

City of Willard, Ohio



631 S Myrtle Ave
Willard, OH 44890
www.willardohio.com

FREQUENTLY ASKED QUESTIONS

What is the Public Works Department responsible for?

The PWD mainly handles construction projects. We design waterlines, sanitary sewer, storm sewer, and roadway construction projects for the most part. Then we bid them out and inspect them as they are being built. We also review any of these types of projects that outside firms want to construct in Willard.

Occasionally a project will be beyond the capability of this office and we will assist in hiring an outside firm to handle the design of the project. The last time we improved the Water Treatment Plant we hired a design engineer due to the specialized nature of the project.

Who works in the Public Works Department?

We have one part time Civil Engineer. They mainly design the various projects. They have to be knowledgeable about different types of the above projects. They also assist the Code Enforcement Officer in reviewing new subdivision and businesses that want to build in Willard. We have one full time employee that is the Public Works Coordinator. They mainly apply for grants and funding for projects, assist the Engineer by drafting the project, and then handle the administration portion of the projects.

What does the term "right-of-way" mean?

The paved portion of a typical residential street in Willard is around 30 feet wide. The actual amount of property or "right-of-way" owned by the City for most streets ranges between 50 and 60 feet. This means even though the pavement may only be 30 feet wide, another 10 to 15 feet behind the curb is the property of the City. The purpose of this extra property is for sidewalks, and for the construction of various utilities such as sewer, water, telephone, natural gas, and electric. Because of this, any work done in this area requires a right-of-way permit.

Does the City require any permits if I'm digging in the right-of-way?

The City does require a right-of-way permit. Either the owner or contractor can get the permit. We require this permit for the property owner in case the Contractor fails to come back and clean up area where the work was done. We have a record this way of who did what. There is no fee for this permit.

Does the City require any permits if I'm going to dig in the street?

The City requires a Street Excavation Permit. There is a fee involved with this permit to ensure that the Contractor will put everything back to the existing condition.

Who should I contact when I notice a bad pothole?

You can contact the Public Works Department at 419.935.6555 or the Maintenance Department at 419.933.7531.

What causes potholes in roads?

Often, potholes occur when snow and ice melt as part of Ohio's seasonal freeze-thaw cycles. The resulting water then seeps beneath the pavement through cracks caused by the wear and tear of traffic. As the temperatures cool to freezing at night, the water becomes ice and expands below the pavement, forcing the pavement to rise. As the weight of traffic continues to pound on this raised section – and the temperatures once again rise above freezing – a shallow divot occurs under the surface and the pavement breaks, forming a pothole. A pothole is typically fixed by cleaning out the loose debris and filling it with hot and cold asphalt patch.

Does the City have maps of my property and the property lines?

The City has a map that only shows property lines. We have access to maps that show approximate locations of property lines but they are only approximate. In order to find out where your property lines are you need to try and find a survey pin in your yard. They are generally placed in the corners of your lot. Sometimes these get pulled up or are missing. In this event, only a surveyor could tell you where your property lines are.

Does the City have a surveyor that could survey my lot?

The City does not have a surveyor on staff. This department can get you're a list of surveyors. Generally they charge anywhere from \$500 to \$1,000 to survey a lot.

