



AGENDA
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE

TUESDAY, JANUARY 16, 2024 AT 7:30 PM

William Snavelly, Mayor

Chantel Raghu, Vice-Mayor
Jason Bracken
Michael Smith

Amber Franklin
Alex French
David Prytherch

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, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

1. Roll Call.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Public Participation.

A. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. City Council values your comments, and Council rules limit public comments to five minutes for each person.

Presentations are not to be in the form of public debate, personal attacks on Council, City staff, or other members of the public, and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

- A. Minutes of the December 19, 2023, City Council Work Session. (Heather Barbour, Clerk of Council)
- B. Minutes of the December 19, 2023, City Council Meeting. (Heather Barbour, Clerk of Council)
- C. A Report Regarding the January 3, 2024, Environmental Commission Meeting (Jessica Greene, Assistant City Manager)
- D. Uptown Parks Permit Request - Butler County Health District for COVID Test Kit Distribution ROW 00567 (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Enter Into An Agreement With Habitat For Humanity Of Greater Cincinnati For The Construction Of Housing To Serve Individuals And Families At Or Below 80% Of The Area Median Income On 601, 603 And 607 W. Chestnut Street. (Jessica Greene, Assistant City Manager)
- B. A Resolution Authorizing the City Manager to Apply To The Ohio Department of Development Welcome Home Ohio Rehabilitation and Construction Program and work with Habitat for Humanity of Greater Cincinnati to apply for up to \$1,200,000.00 in construction funds for their proposed housing project at 601, 603, and 607 W. Chestnut Street. (Jessica Greene, Assistant City Manager)
- C. A Resolution Authorizing the Release of a Public Improvement Bond in the Amount of \$1,395,644.59 for Owl's Landing Subdivision (Block A and Block B), and Acceptance of a New Public Improvement Bond in the Amount of \$271,041.98 Ensuring the Completion of Owl's Landing Subdivision Public Improvements. (Michael Dreisbach, Service Director)
- D. A Resolution Authorizing the City Manager to Apply For a Grant With the Ohio Environmental Protection Agency, Not to Exceed \$75,000, for Equipment Upgrades

That Will Reduce the Potential for Groundwater Contamination from Road Deicing Salt Storage and Application. (Michael Dreisbach, Service Director)

7. Ordinances.

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

A. First Reading

1. An Ordinance Amending The Official Zoning Map Of The City Of Oxford Ohio For Approximately 3.33 Acres Of Land Located At 601, 603, And 607 West Chestnut Street From Single-Family Low-Density Residential (R-1A) District To Single And Two-Family Residential (R-2A) District (Zachary Moore, City Planner / GIS Coordinator)
2. An Ordinance Levying Upon the Lots and Lands Enumerated in the List of Estimated Assessments (Exhibit A) the Amounts Set Forth on Such List and Setting Forth Terms for Payment of Assessments. (Michael Dreisbach, Service Director)
3. An Ordinance Amending Ordinance No. 3750 Supplemental Budget Ordinance Number 1 to Make Supplemental Appropriations for Fiscal Year 2024. (Heidi Hill, Finance Director)

B. Second Reading

1. An Ordinance Limiting the Number of Non-Medical Cannabis Dispensary Licenses to Two in the City of Oxford and Designating the Location for These Two Non-Medical Cannabis Dispensaries. (Douglas Elliott, City Manager)
2. An Ordinance to Amend Ordinance No. 3689 Regulating the Rates and Charges to be Charged and Collected and the Services to be Rendered by Glenwood Energy of Oxford, Inc., Its Successors, and Assigns for Gas and Gas Service Furnished to All of its Customers Within the Corporate Limits of the City of Oxford During the Period Ending October 31, 2025, by Authorizing Glenwood Energy of Oxford, Inc. to add a City Border Station Upgrade Rider. (Douglas Elliott, City Manager)

8. Announcements & Communications.

A. Remarks from City Council and City staff.

The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE	Meeting		
1.	Date Meeting	Location	Time
	Jan 17 Board of Building Appeals - CANCELED	Courthouse	6:30 p.m.
	Jan 23 Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
	Jan 31 TRI Board and Oxford Recreation Board Annual Joint Meeting	LaRosa's	11:00 a.m.
	Feb 6 Records Commission	Municipal Building	5:00 p.m.
	Feb 6 City Council	Courthouse	7:30 p.m.
	Feb 7 Environmental Commission	Municipal Building	7:00 p.m.
	Feb 12 Oxford Recreation Board	Municipal Building	11:30 a.m.
	Feb 12 Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
	Feb 13 Oxford Parking & Transportation Advisory Board	Municipal Building	8:30 a.m.
	Feb 13 Planning Commission	Courthouse	7:00 p.m.
	Feb 14 Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
	Feb 15 Climate Action Steering Committee	Municipal Building	8:30 a.m.
	Feb 15 Police Community Relations and Review Commission	Courthouse	7:00 p.m.
	Feb 20 City Council	Courthouse	7:30 p.m.
9.	Adjourn.		



MINUTES
OXFORD CITY COUNCIL WORK SESSION
COURTHOUSE
TUESDAY, DECEMBER 19, 2023 AT 6:30 PM

1. Roll Call.

Motion – To Enter Executive Session at 6:18 p.m. 121.22 (G)(4) To prepare for, conduct, or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment and O.R.C. 121.22 (G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property.

(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. Franklin

AYE # 6

Mr. Prytherch, Mr. Bracken, Mr. Smith, Ms. Franklin, Ms. French, and Mayor Snavely

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 6:34 p.m. 121.22 (G)(4) To prepare for, conduct, or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment and O.R.C. 121.22 (G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property.

(Voice Vote) 1st Ms. Franklin 2nd Mr. Prytherch

AYE # 6

NAY # 0

ABS # 0

A Work Session meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, December 19, 2023, at 6:35 p.m. Members in attendance were Michael Smith, Amber Franklin, Jason Bracken, Alex French, and David Prytherch. Chantel Raghu arrived at 7:18 pm.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Ms. Heidi Hill, Finance Director; Mr. Sam Perry, Community Development Director; Mr. John Detherage, Fire Chief; Mr. Chris Conard, Law Director; Mr. Casey Woodell, Parks and Recreation Director; Mr. Micheal Dreisbach, Service Director and Ms. Heather Barbour, Clerk of Council.

2. Topic

A. Butler County American Rescue Plan Funds Discussion Part Two.

Ms. Greene presented slides from the ideas she gathered from the Work Session held on November 21, 2023, and addressed questions and comments from the Council. (slides included in minutes)

B. Review of the RFP Housing Proposals.

Ms. Greene presented slides highlighting each proposal received and spoke about the scoring process. Ms. Greene addressed questions and comments from the Council. Ms. Greene asked the Council for guidance on the next steps. (slides included in minutes)

To view each proposal in its entirety, click the link [Housing Proposals](https://www.cityoffoxford.org/Housing_Proposals). Or visit <https://www.cityoffoxford.org/>

3. Adjourn.

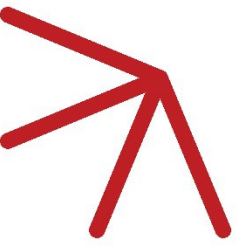
Motion – To Adjourn at 7:25 pm.
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0



American Rescue Plan Act

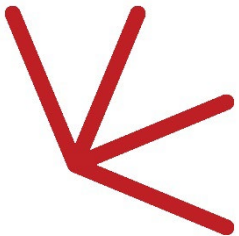
Review of allowable uses and adjusted staff recommendations.





Funds Available: \$2,420,796

Distributed in two payments, a year apart.



How it can be used:

- Respond to public health emergency and negative economic impacts.
 - Includes affordable housing
- Revenue loss for the City.
- Premium Pay.
- Water, sewer, and broadband infrastructure.

Timeframe

- We have until December 2024 to decide how to use our local funds
- They need to be utilized by 2026

Status Update:

Ec Dev	\$ 755,528.65
Housing	\$ 851,914.84
Infrastructure	\$ 290,047.23
Other	\$ 199,810.75
Grand Total	\$ 2,097,301.47
Amount Remaining	\$ 323,494.53

Additional \$1M County Funds

Must be used to serve disparate populations

They want us to submit an application by end of 2023.

Homelessness

Join other municipalities and work together for an improved County shelter operated by Serve City.

After previous work session - seemed inclined to work with local nonprofit.

Housing

Infrastructure assistance for Cottage Community. Pavement, water, sewer and lighting \$150K (*suggested from Local ARPA*)

Infrastructure assistance for Chestnut Street Housing. Demolition, pavement, water, sewer, lighting \$500K from County ARPA.

Help TOPSS with extra costs

- \$500K to TOPSS for additional costs.
- TOPSS Submitted memo sent to Council 12/18/2023

Discussion



Review of RFP responses for Housing

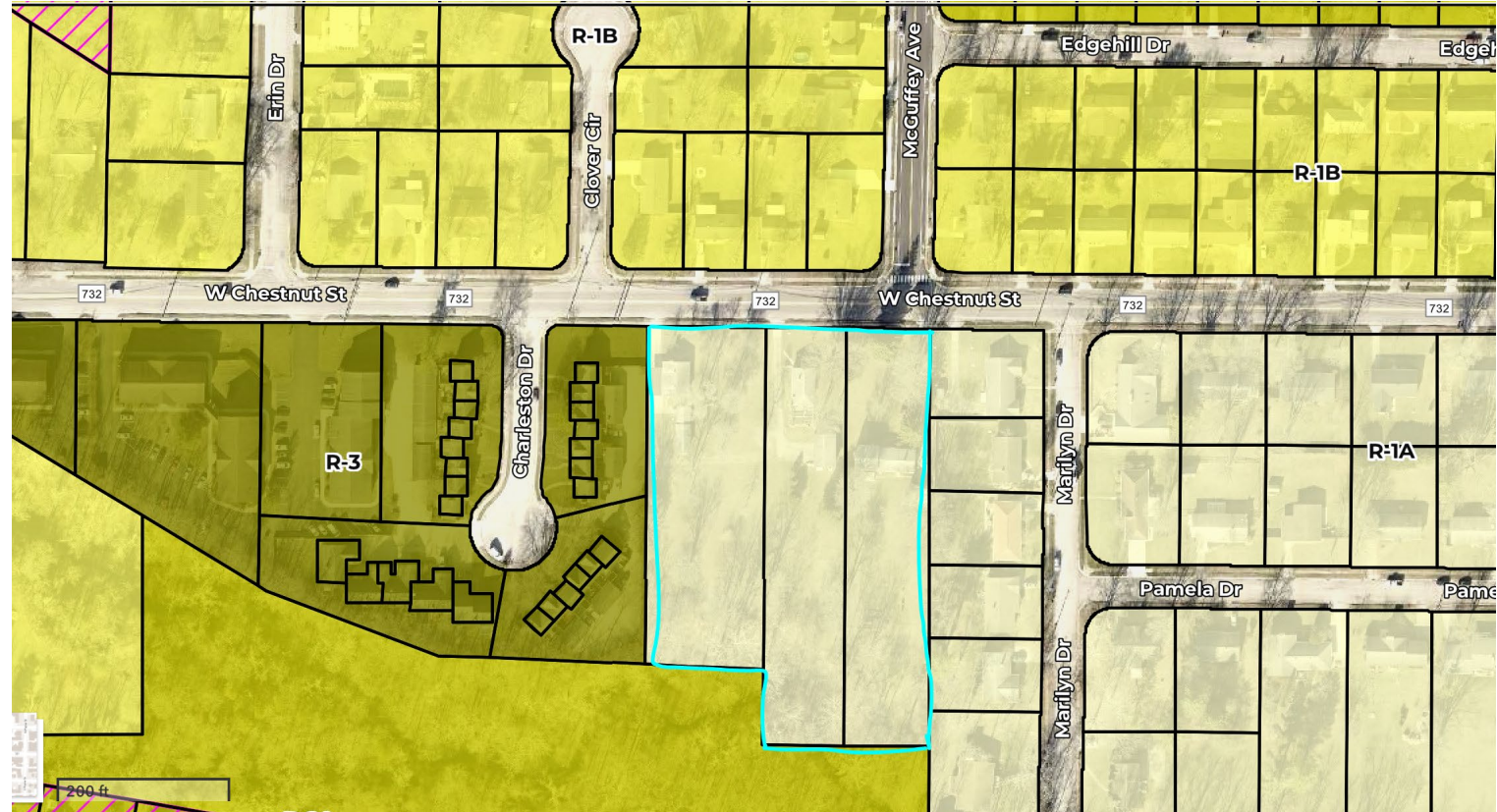


Chestnut Street Properties

The City has acquired 3 parcels totaling approximately 3.33 acres

- *Note:* we have a signed purchase agreement with 601 W. Chestnut and anticipate closing to be next week.

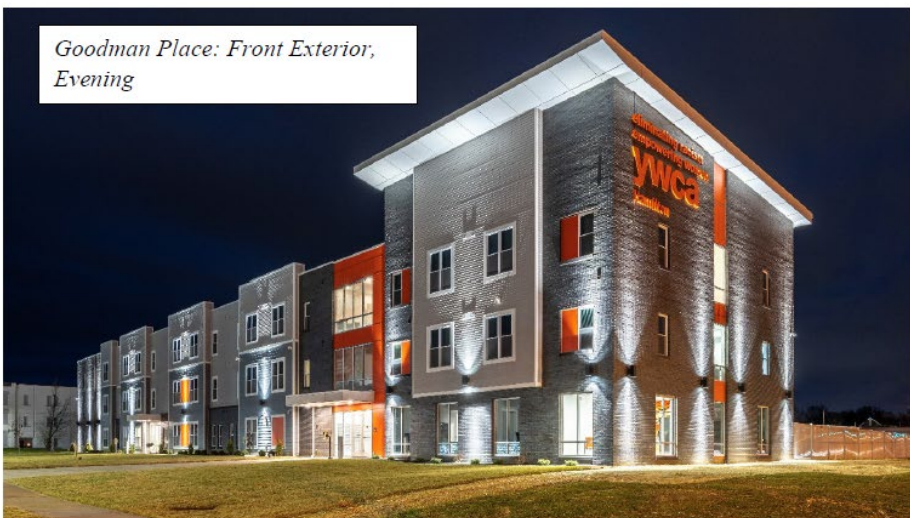
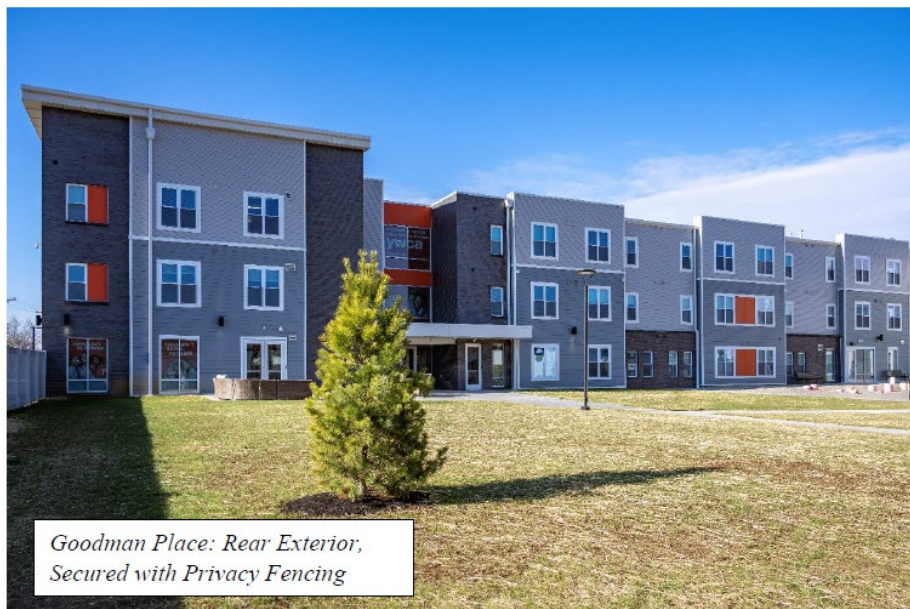
Planning Commission has voted to recommend rezoning to R2A. This can allow up to 38 units with a planned development.

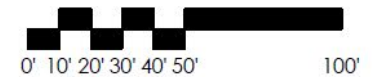


RFP Responses:

YWCA

- 38 units rental units.
- Permanent Supportive Housing for survivors of domestic violence.
- Residents use vouchers.
- On site case management and administrative staff.
- Time sensitive funding application. If funded will begin construction in 2024, and complete within 2 years.
- Wants to purchase land from City. (\$200K proposed)





SITE PLAN

Habitat for Humanity

- 38 homes for purchase.
 - 2 stories with full unfinished basements, and either 3 or 4 bedrooms and 1.5 baths.
 - The housing, while maintaining fee-simple deed ownership, will be built in attached blocks of townhomes, with 4 and 8 units comprising a townhome block.
- Home buyers will be up to 80% AMI and take financial literacy classes.
- Future site maintenance by resident managed HOA (included in mortgage amount)
- Wants City to donate land.
- Aim to start in 2025, and will construct over 6 phases over 6-8 years. Could be accelerated with increased funding.





Cristo Homes

- 38 homes for purchase.
 - 2 story, 1,400 SF, with 3 BR and 2.5 bath.
 - contemporary single-family attached townhomes
- Future maintenance by Cristo HOA entity.
- Want to purchase land from City (\$10K) but open to ground lease.
- To keep housing cost under 30% of income for 80% AMI, will need infrastructure assistance from the City. (\$500K to \$1M).
 - Will bring house price down from \$225K to \$200K or \$175K
- Self funded and can construct project within 2 years.





For Discussion

- If you prefer YWCA for Chestnut Street, we may call a special meeting to select them as partner and have first reading of rezoning to allow for their funding application timeline.
- If you want to work with Habitat or Cristo homes need to identify how is it best for the community.
- Or we can select none, and release a new RFP within 6 months with clearer guidance.

Discussion



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, DECEMBER 19, 2023 AT 7:30 PM

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1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Mayor Snively on Tuesday, December 19, 2023, at 7:31 p.m. Members in attendance were Michael Smith, Amber Franklin, Jason Bracken, Alex French, David Prytherch, and Chantel Raghu.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. Geoff Robinson, Police Lieutenant; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Mike Dreisbach, Service Director; Ms. Heidi Hill, Finance Director; Mr. Casey Wooddell, Parks and Recreation Director; Mr. Chris Conard, Law Director and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the Agenda.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7

NAY # 0
ABS # 0

4. Public Participation.

Public Comment - Ms. Holli Hansel, 4226 Main Street, Darrrtown, Ohio; Mr. Tim Schiller, 118 Hilltop; and Ms. Chris Winkler, 5650 Brown Road - Ms. Hansel informed the Council on the Tallawanda Alumni Hall of Achievement. Ms. Hansel shared that this organization was made official in 2018. Ms. Hansel noted this Board is independent of the School District and is a 501c3 to recognize outstanding achievements from the Talawanda High School Alumni outside the Athletics area. Ms. Hansel reported an interest in establishing a scholarship program. (handout included in minutes)

Public Comment - Mr. Johannes Baurer, Newport, KY - Mr. Baurer spoke on behalf of Habitat for Humanity to provide a quick update. Mr. Baurer shared that Habitat for Humanity will be breaking ground in early 2024 on the 19th and 20th homes to be built on Fuller and Carter Way. Mr. Baurer noted bringing the total to 28 houses over the past ten years. Mr. Baurer shared that Habitat for Humanity was excited to find the next opportunity, whenever and wherever it may be.

Public Comment - Ms. Vanessa Cummings, 125 Marti Court - Ms. Cummings wished to address the issues discussed in the Council Work Session. Ms. Cummings shared that she served on the YWCA Board a few years ago and supported the YWCA project.

Public Comment - Mr. Ralinovsky, 3 Peabody Drive - Mr. Ralinovsky spoke in support of the OATS Trail. Mr. Ralinovsky also would like to see the City and the Talawanda School Board work out the Nelson Marrow Building logistics.

A. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff, or other members of the public, and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from

consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Motion – To Approve the Consent Agenda.
(Voice Vote) 1st Ms. Raghu 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

- A. Minutes from the December 5, 2023, City Council Meeting (Heather Barbour, Clerk of Council)
- B. Report Regarding the Environmental Commission on December 6th, 2023 (Jessica Greene, Assistant City Manager)
- C. A Resolution Approving Then and Now Certificates for Purchase Orders Issued Above \$3,000.00 Where an Invoice was Received Prior to the Purchase Order Date, as a Requirement of Ohio Revised Code 5705.41(d). (Heidi Hill, Finance Director)

6. Resolutions.

- A. A Resolution Approving the Contract between the City of Oxford, Ohio, and the Non-Commissioned Police Division Employees and Authorizing the City Manager to Sign a Contract on Behalf of the City. (Douglas Elliott, City Manager)

Motion – To Adopt Resolution No. 7556.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherich
AYE # 7
NAY # 0
ABS # 0

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Mr. Elliott mentioned excluding pages 49 - 52 of the agenda packet because the TA's should be excluded. Mr. Prytherch moved to make a friendly amendment to remove pages 49-52 of the agenda packet from the record. Mayor Snavelly, hearing no opposition, accepted the friendly amendment.

Public Comment -None.

- B. A Resolution Authorizing the City Manager to Enter Into a New Agreement with Milford Township, Butler County, Ohio and Authorizing the City of Oxford to Provide Emergency Medical Services to the Western Portion of Milford Township Pursuant to the Agreement. (Douglas Elliott, City Manager)

Motion – To Adopt Resolution No. 7557.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Public Comment -None.

- C. A Resolution Authorizing the City Manager to Enter into a Contract with Jefferson Health Plan to Assist with our Self-Insured Health Benefits Program at a Cost of \$202,662.00 a Month. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7558.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council.

Public Comment -None.

- D. A Resolution Authorizing the Donation of \$15,000.00 of American Rescue Plan Funds to the Talawanda Oxford Pantry and Social Services (TOPSS) to be Used to Provide a Seasonal Cold Shelter (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7559.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0

ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council.

Public Comment -None.

7. Ordinances.

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

A. First Reading

1. An Ordinance Limiting the Number of Non-Medical Cannabis Dispensary Licenses to Two in the City of Oxford and Designating the Location for These Two Non-Medical Cannabis Dispensaries. (Douglas Elliott, City Manager)

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Public Comment -None.

2. An Ordinance to Amend Ordinance No. 3689 Regulating the Rates and Charges to be Charged and Collected and the Services to be Rendered by Glenwood Energy of Oxford, Inc., Its Successors, and Assigns for Gas and Gas Service Furnished to All of its Customers Within the Corporate Limits of the City of Oxford During the Period Ending October 31, 2025, by Authorizing Glenwood Energy of Oxford, Inc. to add a City Border Station Upgrade Rider. (Douglas Elliott, City Manager)

Mr. Elliott presented his staff report and addressed questions from the Council.

Public Comment -None.

B. Second Reading

1. An Ordinance Amending Ordinance No. 3697 Supplemental Budget Ordinance Number 8 to Make Supplemental Appropriations for Fiscal Year 2023. (Heidi Hill, Finance Director)

Motion – To Adopt Ordinance No. 3757.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. French

AYE # 7

Mr. Smith, Ms. Franklin, Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, and Mayor Snavelly

NAY # 0

ABS # 0

Ms. Hill presented the changes included in her staff report since the first reading. Ms. Hill addressed questions and comments from the Council.

Public Comment - None.

8. Announcements & Communications.

A. Remarks from City Council and City staff.

The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE	Meeting
------	---------

- | | | | | |
|----|--------|--------------------------------------|------------|-----------|
| 1. | Date | Meeting | Location | Time |
| | Dec 20 | Board of Building Appeals - CANCELED | Courthouse | 6:30 p.m. |
| | Dec 25 | City Offices Closed - Holiday | | |

Dec 26	City Offices Closed - Holiday		
Jan 1	City Offices Closed - Holiday		
Jan 2	City Council Meeting - CANCELED	Courthouse	7:30 p.m.
Jan 9	Planning Commission	Courthouse	7:00 p.m.
Jan 16	City Council	Courthouse	7:30 p.m.
Jan 17	Board of Building Appeals	Courthouse	6:30 p.m.
Jan 23	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:25 pm.
 (Voice Vote) 1st Ms. Raghu 2nd Ms. French
 AYE # 7
 NAY # 0
 ABS # 0

Public Comment to Council Form

Print

Submitted by: Shannon Trewyn

Submitted On: 2023-12-06 20:20:20

Submission IP: (76.35.110.82)
proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Doug Elliott

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

* Last Name

Shannon

Trewyn

Enter your First Name

Enter your Last Name

* Address

111 Gardenia Drive

* City

* State

Oxford

OH

* Email

Phone

trewynshannon@gmail.com

3096783203

* I am a...

- ☐ Visitor
- ☒ Resident (i.e. must live within the corporate boundaries)
- ☐ Business Manager
- ☐ Business Owner
- ☐ Employee in Oxford
- ☐ Student
- ☐ Other

* Comment(s)

My family moved to Oxford earlier this year and were excited about the prospect of the trail being accessible to us. However, we have young children and a dog who thoroughly enjoy playing outside any chance we get. As a homeowner, but more importantly as a parent, the trail being built potentially 10 feet from our property line is terrifying. We are looking forward to using the trail, but the thought of strangers being within 10-15 feet of where my children and dog are running freely in their own back yard would be incredibly unsafe. The lot connected to our property line is large and vast, with plenty more room to leave the residents of Gardenia between home and trail. The safety of the people on Gardenia Drive should be prioritized! Please increase the gap to at least 30 feet (preferably more) from the property line of all houses on Gardenia.

Make a public comment for review by City Council

SAVE THE DATE

TALAWANDA ALUMNI HALL OF ACHIEVEMENT- RECOGNITION EVENT

MONDAY, FEBRUARY 19, 2024

HANOVER RESERVE



Sponsorships & Ticket Details Coming Soon



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Reena Murphy
DATE PREPARED:	1/9/2024
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	A Report Regarding the January 3, 2024, Environmental Commission Meeting (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Sustainable Oxford
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

Environmental Commission members in attendance at the Wednesday, January 3rd, 2024 meeting were: Jon Ralinovsky, Chair; Chantel Raghu, Vice-Chair and City Council Member; Peggy Branstrator, and Justin Fain. A quorum was present. Members of the public present were Mollie Duffy.

Approval of Agenda: Ms. Raghu
2nd: Mr. Fain
Vote: Unanimous

Approval of Minutes: Mr. Fain
2nd: Ms. Raghu
Vote: Unanimous

Discussion:

The commission discussed priority projects for 2024 and 2025. Staff presented a list of projects for the commission to discuss and review. Ms. Raghu provided feedback that the conversation

about commission priorities should be held after the council retreat. Staff shared that speaking with the commission now would inform the projects that staff proposed to Council for their consideration and feedback at the retreat. The commission discussed and loosely prioritized the projects below, with the understanding that City Council's Retreat has not occurred yet.

The commission discussed the below list of projects. Depending on the project, the commission's role would vary. The goal of the prioritization process was to incorporate more public feedback into the projects staff pursue.

List of Projects:

EV Readiness ordinance
The Sustainable Ohio Public Energy Council, SOPEC, Membership
Recycling and compost education
EV Car Share
Develop equity considerations for tree planting
Mini Grants
Power Purchase Agreements and Renewable Energy Credits with Miami
Weatherization with PUSH
Inflation Reduction Act Master Plan
2023 GHG Inventory
Specialty Drop-off Day
Battery Recycling (Public and Departmental)
Land Acknowledgment / Informed environmental stewardship
Fleet EV Assessment
Promote 513Green Among Business
Access to Energy assessment
Access to energy plan
Access to energy goals
Zero Waste Events Policy

The commission determined their top 4 priorities for staff consideration are: EV Car Share, Mini Grants, Inflation Reduction Act General Plan, and Access to Energy Assessment.

Two additional projects were identified as lower-priority projects: joining the Sustainable Ohio Public Energy Council and conducting a 2023 GHG Inventory.

Lastly, the commission expressed interest in an EV Ready Ordinance, a specialty drop-off day, and a zero waste events policy. The commission acknowledged staff capacity and offered to take a more hands-on approach with these topics.

Approval of Adjournment:

Motion: Ms. Raghu

2nd: Mr. Fain

Vote: Unanimous

The next Environmental Commission meeting will be on February 7th at 7 pm in the Municipal Building's first-floor conference room.



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	1/4/2024
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	Uptown Parks Permit Request - Butler County Health District for COVID Test Kit Distribution ROW 00567 (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The Butler County General Health District will be handing out free COVID-19 test kits. Would request 3 metered parking spaces behind the pavilion and the fees be waived. Numbers 651-653.



Public Health
Prevent. Promote. Protect.

Butler County
General Health District

January 4, 2024

Oxford City Council
15 South College Avenue
Oxford, Ohio 45056

To the Oxford City Council,

I work with the Butler County General Health District as the Emergency Preparedness Planner. We will be holding a small COVID test kit distribution event in on January 30, 2024 from 4:00 pm to 6:00pm. This will be located at Memorial Park and will be no more than 3 hours this includes the half an hour to set up and tear down. The purpose of this Correspondence is to ask that the parking fees be waived for 3 parking spaces during this event. These parking spaces will be for myself and 2 of my Medical Reserve Corps volunteers. I want to thank you for your time and consideration to this request.

Sincerely,

Kristin Harbeson

Kristin Harbeson
Emergency Preparedness Planner/Butler County MRC Unit Coordinator
301 S. Third Street
Hamilton, Ohio 45011
Phone: (513) 785-7969
Email: harbesonk@butlercountyohio.org

Uptown Park Permit Request

ROW 00567

COVID Test Kit Distribution

Tuesday, Jan. 30, 2024

4-6 PM

Memorial Park

2 Parking Meters

Assigned To: John Buchholz

Due Date: Open

Attachments

- [1.30.24_pop-up_distribution_site.docx](#) - 2023-12-29 12:26:21 pm



Uptown Parks Permit Request

Memorial Park & Martin Luther King Jr. Park

* Organization Name

Butler County General Health District

Organization Phone

5137897969

* Organization Mailing Address

301 S. Third Street

Are you a non-profit?

NO

• • •

* Contact's First Name

Kristin

* Contact's Last Name

Harbeson

Contact's Phone

5132136519

* Email

harbesonk@butlercountyohio.org

* Contact's Mailing Address

301 S. Third Street

• • •

Which park(s) are you requesting? Select all that apply.

- ☒ Memorial Park (East Park Place & North Main Street - Pavilion)
☐ Martin Luther King Jr. Park (West Park Place & North Main Street - Fountain)

* Name of the Event

COVID-19 Test Kit Pop-up Distribution Site

Projected Attendance

Unknown

Date Requested

01/30/2024

Format: MM/DD/YYYY

Has this event been held previously?

No

Event Start Time & End Time

4:00 pm to 6:00 pm

Set Up Time Range

30 minutes

Tear Down Time Range

30 minutes

Event Description

Local health district will be distributing COVID-19 test kits to the general public for free.

• • •

Do you need reserved parking?

yes, 2 spaces

Are you requesting a road closure for this event?

No

Will there be portable heaters/fire pits?

No

Will tents, tables and/or chairs be used?

1 - 6 foot table & 2 folding chairs

Will you need police officers for this event? Depending on the event, this may be required.	Will you be renting portable restrooms for this event? (if yes, we recommend renting ADA compliant portable restrooms)
No	No
Will you need electricity?	Will you be bringing a sound system and/or technician?
No	No
Will alcohol, food, services and/or other items be sold?	If yes to alcohol, food or service, please explain briefly.
No	No
Will you be exiting the park during the event? (i.e. for a race/run)	
No	

. . .

Please attach a site map sketch for this event, if possible.

Choose File

No file chosen

Please attach the route map, if applicable (for parades, runs, etc...)

Choose File

No file chosen

* Event Details Accuracy Acknowledgement

☒ By checking this box, I acknowledge that all of the event details, as listed above, are accurate.

[Click here to read the Stipulations & Fees and then acknowledge below.](#)

* Event Stipulations & Fees Acknowledgement

☒ By checking this box, I acknowledge that I have reviewed the stipulations and estimated cost for the event and agree to compensate the City for services rendered as specified in the final invoice. If the event runs past the stated end time and/or the stipulations are not adhered to, I understand that additional charges will accrue and agree to compensate the City accordingly.

Indemnification Clause: The Permittee hereby agrees to indemnify, defend, save and hold harmless the City of Oxford its officers and employees from and against all suits or claims that may be based on damage or injury or death to any person or property that may occur while the City of Oxford property is being used by Permittee. Permittee further agrees to the payment of the City's attorneys' fees for all claims and damages arising directly or indirectly from or related to the use, occupancy or possession of the City of property. Damages includes all liabilities, costs, losses, fines, penalties, claims suits, actions, costs and expenses.

* Indemnification Clause Acknowledgement

☒ By checking this box, I acknowledge that I have reviewed the indemnification clause above.

* Today's Date

12/29/2023

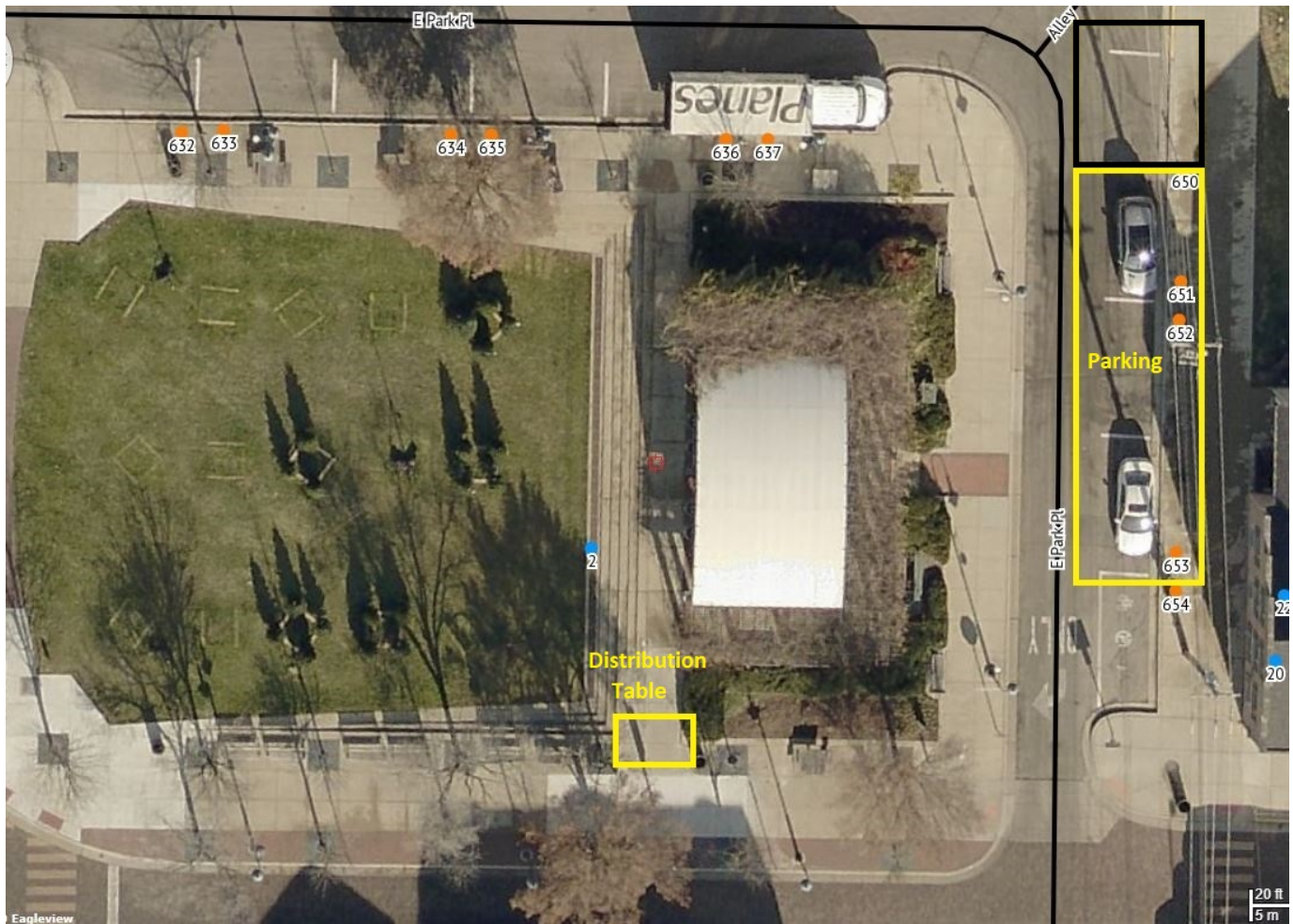
Format: MM/DD/YYYY

* Electronic Signature

Kristin Harbeson

If approved, you will receive an approved permit. If an invoice is required, it will also be sent with the approved permit. Invoice payment is due prior to the event.

If you have any questions, reach out to John Buchholz at (513) 839-4781 or jbuchholz@cityofoxford.org.



The Butler County General Health District will be handing out free COVID-19 test kits. Would request 3 metered parking spaces behind the pavilion and the fees be waived. Numbers 651-653.

Area shall be cleaned at the end of each day

Sidewalks must remain clear at all times

The City of Oxford reserves the right to modify, suspend, or revoke this permit at the sole discretion of the City of Oxford.

Uptown Public Parks Permit - Internal

Event Name _____ Event Date _____

Event Time _____ Set Up Time _____ Tear Down Time _____

Contact Name _____ Contact Phone _____

Contact E-mail _____

Event Description _____

Areas Utilized _____ Maps Attached? Y ☐ N ☐

Police Officers Y ☐ N ☐

Meter Rental? Y ☐ N ☐

Street Closure Y ☐ N ☐

Service Personnel Y ☐ N ☐

Trash Boxes Y ☐ N ☐

Food For Sale Y ☐ N ☐

Alcohol For Sale Y ☐ N ☐

Electric Service Y ☐ N ☐

Insurance Required Y ☐ N ☐

Portable Restrooms Y ☐ N ☐

Bringing Sound System Y ☐ N ☐

Live Animals Present Y ☐ N ☐

Other _____

How Many _____ Time Range _____

List Meter Numbers _____

Attached Map or Route? Y ☐ N ☐

How Many _____ Time Range _____

How Many _____

Permit Number _____

Permit Number _____

Details _____

Details _____

Details _____

Details _____

Details _____

Department Approval

Police Department Y ☐ N ☐

Fire Department Y ☐ N ☐

Service Department Y ☐ N ☐

Recreation Department Y ☐ N ☐

City Manager Department Y ☐ N ☐

Date _____

Date _____

Date _____

Date _____

Date _____

Event Approved Y ☐ N ☐

Signature _____

Documents Attached

Invoice ☐

Original Application ☐

Stipulations & Fees ☐

Uptown Parks Stipulation & Fees

Memorial Park & Martin Luther King Jr. Park

Applicants should allow a minimum of five business days for the request to be processed from the time it is submitted to City Officials. *Please provide the City with as much lead time as possible. Events requiring road closures and staffing will require additional processing time. Large event requests (over 500 people) shall be submitted no less than sixty (60) days in advance of the event.*

1. Large events (estimated at over 500 people), including all concerts and performances, will require additional approval by City Departments.
2. Events exceeding 2 consecutive days or repeat events of 2 or more sessions will require City Council approval.
3. At least one legally responsible adult must sign the request.
4. The usage may not discriminate against a given class of people.
5. All ordinances that regulate noise shall be observed, unless a variance is requested and approved.
6. The applicant is responsible for cleanup and removal of litter & trash immediately after the event. Failure to clean up may result in subsequent requests being denied or a deposit being required. In addition, a cleaning charge may be assessed.
7. Safety staffing levels will be determined by the Oxford Police Department and the applicant may be required to hire police officers.
8. All special conditions specified by department heads must be complied with. Fees will be assessed for special services.
9. No markings may be made on streets or sidewalks within the public right-of-way.
10. No motor vehicles may be parked within the area of the park or on any sidewalk.
11. Banners are only permitted on the stage area during the function and must be removed immediately after the event. Tying is the only acceptable way of affixing a banner to the stage area.
12. The applicant is responsible for damage to grass, shrubs or trees as a result of the event and agrees to compensate the City of Oxford the cost of repairs and/or replacement.
13. No structure shall be defaced and no structure shall be erected within four feet of the base of a tree or shrub.
14. No nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within any park. This includes sign or flag frames, posts, spikes, etc... Applicant is financially responsible for damages to parks and infrastructure.
15. If alcohol will be sold at the event, you must obtain F2 permit from the Ohio Department of Commerce, Division of Liquor Control and obtain approval from either City Council or the City Manager.

- a. Note: Event participants may use Oxford's year-round Designated Outdoor Refreshment Area (DORA). No permit is required for DORA usage, but please follow DORA rules.
16. Food for sale is allowed at events hosted by a nonprofit or charitable community organization. Food trucks or tents must have a mobile food unit license or a temporary food license through the Butler County Board of Health.
17. The applicant will be required to provide the City with a certificate of insurance naming the City as an additional insured for events with banner installation, live animals or inflated play structures with a minimum of \$1M coverage. Insurance for other events may be required and reviewed on a case by case basis.
18. The Permittee hereby agrees to indemnify, defend, save and hold harmless the City of Oxford its officers and employees from and against all suits or claims that may be based on damage or injury or death to any person or property that may occur while the City of Oxford property is being used by Permittee. Permittee further agrees to the payment of the City's attorneys' fees for all claims and damages arising directly or indirectly from or related to the use, occupancy or possession of the City of property. Damages includes all liabilities, costs, losses, fines, penalties, claims suits, actions, costs and expenses.

729.05 SALES ON CERTAIN MUNICIPAL PROPERTY PROHIBITED. No person shall sell, offer to sell or solicit orders for goods, wares or merchandise for immediate or future delivery, or services to be furnished, performed or provided in the present or in the future, within parking meter zones or upon any municipally-owned or controlled property other than streets. This law shall not be applicable to nonprofit or charitable community organizations operating with the express consent of the Office of the City Manager and shall not apply to the lawful use of sidewalk space where such use is expressly authorized by the Codified Ordinances of Oxford, nor shall this section be applicable to the selling at a Farmers' Market of farm produce when such produce has been raised and grown by the vendors and provided that such selling has been specifically authorized and regulated by the Council. Any sale or use of alcohol upon any municipally-owned or controlled property shall be approved by City Council. (Ord. 3211. Passed 3-19-13.)

<u>Parking</u> No Parking Sign Metered Parking (less than 4 hours) Metered Parking (4 or more hours) <u>Personnel</u> First Police Officer Additional Officer (s) Police Supervisor (required for each 4 Police Officers) Police Command Officer (required for two squads of five Officers)	\$1/each \$6/each \$12/each \$55 per hour \$55 per hour \$65 per hour \$75 per hour
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Street Department Personnel Electrician	\$30/hour \$120 plus materials
<u>Road Closure</u> Main Street US 27 Detour **includes labor	\$150** \$150**
<u>Sports Fields/Gazebo</u> Contact Oxford Parks & Recreation Department at 513-523-6314	



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	12/11/2023
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into An Agreement With Habitat For Humanity Of Greater Cincinnati For The Construction Of Housing To Serve Individuals And Families At Or Below 80% Of The Area Median Income On 601, 603 And 607 W. Chestnut Street. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	Housing Opportunities for Everyone
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Neutral
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The city purchased three parcels of land using ARPA funds to create affordable housing. The guidelines provided by ARPA define affordable housing as serving individuals and families making up to 60% of the area's median income. This income limit may be increased to 80% of the area median income based on evidence of affordability in a local community.

[Area Median Income limits](#) are established by HUD and published by the Butler County Community Development Department.

The City of Oxford published a Request for Proposals for the development of housing to serve this income bracket. We received three responses: Cristo Homes, Habitat for Humanity of Greater Cincinnati, and the Butler County YWCA. These responses were shared with City Councilors on Friday, December 8, 2023, and discussed during a work session on December 19, 2023.

[Review these proposals in full at the RFP response page.](#)

The YWCA was the top-scoring proposal. After the Council Work Session on December 19th, the YWCA sent an email that they had to withdraw from the process because they could not go through the Planning Commission and Council approval process before their February funding deadline.

Staff met with the Housing Advisory Commission (HAC) on January 9, 2024 to discuss this update. During that meeting, the HAC passed a recommendation for Council to proceed with a construction development agreement with Habitat for Humanity of Greater Cincinnati, the 2nd highest-scoring organization in the RFP process.

Habitat for Humanity proposes to construct up to 38 townhomes. These homes are proposed to be 2 stories with full unfinished basements. They will be 3 to 4 bedrooms and have 1.5 bathrooms. They will be built in attached blocks of townhomes with 4 to 8 units comprising a townhome block.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH HABITAT FOR HUMANITY OF GREATER CINCINNATI FOR THE CONSTRUCTION OF HOUSING TO SERVE INDIVIDUALS AND FAMILIES AT OR BELOW 80% OF THE AREA MEDIAN INCOME ON 601, 603 AND 607 W. CHESTNUT STREET.

WHEREAS, Whereas the City of Oxford's Comprehensive Plan has a goal of Housing for Everyone and an objective H2 to ensure housing affordability and attainability for all income levels; and

WHEREAS, the City's 2020 Housing Needs Assessment found that we have a critical need for affordable housing.

WHEREAS, according to the decennial census conducted in 2020, a significant portion of our population falls below the 80% AMI range, and current housing market conditions pose challenges for these residents to secure affordable and stable housing options; and

WHEREAS, the City has purchased three parcels of land on Chestnut Street using American Rescue Plan Funds for the creation of housing serving individuals and families who have incomes up to 80% of the area's median income (AMI); and

WHEREAS, recognizing the vital role that affordable housing plays in fostering a diverse and inclusive community, it is imperative to develop policies and initiatives that cater to the housing needs of those at or below 80% AMI; and

WHEREAS, The city manager recommends Council authorize the city manager to enter into an agreement with Habitat for Humanity of Greater Cincinnati for the construction of housing to serve individuals and families at or below 80% of the area median income on 601, 603 and 607 W. Chestnut Street.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council hereby authorizes the city manager to enter into an agreement with Habitat for Humanity of Greater Cincinnati for the construction of housing to serve individuals and families at or below 80% of the area median income on 601, 603 and 607 W. Chestnut Street.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST: _____

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: WILLIAM SNAVELY
PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	1/10/2024
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	A Resolution Authorizing the City Manager to Apply To The Ohio Department of Development Welcome Home Ohio Rehabilitation and Construction Program and work with Habitat for Humanity of Greater Cincinnati to apply for up to \$1,200,000.00 in construction funds for their proposed housing project at 601, 603, and 607 W. Chestnut Street. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	Housing Opportunities for Everyone
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The Ohio Department of Development Welcome Home Ohio Program invites local municipalities to apply for funding to assist with the construction of affordable homes.

Applicants may request up to \$30K per home to be constructed. We seek to apply for up to 38 new homes. If awarded, Habitat for Humanity of Greater Cincinnati will cover the remaining construction and development costs, not covered by this program.

These homes must serve individuals and families who are at 80% Area Median Income or below. The homes must be sold for under \$180K in this first round of the program. They must be for homes that will be owner-occupied, and deed restricted for 20 years that any future sales will go to an individual or family that is at or below 80% AMI.

Applicants must provide financial literacy education to their homebuyers and provide regard reports to

the Ohio Department of Development.

[Ohio Department of Development Welcome Home Ohio Program.](#)

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RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY TO THE OHIO DEPARTMENT OF DEVELOPMENT WELCOME HOME OHIO REHABILITATION AND CONSTRUCTION PROGRAM AND WORK WITH HABITAT FOR HUMANITY OF GREATER CINCINNATI TO APPLY FOR UP TO \$1,200,00.00 IN CONSTRUCTION FUNDS FOR THEIR PROPOSED HOUSING PROJECT AT 601, 603 AND WEST CHESTNUT STREET.

WHEREAS, the availability of affordable housing has become a pressing issue in our community, adversely affecting the well-being and stability of many residents; and

WHEREAS, the 2020 Oxford Housing Needs Assessment listed a critical need for affordable housing, stating the need for an additional 323 units.

WHEREAS, the 2023 Oxford Comprehensive Plan has a goal of Housing for Everyone and action items related to changing zoning to increase density and working to provide supportive housing services; and

WHEREAS, rezoning the property will allow for higher density housing construction and;

WHEREAS, the affordable housing developments must serve people at 80% of the Area Median Income (AMI) or lower and;

WHEREAS, the City of Oxford is extending our income eligibility for affordable housing beyond the standard 60% AMI American Rescue Plan qualification level because of the high rent trends in Oxford when compared to the rest of the County.

WHEREAS, the evidence of high rent trends in Oxford is provided by the 2020 Housing Needs Assessment conducted by Bowen National Research; and

WHEREAS, the City Manager and the Assistant City Manager recommend applying for the Ohio Department of Development Welcome Home Ohio Rehabilitation and Construction Program and work with Habitat for Humanity.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council hereby authorizes the City Manager to apply for the Ohio Department of Development Welcome Home Ohio Rehabilitation and Construction Program and work with Habitat for Humanity.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: WILLIAM SNAVELY
PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service
PREPARED BY:	Mike Dreisbach
DATE PREPARED:	1/8/2024
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	A Resolution Authorizing the Release of a Public Improvement Bond in the Amount of \$1,395,644.59 for Owl's Landing Subdivision (Block A and Block B), and Acceptance of a New Public Improvement Bond in the Amount of \$271,041.98 Ensuring the Completion of Owl's Landing Subdivision Public Improvements. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Accessible, High-Quality Infrastructure
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	NA
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 1/8/24

DISCUSSION:

The Oxford City Council approved the Owl's Landing subdivision development requiring a \$1,395,644.59 (Block A = \$1,177,168.41 and Block B = \$218,476.18) public improvement bond to ensure the completion of public infrastructure improvements within the development. The Developer has issued a Letter of Credit to the City of Oxford for this amount. Preliminary construction on improvements in the development, including water, wastewater, stormwater, OATS trail segment (connection to the Oxford Community Park) and basic road construction are now complete and acceptable. As such, the Developer has requested the City lower the required bonding required to ensure completion of improvements in the ROW. Work that still requires completion includes construction of the sidewalk system and additional landscaping including the planting of trees in the tree lawn area. The value of work to be completed has been calculated at \$271,041.98.

Staff recommends the City Council authorize the release of public improvement bonds in the amount of \$1,177,168.41 and \$218,476.18 for Owl's Landing Subdivision, Block A and B respectively, and accept new public improvement bonds in the amount of \$224,336.41 and \$46,705.57, Block A and B

respectively, ensuring the completion of Owl's Landing Subdivision public improvements. The total for the new Bond shall be \$271,041.98.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE RELEASE OF A PUBLIC IMPROVEMENT BOND IN THE AMOUNT OF \$1,395,644.59 FOR OWL'S LANDING SUBDIVISION (BLOCK A AND BLOCK B), AND ACCEPTANCE OF A NEW PUBLIC IMPROVEMENT BOND IN THE AMOUNT OF \$271,041.98 ENSURING THE COMPLETION OF OWL'S LANDING SUBDIVISION PUBLIC IMPROVMENTS.

WHEREAS, the Oxford City Council approved the Owl's Landing subdivision development requiring a \$1,395,644.59 (Block A = \$1,177,168.41 and Block B = \$218,476.18) public improvement bond to ensure completion of public infrastructure improvements within the development; and

WHEREAS, Preliminary construction on improvements in the development, including water, wastewater, stormwater, OATS trail segment (connection to the Oxford Community Park), and basic road construction, are now complete and acceptable; and

WHEREAS, the City Manager and the Service Director recommend Oxford City Council release the public improvement bond for the Owl's Landing subdivision and require a new bond in the amount of \$271,041.98.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: The developer has met the terms and conditions of performance bonds, dated September 25, 2022, and March 17, 2023; these performance bonds totaling \$1,395,644.59 are hereby released by Council.

SECTION 2: The City Manager and the Clerk of Council are hereby authorized to execute the necessary paperwork, releasing the performance bonds on Owl's Landing Subdivision Block A and Block B, and to cause the developer to record the same and submit the recorded release back to the City. The release of the performance bonds on Owl's Landing Subdivision Block A and Block B is conditioned upon the applicant providing a new public improvement bond in the amounts of \$224,336.41 and \$46,705.57, Block A and B, respectively, to ensure the completion of public improvements in Owl's Landing Subdivision.

SECTION 3: This release is hereby given upon report of the City Engineer that the work secured by the performance bond has been satisfactorily completed.

SECTION 4: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVLEY

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service
PREPARED BY:	Mike Dreisbach
DATE PREPARED:	1/8/2024
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	A Resolution Authorizing the City Manager to Apply For a Grant With the Ohio Environmental Protection Agency, Not to Exceed \$75,000, for Equipment Upgrades That Will Reduce the Potential for Groundwater Contamination from Road Deicing Salt Storage and Application. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 1/8/24

DISCUSSION:

Ohio EPA, through the H2Ohio Rivers Initiative Chloride Reduction Program, is offering grants to Ohio municipalities, villages, townships, and counties to adopt best management practices that reduce salt and deicers contributing to runoff and promote chloride reduction in Ohio water resources. These funds will support upgrades to road salt application equipment and storage facilities with the goal of making improvements to storage and providing tools to reduce over-application of deicing materials and subsequently protect and prevent chloride from impacting surface and groundwater resources.

Eligible Costs - Road Deicing Equipment/Facility Improvements Below is a list of equipment and project upgrades that are eligible for funding: • Live Edge/Articulated Blades • Calibration/Salt Spreader Control Systems/ GPS Tracking/Monitoring Systems/Road Temperature Sensors • Upgraded Salt Spreader(s) to Allow Calibration/Control System/GPS Tracking or Monitoring Systems • Brine Mixers • Brine Application Equipment • Equipment Rinse and Rinse Collection for Recycling • Sweeper for Cleaning Salt from Exterior Loading Areas • Conductivity Meters (for water monitoring) • Salt Storage (eliminates exposure of salt to rainwater and/or runoff and overburdened storage). The maximum grant to a

community is \$75,000.

This Resolution will authorize the City Manager to take all actions necessary to apply for and receive (if awarded) a grant not to exceed \$75,000 to reduce the amount of chloride entering surface and groundwater resources in Ohio.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OHIO ENVIRONMENTAL PROTECTION AGENCY, NOT TO EXCEED \$75,000.00 FOR EQUIPMENT UPGRADES THAT WILL REDUCE THE POTENTIAL FOR GROUNDWATER CONTAMINATION FROM ROAD DEICING SALT STORAGE AND APPLICATION.

WHEREAS, the Ohio EPA, through the H2Ohio Rivers Initiative Chloride Reduction Program, is offering grants to Ohio municipalities, villages, townships, and counties to adopt best management practices that reduce salt and deicers contributing to runoff and promote chloride reduction in Ohio water resources; and

WHEREAS, the funds will support upgrades to road salt application equipment and storage facilities with the goal of making improvements to storage and providing tools to reduce over-application of deicing materials and, subsequently, protect and prevent chloride from impacting surface and groundwater resources; and

WHEREAS, This Resolution will authorize the City Manager to take all actions necessary to apply for and receive (if awarded) a grant not to exceed \$75,000 to reduce the amount of chloride entering the surface and groundwater resources in Ohio; and

WHEREAS, the City Manager and the Assistant City Manager recommend approval of submitting a \$75,000.00 grant application to the Ohio Environmental Protection Agency for equipment upgrades that will reduce the potential for groundwater contamination from road deicing salt storage and application.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: The City Manager is hereby authorized to submit a \$75,000.00 grant application to the Ohio Environmental Protection Agency for equipment upgrades that will reduce the potential for groundwater contamination from road deicing salt storage and application.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:
ATTEST

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: WILLIAM SNAVELY
PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	12/13/2023
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	An Ordinance Amending The Official Zoning Map Of The City Of Oxford Ohio For Approximately 3.33 Acres Of Land Located At 601, 603, And 607 West Chestnut Street From Single-Family Low-Density Residential (R-1A) District To Single And Two-Family Residential (R-2A) District (Zachary Moore, City Planner / GIS Coordinator)
COUNCIL GOAL AREA:	Housing for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve as recommended
CITY MANAGER/DEPT HEAD APPROVAL:	SP

DISCUSSION:

The Oxford Planning Commission held a public hearing on Tuesday, December 12, 2023 to review a city-initiated zoning map amendment application. The City of Oxford is actively pursuing a potential housing development on 3.33 acres of land located at 601, 603 and 607 West Chestnut Street. To prepare for the possibility of higher density development, a zoning map amendment from R-1A to R-2A is requested. The map amendment would increase the potential number of dwelling units from 10 to 38. This is a similar dwelling unit density as the property to the west, which is zoned R-3.

The staff analyzed the application utilizing the four decision standards. At least one of the four decision standards must be in support of the map amendment per Oxford Code Section 1135. Staff findings were that Criterion D was in support of the amendment. Criterion D asks if there is a legitimate need for additional land area in the zoning district that will be expanded. The lack of available R-2A land was discussed.

The Commission heard from 16 individuals during the public hearing and then held their own deliberation following the hearing. The 16 individuals identified several areas of concern, related to property value, crime, government transparency, and neighborhood input. Some of the 16 also identified areas of support for the amendment, such as lack of affordable housing, housing instability and homelessness. The Commission deliberation found that Criterion B and Criterion D were in support of the map amendment. Criterion B asks if the proposed map amendment will make the map conform more closely with the Comprehensive Plan. The Commission identified Comprehensive Plan Objective H2 as the supporting objective of the Comprehensive Plan for Criterion B. Objective H2 states: Ensure housing affordability and attainability for all income levels.

Commission members and staff attempted to clarify with those in attendance that the Commission's task with the zoning map amendment consideration was related to land use regulations, not the details of a specific development plan or developer. No development details were discussed by the Commission.

The Commission voted 4-1 to recommend approval of the amendment to City Council. Commission members encouraged those present to stay involved with city housing initiatives and provide public input whenever possible.

ORDINANCE NO.

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF OXFORD OHIO FOR APPROXIMATELY 3.33 ACRES OF LAND LOCATED AT 601, 603, AND 607 WEST CHESTNUT STREET FROM SINGLE-FAMILY LOW-DENSITY RESIDENTIAL (R-1A) DISTRICT TO SINGLE AND TWO-FAMILY RESIDENTIAL (R-2A) DISTRICT.

WHEREAS, in accordance with Section 1135 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on December 12, 2023, on the application of Sam Perry, Community Development Director for a Zoning Map Amendment for 3.33 acres of land located at 601, 603, and 607 West Chestnut Street, Oxford, Ohio, rezoning the property from single-family low-density residential (R-1A) district to single and two-family residential (R-2A) district; and

WHEREAS, the Oxford Planning Commission, after public hearing and due deliberation, recommended approval of the Zoning Map Amendment, and found that the application complies with the Decision Standards of Oxford Codified Ordinance Chapter 1135.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD,
BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Planning Commission held a hearing on December 12, 2023 to consider the amendment. The Commission voted 4-1 to recommend approval of the zoning map amendment to City Council, thus amending the official zoning map.

SECTION 2: Based on the Planning Commission recommendation, The City Manager and Community Development Director also recommend that the official zoning map be amended to R-2A for 601, 603, and 607 West Chestnut Street.

SECTION 3: Council accepts the recommendation of the City Manager and Community Development Director to amend the official zoning map to R-2A for 601, 603, and 607 West Chestnut Street.

SECTION 4: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:
ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: DAVID PRYTHERCH
PREPARED BY: COMMUNITY DEVELOPMENT STAFF AND LAW

STAFF REPORT

Community Development | Planning Commission

APPLICATION DETAILS

Applicant	City of Oxford, c/o Sam Perry
Location	601, 603, 607 West Chestnut St. – Parcel ID H4100121000125, H4100121000006, H4000121000007
Action Request	Zoning Map Amendment from R-1A to R-2A
Owner	City of Oxford
Current Use	Single-Family Residential, Vacant Single-Family Residential
Current Zoning	R-1A Single-Family Low-Density Residential District
Proposed Zoning	R-2A Single and Two-Family Residential District
Site Area	Approximately 3.33 Acres
Site Frontage	Approximately 322 feet
Surrounding Land Uses	Undeveloped creek basin and Southern Knolls Subdivision to the south; Townhomes and apartments to the west; Single-Family Residential to the north and east
Staff Recommendation	Approval

PROPOSAL SUMMARY

Starting in 2021, the City of Oxford set a bold goal to provide “Housing for All.” As noted in the City’s 2020 [Housing Study](#) and the 2023 [Comprehensive Plan](#), the critical housing needs are for low to moderate income. In order to achieve the goal, the City’s research has shown that land acquisition and zoning preparation are key tools supporting the goal. The City acquired three adjacent parcels of land on West Chestnut Street with plans to increase the number of affordable housing units on the land. Currently the subject property is zoned R-1A which would allow three individual single-family homes, or a potential planned development of up to 10 dwelling units (single homes, apartments, townhomes). R-1B zoning would allow three individual single-family homes, or a potential planned development of up to 19 dwelling units. The proposed R-2A zoning would allow up to three duplexes or a potential planned development of up to 38 dwelling units.

The City is actively seeking to partner with an affordable housing developer. A Request For Proposals was advertised and three responses were submitted. The respondents were YWCA, Habitat for Humanity and Cristo Homes. If and when the City decides on a developer partnership, then the details of the site design will begin under a separate process.

PUBLIC COMMENTS

Neighbors to the west of the subject property, Cathy Titus and Stefan Davis have inquired about this project. Ms. Titus and Mr. Davis are both residents of the townhomes to the west. Cathy has spoken at City Council meetings requesting to be involved in decision processes regarding the subject property acquisition, zoning and development. Stefan is president of the Charleston Square Condominium Association. Stefan has written that he is opposed to the zoning map amendment until more information about the details of the development is shared. See attached email from Stefan. Staff has been informed that the townhomes are represented by two separate home owner associations. One home owner association has designated a representative to attend city meetings (Stefan Davis) while the other has not designated a representative at the time of the writing of this report.

DEPARTMENT COMMENTS

Below are comments from City departments:

Department	Respondent	Response
Economic Development	Seth Copenbaker, Economic Development Specialist	Returned with Comments
<i>The Economic Development Staff fully support the proposed Zoning Map Amendment for the property at 601 W. Chestnut.</i> <i>The change in zoning from the current R1-A to the proposed R2-A is a vital and necessary step to the creation of both the number and type of housing to support the citizens and economy of Oxford.</i> <i>The proposed zoning change would allow for a significant number of additional dwelling units on this parcel, facilitating a meaningful increase the number of available housing units in Oxford.</i> <i>The proposed zoning change would also allow for the development of 2-family attached units, facilitating the affordability of the housing units to better support the Oxford economy and members of our workforce.</i> <i>Further, this proposed zoning change supports multiple findings and recommendations put forth by the Oxford Tomorrow Comprehensive plan through modernization of our zoning code and application to achieve;</i> <i>H1-A1 "increase density and promote diversity of residential housing types"</i> <i>H1-A3 "Identify areas of town which are appropriate for increased density allowance, housing diversity..."</i> <i>H1-A4 "Leverage land and other tangible assets to address housing supply gaps by boosting inventory"</i> <i>H3-A1 "Identify exiting NOAH areas and developments"</i> <i>The Economic Development Staff support and encourage the proposed Zoning Map Amendment for the property at 601 W. Chestnut without reservation or concern.</i>		
Engineering	Scott Otto, City Engineer	Returned with Comments
<i>Future development of the properties will require proper abandonment of existing septic system, water cisterns, wells and other rural utility systems known or found during demolitions.</i>		

Fire	John Detherage, Fire Chief	Returned without Comments
Police	John Jones, Police Chief	Returned without Comments

CASE HISTORY

There is no recorded planning and zoning case history with the subject property.

DECISION CRITERIA

Section 1135.02(c)(1) specifies that *a proposed amendment shall be approved only if it meets at least one of the following criteria, and if its benefits will likely outweigh any potential pitfalls.* The table below provides a summary of the four review criteria applicable to Map Amendment requests:

Criterion A	There is an error on the Official Zoning Map or in the delineation between districts thereon.
N/A No additional support toward granting the request	This criterion does not apply to the case at hand. There is no evidence or reason to believe that the current R-1A zoning designation was previously applied in error.
Criterion B	The proposed amendment will make the map conform more closely with the Comprehensive Plan
No This criterion does not provide support toward granting the request.	The new Oxford Tomorrow Comprehensive Plan adopted in January classifies the property as Suburban Neighborhood on the Future Land Use Map, a character type shaped by residential subdivisions of medium-lot neighborhoods with relatively uniform housing types and densities. Homes typically include attached front- or side-loaded garages. New residential subdivisions in this district should be designed with sidewalks, street trees, neighborhood parks, and trail connections. For the proposed Map Amendment to be supported by this criterion, a Comprehensive Plan Future Land Use Map Amendment to Transitional Suburban Neighborhood or Urban Mile Square Neighborhood would be recommended.
Criterion C	There has been a substantial change in area conditions that necessitates the amendment
No This criterion does not provide support toward granting the request.	At present, the subject properties contain three separate single-family homes. The surrounding area is existing developed neighborhoods. These were the same conditions in place at the time of the most recent adoption of the 2023 Comprehensive Plan.

Criterion D	There is a legitimate need for additional land area in the zoning district that will be expanded
Yes This criterion <i>could</i> provide additional support toward granting the request.	Based on the critical need for additional affordable housing units identified on pages 76-79 of the Oxford Tomorrow Comprehensive Plan, there is legitimate need for additional R-2A land. The R-2A and R-3 land areas that are in locations walkable to community services are already developed and therefore unlikely to be redeveloped within the 10-year time horizon of the Oxford Tomorrow Plan. There is vacant R-2A land along Lake Forest Drive, but it is planned for development in the near future and therefore not available. Based on this, it could be determined that there is legitimate need for the additional R-2A land area.

ADDITIONAL COMMENTARY

Zoning Map amendments are almost always inspired by potential developments. The Zoning Map is one of the regulatory parameters for the land use development policies of the city. However, the details of potential developments cannot be used to decide on regulatory parameters. The proposed development must comply with whatever the set parameters are, within the prescribed processes for those parameters. Therefore, while the two aspects are intertwined, their decision processes are separate. The decision processes could be administrative only (no hearings) or it could require public hearings if a Planned Development or Conditional Use is requested. For these reasons, it may be helpful for the Commission to compare and contrast some of the following in its analysis, rather than consider potential developments.

- Review Land Use Character types in the [2023 Comprehensive Plan](#), or on the [Future Land Use Viewer Map](#) or [Zoning Viewer Map](#)
- Review existing residential dwelling densities in the area and citywide
 - As a comparable density analysis, the townhome neighborhood to the west contains 26 units and sits on 3 acres of land. The townhome neighborhood is zoned R-3 but is developed at a density below R-2A. The townhome neighborhood is designated Transitional Suburban Neighborhood on the Comprehensive Plan Future Land Use Map.
- Review existing building types in the area and citywide

STAFF RECOMMENDATION

Based upon a review of the relevant Decision Standards, staff recommends **approval** of the zoning map amendment.

SUBMITTED BY:A handwritten signature in black ink, reading "Sam Perry", with a long horizontal flourish extending to the right.

Sam Perry, AICP
Community Development Director

DATE: December 6, 2023

APPENDIX A

RELEVANT PROVISIONS FROM THE ZONING CODE

Within the Oxford Zoning Code, *Chapter 1135* governs zoning amendments, *Section 1143.01* provides the base standards for the R-1A zoning district, and *Section 1143.04* provides the base standards for the R-2A zoning district.

Chapter 1135 – Zoning Code Amendments

1135.01 – General.

- (a) This Zoning Code is generally intended to provide for long-term land use and site planning in Oxford. However, there are times that the public necessity, convenience, general welfare, or good zoning practice require amendments to this Code. This section provides the procedures and standards by which this Code will be amended.
- (b) There are two types of possible amendments to this Code. A text amendment changes the written text of the Code, which equally affects all land and improvements that are subject to such regulation. A map amendment (also called rezoning) changes the boundaries between zoning districts on the Zoning Map, which equally affects all of the land that is so rezoned.

1135.02 – Procedure.

- (a) Initiation.

A text amendment may be initiated by the Chair of the Planning Commission, by adoption of a motion by Council or the Planning Commission, or by application to Planning Commission by a landowner or a resident of the City of Oxford.

A map amendment may be initiated by adoption of a motion by Planning Commission, by adoption of a motion by Council, or by application to Planning Commission by at least one owner of the property within the area proposed to be rezoned.

 - (1) Referral to Planning Commission.

After the proper initiation of a text amendment, the Zoning Administrator shall place the item on the Planning Commission agenda as required by Section 1129.09, Application Administration.
- (b) Application.

If Planning Commission or Council initiates an amendment, then the Zoning Administrator shall provide information as necessary for proper consideration of the motion. The information provided shall be substantially similar to that required of an application for amendment.

An application for amendment shall be filed with the Zoning Administrator. An application shall be complete prior to being scheduled for a public hearing. An application will be considered complete only if the Zoning Administrator is satisfied that all of the materials required by this chapter are included and are sufficient in their content to satisfy the intent of the application requirements.

 - (1) Contents of application.

The applicant shall contact the Zoning Administrator prior to submitting an application to discuss the submission requirement, which includes the following information. A written, detailed description, where applicable, is required for each subsection.

All applications:

 - A. Application Fee.
 - B. The name, mailing address, and telephone number of the applicant.
 - C. A general description of the proposed amendment.
 - D. A narrative statement that describes how the proposed amendment relates to the Comprehensive Plan.

- E. A statement that identifies potential negative consequences of the proposed amendment.
- F. Such other information regarding the proposed amendment as may be pertinent to the application or required by Planning Commission or Council.

Also required for text amendments:

- A. Any existing section number and text that is proposed to be deleted or amended.
- B. Any new or amended text as it is proposed to be codified including its proposed location in the Code. (section numbers)
- C. A narrative statement that describes the expected effects of the proposed text.
- D. A narrative statement that compares the expected effects of the proposed text with any existing text that it will replace, if applicable.

Also required for map amendments:

- A. A legal description of the area to be rezoned.
- B. The proposed zoning of the area.
- C. The current zoning of the area.
- D. A description of existing uses in the area.
- E. A vicinity map, at a scale approved by the Zoning Administrator, showing property lines, streets, existing and proposed zoning and other items required by the Zoning Administrator.
- F. A list of the names and mailing addresses of all owners of land that is proposed to be rezoned and all land owners within 200 feet of every parcel proposed to be rezoned.

(2) Reapplication.

No application for a Zoning Code amendment that is substantially similar to an application that has been denied, wholly or in part, shall be accepted for one year from the date of denial. The Zoning Administrator shall determine if a similar application differs enough to be considered a different application and not subject to this section. The Zoning Administrator may consider factors such as the nature or size of a proposal, changes in the development or traffic patterns of the area, or newly discovered evidence pertinent to a decision on a previous application. An applicant may appeal the decision of the Zoning Administrator to the Board of Zoning Appeals.

(c) Planning Commission and Council Review.

The Planning Commission shall base its recommendation on a proposed Zoning Code amendment upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. Council shall base its decision on the same materials and shall also consider the Planning Commission recommendation.

If the Planning Commission or Council finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

(1) Decision standards.

A proposed amendment shall be approved only if it meets at least one of the following criteria, and if its benefits will likely outweigh any potential pitfalls.

Text Amendments

- A. The proposed amendment will make the Code conform more closely with the Comprehensive Plan.
- B. The proposed amendment will improve the public health, safety, and general welfare of Oxford.
- C. The proposed amendment will clarify the intent of the Code.
- D. The proposed amendment will better implement the intent of the Code.
- E. The proposed amendment will improve enforcement of the Code.

Map Amendments

- A. There is an error on the Official Zoning Map or in the delineations between districts thereon.
 - B. The proposed amendment will make the map conform more closely with the Comprehensive Plan.
 - C. There has been a substantial change in area conditions that necessitates the amendment.
 - D. There is a legitimate need for additional land area in the zoning district that will be expanded.
- (d) Action by Planning Commission and Council.
 - (1) The Planning Commission shall recommend to Council approval, approval with modifications, or denial of an application as presented and shall clearly state the findings upon which its recommendation is based.
 - (2) Council shall base its decision on the recommendation of Planning Commission and the decision standards of this section.
- (e) Implementation of Amendment.
 - (1) The Zoning Administrator shall implement all Code amendments approved by Council when the ordinance approving the amendment becomes effective, regardless of when the amendment appears in the Zoning Code text or on the Zoning Map.
 - (2) Zoning Code amendments do not expire.

1143.01 – R-1A Single-Family Low-Density Residential District.

- (a) Purpose.

This district is intended to provide areas for low-density single-family residential development, generally located within the outlying areas of the City. Such development would be located and designed to protect and enhance the open space character of selected areas within the City.
- (b) Uses.
 - (1) Permitted uses.
 - A. Single-family dwellings.
 - B. Accessory buildings and uses incidental to the principal use as provided in Chapter 1141.
 - C. Day Care Home Type B family.
 - (2) Conditional uses.

The following Conditional Uses are subject to review and regulation in accordance with Chapter 1141.

 - A. Community-Oriented Residential Social Service Facilities (CORSSF's).
 - B. Shared Housing and Congregate Housing for the elderly.
 - C. Government owned and/or operated parks and recreation facilities.
 - D. Bed & Breakfasts.
 - E. Open space recreation areas that are privately or publicly owned, such as golf courses, tennis courts, parks, forests, or wildlife preserves.
 - F. Cemeteries.
 - G. Day care facilities, including Child Day Care, Child Day Care Center, and Day Care Home Type A family.
 - H. Schools: primary, intermediate, and secondary, both public and private.
 - I. Places of worship.
- (c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)
 - (1) Lot requirements.
 - A. Minimum lot area 15,000 sq. feet
 - B. Minimum lot width 90 feet
 - C. Minimum lot frontage 90 feet (not applicable to cul-de-sac lots)
 - (2) Yard requirements.
 - A. Minimum front yard depth 30 feet

- B. Minimum rear yard depth 40 feet
- C. Minimum side yard width 10 feet on each side
- (3) Structural requirements.
 - A. Maximum building height 35 feet
- (4) Lot coverage.
 - A. Lots with vehicular access from a public street
 - 1. Lot total – Maximum 35 percent
 - 2. All enclosed buildings – Maximum 25 percent of lot
 - 3. Front yard – Maximum 25 percent of front yard
 - B. Lots with vehicular access from a rear or side alley, and no access from a public street
 - 1. Lot total – Maximum 40 percent
 - 2. All enclosed buildings – Maximum 25 percent of lot
 - 3. Front yard – Maximum 15 percent of front yard

1143.04 – R-2A Single- and Two-Family Residential District.

- (a) Purpose.
This district is designed to provide and preserve neighborhoods of smaller single-family residences within and adjacent to areas of similar development. This district also provides for a limited number of two-family residences.
- (b) Uses.
 - (1) Permitted uses.
 - A. Single-family dwellings.
 - B. Two-family dwellings.
 - C. Accessory buildings and uses incidental to the principal use as provided in Chapter 1141.
 - D. Day Care Home Type B family.
 - (2) Conditional uses.
The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.
 - A. Community-Oriented Residential Social Service Facilities (CORSSF's).
 - B. Shared Housing and Congregate Housing for the elderly.
 - C. Government owned and/or operated parks and recreation facilities.
 - D. Bed & Breakfasts.
 - E. Private and publicly owned commercial and noncommercial recreational areas, uses and facilities of an open space nature, such as golf courses, tennis courts, parks, forests, wildlife preserves, etc.
 - F. Day care facilities, including Child Day Care, Child Day Care Center, and Day Care Home Type A family.
 - G. Schools: primary, intermediate, and secondary, both public and private.
 - H. Places of worship.
- (c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)

	<u>1-family</u>	<u>2-family</u>
(1) <u>Lot requirements.</u>		
A. Minimum lot area	6,000 sq. ft	7,500 sq. ft.
B. Minimum lot width	60 feet	75 feet
C. Minimum lot frontage	60 feet	75 feet
	(lot frontage requirements not applicable to cul-de-sac lots)	
(2) <u>Yard requirements.</u>		
A. Minimum front yard depth	30 feet	30 feet
B. Minimum rear yard depth	30 feet	30 feet
C. Minimum side yard width	7.5 feet	7.5 feet
(3) <u>Structural requirements.</u>		
A. Maximum building height	35 feet	35 feet
(4) <u>Lot coverage.</u>		

- A. Lots with vehicular access from a public street
 - 1. Lot total – Maximum 35 percent
 - 2. All enclosed buildings – Maximum 25 percent of lot
 - 3. Front yard – Maximum 25 percent of front yard
- B. Lots with vehicular access from a rear or side alley, and no access from a public street
 - 1. Lot total – Maximum 40 percent
 - 2. All enclosed buildings – Maximum 25 percent of lot
 - 3. Front yard – Maximum 15 percent of front yard



Memo
Service Department
Engineering Division
513/524-5208

TO: Community Development Department

FROM: Scott Otto, P.E.
City Engineer

RE: Application #PPC-2023-16
601 W. Chestnut St. – Zoning Map Amendment

DATE: November 17, 2023

The Engineering Division offers the following comment:

- Future development of the properties will require proper abandonment of existing septic system, water cisterns, wells and other rural utility systems known or found during demolitions.



PC-2023-16

Surrounding
Property Owners
Notifications Map

Legend

- Subject Area
- 200 Ft. Buffer
- Oxford Corp. Limit
- Address Point
- 16.5' Vacated ROW
- Building Footprint



1 inch = 200 feet

Prepared on Thursday, November 16, 2023

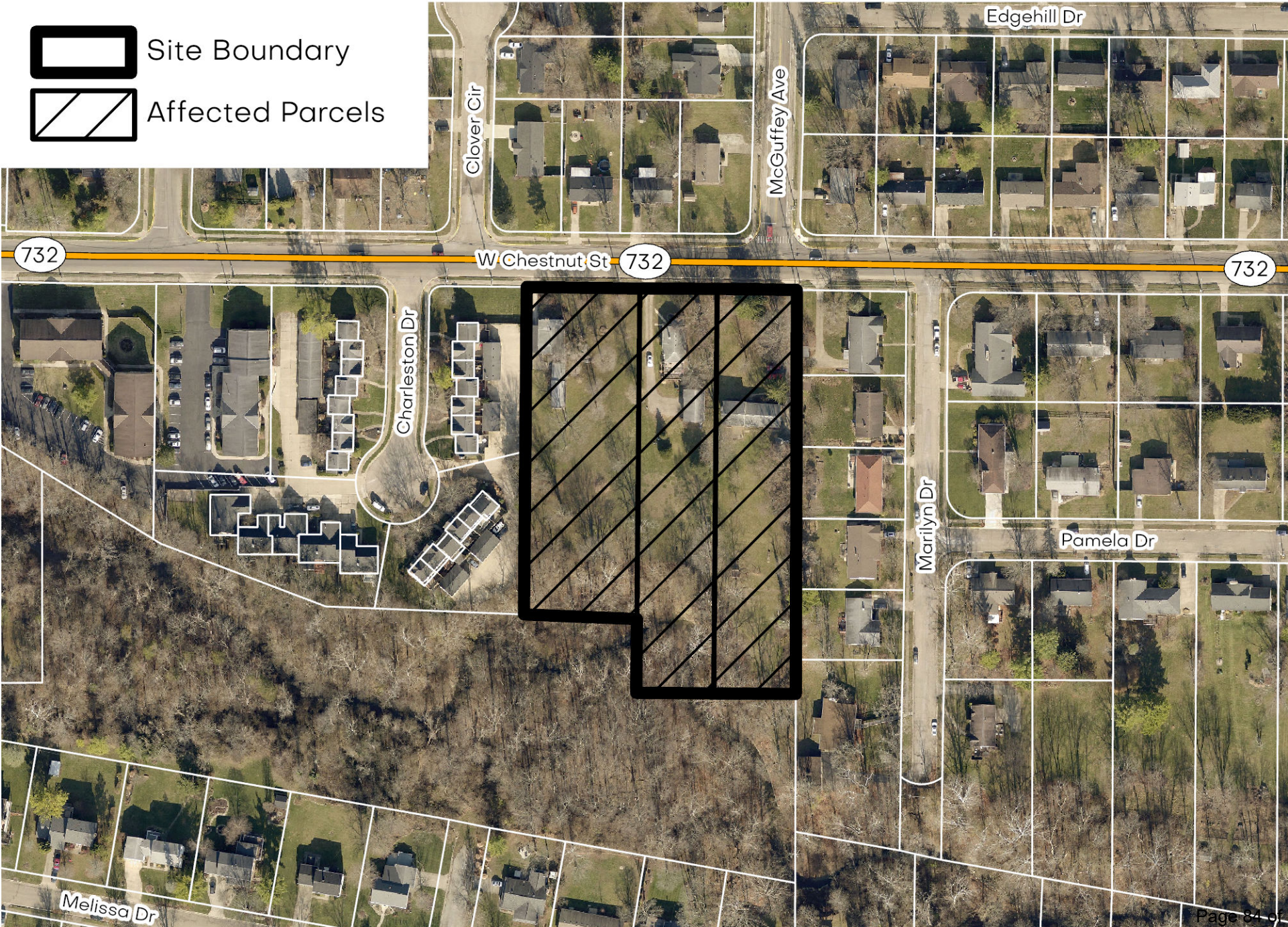
The City of Oxford does not guarantee the dimensional accuracy of this map. Precise dimensional accuracy should be based upon recorded deeds, plats or a professional survey.



Aerial Map



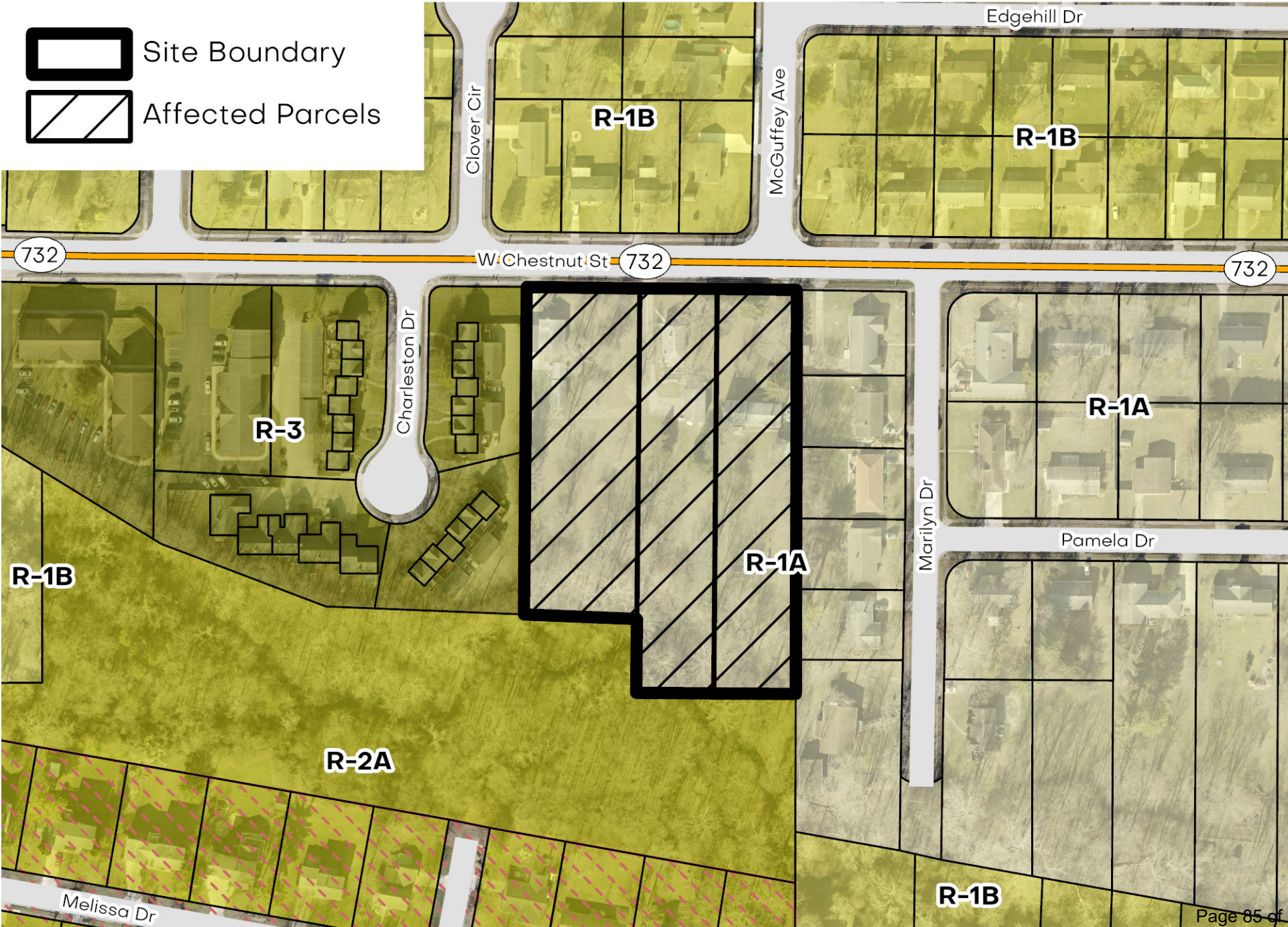
-  Site Boundary
-  Affected Parcels



Current Zoning



- Site Boundary
- Affected Parcels



Proposed Zoning

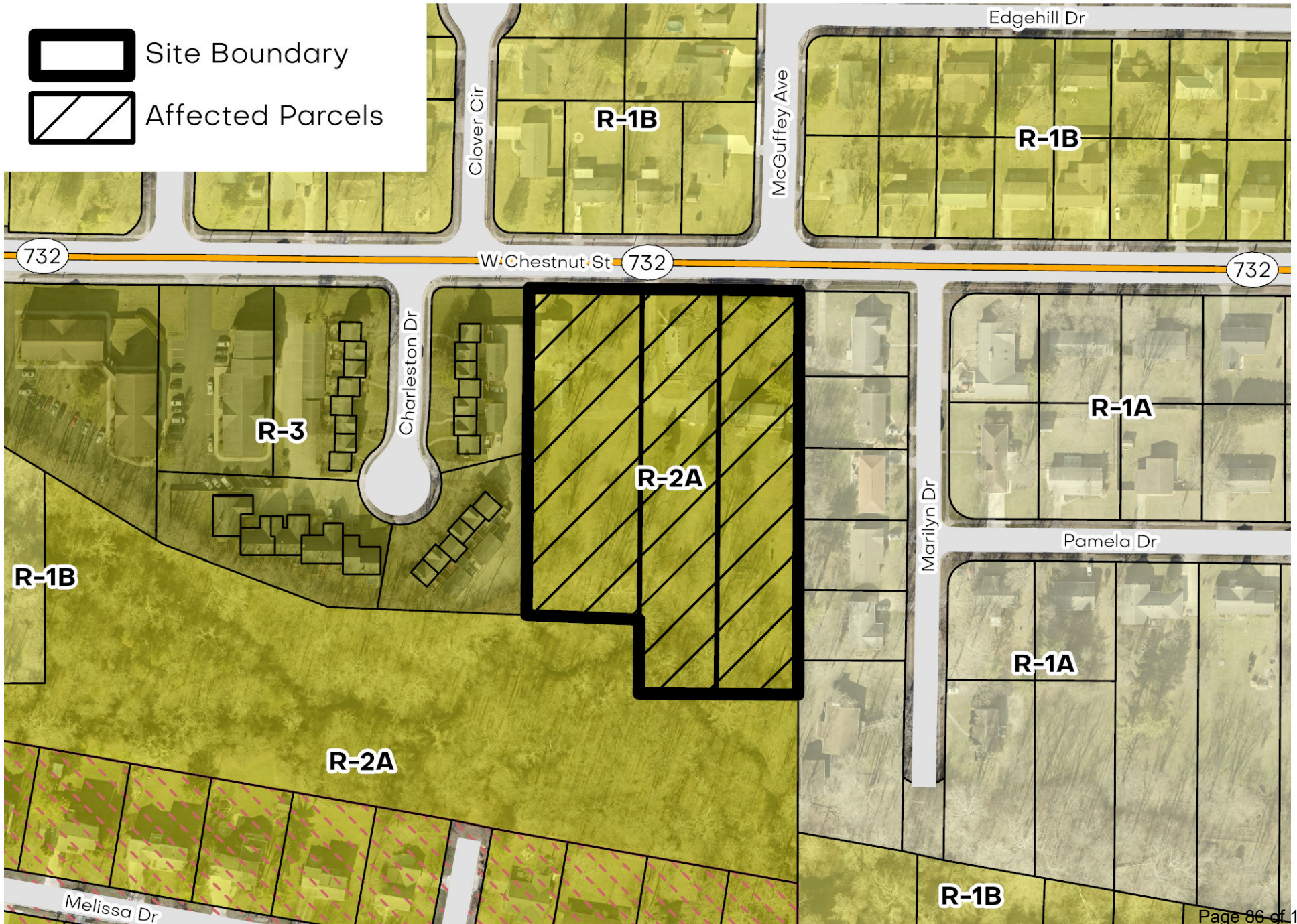
0 100 200 400 Feet



Site Boundary



Affected Parcels



**Internal Use Only:**Case No. **PC-2023-16**Date Filed **10/30/2023**

Zoning Map Amendment Application

Applicant Information

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

Name *	Sam Perry
Mailing Address *	15 South College Ave
City, State & Zip Code *	Oxford, Ohio 45056
Telephone Number(s) *	513-524-5204
Email Address	sperry@cityofoxford.org

Location and Lot Information

Location *	601, 603, 607 West Chestnut St
General Description of Proposed Amendment *	Zoning Map Amendment of 3.33 Acres from R-1A to R-2A
Current Zoning *	R-1A
Proposed Zone(s) *	R-2A

Submission Requirements and Documentation

From Section 1135.02 Procedure¹.

- (a) Initiation. A map amendment may be initiated by adoption of a motion by Planning Commission, by adoption of a motion by Council, or by application to Planning Commission by at least one owner of the property within the area proposed to be rezoned.
- (b) Application. If Planning Commission or Council initiates an amendment, then the Zoning Administrator shall provide information as necessary for proper consideration of the motion. The information provided shall be substantially similar to that required of an application for amendment.

An application for amendment shall be filed with the Zoning Administrator. An application shall be complete prior to being scheduled for a public hearing. An application will be considered complete only if the Zoning Administrator is satisfied that all of the materials required by this chapter are included and are sufficient in their content to satisfy the intent of the application requirements.

- (1) Contents of application. The applicant shall contact the Zoning Administrator prior to submitting an application to discuss the submission requirement, which includes the following information. A written, detailed description, where applicable, is required for each subsection.
 - A. Application Fee.
 - B. The name, mailing address, and telephone number of the applicant.
 - C. A general description of the proposed amendment.
 - D. A narrative statement that describes how the proposed amendment relates to the Comprehensive Plan.
 - E. A statement that identifies potential negative consequences of the proposed amendment.
 - F. Such other information regarding the proposed amendment as may be pertinent to the application or required by Planning Commission or Council.
 - G. A legal description of the area to be rezoned.
 - H. The proposed zoning of the area.
 - I. The current zoning of the area.
 - J. A description of existing uses in the area.

- K. A vicinity map, at a scale approved by the Zoning Administrator, showing property lines, streets, existing and proposed zoning and other items required by the Zoning Administrator.
- L. A list of the names and mailing addresses of all owners of land that is proposed to be rezoned and all land owners within 200 feet of every parcel proposed to be rezoned (see later section).

Surrounding Property Owners

On a separate sheet, provide the parcel numbers, names, and mailing addresses of all property owners within 200 feet of all boundaries of the property in question. The [Butler County Auditor Real Estate Search](#)² is helpful when searching for the mailing address of adjoining property owners. It allows you to search by owner, address, or parcel number. *Property Owner names will not be provided in the agenda packet.*

Decision Process

From Section 1135.02(c)(1) Decision Standards¹.

A proposed amendment shall be approved only if it meets at least one of the following criteria, and if its benefits will likely outweigh any potential pitfalls.

- A. There is an error on the Official Zoning Map or in the delineations between districts thereon.
- B. The proposed amendment will make the map conform more closely with the Comprehensive Plan.
- C. There has been a substantial change in area conditions that necessitates the amendment.
- D. There is a legitimate need for additional land area in the zoning district that will be expanded.

Fees & Receipt

The required fee is \$375.00, plus \$10.00 postage charge. Write a check payable to **City of Oxford**. You may also pay in-person using Visa, MasterCard, and Discover.

Sign and Date

Applicant Signature *



Date *

10/27/2023

Submit Application, Submission Requirements and Documentation, and Fees

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

Send or drop off this application with required documentation as attachments and a check for fee and postage charge 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. The application will be placed on the next possible agenda.

Note: You must adhere to notification and publication requirements. Submit materials 45 days prior to the proposed Planning Commission meeting on which the action is requested. City Staff will place a public hearing sign on the subject property. **The Applicant is responsible for removing the signage at the completion of the hearing(s).**

¹ City of Oxford Codified Ordinances: <http://www.cityofoxford.org/fees-ordinances-and-charter>

² Butler County Auditor Real Estate Search: <http://www.butlercountyauditor.org/>

LETTER OF AGENCY

To Whom It May Concern:

Please be advised that

City of Oxford, Ohio

(Applicant Name)

has permission to represent our interest with the City of Oxford regarding

Proposed rezoning

(Application Description)

located at

601 W. Chestnut St. Oxford, OH 45056

(Property Address/Location)

Thank you,

Linda J Lukac

(Property Owner Printed Name – must be a person)

(Property Owner Company Name – if applicable)

Linda J Lukac

(Property Owner Signature – must correspond to printed name above)

12/12/2023

(Date)



MEMORANDUM
Community Development Department
513-524-5204

TO: Planning Commission

FROM: Sam Perry, AICP
Community Development Director

DATE: October 27, 2023

RE: **Narrative for Chestnut Street Re-zoning submitted with application on behalf of the City of Oxford**

On behalf of the City of Oxford, I am submitting a Zoning Map Amendment application for three parcels of land owned by the City of Oxford. The properties are 601, 603 and 607 West Chestnut Street. The property is currently zoned R-1A. The proposed zoning district is R-2A. The total land area is approximately 3.33 Acres. The existing use of the area is single-family residential. The proposed use is not determined at this time. The City is seeking to partner with an affordable housing developer by offering its own land for affordable housing development.

Relationship to Comprehensive Plan: The Housing and Land Use/Development Chapters within the Oxford Tomorrow Comprehensive Plan identifies several goals, objectives and actions. H1-A4 on page 80 states the following: Leverage land and other tangible assets to address housing supply gaps by boosting inventory. "...the City and other public agencies and major institutions can utilize their real estate assets to encourage new housing developments." ***The subject property is owned by the City, which is in direct alignment with this objective.*** H1-A5 on page 81 states the following: Support developments and programs addressing supportive and transitional housing. ***It is possible that a non-profit agency with supportive services could develop the subject property if the zoning map is amended as proposed. The current zoning district would likely prevent this from happening.*** L3-A3 on page 54 states the following: "...the development of dense, walkable, mixed-use development near transit attracts people and adds to vibrant, connected communities." H3-A2 and H3-A3 on page 83 state that: "Existing NOAH (Naturally Occurring Affordable Housing) should be protected." ***The subject property is adjacent to older housing stock, which tends to be lower cost than newer housing stock on the edge of the community. Because the City is the owner, it is feasible for the City to guide the details of the development such that it is designed sensitively and appropriately to fit into the neighborhood and not negatively affect the character and stability of the existing surrounding housing stock.***

Decision Standards:

- A. There is an error on the Official Zoning Map or in the delineations between districts thereon. *There is not an error on the map in this location nor any delineation errors resulting from parcel line or survey plat corrections.*
- B. The proposed amendment will make the map conform more closely with the Comprehensive Plan. *The subject properties are shown on the Future Land Use Map (FLUM) as Suburban Neighborhood which anticipates single-family detached subdivision development as the primary use.*
- C. There has been a substantial change in area conditions that necessitates the amendment. *There have not been any substantial changes in area conditions since the adoption of the Oxford Tomorrow Plan earlier this year.*
- D. There is a legitimate need for additional land area in the zoning district that will be expanded. *Based on the critical need for additional affordable housing units identified on pages 76-79 of the Oxford Tomorrow Plan, there is legitimate need for additional R-2A land. The R-2A and R-3 land areas that are in locations walkable to community services are already developed and therefore unlikely to be redeveloped within the 10-year time horizon of the Oxford Tomorrow Plan. There is vacant R-2A land along Lake Forest Drive, but it is planned for development in the near future and therefore not available. Based on this, there is legitimate need for the additional R-2A land area.*

RESOLUTION NO. 7537

A RESOLUTION DIRECTING THE CITY MANAGER TO DEVELOP AN RFP FOR THE CONSTRUCTION OF AFFORDABLE HOUSING ON CITY-OWNED CHESTNUT STREET PROPERTIES AND BEGIN THE REZONING PROCESS.

WHEREAS, the availability of affordable housing has become a pressing issue in our community, adversely affecting the well-being and stability of many residents; and

WHEREAS, the 2020 Oxford Housing Needs Assessment listed a critical need for affordable housing, stating the need for an additional 323 units.

WHEREAS, the 2023 Oxford Comprehensive Plan has a goal of Housing for Everyone and action items related to changing zoning to increase density and working to provide supportive housing services; and

WHEREAS, rezoning the property will allow for higher density housing construction and;

WHEREAS, a Request for Proposals process will allow the City to review proposals for create affordable housing for our community and;

WHEREAS, the affordable housing developments must serve people at 80% of the Area Median Income (AMI) or lower and;

WHEREAS, the City of Oxford is extending our income eligibility for affordable housing beyond the standard 60% AMI American Rescue Plan qualification level because of the high rent trends in Oxford when compared to the rest of the County.

WHEREAS, the evidence of high rent trends in Oxford is provided by the 2020 Housing Needs Assessment conducted by Bowen National Research

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council hereby authorizes the City Manager develop a request for proposals for the construction of affordable housing on city-owned Chestnut Street properties and begin the rezoning process.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.



MAYOR

ADOPTED: OCTOBER 17, 2023

ATTEST:



CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

601/603.607 West Chestnut

Davis, Stefan S. <ssdavis@iupui.edu>

Mon 11/20/2023 1:42 PM

To: Sam Perry <sperry@cityofoxford.org>;

Mr. Perry:

I have the notice regarding zoning of the West Chestnut property. I serve as President of the Charleston Square Condominium Association. It is very difficult to make any kind of informed statement when the materials being presented are so vague. Saying affordable housing is not very helpful. What does that mean. Houses, apartments, condos? How many? What is the plan to protect the value of surrounding property owners given the likelihood the density and affordable tag will result in a decrease? How will sound be approached and protection from incursion onto our land be handled? Will there be a property manager for the development as required for other Oxford properties.

It would seem that since the city of Oxford is making the zoning request there is little doubt but that it will be approved. Better transparency would be helpful for those of us who will have a direct impact from this project. Until such time as better information is provided, I would be opposed to any change.

Stefan

Stefan S. Davis

317-287-4076 Mobile
ssdavis@iu.edu

Opposition to 601/603/607 W Chestnut Street Zoning Map Amendment, for 3.33 acres from Single-Family Low Density Residential (R1A) District to Single-and Two-Family Residential (R-2A)

Case No: PC-2023-16

The rezoning of 601/603/607 W Chestnut street would allow up to 38 units of “affordable housing”. We oppose the rezoning because we do not believe that the city can ensure that this proposed development can be designed sensitively and appropriately to fit into our neighborhood. We believe that value of, the character of and the stability of our existing neighborhood will be negatively affected.

Table of Contents

Attachment 1	Map and numerical summary of opposition signatures
Attachment 2	List of opposition signatures to rezoning
Attachment 3	Petition of opposition original signatures (8 pages)

Submitted by:

Harrison Titus (513) 291-5901

Cathy Titus (513) 404-7645

101 Charleston Dr.

December 6, 2023



Blue highlighted area indicates signed petition in opposition to amending zoning map for **Case No: PC-2023-16**

51 properties within 200 ft of Chestnut St properties

40 signatures on petition of opposition

7 properties with both homeowners signing

17 property owners waiting for response

1 property owner has conflict of interest

1 property owner declined to sign

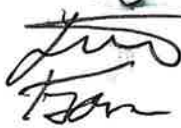
Signatures in
opposition to
Case No: PC-2023-16

	A	B	C	D
1	<u>NAME</u>	<u>NUMBER</u>	<u>STREET</u>	<u>PHONE</u>
2	Cana DeGirolamo	10	Charleston	440-829-1696
3	Jane Sheard	11	Charleston	513-523-3817
4	Timothy Demarks	20	Charleston	513-739-5810
5	Scott Saddler	21	Charleston	812-350-1844
6	Lisa Saddler	21	Charleston	812-350-1844
7	Elaine Brandner	30	Charleston	513-330-2054
8	Marie Meade	31	Charleston	513-461-3383
9	Lei Song	40	Charleston	513-593-5510
10	Larysa Bobrova	60	Charleston	814-206-4662
11	Yurig Bobrov	60	Charleston	
12	Vangie Elzey	61	Charleston	513-461-4285
13	Sandra Manning	70	Charleston	917-348-8670
14	Stefan Davis	71	Charleston	317-287-4076
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29	David Smith	910	Marilyn	513-309-9005
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31	Lori Libby	914	Marilyn	513-255-0523
32	Kathy Pechan	1010	Marilyn	513-382-7495
33	Michael Pechan	1010	Marilyn	513-330-4114
34	Hank Stevens	558	Melissa	513-461-1704
35	William Mundy	602	Melissa	765-580-1004
36	Dale Robinson	606	Melissa	513-523-3848
37	James A Robinson	606	Melissa	513-523-3848
38	Janelle Rainey	614	Melissa	513-706-9410
39	David Wespiser JRJ		Melissa	513-524-9500
40	Craig Hunter	517	Pamela	513-317-7393
41	Nancy Hunter	517	Pamela	513-460-3423

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NAME	ADDRESS	PHONE	SIGNATURE
			
Cathy Titus	101 Charleston Dr	813 404-7645	C Titus
Matt Albright	140 Charleston Dr	303-520-9526	
JON PATTON	80 Charleston Dr.	513-290-5827	Jon Patton
Larysa Bobrova	60 Charleston Dr	814 206-4662	
Yuriy Bobrov	60 Charleston Dr		Yuriy Bobrov

NAME	Address	Phone	Signature
Lei Song	40 Charleston Dr	513-593-5510	
Jane Sheard	11 Charleston Dr.	513-523-381	Jane Sheard

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SIGNATURE</u>
Jean L. Sears	111 Charleston Dr	513-523-3513	Jean L. Sears
Ricardo Tipton	131 CHARLESTON	513-523-3932	Ricardo Tipton
Joy Tipton	131 Charleston	513-523-3932	Joy Tipton
Kathy McClellan	141-Charleston Dr	513-319-8971 513-461-4285	Kathy McClellan
Vargile Elzey	61 Charleston Dr		V. Elzey
Virginia Preston	902 Marilyn Dr.	513-523-6268	Virginia Preston
Kate Francis	906 Marilyn Dr	818.254.5528	Kate Francis
David Smith	513-309 9005 900 Marilyn Dr	phone	David Smith

Daniel C. Cox	121 Charleston Dr.	513-839-0754	Daniel C. Cox
Timothy Delmaris	20 Charleston Dr.	513-739-5810	Timothy Delmaris
ELAINE BRANDNER	30 CHARLESTON DR	513-330-2054	Elaine Brandner
Sandra Manning	70 Charleston Dr.	917-348-8670	Sandra Manning
Michael Henn	150 Charleston Dr.	513-200-6118	Michael Henn

NAME	ADDRESS	PHONE	SIGNATURE
CRAIG Hunter	517 Pamela	513 317 7353	<i>CRAIG Hunter</i>
Nancy Hunter	517 Pamela	513 460 3423	<i>Nancy Hunter</i>
Latricia Hillman	820 Clover Cir	513-461-1561	<i>Latricia Hillman</i>
ASON D. POULETT	602 W. CHESTNUT	513-317-0003	<i>ASON D. POULETT</i>
Dale H. Robinson	606 Melissa Dr	513-523-3848	<i>Dale Robinson</i>
James A Robinson	606 Melissa Dr	513-523-3848	<i>James A Robinson</i>
Saleh Yusef	914 Marilyn Dr.	513-255-3828	<i>Saleh Yusef</i>
Lori Libby	914 Marilyn Dr.	513-255-0523	<i>Lori Libby</i>
Cara DeGiroLamo	10 Charleston Dr.	440 829 1696	<i>Cara DeGiroLamo</i>
Maria Meade	31 Charleston Dr	513-461-3338	<i>Maria Meade</i>
Hank Stevens	558 Melissa Dr.	513-461-1700	<i>Hank Stevens</i>
Janelle Rainey	614 Melissa Dr	513-706-9410	<i>Janelle Rainey</i>
William Mundy	602 Melissa Dr	765-580-1004	<i>William Mundy</i>

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Opposition to 601/603/607 W Chestnut Street Zoning Map Amendment, for 3.33 acres from Single-Family Low Density Residential (R1A) District to Single-and Two-Family Residential (R-2A)

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NAME	ADDRESS	PHONE	SIGNATURE
Kathy Peckan	1010 Marilyn Dr. Oxford, Ohio	513-382-7495	Kathy Peckan
Michael J. Peckan	1010 Marilyn Dr. Oxford	(513) 330-4114	M. Peckan

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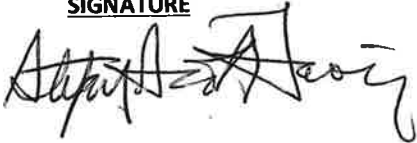
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<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SIGNATURE</u>
Scott Saddler Lisa Saddler	21 Charleston Dr.	812-350-1844	

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<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SIGNATURE</u>
STEFAN S. DAVIS	71 CHARLESTON OXFORD 4506	317-287 4076	

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NAME	ADDRESS	PHONE	SIGNATURE
DAVID WESPISER TRI CO.	21 LYNN ST. STE 107-D	513-524-9500	

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NAME	ADDRESS	PHONE	SIGNATURE
Clemons Properties II - Jim Clemons	125 West Spring Street Oxford, Ohio 45056	513 383 2112	James M. Clemons

Opposition to 601/603/607 W Chestnut Street Zoning Map Amendment, for 3.33 acres from Single-Family Low Density Residential (R1A) District to Single-and Two-Family Residential (R-2A)

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<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SIGNATURE</u>
Randall S Wiseman	6006 W. Chestnut St	513-502-4976	Randall S Wiseman
Julie J Wiseman	6006 W. Chestnut St	513-502-4976	Julie J. Wiseman

From: plierman@fuse.net
Subject: Opposition Petition Case NO. PC-2023-16
Date: Dec 11, 2023 at 10:10:53 AM
To: Cathyctitus Cathyctitus@gmail.com

Cathy and Harry,
Thanks for your work and time on this issue.
Pat Lierman

Opposition to 601/603/607 W Chestnut Street Zoning Map
Amendment, for 3.33 acres from Single-Family Low Density
Residential (R1A) District to Single-and Two-Family Residential
(R-2A)

Case No: PC-2023-16

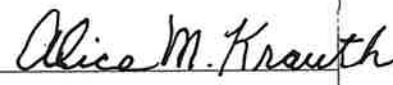
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<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SIGNATURE</u>
Pat Lierman Cathy Lierman	811 McGuffey	513-623-8012	P.O. Lierman
DALE O. LIERMAN	811 MCGUFFEY OXFORD, OH 45056	513-623-8012	D.O. Lierman

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<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SIGNATURE</u>
Melissa M. Metzger	818 McGuffey Ave.	(513) 255-7490	
Peggy Newton	817 McGuffey Ave	(513) 523-6641	
Don Krauth	907 Marilyn Dr	513-5238918	
Alice Krauth	907 Marilyn Dr	513 5238918	



Blue highlighted area indicates signed petition in opposition to amending zoning map for Case No: PC-2023-16

Signatures in
opposition to
Case No: PC-2023-16

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10	Larysa Bobrova	60	Charleston	814-206-4662
11	Yurig Bobrov	60	Charleston	
12	Vangie Elzey	61	Charleston	513-461-4285
13	Sandra Manning	70	Charleston	917-348-8670
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15	Jon Patton	80	Charleston	513-290-5827
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34	Saleh Yousef	914	Marilyn	513-255-3828
35	Lori Libby	914	Marilyn	513-255-0523
36	Kathy Pechan	1010	Marilyn	513-382-7495
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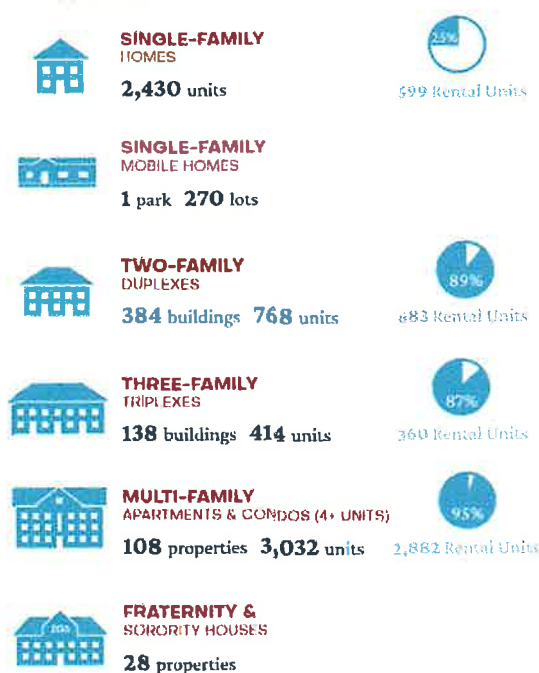
	A	B	C	D
42	Hank Stevens	558	Melissa	513-461-1704
43	William Mundy	602	Melissa	765-580-1004
44	Dale Robinson	606	Melissa	513-523-3848
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47	David Wespiser JRJ		Melissa	513-524-9500
48	Craig Hunter	517	Pamela	513-317-7393
49	Nancy Hunter	517	Pamela	513-460-3423

As seen in the chart to the right, single-family homes are the predominant housing type in Oxford. Approximately three fourths of all single-family homes are owner-occupied, the majority of which are situated in the western and northern portions of the city. A heavy concentration of single-family homes for rent exists in the Mile Square, primarily to serve off-campus students. The most affordable stand-alone housing option in Oxford are manufactured or mobile homes, which can be found in Oxford's Miami Mobile Home Park in proximity to College Corner Pike (US 27). For attached units, the rental percentage increases substantially, comprising a significant portion of Oxford's 4,500+ rental units. A mix of multi-family complexes exist in Oxford, varying between those that are student-oriented and those catering more to permanent residents.

The 2020 Housing Needs Assessment identified a critical gap in rental housing priced at less than \$1,000 per month. In addition, there is a need for higher-end rental housing and new homes for sale priced above \$260k. An opportunity may exist to produce a greater abundance of missing middle housing, most commonly defined as a variation of unit types (such as duplexes and row houses) falling between the lighter intensity of traditional single-family homes and the grander scale of multi-unit buildings and complexes.

Housing Units by Type

Source: City of Oxford (2021)



Housing Cost by Type, Occupancy, and Number of Bedrooms

Source: Oxford, Ohio 2020 Housing Needs Assessment

NUMBER OF BEDROOMS	APARTMENTS		NON-CONVENTIONAL RENTALS*		FOR-SALE HOUSING
	Student Median Rent	Non-Student Median Rent	Student Average Rent	Non-Student Average Rent	Median List Price
One-Bedroom	\$999/mo.	\$550/mo.	N/A	\$750/mo.	N/A
Two-Bedroom	\$1,398/mo.	\$700/mo.	\$2,350/mo.	\$867/mo.	\$114,200
Three-Bedroom	\$1,572/mo.	\$950/mo.	\$3,240/mo.	\$954/mo.	\$224,900
Four-Bedroom	\$2,036/mo.	\$1,038/mo.	\$3,515/mo.	\$1,611/mo.	\$277,500

*Non-Conventional Rentals include single-family homes, duplexes, units over storefronts, mobile homes, etc.

Housing Unit Gap Estimates

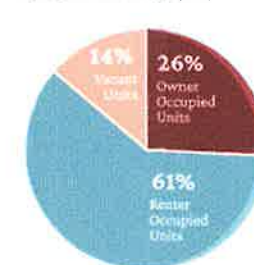
Source: Oxford, Ohio 2020 Housing Needs Assessment

INCOME SEGMENT	RENTAL HOUSING			OWNER HOUSING		
	Rent Range	Units Needed	Priority	Price Range	Units Needed	Priority
50% AMI* or less (\$43,000 or less)	\$0-999	323	Critical	\$0-160,000	92	Moderate
51% - 80% AMI* (\$43,001 - \$69,000)	\$1,000-1,700	69	Moderate	\$160,001-260,000	91	Moderate
81% AMI* and above (\$69,001 and above)	\$1,701 and up	135	High	\$260,001 and up	221	High

*AMI is an acronym for Area Median Income

Housing Units by Occupancy

Source: ESRI Business Analyst (2021)



Gross Rent as Percentage of Household Income

Source: ACS 5-Year Estimate (2020)

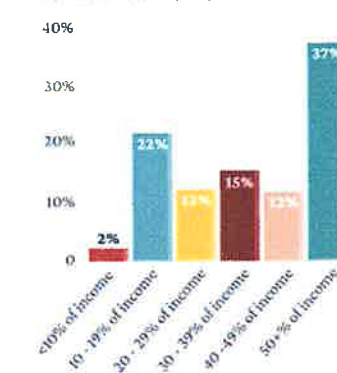


Table I - City records of Law Enforcement actions for 2023 (thru 10/31)

Name (Units)	HUD / Sec. 8 %	Violence ³	Harassment / Dispute ⁴	Theft / Drugs ⁵	Noise	Patrol / 911	Other
Park View Arms (84)	100	17	74	22	14	216	209
Indian Trace (160)	10 ²	7	32	15	16	45	92
Habitat (18) ¹	0	0	4	8	1	5	27
Charleston Dr. (26)	0	0	0	0	0	2	2 ⁶

1 Carter Ct. / Fuller Way 2 + LIHTC, below prime 3 Domestic, LE assault, Fight 4 + Unwanted 5 + Suspicious 6 - Chestnut corner (3)

By allowing a zoning amendment to R-2A the following scenarios would be granted to the City:

1. Federal subsidized rental property comparable to those shown above.
2. Long term management of the property out of City control.
3. Increased Law Enforcement, Courts and associated services.
4. Housing vouchers would be available to residents who work outside of Oxford Township.
5. Significant traffic safety (offset secondary's to 732) at McGuffey and Chestnut (76 cars)
6. \$16M of additional Federal Tax burden (3 bedroom) over 30 years

From: [Kathy Pechan](#)
To: [Sam Perry](#)
Subject: 601/603/607 Chestnut Street
Date: Sunday, December 10, 2023 2:56:40 PM

Sam and the Planning Board,

My husband and I own 1010 Marilyn Drive. At this time, we are renting out the home but we lived in that home 26 years. We have always enjoyed the natural view outside of our house and hope that that view could remain untouched.

We understand that Oxford would like to tear down three properties-601/603/607 Chestnut and convert that land to multifamily dwellings. We understand the need to encourage housing for people in Oxford who can't afford housing in this present economic environment.

If the land is converted to multi housing units, I would propose that the same type of housing units be built as they currently have on Charlestown Drive. I would like to see rent to own, three-bedroom multilevel townhouses with garages be built. If we truly want to help the working poor of Oxford, one way to increase wealth is through home ownership. I have heard that the proposal is for 34 units which could be a minimum of 68 cars and 136 people.

The goal for Oxford is to provide housing for the working poor of Oxford. I don't see how partnering with the victims of domestic violence from all over the county is accomplished if the goal is housing for the working poor of Oxford.

I know there must be best practice guidelines for these projects and I would encourage the city to follow those guidelines.

Thank you for listening to our concerns,

Kathy and Mick Pechan



Courtesy Notice

Community Development Department
513-524-5204

You are receiving this notice because your property is located within 200 feet of a site set for consideration by the Oxford Planning Commission and City Council for future development that requires special approval.

CASE NO.: **PC-2023-16**

CASE TITLE: **601/603/607 W Chestnut Street, ZONING MAP AMENDMENT**, for 3.33 acres from Single-Family Low-Density Residential (R-1A) District to Single- and Two-Family Residential (R-2A) District, **City of Oxford, Applicant**

HEARING DATE: **Tuesday, December 12, 2023, 7:00pm**

LOCATION: **Oxford Courthouse, 118 West High Street, Oxford OH 45056**

DESCRIPTION: The City of Oxford owns three parcels of land located at 601, 603 and 607 West Chestnut Street. The entirety of the property totals approximately 3.33 acres and is currently zoned R-1A. The City is applying to rezone all three parcels from R-1A to R-2A, to accommodate the potential for increased residential density. The existing use of the property and surrounding area is predominately single-family residential. Attached condominium units are located to the west along Charleston Drive. The proposed use for the City-owned property is not determined at this time, but the City is seeking to eventually partner with an affordable housing developer by offering its own land for affordable housing development. See the back side of this notice for maps of the current and proposed zoning classifications.

You are welcome to attend the scheduled City of Oxford Planning Commission hearing as noted above. If you cannot attend, but would like to comment on this matter, please complete this form and return it at your earliest convenience to **Sam Perry, Community Development Director, 15 S. College Avenue, Oxford, OH 45056**. You may also email any comments or questions to sperry@cityofoxford.org.

You can view the most up to date meeting information and agenda at any time by going to cityofoxford.org and scrolling to the bottom of the homepage to view the **Public Meetings** calendar

NAME (PRINT): Patricia Hierman

ADDRESS: 811 McGuffey

TELEPHONE: Home 513-863-1533 Cell 513-623-8010 Work _____

COMMENT (You may attach a separate note or letter if more space is needed):

Statement Attached

As an owner of properties in the City of Oxford I make the following observation and request. I am familiar with the property location that is the subject of your letter styled CASE NO.: PC-2023-16 sent to a limited number of home owners in the Chestnut Street area. As a contradictory point, I observe that your notice refers to both low-density and increased density housing and for a non-determined 38 ?housing units.

Your letter states that the City will be looking to partner with a developer(s) to work on this project and possibly developing the property as an affordable housing and/or increased density home area. Without wider public comment and involvement, such planning could lead to an area for tenants that qualify for low income, subsidized housing or lead to difficult to manage density that would reduce the attractiveness of the neighborhood, affect re-sale values and other unintended consequences. Affordable housing development is certainly fair to those in need but is one that should be entered into advisably and with actual knowledge to the larger community for its overall impact. Additionally, consideration should be given to the housing needs of others such as Senior Citizen housing and not just density and/or affordable housing units.

While I recognize your letter was directed to adjacent or surrounding property owners, such a decision could impact a larger portion of our homeowner community. It is for at least the above reasons, and more that might come from interested homeowners, that I request the issue be placed before the larger homeowner community, not just a select few, and that City Council suspend current consideration and give at least a thirty day written comment period before bringing this matter up for further review and discussion.

Respectfully,

A handwritten signature in cursive script, appearing to read "Patricia Lierman".

Patricia O. Lierman
811 McGuffey Avenue
Oxford, Ohio 45056

(513)-623-8010



Courtesy Notice

Community Development Department
513-524-5204

You are receiving this notice because your property is located within 200 feet of a site set for consideration by the Oxford Planning Commission and City Council for future development that requires special approval.

CASE NO.: PC-2023-16

CASE TITLE: 601/603/607 W Chestnut Street, ZONING MAP AMENDMENT, for 3.33 acres from Single-Family Low-Density Residential (R-1A) District to Single- and Two-Family Residential (R-2A) District, City of Oxford, Applicant

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You can view the most up to date meeting information and agenda at any time by going to cityofoxford.org and scrolling to the bottom of the homepage to view the **Public Meetings** calendar

NAME (PRINT): Andrew Cannizzaro

ADDRESS: 41 Charleston Drive

TELEPHONE: Home _____ Cell 412-613-7177 Work _____

COMMENT (You may attach a separate note or letter if more space is needed):



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service
PREPARED BY:	Mike Dreisbach
DATE PREPARED:	1/8/2024
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	An Ordinance Levying Upon the Lots and Lands Enumerated in the List of Estimated Assessments (Exhibit A) the Amounts Set Forth on Such List and Setting Forth Terms for Payment of Assessments. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Accessible, High-Quality Infrastructure
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 1/8/24

DISCUSSION:

Through a series of Resolutions, the City has caused the repair of deficient curb, gutter, and sidewalk on parcels identified in the attached Exhibit “A” including:

March 2023 Resolution No. 7483– Declaring the necessity to make improvements

May 2023 Resolution No. 7500 – Authorizing a contract to perform the improvements

October 2023 Resolution No. 7531 – Determination of the total cost of assessment by lot

The proposed assessment costs were advertised as required by Ohio Revised Code; any objections received from parcel owners have been resolved at the administrative level by the City Engineer; parcels and final costs are detailed in Exhibit “A”. Upon passage of this Ordinance, an owner may pay cash for the assessment within 30 days. Otherwise, the amount will be levied to the owner’s property tax bill and must be paid in five (5) annual installments with City assessed interest on deferred payments at a rate of 5% (this percentage rate has been in place for several years; the City Council may change this rate if they desire to do so).

Staff recommends City Council approve this special assessment Ordinance, and authorize the City

Manager, or his designee, to take all steps necessary to cause the amounts listed in Exhibit "A" to be levied upon the lots and lands enumerated in the listing.

ORDINANCE NO.

AN ORDINANCE LEVYING UPON THE LOTS AND LANDS ENUMERATED IN THE LIST OF ESTIMATED ASSESSMENTS (EXHIBIT A) THE AMOUNTS SET FORTH ON SUCH LIST AND SETTING FORTH TERMS FOR PAYMENT OF ASSESSMENTS.

WHEREAS, in accordance with Section 729.07 of the Ohio Revised Code, Council filed a list of estimated assessments (Exhibit A) with the Clerk of City Council and ordered it open for public inspection; and

WHEREAS, pursuant to Ohio Revised Code Section 729.08, Council published a notice in the *Journal News*, beginning March 2023, May 2023, and ending October 2023, stating that the list of estimated assessments (Exhibit A) was on file with the Clerk of City Council and was available for public inspection; and

WHEREAS, the Clerk of City Council has received no written objections to the assessments.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: Property owners shall be assessed the actual cost over five years as set forth on Exhibit "A" attached hereto.

SECTION 2: Property owners may pay the assessment in five (5) annual installments with interest on deferred payments at 5%. Conversely, property owners may pay the assessment in cash within 30 days after passage of this Ordinance.

SECTION 3: This ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

Curb, Gutter, Sidewalk, for 2023 Resurfacing

Address	Direction	Street Name	Property Owner	Mailing Address	Parcel #	Lineal Ft Curb Installed	Square Feet Sidewalk Installed	Square Feet		Square Ft Drive Apron Installed	Square Ft Drive Apron Removed	Estimated Cost	Final Cost
								Sidewalk thru Driveway	Installed				
911		Tollgate Dr	Dallas Fletcher	Dallas Fletcher 911 Tollgate Dr. Oxford, OH 45056	H4100124000061	106	0	0		0	0	\$ 7,636.60	\$ 5,929.06
919		Tollgate Dr	Mark T. & Lisa A. Winstead	Mark T. & Lisa A. Winstead 919 Tollgate Dr. Oxford, OH 45056	H4100124000060	114	25	0		0	0	\$ 7,323.50	\$ 6,735.14
935		Tollgate Dr	Darren Cosgrove & Randee Mcardle	Darren Cosgrove & Randee Mcardle 935 Tollgate Dr. Oxford, OH 45056	H4000124000056	55	185	0		49	0	\$ 5,867.45	\$ 6,614.75
1201		Tollgate Dr	Russell L. & Brittany R. Peterson	Russell L. & Brittany R. Peterson 1201 Tollgate Dr. Oxford, OH 45056	H4100125000009	68	0	0		0	0	\$ 4,204.10	\$ 3,819.68
1205		Tollgate Dr	Thomas & Sue Ann Thompson	Thomas & Sue Ann Thompson 1205 Tollgate Dr. Oxford, OH 45056	H4100125000008	67	0	0		0	0	\$ 3,810.40	\$ 3,764.17
1221		Tollgate Dr	Toby & Terese Acheson	Toby & Terese Acheson 1221 Tollgate Dr. Oxford, OH 45056	H4100125000004	124	30	0		0	0	\$ 7,699.80	\$ 7,362.64
1225		Tollgate Dr	Stephen A. & Maureen R. Nimis	Stephen A. & Maureen R. Nimis 1225 Tollgate Dr. Oxford, OH 45056	H4100125000001	77	100	0		0	0	\$ 5,722.40	\$ 5,767.27
936		Tollgate Dr	Virginia D. Swanson	Virginia D. Swanson 936 Tollgate Dr. Oxford, OH 45056	H4100124000052	74	25	50		44	0	\$ 5,442.50	\$ 6,077.14
918		Tollgate Dr	Talaford Manor LLC	Talaford Manor LLC 912 Tollgate Dr. Oxford, Oh 45056	H4100124000049	8.5	0	0		0	0	\$ 961.00	\$ 617.64
900		Tollgate Dr	Talaford Manor LLC	Talaford Manor LLC PO Box 498008 Cincinnati, OH 45249	H4100124000048	107	0	0		0	0	\$ 9,069.20	\$ 5,984.57
Tollgate Drive Totals						800.5	365	50		93	0		\$ 52,672.06
Stone Hedge Cir				Heath & Maureen Kelly 11 Bull Run Dr. Oxford, OH 45056	H4100126000009	21	0	0		0	0	\$ 1,498.00	\$ 1,271.51
Stone Hedge Cir. Totals						21	0	0		0	0	\$ 1,498.00	\$ 1,271.51

220	S	Beech St	RT3 Oxford LLC	RT3 Oxford LLC 912 Tollgate Dr. Oxford, Oh 45056	H4100004000181	0	25	0	0	0	\$	362.50	\$	387.00
212	S	Beech St	John E. Pritchett	John E. Pritchett 2214 Lake Park Dr. Anacortes, WA 98221	H4100004000174	27	125	0	0	0	\$	3,383.00	\$	3,370.37

South Beech Street Totals						27	150	0	0	0		\$	3,757.37
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116	W	Collins St	Hoelzer/Hoelzer Rentals INC	Hoelzer/Hoelzer Rentals INC 116 E High St. Oxford, OH 45056	H4100004000117	33	30	0	0	0	\$	2,327.00	\$	2,333.63
120	S	Main St	Tres Walnut LLC Properties	Tres Walnut LLC Properties 116 E High St. Oxford, OH 45056	H4100003000065	10.5	0	0	0	0	\$	650.00	\$	722.26
10	E	Collins St	Sous Le Ciel Investments LLC	Sous Le Ciel Investments LLC 21 N Poplar St. Oxford, OH 45056	H4100003000111	36	125	50	78	0	\$	5,713.75	\$	6,009.96
18	E	Collins St	Sergio & Linda Sanabria	Sergio & Linda Sanabria 18 E Collins St. Oxford, OH 45056	H4100003000132	7	25	0	0	24	\$	1,676.50	\$	1,004.37
114	E	Collins St	Hoelzer/Hoelzer Rentals INC	Hoelzer/Hoelzer Rentals INC 116 E High St. Oxford, OH 45056	H4100003000195	35	0	0	0	0	\$	2,312.50	\$	2,003.85
200	S	Campus Ave	200 S Campus LLC Miami Redhawk Investment LLC	200 S Campus LLC Miami Redhawk Investment LLC PO Box 91 West Chester, OH 45071	H4100003000213	18.5	0	0	54	0	\$	1,872.00	\$	2,064.14
101	E	Collins St	Tres Walnut LLC	Tres Walnut LLC 3401 Lanes Mill Rd. Oxford, OH 45056	H4100003000198	16	0	0	0	0	\$	1,498.00	\$	1,009.96
21	E	Collins St	PJ Kellems Consulting LLC	PJ Kellems Consulting LLC 8747 Mt. Hope Rd. Harrison, OH 45030	H4000003000130	0	0	0	0	0	\$	464.50	\$	-
19	E	Collins St	Jacqueline Kenney Noblitt	Jacqueline Kenney Noblitt 5324 Anacala Ct. Westerville, OH 43082	H4100003000131	25.5	0	0	0	0	\$	1,524.50	\$	1,506.91
201	S	Main St	Jeffrey Henke ET AL	Jeffrey Henke ET AL 314 Quarter Trak Yorktown, VA 23693	H4100003000115	68	200	25	35	0	\$	7,506.75	\$	7,719.18
17	W	Collins St	17 W. Collins LLC	17 W. Collins LLC PO Box 91 West Chester, OH 45071	H4100003000047	0	95	0	0	0	\$	1,307.50	\$	1,400.60
131	W	Collins St	Prudence Z. Dana & Stephen F. Dann II	Prudence Z. Dana & Stephen F. Dann II 131 W. Collins St. Oxford, OH 45056	H4100004000115	69.5	285	0	0	0	\$	7,865.90	\$	8,029.75

Collins Street Totals						319	760	75	167	24		\$	33,804.59
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316	S	Poplar St	Dollar Investments LLC	Dollar Investments LLC 116 E. High St. Oxford, OH 45056	H4100103000079	23	0	65	0	0	\$	3,777.00	\$	2,429.13
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320	S	Poplar St	Dollar Investments LLC	Dollar Investments LLC 116 E. High St. Oxford, OH 45056	H4100103000080	30	0	0	0	0	\$ 1,763.00	\$ 1,742.30
322	S	Poplar St	Dollar Investments LLC	Dollar Investments LLC 116 E. High St. Oxford, OH 45056	H4100103000081	29	130	108	75	0	\$ 4,909.13	\$ 6,604.49
321	S	Poplar St	Dollar Investments LLC	Dollar Investments LLC 116 E. High St. Oxford, OH 45056	H4100103000082	42	55	137	109	0	\$ 5,522.00	\$ 7,256.12
315	S	Poplar St	Dollar Investments LLC	Dollar Investments LLC 116 E. High St. Oxford, OH 45056	H4100103000084	30	0	0	0	0	\$ 1,763.00	\$ 1,742.30
311	S	Poplar St	Dollar Investments LLC	Dollar Investments LLC 116 E. High St. Oxford, OH 45056	H4100103000085	40	75	75	0	0	\$ 4,524.25	\$ 4,566.40

South Poplar Street Totals						194	260	385	184	0		\$ 24,340.74
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2		Wooster Pl	Natrey LLC Miami Redhawk Investment LLC	Natrey LLC Miami Redhawk Investment LLC PO Box 91 West Chester, OH 45071	H4100103000064	20.5	58	0	0	0	\$ 2,493.00	\$ 2,085.20
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Wooster Place Totals						20.5	58	0	0	0	\$ 2,493.00	\$ 2,085.20
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104		Oberlin Ct	Park Place Property Group LLC	Park Place Property Group LLC 11530 Fringe Tree Dr. Walton, KY 41094	H4100103000046	9	55	50	0	0	\$ 2,733.00	\$ 2,250.19
106		Oberlin Ct	Hot Pad Properties LLC	Hot Pad Properties LLC 7900 Brookville Rd. Oxford, OH 45056	H4100103000045	44	204	84	0	0	\$ 6,149.80	\$ 6,802.16
103		Oberlin Ct	Miami Campus Rentals LLC	Miami Campus Rentals LLC 11190 Terwilligers Hill Ct. Cincinnati, OH 45249	H4100103000050	8	0	0	0	0	\$ 813.00	\$ 591.48

Oberlin Court Totals						61	259	134	0	0	\$ 9,695.80	\$ 9,643.83
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COMPLAINT PROPERTIES												
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Address	Direction	Street Name	Property Owner	Parcel #	Lineal Ft Curb Installed	Square Feet Sidewalk Installed	Square Feet Sidewalk thru Driveway Installed	Square Ft Alley Apron Installed			
302	N	Main St	JLS PROPERTIES LLC	H4100007000066	0	75	0	0	0	\$ 1,900.50	\$ 1,111.00
200	S	Locust St.	Oxford Pharmacy DST	H4100016000110	55	0	0	0	0	\$ 3,098.05	\$ 3,098.05
					55	75	0	0	0	\$ 4,998.55	\$ 4,209.05



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Hill
DATE PREPARED:	1/8/2024
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	An Ordinance Amending Ordinance No. 3750 Supplemental Budget Ordinance Number 1 to Make Supplemental Appropriations for Fiscal Year 2024. (Heidi Hill, Finance Director)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

Issue 1:

To make adjustment to budget revenue and appropriations for increase costs in health insurance. The increase of the employer contribution will go from 1,275.00 per employee per month to 1,615.00 per employee per month.

Revenue:

Employee Benefit Fund 230 473,275.00

Expense:

General Fund 110 235,740.00

Parking Fund 130 12,648.00

Street Fund 122 36,475.00

OAT Fund 144 2,040.00

Water Fund 321 55,528.00

Wastewater Fund 331 71,848.00

Refuse Fund 341 10,036.00

Fire/EMS Fund 418 48,960.00

Net Effect on Fund Balance(s) 0.00

Breakdown by Fund

General Fund 110 -235,740.00

Parking Fund 130 - 12,648.00

Street Fund 122 -36,475.00

OAT Fund 144 -2,040.00

Water Fund 321 -55,528.00

Wastewater Fund 331 -71,848.00

Refuse Fund 341 -10,036.00

Fire/EMS Fund 418 -48,960.00

Employee Benefit Fund 230 473,275.00

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3750 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2024.

WHEREAS, additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: Additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds;

SECTION 2: The following increase/(decrease)in revenues be made:

Employee Benefit Fund 230	473,275.00
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SECTION 3: The following increase/(decrease)in expenditures be made:

General Fund 110	235,740.00
Parking Fund 130	12,648.00
Street Fund 122	36,475.00
OAT Fund 144	2,040.00
Water Fund 321	55,528.00
Wastewater Fund 331	71,848.00
Refuse Fund 341	10,036.00
Fire/EMS Fund 418	48,960.00

SECTION 4: In all other respects, Ordinance No. 3750 shall remain in full force and effect.

SECTION 5: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Douglas Elliott
DATE PREPARED:	12/1/2023
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	An Ordinance Limiting the Number of Non-Medical Cannabis Dispensary Licenses to Two in the City of Oxford and Designating the Location for These Two Non-Medical Cannabis Dispensaries. (Douglas Elliott, City Manager)
COUNCIL GOAL AREA:	A Thriving and Resilient Year-Round Economy
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

A majority of Ohio voters (57%) approved Issue 2 on the November 2023 ballot to legalize the possession and use of marijuana by individuals age 21 and over. In Oxford Issue 2 passed with 68.15% voting yes and 31.85% voting no. The initiated statute became effective December 7, 2023. However, it may be amended by the state legislature. The newly created Division of Cannabis Control within the Ohio Department of Commerce has nine months to complete rulemaking and licensing processes for non-medical cannabis. Sales of non-medical cannabis may not begin until licenses are issued and facilities are certified. The proposed ordinance limits the number of non-medical cannabis dispensaries in Oxford to two and states that the locations will be at the current existing medical marijuana dispensaries. Under the initiated statute, medical marijuana facilities will receive a non-medical marijuana dispensary license. Both locations have expressed interest in the recreational cannabis dispensary license. If either business chooses not to accept the non-medical marijuana dispensary license, then City Council can determine another location outside of the Uptown Business District.

ORDINANCE NO.

AN ORDINANCE LIMITING THE NUMBER OF NON-MEDICAL CANNABIS DISPENSARY LICENSES TO TWO IN THE CITY OF OXFORD AND DESIGNATING THE LOCATION FOR THESE TWO NON-MEDICAL CANNABIS DISPENSARIES AT THE CURRENT EXISTING LOCATIONS FOR THE TWO MEDICAL CANNABIS DISPENSARIES.

WHEREAS, a majority of Ohio voters approved Issue 2 on the November 2023 ballot to legalize the possession and use of marijuana by individuals age 21 and over, and

WHEREAS, the initiated statute provides for the sale of marijuana by state-license dispensaries to individuals age 21 and over, and

WHEREAS, the new Division of Cannabis Control within the Ohio Department of Commerce has nine months from the effective date of the election to adopt rules necessary to implement the initiated statute, and

WHEREAS, the initiated statute permits a municipality to limit or prohibit the number of adult use cannabis operators, and

WHEREAS, the initiated statute provides that each current medical marijuana dispensary will receive a non-medical cannabis dispensary license.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF OXFORD HEREBY ORDAINS THAT:

SECTION 1: The number of non-medical cannabis dispensary licenses permitted in the City of Oxford will be 2.

SECTION 2: The designated locations for these two non-medical cannabis dispensaries will be at the current existing locations for the two medical cannabis dispensaries at 3620 Southpointe Parkway and 5280 College Corner Pike.

SECTION 3: No other non-medical cannabis dispensaries will be permitted in the City of Oxford.

SECTION 4: This ordinance shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

Clerk of Oxford City Council

INTRODUCED BY:

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Douglas Elliott
DATE PREPARED:	12/8/2023
COUNCIL MEETING DATE:	January 16, 2024
AGENDA TITLE:	An Ordinance to Amend Ordinance No. 3689 Regulating the Rates and Charges to be Charged and Collected and the Services to be Rendered by Glenwood Energy of Oxford, Inc., Its Successors, and Assigns for Gas and Gas Service Furnished to All of its Customers Within the Corporate Limits of the City of Oxford During the Period Ending October 31, 2025, by Authorizing Glenwood Energy of Oxford, Inc. to add a City Border Station Upgrade Rider. (Douglas Elliott, City Manager)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The City received a letter on July 31, 2023 from Glenwood Energy regarding upgrades to the Oxford City Border Station. A follow up letter was received on November 8, 2023 with estimated project costs. The estimated costs to the City are \$225,061. Glenwood Energy is seeking a Special Rider to recover these costs. The rider is based on a 3 year average annual Thru Put of 382,494 MCF. The proposed two year Special Rider rate is \$0.2942 per MCF. Glenwood energy will provide periodic (semi-annual) updates and true up with this new rider to the City. This legislation for the two year Special Rider amends Ordinance No. 3689 which established the rates and charges rendered by Glenwood Energy for providing natural gas service in Oxford.

Glenwood Energy will also make adjustments to the Percent of Income Payment Plan (PIPP), Uncollectible Expense, and Utility Pipeline Tax Riders which are subject to PUCO jurisdiction and regulation. The total of these three rider adjustments would increase from \$0.3007 to \$0.3252 per MCF (an 8.15% increase).

The total impact of these changes for a consumer utilizing 100 MCF of natural gas is \$31.97 per year or \$2.67 per month. (MCF = 1,000 cubic feet)

In Oxford, according to the 2017-2021 ACS, there are 6,170 occupied housing units. Of these, 3069 units (with a margin of error of 482 +/-) use utility gas (natural gas) for home heating.

ORDINANCE NO.

AN ORDINANCE TO AMEND ORDINANCE NO. 3689 REGULATING THE RATES AND CHARGES TO BE CHARGED AND COLLECTED AND THE SERVICES TO BE RENDERED BY GLENWOOD ENERGY OF OXFORD, INC., ITS SUCCESSORS, AND ASSIGNS FOR GAS AND GAS SERVICE FURNISHED TO ALL OF ITS CUSTOMERS WITHIN THE CORPORATE LIMITS OF THE CITY OF OXFORD DURING THE PERIOD ENDING OCTOBER 31, 2025 BY AUTHORIZING GLENWOOD ENERGY OF OXFORD, INC. TO ADD A CITY BORDER STATION UPGRADE RIDER.

WHEREAS, Glenwood Energy has notified the City of its plan to upgrade the City Border Station with Duke Energy, and

WHEREAS, Glenwood Energy is entitled to recover the cost of said upgrade through a special rider.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF OXFORD HEREBY ORDAINS THAT:

SECTION 1: On September 6, 2022, Council of the City of Oxford adopted Ordinance No. 3689 regulating the rates and charges to be charged and collected by Glenwood Energy of Oxford, Inc. (the "Company") for gas service furnished to customers within the City of Oxford for the period ending October 31, 2025.

SECTION 2: Ordinance No. 3689 shall be amended by adding Section 1.7.b:

City Border Station Upgrade Rider. In addition to all other rates and charges set forth in this section, all gas consumed shall be subject to a City Border Station Upgrade Rider of \$0.2942 per McF of gas delivered to recover the actual costs incurred by the Company, including the actual carrying costs, associated with the City Border Station Upgrade. This City Border Station Upgrade Rider shall be in effect with bills rendered on or after March 1, 2024 and remain in effect ~~through the bills for the monthly service period ending October 31, 2025 or until the costs are fully recovered, whichever first occurs.~~ This City Border Station Upgrade Rider shall be the exclusive mechanism for recovery of the costs associated with the Upgrade, and the company shall not be entitled to include said costs in the revenue requirement used to determine rates and charges in any subsequent City rate ordinance or any proceeding before the PUCO.

SECTION 3: The amendment adopted by this ordinance shall have no effect on any other provisions of Ordinance No. 3689, all of which shall remain in force and effect.

SECTION 4: If the Company accepts this ordinance, the Company shall file a written acceptance of this ordinance with the Clerk of the City within thirty (30) days after its passage by Council and this ordinance shall constitute a contract between the City and the Company. If the Company does not accept this ordinance, the Company shall file a complaint and appeal from this ordinance with the PUCO pursuant to Section 4909.34, ORC, within (30) days after its passage. If the Company does not file a written acceptance of this ordinance with the Clerk of the City within thirty (30)

days after its passage and does not file a complaint and appeal from this ordinance with the PUCO within (30) days after its passage by Council, the Company shall be deemed to have accepted this ordinance and shall be bound by its terms as if it had filed a written acceptance.

SECTION 5: This ordinance shall take effect at the earliest time allowed by law.

Mayor

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)