

# Goshen's Resource Book

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A practical guide for living in Goshen, Indiana.



A city on the



# Welcome to GOSHEN!

Our city is proud of its small town charm and big city opportunities. Known as the Maple City because of its many maple trees, Goshen offers cultural, educational, employment and recreational opportunities.

Today Goshen is a city of over 30,000 residents located in Elkhart County. Our community is growing quickly, with over 6,000 new residents during the 1990's. Our city has attracted people from many different backgrounds, representing over 41 different countries of origins.

This resource book will give you the inside information you need to live in and enjoy Goshen. The four sections will guide you through Goshen's government services, non-profit service organizations, neighborhood resources and tenant rights and responsibilities.



Front cover photo by Daniel Palmer/Goshen College Public Relations.

Goshen Resource List section photos used by permission of Elkhart County Visitor Center.

Grace Hunsberger, Jim Kolbus, Nathan Detwiler, Whitney Kulp and Elisabeth Harder Schrock compiled The Goshen Resource Directory (2008 English edition).

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## City Hall

202 S. 5th Street  
Goshen, IN 46528

### **Mayor's Office (574) 533-9322**

The mayor is elected for a four-year term and is head of the city government.  
E-mail: [mayor@goshencity.com](mailto:mayor@goshencity.com)

### **Clerk/Treasurer's Office (574) 533-8625**

The clerk/treasurer is elected for a four-year term. This person pays bills owed by the city, including payroll. The clerk/treasurer also keeps a record of city council and other meetings.

### **Switchboard Operator (574) 533-8621**

For general questions about city government, or to find out which department handles a question, contact the switchboard operator.

### **Community Relations Commission (574) 537-3839 (leave message)**

CRC's mission is to foster a climate of non-discrimination in which all citizens enjoy equal opportunity for education, employment, access of public conveniences, accommodations and real property. Public meetings are held on the 2nd Tuesday of each month at 7:00pm at City Hall.

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## Water & Sewer Billing Office

203 S. 5th Street  
Goshen, IN 46528  
(574) 533-9399

Contact this office for issues related to water and sewer service within city limits to connect or disconnect service, pay monthly bills and report water and sewer problems.

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## Goshen Air Center

17229 County Road 42  
Goshen, IN 46528  
(574) 533-8245  
[www.goshenair.com](http://www.goshenair.com)

The Goshen Air Center offers charter flights, aircraft servicing, aircraft storage and flight training. It is also the home to The Indiana Skydiving Academy and New Horizons Flight Training.



## Municipal Annex Building

204 E. Jefferson Street  
Goshen, IN 46528

### **Suite 1: Engineering Department (574) 534-2201**

This department covers many areas including traffic issues, stormwater, design for water and sewer hook-up, and standard specification requirements. It administers the sidewalk program and is responsible for right-of-way cut permits. Malfunctioning street or traffic lights should be reported to the Engineering Department. The Engineering Department coordinates the Mayor's Traffic Commission, which meets the third Thursday of each month at 4:30 pm in the Annex Building.

### **Suite 2: Code Enforcement (574) 533-9857**

This office is responsible for enforcing certain city ordinances. Contact this office for questions related to the following areas:

- Weeds and rank vegetation
- Tree planting, removal and maintenance
- Graffiti
- Abandoned vehicles
- Trash and other solid waste
- Vehicle parking

### **Suite 3: Human Resource Manager (574) 534-8475**

This office advertises and processes applications for job openings in city government.

### **Suite 4: Planning & Zoning Department (574) 534-3600**

The Planning Department oversees the zoning and subdivision ordinances to promote orderly development and preserve property values. Zoning districts specify what uses are permitted. Before making any improvements to your home or business, or to check zoning of a property or neighborhood, call the Planning Department.

### **Suite 5: Building Department (574) 534-1811**

The Building Department issues building permits and enforces building codes. A permit is required for major improvements, such as new construction, re-roofing, siding or additions to a building. If you're not sure if you need a building permit for your project, contact this department. The Building Department also handles licenses for electrical and heating contractors. All rental dwelling units in Goshen must be inspected and registered with the Building Department. Contact them to find out if your rental unit has been registered and properly inspected. The Building Department is also responsible for enforcing the Neighborhood Preservation Ordinance. This ordinance addresses the outside conditions of a building, for example, peeling paint, broken windows, swimming pools and unsightly structures. This ordinance pertains not only to owner occupied and rental buildings, but also commercial structures.

### **Suite 6: Redevelopment (574) 537-3824**

The Goshen Redevelopment Commission and Department of Redevelopment act as a catalyst to eliminate blight or other barriers that affect the development or lack of development in a designated area by undertaking projects such as real estate acquisition, site preparation and providing needed public infrastructure.

# Fire Department

Non-Emergency: (574) 533-7878

Emergency: 911



Central Fire Station  
209 N. 3rd Street



Reliance Road Station  
1728 Reliance Road



College Avenue Station  
1203 College Avenue

The Goshen Fire Department is staffed by professional firefighters, paramedics, and emergency medical technicians. There are three fire districts, with a fire station in each district: Central, Reliance and College Avenue. The Goshen Fire Department has provided fire, emergency medical and other life safety services to those who reside, work and travel through the City of Goshen for the past 146 years. The department provides fire suppression, paramedic ambulance transport, fire education/prevention, fire cause and origin investigation, HAZMAT response, rescue and inspection services to its citizenry. Questions regarding any of these services may be directed to the administrative offices at 574-533-7878.



## Street Department

311 W. Madison Street  
Goshen, IN 46526  
(574) 534-9711

Goshen's Street Department regularly maintains the surface of city roads. It also removes broken tree limbs, snow and dead animals from the streets to ensure a safe flow of traffic. The city periodically offers a place to dispose of old tires. Contact the Street Department for more information about dates and locations of collection sites.

### Dial-A-Truck

Between May and September, residents may use a city dump truck to dispose of unwanted items. The resident pays a refundable deposit for using the truck. A small user fee and landfill costs are deducted from the deposit, with the balance refunded. Reserve a truck by calling the Street Department.

### Goshen Environmental Site (574) 537-0890

Residents may dispose of leaves, garden plants, shrubs, limbs and brush at the environmental site. This site also has wood chips and composted leaves for gardens available to the public. It is located at 20100 County Road 19. Hours are Monday through Friday 7am-7pm, Saturday 7am-6pm.



## Police & City Court Building

111 E. Jefferson Street  
Goshen, IN 46528

**Goshen Police Department (574) 533-8661 (Emergency: 911)**

**Goshen City Probation (574) 533-9998**

**Goshen City Court (574) 533-9365**

Goshen's City Judge is elected by Goshen residents every four years. The judge hears cases that involve criminal misdemeanors, city ordinances and traffic violations within Goshen City.

**PUBLIC MEETINGS** are held in the Police & City Court Building-Council Chambers. For more information on any of these meetings visit the city website at [www.goshenindiana.org](http://www.goshenindiana.org) or call the city switchboard operator at 533-8621. Goshen residents are welcome to attend each of the following government meetings:

### **CITY COUNCIL**

1st and 3rd Tuesdays of each month, 7:00pm

Goshen is governed by the mayor and the city council. The council has seven members elected from the community. Five represent a specific district of the city, and two represent the city at large. Each member serves a term of four years. The city's clerk/treasurer keeps a written summary of each meeting.

### **REDEVELOPMENT COMMISSION**

2nd Tuesday of each month, 4:00pm

Works to eliminate blight or other barriers that affect the development or lack of development in a designated area by undertaking projects such as real estate acquisition, site preparation and providing needed public infrastructure. Five members belong to this commission.

### **PLAN COMMISSION**

3rd Tuesday of each month, 4:00pm

Reviews zoning changes, new subdivisions, site plans and zoning ordinance amendments. Members consist of a Board of Public Works & Safety appointee, City Council appointee, City Engineer, Park Board appointee and 5 citizen appointments by the Mayor.

### **BOARD OF ZONING APPEALS**

4th Tuesday of each month, 4:00 pm

Hears and decides on applications for variances from the standards of the Zoning Ordinance. Members consist of three members appointed by the Mayor, one by the City Council and one by the Plan Commission.

*Continued on next page...*

### **BOARD OF PUBLIC WORKS & SAFETY**

Every Monday, 4:00pm (held in conjunction with the Storm Water Board)

Oversees public safety functions, including law enforcement, fire protection and building safety. The Board also oversees public works functions, including control of public ways, city properties, water utilities and sewer utilities. Members consist of the Mayor and two of his appointees.

### **STORM WATER BOARD**

Every Monday, 4:00pm (held in conjunction with the Board of Public Works & Safety)

Oversees the Department of Storm Water Management which manages the city's municipal separate storm sewer system (MS4) activities, which includes public education and outreach, public participation and involvement, illicit discharge detention and elimination, construction site stormwater runoff, post construction stormwater runoff control and municipal operations pollution prevention and good housekeeping. The stormwater department operates under the guidelines established in Indiana Administrative Code 327-15-13 and supporting City ordinances. Members consist of the Mayor and two of his appointees.

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## **City Parks & Recreation Department**

607 W. Plymouth Avenue  
Goshen, IN 46526  
(574) 534-2901

Offers many ways to enjoy nature and recreation through the city's trails, canoe rental, public pool, pavilion rental and organized activities and classes. Contact this department for more information about park locations, facilities and a schedule of activities.

### **TREE BOARD**

Public meetings held the first Monday of each month, 7pm (Rieth Interpretive Center)  
An advisory board to the City Forester. Helps to create policy and agenda for forestry activities in the city.

### **PARK BOARD**

Public meetings held the third Tuesday of each month, 7pm (Rieth Interpretive Center)  
Acts as an advisory board to the Park Superintendent. Helps to plan activities and to make decisions that affect the city's parks.

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## **County Parks & Recreation Department**

211 W. Lincoln Avenue  
Goshen, IN 46526  
(574) 535-6458

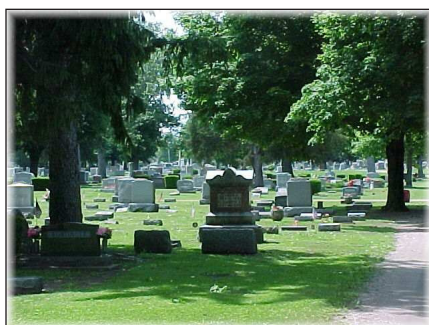
[www.elkhartcountyparks.org](http://www.elkhartcountyparks.org)

Offers visitors an opportunity to discover the natural beauty and rich history of Elkhart County. Miles of trails for hiking and skiing can be found throughout the parks along with rentable shelters, recreational facilities and historical sites to enjoy. Contact this department to volunteer with your area Adopt-A-River group.

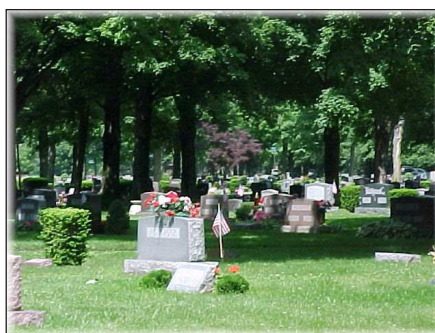


## Goshen Cemeteries

Director of Cemeteries (574) 536-1489



Oakridge Cemetery  
427 1st Street



Violett Cemetery  
Violett Road (just south of Kercher Rd.)



West Goshen Cemetery  
Berkey Avenue (near Berkey and  
Dewey Ave. intersection)

For a map to each cemetery visit [www.goshenindiana.org](http://www.goshenindiana.org) and click on "Cemeteries".



## Goshen Housing Authority

1101 W. Lincoln Avenue, Suite 100  
Goshen, IN 46526  
(574) 533-9925

Rental assistance through Section 8 voucher program, Family Self Sufficiency Program, transitional housing program and Home Ownership Program.

## Downtown Goshen, Inc.

[www.cityonthego.org](http://www.cityonthego.org)

Downtown Goshen, Inc. (DGI) exists to ensure the long-term vitality and growth of Goshen's commercial core. DGI events and programs showcase downtown as a prime destination for shopping and entertainment. Programs include First Fridays (see Arts & Culture), Ice Sculpture Festival, 4F Film Festival, Facade Program and Main Street Banner Program. Bi-meetings are held on the first Wednesday of the month at 7:00am at the Goshen Chamber of Commerce. Meetings are open to the public. Email [info@cityonthego.org](mailto:info@cityonthego.org) for upcoming meeting dates.

A city on the  
**GOSHEN**



## Wastewater Treatment Plant

1000 W. Wilden Avenue  
Goshen, IN 46528  
(574) 534-4102

The City of Goshen has only one Wastewater Treatment Plant. It is designed to handle 5 million gallons of sewage per day, with a peak first flush of 12.5 million gallons. The plant treats on an average of 4 million gallons of sewage per day. The facility is a typical waste activated sludge plant that provides both primary and secondary treatment. The collection system consists of both combined and sanitary sewer systems.

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## Water/Sewer Plant

308 N. 5th Street  
Goshen, IN 46528  
(574) 534-5306

The City of Goshen has two water treatment facilities. One facility is located on the north side of the City and the other facility is located on the south side of the City. Both facilities obtain their water from deep ground wells. The average daily pumpage is approximately 4 million gallons per day. The facilities remove both the iron and manganese that is present in the pumped water. Fluoride is also added to the pumped water for healthy teeth.

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## U.S. Post Office

415 W. Pike Street  
Goshen, IN 46526  
(574) 533-3915  
[www.usps.com](http://www.usps.com)

Mailing, shipping, passport, change of address kits and P.O. Box services offered.



## BMV: Goshen License Branch

740 West Lincoln Avenue  
Goshen, IN 46526  
(574) 533-4763  
[www.in.gov/bmv](http://www.in.gov/bmv)

Provides professional service in the licensing of drivers, the registration and titling of vehicles, the collection and distribution of taxes and the management of records related to these functions.

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## Sister City Program

Sister Cities: Goshen, Indiana and Bexbach, Germany

The Sister City relationship enriches the Goshen community with cultural and educational exchanges. Over 1,000 visitors from Bexbach have been in Goshen over the past 22 years. A total of 100 families in Goshen have hosted guests from Bexbach. Mayors from both cities have exchanged visits. For more information on the history of the program and how you can participate visit [www.goshenindiana.org](http://www.goshenindiana.org) and click on "Sister City Program" or visit [www.sister-cities.org](http://www.sister-cities.org).

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## Elkhart Township Trustee

106 N. 5th Street  
Goshen, IN 46528  
(574) 533-2066

The Trustee is elected to a four year term. The Township Trustee system is designed specifically to quickly meet the needs of the individual in an emergency through overseeing Fire Protection, Poor Relief, Burial Assistance, Cemetery Maintenance, Weed Control, Fence Disputes and other miscellaneous duties.

# GOSHEN RESOURCE LIST

There are a variety of resources available to Goshen residents through public and non-profit organizations. The following pages offer contact information and a brief description of each organization. Call the phone numbers listed or check out their websites for more details.

## Information & Referrals

**Info Helpline (574) 293-8671 or 211**

[www.211.org](http://www.211.org)

United Way's hotline with information about resources in Elkhart County

## Health & Wellness

**ADEC 1-877-342-8954**

114 E. Lincoln Avenue, Goshen (day services) (574) 533-4231

19670 SR 120, Bristol (main office) (574) 848-7451

[www.adecinc.com](http://www.adecinc.com)

Provides services for a wide array of individuals who experience physical or mental disabilities - aging from birth to seniors.

**American Red Cross**

226 S. Main Street, Goshen (blood service only) (574) 533-6390

721 Riverview Avenue, Elkhart (574) 293-6579

[www.redcross.org](http://www.redcross.org)

Disaster Services, Preparedness, Blood Services, Military Members & Families Program, Health & Safety Services, International Services, Volunteer Services, Youth Services and Nursing.

**Celebrate Recovery c/o Zion Chapel (574) 534-3528**

17285 County Road 34, Goshen

[www.zionchapel.org](http://www.zionchapel.org)

The purpose of the program is to fellowship and celebrate God's healing power in our lives through the 12-Step and 8 Recovery Principles. Meetings are every Thursday Night with Group Support for: Chemical/Alcohol Dependency; Co-Dependency; Adult Children of Alcoholics; Depression; Eating Disorders; Anger Issues; Gambling; Sexual Addictions.

**Center for Healing & Hope**

423 E Jefferson Street, Goshen (574) 534-4744

831 W Marion Street, Elkhart (574) 522-8591

[www.chhgoshen.org](http://www.chhgoshen.org)

Basic health services for adults and children at a low fee.

**Child and Parent Services (CAPS)**

320 North Chicago Avenue, Suite 6, Goshen (574) 975-0737

1000 W. Hively, Elkhart (574) 295-2277

[www.capselkhart.org](http://www.capselkhart.org)

Mission is to prevent child abuse, value children and strengthen families in Elkhart County through providing a variety of programming.

**Downtown @ 808 (574) 535-0808**

216 S. Main Street, Goshen

[www.downtown808.org](http://www.downtown808.org)

Thursday night women's support group, includes children's activities -- can be a resource for domestic violence (English/Spanish).

**Elkhart County Doula Association (574) 537-0170 or [deb@rhizal.com](mailto:deb@rhizal.com)**

The ECDA is a collaborative association of doulas serving Elkhart and surrounding counties. Doula's are women who accompany women through childbirth. The goal the ECDA is to promote positive experiences in birth through support and information for expectant families and birth practitioners. Contact the ECDA coordinator at the above number for more information or to locate a doula.



**RIVER PRESERVE**  
Along the Elkhart River between Benton and the Goshen Dam

**Elkhart County Health Department**

117 North 2nd Street, Room 112, Goshen (574) 535-6786

608 Oakland Avenue, Elkhart (574) 523-2283

[www.elkhartcountyhealth.org](http://www.elkhartcountyhealth.org)

Immunizations, screening for sexually transmitted diseases and a variety of educational programs. Vital records (birth and death certificates) are also available here.

**Elkhart County Parks & Recreation (574) 535-6458**

211 W. Lincoln Avenue, Goshen

[www.elkhartcountyparks.org](http://www.elkhartcountyparks.org)

Organized recreational activities for all ages.

**Goshen Health System/Goshen General Hospital (574) 533-2141**

200 High Park Avenue, Goshen

[www.goshenhealth.com](http://www.goshenhealth.com)

Assists the community with their health care needs through the following health facilities: Goshen General Hospital, Goshen Center for Cancer Care, Team:Bariatrics, The Retreat Women's Health Center, Healthy Generations, Park Home Medical Equipment, Indiana Lakes Managed Care and an extensive Physician Network.

- **Nurse On Call 574-535-2600 or 1-877-846-4447**

Email: [nurseoncall@goshenhealth.com](mailto:nurseoncall@goshenhealth.com)

A service of Goshen Health System. A registered nurse will confidentially answer your health questions. This free, around-the-clock service is available in most languages.

**Goshen Parks & Recreation (574) 534-2901**

607 W. Plymouth Avenue, Goshen

[www.goshenindiana.org](http://www.goshenindiana.org)

Organized recreational activities and exercise classes offered such as Child & Parent Workout, Pepsi's Pitch, Hit and Run Competition, Cardio Kickboxing, Adult Co-Ed Sand Volleyball League, JOY (Just Older Youths) Fitness and Tennis Tournaments to name a few. More information about the programs offered can be obtained by contacting the Parks Department.

**Greencroft, Inc (574) 537-4000**

1225 Greencroft Drive, Goshen

[www.greencroft.org](http://www.greencroft.org)

Greencroft is an accredited Continuing Care Retirement Community, providing services for older adults ranging from independent living through the spectrum of care to nursing care.

**Healthy Beginnings (574) 535-6765**

117 North 2nd Street, Goshen

[www.elkhartcountyhealth.org/healthyB.php](http://www.elkhartcountyhealth.org/healthyB.php)

A division of the Elkhart County Health Department, Healthy Beginnings has services aimed at prevention, education and early intervention to enhance the lives of infants, young children and pregnant women.

**Holistic Moms Network: Goshen Area Chapter 1-877-HOL-MOMS**

[www.holisticmoms.org](http://www.holisticmoms.org)

HMN members share a common bond: a desire to be the best parents possible by providing their children with a physical, psychological and spiritual environment that will nourish them and allow them to reach their greatest potential. The Goshen Area Chapter meets the second Tuesday of each month at 6:30pm at the Goshen Public Library (601 S. 5th Street).

**Lincoln Avenue Health Center (574) 533-7600**

400 W. Lincoln Ave, Goshen

Bilingual health care offered on a sliding fee scale.

**MDC Goldenrod (574) 533-9720**

1518 College Ave, Goshen

[www.goldenrodonline.org](http://www.goldenrodonline.org)

A faith-based ministry to people with developmental disabilities. Offering group homes, respite care or day services and other activities.

**Maple City Health Care Center (574) 534-3300**

213 Middlebury Street, Goshen

[www.mchcc.com](http://www.mchcc.com)

The purpose of Maple City Health Care Center is to foster healthy community in our neighborhood by providing and promoting affordable, accessible, and integrated quality care, and to articulate and promote our experience as a sustainable model.

**Mothers of Preschoolers (MOPS)**

[www.mops.org](http://www.mops.org)

MOPS is an outreach program in our community that empowers women to gain Christian perspective. It encourages mothers to raise their children in a loving and confident manner. There are also Mothers of Teens groups. Visit the above website to find local groups in Goshen.

**Oaklawn (574) 533-1234**

330 Lakeview Drive, Goshen

[www.oaklawn.org](http://www.oaklawn.org)

Offers a comprehensive array of mental health and addictions services for children, adolescents, adults and seniors.

**The Roman Gingerich Recreation-Fitness Center (RFC) (574) 535-7500**

1700 S. Main Street, Goshen

[www.goshen.edu/rfc](http://www.goshen.edu/rfc)

A facility of Goshen College, open to the public. Offers three full-size basketball and multipurpose courts, 200-meter running track, swimming pool, hot tub, weight room, climbing wall, four racquetball courts and exercise machines. Power tubing, spinning and aquatic fitness programs open to paid members. Adjacent to the RFC are lighted tennis courts, soccer fields and the Eigsti Track and Field Complex. Call or visit the website for fees and membership information.

**Ryan's Place (574) 535-1000**

203 N. 5th Street, Goshen

431 S. 3rd Street, Elkhart

[www.ryans-place.org](http://www.ryans-place.org)

Provides support in a safe environment where grieving children, teens and their families can share their experience as they move through the healing process.

**Catholic Charities: Diocese of Fort Wayne–South Bend (574) 234-3111**

1817 Miami Street, South Bend

[www.ccfwsb.org](http://www.ccfwsb.org)

Provides professional counseling, childcare, adoption services, assistance for refugees and immigrants, emergency assistance and volunteer opportunities. Fees are discussed on an individual basis with each person or group seeking service. Serves those living in northern Indiana.

**Council On Aging of Elkhart County (574) 295-1820 (voice)**

2555 Oakland Avenue, Elkhart

[www.elkhartcoa.org](http://www.elkhartcoa.org)

Committed to proudly serving the older adult community by providing them with the necessary services to maintain them in their homes, support independence and preserve dignity and respect.

**Elkhart County Minority Health Coalition (574) 522-0128**

312 Wagner Avenue, Elkhart

Health and fitness program consultants and trainers, health care information and services.

**Elkhart County Suicide Prevention Coalition (574) 523-2119**

National Suicide Prevention Lifeline 1-800-273-TALK

[www.elkhartsuicideprevention.org](http://www.elkhartsuicideprevention.org)

The coalition exists to assist people on their road to recovery by providing alternatives to suicide, through assistance, education, resources, research and understanding.

**Families First (574) 522-2590**

1000 W. Hively Avenue, Elkhart

[www.familiesfirst-ec.org](http://www.familiesfirst-ec.org)

Committed to seeing Elkhart County children enter Kindergarten prepared to succeed through offering workshops & classes, parenting tips & tools and community activities for parents and families.

**First Steps of North East Indiana (574) 293-2813 or 1-866-725-2398**

P.O. Box 1888, Elkhart

[www.indianafirststeps.org](http://www.indianafirststeps.org)

This is the State of Indiana's early intervention system. Serves families with infants and toddlers who are experiencing developmental delays. Any child, age birth to three, in the state of Indiana is entitled to a developmental evaluation at no cost. However, children must meet eligibility criteria and show a need for services to receive ongoing services.

**Heart City Health Center (574) 293-0052**

236 Simpson Avenue, Elkhart

Health services offered on a sliding fee scale, low cost pharmacy. Includes a dental service that offers discounts when you show last two pay stubs or SSI funds. These must be kept on file in the office and updated regularly.

**Hope Crisis Response Network (574) 522-2547**

1127 Miles Avenue, Elkhart

[www.hcrn.info](http://www.hcrn.info)

Provides Disaster Relief and Recovery to anyone who has suffered a man made or natural disaster. Provides assistance to the elderly, disabled, widowed, single families and those who are not able to help themselves that are uninsured or severely uninsured.

**Hispanic/Latino Health Coalition of Elkhart County (574) 522-0966**

323 Stocker Court, Elkhart

[www.hlhcec.com](http://www.hlhcec.com)

Provides preventive health care programs to the community through education, advocacy, physician referrals, research and the building of leadership among Hispanics, so that they may lead healthier lifestyles.

**Hospice of Elkhart County (219) 264-3321**

2901 East Bristol Street, Suite C, Elkhart

[www.centerforhospice.org](http://www.centerforhospice.org)

To comfort and support all people facing the end of life. Provides a team approach to wholistic care of terminally ill patients and their families. The team consists of physicians, nurses, social workers, clergy and volunteers.

**Individuals & Families in Transition (574) 295-6596**

101 E. Hively Avenue, Elkhart

[www.familyserviceselkhart.com](http://www.familyserviceselkhart.com)

iFit offers counseling, youth and self sufficiency programs.

**Life Treatment Centers (574) 389-8080**

1332 W. Indiana Avenue, Elkhart

[www.lifetreatmentcenters.org](http://www.lifetreatmentcenters.org)

Professional treatment services to indigent adults addicted to alcohol and other drugs.

**Loveway, Inc. (574) 825-5666**

54151 County Road 33, Middlebury

[www.lovewayinc.org](http://www.lovewayinc.org)

Provides therapeutic horseback riding for people with physical, cognitive and emotional disabilities of all ages.

**Mental Health America of Michiana (574) 266-8935**

1010 N. Main Street, Elkhart

[www.mhamichiana.com](http://www.mhamichiana.com)

Provides anger management and junior mental health programs.



**Reason Enough to Act (RETA) (574) 522-4357**

300 W. High Street, Elkhart

[www.retaforlife.com](http://www.retaforlife.com)

RETA is a group of people dedicated to helping teens, women and families through various programs including Free Pregnancy Testing, Parenting Education & Support, Material Assistance, Abortion Recovery Support, Sexual Integrity Education to name a few.

**United Cancer Services of Elkhart County, Inc. (574) 875-5158**

23971 U.S. 33, Elkhart

[www.elkhartcancer.org](http://www.elkhartcancer.org)

Provides assistance to cancer patients and their families in a way that enhances their quality of life. Educates Elkhart County residents in the prevention, detection and treatment of cancer.

**WheelchairHelp.org (574) 295-2230**

1201 Richmond, Elkhart

[www.wheelchairhelp.org](http://www.wheelchairhelp.org)

Provides wheelchairs, power chairs, scooters and other equipment to disabled individuals regardless of insurance coverage.

**GOSHEN HEALTH SYSTEM**[www.goshenhealth.com](http://www.goshenhealth.com)

## Housing/ Shelter

**LaCasa, Inc. (574) 533-4450**

202 N. Cottage Avenue, Goshen

[www.lacasagoshen.org](http://www.lacasagoshen.org)

Rental housing, home ownership program, financial fitness, home ownership trainings, matched savings accounts and home repair assistance.

**Goshen Housing Authority (574) 533-9925**

1101 W. Lincoln Avenue, Suite 100, Goshen

Rental assistance through Section 8 voucher program as well as a transitional housing program.

**Goshen Interfaith Hospitality Network (574) 534-2300**

105 S. 3rd Street, Goshen

[www.gosheninterfaith.org](http://www.gosheninterfaith.org)

Temporary shelter for homeless families with children.

**Habitat for Humanity (574) 533-6109**

2526 Peddlers Village Road, Goshen

[www.habitat.com](http://www.habitat.com)

Extensive home ownership program. Also home to Habitat ReStore (533-1823) a home improvement supply store.

**Township Trustee (574) 533-2066**

106 N. 5th Street, Goshen

Financial assistance for shelter.

**Elkhart County Women's Shelter (574) 294-1811**

P.O. Box 2684, Elkhart

[www.familyserviceselkhart.com](http://www.familyserviceselkhart.com)

A service of Family Services of Elkhart County, the Women's Shelter provides support for women and children fleeing from abuse.

**Faith Mission of Elkhart, Inc. (574) 293-3406**

801 Benham Avenue, Elkhart

[www.faithmissionofelkhart.org](http://www.faithmissionofelkhart.org)

An interdenominational Christian social service agency which provides food, shelter, clothing and other services for needy men, women and children.

**Individuals & Families in Transition/Helping HAND (574) 295-6596**

101 E. Hively Avenue, Elkhart

[www.familyserviceselkhart.com](http://www.familyserviceselkhart.com)

Provides advocacy for emergency shelter, outreach and counseling to homeless adults and youth in Elkhart County. Also provides transitional housing.

## **Immigration & Legal Services**

**LaCasa, Inc. (574) 533-4450**

202 N. Cottage Avenue, Goshen

[www.lacasagoshen.org](http://www.lacasagoshen.org)

Certified immigration counseling specializing in family petitions, citizenship and travel documents. United Labor Agency provides free legal counsel at LaCasa's office the second Tuesday of every month from 2-5pm.

**Center for Community Justice**

109 E. Clinton Street, Goshen (574) 533-2501 (by appt only)

121 S. 3rd Street, Elkhart (574) 295-6149

Promotes and operates effective community-based services for victims and offenders.

**Catholic Charities (574) 234-3111**

1817 Miami Street, South Bend

[www.ccfwsb.org](http://www.ccfwsb.org)

Provides professional counseling, childcare, adoption services, assistance for refugees and immigrants, emergency assistance and volunteer opportunities. Fees are discussed on an individual basis with each person or group seeking service.

**Community Relations Commission (574) 537-3839 (voice)**

CRC is commissioned by the City of Goshen. CRC's mission is to foster a climate of non-discrimination in which all citizens enjoy equal opportunity for education, employment, access of public conveniences, accommodations and real property.

**Elkhart County CASA Program (574) 295-2277**

1000 W. Hively, Elkhart

[www.capselkhart.org](http://www.capselkhart.org)

A program of CAPS. Represents children who are involved in the court system through no fault of their own.

**Legal Services of Northern Indiana (800) 288-8121**

105 E. Jefferson Boulevard, Suite 600, South Bend

[www.indianajustice.org](http://www.indianajustice.org)

Legal advice and representation for civil cases and domestic violence victims.

**Victim Assistance Services (574) 523-2237**

301 S. Main Street, Suite 100, Elkhart

[www.elkhartcountyprosecutor.com](http://www.elkhartcountyprosecutor.com)

Support and advocacy for people who have been victims of a crime, protective orders, case and court information, information on victim crimes compensation. There is also a domestic violence support group in Elkhart and Goshen.



**ELKHART COUNTY 4-H FAIR**

*One of the largest county fairs in the nation.*

## Youth Programs & Activities

**Boys & Girls Club of Goshen (574) 533-4793**

306 Crescent Street, Goshen

[www.bgcgoshen.org](http://www.bgcgoshen.org)

Recreational and educational activities for children and youth 6 to 18 years old.

**Communities in Schools (574) 215-5255**

P.O. Box 812, Goshen

[www.stayinschool.biz](http://www.stayinschool.biz)

CIS is a community-based organization helping kids succeed in school and prepare for life.

**Elkhart County Parks & Recreation (574) 535-6458**

211 W. Lincoln Avenue, Goshen

[www.elkhartcountyparks.org](http://www.elkhartcountyparks.org)

Organized recreational and educational activities for children and youth.

**4-H Youth Development c/o Purdue Extension-Elkhart County (574) 533-0554**

17746-E County Road 34, Goshen (Elkhart County 4-H Fairgrounds)

[www.four-h.purdue.edu](http://www.four-h.purdue.edu)

Each year over 6,500 people take part in Elkhart County 4-H programs through involvement in clubs, school enrichment programs and special interest groups. 4-H programs help youth develop life skills through projects, activities and events to help them become contributing, productive, self-directed members of society. Contact the Purdue Extension-Goshen office for information on specific clubs in your area of interest.

**Girl Scouts (574) 533-8881**

2400 Elkhart Road, Goshen

[www.indianalakeland.org](http://www.indianalakeland.org)

Fun educational activities for girls ages 5-17 years.

**The Roman Gingerich Recreation-Fitness Center (RFC) (574) 535-7500**

1700 S. Main Street, Goshen

[www.goshen.edu/rfc](http://www.goshen.edu/rfc)

A facility of Goshen College, open to the public. Offers a variety of swim classes for all ages.

**Goshen Parks & Recreation (574) 534-2901**

607 W. Plymouth Avenue, Goshen

[www.goshenindiana.org](http://www.goshenindiana.org)

Organized recreational activities for children and youth such as Swim Lessons, Family Fun Day, Soccer League, Fantastic Fishing Derby, Youth Ballet Dance Camps and Creative Movement Camp to name a few. More information about the programs offered can be obtained by contacting the Parks Department.

**Goshen Youth Soccer Organization**

P.O. Box 1083, Goshen

[www.gyso.net](http://www.gyso.net)

The Goshen Youth Soccer Organization is held at Goshen College. Each spring over 600 kids in kindergarten through eighth grade learn soccer fundamentals and make friends in a fun atmosphere. This recreational league is open to all members of the community and encourages the support and participation of parents.

**Kids Care (574) 533-4590**

102 W. Lincoln Avenue, Suite 240, Goshen

[www.bgckidscare.org](http://www.bgckidscare.org)

A division of the Boys & Girls Club of Greater Goshen--Before and after school programs and clubs for children ages 5-12. KidsCare is available at the following Goshen Elementary Schools: Chandler, Model, Parkside, Prairieview and Waterford.

**The Post (574) 534-POST**

301 E. Lincoln Avenue, Goshen

[www.the-post.org](http://www.the-post.org)

The Post offers a wide variety of activities, live music and a place for local youth to hang out.

**Big Brothers/ Big Sisters of Elkhart County (574) 875-1039**

59029 CR 13, Elkhart

[www.bbbs.org](http://www.bbbs.org)

Provides positive role models for children, ages 6-14 years.

**Boy Scouts of America (574) 289-0337**

1340 South Bend Avenue, South Bend

[www.lasallecouncilbsa.org](http://www.lasallecouncilbsa.org)

The Pioneer Trails District of LaSalle Council, BSA serves youth in southern Cass County Michigan and Elkhart County, Indiana. A variety of educational programs and outdoor activities for boys from 1st grade to age 18.

**Individuals & Families in Transition (574) 295-6596**

101 E. Hively Avenue, Elkhart

[www.familyserviceselkhart.com](http://www.familyserviceselkhart.com)

Assist youth and families through challenges to help them stabilize their life.

## Education

**LaCasa, Inc. (574) 533-4450**

202 N. Cottage Avenue, Goshen

[www.lacasagoshen.org](http://www.lacasagoshen.org)

Home Ownership and Financial Fitness classes offered in both English and Spanish. Call for a current class schedule.

**ASSETS of Elkhart County 1-877-787-6332**

P.O. Box 871, Goshen 46527

[www.michianameda.org/Projects/ASSETS](http://www.michianameda.org/Projects/ASSETS)

A program of Michiana MEDA: Training and support for individuals with low to moderate income who want to implement a business idea or who want to expand an existing business. Courses are offered through a 12-week program offering students the opportunity to learn business skills through a series of 23 practical, experience-based classes.

**Bethany Christian School (574) 534-2567**

2904 S. Main Street, Goshen

[www.bethanycs.net](http://www.bethanycs.net)

Private, Christian school for grades 6-12.

**Community School of the Arts (574) 535-7361**

1700 S. Main Street, Goshen (Goshen College)

[www.gcmusiccenter.org](http://www.gcmusiccenter.org)

A program of Goshen College: The CSA provides quality arts education and performance experiences for people of all ages, abilities and economic circumstances. The Music Center is committed to finding ways for deserving students to study music, offering need-based scholarships when warranted.

**Community Sustainability Project, Inc. (574) 533-4747**

P.O. Box 1031, Goshen, 46527

[www.millrace.org](http://www.millrace.org)

CSP offers Educational Outreach in the form of classes, programs, events and a newsletter. Activities offered relate to cooking, health, agriculture, the arts, music, entrepreneurship, community development, sustainability, gardening, the environment and more! CSP's mission is to promote and support healthy, sustainable communities through education and enterprise initiatives.

**Crossing Educational Center (574) 975-3613**

1202 W. Pike Street, Goshen

[www.solidrockcrossing.com](http://www.solidrockcrossing.com)

Fully accredited alternative education for grades 7-12. The Crossing also offers Adult Education through GED/High School diploma and dual credit with Ivy Tech College.



INDIANA AVENUE BRIDGE  
aka. Historic "Fort Wayne Street Bridge"

**Elkhart County Extension Homemakers c/o Purdue Extension-Elkhart County (574) 533-0554**

17746-E County Road 34, Goshen (Elkhart County 4-H Fairgrounds)

[www.ieha-families.org](http://www.ieha-families.org)

Strengthens families through continuing education, leadership development and volunteer community support.

**Elkhart County Merit Learning Center (574) 533-9743**

801 W. Wilkinson Street, Goshen

[www.goshenschools.org](http://www.goshenschools.org)

A non-traditional educational environment that assists students in completing their high school education and earning a diploma.

**Elkhart County Parks & Recreation (574) 535-6458**

211 W. Lincoln Avenue, Goshen

[www.elkhartcountyparks.org](http://www.elkhartcountyparks.org)

Offers a wide variety of environmental and historical education programs for students.

**Elkhart County Special Education Cooperative (574) 533-3151**

704 W. Lincoln Avenue, Goshen

[www.ecsec-in.org](http://www.ecsec-in.org)

ECSEC serves all children age 3 through age 21 in a variety of programs for children with special needs.

**Goshen Adult Basic Education (574) 534-3182**

[www.goshenschools.org](http://www.goshenschools.org)

GED preparation and English classes for speakers of other languages held at Goshen High School (401 Lincolnway East, Goshen), September through May.

**Goshen Adult Literacy Program (574) 533-2287**

601 S. 5th Street, Goshen (Goshen Public Library)

[www.goshenliteracy.org](http://www.goshenliteracy.org)

Tutoring in basic reading skills and conversational Spanish/English classes.

**Goshen College (574) 535-7000**

1700 S. Main Street, Goshen

[www.goshen.edu](http://www.goshen.edu)

Four-year Christian liberal arts college.

**Goshen Community Schools (574) 533-8631**

613 E. Purl Street, Goshen

[www.goshenschools.org](http://www.goshenschools.org)• **Chamberlain Elementary (574) 534-2691**

428 N. 5th Street, Goshen

• **Chandler Elementary (574) 533-5085**

419 S. 8th Street, Goshen

• **Model Elementary (574) 533-7677**

412 S. Greene Road, Goshen

• **Parkside Elementary (574) 533-7765**

1202 S. 7th Street, Goshen

• **Prairie View Elementary (574) 534-4710**

1730 Regent Street, Goshen

• **Waterford Elementary (574) 533-6811**

65560 SR 15, Goshen

• **West Goshen Elementary (574) 533-7855**

215 Dewey Avenue, Goshen

• **Goshen Middle School (574) 533-0391**

1216 S. Indiana Avenue, Goshen

• **Goshen High School (574) 533-8651**

401 Lincolnway East, Goshen

**Lifelong Learning Institute (574) 535-7566**

1700 S. Main Street, Goshen (Goshen College)

[www.goshen.edu](http://www.goshen.edu)

Goshen College and Greencroft Retirement Communities jointly sponsor this institute which offers mini-courses for senior adults in Elkhart County (no minimum age; all are welcome). Classes are held at Goshen College, Goshen Public Library, or other nearby locations, and are taught by retired faculty and other volunteers. Fees are modestly priced to cover expenses; scholarships are available.

**Michiana Master Gardeners' Association c/o Purdue Extension-Elkhart County (574) 533-0554**

17746-E County Road 34, Goshen (Elkhart County 4-H Fairgrounds)

[www.michianamastergardeners.com](http://www.michianamastergardeners.com)

MMGA's specific aim is to improve the quality of life in the community by providing information and technical assistance in the area of home horticulture through the use of trained and certified volunteers.

**St. John the Evangelist Catholic School (574) 533-9480**

117 W. Monroe Street, Goshen

[www.stjohncatholic.com](http://www.stjohncatholic.com)

Private education for children in preschool through grade five.

**Elkhart Area Career Center (574) 262-5650**

2424 California Road, Elkhart

[www.elkhart.k12.in.us](http://www.elkhart.k12.in.us)

A division of Elkhart Community Schools. Programs offered in Business Technology, Graphics & Media, Manufacturing & Engineering, Service Industry, Transportation and Construction. Call or check out the website for more detailed course information and class schedules.

**Safe Driving Coalition (574) 533-9493 or (574) 970-7806**

3712 E. Mishawaka Road, Elkhart

[www.safedrivingcoalition.org](http://www.safedrivingcoalition.org)

Works with driving schools to invest dollars directly into driving safety. Provides driving school tuition assistance to parents in need. Driving classes held at the Goshen High School (401 Lincolnway East) and at the Safe Driving Coalition main office in Elkhart.

**State Student Assistance Commission of Indiana (SSACI) 1-888-528-4719**

150 W. Market Street, Suite 500 Indianapolis

[www.in.gov/ssaci](http://www.in.gov/ssaci)

SSACI's mission is to make college affordable with need-based student grants; to allow choice by granting awards to students attending public, independent & proprietary colleges; and to increase college preparation by giving additional grants to students graduating from high school with Core 40 and Academic Honors Diplomas.



**GOSHEN FARMER'S MARKET**  
*Offers a wide variety of locally grown food.*

## Public Library

**Goshen Public Library (574) 533-9531**

601 S. 5th Street, Goshen

[www.goshenpl.lib.in.us](http://www.goshenpl.lib.in.us)

Offers many fun and exciting services including Babytalk Lapsit, Children's Story Hour, Teen Book Discussions, Young Author Contest, Wireless Internet, Homebound Services, and hundreds of DVDs, CDs and Art Prints that can be checked out.

**• Friends of Goshen Public Library**

Friends of GPL host a number of fundraising activities throughout the year to help support library programs, events and other special needs. Call the library to find out how to become a member or volunteer your services.



# Transportation

**Goshen Air Center (see page 1)**

## **Goshen's Bike Trails**

The City of Goshen maintains the Maple City Greenway, the Mill Race Trail and portions of the Pumpkinvine Nature Trail. See the map in the beginning of the book for trail locations.

## **Goshen Housing Authority (574) 533-9925**

1101 W. Lincoln Avenue, Suite 100, Goshen

Discount card for taxi cabs in Goshen and Elkhart for individuals looking for a job.

## **The Interurban Trolley (574) 674-4094**

[www.interurbantrolley.com](http://www.interurbantrolley.com)

Service between Goshen and Elkhart Monday-Saturday. Call or check out the website for schedules and fares.

## **The Window (574) 533-9680**

223 S. Main Street, Goshen

Discount card for taxi cabs in Goshen and Elkhart.

## **Amtrak Train Stations 1-800-872-7245**

131 Tyler Street, Elkhart

2702 W. Washington Avenue, South Bend

[www.amtrak.com](http://www.amtrak.com)

Both stations offer daily service on the Capitol Limited Route (Washington D.C., Pittsburgh, Chicago) and the Lake Shore Limited Route (New York/Boston, Albany, Chicago). Call or check out the website for station hours and fares.

## **Church Community Services (574) 295-3673**

629 S. 3rd Street, Elkhart

Offer trolley tokens for individuals looking for a job or who have a doctor's appointment (verification required).

## **Council On Aging of Elkhart County (574) 295-1820 (voice)**

2555 Oakland Avenue, Elkhart

[www.elkhartcoa.org](http://www.elkhartcoa.org)

Offers transportation services designed to transport older adults who, due to physical problems, visual impairments, or loss of license, are no longer able to drive themselves. Priority is given to medical and nutritional related trips.

# Food & Financial Assistance

## **Angel Food Ministries c/o Zion Chapel (574) 534-3528**

17285 County Road 34, Goshen

[www.angelfoodministries.com](http://www.angelfoodministries.com) or [www.zionchapel.org/angelfood](http://www.zionchapel.org/angelfood)

Angel Food partners with churches and community organizations throughout the country to help distribute food to those in need.

## **Goshen Farmer's Market (574) 533-4747**

212 W. Washington Street, Goshen

[www.millrace.org](http://www.millrace.org)

A local market that features fresh produce from small family farms. Open Saturday 8am-1pm (year-round) and Tuesday 3pm-7pm (May-October).

**Salvation Army (574) 533-9584**

1013 N. Main Street, Goshen

[www.salvationarmyusa.org](http://www.salvationarmyusa.org)

Assistance with utilities, food pantry and medication. Disaster services and emergency assistance available.

**Township Trustee (574) 533-2066**

106 N. 5th Street, Goshen

Assistance with utility bills, shelter, medical costs and food.

**The Window (574) 533-9680**

223 S. Main Street, Goshen

Free hot lunch weekdays (11:30-12:30), clothing, tax preparation, Meals on Wheels, food bags, discount card for using taxi cabs in Goshen and Elkhart.

**Church Community Services (574) 295-3673**

629 S. 3rd Street, Elkhart

Food pantry and some financial help for prescriptions, utility deposits and reconnection, rent and trolley tickets.

**Faith Mission of Elkhart, Inc. (574) 293-3406**

801 Benham Avenue, Elkhart

[www.faithmissionofelkhart.org](http://www.faithmissionofelkhart.org)

An interdenominational Christian social service agency which provides food, shelter, clothing and other services for disadvantaged men, women and children.

## **Employment**

**ADEC Industries (574) 295-3167**

2700 Industrial Pkwy, Elkhart

[www.adecinc.com](http://www.adecinc.com)

A program of ADEC. Serves a variety of industrial customers with high quality packaging and assembly services while providing practical training and employment for adults with developmental and physical disabilities.

**Chain Reaction Bicycle Project (574) 903-3056**

113 W. Jefferson Street, Goshen

[www.crbp.org](http://www.crbp.org)

Promotes and supports bicycling in Goshen through a second-hand bicycle shop, a recycling pick up service and advocacy and education in cooperation with schools, businesses and local government. CRPB offers fair-wage work opportunities specifically designed for persons with low income.

**Goodwill Industries of Michiana, Inc. (574) 472-7300**

P. O. Box 3846, South Bend 46619

[www.goodwill-ni.org](http://www.goodwill-ni.org)

Provides education, training and career services for people with disadvantages, such as welfare dependency, homelessness and lack of education or work experience, as well as those with physical, mental and emotional disabilities.

**Retired Senior Volunteer Program (RSVP) (574) 293-5481**

421 South 2nd Street, Suite 405, Elkhart

Connects seniors ages 55 and over who wish to volunteer their time to non profit organizations throughout Elkhart County.

**Soup of Success (574) 523-1551**

629 S. 3rd Street, Elkhart  
[www.soupofofsuccess.com](http://www.soupofofsuccess.com)

A program of Church Community Services. Job skills training program for women.

**Workforce Development (574) 295-0105**

430 Waterfall Drive, Elkhart

Unemployment benefits and help with job searches.



OXBOW COUNTY PARK  
 23033 CR 45, Goshen

## Arts & Culture

**CopperCalendar.com (574) 538-8228**

P.O. Box 355, Goshen

[www.coppercalendar.com](http://www.coppercalendar.com)

Visit the website for a complete listing of local live music events.

**Downtown @ 808 (574) 535-0808**

216 S. Main Street, Goshen

[www.downtown808.org](http://www.downtown808.org)

Various dance classes offered in the historic ballroom-call for more details.

**Elkhart County 4-H Fairgrounds (574)533-3247**

17746-D County Road 34, Goshen

[www.4hfair.org](http://www.4hfair.org)

The Elkhart County 4-H Fair is one of the largest 4-H county fairs in the nation, attracting more than 300,000 people over the nine-day event in July of each year. The Fair takes pride in preserving quality family entertainment, free grandstand shows, positive competition and terrific food. In the other 11 months, the grounds are busy with events such as the IPRA Spring Rodeo, Autumn Splendor Arts & Crafts Show, Michiana Mennonite Relief Sale and many more attractions. The fairgrounds also hosts year-around public camping, travel rallies, auctions and corporate picnics.

**Elkhart County Parks & Recreation (574) 535-6458**

211 W. Lincoln Avenue, Goshen

[www.elkhartcountyparks.org](http://www.elkhartcountyparks.org)

Offers a variety of arts and cultural experiences including Bonneyville Millers Vintage Base Ball Club, Children's Art Contest and Amateur Photo Contest to name a few.

### **First Fridays**

[www.gofridays.com](http://www.gofridays.com)

A program of Downtown Goshen, Inc. On the First Friday of every month - throughout the year - businesses, artists, and entertainers throw a party in downtown Goshen. Hours are from 5:00 pm to 9:00 pm.

### **Go Dancing! (574) 533-3836**

[www.godancing.org](http://www.godancing.org)

Community dances held from 8:00-11:00 pm the first Saturdays of the month at the First United Methodist Church (215 S. 5th Street, Goshen). Contras, Squares, Circles, Waltzes, etc. All dances taught. No experience or partner required. Dances led by experienced callers. Live music provided by local and regional bands. Group Affiliate member of Country Dance and Song Society.

### **The Goshen Clay Artists Guild (574) 536-7862**

212 W. Washington Street, Goshen (The Mill Race Center)

[www.goshenclayart.com](http://www.goshenclayart.com)

A group of local clay artists who share studio space, ideas, and techniques. The guild offers beginner and intermediate classes, open to the public 4 times a year, for 3 month sessions. Check out the website for class and event information.

### **Goshen College (574) 535-7000**

1700 S. Main Street, Goshen

[www.goshen.edu](http://www.goshen.edu)

Goshen College offers a wide variety of year-round events that are open to the public:

- **Afternoon Sabbatical**

Monthly programs are held in the Music Center Sauder Concert Hall and are followed by a reception in the lobby. Off-campus excursions such as theater and art trips to Chicago are also offered.

- **Art Galleries**

Two galleries on campus feature many traveling exhibits throughout the year:

\**Abner Hershberger Art Gallery* is located near the north lobby of the Music Center at College Avenue and 12th Street.

\**Library Gallery* is located in the basement of the Harold and Wilma Good Library on campus.

- **Educational Tours**

Goshen College's Adult Educational Travel offers opportunity for the local community, and alumni and friends from across the nation to travel with Goshen College faculty in a unique adventure that combines sightseeing, cultural and historical presentations and interesting local flavor.

- **Music Performances**

The Music Center brings world-class performers, college students, audience members and beginning musicians together in a space dedicated to the arts. Tickets for all events are available at the Welcome Center by calling (574) 535-7566.

- **Theater Performances**

Various performances are held throughout the school year at the Umble Center located on campus.

### **Goshen Historical Society & Museum (574) 975-0033**

124 S. Main Street, Goshen

Museum open weekly from 10:00 a.m. - 1:00 p.m. on Saturday. Open for special tours for schools and other organizations. Always accepting donations of articles made in Goshen, about Goshen or souvenirs of Goshen.

**Goshen Open Studio (574) 534-8844**

[www.goshenopenstudio.com](http://www.goshenopenstudio.com)

This biannual event features a self-guided tour of the arts in Goshen. The tour gives people an opportunity to view current gallery exhibits, get an inside look at artists' studios, see work in progress and purchase original art directly from the artist. The tour is free and open to all ages.

**Goshen Painter's Guild (574) 831-6828**

212 West Washington Suite #16, Goshen (The Mill Race Center)

This guild features a wonderful working space available to all members, six informative programs during the year as well as classes & workshops. Exhibition opportunities for members.

**Goshen Parks & Recreation (574) 534-2901**

607 W. Plymouth Avenue, Goshen

[www.goshenindiana.org](http://www.goshenindiana.org)

Youth and adult program activities such as: art classes, a photo contest, dance classes, Outdoor Concert Series and Rieth Center Bird Walks to name a few. More information about the programs offered can be obtained by contacting the Parks Department.

**The Goshen Theater (574) 535-0808**

216 South Main Street, Goshen

[www.goshentheater.com](http://www.goshentheater.com)

The Goshen Theater is a family-friendly venue in downtown Goshen, hosting community events such as concerts and movies.

**Goshen Woodworkers Guild (574) 537-0403 or (574) 533-9047**

212 W. Washington Street, Goshen (The Mill Race Center)

A guild of woodworkers who share facility space and equipment. Members take part in informative classes and community projects.

**The Lily Art Center at Greene & Berkey (574) 534-7060**

2211 Berkey Avenue, Goshen

Art classes and workshops offered in a variety of mediums for all age levels. The Center's mission is to nurture the human spirit, promote health and well-being and challenge the imagination. Open and individual studio space available for a small monthly fee.

**New World Arts (574) 975-0311**

211 South Main Street, Goshen

[www.newworldarts.org](http://www.newworldarts.org)

Seeks to expand the boundaries of human potential through live theatrical experiences that instigate dialogue and encourage growth among artists and audiences alike. Call or check out the website for a list of upcoming events.

**The Photographers Guild (574) 537-9489**

212 W. Washington Street, Goshen (The Mill Race Center)

[www.photoguild.org](http://www.photoguild.org)

A guild of photographers, formed to help those interested in photography enjoy the association of others with similar interests. Members at all levels from beginners to professionals have the opportunity to improve their skills. Check out the website for membership information as well as upcoming classes and events.

**Ten Thousand Villages (574) 533-8491**

206 S. Main Street, Goshen

[www.goshen.tenthousandvillages.com](http://www.goshen.tenthousandvillages.com)

Ten Thousand Villages works with over 100 artisan groups in more than 30 countries in Africa, Asia and Latin America to bring our community fair trade jewelry, home decor, gifts and more. As one of the world's oldest and largest fair trade organizations, Ten Thousand Villages builds long-term relationships with artisans that are based on mutual understanding and respect. Fair trade enables artisans to earn a fair wage and provides the opportunity for a better quality of life.

**ArtsEverywhere (574) 232-0041**

**205 W. Jefferson Boulevard, Suite 400, South Bend**

[www.ArtsEverywhere.com](http://www.ArtsEverywhere.com)

A Community Foundation initiative to celebrate and develop artistic talent in the St. Joseph County region. Their website features an extensive list of upcoming events involving theatre, music, dance, visual arts & museums, festivals & special events, kids & families, film & video and poetry & literature.

**Elkhart County Historical Museum (574) 848-4322**

304 W. Vistula, Bristol

[www.elkhartcountyparks.org](http://www.elkhartcountyparks.org)

An organization of the Elkhart County Parks Department. The museum offers educational tours to schools, the general public and other groups. The museum offers a working research library, archives and a collection of over 22,000 objects related to Elkhart County.

## Other

**Chain Reaction Bicycle Project (574) 903-3056**

113 W. Jefferson Street, Goshen

[www.crbp.org](http://www.crbp.org)

Promotes and supports bicycling in Goshen through a second-hand bicycle shop, a recycling pick up service and advocacy and education in cooperation with schools, businesses and local government. CRBP visits schools to talk about recycling and bicycle safety, and works with businesses and local government to increase and improve bicycle paths, parking facilities and other infrastructure.

**Elkhart County Highway: Adopt-A-Road Program (574) 533-0538**

610 Steury Avenue, Goshen

[www.elkcohighwy.org](http://www.elkcohighwy.org)

This program serves as a means for citizens and civic groups in Elkhart County to contribute to their community by helping to keep our roadways clean of debris and litter. Any individual or group of individuals may "adopt" a defined section of roadway.

**Elkhart County Soil and Water Conservation District (574) 533-3630 ext. 3**

17746-B County Rd. 34, Goshen

[www.elkcoswcd.org](http://www.elkcoswcd.org)

Provides the public with information about soil, water and related natural resource conservation. SWCD also identifies local soil and water concerns and connects landowners to educational, technical and financial assistance to implement conservation practices. Contact this office to volunteer with your local Adopt-A-River group.

**Elkhart River Restoration Association, Inc.**

[www.miketroup.com/erra/](http://www.miketroup.com/erra/)

The association's mission is to provide a clean environment for wildlife and community recreation within the Elkhart River and Goshen Dam Pond watershed. Membership is open to anyone with an interest in the river for fishing, boating, and its natural wildlife and beauty. The meetings are open to the public and are held quarterly.

**Friends of the Mill Race**

Contact the City's Redevelopment Director at 537-3824.

[www.indianatrails.org/Mill\\_Race.htm](http://www.indianatrails.org/Mill_Race.htm)

A group of volunteers committed to keeping the Mill Race beautiful and maintained. The Mill Race trail is a quiet, pretty trail which follows the hydraulic canal and connects Shoup Parsons Woods, Shanklin Park and the Elkhart County Courthouse. The trail is just one section of the Maple City Greenway network of trails. The Mill Race connects with the Pumpkinvine Nature Trail which will connect with the town of Middlebury and the city of Elkhart when completed.

**Friends of the Pumpkinvine Nature Trail**

P.O. Box 392, Goshen 46527

[www.pumpkinvine.org](http://www.pumpkinvine.org)

The Friends are dedicated to converting the abandoned Pumpkinvine railroad corridor into a linear park and greenway for public use. Members include bicyclists, joggers, seniors, families with children, cross-country skiers and those interested in nature. The trail is a 17-mile linear park under construction on the former Pumpkinvine Railroad corridor between Goshen, Middlebury and Shipshewana in north-central Indiana. The Friends also host an annual bike ride with 15, 22, 42, 64 and 102 Mile-Routes.

**Goshen Chamber of Commerce (574) 533-2102 or 1-800-307-4204**

232 S. Main Street, Goshen

[www.goshen.org](http://www.goshen.org)

Voluntary association with membership comprised of companies, civic leaders and individual business people. Its mission is to Champion our community's business future.

**The Humane Society of Elkhart County (574) 848-4225**

54687 County Road 19, Bristol

[www.elkharthumanesociety.org](http://www.elkharthumanesociety.org)

Protects the orphaned, unwanted and defenseless animals of Elkhart County.

**Elkhart County Triad, Inc.**

111 North 3rd Street, Goshen (official mailing address, this is not where meetings are held)

[www.elkhartcountyyriad.org](http://www.elkhartcountyyriad.org)

Law enforcement, social service agencies and senior citizens focused on the goal of reducing the victimization of senior citizens on many different fronts. The triad meets on the second Wednesday of each month from 8:30am-9:30am. Check out the website for exact locations of each meeting.

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A city on the  
**G****SHEN**

[www.cityonthego.org](http://www.cityonthego.org)

# GOSHEN NEIGHBORHOOD GUIDE

The City of Goshen has agreed on a few rules to help keep our neighborhoods beautiful and make life enjoyable for us all. These rules apply to everyone who lives in Goshen - renters and home owners - as well as business owners. If you have a problem in your neighborhood related to one of these rules, the best thing is to talk to your neighbor about it first. If the problem continues, contact the appropriate city department. There are also great benefits to getting together with other people in your neighborhood to work on issues. For help starting a neighborhood organization, contact LaCasa's Neighborhood Outreach Coordinator at 533-4450.

## Garbage Collection

It is the City of Goshen's goal to maintain a clean and attractive environment and eliminate health hazards by providing efficient, cost effective, solid waste collection services to its citizens. The city contracts with Allied Waste Services through a competitive bidding process to provide for the weekly collection of residential solid waste from single-family residences and multi-family residences with four or fewer units per building. General information on the city's solid waste collection services is provided below. For additional information or assistance, you may contact Allied Waste's customer service at 522-1331 or you may contact the mayor's administrative assistant at 533-9322. As of 2008, the cost of weekly garbage pick-up is included in your property taxes or rent payment.

### **How do I know which day my trash is collected?**

To find out which day of the week your neighborhood's rubbish is collected, call Allied Waste at 522-1331, or ask your landlord or a neighbor.

### **When may I set my trash bags outside?**

If trash is stored in plastic bags, it may only be placed outside after 6pm the night before trash day. You may be fined if garbage bags are stored outside two or more days before trash collection.

### **Who is responsible for providing trash containers?**

If you live in a building with two or more units, the owner is required to provide hard-sided containers with tightly fitting lids. Closed containers are required to prevent neighborhood pets and wildlife from spreading trash. If you live in a single-family home, either as owner or tenant, you must provide your own containers. Hard-sided containers are recommended, but are required only if trash is stored outside more than one day before trash collection. As an alternative, residents may also rent 64 and 96 gallon carts directly from Allied Waste for \$10.50 per quarter by calling 522-1331.

### **What types of solid waste are collected?**

The city's services are for the collection of residential wastes, such as food, packaging and paper, that are generated from ordinary household activities. Residents may also dispose of yard wastes, excluding leaves. Wastes that cannot be placed out for collection under the city's services include loose trash, business or commercial wastes, hazardous wastes, flammable substances, tires, leaves, appliances containing refrigerants, animal carcasses, and any other solid waste specifically excluded by federal, state or local laws from being disposed in a landfill.

### **May I set out large items with my regular garbage?**

Yes. Residents are entitled to dispose of two large items per month at no additional charge. This would include things like washers, dryers, stoves, furniture, and mattresses, but would not include household appliances containing refrigerants. Residents



wishing to dispose of a large item should contact Allied Waste's customer service at 522-1331 to schedule collection.

Household appliances containing refrigerants, such as refrigerators, dehumidifiers, freezers and air conditioners, may be disposed of by pre-paying a fee directly to Allied Waste Services. Please call Allied Waste's customer service at 522-1331 to schedule collection of any of these items. Residents may also make arrangements with other companies to properly dispose of such appliances that contain refrigerants.

### **Who must clean up loose trash when the bag breaks and garbage is scattered around?**

You! The garbage collector is not responsible to pick up loose trash. Make sure bags are set outside at the proper time and are strong enough to hold their contents.

### **My trash wasn't picked up, what do I do?**

If a resident has followed the collection procedures and their trash was not collected, call Allied Waste's customer service at 522-1331 to report the missed collection.

### **What about leaves and brush?**

During announced times of the year, the city will collect leaves and brush separately from the trash. Place them in a pile by the street. Do not place leaves in bags or on sidewalks. Leaves, brush, and other yard waste may also be taken to the city's environmental site (North of Goshen on CR 19, West of Indiana Avenue). Leaf burning is not allowed inside the city limits.

### **How should I get rid of hazardous chemicals?**

Each year the county schedules special collection days for hazardous wastes such as paints, solvents, oil, gasoline, lawn care chemicals, alkaline batteries, car batteries, computers and tires.

### **When are the hazardous waste disposal days?**

On the first Saturday of each month, you may take hazardous wastes to Borden Waste Away, at the corner of Wildwood and West Beardsley, in Elkhart. On the second Saturday in May, you may also take wastes to the 4-H Fairgrounds in Goshen for free disposal. For more information, contact the Elkhart County Solid Waste District at 293-2269.

## **Noise**

We all have the right to enjoy peace and quiet. Car radios, stereos and boom boxes are for your personal enjoyment. The volume should never be so high that it disturbs the neighbors. Violations will result in a fine.

## **Property Upkeep**

### **Trash & Grass**

Properties must be kept clean and free of trash. Tires in yards are considered trash. They also collect stagnant water which breeds mosquitoes. Grass must be kept below six inches.

### **Building Maintenance**

All property owners are required to maintain the exterior of their buildings. Paint, siding, windows, roofs, porches, trim, foundations and other parts of the exterior must be kept in good condition.

# Recycling

## **Chain Reaction Bicycle Project (574) 903-3056**

113 W. Jefferson Street, Goshen

[www.crbp.org](http://www.crbp.org)

Promotes and supports bicycling in Goshen through a second-hand bicycle shop, a recycling pick up service and advocacy and education in cooperation with schools, businesses and local government.

- **Goshen Recycles**

Offers bicycle powered curb-side recycling. Customers pay a small monthly fee to have recycling bins picked up on a weekly or bi-weekly basis. Visit the website to see if your home, school, business or church is in the service area.

- **Community CycleWorks**

Collects donated bicycles and repairs them or parts them out and recycles what is left. Customers can buy a bicycle for a modest price, or earn one by working at the shop through the Earn-a-Bike program. Also rents tandems and bicycle trailers and offers a large selection of used bicycle parts, tools and stands for customers to work on their own bikes, and knowledgeable staff ready to help.

## **Elkhart County Solid Waste District (574) 293-2269**

500 N. Nappanee Street, Elkhart

The objective of the solid waste management district is to promote recycling, source reduction and other acceptable forms of activities which diverts material from entering the landfill.

- **Recycling Locations**

Drop sites are located at Goshen College, Shanklin Park, Roger's Park, Salvation Army on North Main Street, Martin's Supermarket, Wal-Mart on Lincolnway East, Elkhart County Administration Office on Elkhart Road and East Goshen Mennonite Church.

- **Materials Accepted**

Separate recycling into the following three categories:

*Cardboard* - corrugated cardboard boxes (flattened) and other brown cardboard

*Metal, Plastics & Glass* - aluminum and tin cans, plastic containers #1 and 2, green, brown, and clear glass jars and bottles

*Paper* - newspapers and magazines

Please make sure recyclables are sorted correctly when you place them in the bins.

If you have questions about what to recycle, contact Recycling Works at 293-3751.

## **Fryman's Recycling (269) 782-0959**

58011 M 51 S, Dowagiac, MI

[www.frymansrecycling.com](http://www.frymansrecycling.com)

PVC/Industrial Plastics. Will supply 10-15 yard containers to your company's site at no cost.

## **Goodwill Store (574) 534-6553**

1905 Lincolnway East, Goshen

[www.goodwill-ni.org](http://www.goodwill-ni.org)

Recycle clothing and household goods. Items may be dropped off at the store or at collection centers located in Linway Plaza (701 W. Lincoln Avenue) and Wal-Mart (4024 Elkhart Road). Revenue from the donated items fund job training and other services to prepare people for job success.

**OmniSource (574) 534-3435**

812 Logan Street, Goshen

[www.omnisource.com](http://www.omnisource.com)

Accepts most scrap metal of all kinds (copper, aluminum, steel, scrap) and even pays you for it!

**RedPost (574) 971-4753**

211 S. 5th Street, Goshen

[www.theredpost.com](http://www.theredpost.com)

Foam, end-of-life electronics, electronic media, batteries and clean plastic/garbage bags.

**Salvation Army: Family Thrift Store (574) 533-9584**

201 Chicago Avenue, Goshen

[www.salvationarmyusa.org](http://www.salvationarmyusa.org)

Recycling center for clothing and household items. Revenue from the donated items support Salvation Army's Adult Rehabilitation Centers.

**The Switch Yard/The Whistle Stop (574) 534-1828**

1013 Division Street, Goshen

[www.depot.mennonite.net](http://www.depot.mennonite.net)

The Switch Yard is a re-sale shop of appliances, furniture and household goods. The Whistle Stop offers a variety of new and nearly new items such as clothing, quilts, comforters, loom rugs, books, candles, toys, and more. Donations are accepted at the store.

**Staples (574) 875-3553**

4024 Elkhart Rd # 26, Goshen

[www.staples.com](http://www.staples.com)

Staples locations throughout the country accept all brands of computers, monitors, printers, laptops, fax machines and all-in-one devices for a fee of \$10 per large item. Televisions, which Staples does not sell, will not be accepted.

## Vehicle Storage, Repair & Parking

**May I park my vehicle anywhere on my property?**

No. Park vehicles only in designated spaces on the street or in a driveway. You may not park in the yard or across a sidewalk.

**My truck broke down, and the license plate is expired. Is it legal to leave it parked on the street?**

No. If your vehicle (car, truck, van, etc.) does not run or is unlicensed, it must be stored inside a building.

**May I repair my car in front of my house?**

You are allowed to make minor repairs on public streets and parking lots. However, major work such as removal of engines or transmissions is not allowed in residential neighborhoods.

**What should I do with used chemicals from my car?**

Oil, antifreeze, brake, and transmission fluids must be placed in containers and disposed of properly. Many auto parts stores accept used motor oil at no charge. Take other fluids to the 4-H Fairgrounds on the second Saturday in May for hazardous waste disposal day. Never pour motor oil or other chemicals on the ground or in the grass.

# Neighborhood Resources

## **Dial-A-Truck (574) 534-9711**

Between May and September, residents may use a city dump truck to dispose of unwanted items. Reserve a truck by calling the street department Monday through Friday, between 7:00 a.m. and 4:00 p.m. The resident pays a refundable deposit, a small user fee and the additional landfill fee.

## **Goshen Environmental Site (574) 537-0989**

Residents may dispose of leaves, garden plants, shrubs, limbs and brush at the environmental site. This site also has wood chips and composted leaves for gardens available to the public. It is located at 20100 County Road 19. Hours are Monday through Friday, 7am-7pm, Saturday 7am-6pm.

## **Home Improvement Assistance (574) 533-4450**

LaCasa, Inc. offers assistance to families who can't afford to make necessary repairs to their homes. Call for more information.

## **Neighborhood Associations (574) 533-4450**

Neighborhood Associations exist to help neighbors get to know one another and to work together to solve particular issues in their neighborhood. Neighborhood leaders work with city officials, business leaders and service organizations to bring about positive change in their neighborhood. Contact LaCasa to find out about associations in your neighborhood or for help dealing with a difficult neighborhood issue. LaCasa also offers support for forming and improving neighborhood associations. Visit the city's website at [www.goshenindiana.org](http://www.goshenindiana.org) click on "Planning/Zoning" and then "Neighborhood Associations" for a complete list of neighborhood associations including contact information and individual maps. (See page 34 for city map of neighborhoods)

## **Sidewalk Replacement Program (574) 534-2201**

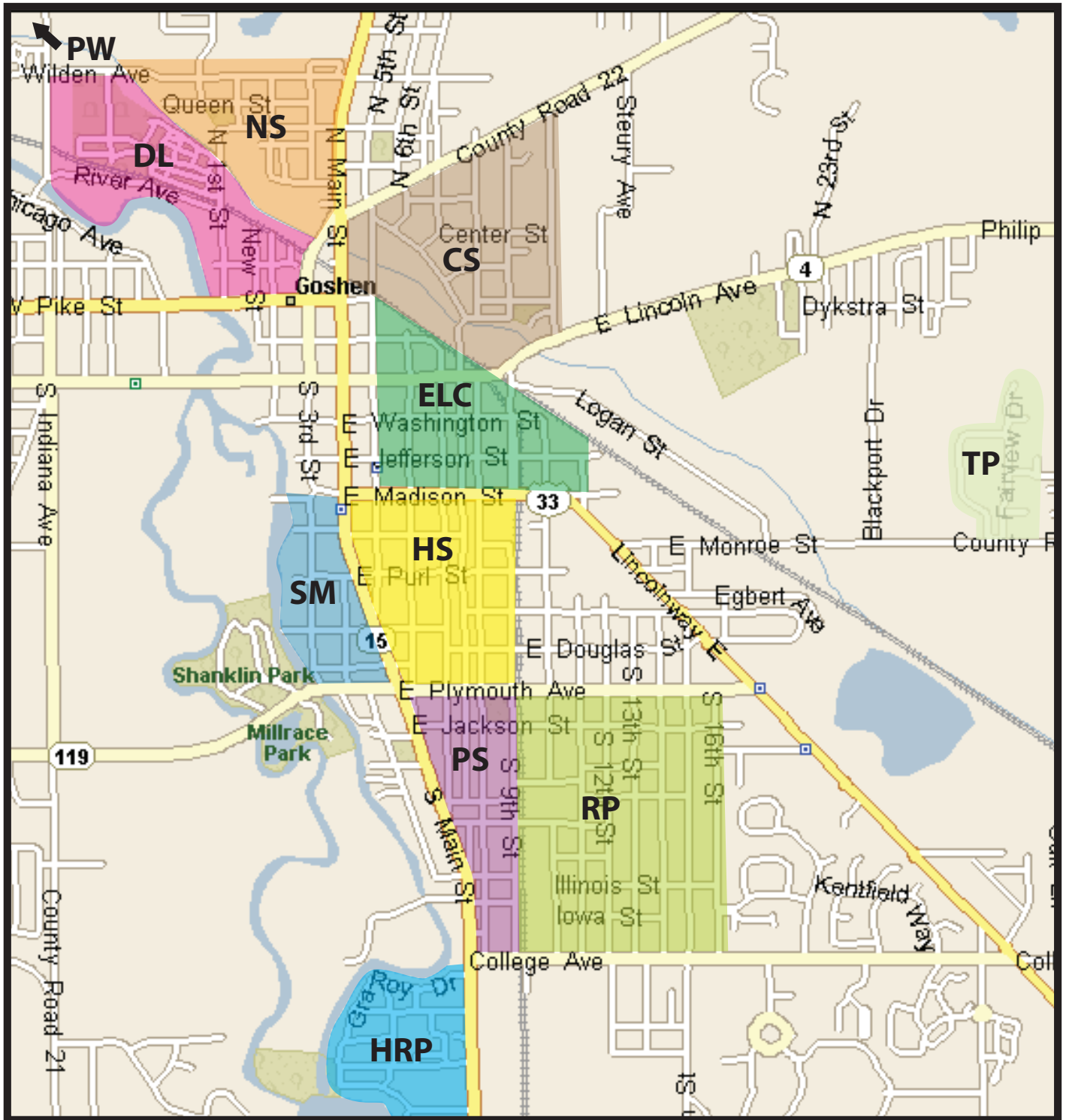
The city offers to pay part of the cost of sidewalks for property owners in Goshen. Applications are available in the spring of each year. Contact the city's engineering department at 534-2201 for more information.

## **Tree Removal (574) 533-TREE (533-8733)**

Call the tree hotline to find out how the city helps with tree removal and replacement along city streets. You may also call the City Forester directly at 537-0986.



Helping Families—Improving Neighborhoods  
[www.lacasagoshen.org](http://www.lacasagoshen.org)



- CS=Crescent Street**
- DL=Historic Dickerson Landing**
- ELC=East Lincoln Crossroads**
- HRP=Historic Racemere Peninsula**
- HS=Historic Southside**
- NS=Northside**
- PS=Parkside**
- PW=Pickwick Village Subdivision**
- RP=Rieth Park**
- SM=Shanklin Millrace**
- TP=Terrace Park Subdivision**

## GOSHEN'S NEIGHBORHOOD ASSOCIATIONS

# TENANT RIGHTS & RESPONSIBILITIES

Section 1 - Leases and Deposits

Section 2 - Rent and Utilities

Section 3 - Repairs and Maintenance

Section 4 - Eviction

Section 5 - General

Section 6 - Fair Housing

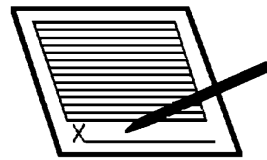
Section 7 - Help

The information in this section refers to private landlord-tenant relationships. It does not apply to government subsidized agreements or arrangements (like Section 8 housing ) or public housing. Subsidized and public housing may give tenants some separate and distinct legal protections.

The information contained in this pamphlet has been drawn from the Indiana State Code, case law, the Goshen Minimum Housing Code, and the federal Fair Housing Act. It is accurate as far as we can determine at the time of publication.

This publication is designed to provide general information in regard to subject matter covered. This information is subject to constant change and therefore should only serve as a foundation for further investigation. This publication should not be utilized as a substitute for professional service and is not intended to replace legal counsel. If legal advice or other expert assistance is required, the service of a professional should be sought.

## SECTION 1 Leases and Deposits



### 1. What is a lease?

A lease is the rules you agree to live by while renting a home. It can be written down or by verbal agreement. It is a legally binding contract, and both the landlord and the tenant are expected to live up to their agreements.

The lease contains rights and responsibilities of both the landlord and the tenant. If either you or the landlord do not live up to what you agreed on, the lease is broken. For example, if you do not pay ALL of your rent ON TIME, you have broken the lease and you are subject to eviction by the landlord.

### 2. What should be in a lease?

Everything that you agree to should be in the lease. A good lease should contain the following, but not all of these things have to be agreed on for the lease to be legally binding:

- Address of the home
- Names and signatures of the landlord and tenant(s)
- Starting and ending date of the lease
- Amount of rent, when it is due, and where it should be paid
- Who pays for utilities
- What the property can be used for
- Amount of deposit and what are the conditions you must meet to get it back
- Who is responsible for maintenance, repairs and damages

- How you will be notified if you break the lease
- How much notice you will be given before the landlord ends the lease
- A description of the condition of the property signed by both the landlord and tenant

Remember, a good lease will include these things, but a lease does not have to have all of them to be legally binding.

### **3. Does the lease have to be written down to be valid?**

No - an oral agreement may be legally binding. If you cannot get a written lease, you should have witnesses to an oral agreement in case you have to go to court. An oral agreement can cause many problems and is hard to get enforced. You should always try to get a written lease.

### **4. Can I get things in the lease changed?**

Yes - BEFORE you sign the lease you and the landlord can negotiate. If you BOTH agree to changes, write them down and BOTH the landlord and the tenant must sign them. If the landlord will not agree to changes, you must decide if you can live with the lease the way it is or if you should look for another home. DO NOT move in and then break the lease. For example, do not agree to a "no pets" lease and then bring your dog. You are breaking the lease and the landlord may evict you even if you are paid up on your rent. If you want to change things AFTER you have signed the lease, both you and the landlord must agree to it and sign the changes on the lease. HOWEVER, it is very hard to change a lease AFTER it is signed.

### **5. Am I responsible to live up to the lease even if I don't understand it?**

Yes - if you agree to it, in most cases you must live up to it. Therefore, BE SURE you understand the lease BEFORE you sign or agree to it. Ask the landlord about unclear words or statements, or ask someone else to go over it with you. Not understanding the lease is not an excuse that the courts will listen to.

There is an exception if the lease contains something illegal. Usually, even if the court decides that one part of the lease is not legal, the rest may still be considered valid, and you would be required to live up to the rest of your agreements.

### **6. Can other people move in with me if I invite them?**

It depends on your lease. If the lease says you must have permission from your landlord, get WRITTEN permission from the landlord or you are breaking the lease and may be evicted. If you do not have a written lease, or if the lease does not address this issue, it is a good idea to check with the landlord and get written permission. You should also check with the City Planning and Building Departments to confirm it is legal to have the additional people live in the house.

### **7. If I move before the lease is up, do I still have to pay rent and will I get my deposit back?**

If you agree to rent a home until a certain date and move out before that date, the landlord can still charge you rent. Even if you do not live there, the landlord may charge you rent if it remains empty. However, the landlord must make reasonable effort to rent the home as quickly as possible. If the reason you move out is because the landlord broke the lease, a court MAY not require you to pay the rent.

If you do not have a written lease, give one rent period's written notice before moving out, and you should not be charged for rent beyond that date. For example, if you rent by the week, notify the landlord in writing that you intend to move out in a week. You should get your deposit back if you are paid up on your rent, have not damaged the home, have paid all utilities or sewer charges that are your obligation under the rental agreement, and leave the home clean, and otherwise have met your obligations in the lease.

**8. Does the landlord have to renew my lease if I am paid up on my rent and want to stay?**

No - the landlord has no obligation to let you stay beyond the date you agreed on. If there is no written lease, the landlord must give you one rent period's notice before ending the lease. If you have a year-to-year lease with no ending date, the landlord must give you three months' notice to end the lease.

**9. How much deposit can the landlord charge?**

Indiana has no laws governing how much deposit landlords can charge. Usually they charge about one month's rent.

**10. Can the landlord keep my deposit for no reason?**

No - these are the reasons for which a landlord can keep all or part of your deposit:

- You have not paid all of your rent up to the time you move.
- You have caused damage beyond normal wear and tear.
- The home is very dirty when you move out.
- You have not paid all of the utility or sewer charges that are your obligation under the rental agreement.

A landlord can keep a deposit for one or all of these reasons.

If you entered into your rental agreement on July 1, 1989, or after, the landlord has 45 days after you are moved out to provide you with either a full deposit or an itemized list of damages, including the estimated cost of repair for each damaged item. This list must be sent to you with a check or money order for the amount of your deposit not retained for damages. You are responsible to provide the landlord with a mailing address where the deposit and/or itemized list of damages can be sent to you. If you do not provide this information to the landlord, you may not be entitled to get your deposit back.

A good protection for you is to take pictures of the home when you move in. Sign and date them at the time. Ask the landlord to also sign and date them. If the landlord won't, get a friend or impartial witness to sign and date them. Do the same thing when you move out - take pictures, sign and date them, and ask the landlord to sign and date them as well, or get a friend or impartial witness to sign and date them if the landlord won't.

Another protection for you is to write out a description of the home when you move in and move out. Ask the landlord to sign it each time. Some landlords may try to get you to pay for damages that were there before you moved in, so it is a good idea to protect yourself by doing both of these things. If the landlord wrongly keeps your deposit, you will probably have to go to Small Claims Court and prove that you did not damage the property in order to get your money back.

## SECTION II

# Rent and Utilities

**1. Can the landlord evict me if I pay most of my rent but not quite all of it because I ran out of money?**

Yes - the agreement is that you pay ALL of your rent ON TIME. Failure to do so is breaking the lease. Not all landlords will evict you for being short on rent, but they could (See Section IV).

**2. Can the landlord charge a late fee if I don't pay my rent on time?**

Yes - if your lease says the landlord can charge a late fee. If you have paid rent late before and the landlord has accepted it without charging a late fee, the landlord must



notify you in writing when the lease is renewed that from now on there will be a late fee. The late fee should be reasonable.

### **3. How often and how much can the landlord raise my rent?**

The rent cannot be raised until the end of the lease unless you and the landlord have previously agreed that rent can be raised before then. If you have no written agreement, the landlord must give one rent period's notice before raising the rent. For example, if you pay rent by the week, the landlord must give you one week's notice before raising the rent. If you have a year-to-year lease, the landlord must give three months' notice before raising the rent. There are no laws in Indiana that limit the amount that a landlord can increase the rent.

### **4. Do I need a receipt for my rent?**

Yes - a receipt is for your protection. If the landlord claims you are behind on rent and takes you to Small Claims Court to evict you, you need all of your receipts. If you do not have all of your receipts, the judge may uphold the eviction, let the landlord keep your deposit, and require you to pay whatever else the landlord says you owe. If you have ALL of your receipts, the landlord should not be able to take more than you owe. By having all your receipts, you should not be afraid of going to court over back rent.

It is best to have all of your receipts in the same form. For example, always pay with a check or always pay with a money order. Don't pay by check sometimes and money order other times. It is much harder to keep accurate records when you change the way you pay from week to week. If you must pay in cash, BE SURE the landlord gives you a signed and dated receipt.

### **5. What can I do if the landlord won't give me a receipt for the rent?**

Always ask the landlord for a receipt for the rent. NEVER pay cash without getting a receipt. If you pay by check, the cancelled check will work as a receipt. If the landlord will not give a receipt, you can:

- Pay by check,
- Pay by money order. Be sure that you get the kind of money order that shows who signed it, how much it was for, and what it was for on the copy you keep,
- Keep your own records and get the landlord to sign beside each payment, or
- Have a person present to witness a payment transaction.

### **6. Do I have to pay utilities for other people in the same building?**

No - every apartment must have a separate meter if the utilities are in the tenant's names. You are responsible only for the apartments you have a lease for. If you live in Goshen and think you are paying for your neighbor's utilities, call the Goshen Building Department (534-1811).

### **7. Can the landlord shut off my utilities to make me move?**

Yes - if you live in Goshen and if the utilities are in the landlord's name and the landlord has given you whatever notices are required by your lease, or by law, he or she can have them shut off for one or all of the following reasons:

- You are behind in your rent.
- The lease ended.
- Your written lease says the landlord can shut off the utilities for damage to the house.

The landlord does not have to give you any notice before shutting off the utilities.

No - if the utilities are in your name, the landlord cannot have them shut off. If you do not pay your utility bills, the utility company may shut them off.

### 8. Can I withhold part of my rent if the landlord won't fix anything?

Maybe - but only under certain circumstances. You must get legal advice, and ALL of the following must happen:

1. You must notify the landlord—it's best to do it in writing—of the necessary repairs and keep a copy of the letter, or the Goshen Building Inspector must tell the landlord that repairs must be made; and
2. The landlord must promise to make repairs:
  - a. in the lease, or
  - b. by saying he or she will repair something – (have a witness!), or
  - c. by sending someone to begin the repairs, or
  - d. by being told by the Goshen Building Department to make the repairs; and
3. You must give the landlord time to make the repairs; and
4. You should be paid up on your rent.

If all of these things are true and the landlord still does not make the repairs, you may withhold PART of your rent. If you continue to live in the home, you may NOT withhold all of your rent. DO NOT spend this money, but set it aside or ask an attorney to keep it for you. In certain cases you may use that money to make repairs. If the repairs will prevent personal injury to the tenants or damage to the property, and you have let the landlord know about the problem, you may be able to use the money to make the repairs.

It is best to check with an attorney before you withhold any rent to be sure you are doing it properly, in case the landlord takes you to court.

### 9. Why doesn't Goshen have rent control laws?

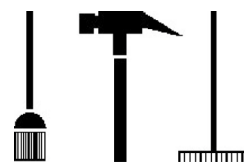
Rent control has been used in the United States mostly during wartime. Since the late 1960's and early 1970's, some cities have adopted rent control.

Rent control does NOT mean setting a top price beyond which a landlord cannot raise rents. Rent control restricts the landlord in one of the following ways:

1. Limits the amount of profit a landlord can get from his or her investment.
2. Limits the percent a landlord can raise rent at one time.
3. Sets a rent level based on tenant's ability to pay. This is the kind of rent control used in public housing such as Section 8.

In Indiana there are no state rent control laws. In order for Goshen to have them, tenants would have to get the state to enact laws, or convince local people that rent control would help Goshen. Many people are against rent control because they feel it would increase local taxes and decrease the quality and supply of local rental housing.

## SECTION III Repairs and Maintenance



### 1. What if the place needs repairs when I move in?

In Goshen, the landlord may not rent the home if the Building Inspector found damages in the home that are in the "Uninhabitable" category (See Section V, Question 1). Before you agree to rent a home, ask the landlord to show you a copy of the Inspection Certificate. This shows that the Building Inspector has checked the home and it is safe to live in. The Inspection Certificate cannot be more than four years old. If you have questions about the Inspection Certificate, call the Building Department (534-1811). Before you agree to rent a home that needs repairs, get the landlord to sign a list of things that he or she will repair and a date by which they will be repaired. (The Goshen Minimum Housing Code requires that a rental unit meet code BEFORE it is rented.) If the landlord refuses to sign such a list, you will have to decide if you can live with

the damages or not (See Section I, Question 10 and Section III, Question 2).

## 2. How can I get the landlord to make repairs?

**First**, notify the landlord that repairs are needed. Write down what needs to be repaired, and keep a copy of the letter for yourself. Give or send one copy to the landlord, and give the landlord time to make the repairs.

**Second**, in order to show that the landlord agreed to make the repairs, you must have one of the following things:

1. A list of promised repairs that the landlord has signed.
2. A written lease that mentions repairs the landlord will make.
3. Witnesses when the landlord tells you he or she will fix something.
4. Proof that the landlord sent someone to begin the repairs.

**Third**, if you live in Goshen, find out if the Building Inspector has already told the landlord to make repairs. To do this, go to the Building Department at 204 E. Jefferson Street, Suite 5, and ask for a copy of the last Inspection Checklist. There will be a date on the bottom by which time the landlord was supposed to fix things. If that date has passed and the repairs have not been made, tell the Building Inspector immediately. If a needed repair is not on the list, tell Building Inspector about it.

If you have done ALL of the above and are PAID UP ON YOUR RENT, you can use:

1. **Repair and Deduct:** Get someone to make the repairs and then deduct the cost from your rent. For example, call someone to repair your window (assuming you did not break the window), then subtract the amount you paid from your next rent payment. BE SURE to keep receipts for the work so you can prove how much you paid. Do not use this option for big repairs, only for small ones.
2. **Rent Withholding:** You can hold back some but NOT ALL of your rent. DO NOT spend the money. The landlord will probably evict you and take you to Small Claims Court to get the amount you withheld. The judge will decide if you withheld the proper amount that is reasonable. (See Section II, Question 8).
3. **Rent Abatement:** You can move out and then sue the landlord for some of the rent. You must show that the home was not worth the amount of rent paid because it needed repairs.

It is a good idea to check with an attorney to make sure you are doing these things legally. The landlord may take you to court, and doing each of these steps properly will help you to win your case. None of these three options have been used often in the Goshen area, so the court may not be familiar with them. The judge decides each case, so get legal advice before you attempt them.

## 3. Can I change the apartment after I move in? For example, can I paint the walls?

No - if your lease says you may not change anything, do not change anything. If you do, you have broken the lease and may be evicted or the landlord may keep some of your security deposit.

Yes - if the landlord agrees to specific changes, you can make them. Be sure to get the landlord to write down the repairs he or she has agreed you can make and get the landlord to sign them. The landlord can consent to change the original lease or in a separate writing.

## 4. Does the landlord have to fix things that are my fault?

No - generally, as a tenant you are responsible for damages you cause; in fact, the landlord can evict you for damages and can sue for the money to repair them. Before you fix anything, notify the landlord of the damage and find out what he or she wants you to do. The landlord may want to take care of the repairs and bill you, or he or she may

want to fix the damage. If you just fix them, you may be breaking the lease and may be evicted and be sued for damages.

### **5. If something breaks down, who has to fix it?**

It is the landlord's responsibility to have supplied appliances in working condition when you move in. Look at the lease to see who is responsible for certain maintenance and repairs after you have moved in. If the lease is silent on this issue, the landlord is generally responsible to maintain major equipment, systems and appliances-- unless you caused the breakdown.

If you cause a breakdown, check with the landlord to find out what he or she wants you to do. Do not have it repaired and assume that the landlord will pay for it. (See Question 4 above).

If the breakdown was not your fault, and it is something the landlord is responsible to maintain or repair, give a written request to the landlord explaining the problem and asking that it be fixed. Keep a copy of the request. If you get no response, you can consider rent withholding or repair and deduct (See Section III, Question 2).

If the breakdown is a health hazard, call the landlord immediately. If the landlord is not available and you live in Goshen, call the Building Inspector (534-1811). If you have a gas leak in your home, call NIPSCO's emergency gas leak phone number (1-800-634-3524), and report your problem immediately.

### **6. Who is responsible to get rid of roaches, rodents, and other pests?**

You - if you live in Goshen and the landlord keeps the building in good enough condition that rodents and insects do not have easy access and if yours is the only apartment in the building with a problem or you do not dispose of garbage properly.

The landlord - if you live in Goshen and dispose of garbage properly and the landlord does not keep the building in good enough condition so that rodents and insects have easy access or if other apartments in the building also have a problem.

### **7. Can I get screens for my home?**

Yes - in Goshen from May 1 to October 31 the landlord is required to provide screens for every door which opens to the outside. Every room must have one window that opens easily with a screen provided. You are responsible to put up the screens and screen doors and maintain them properly except where the landlord has agreed to supply such service.

### **8. Must there be a smoke detector, and who takes care of it?**

Yes - in Goshen every home must have at least one smoke detector. There must be a smoke detector no farther than 15 feet from every bedroom. There must be one on every floor, including basement.

The landlord is responsible to install the smoke detector and make sure it works at the time you move in.

You must replace the batteries when they need it and may not tamper with or remove the smoke detector. The Building Inspector may fine you for tampering with the smoke detector or not replacing the batteries when needed. You are also responsible to report to the landlord any repairs needed to any smoke detector.

### **9. Do I have to mow the lawn?**

Yes - if you rent a single family home or if you agree to do it.

No - if there is more than one apartment in the building, the landlord is responsible to keep the shared or public areas of the premises clean and sanitary. If the landlord wants you to mow the lawn for the whole apartment building, ask for lower rent or that you be paid for the work. Make sure it is clear in the lease as to who is responsible

for this type of property care. If the lease says you must do it, you will have to decide if you will or if you should look for another home.

## SECTION IV Eviction



### 1. For what reasons can the landlord evict me?

1. If you cause or threaten to cause serious damage to the property.
2. Nonpayment of rent; not paying ALL of your rent ON TIME is cause for eviction.
3. You stay beyond the end of your lease.
4. You break the terms of your lease.

If you do any of the above, you will probably be evicted.

Indiana law does not provide much protection from eviction. If the lease has a specific ending date, the landlord does not need to remind you of the date and can evict you if you stay beyond that date. For instance, if you have a written lease which is ending in two weeks, and you stay longer than that, you can be evicted even if the landlord didn't remind you of the lease specifications. If you do not have a written lease and pay rent by the week, the landlord must let you know one week ahead that he or she wants you to move.

### 2. Can the landlord evict me if I'm paid up on my rent?

Yes - if you

1. cause or threaten to cause serious damage to the property, or
2. break terms of the lease, or
3. do not have a written lease, the landlord may end the lease with only one rent period's warning.

### 3. Can the landlord take my things?

Yes - if your written lease or a separate written agreement with your landlord says that the landlord can keep your property to force you to pay rent, he or she may keep your things if you do not pay your rent. For example, if your lease says that unpaid rent constitutes a lien against property of the same value as the rent you owe. The landlord may also apply for a court order to take possession and remove certain items of your personal property.

No - if you do not have a written lease stating that the landlord may keep your property, or the landlord does not have a court order allowing him or her to do so, it is illegal for him or her to take your things. If the landlord takes your things, contact him or her immediately and demand your possessions. If the landlord does not give them back, you can sue to have them returned. You must be able to prove they were your things.

### 4. What happens when the landlord evicts me?

There are two kinds of evictions:

1. **Self-help Eviction:** A self-help eviction is one that does not use the courts. The landlord may do one of the following things:
  - a. Shut off your utilities if you live in Goshen and the utilities are in the landlord's name. There is nothing you can do to force the utility company to turn them back on.
  - b. Change the locks on the doors to keep you out.
  - c. Send you a "Notice to Quit." A Notice to Quit is usually delivered by the police. It is good evidence for the landlord to use in court. If the tenants are not at home on the day the Notice says they must be out, the landlord can

lock the tenants out. If you get a Notice to Quit, take it seriously. There are big problems between you and your landlord. You need to communicate with your landlord.

A self-eviction must be “peaceful.” That means that the landlord may not change the locks while someone is in the home.

2. **Courts:** The quickest way for a landlord to evict you through the courts is called a “prejudgment possession” hearing. You will get five days’ notice before the hearing, and at the hearing the judge may order you to leave the home in 48 hours. The landlord only has to show that you are behind in your rent. It usually takes the landlord 7-10 days to get a prejudgment possession.

If the landlord is going through Small Claims Court, first you will get a “Notice” by certified mail or delivered by the sheriff. If no one is home, the notice can be posted on the door, left in or under the door or in the mailbox, and another copy will be mailed. There will be a date for you to appear in court on the notice. If you do not show up in court, the landlord automatically wins, and you will be evicted. If you cannot be in court on that date, contact an attorney or the court BEFORE that date and try to get a new date set.

You will be allowed to present evidence in court—this is why you need your rent receipts. You can bring witnesses with you. For example, if the landlord is suing you because you withheld part of your rent to get repairs made, you can bring witnesses who were there when the landlord promised to make the repairs. If you lose, you will get a form that tells you to be out of the home in 48 hours. You can ask the court for more time, but you will have to post bond (leave some money with the court).

If you win, you may stay in the house as long as your lease allows provided you continue to meet your lease obligations or until the landlord finds another reason to evict you. If you and your landlord have been to court, it is a good idea to look for another place to live.

## 5. Will I get a notice before being evicted?

No - if the landlord is doing a self-help eviction, you will not necessarily be notified (See Section IV, Question 4).

Yes - if the landlord is taking you to court, you will receive a notice by certified mail or the sheriff will deliver it (See Section IV, Question 4).

## SECTION V General



### 1. How does the Goshen Building Department handle rental inspections?

The Building Department is responsible, among other duties, to see that rental housing in Goshen meets the standards in the Goshen Minimum Housing Code. A Building Inspector inspects each rental unit every four years. The Inspector uses a checklist that describes conditions as “Acceptable”, “Undesirable”, “Unacceptable”, or “Uninhabitable”. If a home has too many “Uninhabitable” violations, the Inspector will post a sign outside.

She or he can force the landlord to make repairs by a certain date, and if the repairs are not made, you or the city can take the landlord to court and the landlord can be fined up to \$500. The Inspector can also charge a re-inspection fee if she or he has to return to inspect something a second time.

The inspector can also force you to make repairs by a certain date, and if the repairs are not made, the landlord or city can take you to court and you can be fined up to \$500.

The Inspector can also charge a re-inspection fee if she or he has to return to check something a second time. For example, if the Inspector told you to remove some garbage from the yard and you do not do it, you can be charged a re-inspection fee.

## **2. Does the Building Department condemn homes?**

Yes - if there is serious hazard to health or safety, a sign will be posted on the building saying it is condemned and NO ONE, including the landlord, will be allowed on the property. If you see anyone tampering with a "Condemned" sign, call the Building Department (534-1811) immediately.

## **3. How do I find out what the Goshen Building Inspector reported about my home?**

The Building Department is required by law to inspect each rental unit. Your landlord will receive a 72 hours written notice before the Inspector comes. Your landlord should notify you of this before the Inspector comes. You must let the Inspector in to check your home. If it is at all possible, be there when the Inspector comes and go through the home with her or him. Do not be afraid to show the Inspector what is wrong.

When the Inspector leaves, she or he will give you a copy of the Inspection Checklist showing what was found. If you were not at home, the Inspector will leave you a copy in your home. If you do not find a copy, call the Building Department (534-1811) immediately. If your home was inspected before you moved in, you can go to the Building Department and get a copy of the checklist by asking for it.

## **4. Can the landlord come into my home at any time?**

Yes - If it is at a reasonable time. If it says in your lease when the landlord can come in, you must let him or her in during those hours. If there is an emergency, the landlord can come in at any time. The landlord has the right to have a key to your home.

# **SECTION VI**

## **Fair Housing**



### **1. What does the above symbol mean?**

This is an emblem which signifies an equal opportunity housing provider.

### **2. Are there laws that protect me from being discriminated against by a landlord?**

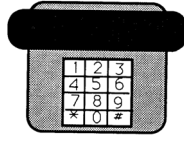
Yes - The federal Fair Housing Act of 1968 (as amended) prohibits discrimination in housing because of race, color, national origin, religion, sex, familial status and handicap.

The Fair Housing Act prohibits any of the following actions based on race, color, national origin, religion, sex, familial status or handicap:

- refusing to rent housing
- denying a dwelling
- setting different terms, conditions, or privileges for rental of a dwelling
- providing different housing services or facilities
- falsely denying that housing is available for rent

# SECTION VII

## Help



**1. Where can I go for help with landlord/tenant problems?**  
**Legal Services Program of Northern Indiana (574) 522-4582**  
105 East Jefferson Boulevard, Suite 600, South Bend

**Legal Aid Service (574) 294-2658**  
330 West Lexington Avenue, Elkhart

**Indiana Civil Rights Commission (317) 232-2600**  
Indiana Government Center North, 100 N. Senate Avenue, Room N103, Indianapolis

**2. What sources can I refer to for further information?**  
Ordinance No. 4068 (as amended) of the City of Goshen  
Goshen Neighborhood Preservation Ordinance

Code of the State of Indiana 32-31  
Landlord-Tenant Relations

Code of the State of Indiana 36-7-9  
Unsafe Building Law

U.S. Code Title 42, Section 3601+  
Fair Housing Amendments Act of 1988  
Title VIII of the Civil Rights Act of 1968

You can look for these resources at your local library.



**CITY OF GOSHEN**

[www.goshenindiana.org](http://www.goshenindiana.org)



# Moving Checklist

We have provided a checklist you can use when moving. It is a good idea to keep these papers in a file. The checklist provides you with steps that can make your moving process easier.

- \_\_\_\_\_ See Inspection Certificate before agreeing to rent
- \_\_\_\_\_ Sign a lease and get a copy for your own files
- \_\_\_\_\_ Prepare a file or box in which to keep all receipt and rental documents together in one place
- \_\_\_\_\_ Pay deposit and get a receipt
- \_\_\_\_\_ Fill in move in/move out checklist
- \_\_\_\_\_ Make sure smoke detector(s) work(s)
- \_\_\_\_\_ Take photographs when moving in
- \_\_\_\_\_ Notify the landlord when moving out
- \_\_\_\_\_ When moving out, leave the landlord a forwarding address where deposit may be returned
- \_\_\_\_\_ Know when and where to pay rent, and how much

Landlord's name \_\_\_\_\_

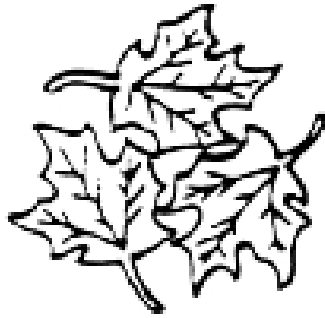
Landlord's phone number \_\_\_\_\_





## THANK YOU

This project was made possible by the following sponsors. Please take the time to visit their websites and find out more about this wonderful community in which we live.



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[www.goshenindiana.org](http://www.goshenindiana.org)



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**PUMPKINVINE NATURE TRAIL**

*Buffalo & Mississippi Railroad*

On February 21st, 1837, the Buffalo & Mississippi Railroad first met in South Bend, Indiana to discuss the development of a rail system that would connect the county seats between Chicago, Illinois and Toledo, Ohio. After the State of Indiana denied the funding, the project was delayed for many years.

When the Buffalo & Mississippi Railroad merged with the Michigan Southern Railroad in 1850, a round house was built in Goshen to accommodate the railroad's scheduled one train per week. The Buffalo & Mississippi Railroad also furnished the Charter for the construction of the Goshen Branch. The Round House was completed in the fall of 1851 and the first train arrived with great fanfare in 1852. This bridge on Bridge Street is the only remaining structure of the Buffalo & Mississippi Railroad.

*Photo depicting the railroad as it may have looked in Goshen during the 1920's.*

**Goshen Parks & Recreation**



DOWNLOAD the Goshen Resource Book online at [www.lacasagoshen.org](http://www.lacasagoshen.org).

