



AGENDA
PLANNING COMMISSION
TUESDAY, September 12, 2023
7:00 P.M.

MEMBERS

Corey Watt, Chair, HAPC Rep.

Shana Rosenberg, Vice Chair, HAC Rep.	Ann Kaufman Webster
Jason Bracken, Council & Environmental Commission Rep.	Michael Smith, CIC Rep.
David Prytherch, Council & CASC Rep.	Matt Arbuckle

STAFF

Sam Perry, Director, Community Development
Zachary Moore, City Planner / GIS Coordinator
Christopher Conard, Law Director

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting:
(1) Comments on items not on the Agenda will be heard under Public Comments Related to Items not on the Agenda – and
(2) Comments for all public hearing items will be heard during Planning Commission consideration of said item. Please wait until you are recognized by the Chair, state your name and address so that your comments may be properly recorded and limit your remarks to a period of three minutes or less.

- I. Call to Order
- II. Approval of Agenda
- III. Commission Appointment (OPTAB) 1
- IV. Approval of Minutes of August 8, 2023 2
- V. Public Comments Related to Items Not on the Agenda
- VI. Reports from Commissions, Boards, Committees & Staff
- VII. Old Business
- PC-2023-07, 525 N Campus Avenue, CONDITIONAL USE, new Fairfield by Marriott hotel, 10**
Oxford Hotel Group LLC, Applicant/Agent Tabled from August 8 meeting
- VIII. Administrative Decision (Previously Decided)

PC-2023-10, 6711 Ringwood Road, MINOR AMENDMENT TO FINAL PLANNED DEVELOPMENT, 3 Lot Subdivision of Previously approved Planned Development, Mark Rosenberger, Applicant/Agent 15
- IX. Adjournment



MEMORANDUM
Community Development Department
513-524-5204

TO: Planning Commission

FROM: Sam Perry, AICP
Director

DATE: September 7, 2023

MEETING DATE: September 12, 2023

RE: Oxford Parking & Transportation Board representation

Following the ending of Carla Blackmar's term on the Commission, there has not been a representative from Planning selected to serve on the Oxford Parking and Transportation Advisory Board (OPTAB). Councilor / Commissioner Prytherch is currently the Vice-Chair of this board and also a member of Planning as one of Council's two reps to Planning. Planning has the option to designate a member of Planning to serve on OPTAB, that would be in addition to Councilor Prytherch. These representative roles are typically one year and are re-evaluated at the start of each calendar year.



OXFORD PLANNING COMMISSION

Meeting Minutes

Tuesday, August 8, 2023

[Link for website video here](#)

Roll Call

Corey Watt, Chair

Shana Rosenberg, Vice Chair

Ann Kaufman Webster

Michael Smith

Jason Bracken

David Prytherch

Matt Arbuckle

Time: 2:44

A regular meeting of the Oxford Planning Commission was called to order by Chair Corey Watt on Tuesday, August 8, 2023 at 7:00 p.m.

Members in attendance were Shana Rosenberg, Michael Smith, Ann Kaufman Webster, Matt Arbuckle, and Jason Bracken

Members excused: David Prytherch

Staff Members in Attendance

Mr. Sam Perry, Director, Community Development, Mr. Zachary Moore, City Planner/GIS Coordinator, Mr. Benjamin Mazer, Assistant Law Director, Ms. Eunike Miller, Administrative Assistant

Staff Members Excused

None

Approval of the Agenda

Time: 2:54

Motion – To Approve the Agenda

(Voice Vote) 1st Mx. Rosenberg

2nd Mr. Smith

AYE: (6)

NAY: (0)

ABS: (0)

Commission Appointments (OPTAB and CIC)

Time: 3:16

Motion – To Nominate Mr. Smith as CIC Representative

(Voice Vote) 1st Mx. Rosenberg

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Table Appointing a OPTAB Representative

(Voice Vote) 1st Mr. Smith

2nd Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

Approval of Minutes of June 13, 2023

Time: 6:32

Motion – To Approve the minutes as written

(Voice Vote) 1st Mr. Smith

2nd Mr. Bracken

AYE: (4)

NAY: (0)

ABS: (2)

Ms. Webster and Mr. Arbuckle abstained from voting because they were not part of the Commission at that time.

Public Comments Related to Items Not on the Agenda

Time: 7:09

Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda will be heard under Public Comments Related to Items not on the Agenda - and (2) Comments for all public hearing items will be heard during Planning Commission consideration of said item. Please wait until you are recognized by the Chair, state your name and address so that your comments may be properly recorded and limit your remarks to a period of three minutes or less.

There were no public comments.

Reports from Commissions, Boards, Committees & Staff

Time: 7:58

New Business

PC-2023-09

Time: 10:55

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1. 5234 Hester Road, PRELIMINARY & FINAL PLANNED DEVELOPMENT, 12 residential cottages, Community Development Professionals, Applicant/Agent

Motion – To Enter into Public Hearing

(Voice Vote) 1st Mr. Bracken

2nd Mr. Smith

AYE: (6)

NAY: (0)

ABS: (0)

Comments from the Public

Craig Erickson (5280 Morning Sun Rd)

Mr. Erickson would like to see cottages that are not the same style. Mr. Erikson wondered there are going to be units that can accommodate a family of three or more.

Kevin McKeegan (2126 Dana Dr)

Mr. McKeegan was speaking on behalf of the employees of Somerville Bank. Mr. McKeegan had a list of questions on various topics such as management, funding, other developments by CDP.

Doug Brooks (227 Country Club Ln)

Mr. Brooks commented on the distance between the farther units and parking lots and what challenges this would present to a disabled person.

Bruce Blankenship (5280 Hester Rd)

Mr. Blankenship, adjacent neighbor on the north side, was concerned about the peace and tranquility of the neighborhood. Mr. Blankenship also expressed his concerns about storm water drainage.

Motion – To Close Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Approve PC-2023-09 with Comments as Recommended by Staff

(Roll Call) 1st Mr. Bracken

2nd Mx. Rosenberg

AYE: Mr. Smith, Ms. Webster, Mx. Rosenberg, Mr. Arbuckle, Mr. Bracken, Mr. Watt (6)

NAY: None (0)

ABS: None (0)

PC-2023-11

[Time: 1:00:50](#)

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2. 55 Reagh's Way, Merry Day Park Property, COMPREHENSIVE PLAN, FUTURE LAND USE MAP AMENDMENT for 4.71 acres from Preserves and Greenspace to Employment Corridor, City of Oxford, Applicant/Agent

Motion – To Enter into Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Comments from the Public

Angela Jones-Wright (184 Baker Dr)

Ms. Wright, a resident of Miami Mobile Home Park, spoke in opposition to the Future Land Use Map Amendment. Ms. Wright would want to keep it as a park so the nearby families and their children can use it.

Ann Fuehrer (1345 Dana Dr)

Ms. Fuehrer read her statement that she prepared.

Doug Brooks (227 Country Club Dr)

Mr. Brooks, a resident of an adjacent neighborhood, spoke in opposition to the Future Land Use Map Amendment.

Dave Fehrman (84 Michelle Dr)

Mr. Fehrman, a resident of Miami Mobile Home Park, spoke in opposition to the Future Land Use Map Amendment.

Jacob Young

Mr. Young, the grandson of the donors of the park, would want to see the park reserved to continue serving the community as public recreational space.

Steven Smith (308 Michelle Dr)

Mr. Smith, a resident of Miami Mobile Home Park, would not want to see the rezoning. Mr. Smith emphasized how families utilize the park for recreation and gatherings.

Motion – To Close Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Deny the Future Land Use Map Amendment for 55 Reagh’s Way

(Roll Call) 1st Mr. Smith

2nd Ms. Webster

AYE: Mr. Smith, Ms. Webster, Mx. Rosenberg, Mr. Arbuckle, Mr. Watt (5)

NAY: Mr. Bracken (1)

ABS: None (0)

PC-2023-08

[Time: 1:50:44](#)

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3. 55 Reagh’s Way, ZONING MAP AMENDMENT for 4.71 acres from General Business (GB) District to Multi-Family Residential (R-4) District, City of Oxford, Applicant

Motion – To Enter into Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

Comments from the Public

Ann Fuehrer (1345 Dana Dr)

Ms. Fuehrer acknowledged the need for affordable housing. Ms. Fuehrer stated there is time to discuss zoning and affordable housing and how to make it happen.

Motion – To Close Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Deny the Zoning Map Amendment for 55 Reagh’s Way

(Roll Call) 1st Mx. Rosenberg

2nd Mr. Smith

AYE: Mr. Smith, Ms. Webster, Mx. Rosenberg, Mr. Arbuckle, Mr. Bracken, Mr. Watt (6)

NAY: None (0)

ABS: None (0)

PC-2023-12

[Time: 2:07:43](#)

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4. 525 N Campus Ave, COMPREHENSIVE PLAN, FUTURE LAND USE MAP AMENDMENT for 6.67 acres from Rural to Campus, City of Oxford, Applicant/Agent

Motion – To Enter into Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Comments from the Public

Susan Cameron (5258 Morning Sun Rd)

Ms. Cameron was concerned about the traffic that the hotel would generate, especially at night time.

Motion – To Close Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Approve the Future Land Use Map Amendment for 525 N Campus Ave

(Roll Call) 1st Mx. Rosenberg

2nd Mr. Smith

AYE: Mr. Smith, Ms. Webster, Mx. Rosenberg, Mr. Arbuckle, Mr. Bracken, Mr. Watt (6)

NAY: None (0)

ABS: None (0)

PC-2023-07

[Time: 2:24:19](#)

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5. 525 N Campus Avenue, CONDITIONAL USE, new Fairfield by Marriott hotel, Oxford Hotel Group LLC, Applicant/Agent

Motion – To Enter into Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Comments from the Public

Susan Cameron (5258 Morning Sun Rd)

Ms. Cameron was concerned about light pollution, noise, water runoff and screening since the elevation of their property is lower than the proposed hotel's.

Craig Erickson (5280 Morning Sun Rd)

Mr. Erickson was concerned about the noise that the AC units would produce.

Gina Corso (5381 Corso Rd)

Ms. Corso noted that traffic is very heavy on Morning Sun Road and the speed limit is higher. Ms. Corso wanted to see how this would be addressed at the proposed hotel entrance. Ms. Corso also made a comment on water runoff.

James Curtis Taylor (5270 Morning Sun Rd)

Mr. Taylor commented on potential traffic issues that could occur at the proposed hotel entrance on Morning Sun Road.

Motion – To Close Public Hearing

(Voice Vote) 1st Mr. Smith

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Table PC-2023-07

(Roll Call) 1st Mr. Bracken

2nd Ms. Webster

AYE: (6)

NAY: (0)

ABS: (0)

Motion to Adjourn Meeting at 10:42 p.m.

Time: 3:45:04

(Voice Vote) 1st Mx. Rosenberg

2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)



MEMORANDUM
Community Development Department
513-524-5204

TO: Planning Commission

FROM: Sam Perry, AICP
Director

DATE: September 7, 2023

MEETING DATE: September 12, 2023

RE: **PC-2023-07, 525 N Campus Avenue, CONDITIONAL USE,**
new Fairfield by Marriott hotel, Oxford Hotel Group LLC,
Steve Alexander, Applicant/Agent

525 North Campus Avenue – H3610026000034
5192 Morning Sun Road – H3610025000004
Morning Sun Road – H3510025000006

After a lengthy discussion at the August 8 meeting, the Planning Commission tabled the conditional use application, requesting additional information from the design team. Staff provided a summary of Commission comments to the design team. The design team has provided two sets of revised drawings. Staff and the design team have met and discussed the Commission comments but staff have not received a comprehensive response in writing. The two new documents that are noteworthy are a drawing from the civil engineer that shows the turning radius movements of a fire truck on the fire access road around the proposed hotel. The civil engineer's grading plan has not been updated yet to show the fire access road. The other document is a cross section document showing the elevation difference between the proposed hotel and a neighboring home.

The design team shared with staff in our meeting together that they have met with a neighbor and discussed and agreed upon additional fencing and tree plantings. At the time of the writing of this memo, no drawings have been submitted to show this agreement.

On August 15, City Council passed a resolution to waive the tree survey requirement for this project, on condition that an approved Landscape Plan be completed and installed prior to the

hotel opening. The intent of the resolution by City Council was to allow land clearing to proceed while the project is still in the design process. Because the land is still currently outside the Oxford corporate limits, this requires jurisdictional coordination between the City of Oxford and Butler County Engineer's office for a land clearing permit prior to annexation. The coordination process started but it is city staff's understanding at the time of this writing, that no land clearing has been approved yet, nor has it started. Based on current schedule the annexation of the three parcels will be complete in November 2023.

Options available

The Commission has the following options per Oxford Code, Commission Rules and City Charter:

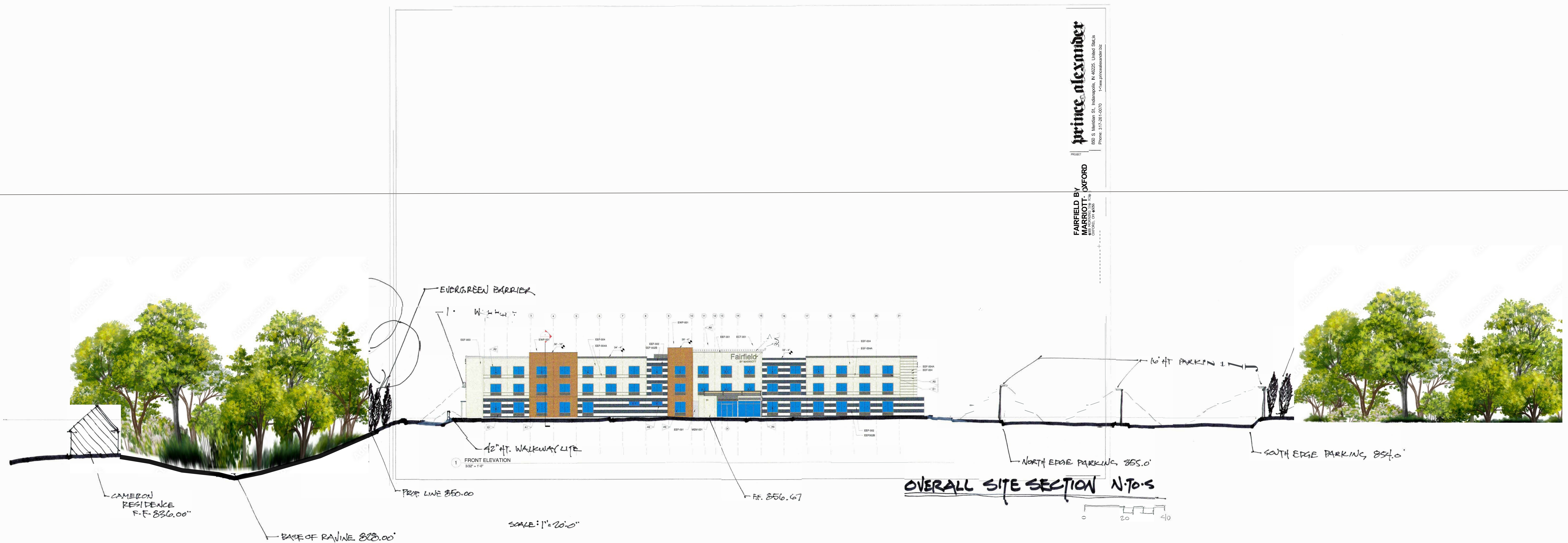
1. Keep the case on the table and not remove it for discussion. The case would automatically be on the October 10 meeting agenda. There is not a codified time limit for keeping an item on the table, though it is not recommended by staff to be indefinite. Typically cases are tabled for 1-3 months, according to time needed by an applicant or staff to obtain additional information or an applicant making appropriate plan revisions.
2. Remove the case from the table to discuss and potentially vote to recommend approval with conditions to City Council, based on any findings of fact and pertinent Oxford codes.
3. Remove the case from the table to discuss and potentially vote to recommend denial to City Council, based on any findings of fact and pertinent Oxford codes.

Summary of August 8 hearing

A brief summary of the Commission comments from the August 8 meeting is below. This same list was also shared with the design team on August 10. Staff comments on status are in **bold italics**.

1. Concerns with building orientation and positioning (***design team responded with cross section drawing***)
 - a. Close to northern property line?
 - b. Concern of lighting spill on to adjacent property
 - i. No mention of building orientation being a result of prior conversation with neighbor
 - c. Water runoff and volume. How does the project impact the existing flow during storm events in the drainage way along the northern property line?
 - d. Proximity and sound volume of air conditioning units?
2. Concerns with code waiver of tree survey requirement. This was previously requested by staff (***Council responded with waiver of tree survey***)
 - a. What vegetation will remain after site is cleared and prepped?
 - b. Will this be sufficient screening in relationship to grade elevation of adjacent homes?
 - c. Can staggered rows of newly planted evergreens suffice in lieu of a full tree survey?
See local Arby's restaurant in Oxford along Contreras Road side.
3. Turn Lane Warrant analysis needs reviewed by City and ODOT. ODOT is not the only approving authority.
4. Concerns from neighbors with additional traffic generated by hotel that adds to the volume and speed that already exists on 732. Potential safety issue

5. Concerns with the code waiver of natural material requirement. Reduce or remove the amount of EIFS on the building exterior. Change to brick exterior to blend with Miami campus?
6. Fire Chief attended but did not get to testify regarding the access road. He is ok with it in concept, but has not reviewed it in detail. He does not know yet if it meets his approval. It may need turning template information based on the Oxford equipment sizes. If adjustments to the road to accommodate the equipment affect the site grading, we will need to see a revised site plan. *(design team responded with turning radius drawing)*
7. Concerns with waiving the sign code which limits the project to 2 signs, when one of the 3 proposed signs would not be visible.



prince alexander
 880 S. Madison St., Indianapolis, IN 46225, United States
 Phone: 317-520-1273
 princealexander.com
 PROJECT
 FARFIELD BY
 MARRIOTT
 CONFERENCE, OR 4606



MEMORANDUM
Community Development Department
513-524-5204

TO: Planning Commission

FROM: Sam Perry, AICP
Director

DATE: September 7, 2023

MEETING DATE: September 12, 2023

RE: **PC-2023-10, 6711 Ringwood Road, MINOR AMENDMENT TO
FINAL PLANNED DEVELOPMENT, 3 Lot Subdivision of
Previously approved Planned Development, Mark
Rosenberger, Applicant/Agent**

No action is required on this case, as it has already been decided. Planning Commission practice on administrative action cases, is to report the decision at the next meeting.

Staff are continuing to research options for a creative solution for MayDay Business Park to further develop.



Community Development Department
Planning Commission Action Letter
513-524-5204

August 25, 2023

Mark Rosenberger
Bayer Becker
110 South College Ave
Oxford, Ohio 45056

VIA EMAIL:

markrosenberger@bayerbecker.com

RE: PC-2023-10, 6711 Ringwood Road, Minor Amendment to Final Planned Development, 3 Lot Subdivision of Previously approved Planned Development, Mark Rosenberger, Applicant/Agent

Dear Mr. Rosenberger:

The Planning Commission Chair and I have reviewed your request for a Minor Amendment to a Final Planned Development to subdivide the land that was approved as MayDay Business Park Planned Development on March 15, 2022 by Ordinance #3673. A Minor Amendment was approved for the same Planned Development on December 8, 2022.

Based on the information presented at this time, the City of Oxford has determined that this change does not meet the criteria for a Minor Amendment to an approved Planned Development per **Section 1145.10(a)** of the City of Oxford Planning and Zoning Code.

Criteria 3 is not satisfied because of the lack of lot frontage for the proposed three (3) new lots. Public services include the provision of public access to land. As you may recall, we discussed in June the concept of a public street to serve subdivided lots. Our City Engineer's office has determined that the current access driveway for the gun range does not meet the standards of a public street, therefore it cannot be accepted as public infrastructure in its current condition.

There are other public benefits that come with direct public street access to land. These include visibility of a site development, emergency service access, delivery service access, multi-modal access and public utility service access. Easements can serve similar purposes but do not rise to the same level as public right of way because they are privately maintained and funded.

Based on the above information, this request is hereby denied. This decision can be appealed within 30 days to the Board of Zoning Appeals per Section 1129.11.

If your client has an economic development project for the property, the City of Oxford staff would be willing to consider a Tax Increment Finance District to assist in constructing a public roadway. This is only conceptual with no commitment at this time, due to the complex nature of development financing and required approvals by Oxford City Council.

We have also discussed among staff the challenges of direct access to U.S. 27 North. We will continue to review options for improving access to your client's land from U.S. 27. We would recommend that you do the same.

For your convenience, here is a list of potential next steps for your consideration:

1. Submit additional information within 30 days to demonstrate that Criteria 3 is satisfied. This could be plan revisions, a further explanation of the access drive, visibility and access to the development sites and perpetual funding for access drive maintenance to the new lots.
2. Appeal the decision within 30 days.
3. Submit for a Major Change to the Planned Development. This is a new Planned Development Application that would go to a Planning Commission hearing and Council vote. This would supersede the currently approved Planned Development.
4. Work with your client to consider offering building sites on leased land, rather than subdividing.

Should you have any questions, please contact the Community Development Department at 513-524-5204.

Sincerely,

A handwritten signature in black ink, reading "Sam Perry" in a cursive script. The signature is fluid and extends to the right with a long, sweeping underline.

Sam Perry, AICP
Community Development Director

CC: Seth Copenbaker, Economic Development Specialist

**Internal Use Only:**Case No. PC-2023-10Date Filed 07/28/2023

Minor Amendment Application

Application Type

Choose One *

☐

Minor Amendment to Conditional Use

☒

Minor Amendment to Final Planned Development

Applicant Information

Attach a Letter of Agency if the Applicant is not the property owner.

Name *

Mark Rosenberger

Mailing Address *

110 South College Avenue, Suite 101

City, State & Zip Code *

Oxford, Ohio, 45056

Telephone Number *

513-646-0392

Email Address

markrosenberger@bayerbecker.com

Owner Information

Name *

MayDay Handgun Training, LLC

Mailing Address *

6711 Ringwood Road

City, State & Zip Code *

Oxford, Ohio 45056

Telephone Number *

513-200-8121

Email Address

sramsey486@aol.com

Engineer/Surveyor Information

Name *

Bayer Becker

Mailing Address *

110 South College Avenue

City, State & Zip Code *

Oxford, Ohio 45056

Telephone Number *

513-523-4270

Email Address

markrosenberger@bayerbecker.com

Location and Lot Information

Name of Subdivision *

MayDay Subdivision

Location of Property *

6711 Ringwood Road

Legal Description *

Legal Description of overall Property Provided

Zoning District *

LI

Total Area *

11.374 Acres

Submission Requirements and Documentation

To provide for clear documentation, any request for a minor amendment to an approved conditional use or final planned development must be submitted in writing on formal letterhead along with a complete application form. The letter must provide sufficient detail in describing the proposed change(s), as well as justification on how the change(s) meet all relevant decision criteria as specified below pertinent to the applicable case type. Staff may request the applicant to provide additional information per the normal required contents for Conditional Use and Final Planned Development applications, pursuant to Sections 1147.02 and 1145.05 respectively.

1147.02(f)(1) – Minor Changes to an approved Conditional Use.

An operator of an approved Conditional Use may submit a written request for approval of changes to the site or operating conditions of the use. The Zoning Administrator may administratively approve changes to a Conditional Use if such changes:

- A. Do not change the use.
- B. Are of a magnitude that will not substantially alter the appearance of the use from off of the site.
- C. Will not substantially or detrimentally affect the provision of public services to the site or general vicinity.
- D. Will not substantially or detrimentally increase potential demand on public or private utilities.
- E. Are not of a scope, scale, or character, that would cause a negative impact on adjoining properties and neighborhood.
- F. Are not contrary to and in no way diminish the intent of the originally approved permit. Administrative approvals shall be clearly documented and made part of the original Conditional Use permit on file.

1145.10(a) – Minor Changes to an Approved Final Planned Development.

The developer of an approved final planned development may submit a written request for approval of changes to the plan or development schedule. The Zoning Administrator and the Planning Commission Chair together may administratively approve changes to a planned development if such changes:

- 1. Do not change the use
- 2. Are of a magnitude that will not substantially alter the appearance of the development from off of the site
- 3. Will not substantially or detrimentally affect the provision of public services to the site or general vicinity
- 4. Will not substantially or detrimentally increase potential demand on public or private utilities
- 5. Are not of a scope, scale, or character, that would cause a negative impact on adjoining properties and neighborhood
- 6. Are not contrary to and in no way diminish the intent of the originally approved plan. Administrative approvals shall be clearly documented, made part of the original final planned development on file, and the details of any such changes shall be reported to the Planning Commission at its next regularly scheduled meeting.

Decision Process

Upon submittal, the Community Development Director and Planning Commission Chair will consider the requested amendment against the relevant decision criteria, and within 1-2 weeks determine whether to approve the application administratively or refer the case to the Planning Commission for a formal vote held during the next available regular meeting date. An unfavorable vote by the Planning Commission renders the proposed amendment a major change. Major changes to a Conditional Use or Final Planned Development require a new application in order to be considered for approval by City Council.

Fees & Receipt

The fee is \$275.00.

Sign and Date

Applicant Signature *

Mark A. Rosenberger

Date *

7-28-23

Submission Instructions

We will not accept incomplete applications and/or plans and documentation.

Send or drop off this application with required plans containing all required information as attachments and a check for fees made payable to **City of Oxford**, to Community Development Director, 15 South College Avenue, Oxford, OH 45056.

Direct questions to the Community Development Dept. at 513-524-5204.

LETTER OF AGENCY

To Whom It May Concern:

Please be advised that

Mark Rosenberger with Bayer Becker

(Applicant Name)

has permission to represent our interest with the City of Oxford regarding
Minor Amendment Request for MayDay Development

(Application Description)

located at

6711 Ringwood Road

(Property Address/Location)

Thank you,

Dennis May

Dennis Day Judy Ramsey
(Property Owner Printed Name – must be a person)

MayDay Handgun Training LLC

(Property Owner Company Name – if applicable)

Dennis Day Judy Ramsey, Trustee 7-28-23
(Property Owner Signature – must correspond to printed name above) (Date)
For Jeff Day Estate

July 28th, 2023

Mr. Zachary Moore
Planner
City of Oxford
15 South College Avenue
Oxford, Ohio 45056

Re: 6711 Ringwood Road and College Corner Pike
MayDay Business Park Development
Minor Amendment Application

Dear Mr. Moore:

Submitted is a request for a Minor Amendment to the approved MayDay Final Planned Development as approved in Ordinance No. 3673 dated March 15th, 2022. The request is for a property split as depicted on the plans included with this submittal. This was preliminarily discussed at a meeting on June 21st, 2023, with City staff. It is the intent for the owner to record a three-lot subdivision for the sale of Lot 1 and the existing Gun Range.

Per the Oxford Zoning Code, section 1145.10(a) – Minor Changes to an Approved Final Planned Development, the following criteria is to be evaluated to determine if the proposed change is to be considered minor.

- 1) Do not change the use.
 - a) *The use of the development has not changed.*
 - b) *The existing Gun Range will remain.*
 - c) *Lots #1 and #3 as depicted on the approved Final Planned Development will also remain.*
- 2) Are of a magnitude that will not substantially alter the appearance of the development from off of the site.
 - a) *This Minor request will not alter the intent of the approved Final Planned Development.*
 - b) *The request will still align with the development currently envisioned.*
- 3) Will not substantially or detrimentally affect the provision of public services to the site or general vicinity.
 - a) *The proposed change will not impact public services to the site or general vicinity.*
 - b) *The existing Gun Range Lot will remain in effect with no proposed changes.*
 - c) *For Lot #1, it is the intent for this lot to be a self-storage facility.*
 - d) *Lot #3 (remainder lot) will generally remain as approved.*
- 4) Will not substantially or detrimentally increase potential demand on public or private utilities.
 - a) *The proposed change will not impact the demand on public or private utilities.*

- b) *The existing Gun Range Lot will remain in effect with no changes to the existing utilities.*
 - c) *For Lot #1, it is the intent for the owner to construct storm sewer and detention on the lot and drain across Lot #3. Also, Lot #1 will tap into the existing waterline on the West side of the existing drive. The sanitary lateral shall tie into the existing Sanitary Lateral serving the Gun Range.*
 - d) *All utilities shall be private with easements to be recorded on the Final Subdivision Approval.*
 - e) *Lot #3 (remainder lot) will generally remain as approved.*
- 5) Are not of scope, scale, or character, that would cause a negative impact on adjoining properties and neighborhood.
- a) *The MayDay Business Park Development, as approved, will generally remain in effect. The only change is a minor request to create two parcels for sale of Lot #1 and Lot #2 (Gun Range).*
- 6) Are not contrary to and in no way diminish the intent of the originally approved plan.
- a) *This request does not diminish the intent of the approved plan.*
 - b) *The two proposed lots #1 & #2 are for sale and are fully within the bounds of the approved Final Planned Development. This arrangement is in hopes to spark further development of the remaining property.*

Also, for this proposed subdivision to be processed an access and utility easement from Ringwood Road to the Southeast property line of Lot #2 will be created for benefit of all three parcels. Additional private utility and storm sewer easements will be created for the benefit of Lots #1 and #2 through Lot #3.

With the desire to create these parcel divisions we request a waiver to section 1143.14 (c)(1)(A) to allow for the lot frontages to be less than 100 feet in width in the LI (Light Industrial) District.

On behalf of the owner/developer we look forward to favorable acceptance by the City as an administrative approval of this request. Should you have any questions, or need any additional information, please do not hesitate to contact us.

Sincerely,

Mark A. Rosenberger

Mark A. Rosenberger P.L.S.

Project Manager

Enclosures

Cc: MayDay Handgun Training LLC

