



**AGENDA**  
**PLANNING COMMISSION**  
**&**  
**OXFORD PARKING & TRANSPORTATION BOARD**  
**TUESDAY, November 8, 2022**  
**6:00 P.M.**

**PC MEMBERS**

|                                                        |                            |
|--------------------------------------------------------|----------------------------|
| Corey Watt, Chair, HAPC Rep.                           | Steve Dana, CIC Rep.       |
| Shana Rosenberg, Vice Chair, HAC Rep.                  | Carla Blackmar, OPTAB Rep. |
| Jason Bracken, Council & Environmental Commission Rep. | Michael Smith              |
| David Prytherch, Council Rep.                          |                            |

**OPTAB MEMBERS**

|                                               |                               |
|-----------------------------------------------|-------------------------------|
| Kathy Fawley, Chamber Rep.                    | David Prytherch, Council Rep. |
| Job Ralinovsky, Environmental Commission Rep. | Thor Hogan                    |
| Lee Fisher                                    | Vincent Hand                  |
| Carla Blackmar, Planning Commission Rep.      |                               |

**STAFF**

Sam Perry, Director, Community Development  
Zachary Moore, Planner  
Christopher Conard, Law Director

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

- |                                                                                                                            |   |
|----------------------------------------------------------------------------------------------------------------------------|---|
| I. Call to Order                                                                                                           |   |
| II. Approval of Agenda                                                                                                     |   |
| III. Approval of Minutes of May 10, 2022*                                                                                  | 1 |
| IV. Public Comments Related to Items <u>Not</u> on the Agenda                                                              |   |
| V. Reports from Commissions, Boards, Committees & Staff                                                                    |   |
| VI. Butler County Regional Transit Authority presentation – <a href="http://bcrtatransitplan.com">bcrtatransitplan.com</a> | 6 |
| VII. Adjournment                                                                                                           |   |

\*Attachments



## OXFORD PLANNING COMMISSION

### Meeting Minutes

Tuesday, May 10, 2022

[Link for website video here](#)  
Full Transcript available online

#### **Roll Call**

Corey Watt, Chair

Shana Rosenberg, Vice Chair

Steve Dana

Richard Keebler

Carla Blackmar

David Prytherch

Jason Bracken

#### **Time: 01:27**

A regular meeting of the Oxford Planning Commission was called to order by Chair Corey Watt on Tuesday, May 10, 2022 at 7:00 p.m.

Members in attendance were Shana Rosenberg, Steve Dana, Richard Keebler, David Prytherch, and Jason Bracken.

Members excused: Carla Blackmar

#### **Staff Members in Attendance**

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

### **Approval of the Agenda**

[Time: 01:44](#)

#### **Motion – To Approve**

Voice Vote to approve the agenda as presented. All were in favor.

AYE: (6)

NAY: (0)

ABS: (0)

### **Approval of Minutes of March 8, 2022**

[Time: 01:58](#)

#### **Motion – To Approve**

(Voice Vote) 1<sup>st</sup> Mr. Dana

2<sup>nd</sup> Mr. Prytherch

AYE: (4)

NAY: (2)

ABS: (0)

### **Public Comments Related to Items Not on the Agenda**

[Time: 06:19](#)

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

There were no comments from the public.

### **Reports from Commissions, Boards, Committees & Staff**

[Time: 06:40](#)

**New Business**

**PC-2022-01**

**Time: 11:34**

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1. 5302 University Park Blvd, CONDITIONAL USE, bus maintenance facility, Talawanda City School District c/o Shaunna Tafelski, Applicant

**Motion – To Enter into Public Hearing**

(Voice Vote) 1<sup>st</sup> Mr. Dana                      2<sup>nd</sup> Mr. Prytherch

AYE: (6)

NAY: (0)

ABS: (0)

**Comments from the Public**

Seth Copenbaker, Assistant to the City Manager, Economic Development

**Motion – To Close Public Hearing**

(Voice Vote) 1<sup>st</sup> Mr. Keebler                      2<sup>nd</sup> Mr. Dana

AYE: (6)

NAY: (0)

ABS: (0)

**Motion – To Approve PC-2022-01 with staff recommendations**

(Roll Call Vote) 1<sup>st</sup> Mr. Dana                      2<sup>nd</sup> Ms. Rosenberg

AYE: Mr. Prytherch, Mr. Bracken, Mr. Dana, Ms. Rosenberg (4)

NAY: Mr. Keebler, Mr. Watt (2)

ABS: None (0)

**PC-2022-02**

**Time: 46:36**

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2. 5470 College Corner Pike, CONDITIONAL USE, new hotel, High Point Lodging,  
Applicant/Agent

**Motion – To Enter into Public Hearing**

(Voice Vote) 1<sup>st</sup> Mr. Prytherch      2<sup>nd</sup> Mr. Dana

AYE: (6)

NAY: (0)

ABS: (0)

**Comments from the Public**

John Detherage, Fire Chief  
Seth Copenbaker, Assistant to the City Manager, Economic Development

**Motion – To Close Public Hearing**

(Voice Vote) 1<sup>st</sup> Mr. Dana      2<sup>nd</sup> Mr. Keebler

AYE: (6)

NAY: (0)

ABS: (0)

**Motion – To Approve PC-2022-02 with staff recommendations, and with minor amendments**

(Roll Call Vote) 1<sup>st</sup> Mr. Keebler      2<sup>nd</sup> Mr. Dana

AYE: Mr. Prytherch, Mr. Bracken, Mr. Dana, Mr. Keebler, Ms. Rosenberg, Mr. Watt (6)

NAY: None (0)

ABS: None (0)

**PC-2022-03**

**Time: 2:18:16**

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1. 6610 Brookville Road, FINAL PLANNED DEVELOPMENT, 86 single-family lots, Todd Homes LLC, Applicant

**Motion – To Enter into Public Hearing**

(Voice Vote) 1<sup>st</sup> Mr. Dana                      2<sup>nd</sup> Ms. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

**Comments from the Public**

Seth Copenbaker, Assistant to the City Manager, Economic Development  
Mike Glaser, 6788 Brookville Road

**Motion – To Close Public Hearing**

(Voice Vote) 1<sup>st</sup> Mr. Prytherch                      2<sup>nd</sup> Mr. Dana

AYE: (6)

NAY: (0)

ABS: (0)

**Motion – To Approve PC-2022-03 with staff recommendations**

(Roll Call Vote) 1<sup>st</sup> Mr. Keebler                      2<sup>nd</sup> Ms. Rosenberg

AYE: Mr. Dana, Mr. Prytherch, Mr. Bracken, Mr. Keebler, Ms. Rosenberg, Mr. Watt (6)

NAY: None (0)

ABS: None (0)

**Motion to Adjourn Meeting at 9:53 p.m.**

**Time: 2:54:15**

(Voice Vote) 1<sup>st</sup> Mr. Keebler                      2<sup>nd</sup> Ms. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)



**MEMORANDUM**  
Community Development Department  
513-524-5204

**TO:** Planning Commission and Parking & Transportation Board

**FROM:** Sam Perry, AICP  
Community Development Director

**DATE:** November 3, 2022

**MEETING DATE:** November 8, 2022

**RE:** Transit Plan for Butler County Regional Transit

This month's regular Planning Commission meeting offers a rare opportunity to join with Oxford Parking and Transportation Board as well as our regional transit authority. At the request of the director of Butler County Regional Transit, Matt Dutkevicz, the City of Oxford is delighted to host a presentation on the Transit Plan.

This is an opportunity for BCRTA to publicly discuss the status of the Transit Plan process, as well as collect any comments from board members of either board. Attached is a two-page overview of the intent and schedule for the first-ever transit plan in Butler County. Additional slides will be shared at the meeting. I encourage members of both boards to review the [www.bcratatransitplan.com](http://www.bcratatransitplan.com) website and provide input.

# HELP IMPROVE TRANSIT SERVICES IN BUTLER COUNTY

## BCRTA Transit Plan

Butler County Regional Transit Authority (BCRTA) is developing its first ever transit plan. The transit plan will outline recommendations to grow and improve BCRTA's system based on the changing demographics and transportation needs within Butler County.

The plan will make immediate and near-term recommendations for:

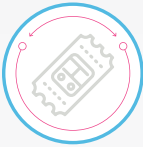
007



**New or improved bus routes**



**Identification of needed bus stop enhancements**



**Transit funding and financing strategies**



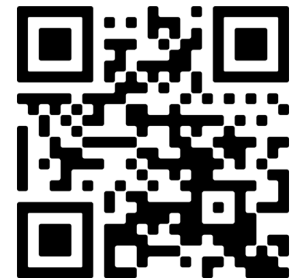
**Support for existing and future BCRTA operations at transit facilities**



**Transit fleet and technology enhancements**

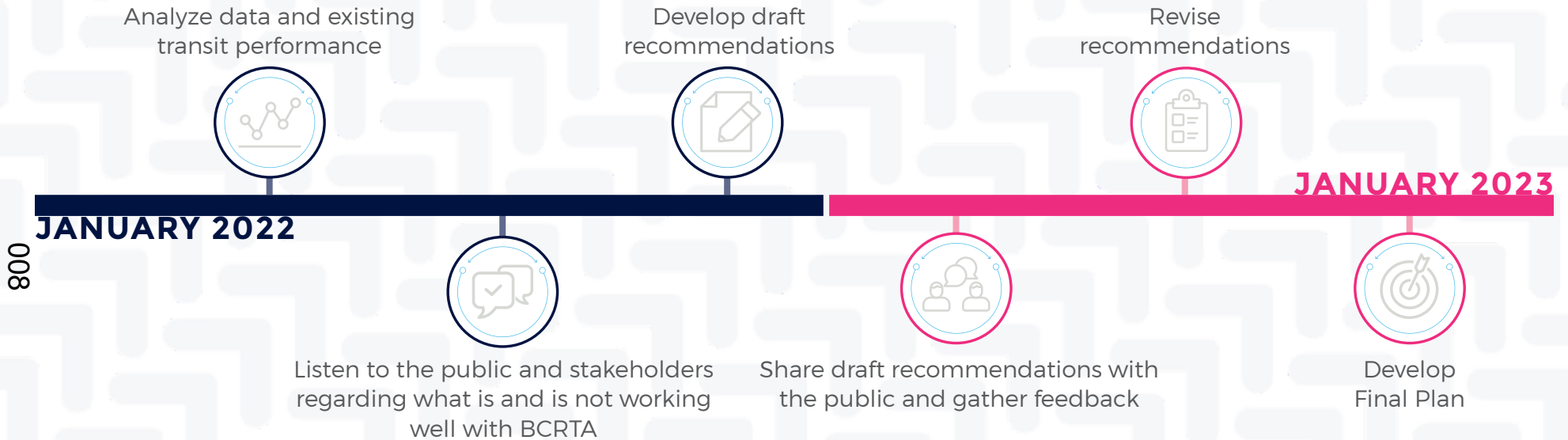
**How would you improve transit?**

Share your feedback by taking our brief online survey at [bcrtatransitplan.com](http://bcrtatransitplan.com)



# HELP IMPROVE TRANSIT SERVICES IN BUTLER COUNTY

## SCHEDULE



## CONTACT US

**SHAWN COWAN**  
*Mobility Manager*

Butler County Regional Transit Authority  
3045 Moser Court, Hamilton, OH 45011  
cowans@bultercountyrta.com

Share your feedback by taking our brief  
online survey at [bcrtatransitplan.com](https://bcrtatransitplan.com)





**MEMORANDUM**  
Community Development Department  
513-524-5204

**TO:** Planning Commission and Parking & Transportation Board

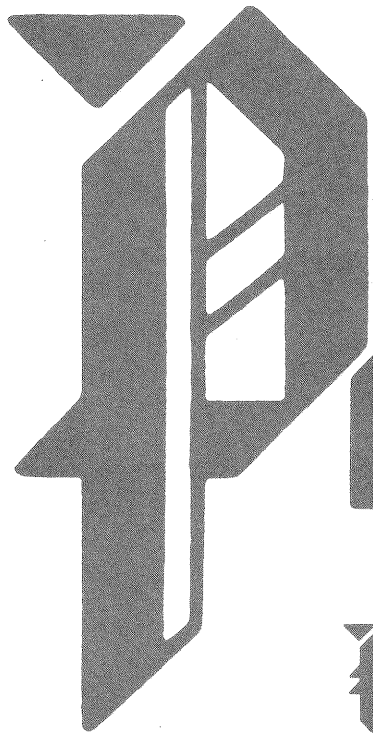
**FROM:** Sam Perry, AICP  
Community Development Director

**DATE:** November 3, 2022

**MEETING DATE:** November 8, 2022

**RE:** **World Town Planning Day**

Attached is a scan of the recent World Town Planning Day Proclamation that was read at the November 1 City Council meeting and accepted by Chair Corey Watt. This is an international event that we have celebrated in various ways. In previous years it has been celebrated by having a focus-area planning event, called a Design Charrette. This year, the day lands on the regular Planning Commission meeting day.



Office of the Mayor

Proclamation

Whereas:

change and growth is constant and affects all countries, states, regions, cities, and towns, including Oxford; and

WHEREAS, World Town Planning Day is celebrated in 30 countries on four continents every November 8; and

WHEREAS, the community planning process provides an opportunity for all residents to be meaningfully involved in making choices for a safe, healthy and equitable future Oxford; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in plan creation and plan implementation; and

WHEREAS, Oxford will celebrate in November by presenting the Oxford Tomorrow Comprehensive Plan, with an open house to be held at 6:00 p.m. on November 16, 2022 at the Talawanda Middle School; and

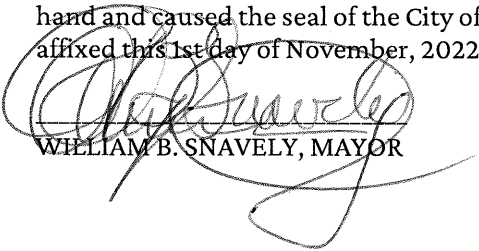
WHEREAS, we encourage citizens to take part by providing input and engaging in the process leading up to a formal adoption of the plan by City Council; and

NOW, THEREFORE, I, William B. Snavely, Mayor of the City of Oxford, Ohio, do hereby proclaim Tuesday, November 8, 2022 as:

“WORLD TOWN PLANNING DAY”

in the City of Oxford and urge all citizens to support this most worthwhile effort to raise awareness about the importance of community planning.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 1st day of November, 2022.

  
WILLIAM B. SNAVELY, MAYOR

