City of Clayton.

When is a permit required? (examples)

- Building a new building
- Occupying an existing building for commercial use under a new name
- Additions
- Alterations
- Change or addition of fire protection or notification systems
- Change in use

Please contact Fire Chief Garver at (937) 836-3500 ext.121 for more information.

Fire Prevention Education

The Fire Department provides fire safety education upon request for children of all ages, adults and senior citizens. Please contact Battalion Chief Wagner at (937) 836-3500 ext.253.

CPR and First Aid

The Fire Department offers First Aid and CPR classes to residents, local businesses and other local organizations. The classes follow the American Safety & Health Institute guidelines. Participants who successfully complete the training will receive a certification card which is valid for two years.

For more information or questions, please contact Battalion Chief Creech at (937) 836-3500 ext.151 or pcreech@clayton.oh.us.

Bonfire/Recreational Fire

Recreational fires are permitted in residential neighborhoods. Fires can be no larger than 4-feet in diameter and must be attended at all times. Residents need to contact the Fire Department at (937) 836-3500 to make them aware of the time and location of your fire.

Swimming Pools

Unfortunately the Fire Department does not fill swimming pools.

contacts

City Hall

Clayton Government Center

Physical Address
6996 Taywood Rd.
Englewood, OH 45322

Mailing Address
PO Box 280
Clayton, OH 45315

www.clayton.oh.us

General Phone
(937) 836-3500

General Fax
(937) 836-6773

Hours

City Administration, Development, Service:

7:30am - 4:30pm, Monday - Friday

Police/Fire Services: 24-Hours/Day

Non-Emergency (937) 225-4357(HELP)

Emergency 9-1-1

Important Contacts at the City

General Information	City Hall	(937) 836-3500
Administration	City Manager	(937) 836-3500 ext.118
	Assistant to the City Manager/Human Resources	(937) 836-3500 ext.113
	City Clerk/Clerk of Council	(937) 836-3500 ext.139
Development	Director	(937) 836-3500 ext.111
	Code Enforcement	(937) 836-3500 ext.115
	Planning & Zoning	(937) 836-3500 ext.114
Finance	Director	(937) 836-3500 ext.132
	Assistant to the Finance Director	(937) 836-3500 ext.133
Fire	Fire Chief	(937) 836-3500 ext.121
	Emergency	9-1-1
Police	Police Chief	(937) 836-3500 ext.120
	Records Clerk	(937) 836-3500 ext.110
	Non-Emergency Dispatch	(937) 225-4357(HELP)
	Emergency	9-1-1
Public Service	Director	(937) 836-3500 ext.123



Road Maintenance

Have a concern about a Pot Hole? Please report by visiting the City's website then by clicking on the "Report a Concern" button in the bottom left corner to submit an electronic pot hole report.

Code Enforcement

Have a concern about Property Maintenance? Please report by visiting the City's website then by clicking on the "Report a Concern" button in the bottom left corner to submit an electronic report.

Utilities

Republic Services	(937) 268-8595
<i>Bulk Pick-up</i>	(937) 268-8110
Dayton Power & Light	(800) 253-5801
Vectren	(800) 227-1376
Just Energy	(877) 805-1865

Phone Service Providers

AT&T	att.com
Verizon	(877) 502-2876
Frontier	(877) 843-9809

Satellite & Cable Providers

DirectTV	(844) 215-7895
Spectrum	(800) 892-4357
AT&T U-verse	(888) 489-0087

Building Permits

Montgomery County Building Regulations
(937) 225-4622
www.mcoho.org/services/building/

Water, Storm & Sanitary Sewer Services

Montgomery County Environmental Services
(937) 781-2500
New Water Service (937) 781-2688

Montgomery County Animal Resources

(937) 898-4457
www.mcoho.org/AnimalShelter/

Call Before you Dig

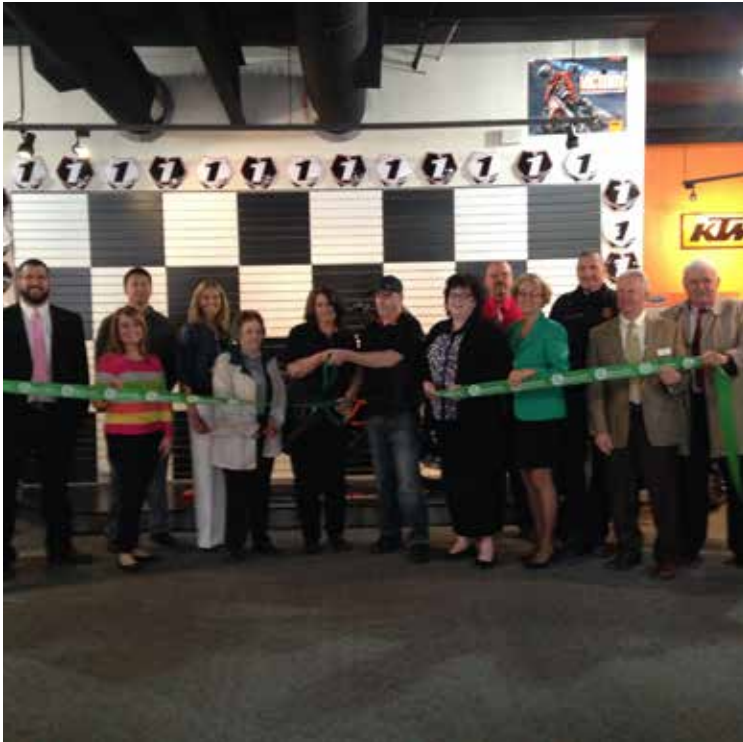
8-1-1 or (800) 362-2764
Call 811.com

License Bureau

Randolph Plaza
8389 N. Main St.
(937) 454-5222

Title Bureau

Randolph Plaza
8391 N. Main St.
(937) 225-4480 ext.630



Physical Address
6996 Taywood Rd.
Englewood, OH 45322

Mailing Address
PO Box 280
Clayton, OH 45315

Ph. (937) 836-3500
Fax: (937) 836-6773
www.clayton.oh.us

