



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, AUGUST 20, 2024 AT 7:30 PM

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.

A regular meeting of the Oxford City Council was called to order by Mayor Snively on Tuesday, August 20, 2024, at 7:30 p.m. Members in attendance were Michael Smith, Amber Franklin, David Prytherch, Alex French, Jason Bracken, and Chantel Raghu.

Staff Members in Attendance

Mr. Douglas R. Elliott, Jr., City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. John Jones, Police Chief; Ms. Heidi Ridenour, 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 Mr. Prytherch 2nd Ms. Raghu
AYE # 7
NAY # 0
ABS # 0

4. Public Participation.

A. Girl Scout Gold Award Presentation on Light Pollution by Ms. Addison Greene

Ms. Addison Greene introduced herself and began her presentation with information on the Girl Scout Gold Award. Ms. Greene shared slides on the problem of light pollution (slides included in minutes). Ms. Greene provided several ways individuals can get involved. Ms. Greene encouraged the City Council to look into joining DarkSky International and provided information on how to start that process. Ms. Greene addressed questions and comments from the Council. Mayor Snavelly thanked Ms. Greene for her presentation.

B. Discussion: Progress Update on 2024 Action Items to Achieve Comprehensive Plan Goals. (Jessica Greene, Assistant City Manager)

Ms. Greene presented a handout to the Council (handout included in minutes). Ms. Greene began her presentation by reviewing the progress on several action items prioritized by the Council at the annual Council Retreat. Ms. Greene shared that Mr. Moore will be updating the Comprehensive Plan Goals on the City's Website soon and encouraged everyone to take a look. Ms. Greene addressed questions and comments from the Council. Mayor Snavelly thanked Ms. Greene for her presentation.

C. 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 Adopt the Consent Agenda.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

- A. Minutes from the August 6, 2024, City Council meeting. (Heather Barbour, Clerk of Council)
- B. A Report Regarding the August 7, 2024, Environmental Commission Meeting (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Of Council Authorizing The Acceptance Of A Donation From Steve And Susie Sadler In The Amount Of \$20,000 To Assist In Funding A Project At The Oxford Community Park. (Casey Wooddell, Parks and Recreation Director)

Motion – To Adopt Resolution No. 7625.
(Voice Vote) 1st Ms. Raghu 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- B. A Resolution Authorizing The City Manager To Waive The Water And Sanitary Capacity Benefit Charges For The Cottage Community At 5234 Hester Road. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Resolution No. 7626.
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin
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 Extending The Moratorium, Not To Extend Beyond September 30, 2024, On New Short-Term Rentals Within The City Of Oxford, Ohio. (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7627.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - Mr. Marcus Velasquez, incoming student at the Department of Nursing at Miami - Mr. Velasquez shared that he and his father had worked in the rental business for the past few years. Mr. Velasquez, after reviewing the staff notes and researching the short-term rentals, came to a similar conclusion. Mr. Velasquez listed the three main reasons he felt the temporary pause on the construction of new short-term rentals is the best conclusion.

Motion – To make a friendly amendment "To Extend The Moratorium To December 31, 2024".
(Voice Vote) 1st Mr. Prytherch 2nd Mr. Bracken
AYE # 0
NAY # 0
ABS # 0

Motion – To make a friendly amendment to apply this policy to the Mile Square and zoning districts R-1A, R- 1B, R- 2A, and R3.
(Voice Vote) 1st Mr. Prytherch 2nd
AYE #
NAY #
ABS #

Council and Staff discussed both friendly amendments, and they were both withdrawn.

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

None.

B. Second Reading

1. An Ordinance Amending Section 931.12 Of Oxford Codified Ordinances Chapter 931.12 Entitled Garbage, Refuse And Recycling Service. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3771.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE # 7

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

NAY # 0

ABS # 0

Mr. Dreisbach reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

2. An Ordinance Approving A Conditional Use Permit Application To Allow A Dog Training Facility As A Conditional Use For The Purpose Of Allowing Training Tracks Canine Learning Center To Operate In The Existing Building At 5500 College Corner Pike, Oxford, Ohio 45056, With Conditions (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3772.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

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

NAY # 0

ABS # 0

Mr. Perry reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

3. An Ordinance Approving A Preliminary And Final Planned Development Application And Preliminary Subdivision, South Farm Section IV, 25 New Single-Family Lots, Submitted By J.A. Development, 6.81 Acres, Roberts Drive, Oxford, Ohio 45056 (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3773.

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

AYE # 7

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

NAY # 0

ABS # 0

Mr. Perry reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

4. An Ordinance Revising Oxford Zoning Code Section 1141.01 Accessory Regulations For The Purpose Of Adding A Primary Residence Requirement For Short-Term Rental Usage Within The R-1A, R-1B, R-2A and R-3 Zoning Districts (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3774.

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

AYE # 7

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

NAY # 0

ABS # 0

Mr. Perry reported no changes after the first reading and offered to answer any questions.

Public Comment - None.

Mayor Snavelly requested that Staff look into an additional moratorium to meet the issue discussed in the Mile Square.

5. An Ordinance Repealing And Replacing Ordinance No. 3758 Limiting The Number Of Non-Medical Cannabis Dispensary Licenses To Two In The City Of Oxford And Designating The Locations For These Two Non-Medical Cannabis Dispensaries At The Current Existing Locations For The Two Medical Cannabis Dispensaries. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Ordinance No. 3775.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE # 7

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

NAY # 0

ABS # 0

Mr. Elliott reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

6. An Ordinance By Oxford City Council Authorizing The City Manager To Take All Action Necessary, Including But Not Limited To The Negotiation And Execution Of Purchase And Sale Agreement, For The Sale Of Certain Real Property Located In The City Of Oxford, Ohio, To Habitat For Humanity Of Greater Cincinnati. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Ordinance No. 3776.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE # 7

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

NAY # 0

ABS # 0

Ms. Greene reported no changes since the first reading and offered to answer any questions.

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. Aug 27	Board of Zoning Appeals	Courthouse	6:30 p.m.
Sep 2	City Offices CLOSED - Holiday		
Sep 3	City Council	Courthouse	7:30 p.m.
Sep 4	Environmental Commission	Municipal Building	7:00 p.m.
Sep 5	Housing Advisory Commission	Municipal Building	5:00 p.m.
Sep 9	Oxford Recreation Board	Municipal Building	11:30 a.m.
Sep 9	Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
Sep 9	City Council CIP Work Session	Courthouse	6:30 p.m.
Sep 10	Planning Commission	Courthouse	7:00 p.m.
Sep 11	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Sep 17	City Council	Courthouse	7:30 p.m.
Sep 24	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 9:03 pm.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7

NAY # 0
ABS # 0