



**AGENDA
OXFORD CITY COUNCIL REGULAR MEETING**

COURTHOUSE

TUESDAY, JANUARY 7, 2025 AT 7:30 PM

William Snavely, 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. Proclamation - Rev. Dr. Martin Luther King Jr. Day 2025
 - B. Swearing-In of New Officer (John Jones, Police Chief)
 - C. Presentation - Oxford Farmers Market Annual Report
 - D. Notice To Legislative Authority - Oxford Smoke Time Inc. DBA Oxford Smoke Time
109 West High Street Oxford, Ohio 45056. (Douglas R. Elliott, Jr., City Manager)

E. 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 from the December 17, 2024, City Council Work Session Meeting (Heather Barbour, Clerk of Council)
- B. Minutes from the December 17, 2024, City Council Meeting (Heather Barbour, Clerk of Council)

6. Resolutions.

- A. A Resolution Extending The Existing Moratorium, On Alley Development To March 20, 2025, Within The City Of Oxford, Ohio (Sam Perry, Community Development 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

- B. Second Reading

- 1. An Ordinance Correcting The Calico Acres Subdivision Plat To Affirm The Name "Jeffrey Drive" For Certain Public Streets Therein. (Sam Perry, Community Development Director)

8. Discussion

- A. Discussion And Update On The City's Deer Management Program

9. 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. Jan 8	Historic & Architectural Preservation Commission	Municipal Building	6:00 p.m.
Jan 13	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
Jan 14	2025 City Council Retreat Work Session	The Elms Hotel	1:00 p.m.
Jan 14	Planning Commission	Courthouse	7:00 p.m.
Jan 15	Board of Building Appeals	Courthouse	5:30 p.m.
Jan 20	City Offices Closed - Holiday		
Jan 21	Municipal Records Commission	Municipal Building	4:30 p.m.
Jan 21	City Council	Courthouse	7:30 p.m.
Jan 27	Oxford Recreation Board/TRI Board Joint Meeting	LaRosa's Pizzeria	11:00 a.m.
Feb 4	City Council	Courthouse	7:30 p.m.
Feb 5	Environmental Commission	Municipal Building	7:00 p.m.

10. Adjourn.

Office of the Mayor

P Proclamation

Whereas:

Dr. Martin Luther King Jr. devoted his life to advancing equality, social justice, and opportunity for all and challenged all Americans to participate in the never-ending work of building a more perfect union; and

Whereas: Dr. King's teachings can continue to guide and inspire us in addressing challenges in our communities, and the King Holiday and Service Act, enacted in 1994, designated the King Holiday as a national day of volunteer service; and

Whereas: The Universal Declaration of Human Rights empowers us all, the principles enshrined in the Declaration are as relevant today as they were in 1948; and

Whereas: since 1994 millions of Americans have been inspired by the life and work of Dr. Martin Luther King Jr. to serve their neighbors and communities on the King Holiday; and

Whereas: serving on the King Holiday is an appropriate way to honor Dr. King, meet local and national needs, bring our citizens together, and strengthen our communities and nation; and

Whereas: the King Day of Service is the only federal holiday commemorated as a national day of service and offers an opportunity for Americans to give back to their communities and make an ongoing commitment to service today and throughout the year;

NOW, THEREFORE, I, William B. Snavely, Mayor of the City of Oxford, Ohio, do hereby proclaim January 20, 2025, to be

'REV. DR. MARTIN LUTHER KING JR. DAY 2025'

in the City of Oxford and encourage all Oxford residents to remember, celebrate, and pay tribute to the life and works of Dr. Martin Luther King Jr.

IN WITNESS WHEREOF, I have
hereunto set my hand and caused the
seal of the City of Oxford to be
affixed this 20th day of January 2025.

WILLIAM B. SNAVLEY, MAYOR

RECEIVED DEC 16 2024

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6808 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3188

TO

6615655		NEW		OXFORD SMOKE TIME INC DBA OXFORD SMOKE TIME 109 W HIGH ST OXFORD OH 45056
PERMIT NUMBER		TYPE		
ISSUE DATE				
11.22.2024				
FILING DATE				
C1 C2		PERMIT CLASSES		
09	088	A	E35688	
TAX DISTRICT		RECEIPT NO.		

FROM 12/02/2024

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	



12/12/2024

1/12/2025

MAILED

RESPONSES MUST BE POSTMARKED NO LATER THAN.

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A NEW 6615655

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) - ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF OXFORD CITY COUNCIL
15 SOUTH COLLEGE AVE
OXFORD OHIO 45056



**MINUTES
OXFORD CITY COUNCIL WORK SESSION
COURTHOUSE
TUESDAY, DECEMBER 17, 2024 AT 6:30 PM**

1. Roll Call.

A work session meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, December 17, 2024, at 6:32 p.m. Members in attendance were Michael Smith, Amber Franklin, Chantel Raghu, Jason Bracken, Alex French, and David Prytherch.

Staff Members in Attendance

Mr. Douglas R. Elliott, Jr., City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Michael Driesbach, Service Director; Ms. Heidi Ridenour, Finance Director; Mr. Chris Conard, Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Topic

A. Discussion - Alley Closure For Public Use

Ms. Greene began the discussion by sharing slides (Slides inclined in minutes). Ms. Greene listed a few ways alleys in Oxford are currently being used, breaking down the uses per hour. Ms. Greene reviewed a few key points about green alley systems and design elements. The Council discussed the benefits and concerns of closing an alley. The Council asked Chief Jones, Chief Detherage, and Mr. Dreisbach to speak about possible public safety and maintenance concerns.

Public Comment - Ms. Kim Peterka, owner of CJ's - Ms. Peterka shared concerns about deliveries, movable furniture being thrown around, and public safety. Ms. Peterka would like better lighting in the alley so her security cameras would have a better view.

Public Comment - Mr. Jim Kuykendoll, owner of Mac & Joes, Steinkeller, and Circle - Mr. Kuykendoll mentioned he was open to the idea originally but now sees feasibility issues. Mr. Kuykendoll echoed the need for better lighting and making the area look better.

Public Comment - Mr. John Bouglas, citizen - Mr. Bouglas shared public safety concerns. Mr. Bouglas mentioned the case study that was discussed earlier was not conducted in Oxford and had concerns about relevancy.

Mayor Snavelly thanked City Staff and members of the public.

3. Adjourn.

Motion – To Adjourn at 7:28 pm and take a two-minute recess before the regular meeting.

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

AYE # 7

NAY # 0

ABS # 0

Public Use in Alleyways

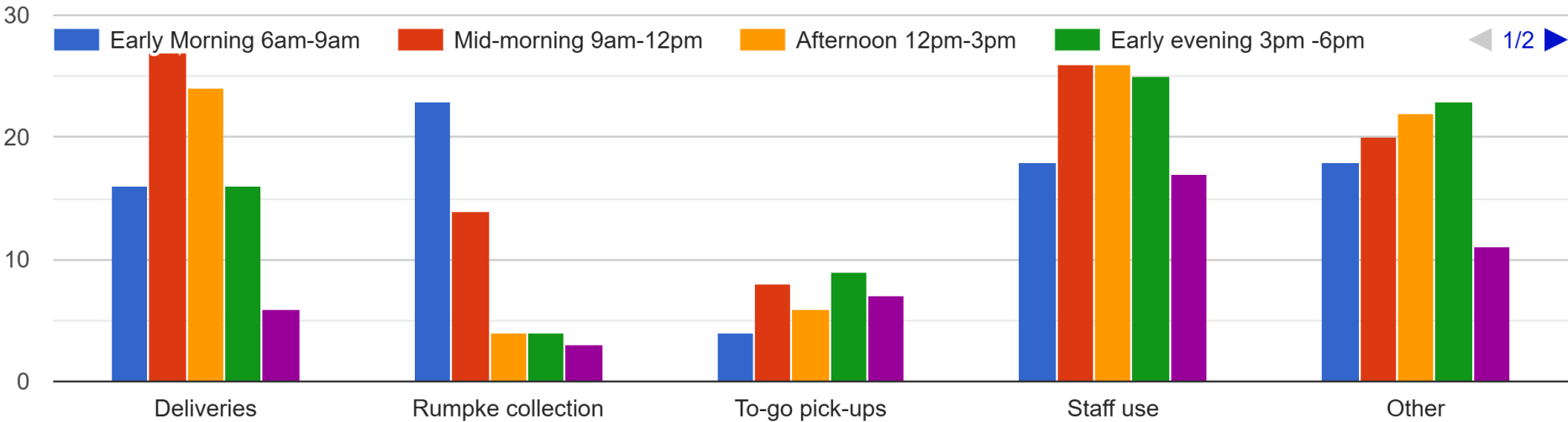
City Council Work Session 12.17.24

Oxford Alleyways

How Oxford's Alleys Are Used

- Trash collection, trash compactors, etc.
 - Significant challenge to find a new home for these services
- Deliveries for businesses and residents
- Public Safety access
- Parking for businesses, churches, and apartments
 - Multiple parking lots only accessible via alleyways
- Business and apartment access and entry
 - There are some buildings with entryways exclusively along alleys
- Pedestrian pathways
- "To go" driver short-term parking

At what times do you most often utilize the alleyways near your business?



Trash



Residential Access



Deliveries



A police car is shown from a front-three-quarter view at night. The vehicle's emergency lights are activated, with blue lights on the roof and front, and red lights on the roof and front. The headlights are also on, illuminating the dark surroundings. The car is positioned in the center of the frame, and the background is completely black.

Public Safety Access via Alleys

Comprehensive Plan Relevance

- **Mobility Chapter:**M3. A5: Establish a green alley system in the Mile Square to create a network of shared, low-impact streets. ([pg. 73 Comprehensive Plan](#))
- **Land Use Chapter:**L2. A3. Explore opportunities for expanded outdoor dining. ([pg. 53 Comprehensive Plan](#))

What is a Green Alley Way?

A "green alley system" refers to a city initiative where alleys are redesigned to incorporate sustainable features like permeable pavement, rain gardens, and vegetation, primarily to manage stormwater runoff and create safer places for alley users.

Comp Plan Task: City should craft a plan for the overall green alley system, seek funding and grants, determine which improvement or design elements are appropriate for different alleys and complete detailed designs for specific alleys”
pg. 73

Key points about green alley systems:

- Design elements Include:
 - Permeable pavement: Porous asphalt or concrete that allows water to seep through.
 - Moveable bollards
 - Rain gardens: Depressed areas planted with native plants that absorb and filter rainwater
 - Pedestrian scale light fixtures
 - Public Art
 - Consolidate recycling and waste receptacles
 - Designate delivery and loading zones
 - Add wayfinding signage
 - Bioswales: Shallow channels lined with plants to filter runoff
 - Green infrastructure: Trees, shrubs, and other vegetation that can help mitigate urban heat island effect

Green Alley Example

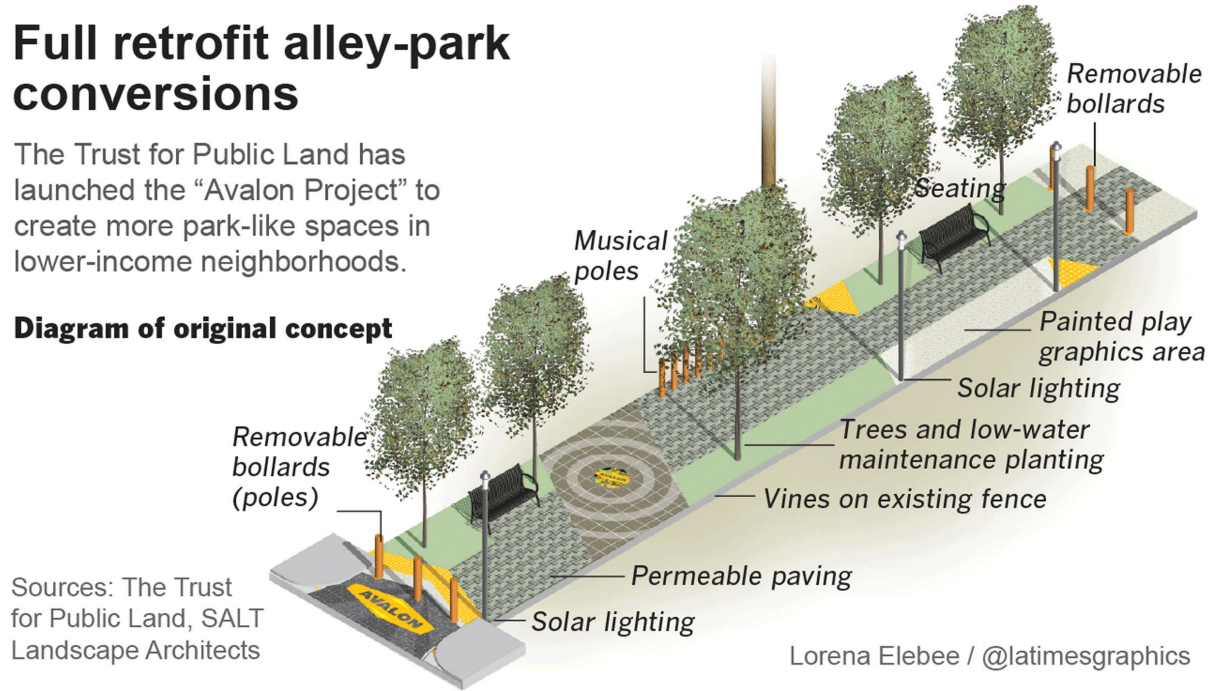


Green Alley Example

Full retrofit alley-park conversions

The Trust for Public Land has launched the “Avalon Project” to create more park-like spaces in lower-income neighborhoods.

Diagram of original concept



How Alleys May Be Repurposed



Public Art

Murals

Gallery-style rotating art displays

Streetscape natural greenery



Outdoor Dining

“Parklet” public seating for community use

Added seating for dedicated restaurant expansions



Special Events

Intimate setting is great for small-scale events

Can be used for concerts, pop-up markets or movie nights

Electric Alley

- Harrison, Ohio
- Permanently closed alleyway in primary business district
- Concerts and cultural events
- 50 guest capacity



Imagination Alley

- Cincinnati, OH
- Local art gallery
- Special events
- Public park for the community to congregate
- Permanent design and furniture for general public use



20 ft Wide

- Austin, Texas.
- Added vegetation and streetscapes
- Overhead artwork
- Public programs and special events such as a candle-lit dinner and pop-up breakfasts



Other alleys serving as public art spaces



The Belt - Detroit



Pioneer Square Alley - Seattle

Council Discussion



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, DECEMBER 17, 2024 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 Snavely on Tuesday, December 17, 2024, at 7:35 p.m. Members in attendance were Michael Smith, Amber Franklin, Chantel Raghu, Jason Bracken, Alex French, and David Prytherch.

Staff Members in Attendance

Mr. Douglas R. Elliott, Jr., City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Michael Dreisbach, Service Director; Mr. John Jones, Police Chief; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Casey Wooddell, Parks and Recreation Director; Ms. Heidi Ridenour, Finance 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.

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.

Public Comment - Mr. Glenn Ellerbe, Jr., 158 Silverleaf Drive - Mr. Ellerbe mentioned it might be helpful for the City to work with a partner such as the Oxford Chamber of Commerce to gather business feedback. Mr. Ellerbe stated that if the City has other similar initiatives, the City might want to collaborate with an associated entity to reach stakeholders of those initiatives.

B. Notice To Legislative Authority-DORA Hospitality LLC DBA Fairfield By Marriott Hotel 5186 Morning Sun Road Oxford, Ohio 45056. (Jessica Greene, Assistant City Manager)

Motion – To Receive without Comment.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Raghu
AYE # 7
NAY # 0
ABS # 0

C. Notice to Legislative Authority - Weisman Enterprises Holdings Inc DBA Calendula Bourbon & Tequila Bar 131 West High Street Oxford, Ohio 45056. (Jessica Greene, Assistant City Manager)

Motion – To Receive without Comment.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Raghu
AYE # 7
NAY # 0
ABS # 0

D. Presentation - Oxford Farmers Market Annual Report

Rescheduled for the January 7, 2025, meeting.

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 Mr. Prytherch

AYE # 7

NAY # 0

ABS # 0

- A. Minutes of the December 3, 2024 City Council Meeting. (Heather Barbour, Clerk of Council)
- B. A Report Regarding the December 4, 2024, Environmental Commission Meeting (Jessica Greene, Assistant City Manager)
- C. A Resolution Authorizing The City Manager To Close The Uptown Municipal Parking Lot Each Saturday In 2025 From 5:30 A.M. Until 1:00 P.M. To Permit The Operation Of The Farmers Market Within The Municipal Parking Lot And On East Park Place Between Main Street And 24 East Park Place During Said Times. (Jessica Greene, Assistant City Manager)
- D. A Resolution Approving Then And Now Certificates For Purchase Orders Issued Above \$3,000 Where An Invoice Was Received Prior To The Purchase Order Date, As A Requirement Of Ohio Revised Code 5705.41 (d). (Heidi Ridenour, Finance Director)

6. Resolutions.

- A. A Resolution Accepting The Recommendation Of The Oxford Parking And Transportation Advisory Board Selecting A Route Alignment Plan For The Northern Arc Of The Oxford Area Trail. (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7661.

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

AYE # 6

NAY # 1

ABS # 0

Motion – To Amend Section 2 should now read; The City of Oxford resolves to study and address traffic safety issues in the affected street corridors (e.g. Hester, Northridge, Dufour, Honor) in the short-term through enforcement and minor improvements and in the medium- to long-term through traffic calming and similar permanent roadway design improvements.

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

AYE # 7

NAY # 0

ABS # 0

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

Public Comment - Ms. Carla Blackmar-Rice OPTAB Chair, 400 West Vine Street - Ms. Blackmar-Rice agreed that the public meeting for trail planning was excellent and the tools from the City Staff were great, kind of next level by showing what the trail could look like going through a suburban area. Ms. Blackmar-Rice noted concerns at the meeting about existing traffic on Northridge, Honor, and the U-shaped intersections. Ms. Blackmar-Rice mentioned the importance of those concerns and thinking about how we can enforce traffic calming and ensure the three-way intersections are safer. Ms. Blackmar-Rice stated the trail is a conceptual line that gives us the opportunity to seek funding and do planning in the future. Ms. Blackmar-Rice offered to answer any questions.

Public Comment - Mr. Jim Vinch, 85 Lantern Ridge Road - Mr. Vinch gave several reasons why he would like to see this bike path completed. Mr. Vinch commented on the City Council's role and responsibilities in completing this trail. Mr. Vinch noted that the Council should establish a vision for the City of Oxford.

Public Comment - Mr. Sean Wagner, 601 Honor Lane, and Ms. Karin Virk, 796 Dufour - Mr. Wagner also mentioned Mr. Khan (not present), who lives on 591 Honor Lane, are in a unique position. Mr. Wagner explained the residents already have an existing bike path that is adjacent to their properties and it's part of the HOA. Mr. Wagner wanted to state this information for the public record that they have shared concerns with the City, and the question of the actual right of use and the easement. Mr. Wagener shared that they have negotiated in good faith and think

that an agreement has been reached and want that to be understood, but also want the record to reflect that even if the Council approves this, that is going to be addressed.

Public Comment - Mr. Thomas Misco 598 Honor Lane - Mr. Misco explained part of his property is on Honor, and the other is on Northridge, so he is just across the street from Mr. Wagner. Mr. Misco shared a German phrase meaning what is to be done is to be done properly. Mr. Misco voted for the funding of this trail and uses the trail every day. Mr. Misco noted that he drives to the Black Covered Bridge because he doesn't want to see traffic and houses on his daily walks. Mr. Misco recommended waiting until we have more funding and more approvals until something changes.

Public Comment - Mr. Brian Ballou, 212 Northridge Drive- Mr. Ballou echoed the comments made by Mr. Misco. Mr. Ballou, in addition to being a resident, is an accounting professor and questioned the cost-benefit of the Northern Arc. Mr. Ballou mentioned going behind the properties and having a more rural setting.

Public Comment - Mr. Ken Vincent, 345 Cobblestone Court - Mr. Vincent moved to Oxford about a year and a half ago and was excited about the OATS trail. Mr. Vincent agrees we need to finish the trail, but wonders what would happen if we don't approve the trail tonight. Mr. Vincent noted he doesn't think the trail should go through people's yards.

Public Comment - Ms. Ann Wicks, 205 Northridge Drive- Ms. Wicks enjoys the trail but agrees that she doesn't want to walk by houses and traffic. Ms. Wicks expressed safety concerns about walking through neighborhoods.

B. A Resolution To Accept The Recommendation Of The Oxford Parking And Transportation Advisory Board To Clarify That When The Oxford Area Trail Multi-Use Path Replaces A Sidewalk, Property Owners Are Not Responsible For Its Maintenance Or Repairs. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7662.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Raghu
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - Ms. Carla Blackmar-Rice, 400 West Vine Street- Ms. Blackmar-Rice stated she was sorry to see so many folks leave because this is a huge benefit. Ms. Blackmar-Rice mentioned that if your sidewalk was part of the trail, the City would pay for its repairs and maintenance.

Public Comment - Ms. Tokomo Brown, 100 Prevalent Drive - Ms. Brown asked for clarification that the City Maintenance of that portion includes snow clearance because students use the path to get to the bus stop.

- C. A Resolution Directing The Finance Director Or Designee To Calculate The Difference Between The Excise Hotel Tax Budget Estimate Vs. Actual Revenue Collected From January 1st To November 30th Of Each Year. If Revenue Exceeds The Budgeted Amount, A Supplemental Budget Appropriation Will Be Created To Transfer Up To \$50,000 To The Housing Trust Fund. (Councilors Bracken And Raghu)

Motion – To Adopt Resolution No. 7663.

(Voice Vote) 1st Ms. French 2nd Ms. Raghu

AYE # 7

NAY # 0

ABS # 0

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

Public Comment - Mr. Pete McCarthy, 6073 Contreras Road - Mr. McCarthy is not opposed to funding the housing trust fund; he doesn't like taking it from the hotel taxes. Mr. McCarthy mentioned developing new businesses coming into the community.

Public Comment - Ms. Carla Blackmar-Rice, 400 West Vine Street- Ms. Blackmar-Rice spoke in favor of this Resolution. Ms. Blackmar-Rice is speaking as the current board president for Moon-Coop, and one of the biggest challenges is finding and retaining quality employees. Ms. Blackmar-Rice noted finding places where they can live affordably in our town is a challenge that many face.

Public Comment - Mr. Glenn Ellerbe, Jr., 158 Silverleaf Drive- Mr. Ellerbe asked that when the Council moves forward with creating City Policies, please consider that there are people outside this city who are looking intently at whether they want to move here, invest here, start businesses here or create jobs. Mr. Ellerbe mentioned that a Resolution like this one sets an example of where you want to go based on the kind of money that you are putting forward. Mr. Ellerbe agrees with both comments made before him but urges the Council to consider the economic growth and financial health of our City.

Public Comment - Ms. Ann Fuehrer, 1345 Dana Drive - Ms. Fuehrer thanked Councilors Bracken and Raghu for the Resolution and for being active participants in the work of Oxford Area Solutions for Housing over the last two years. Ms. Fuehrer noted that OASH asked what the role of the City is in relation to ensuring housing for all means where the biggest need is, according to your 2020 housing assessment, is for affordable rentals. Ms. Fuehrer stated that this Resolution validates an earlier commitment to putting some financial support behind a high priority of the City.

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 Correcting The Calico Acres Subdivision Plat To Affirm The Name "Jeffrey Drive" For Certain Public Streets Therein. (Sam Perry, Community Development Director)

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

Public Comment - Ms. Anne Lorberau, 49 Jeffery Drive - Ms. Lorberau recently moved to Jeffery Drive and is happy that this issue is being addressed. Ms. Lorberau has experienced problems with receiving deliveries.

B. Second Reading

1. An Ordinance Amending Ordinance No. 3750 Supplemental Budget Ordinance Number 6 To Make Supplemental Appropriations For Fiscal Year 2024. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3792.
(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

Ms. Ridenour reviewed the changes since the first reading. Ms. Ridenour recommended a friendly amendment with the adoption of Resolution No. 7663 to add \$34,190.58 to the Housing Trust Fund for 2024. Mayor Snavelly asked if there was an objection to a friendly amendment to that extent, and hearing no objections, so ordered it to be accepted.

Public Comment - None.

2. An Ordinance To Accept the Recommendation Of The Planning Commission To Approve A Conditional Use For An Indoor Entertainment Facility Located At 110 South Locust Street, Oxford, Ohio 45056, (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3793.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

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

NAY # 0

ABS # 0

Mr. Perry mentioned 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. Dec 18 Board of Building Appeals-CANCELED | Courthouse | 5:30 p.m. |
| Dec 18 Board of Zoning Appeals-CANCELED | Courthouse | 6:30 p.m. |
| Dec 24 City Offices CLOSED | | |
| Dec 25 City Offices CLOSED | | |

Jan 1	City Offices CLOSED		
Jan 2	Housing Advisory Commission-CANCELED	Municipal Building	5:00 p.m.
Jan 7	City Council	Courthouse	7:30 p.m.
Jan 8	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Jan 14	Planning Commission	Courthouse	7:00 p.m.
Jan 15	Board of Building Appeals	Courthouse	5:30 p.m.
Jan 21	Municipal Records Commission	Municipal Building	4:30 p.m.
Jan 21	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 9:35 pm.
 (Voice Vote) 1st Ms. Raghu 2nd Ms. French
 AYE # 7
 NAY # 0
 ABS # 0

Request has been sucessfully updated.

Public Comment to Council Form

Print

Submitted by: Ann Littke

Submitted On: 2024-12-17 18:46:51

Submission IP: (174.207.231.27)
proxy-IP (raw-IP)

Status: Acknowledged

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

Ann

Enter your First Name

* Last Name

Littke

Enter your Last Name

* Address

3 Peabody

* City

Oxford

* State

OH

* Email

annthemom10@gmail.com

Phone

Ex. (123) 456-7890

* I am a...

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

* Comment(s)

I am in support of counsel accepting the northern arc of the OAT Trail that is recommended by OPTAB.

Make a public comment for review by City Council

Request has been sucessfully updated.

Public Comment to Council Form

Print

Submitted by: Robbyn Abbitt
Submitted On: 2024-12-13 09:54:47
Submission IP: (134.53.236.65)
proxy-IP (raw-IP)
Status: Acknowledged
Priority: Normal
Assigned To: Heather Barbour
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

Robbyn

Enter your First Name

* Last Name

Abbitt

Enter your Last Name

* Address

4964 Booth Road

* City

Oxford

* State

OH

* Email

robyn.abbitt@gmail.com

Phone

5136490763

* I am a...

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

* Comment(s)

This comment is in regards to the upcoming discussion on the N/S alleys in Oxford. I am a member of Oxford United Methodist Church and current the board chair for the OUMC. We are very concerned about the impact this would have on our only available parking for the church. We have an older population and families with wheelchair accessibility needs. This is also the only space we have for deliveries to the church onto the first floor without stairs. While I like the idea of reduced traffic in our alleys, a blanket policy for all N/S alleys is not conducive to equitable access to all facilities in the city. I would ask that City Council think about ways to exclude alleys like the one that impacts OUMC's parking. Thank you for your time.

Make a public comment for review by City Council

Request has been sucessfully updated.

Comment to a Board/Commission

Print

Submitted by: Michael Pearson

Submitted On: 2024-12-15 11:50:09

Submission IP: (75.187.69.155)
proxy-IP (raw-IP)

Status: Acknowledged

Priority: Normal

Assigned To: Heather Barbour

Due Date: Open

Make a Comment To a Board/Commission



* First Name

Michael

Enter your First Name

* Last Name

Pearson

Enter your Last Name

* Address

40 Savannah Drive

* City

Oxford

* State

Ohio

* Email

pearsonmlpp1@roadrunner.com

Phone

5133302068

* I am a...

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

*** I would like to address the...**

Planning Commission



*** Comments**

Submitted Dec. 15, 2024 - Please direct this message to recommendations made by OPTAB (Oxford Parking and Transportation Advisory Board) on Oxford Area Trail System (OATS) (Dec. 17, 2024 meeting) - Since I am unable to personally attend the Dec. 17 meeting, I am submitting this response in writing. I spoke to the Board at the Oct. 10th (Middle School) meeting, raising objections by me (and all of my fellow residents on Savannah Drive) regarding the trail that would extend behind our properties (on the Terry Dudley Farm). Each of us greatly values the privacy that our properties allows our families ... that was the PRIMARY REASON we purchased our properties. Your suggestion to plant natural vegetation to serve as a buffer DOES NOT satisfy us. The only satisfactory solution is to NOT HAVE A TRAIL BEHIND OUR PROPERTIES! We urge you to listen to your citizens. Should you choose to ignore us, we may choose to pursue legal counsel. PLEASE RESPOND TO ME THAT YOU RECEIVED THIS CORRESPONDENCE PRIOR TO YOUR DEC. 17 MEETING.

Make a public comment for review by Board or Commission

Request has been sucessfully updated.

Public Comment to Council Form

Print

Submitted by: Charles Peterka
Submitted On: 2024-12-16 16:12:07
Submission IP: (75.187.66.161)
proxy-IP (raw-IP)
Status: Acknowledged
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 Charles Enter your First Name	* Last Name Peterka Enter your Last Name
* Address 1217 Albert Circle	
* City Oxford	* State Ohio
* Email cpet3@hotmail.com	Phone 5133281051

* I am a...

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

*** Comment(s)**

Wants and needs Seems like a few people have an idea that they wish to change the appearance of Oxford to their liking. I would think that if they were honorable folks, they would not try to ram a bogus plan through the city officials at the end of the year without informing those Oxford residents that it most adversely affect. Any changes or improvements should follow the normal procedures and have them approved by the appropriate officials instead of just doing whatever they want to do. The question in point is a rumored project to seal off all the alleys in the "Uptown" area to provide for rest areas? Seems to me that this would be something for our city planners to make decisions on. There are many good reasons that towns and villages have been designed incorporating alleys ever since the Greeks and Romans found they were useful centuries ago. When they decided to lay out the city of Philadelphia, Pennsylvania in 1638 they included alleys to serve the very same purposes that we use today in Oxford. There are many reasons to leave the extra roadways in the Uptown area as they are, but I will respectfully mention just a few that are of utmost value: 1. Safety. It is of primary importance to have a paved way to allow all police, firemen, Emt's, and other necessary folks during times of need. Storms do not care where they decide to topple electrical components, flooding does not always appear exactly where there are plenty of storm drain, and revelers seldom have a concrete plan as to where they decide to congregate. If unfortunately there were ever a grease fire in an old, old, multi-story restaurant in Uptown Oxford, how does one get the appropriate fire equipment to the scene if there is no alley to traverse? 2. Waste Removal. All of the businesses in the Uptown area generate some form of refuse daily. Just like our schools, offices, and city buildings all of the entrepreneurs have to remove their trash daily to keep Oxford clean and healthy. I believe there is a reason that all restaurant used grease receptacles are hidden from sight in alleys behind their places of business and not out on High street.. 3. Business Continuity. I have been in Oxford since 1961 and have witnessed the perennial problem of attracting and retaining any successful business in Oxford> There are many items to consider, rent, location, upkeep, and most of all....day to day operation. That also includes the receipt of goods to sell and the ability to store and return them safely. It is very difficult in many of the old Uptown buildings to be able to run a business with it's current configuration. Again, we always have occupant and fire regulation to observe and abide by, 4. Green space" will not help this issue. In closing, I am shocked that the City of Oxford would even bother to use their time on issues like this "Want" and focus more on what really would increase retail business in Oxford! (Maybe ask some successful operators that have survived Oxford's 8-month business years and are still around) Respectfully, Charles Peterka

Make a public comment for review by City Council

Request has been sucessfully updated.

Public Comment to Council Form

Print

Submitted by: Kimberly Peterka
Submitted On: 2024-12-16 16:06:56
Submission IP: (75.187.66.161)
proxy-IP (raw-IP)
Status: Acknowledged
Priority: Normal
Assigned To: Heather Barbour
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

Kimberly

Enter your First Name

* Last Name

Peterka

Enter your Last Name

* Address

1217 Albert Cr.

* City

Oxford

* State

Ohio

* Email

kkpeterka@hotmail.com

Phone

5133240610

* I am a...

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

*** Comment(s)**

Dear Council Members, I am writing this letter in regards to the work session and discussion about closing alleys in the uptown historic district. It is to my understanding that my specific alley being singled out for this experiment because of the recent Public Art Project. I am the owner operator along with my father CJ of what I would consider a legacy business in Oxford. We are CJ's a second-generation Tavern uptown, some might know us from historically being the College Inn. We have peacefully existed in the alley since 1968. And our motto is "Still Doing it In the Alley." So, the thought of closing the alley that is the main entrance to my bar is unthinkable. We have successfully participated in the commerce of Oxford helping it flourish for 56 years without needing to close our alley to do so. How many other businesses in Oxford have longevity that we have without needing your intervention? To the uninitiated, I am an exceptionally high-volume operation that you may or may not take notice of since it might be during hours that you are not traversing the uptown alleys. I have a staff of 95, and I operate at full capacity all the normal business hours that I am open. This requires the logistics of a finely coordinated support system of Deliveries, Maintenance, and General Services on a daily basis. If either access alley to get to me were to be closed permanently it would make it infinitely harder to operate in what is already a very challenging location. Not to mention put my staff and customers in an unsafe situation. If you look at just what it takes me to operate in a week I have vehicular traffic from the following: Beer deliveries (5 vendors on 7 different trucks) liquor delivery (3 trucks & 2 vehicles) ice delivery, cleaning supplies deliveries, dry goods delivery, towel & mop service delivery, CO2 bulk delivery, syrup deliveries, merchandise delivery, being in an older building its not uncommon that I need maintenance from a roofer, electrician, and I always need a plumber! Maintenance is half of what I do to maintain a safe environment for my staff and customers. Then there are the utility companies, security companies, sewer & grease pit trucks and let us not forget the most important service of all Rumpke that need access to my alleys DAILY. All this is just my support system, then there is the same need for all the business that face High Street that have alley access that also receive all of their deliveries on a daily & weekly basis. Semis that bring all manner of the goods that you readily consume at any number of uptown business stack in the alleys in a carefully coordinated ballet. This ballet is brought to a halt when there are roadblocks from cars blocking the alley with people picking up Starbucks, from moving vehicles in the fall and spring, from trucks filled with fresh fish tanks for the Asian restaurants, from Uber, Door Dash, and Oxford to You... the alleys see their fill of congestion. This congestion has to go somewhere if you close one or all alleys! Just with the closure of one alley for the mural this summer & fall my business is down because people think were closed & I lost two vendors that have stopped delivering to Oxford because of the hassle, they couldn't risk getting locked into an already congested alley and not be able to get out to finish their routes. I have had to become my own Logistics Manager and start warehousing my own inventory and stock off site because I am never sure if I will actually get a delivery or

if the driver would see the alley closure as a reason to skip over us and go on to the next burg and finish his route. Its most impactful with bi-weekly deliveries to be out of merchandise for so long! This leaves me with no merchandise to sell and no tax dollars going back into the city coffers. All of the logistics cannot be impressed enough if we don't talk about the logistics of Police, Fire & EMS Services. Unlike a lot of other business that might be impacted in one way or another by this proposal, my front door and legal fire egress is literally facing into the alley. This door opens greater than 90 degrees and is the main point of access when a backboard or gurney is needed in the bar. If either alley were closed to vehicular traffic and seating placed in a proposed greenspace how would any emergency vehicles get to me and what would response times look like? If there is God forbid a fire how does a rather large ladder truck get into the ally that's blocked with seating to rescue anyone in the upper-level apartments or alley apartments? When there is a barfight or a theft how will the police be able to respond if they cannot get to me in the alley? What are you going to do with drunk and passed out students that stop and help themselves to your outdoor greenspace? They're no longer my customers and not my responsibility to take care of! Let's take a walk back to 2020, and it was all wonderful to give Oxford business the ability to have distanced seating and close off the alleys for expanded exterior seating, however between the Police Chief, Fire Chief and City manager there was no opportunity for either myself or Mac & Joes to take advantage of the right of way use in our alley because the safety needs of all citizens (customers, bystanders and community members) trumped the reasons for having outdoor seating. But now somehow you have solved this problem and its ok if the City Council says so? How is that supporting your Oxford Business Owners? My other thoughts & questions that I want you to consider and answer, I don't need to bolster them with explanations or narratives:

- Who accepts the liability for the activity in the closed alley or end result of the activity?
- Even if it has seemed simple to close one North South alley for a special project in the nicer months, I would ask each of you to try to negotiate any vehicular or foot traffic in the East West alley from Dec thru March. The roof drains from all of the buildings that face High Street and the alley drain into the ally and with the arc of the sun behind the buildings this ice pack doesn't melt until March and it is lethal for one and all, young or old ... injury to knees, ankles, hips and backs. Whose liability is this now that you know you have cut off the safest alley for pedestrians and vehicles to access?
- When you decide to close other alleys in Oxford with storefronts and tenancy space on them, what will happen when our property values decline because we can no longer offer for rent an accessible space.
- Who's going to maintain the "greenspace" as a 20-year member and past president of Des Fleurs Garden Club don't you have your hands full already with all of the existing greenspace & flowers you take care of?
- Why would you try to create greenspace to off set the loss of greenspace by putting restrooms in the middle of the uptown park? Why wouldn't you keep your green space and approach a landlord with unoccupied space for public restrooms? Or put them in the parking garage an infrastructure you already own?
- When we have a tornado or a tornado watch,

what happens to all of the seating in the proposed alley and how do my customers and staff exit the bar safely? As a business owner and a community member I do not feel that this Council or City Government is supporting me or my customers, but you do very well from the tax dollars that I bring into the community. Yes, we are a bar, and yes, we legally sell that evil thing called liquor. Like it or not we are servicing a need just like every other business uptown. We are the place people specifically come back to Oxford to come back to, bring their kids to see and eventually come to Miami, we are our own catalyst for tourism right in the alley. An alley that works as it's supposed to and keeps our doors open. Assuming many of you don't own business uptown, I hope that this has opened your eyes to the goods and services that the alleys support and the overwhelming concerns that I have. I would accept that if we were in a depressed area with alleys that were brownfields, where drug use and homelessness were rampant and the narrative needed to be drastically changed. We are not one of those situations we like many historic cities are blessed with a historic grid layout that serves us well.... why try to fix something that isn't broken? Respectfully, Kimberly Peterka Owner, C.J.'s Bar

Make a public comment for review by City Council



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:	1/2/2025
COUNCIL MEETING DATE:	January 7, 2025
AGENDA TITLE:	A Resolution Extending The Existing Moratorium, On Alley Development To March 20, 2025, Within The City Of Oxford, Ohio (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Essential Services
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP

DISCUSSION:

The Alley Development Moratorium was originally implemented on April 2, 2024. It was extended on September 17, 2024, to January 16, 2025. Planning Commission held a meeting to review proposed text amendments on December 10, 2024. There was [good discussion](#) which resulted in those amendments being tabled for revisions to be reviewed at the January 14, 2025 Planning Commission meeting. In order for those amendments to be reviewed by Planning and potentially in effect before a moratorium ending, the moratorium would need extended until March 20, 2025. Council would potentially review all related text amendments at a First Reading on February 4, 2025 and Second Reading on February 18, 2025. The effective ordinance dates would be 30 days later, March 20, 2025.

RESOLUTION NO.

A RESOLUTION EXTENDING THE EXISTING MORATORIUM, ON ALLEY DEVELOPMENT TO MARCH 20, 2025, WITHIN THE CITY OF OXFORD, OHIO.

WHEREAS, pursuant to the Ohio Constitution and the Ohio Revised Code, municipalities have the power to enact planning and zoning laws that are for the health, safety, welfare, comfort, and peace of the citizens of the municipality; and

WHEREAS, Ohio Revised Code Section 713.09 enables a municipal legislative authority, in the interest of the promotion of the public health, safety, convenience, comfort, prosperity, or general welfare, to regulate the bulk and location of buildings and other structures including percentage of lot occupancy, set back building lines, and area of yards, courts, and other open spaces; and

WHEREAS, per Section 8.04 of the City of Oxford Charter, the Planning Commission may act as the Platting Commission of the municipality, and as such shall provide for planning and zoning regulations, carry out the comprehensive plan, and make such investigations, reports and recommendations relating to planning and the physical development of the city as it finds necessary and desirable; and

WHEREAS, the City of Oxford Planning and Zoning Code (constituting Part Eleven of the Codified Ordinances) currently permits development of single-family dwellings on nonconforming alley lots which are at least 3,000 square feet in size and also possessing at least 33 feet in overall lot width, provided there is conformance with height, lot coverage, vehicular access and yard or setback requirements per the underlying zoning district; and

WHEREAS, the City of Oxford Planning and Zoning Code was amended in September 2017, by Ord No. 3430, to exempt development on alley lots from the requirement that any principal public entrance be *upon a street* bordering such lot [emphasis added]; and

WHEREAS, the change to the Zoning Code in 2017 has provoked the development of several detached dwelling units on sites fronting exclusively on public alleys, which in contrast to standard developments fronting upon public or private streets, have shown to pose unique challenges in terms of obstructions to emergency access, public infrastructure improvements; proper drainage; and appropriate off-street parking arrangements; and

WHEREAS, the Oxford Tomorrow Comprehensive Plan lays out a number of objectives to promote quality development, enhanced character, and service excellence; and

WHEREAS, presently, it is estimated there are 49 parcels totaling at least 3,000 square feet in size and fronting exclusively on one or more alleys without direct frontage on a public street, inclusive of those that are already developed with commercial or residential uses; and

WHEREAS, the procurement of alley sites throughout the Oxford Mile Square for additional residential development is ongoing and will likely continue in an undesirable and unsustainable fashion if a permanent legislative fix is not instituted; and

WHEREAS, on April 2, 2024, Council adopted a resolution originally implementing this moratorium and on September 17, 2024, the moratorium was extended to January 16, 2025; and

WHEREAS, City of Oxford staff in cooperation with the Planning Commission have researched and developed draft amendments to the Planning and Zoning Code to more explicitly define regulations applicable to alley sites and/or rear portions of properties – including, but not limited to: setbacks, lot coverage, and building/entrance orientation – in an effort to address the objectives of the Oxford Tomorrow Comprehensive Plan in a balanced manner which does not compromise or critically endanger the public health, safety and general welfare of the citizens of Oxford; and

WHEREAS, as part of an effort to amend relevant Planning and Zoning Code standards, other amendments may also be proposed to the local Building Code, Fire Code, Property Maintenance Code, public infrastructure specifications, and the like, for the purpose of facilitating development on alley sites and/or rear portions of properties in a more cohesive, safe and sensible manner; and

WHEREAS, the City Staff may make periodic reports to Council regarding the status of amending regulations which influence alley development; and

WHEREAS, the Moratorium will expire automatically on March 20, 2025, unless extended for good cause by Council.

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

SECTION 1: Oxford City Council hereby approves the moratorium, not to extend beyond March 20, 2025.

SECTION 2: For the purposes of applying the provisions contained in Sections 3 through 5 of this Resolution, the City of Oxford staff shall have the authority to reasonably determine which thoroughfares constitute “public alleys,” which may be inclusive of Heather Lane as well as any other unnamed and/or unimproved alley.

SECTION 3: No new single-family dwellings shall be authorized for construction on parcels that front exclusively on one or more public alleys or that have no frontage on a public right-of-way at all, and thus do not have frontage on a public or private street; for specificity, the map attached as Exhibit A identifies the exact areas of the city to which this restriction applies.

SECTION 4: No new minor resubdivisions, lot splits or consolidations shall be authorized by the Planning Commission, such that the final condition results in one or more parcels with frontage exclusively on a public alley.

SECTION 5: The restriction set forth in Section 4 does not apply in instances where one or more property owners voluntarily propose, or agree, to consolidate one or more pre-existing parcels such that the final condition results in none of the involved parcels having frontage exclusively on a public alley, provided the proper approval process is followed pursuant to Chapter 1101 of the Planning and Zoning Code;

SECTION 6: It is hereby found and determined that all formal actions of this Council relating to the adoption of this Resolution have been taken at an open meeting of this Council; and that any and all deliberations of this Council and of any of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including requirements of Section 121.22 of the Ohio Revised Code.

SECTION 7: This Resolution is hereby declared to be a measure immediately necessary for the preservation of the public peace, health, safety, and welfare of the City of Oxford and shall be in full force and effect immediately upon adoption.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: COMMUNITY DEVELOPMENT (STAFF)

CHECKED BY: LAW (STAFF)

Alley Development Moratorium

EXHIBIT A

-  Parcel Boundaries
-  Areas where
Restrictions in
Section 3 apply
-  Railroads



750
Feet

Date: 3/25/2024
11:11 AM



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.



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

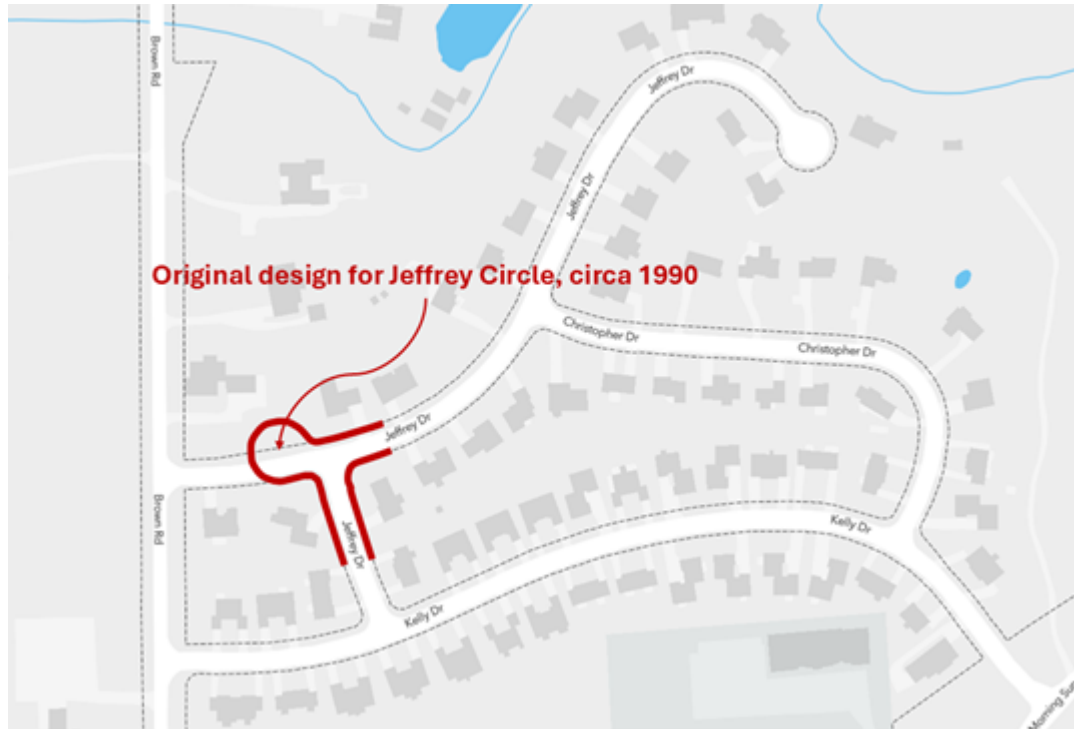
STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Zachary Moore, Sam Perry
DATE PREPARED:	12/11/2024
COUNCIL MEETING DATE:	January 7, 2025
AGENDA TITLE:	An Ordinance Correcting The Calico Acres Subdivision Plat To Affirm The Name "Jeffrey Drive" For Certain Public Streets Therein. (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Service Excellence
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP

DISCUSSION:

It has come to the attention of City of Oxford staff that confusion has persisted over time regarding the exact naming of public streets currently identified by various sources as either "Jeffrey Drive" or "Jeffrey Circle." These public streets fall within the Calico Acres subdivision, which originally developed in the early 1990s. An Ordinance is being brought forward for City Council consideration that would officially declare "Jeffrey Drive" as the official name of both affected streets.

Typically, whenever new streets are first created within new subdivisions, the names of the streets appear on a subdivision plat document which is first approved by the City, and then officially recognized and recorded by the County. The latest historical plat for Calico Acres dates back to 1993; on this plat, the street suffix is left ambiguous. This unfortunate omission came about following a change in subdivision layout between 1990 and 1993, whereby an original cul-de-sac named "Jeffrey Circle" was reconfigured to extend westward and intersect with Brown Road instead.



The City's addressing database currently recognizes ALL properties situated along 'Long' Jeffrey and 'Short' Jeffrey as being addressed Jeffrey *Drive*. Butler County property records, however, are based off recorded subdivision plats; because the historical plats leave the street suffix ambiguous, adoption of an Ordinance is necessary in order to provide official documentation to the County so that they may update their records. Luckily, the address number ranges along each street do not overlap; thus, having two streets with the same name will not lead to a situation where duplicate addresses exist. The numerical ranges are 3-6 on 'Short' Jeffrey and 10-49 on 'Long' Jeffrey.



City staff recommends approval of the attached Ordinance. All owners of property along Jeffrey Drive/Circle were notified by U.S. Mail of this pending Ordinance; notices were sent to tax bill mailing addresses on record with the Butler County Auditor's Office.

ORDINANCE NO.

AN ORDINANCE CORRECTING THE CALICO ACRES SUBDIVISION PLAT TO AFFIRM THE NAME “JEFFREY DRIVE” FOR CERTAIN PUBLIC STREETS THEREIN.

WHEREAS, it has come to the attention of City of Oxford staff that confusion has persisted over time regarding the exact naming of public streets currently identified by various sources as either “Jeffrey Drive” or “Jeffrey Circle”; and

WHEREAS, a record plat entitled Calico Acres Subdivision #3, recorded with the Butler County Recorder’s Office in March 1990, dedicated right-of-way for new public streets labeled as “Jeffrey Drive,” “Jeffrey Circle,” and “Jeffrey”; and

WHEREAS, a record plat entitled Calico Northwoods Subdivision, recorded with the Butler County Recorder’s Office in August 1993, continues the name “Jeffrey” for the street previously identified as such in Calico Acres Subdivision #3; and

WHEREAS, a replat of Calico Acres Subdivision #3, recorded with the Butler County Recorder’s Office in October 1993, reconfigured right-of-way previously associated with the aforementioned Jeffrey Circle to instead extend further west and intersect with Brown Road, and was thus re-labeled “Jeffrey” to be consistent with the dedicated street due east of the intersection with the aforementioned Jeffrey Drive; and

WHEREAS, currently posted street signs identify the public street labeled as “Jeffrey Drive” in Calico Acres Subdivision #3 as “Jeffrey Circle,” and the public street labeled as “Jeffrey” in Calico Acres Subdivision #3 as “Jeffrey Drive”; and

WHEREAS, the U.S. Postal Service currently uses “Jeffrey Drive” for all addresses along the subject streets; and

WHEREAS, although unorthodox for two distinctly different public streets to possess the same name, it is true that address ranges along each affected street do not overlap, thus duplication of addresses would not result should both streets be recognized as having the same official name.

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

SECTION 1: Council hereby orders that all public streets identified with names containing the word “Jeffrey,” as reflected on recorded plats pertaining to the Calico Acres subdivision inclusive of Calico Acres Subdivision #3 and Calico Northwoods Subdivision, be changed to and/or affirmed as “Jeffrey Drive”.

SECTION 2: The Clerk of Council shall prepare a certified copy of this Ordinance upon its passage and shall forward the same to the offices of the Butler County Auditor,

Butler County Engineer, and Butler County Recorder, requesting that the change of said street name be entered upon appropriate records.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

PREPARED BY: PLANNING STAFF

INTRODUCED BY: WILLIAM SNAVELY

CHECKED BY: LAW

