



**AGENDA
OXFORD CITY COUNCIL REGULAR MEETING**

COURTHOUSE

TUESDAY, FEBRUARY 18, 2025 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. BCRTA Survey and Route Changes Presentation
 - B. 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 February 4, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. ROW 00833 Uptown Park Permit Request - Yoga in the Park. (Jessica Greene, Assistant City Manager)
- C. Staff Report regarding the Environmental Commission's February 5th 2025 meeting (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Declaring That It Is Necessary To Improve Those Portions Of Certain Properties As Shown On Exhibit "A" Attached Hereto In The City Of Oxford, Ohio, By Re-Paving, Re-Curbing, And Repairing The Sidewalks, Curbs, And Gutters. (Michael Dreisbach, Service Director)
- B. A Resolution Authorizing The City Manager To Enter Into A Contract With Motorola Solutions For The Purchase Of Replacement Portable Two-Way Radios And Associated Equipment At A Cost Not To Exceed \$142,884.00.(Michael Dreisbach, Service Director)
- C. A Resolution Authorizing The City Manager To Enter Into An Agreement With CSX Transportation, Inc. To Allow Access For The Proposed Construction Of A New Pedestrian Bridge Over CSXT Milepost Bd-38.3 In Oxford, Ohio At A Cost Not To Exceed \$248,255.00 (CSXT Indianapolis Subdivision). (Michael Dreisbach, Service Director)
- D. A Resolution Authorizing Payment Of \$120,000.00 To Abraham A. Kuranga & Eulin M. Kuranga, Co-Trustees Of "The Kuranga Family Trust, Dated January 29, 2020" For The Acquisition Of An Easement For The Construction Of Oxford Area Trails System (OATS) Phase V. (Michael Dreisbach, Service Director)

- E. A Resolution To Declare The Necessity And Intent To Acquire Certain Parcels Or Real Estate And Other Property Interests Owned By EVR Investments, LLC, With Interest By Others, For A Transportation Project For The Construction Of The Oxford Area Trail System (OATS) Phase V. (Michael Dreisbach, Service Director)
- F. A Resolution To Declare The Necessity And Intent To Acquire Certain Parcels Or Real Estate And Other Property Interests Owned By Lara Osborne, Trustee, With Interest By Others, For A Transportation Project For The Construction Of The Oxford Area Trail System (OATS) Phase V. (Michael Driesbach, Service Director)
- G. A Resolution Authorizing The City Manager To Enter Into Agreements With Dynegy Energy Service, LLC For The Procurement Of Electricity Generation Services For The City's Consumption For A Period Of Sixty Months Beginning April 2025. (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 To Approve Current Replacement Pages To The Oxford Codified Ordinances. (Douglas R. Elliott, Jr., City Manager)
- 2. An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)

B. Second Reading

- 1. An Ordinance Granting The Request Of Matthew And Elizabeth Troy, To Connect To An Existing City Water Line And Sanitary Line For 5280 Hillcrest Drive A 10.98 Acre Parcel Outside The Oxford Corporate Limits. (Michael Dreisbach, Service Director)
- 2. An Ordinance Amending And Supplementing The Oxford Municipal Code By Revising A Chapter Of Part 7, Business Regulation Code, Chapter 744, Revising The Tobacco Retailer License Requirements For The Sale Of Tobacco And Paraphernalia Products In The City Of Oxford (Sam Perry, Community Development Director)

3. An Ordinance Repealing Oxford Codified Ordinance Chapter 1101 Entitled Subdivision Regulations And Adopting New Oxford Codified Ordinance Chapter 1101 Entitled Subdivision Regulations For The Purpose Of Amending Provisions Pertaining To Minor Subdivisions Inclusive Of Those Situated Along Alleys (Sam Perry, Community Development Director)
4. An Ordinance Repealing Oxford Codified Ordinance Chapter 1141 Entitled Accessory, Temporary, Supplemental And Environmental Regulations And Adopting New Oxford Codified Ordinance Chapter 1141 Entitled Accessory, Temporary, Supplemental And Environmental Regulations For The Purpose Of Incorporating A Site Plan Review Process For Sites Situated Exclusively Along One Or More Public Alleys. (Sam Perry, Community Development Director)
5. An Ordinance Repealing Oxford Codified Ordinance Chapter 1143 Entitled Districts And Adopting New Oxford Codified Ordinance Chapter 1143 Entitled Districts For The Purpose Of Referencing A New Site Plan Review Process Established In Chapter 1141 Pertaining To Sites Situated Exclusively Along One Or More Public Alleys (Sam Perry, Community Development Director)
6. An Ordinance Repealing Oxford Codified Ordinance Chapter 1149 Entitled Parking And Site Access And Adopting New Oxford Codified Ordinance Chapter 1149 Entitled Parking And Site Access For The Purpose Of Revising Residential Parking Regulations (Sam Perry, Community Development Director)
7. An Ordinance Repealing Oxford Codified Ordinance Chapter 1129 Entitled Administration And Adopting New Oxford Codified Ordinance Chapter 1129 Entitled Administration For The Purpose Of Clarifying That Site Plan Reviews Are Subject To The Same Notice Requirements As Are Typical For Public Hearings (Sam Perry, Community Development Director)
8. An Ordinance Repealing Oxford Codified Ordinance Chapter 1159 Entitled Definitions And Adopting New Oxford Codified Ordinance Chapter 1159 Entitled Definitions For The Purpose Of Amending The Definition Of Frontage To Exclude Measurement Along Alleys (Sam Perry, Community Development Director)
9. An Ordinance Creating A New Section 1501.13 With Local Amendments To Ohio Fire Code Of The City Of Oxford Pertaining To Alley Developments And Fire Protection Requirements (John Detherage, Fire Chief)
10. An Ordinance Approving A Preliminary And Final Planned Development Application And Preliminary Subdivision Submitted By Habitat For Humanity Of Greater Cincinnati For 32 Townhomes To Be Situated On 3.464 Acres Currently Addressed As 601, 603 And 607 W Chestnut Street, Oxford Ohio 45056, With Conditions (Sam Perry, Community Development Director)

11. An Ordinance Approving The Final Subdivision Application And Plat For The Clarence Place Subdivision Consisting Of 35 Lots Situated On 3.464 Acres Currently Addressed As 601, 603 And 607 W Chestnut Street, Oxford Ohio, 45056, With Conditions (Sam Perry, Community Development Director)

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. Feb 19	Board of Building Appeals - CANCELED	Courthouse	6:30 p.m.
Feb 20	Police Community Relations and Review Commission	Courthouse	7:00 p.m.
Feb 25	Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
Mar 4	City Council	Courthouse	7:30 p.m.
Mar 5	Environmental Commission	Municipal Building	7:00 p.m.
Mar 6	Housing Advisory Commission	Municipal Building	5:00 p.m.
Mar 10	Oxford Recreation Board	Municipal Building	11:30 a.m.
Mar 11	Planning Commission	Courthouse	7:00 p.m.
Mar 12	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Mar 18	City Council	Courthouse	7:30 p.m.

9. Adjourn.



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, FEBRUARY 4, 2025 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 Snavely on Tuesday, February 4, 2025, at 7:30 p.m. Members in attendance were David Prytherch, Alex French, Michael Smith, Amber Franklin, Chantel Raghu, and Jason Bracken, who arrived at 7:32 p.m.

Staff Members in Attendance:

Mr. Douglas Elliott, City Manager; Mr. John Jones, Police Chief; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Ms. Lara Fening, Police Lieutenant; Mr. Geoff Robinson, Police Lieutenant; Ms. Heidi Ridenour, Finance Director; Mr. Ben Mazer, Assistant 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 # 6
NAY # 0
ABS # 0

4. Public Participation.

A. Public Recognition - Retirement of Lt. Lara Fening

Chief Jones introduced Mr. David Patterson, President of the FOP Lodge 38. Mr. Patterson thanked Lt. Fening for her 28 years of service to the City and awarded her a certificate. Chief Jones recognized Lt. Fening for her 31 years of service to the community and awarded Lt. Fening a plaque. Lt. Fening said she has had a very rewarding career here and has really appreciated the impact and connections she's made over the years. Lt. Fening thanked everyone and hopes to see everyone in a more relaxed atmosphere moving forward. Mayor Snavelly thanked and congratulated Lt. Fening.

B. Swearing-In of New Officer (John Jones, Police Chief)

Chief Jones introduced the new officer, Mr. Jake Rosser. Mr. Ben Mazer began swearing in the new officer by instructing Mr. Rosser to recite the oath. Chief Jones called on Mr. Rosser's father to complete the pinning ceremony.

C. Public Comments

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None.

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 January 21, 2025, City Council meeting. (Heather Barbour, Clerk of Council)
- B. A Resolution Authorizing The Oxford Division Of Police To Retain For Use By The Municipality Certain Unclaimed Property In Its Possession. (John Jones, Police Chief)
- C. A Resolution Declaring Certain City Property No Longer Needed For Any Municipal Purpose And Authorizing Its Trade To An Authorized Firearms Dealer. (John Jones, Police Chief)
- D. A Resolution Authorizing The Police Chief And The Finance Director Or Their Designees To Dispose Of Contraband No Longer Needed As Evidence. (John Jones, Police Chief)
- E. 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 Adopting The 2025 Measurable Action Items To Progress Toward Comprehensive Plan Goals. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7671.

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

AYE # 7

NAY # 0

ABS # 0

Public Comment - None.

Motion – To Amend The Exhibit To Add; 2. M: Safe and Efficient Travel for All Modes of Transportation “Review and consider for adoption in 2025 the Pedestrian and Traffic Safety Planning in Oxford's Mile Square plan upon staff review, recommendation, and prioritization of action items for implementation.”

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Bracken

AYE # 7

NAY # 0

ABS # 0

Public Comment - None.

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

- B. A Resolution Authorizing The City Manager To Enter The City Of Oxford To Become An America-250 Ohio Community, Supporting The Ohio Commission For The United States Semi-Quincentennial (America250-OH). (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7672.

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

AYE # 7

NAY # 0

ABS # 0

Public Comment - None.

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

- C. A Resolution Authorizing The City Manager To Submit A Grant Application To The Ohio Department Of Development For The Advanced Energy Fund For Up To \$1,400,000.00 And Commit To A Match Up To \$140,000.00. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7673.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

Motion – To Amend The Grant Amount to \$500,000.00 And The Match Amount To \$250,000.00.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

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

- D. A Resolution Authorizing The City Manager To Enter Into A Contract With Zimmer Tractor, Inc., For The Purchase Of A Kubota RTV And Related Snow Clearing Equipment, At A Cost Not To Exceed \$55,000. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7674.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

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

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 Granting The Request Of Matthew And Elizabeth Troy, To Connect To An Existing City Water Line And Sanitary Line For 5280 Hillcrest Drive A 10.98 Acre Parcel Outside The Oxford Corporate Limits. (Michael Dreisbach, Service Director)

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

Public Comment - None.

2. An Ordinance Amending And Supplementing The Oxford Municipal Code By Revising A Chapter Of Part 7, Business Regulation Code, Chapter 744, Revising The Tobacco Retailer License Requirements For The Sale Of Tobacco And Paraphernalia Products In The City Of Oxford (Sam Perry, Community Development Director)

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

Public Comment - Ms. Cathy Loucas, on behalf of her client, Mr. Hiren Desai, owner-operator of the Oxford Pit Stop. Ms. Loucas mentioned section 744.06. Ms. Loucas is here with Mr. Desai because he is in the process of negotiating the sale of his business. Ms. Loucas noted the potential buyer, who already owns several convenience carry-out stores and tobacco retail, represents anywhere from 35% to 65% of the monthly gross revenues. Ms. Loucas shared that if Mr. Desai was not able to transfer the license to the new owner, the potential buyer would not purchase the business. Ms. Loucas and Mr. Desai came to speak in support of the amendment.

3. An Ordinance Repealing Oxford Codified Ordinance Chapter 1101 Entitled Subdivision Regulations And Adopting New Oxford Codified Ordinance Chapter 1101 Entitled Subdivision Regulations For The Purpose Of Amending Provisions Pertaining To Minor Subdivisions Inclusive Of Those Situated Along Alleys (Sam Perry, Community Development Director)

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

Public Comment - None.

4. An Ordinance Repealing Oxford Codified Ordinance Chapter 1141 Entitled Accessory, Temporary, Supplemental And Environmental Regulations And Adopting New Oxford Codified Ordinance Chapter 1141 Entitled Accessory,

Temporary, Supplemental And Environmental Regulations For The Purpose Of Incorporating A Site Plan Review Process For Sites Situated Exclusively Along One Or More Public Alleys. (Sam Perry, Community Development Director)

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

Public Comment - None.

5. An Ordinance Repealing Oxford Codified Ordinance Chapter 1143 Entitled Districts And Adopting New Oxford Codified Ordinance Chapter 1143 Entitled Districts For The Purpose Of Referencing A New Site Plan Review Process Established In Chapter 1141 Pertaining To Sites Situated Exclusively Along One Or More Public Alleys (Sam Perry, Community Development Director)

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

Public Comment - None.

6. An Ordinance Repealing Oxford Codified Ordinance Chapter 1149 Entitled Parking And Site Access And Adopting New Oxford Codified Ordinance Chapter 1149 Entitled Parking And Site Access For The Purpose Of Revising Residential Parking Regulations (Sam Perry, Community Development Director)

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

Public Comment - None.

7. An Ordinance Repealing Oxford Codified Ordinance Chapter 1129 Entitled Administration And Adopting New Oxford Codified Ordinance Chapter 1129 Entitled Administration For The Purpose Of Clarifying That Site Plan Reviews Are Subject To The Same Notice Requirements As Are Typical For Public Hearings (Sam Perry, Community Development Director)

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

Public Comment - None.

8. An Ordinance Repealing Oxford Codified Ordinance Chapter 1159 Entitled Definitions And Adopting New Oxford Codified Ordinance Chapter 1159 Entitled Definitions For The Purpose Of Amending The Definition Of Frontage To Exclude Measurement Along Alleys (Sam Perry, Community Development Director)

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

Public Comment - None.

9. An Ordinance Creating A New Section 1501.13 With Local Amendments To Ohio Fire Code Of The City Of Oxford Pertaining To Alley Developments And Fire Protection Requirements (John Detherage, Fire Chief)

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

Public Comment - None.

10. An Ordinance Approving A Preliminary And Final Planned Development Application And Preliminary Subdivision Submitted By Habitat For Humanity Of Greater Cincinnati For 32 Townhomes To Be Situated On 3.464 Acres Currently Addressed As 601, 603 And 607 W Chestnut Street, Oxford Ohio 45056, With Conditions (Sam Perry, Community Development Director)

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

Mr. Joe Hansbauer, CEO of Habit for Humanity of Greater Cincinnati. Mr. Hansbauer expressed excitement about moving through the planning phase and working through the comments and conditions, particularly number eight. Mr. Hansbauer mentioned leaving space for utilities and not wanting to push the building south and lose a unit was not preferred.

Public Comment - None.

11. An Ordinance Approving The Final Subdivision Application And Plat For The Clarence Place Subdivision Consisting Of 35 Lots Situated On 3.464 Acres Currently Addressed As 601, 603 And 607 W Chestnut Street, Oxford Ohio, 45056, With Conditions (Sam Perry, Community Development Director)

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

Public Comment - None.

B. Second Reading

1. 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)

Motion – To Adopt Ordinance No. 3795.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

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

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 Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3796.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

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

NAY # 0

ABS # 0

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

Public Comment - None.

3. An Ordinance Repealing Code Section 521.06 Duty To Keep Sidewalks In Repair And Clean And Adopting New Oxford Code Section 521.06 Entitled Duty To Keep Sidewalks In Repair And Clean. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Ordinance No. 3797.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mr. Smith, Ms. Franklin, and Mayor Snavelly
NAY # 0
ABS # 0

Mr. Elliott reviewed the changes since the first reading and addressed questions and comments from the Council.

Public Comment - Mr. Steve Chaffin, 6022 Fairfield Road - Mr. Chaffin shared that he lives on a snow route and would be affected by this proposed ordinance. Mr. Chaffin is concerned that this ordinance would impose an unreasonable duty on him to clean his sidewalk. Mr. Chaffin mentioned that Ohio law does not impose a duty on homeowners to clear their sidewalks, with some limited exceptions. Mr. Chaffin asked if the City could work with the existing property maintenance code section 302.3. Mr. Chaffin noted that adding a definition of hazardous conditions would be a simple fix using the existing code. Mr. Chaffin explained that the property maintenance code provides for a complaint process, allowing the City to do specific site inspections. Mr. Chaffin shared that this process provides notice prior to any action and an opportunity for the homeowners to do the repair prior to any action by the City. Mr. Chaffin mentioned the appeal process and both civil and criminal enforcement. Mr. Chaffin urged the Council to take a more cautious approach to this issue.

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

Feb 5 Environmental Commission

Municipal
Building

7:00 p.m.

Feb 6	Housing Advisory Commission	College@Elm	5:00 p.m.
Feb 10	CANCELED- Oxford Recreation Board	Municipal Building	11:30 a.m.
Feb 10	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
Feb 11	Planning Commission	Courthouse	7:00 p.m.
Feb 12	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Feb 17	City Offices - CLOSED		
Feb 18	City Council	Courthouse	7:30 p.m.
Feb 20	Police Community Relations and Review Commission	Courthouse	7:00 p.m.
Feb 25	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 9:24 p.m.
 (Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
 AYE # 7
 NAY # 0
 ABS # 0

Public Comment to Council Form

[Print](#)

Submitted by: Kevin Reuning

Submitted On: 2025-01-22 12:01:40

Submission IP: (134.53.236.33)
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**

Kevin

Enter your First Name

* **Last Name**

Reuning

Enter your Last Name

* **Address**

9 Carrie Cir

* **City**

Oxford

* **State**

OH

* **Email**

kevin.reuning@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 write to support the recent proposal to clear sidewalks (and charge owners) if the owners haven't cleaned it. It is wild to me that so many property owners have not cleared their sidewalk.

Make a public comment for review by City Council

Request has been successfully updated.

Public Comment to Council Form

[Print](#) [Del](#)

Submitted by: Beverly Rambo

Submitted On: 2025-02-04 15:16:44

Submission IP: (65.189.24.119)
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**

Beverly

Enter your First Name

* **Last Name**

Rambo

Enter your Last Name

* **Address**

111 Olde Farm Road

* **City**

Oxford

* **State**

Ohio

* **Email**

rambobs111@gmail.com

Phone

5132550125

* 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 have concerns about the planned update to Oxford's snow removal ordinance. I am most interested in how it will affect individual property owners in residential (non-student) neighborhoods. I believe the updates are a knee-jerk reaction to the recent 14 or so inches of snow that fell a few weeks ago. The city readily admits the current ordinance has not been strictly enforced in the past. But now, with this unusually large snowfall, it seems it's time to buckle down and punish the good citizens of Oxford by imposing timelines, fines, and did I understand correctly, possible liens against our property if snow is not removed by a certain time? Why should we be penalized when the city has been lax in enforcement? Snow falls/ice storms are predicted as to their start and end times. Therefore, how can you put a time requirement on when snow and ice must be cleared? It's one thing to shovel snow. It's another to have to pick away at a layer of ice underneath. What if someone's work schedule doesn't allow them to meet the timeline? What if someone is out of town and not even here to clear the snow away? What if someone is sick and simply can't get out to shovel? What if renters don't clear their snow because their absentee landlords don't bother to tell them they are responsible for snow removal? There are so many scenarios to consider. In our household, my husband and I are retired, on a fixed income, and have no family nearby. And while we do not feel "old", we definitely are "too old" to be clearing snow and ice to meet a time deadline. If it's 10:00 a.m. and we have 5" of snow with several more inches forecasted, we are not going to go out and shovel it twice. And most certainly, clearing our driveway is much more important than clearing the sidewalk in front of our house. Is the city going to pay our hospital bill following our heart attacks to meet this time requirement? To that you might say, hire someone to do your snow removal. Well, we don't usually get a lot of snow here, we would probably have to sign a contract involving money snow or no snow (remember the fixed income factor), and if we have 14" of snow to be removed, the guy we hire will have other customers that need 14" of snow removed as well. That takes time that may or may not meet the requirements for snow removal. We have lived in The Heritage subdivision since 1995. To my knowledge there has never been a problem with snow removal by property owners. Some people are out shoveling at the crack of dawn, others wait until a little later in the day, but the snow gets shoveled. We have a mix of families and retirees in this neighborhood and most but not all houses have sidewalks, so people are used to walking on the street in any kind of weather. And then there is this situation for homeowners such as us at 111 Olde Farm. Our property is wedge-shaped, like a slice of pizza--we have a lot of frontage and our property comes to a point in the back. We have sidewalk on both sides of our driveway. If you stand in the street and face our house, the sidewalk to the left continues to the end of the street just before the new subdivision. However the sidewalk to the right borders the street and then stops at our property line. It's like the kids book "Where the Sidewalk Ends"--our neighbors don't have a sidewalk in front of their house. SO, people out walking will either veer off on/off the sidewalk at our driveway, or just walk in the street. No

one with any sense is going to walk to the end of the sidewalk and then climb through the snow to get to the street. So is there really any urgency to have that half of the sidewalk cleared? I understand there must be standards for snow and ice removal, especially for the more heavily populated areas of the city, for uptown, and for businesses throughout. However, there is no one-size ordinance that best meets the needs of all areas of Oxford. As I stated in my opening comments, this just seems to be a knee-jerk reaction to an unusually heavy snowfall, but it does have the feel of just another way to get more money from the residents of Oxford. You got your EMS issue passed and we just learned yesterday that our utility bills and other fees are increasing. Enough already! Please refrain from passing an updated ordinance until you have done a better job ironing out the details. Thank you. My apologies that this message comes in after the 2:00 p.m. deadline and I understand that my comments may not be considered. Beverly Rambo

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:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	1/30/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	ROW 00833 Uptown Park Permit Request - Yoga in the Park. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	Celebration of the People and Places that Make Oxford Unique
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	JG DRE

DISCUSSION:

Yoga in the Park sponsored by Oxford Coalition for Health Living and McCullough-Hyde Memorial Hospital | TriHealth

Uptown Park Permit Request

ROW 00833

Yoga in the Park 2025

Saturdays

Jun 7 - Oct 25, 2026

Location may be moved
for restricted dates.

APPROVED

See stipulations below

- [Oxford Memorial Park Uptown.docx](#) - 2024-02-06 01:06:53 pm



Uptown Parks Permit Request

Memorial Park & Martin Luther King Jr. Park

* Organization Name

Organization Phone

McCullough Hyde Memorial Hospital
110 N. Poplar St
Oxford, OH 45056

5135245421

Are you a non-profit?

Yes

. . .

* Contact's First Name

* Contact's Last Name

Amanda

Reiboldt

Contact's Phone

* Email

7655808080

amanda_reiboldt@trihealth.com

* Contact's Mailing Address

110 North Poplar Street Oxford, OH 45056

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

Yoga in the Park

Projected Attendance

40-80

Date Requested

01/30/2025

Format: MM/DD/YYYY

Has this event been held previously?

Yes 2023

Event Start Time & End Time

9:00am-10:00am

Set Up Time Range

8:30am

Tear Down Time Range

10:30am

Event Description

Yoga in the park will be held every Saturday morning starting June 7, 2025 through October 25, 2025. We would setup at 8:30, class starts at 9:00am, ends at 10:00am, tear down will be completed by 10:30am.

Do you need reserved parking?

No

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?

No

Will you need police officers for this event? Depending on the event, this may be required.

No

Will you be renting portable restrooms for this event? (if yes, we recommend renting ADA compliant portable restrooms)

No

Will you need electricity?

No

Will you be bringing a sound system and/or technician?

No

Will alcohol, food, services and/or other items be sold?

No

If yes to alcohol, food or service, please explain briefly.

NA

Will you be exiting the park during the event? (i.e. for a race/run)

No

Any other information that you would like to share?

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**

01/30/2025

Format: MM/DD/YYYY

*** Electronic Signature**

Amanda Reiboldt

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.



Pavillion and grass if needed.

Additional Requests:
(Include details in narrative)

- ☐ No Parking Signs*
- ☐ Detour(s)
- ☐ Police Assistance

**Generally the responsibility of the applicant.*

Time Details		
	Start	End
Setup	<u>9:00 AM</u>	<u>10:00 AM</u>
Event	<u> </u>	<u> </u>
Breakdown	<u> </u>	<u> </u>

Uptown Public Parks Permit - Internal

Event Name Yoga in the Park 2025 **Event Date** Jun - Oct 2025
Event Time 9-10 AM **Set Up Time** _____ **Tear Down Time** _____
Contact Name Amanda Reiboldt **Contact Phone** 765-580-8080
Contact E-mail amanda_reiboldt@trihealth.com

Event Description Yoga in the park will be held every Saturday morning starting June 7, 2025 through October 25, 2025. We would setup at 8:30, class starts at 9:00am, ends at 10:00am, tear down will be completed by 10:30am.

Areas Utilized Memorial Park stage and grass if needed **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 Feb 1, 2025

Date _____

Date Feb 1, 2025

Event Approved Y ☒ N ☐

Signature Jessica Greene, Asst. City Manager jfb148

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
--	---

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	

Area shall be cleaned at the end of each day

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

It is PROHIBITED to insert anything into the ground within any park due to the irrigation system

May be asked to relinquish location for large pre-planned events.



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:	2/7/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	Staff Report regarding the Environmental Commission's February 5th 2025 meeting (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Sustainable Oxford
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JG

DISCUSSION:

Members of the commission present: Jon Ralinovsky, Chair; Chantel Raghu, Vice-Chair and City Council Representative; Jason Bracken, Planning Commission Representative and City Council Member; Peggy Branstrator; Anna Abey; Jim Vinch; Michael Vanni. There was a quorum present.

Staff member present: Reena Murphy, Sustainability Coordinator

Motion to approve the agenda: Mr. Bracken

2nd: Mr. Vinch

Vote: Unanimous approval

Motion to approve the minutes and work session summary: Ms. Branstrator

2nd: Mr. Bracken

Vote: Unanimous approval

Staff shared the drafted proclamations for Earth Day. The Commission discussed the Earth Day Celebration Uptown on April 26th. Staff shared the draft Arbor Day proclamation. The commission asked if the annual tree planting event will be occurring on Arbor Day or a different date. Staff was not able to confirm the date and will follow up with the commission.

Motion to approve both proclamations at the same time: Mr. Bracken

2nd: Mr. Vinch

Vote: Unanimous approval

Mr. Bracken shared that City Council authorized a match for a grant application for energy efficiency upgrades across city facilities and solar installation at the Senior Center. He also shared that there has been a focus on code enforcement regarding snow removal.

Mr. Bracken also shared that Planning Commission is working on the unified development code update and shared his goal for environmental considerations to be included.

OPTAB and OCASC have not met since the commission's last meeting.

The commission discussed the 2025 Goals and 2026 research areas adopted by City Council. The 2025 goals provide a list of priorities for staff and commissions for the year. The 2026 areas to research are ideas and will require commission feedback and prioritization by June.

Staff shared more information about the Recycle with the Redhawks Basketball Game on February 11th, in collaboration with MU Sustainability, Rumpke, and Butler County Recycling. The city will be distributing recycling and composting bins at the game for City of Oxford residents. Staff provided sample bins for the commission to view and requested volunteers for extra assistance during the game.

Motion to adjourn: Mr. Vinch

2nd: Ms. Branstrator

Vote: Unanimous approval

The commission adjourned at 8:15pm



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:	2/10/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	A Resolution Declaring That It Is Necessary To Improve Those Portions Of Certain Properties As Shown On Exhibit "A" Attached Hereto In The City Of Oxford, Ohio, By Re-Paving, Re-Curbing, And Repairing The Sidewalks, Curbs, And Gutters. (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 2/10/2025

DISCUSSION:

As part of the City's capital improvement program for street resurfacing, Staff has identified properties with defective, missing, or sub-standard curb, gutter, sidewalks, and/or driveway aprons. Many of these deficiencies were identified as trip hazards and areas that contribute to lowering the expected lifespan of street improvements. Staff has already sent notices to property owners and informed them of the project and the need to repair defective sections of concrete. Staff also informed the owners that if the deficiencies were not corrected, the City would proceed to have the work done and charge the cost against the property. The City will follow the assessment process as defined in Ohio Revised Code Section 729. Staff has added two additional properties outside the project limits to the listing based on public complaints or reports of persons injured while tripping over defective concrete areas.

Exhibit "A", attached to this report, shows a complete listing of the properties involved for these projects, the types of repairs that are necessary, and an estimate of probable cost for the improvements. A copy of plans and specifications for necessary repairs has been filed with the Clerk of Council's office, and are available for inspection. The total costs for the project, as well as the estimated costs to property owners, are as follows:

<u>Project</u>	<u>Total Est. Project Cost (Public)</u>	<u>Total Est. Costs to Property</u>
----------------	---	-------------------------------------

Owners

Street and Sidewalk Improvements	\$ 655,000	\$ 759,000
----------------------------------	------------	------------

By addressing the repairs at this time, the public investment in street resurfacing may be expected to retain its value for several additional years, eliminate significant hazards to pedestrians and cyclists, and improve the aesthetics of the community. It is Staff's recommendation that the City Council approve this Resolution so that the process to complete necessary repairs and improvements may begin. The City will serve notice to all property owners involved and they will have 30 days to make repairs from the date of service. Should a deadline extension be necessary, the City may extend the deadline to May 3, 2025. Should a property owner disagree with the City's order, they may appeal to the City Manager for a hearing on their property and the required improvements. A Resolution will then be required for the City to contract for the improvements. Once work is completed, a Resolution will need to be approved stating the total actual cost to each parcel owner, followed by an Ordinance levying special assessments to the parcels for the improvements.

Currently, \$ 200,000 has been appropriated by the City to contract for repairs and new sidewalk construction should the property owners not meet their obligation to have the work done. Should the City have to contract for repairs in excess of this amount, a transfer from other appropriations or a supplemental appropriation will be necessary.

RESOLUTION NO.

A RESOLUTION DECLARING THAT IT IS NECESSARY TO IMPROVE THOSE PORTIONS OF CERTAIN PROPERTIES AS SHOWN ON EXHIBIT "A" ATTACHED HERETO IN THE CITY OF OXFORD, OHIO, BY RE-PAVING, RE-CURBING, AND REPAIRING THE SIDEWALKS, CURBS, AND GUTTERS.

WHEREAS, it is necessary to improve certain properties listed on Exhibit "A" a copy of which is attached hereto and incorporated herein by reference, by re-paving, re-curbng, and repairing the sidewalks, curbs, and gutters; and

WHEREAS, the plans, specifications, and estimate of the cost of the improvements have been filed in accordance with Ohio Revised Code Section 729.02 with the Clerk of Council; and

WHEREAS, it is hereby determined and declared that said improvements are conducive to the public health, convenience, safety, and welfare of said City and the inhabitants thereof.

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

SECTION I: Council hereby approves the plans, specifications, and estimate of cost of repair on file.

SECTION II: Notice of the passage of this resolution of necessity, in accordance with Section 729.03 of the Ohio Revised Code, shall be served by the Clerk of Council upon the owners of the lots or lands abutting upon the sidewalks, curbs, and gutters to be constructed or repaired in the same manner as service of summons in civil cases, or by certified mail addressed to such owner at his or her last known address or to the address to which tax bills are sent, or by a combination of the foregoing methods.

SECTION III: Those sidewalks, curbs, and gutters located on the properties described in Exhibit "A" shall be repaired by the owners of the lots or lands abutting thereon in accordance with the specifications on file in the office of the Clerk of Council no later than forty-five (45) days after receipt of the notice described in Section II.

SECTION IV: In the event such owner does not construct or repair such sidewalks, curbs, and gutters in accordance with such specifications and within forty-five (45) days after receipt of the notice described in Section II, the City will repair such sidewalks, curbs, and gutters, and assess the costs thereof against the owner of the lots or lands abutting thereon.

SECTION V: The costs of the sidewalks, curbs, and gutters improvements shall be assessed by the foot front of the property bounding and abutting on the improvement, upon the following described lots of land, to-wit: All lots and land bounding and abutting upon the proposed improvement between the termini aforesaid, which said lots and lands are hereby determined to be specifically benefited by said improvement; and the cost of said improvement shall not include the costs of preliminary and other surveys, plans, specifications, profiles and estimates of printing, serving, and publishing notices, resolutions and ordinances, the amount of damages resulting from the improvement assessed in favor of any owner of land affected by the improvement and the interest thereon, the costs incurred in connection with the preparation, levy and collection of the special assessments, but the cost of said improvement to be assessed shall include the expenses of legal services including obtaining an approving legal opinion, cost of labor and material and interest on bonds and notes issued in anticipation of the levy and collection of the special assessments together with all other necessary expenditures relative to expenses of financing, and relative to re-paving, re-curbings, or repairing the sidewalks, curbs, and gutters.

SECTION VI: The City Engineer is hereby authorized and directed to prepare and file in the office of the Clerk of Council the estimated assessments of the cost of the improvements described in this resolution. Such estimated assessments shall be based upon the estimate of cost of said improvement now on file in the office of the Clerk of Council and shall be prepared pursuant to the provisions of this resolution.

SECTION VII: The assessments to be levied shall be paid in five (5) annual installments, with interest on deferred payments at rate of five percent (5%); provided, that the owner of any property assessed may, at his or her option, pay such assessment in cash within thirty (30) days after passage of the assessing ordinance.

SECTION VIII: The entire cost of said improvements, after application of the assessments herein provided for, shall be paid by the City of Oxford from funds available for this purpose in the Capital Improvement Fund.

SECTION IX: This resolution 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 2025 RESURFACING																					Estimated Cost	Permit Fees	Estimated Cost W/Permit Fees	Permit Information	Comments
Item Number	Address	Director	Street Name	Property Owner	Mailing Address	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru Driveway	Square Ft Drive Apron	Square Ft Apron Remove Only	Square Ft Sidewalk Remove Only	Square Ft Asphalt Remove Only	Date of Letter Expiration											
1				DEVONSHIRE DR																					
1	6324		DEVONSHIRE DR	WILEY MICHAEL D	MICHAEL D WILEY DEVONSHIRE DR OH 45056 15	6324 OXFORD	H4100024000067	35	0	0	0	0	0	0		\$ 2,800.00		\$ 2,800.00							
2	10		PATRICK DR	PERKINS JOHN A & KIMBERLY W	JOHN A & KIMBERLY W PERKINS PATRICK DR 45056 1528	10 OXFORD OH	H4100024000068	144	0	0	0	0	0	0		\$ 11,520.00		\$ 11,520.00							
3	11		PATRICK DR	JONES KALAN & ANGELA	KALAN & ANGELA JONES PATRICK DR 45056 1569	11 OXFORD OH	H4100024000076	162	0	0	0	0	0	0		\$ 12,960.00		\$ 12,960.00							
4	6294		DEVONSHIRE DR	HUGHES THOMAS M & ANDREA	THOMAS M & ANDREA HUGHES 6294 DEVONSHIRE DR OXFORD OH 45056 1500		H4100024000077	41	0	0	0	0	0	0		\$ 3,280.00		\$ 3,280.00							
5	6284		DEVONSHIRE DR	HAIZMAN PATRICIA A & DANIEL L	PATRICIA A & DANIEL L HAIZMAN 6284 DEVONSHIRE DR 45056 1500	OXFORD OH	H4100024000078	81	0	0	217.5	0	0	0		\$ 10,503.75		\$ 10,503.75							
6	6274		DEVONSHIRE DR	SCHIRMER MARILYN M ETAL	MARILYN M SCHIRMER ETAL 6274 DEVONSHIRE DR OXFORD OH 45056 1500		H4000024000079	80	205	0	0	0	0	0		\$ 9,680.00		\$ 9,680.00							
7	9		FIELDCREST AVE	MICHAEL JAMES F CO TRS & SARAH K CO TRS	JAMES E & SARAH K MICHAEL FIELDCREST AVE OH 45056	9 OXFORD	H4100024000023	164	55	0	71	0	0	0		\$ 15,313.50		\$ 15,313.50							
8	6252		DEVONSHIRE DR	KELLY OSBORN	KELLY OSBORN DEVONSHIRE DR 45056 1501	6252 OXFORD OH	H4100024000024	54	0	0	0	0	0	0		\$ 4,320.00		\$ 4,320.00							
9	6242		DEVONSHIRE DR	ANGELA F POSTON	ANGELA F POSTON DEVONSHIRE DR 45056 1501	6242 OXFORD OH	H4000024000025	64.5	0	0	206.25	0	0	0		\$ 8,975.63		\$ 8,975.63							
10	6232		DEVONSHIRE DR	AUSTIN & KRISTIN CARTER	AUSTIN & KRISTIN CARTER DEVONSHIRE DR 45056 1501	6232 OXFORD OH	H4100024000026	39	0	0	144.5	0	0	0		\$ 5,793.25		\$ 5,793.25							
11	6233		DEVONSHIRE DR	YANG YUNPING & LI YOULAN	YANG YUNPING & LI YOULAN SUNNY DR 45040	6738 MASON OH	H4100024000027	9.5	0	0	0	0	0	0		\$ 760.00		\$ 760.00							
12	6243		DEVONSHIRE DR	LAURA M LIVINGSTON	LAURA M LIVINGSTON DEVONSHIRE DR 45056 1501	6243 OXFORD OH	H4100024000028	71.5	0	0	116.25	0	0	0		\$ 7,870.63		\$ 7,870.63							
13	6253		DEVONSHIRE DR	MILLER TARA D & STEPHEN L JR	MILLER TARA D & STEPHEN L JR DEVONSHIRE DR 45056 1501	6253 OXFORD OH	H4100024000029	41	0	0	161	0	0	0		\$ 6,258.50		\$ 6,258.50							
14	109		FIELDCREST AVE	KATIE L FEILEN	KATIE L FEILEN FIELDCREST AVE 45056	109 OXFORD OH	H4100024000030	120	79	55	54	0	0	0		\$ 12,743.00		\$ 12,743.00							
15	6275		DEVONSHIRE DR	DUDLEY PRIME PROPERTIES LLC	DUDLEY PRIME PROPERTIES LLC CONTRERAS RD 45056	6744 OXFORD OH	H4100024000061	141	0	0	0	0	0	0		\$ 11,280.00		\$ 11,280.00							
16	6285		DEVONSHIRE DR	VELAZCO DAVID H TR	DAVID H VELAZCO TR DEVONSHIRE DR 45056 1559	6285 OXFORD OH	H4100024000062	67	0	0	0	0	0	0		\$ 5,360.00		\$ 5,360.00							
17	6295		DEVONSHIRE DR	CHRISTOPHER & ELIZABETH TAYLOR LIV	CHRISTOPHER M & ELIZABETH W TAYLOR TRS 6295 DEVONSHIRE DR OH 45056 1559	TR OXFORD	H4100024000063	97	0	0	0	0	0	0		\$ 7,760.00		\$ 7,760.00							
18	6305		DEVONSHIRE DR	ALICE A OSBORNE	ALICE A OSBORNE DEVONSHIRE DR 45056 1502	6305 OXFORD OH	H4000024000064	70.5	0	0	200	0	0	0		\$ 9,340.00		\$ 9,340.00							
19	6315		DEVONSHIRE DR	BERG WILLIAM P & TAI HEEYOUNG	WILLIAM P BERG DEVONSHIRE DR OXFORD OH 45056 1502	6315	H4000024000065	53	0	0	89.5	0	0	0		\$ 5,895.75		\$ 5,895.75							
20	6325		DEVONSHIRE DR	DAVID S & CAROLYN K DEWITT	DAVID S & CAROLYN K DEWITT 6325 DEVONSHIRE DR OXFORD OH 45056 1502		H4100024000066	0	0	0	89.5	0	0	0		\$ 1,655.75		\$ 1,655.75							
								1535	339	55	1349.5	0	0	0		\$ 154,069.75	\$ -	\$ 154,069.75							
# OF ADDRESSES								20			\$ 122,800.00	\$ 5,424.00	\$ 880.00	\$ 24,965.75	\$ -	\$ -	\$ -		\$ 154,069.75	\$ -	\$ 154,069.75				
2				TIMOTHY LN																					
1	6324		TIMOTHY LN	AMANDA ALEXANDER & JASON GROSS	AMANDA ALEXANDER & JASON GROSS 6324 TIMOTHY LN OXFORD OH 45056 1537		H4000024000055	30	0	0	0	0	0	0		\$ 2,400.00		\$ 2,400.00							
2	6314		TIMOTHY LN	KIM SEONJIN & YU YOUNGSUN	KIM SEONJIN & YU YOUNGSUN 6314 TIMOTHY LN 45056 1537	OXFORD OH	H4100024000056	60	0	0	0	0	0	0		\$ 4,800.00		\$ 4,800.00							
3	6304		TIMOTHY LN	JENS MUELLER & GABRIELE BECHTEL	JENS MUELLER & GABRIELE BECHTEL 6304 TIMOTHY LN 45056 1537	OXFORD OH	H4100024000057	59	0	0	0	0	0	0		\$ 4,720.00		\$ 4,720.00							
4	6294		TIMOTHY LN	MELANIE WIESMAN ETAL	MELANIE WIESMAN ETAL 6294 TIMOTHY LN 45056 1557	OXFORD OH	H4100024000058	82	0	0	0	0	0	0		\$ 6,560.00		\$ 6,560.00							
5	6284		TIMOTHY LN	IAN M AND HEATHER M NELSON	IAN M AND HEATHER M NELSON 6284 TIMOTHY LN 45056 1557	OXFORD OH	H4100024000059	30.5	0	0	138	0	0	0		\$ 4,993.00		\$ 4,993.00							
6	6274		TIMOTHY LN	JENNIFER A WADE	JENNIFER A WADE 6274 TIMOTHY LANE OH 45056 1557	OXFORD	H4100024000060	101	30	0	0	0	0	0		\$ 8,560.00		\$ 8,560.00							
7	125		FIELDCREST AVE	GEORGE LEINEKE JR	GEORGE LEINEKE JR 125 FIELDCREST DR OXFORD OH 45056 1517		H4000024000011	37	52.5	0	180.5	0	0	0		\$ 7,139.25		\$ 7,139.25							
8	6252		TIMOTHY LN	DIANA D BYRD	DIANA D BYRD 6252 TIMOTHY LN OH 45056 1536	OXFORD	H4100024000032	10.5	17.5	0	0	0	0	0		\$ 1,120.00		\$ 1,120.00							
9	6242		TIMOTHY LN	CATHY G POHLABEL	CATHY G POHLABEL 6242 TIMOTHY LN 45056 1536	OXFORD OH	H4100024000033	3.5	4	0	0	0	0	0		\$ 344.00		\$ 344.00							
10	6232		TIMOTHY LN	RUTH GROOM	RUTH GROOM 6232 TIMOTHY LN 45056 1536	OXFORD OH	H4000024000034	33	0	0	116.5	0	0	0		\$ 4,795.25		\$ 4,795.25							
11	6233		TIMOTHY LN	SCOTT A SUAREZ	SCOTT A SUAREZ 6233 TIMOTHY LN OH 45056 1536	OXFORD	H4100024000035	30	0	0	52	0	0	0		\$ 3,362.00		\$ 3,362.00							
12	6243		TIMOTHY LN	DANIEL LEE & DENISE LYNN ZIMMERMAN	DANIEL LEE & DENISE LYNN ZIMMERMAN 4489 NICHOLS RD OXFORD OH 45056 9336		H4100024000036	28	0	0	0	0	0	0		\$ 2,240.00		\$ 2,240.00							
13	6253		TIMOTHY LN	RONALD STEVENS	RONALD STEVENS 6253 TIMOTHY LN OH 45056 1536	OXFORD	H4100024000037	51.5	0	0	127.5	0	0	0		\$ 6,478.75		\$ 6,478.75							
14	6263		TIMOTHY LN	MARGARET M RUTLEDGE KISSELL	MARGARET M RUTLEDGE KISSELL 6263 TIMOTHY LN 45056 1536	OXFORD OH	H4100024000038	38	75	0	167.5	0	0	0		\$ 7,338.75		\$ 7,338.75							
15	6275		TIMOTHY LN	NANCY E WADLEIGH	NANCY E WADLEIGH 6275 TIMOTHY LN OH 45056 1558	OXFORD	H4100024000049	110.5	0	0	135	0	0	0		\$ 11,337.50		\$ 11,337.50		PO WAS IN OFFICE TO CONTEST MARKINGS ON 02/07/2025. WILL GO OUT AND VERIFY					

16	6285		TIMOTHY LN	JUSTIN AND ALLISON GLAAB	JUSTIN AND ALLISON GLAAB 6285 TIMOTHY LN OH 45056 1538	OXFORD	H4100024000050	43.5	0	0	126	0	0	0		\$ 5,811.00		\$ 5,811.00		
17	6295		TIMOTHY LN	RICHARD M AND KATHLEEN R SOLLMANN	RICHARD M AND KATHLEEN R SOLLMANN 6295 TIMOTHY LN 45056 1558	OXFORD OH	H4000024000051	41	0	0	92.5	0	0	0		\$ 4,991.25		\$ 4,991.25		
18	6305		TIMOTHY LN	SARA B HAYES	SARA B HAYES 6305 TIMOTHY LN OXFORD OH 45056 1537		H4100024000052	104	0	0	0	0	0	0		\$ 8,320.00		\$ 8,320.00		
19	6315		TIMOTHY LN	RALPH ED MARTIN	RALPH ED MARTIN 6315 TIMOTHY LN OXFORD OH 45056 1537		H4100024000053	95	0	0	178.5	0	0	0		\$ 10,902.25		\$ 10,902.25		
20	6325		TIMOTHY LN	GWENDOLYN DEMKOVICH	GWENDOLYN DEMKOVICH 6325 TIMOTHY LN OH 45056 1537	OXFORD	H4100024000054	10	0	0	0	0	0	0		\$ 800.00		\$ 800.00		
																\$ 107,013.00	\$ -	\$ 107,013.00		
# OF ADDRESSES																\$ 107,013.00	\$ -	\$ 107,013.00		

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3				PATRICK DR																
1	3		PATRICK DR	BENJAMIN GUNG	BENJAMIN GUNG 3 PATRICK DR 45056 1569	OXFORD OH	H4100024000073	108	0	0	266	0	0	0		\$ 13,561.00		\$ 13,561.00		
2	6		PATRICK DR	MATTHEW A AND ELIZABETH M TROY	MATTHEW A AND ELIZABETH M TROY 6 PATRICK DR 45056 1528	OXFORD OH	H4100024000074	78	0	0	0	0	0	0		\$ 6,240.00		\$ 6,240.00		
3	9		PATRICK DR	FAY H SALMAN	FAY H SALMAN 9 PATRICK DR OH 45056 1569	OXFORD	H4100024000075	43.5	0	0	95	0	0	0		\$ 5,237.50		\$ 5,237.50		
4	8		PATRICK DR	FRANK & JAN KOONTZ	FRANK & JAN KOONTZ 8 PATRICK DR OXFORD OH 45056 1528		H4100024000069	40	0	0	0	0	0	0		\$ 3,200.00		\$ 3,200.00		
5	7		PATRICK DR	MICHAEL ROBERT HICKS & JOHANNA LEIGH FRANCIS	MICHAEL ROBERT HICKS & JOHANNA LEIGH FRANCIS 7 PATRICK DR OXFORD OH 45056 1569		H4100024000070	55.5	0	0	33	0	0	0		\$ 5,050.50		\$ 5,050.50		
6	5		PATRICK DR	KERRY AND MAGGIE CANTWELL	KERRY AND MAGGIE CANTWELL 5 PATRICK DR OH 45056 1569	OXFORD	H4100024000071	30.5	0	0	0	0	0	0		\$ 2,440.00		\$ 2,440.00		
7	2		PATRICK DR	PATRICK F AND STACY N HAWK	PATRICK F AND STACY N HAWK 2 PATRICK DR OXFORD OH 45056 1528		H4100024000072	56	0	0	223.5	0	0	0		\$ 8,614.75		\$ 8,614.75		
																\$ 44,343.75	\$ -	\$ 44,343.75		
# OF ADDRESSES																\$ 44,343.75	\$ -	\$ 44,343.75		

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4				FIELDCREST DR																
1	7		FIELDCREST	JUDIT EUNIKE & JOSH MILLER	JUDIT EUNIKE & JOSH MILLER 7 FIELDCREST DR 45056 1515	OXFORD OH	H4100024000022	19.5	77.5	40	0	0	0	0		\$ 3,440.00		\$ 3,440.00		
2	223		FIELDCREST	RICARODO F AVERBACH & SILVIA M ROTHSCHILD	RICARODO F AVERBACH & SILVIA M ROTHSCHILD 223 FIELDCREST DR OH 45056 1519	OXFORD	H4100024000085	10.5	50	0	0	0	0	0		\$ 1,640.00		\$ 1,640.00		
3	220		FIELDCREST	LESLIE C SMITH	LESLIE C SMITH 220 FIELDCREST DR OXFORD OH 45056 1520		H4100024000048	51.5	200	45	101.5	0	0	0		\$ 9,917.75		\$ 9,917.75		
4	6		FIELDCREST	JENNIFER B MORRISON	JENNIFER B MORRISON 6 FIELDCREST AVE OXFORD OH 45056		H4100024000080	31	252.5	0	0	0	0	0		\$ 6,520.00		\$ 6,520.00		
																\$ 21,517.75	\$ -	\$ 21,517.75		
# OF ADDRESSES																\$ 21,517.75	\$ -	\$ 21,517.75		

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5				VEREKER DR																
1	125		RIDGE AVE	THIRD MONKEY LLC	THIRD MONKEY LLC 125 RIDGE AVE OXFORD OH 45056 1532		H4100024000005	53.5	0	0	0	0	0	0		\$ 4,280.00		\$ 4,280.00		
2	6192		VEREKER DR	KYLE AND ABRA MOORE	KYLE AND ABRA MOORE 6192 VEREKER DR OXFORD OH 45056 1541		H4100017000057	68.5	0	0	0	0	0	0		\$ 5,480.00		\$ 5,480.00		
3	6182		VEREKER DR	SEAN AND DEANNA POPPE	SEAN AND DEANNA POPPE 6182 VEREKER DR OXFORD OH 45056 1541		H4100017000058	83.5	0	0	0	0	0	0		\$ 6,680.00		\$ 6,680.00		
4	6172		VEREKER DR	WESLEY FOUNDATION AT MIAMI & WESTERN COLL FOR WOMEN	WESLEY FOUNDATION AT MIAMI & WESTERN COLL FOR WOMEN 16 S CAMPUS AVE OXFORD OH 45056 1801		H4000017000059	71	0	0	112	0	0	0		\$ 7,752.00		\$ 7,752.00		
5	6162		VEREKER DR	NICHOLAS W GLACKEN & MEGAN KINZER	NICHOLAS W GLACKEN & MEGAN KINZER 6162 VEREKER DR OXFORD OH 45056 1541		H4100017000060	77	0	0	83	0	0	0		\$ 7,695.50		\$ 7,695.50		
6	6152		VEREKER DR	DAMIEN CHODOO	DAMIEN CHODOO 101 N BROOKWOOD AVE HAMILTON OH 45013 1211		H4100017000061	95	0	0	136	0	0	0		\$ 10,116.00		\$ 10,116.00		
7	6140		VEREKER DR	GREIG J RUTHERFORD & BELINDA K RUTHERFORD	GREIG J RUTHERFORD & BELINDA K RUTHERFORD 6140 VEREKER DR OXFORD OH 45056 1541		H4100017000062	10	0	0	54	0	0	0		\$ 1,799.00		\$ 1,799.00		
8	6130		VEREKER DR	JESSICA KOPP	JESSICA KOPP 6130 VEREKER DR OXFORD OH 45056 1541		H4100017000063	21	0	0	0	0	0	0		\$ 1,680.00		\$ 1,680.00		
9	6131		VEREKER DR	MICHAEL J GRIFFITH	MICHAEL J GRIFFITH 11 CARRIE CIR OXFORD OH 45056 9203		H4100017000064	14	0	0	0	0	0	0		\$ 1,120.00		\$ 1,120.00		
10	6141		VEREKER DR	DIANE HUFFMAN	DIANE HUFFMAN VEREKER DR OXFORD OH 45056 1540	6141	H4100017000065	10.5	0	0	0	0	0	0		\$ 840.00		\$ 840.00		
11	6151		VEREKER DR	WILLIAM KONRAD & CATHERINE GRIMM	WILLIAM KONRAD & CATHERINE GRIMM 6151 VEREKER DR OXFORD OH 45056 1540		H4100017000066	79	0	0	0	0	0	0		\$ 6,320.00		\$ 6,320.00		
12	6161		VEREKER DR	SARA PATE	SARA PATE VEREKER DR OXFORD OH 45056 1540	6161	H4100017000067	88	0	0	94	0	0	0		\$ 8,779.00		\$ 8,779.00		
13	6171		VEREKER DR	BRENDAN MOONEY	BRENDAN MOONEY 6171 VEREKER DR OH 45056 1540	OXFORD	H4000017000068	105	0	0	96	0	0	0		\$ 10,176.00		\$ 10,176.00		

14	6181		VEREKER DR	LAURA R & STEVE THEODORE SIAMBEKOS	LAURA R & STEVE THEODORE SIAMBEKOS 6181 VEREKER DR OXFORD OH 45056 1540	H4100017000069	98.5	0	0	0	0	0	0		\$ 7,880.00		\$ 7,880.00		
15	6191		VEREKER DR	STEPHEN LIPPMANN	STEPHEN LIPPMANN 6191 VEREKER DR OXFORD OH 45056 1540	H4000017000070	77	0	0	85	0	0	0		\$ 7,732.50		\$ 7,732.50		
16	215		RIDGE AVE	JOSEPH M STATUM TR OF THE JOSEPH L ALMA STATUM IRR TRUST	JOSEPH M STATUM TR OF THE JOSEPH L ALMA STATUM IRR TRUST 215 RIDGE AVE OXFORD OH 45056 1534	H4100024000006	196.5	0	0	132	0	0	0		\$ 18,162.00		\$ 18,162.00		

					VEREKER DR TOTALS		1148	0	0	792	0	0	0		\$ 106,492.00	\$ -	\$ 106,492.00		
# OF ADDRESSES 16							\$ 91,840.00	\$ -	\$ -	\$ 14,652.00	\$ -	\$ -	\$ -		\$ 106,492.00	\$ -	\$ 106,492.00		

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6				RYAN DR															
1	291		RYAN DR	ALEX C MORENO & REBECCA D SMITH	ALEX C MORENO & REBECCA D SMITH 291 RYAN DR OXFORD OH 45056 8921	H4100133000054	0	16	0	0	0	0	0		\$ 256.00		\$ 256.00		
2	281		RYAN DR	SUE ANN ROTHGEB & JOHN MARTIN ROTHGEB JR	SUE ANN ROTHGEB & JOHN MARTIN ROTHGEB JR 281 RYAN DR OXFORD OH 45056 8921	H4100133000055	16	0	0	0	0	0	0		\$ 1,280.00		\$ 1,280.00		
3	261		RYAN DR	H DANIEL & NANCY E PETERS	H DANIEL & NANCY E PETERS 261 RYAN DR OXFORD OH 45056 8921	H4100133000056	23	24	0	0	0	0	0		\$ 2,224.00		\$ 2,224.00		
4	221		RYAN DR	WILLIAM E EVEN & MONNA L EVEN	WILLIAM E EVEN & MONNA L EVEN 221 RYAN DR OXFORD OH 45056 8921	H4100133000042	10	36	0	0	0	0	0		\$ 1,376.00		\$ 1,376.00		
5	211		RYAN DR	CHRISTOPHER & LYDIA SKOGLUND	CHRISTOPHER & LYDIA SKOGLUND 211 RYAN DR OXFORD OH 45056 8921	H4100133000041	0	0	0	0	0	0	0		\$ -		\$ -		
6	201		RYAN DR	CHRISTOPHER THOMAS WRIGHT CO TR & KIMBERLY JO WRIGHT CO TR	CHRISTOPHER THOMAS WRIGHT CO TR & KIMBERLY JO WRIGHT CO TR 201 RYAN DR OXFORD OH 45056 8921	H4100133000040	14	64	0	0	0	0	0		\$ 2,144.00		\$ 2,144.00		
7	191		RYAN DR	ZHUO CHEN & FEIFEI WANG	ZHUO CHEN & FEIFEI WANG 191 RYAN DR OXFORD OH 45056 9380	H4100133000039	0	0	0	0	0	0	0		\$ -		\$ -		
8	181		RYAN DR	NEIL DAVID DANIELSON	NEIL DAVID DANIELSON 181 RYAN DR OXFORD OH 45056 9380	OXFORD OH H4100133000037	24	0	0	0	0	0	0		\$ 1,920.00		\$ 1,920.00		
9	171		RYAN DR	RICKEY L AND SUSAN M DUBBERLY	RICKEY L AND SUSAN M DUBBERLY 171 RYAN DR OXFORD OH 45056 9380	H4100133000036	40	0	0	0	0	0	0		\$ 3,200.00		\$ 3,200.00		
10	161		RYAN DR	ANDREW S AND CHRISTINE N PALUCH	ANDREW S AND CHRISTINE N PALUCH 161 RYAN DR OXFORD OH 45056 9380	H4100133000035	0	0	0	0	0	0	0		\$ -		\$ -		
11	151		RYAN DR	AARON M & KATHERINE M ABBOTT	AARON M & KATHERINE M ABBOTT 151 RYAN DR OXFORD OH 45056 9380	H4100133000018	0	0	0	0	0	0	0		\$ -		\$ -		
12	141		RYAN DR	KEITH & AMY B MCGOLDRICK	KEITH & AMY B MCGOLDRICK 141 RYAN DR OH 45056 9380	OXFORD H4100133000019	0	0	0	0	0	0	0		\$ -		\$ -		
13	131		RYAN DR	GILBERT D AND LORNA ANDERSON	GILBERT D AND LORNA ANDERSON 131 RYAN DR OXFORD OH 45056 9380	H4100133000020	0	16	0	0	0	0	0		\$ 256.00		\$ 256.00		
14	121		RYAN DR	RICHARD WIENER & ELISABETH H WIENER	RICHARD WIENER & ELISABETH H WIENER 121 RYAN DR OH 45056 9380	OXFORD H4100133000021	0	0	0	0	0	0	0		\$ -		\$ -		
15	111		RYAN DR	STEPHANIE SOUTHARD & ROBIN BAUGHMAN	STEPHANIE SOUTHARD & ROBIN BAUGHMAN 111 RYAN DR OXFORD OH 45056 9380	H4100133000022	0	20	0	0	0	0	0		\$ 320.00		\$ 320.00		
16	1410		DANA DR	SUSAN AND JASON BANTZ	SUSAN AND JASON BANTZ 1410 DANA DR OXFORD OH 45056 3503	H4100133000023	16	16	0	0	0	0	0		\$ 1,536.00		\$ 1,536.00		
17	102		RYAN DR	MATTHEW R AND ADRIENNE RENEE YOCHES	MATTHEW R AND ADRIENNE RENEE YOCHES 102 RYAN DR OXFORD OH 45056 9381	H4100133000013	0	32	0	0	0	0	0		\$ 512.00		\$ 512.00		
18	122		RYAN DR	RICHARD MOORE & VICTORIA CHENG	RICHARD MOORE & VICTORIA CHENG 122 RYAN DR 45056 9381	OXFORD OH H4100133000014	0	0	0	0	0	0	0		\$ -		\$ -		
19	142		RYAN DR	MELANY FISK & RICHARD C INGERSOLL	MELANY FISK & RICHARD C INGERSOLL 142 RYAN DR OXFORD OH 45056 9381	H4100133000015	0	0	0	0	0	0	0		\$ -		\$ -		
20	152		RYAN DR	LYNETTE A HOLZWORTH	LYNETTE A HOLZWORTH 152 RYAN DR OXFORD OH 45056 9381	H4100133000016	0	0	0	0	0	0	0		\$ -		\$ -		
21	162		RYAN DR	CHARLES AND LOUISE LINGLER	CHARLES AND LOUISE LINGLER 162 RYAN DR OXFORD OH 45056 9381	H4100133000017	0	22	0	0	0	0	0		\$ 352.00		\$ 352.00		
22	172		RYAN DR	DEBRA COLE	DEBRA COLE 172 RYAN DR OXFORD OH 45056 9381	H4100133000034	16	0	0	0	0	0	0		\$ 1,280.00		\$ 1,280.00		
23	182		RYAN DR	BRADLEY W GRAHAM & ALNDREA L TRUMBULL	BRADLEY W GRAHAM & ALNDREA L TRUMBULL 182 RYAN DR OXFORD OH 45056 9381	H4100133000032	25	0	0	0	0	0	0		\$ 2,000.00		\$ 2,000.00		
24	202		RYAN DR	ROBERT D BAER	ROBERT D BAER 202 RYAN DR OXFORD OH 45056 8919	H4100133000046	14	0	0	0	0	0	0		\$ 1,120.00		\$ 1,120.00		
25	212		RYAN DR	LAWRENCE & DEANNA CURRY	LAWRENCE & DEANNA CURRY 212 RYAN DR OXFORD OH 45056 8919	H4100133000045	18	0	0	0	0	0	0		\$ 1,440.00		\$ 1,440.00		
26	222		RYAN DR	BROOKE R AND SETH W CROPENBAKER	BROOKE R AND SETH W CROPENBAKER 222 RYAN DR OXFORD OH 45056 8919	H4100133000044	0	0	0	0	0	0	0		\$ -		\$ -		
27	232		RYAN DR	ROBERT D & JAN E EIGHME	ROBERT D & JAN E EIGHME 232 RYAN DR OXFORD OH 45056 8919	H4100133000043	0	20	0	0	0	0	0		\$ 320.00		\$ 320.00		
28	242		RYAN DR	JOHN L DILLER	JOHN L DILLER 242 RYAN DR OXFORD OH 45056 8919	H4100133000047	10	20	0	0	0	0	0		\$ 1,120.00		\$ 1,120.00		
29	252		RYAN DR	CALEB A AND STEPHANIE P ECKHARDT	CALEB A AND STEPHANIE P ECKHARDT 252 RYAN DR OXFORD OH 45056 8919	H4100133000048	10	16	0	0	0	0	0		\$ 1,056.00		\$ 1,056.00		
30	262		RYAN DR	JOHN T HARLAN & SUSAN FORTNEY HARLAN	JOHN T HARLAN & SUSAN FORTNEY HARLAN 262 RYAN DR OXFORD OH 45056 8919	H4100133000049	0	0	0	0	0	0	0		\$ -		\$ -		
31	272		RYAN DR	ALBERT & KRISTIN FROEHLKE	ALBERT & KRISTIN FROEHLKE 272 RYAN DR OXFORD OH 45056 8919	H4100133000050	0	0	0	0	0	0	0		\$ -		\$ -		
32	282		RYAN DR	WILLIAM C & SHERRY L SCHILLING	WILLIAM C & SHERRY L SCHILLING 282 RYAN DR OXFORD OH 45056 8919	H4100133000051	8	0	0	0	0	0	0		\$ 640.00		\$ 640.00		
33	292		RYAN DR	JOSEPH C & JENNIFER L RODE	JOSEPH C & JENNIFER L RODE 292 RYAN DR OXFORD OH 45056 8919	H4100133000052	0	0	0	0	0	0	0		\$ -		\$ -		
34	302		RYAN DR	TERRI L MESSMAN	TERRI L MESSMAN 302 RYAN DR OXFORD OH 45056 8920	H4100133000053	0	0	0	0	0	0	0		\$ -		\$ -		
					RYAN DR TOTALS		244	302	0	0	0	0	0		\$ 24,352.00	\$ -	\$ 24,352.00		

# OF ADDRESSES				34		RYAN DR TOTALS		\$	19,520.00	\$	4,832.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	24,352.00	\$	-	\$	24,352.00	
7					JOSIE LN																							
1	70			JOSIE LN	PETER NENCKA & MARY KEISTER	PETER NENCKA & MARY KEISTER 70 JOSIE LN OXFORD OH 45056 9030	H4100133000065	0	16	0	0	0	0	0	0		\$	256.00		\$	256.00							
2	60			JOSIE LN	JUNE SCHOLL	JUNE SCHOLL 60 JOSIE LN OXFORD OH 45056 9030	H4100133000066	10	16	0	0	0	0	0	0		\$	1,056.00		\$	1,056.00							
3	50			JOSIE LN	HELAINE ALESSIO & GREGORY WILHELM	HELAINE ALESSIO & GREGORY WILHELM 50 JOSSIE DR OXFORD OH 45056 9999	H4100133000067	0	0	0	0	0	0	0	0		\$	-		\$	-							
4	40			JOSIE LN	PAUL & ELLEN YEZERSKI	PAUL & ELLEN YEZERSKI 40 JOSIE LN OXFORD OH 45056 9030	H4100133000068	0	0	0	0	0	0	0	0		\$	-		\$	-							
5	30			JOSIE LN	JASON E ROBERTS & AMY RESTORICK ROBERTS	JASON E ROBERTS & AMY RESTORICK ROBERTS 30 JOSIE LN OXFORD OH 45056 9030	H4100133000069	0	0	0	0	0	0	0	0		\$	-		\$	-							
6	20			JOSIE LN	JOHN F BARNHART II TR & MARILYN S BARNHART TR	JOHN F BARNHART II TR & MARILYN S BARNHART TR 20 JOSIE LN OXFORD OH 45056 2031	H4100133000070	0	32	0	0	0	0	0	0		\$	512.00		\$	512.00							
	2101			DANA DR	DAVID A & KATHY L JENNINGS	DAVID A & KATHY L JENNINGS 2101 DANA DR OXFORD OH 45056 8873	H4100133000071	0	0	0	0	0	0	0	0		\$	-		\$	-							
						JOSIE LN TOTALS			10	64	0	0	0	0	0		\$	1,824.00	\$	-	\$	1,824.00						
									\$	800.00	\$	1,024.00	\$	-	\$	-	\$	-	\$	-	\$	-						
																	\$	1,824.00	\$	-	\$	1,824.00						
8					DANA DR																							
1	1390			DANA DR	DAY ESTATES LLC	DAY ESTATES LLC 459 EMERALD WOODS DR OXFORD OH 45056 2061	H4100120000092	0	95	0	0	0	0	0	0		\$	1,520.00		\$	1,520.00							
2	1376			DANA DR	MELANIE & CARL VESS	MELANIE & CARL VESS 1376 DANA DR OXFORD OH 45056 2553	H4100120000078	70	127.5	0	0	0	0	0	0		\$	7,640.00		\$	7,640.00							
3	1372			DANA DR	JENNIFER SOUNDER TR	JENNIFER SOUNDER TR 716 DANIEL DR APT A OXFORD OH 45056 2517	H4100120000079	35	152.5	35	48	0	0	0	0		\$	6,688.00		\$	6,688.00							
4	733			DANIEL DR	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056 1820	H4100120000086	20	0	33	0	0	0	0	0		\$	2,128.00		\$	2,128.00							
5	1362			DANA DR	D & T THOMAS RENTALS LLC	D & T THOMAS RENTALS LLC 812 MARINER COVE EATON OH 45320	H4100120000087	40	0	0	0	0	0	0	0		\$	3,200.00		\$	3,200.00							
6	734			DAVID DR	BRUCE W & DARLENE M GRAY	BRUCE W & DARLENE M GRAY 734 DAVID DR OXFORD OH 45056 2521	H4100120000069	0	0	0	0	0	0	0	0		\$	-		\$	-							
7	733			DAVID DR	KRISTINA L WHEELRIGHT	KRISTINA L WHEELRIGHT 733 DAVID DR OXFORD OH 45056 2551	H4100120000051	10	80	0	0	0	0	0	0		\$	2,080.00		\$	2,080.00							
8	1348			DANA DR	MICHAEL B & THERESA E BECK	MICHAEL B & THERESA E BECK 1348 DANA DR OXFORD OH 45056 2516	H4100120000050	30	50	0	0	0	0	0	0		\$	3,200.00		\$	3,200.00							
9	1344			DANA DR	SARAH AND GEOFFREY RIGGLE	SARAH AND GEOFFREY RIGGLE 1344 DANA DR OXFORD OH 45056 2516	H4100120000049	0	0	0	0	0	0	0	0		\$	-		\$	-							
10	1340			DANA DR	TIMOTHY A POFF	TIMOTHY A POFF PO BOX 963 OXFORD OH 45056 1074	H4100120000048	0	45	0	0	0	0	0	0		\$	720.00		\$	720.00							
11	1336			DANA DR	MELANIE L CLAYTON	MELANIE L CLAYTON 1336 DANA DR OXFORD OH 45056 2516	H4100120000047	14	45	0	0	0	0	0	0		\$	1,840.00		\$	1,840.00							
12	1332			DANA DR	TRAVIS HYBERGER	TRAVIS HYBERGER 1332 DANA DR OXFORD OH 45056 2516	H4100120000042	30	25	0	0	0	0	0	0		\$	2,800.00		\$	2,800.00							
13	1328			DANA DR	DALE T BUNTEN CO TR ETAL	DALE T BUNTEN CO TR ETAL 1328 DANA DR OXFORD OH 45056 2516	H4100120000043	0	75	25	83	0	0	0	0		\$	3,135.50		\$	3,135.50							
14	1324			DANA DR	HOLLY ANNE LARSON	HOLLY ANNE LARSON 1324 DANA DR OXFORD OH 45056 2516	H4100120000044	10.5	67.5	55	86	0	0	0	0		\$	4,391.00		\$	4,391.00							
15	1320			DANA DR	CHRISTOPHER W & SARAH N LIGHT	CHRISTOPHER W & SARAH N LIGHT 1320 DANA DR OXFORD OH 45056 2516	H4100120000045	32	155	75	80	0	0	0	0		\$	7,720.00		\$	7,720.00							
16	1316			DANA DR	GAVINA REYES & JUAN RAMON PORTILLO SOTO	GAVINA REYES & JUAN RAMON PORTILLO SOTO 1316 DANA DR OXFORD OH 45056 2516	H4100120000046	46	52.5	0	0	0	0	0	0		\$	4,520.00		\$	4,520.00							
17	1836			DANA DR	CATHIE SHARON GREEN	CATHIE SHARON GREEN 1310 DANA DR OXFORD OH 45056 2516	H4100120000007	26	25	0	0	0	0	0	0		\$	2,480.00		\$	2,480.00							
18	1308			DANA DR	DENNIS P & BARBARA K JENA	DENNIS P & BARBARA K JENA 1308 DANA DR OXFORD OH 45056 2516	H4100120000008	31	75	0	0	0	0	0	0		\$	3,680.00		\$	3,680.00							
19	1304			DANA DR	TIMOTHY A AND MEGAN K KUYKENDOLL	TIMOTHY A AND MEGAN K KUYKENDOLL 1304 DANA DR OXFORD OH 45056 2516	H4100120000009	22	0	0	0	0	0	0	0		\$	1,760.00		\$	1,760.00							
20	610			DAVID DR	STEPHANIE ROARK & JARED F RAPP	STEPHANIE ROARK & JARED F RAPP 610 DAVID DR OXFORD OH 45056 2519	H4100120000010	0	0	0	0	0	0	0	0		\$	-		\$	-							
21	1210			DANA DR	WILLIAM E AND CAROL M HAVENS	WILLIAM E AND CAROL M HAVENS 1210 DANA DR OXFORD OH 45056 2556	H4000120000001	9	0	0	0	0	0	0	0		\$	720.00		\$	720.00							
22	609			MELINDA DR	JAMES THOMAS PATER	JAMES THOMAS PATER 609 MELINDA DR OXFORD OH 45056 9006	H4100121000064	0	202.5	0	0	0	0	0	0		\$	3,240.00		\$	3,240.00							
23	608			MELINDA DR	VIOLET M SUIT	VIOLET M SUIT 608 MELINDA DR OXFORD OH 45056 9000	H4100121000038	51.5	105	0	0	0	0	0	0		\$	5,800.00		\$	5,800.00							
24	1200			DANA DR	ANGELA CURL BLACK & DANA BLACK	ANGELA CURL BLACK & DANA BLACK 1200 DANA AVE OXFORD OH 45056 2514	H4100121000037	0	52.5	0	0	0	0	0	0		\$	840.00		\$	840.00							
25	603			MELISSA DR	JENNIFER L McLAUGHLIN	JENNIFER L McLAUGHLIN 603 MELISSA DR OXFORD OH 45056 2555	H4100121000065	0	50	0	0	0	0	0	0		\$	800.00		\$	800.00							
26	1203			DANA DR	ROSS HAMILTON HUNTER & MARY KATHRYN HUNTER	ROSS HAMILTON HUNTER & MARY KATHRYN HUNTER 1203 DANA DR OXFORD OH 45056 2513	H4000121000066	36	77.5	0	0	0	0	0	0		\$	4,120.00		\$	4,120.00							
27	1205			DANA DR	JOHN DOUGLAS & NIKOLE MARIE MILLER	JOHN DOUGLAS & NIKOLE MARIE MILLER 1205 DANA DR OXFORD OH 45056 2513	H4000121000067	31.5	0	0	0	0	0	0	0		\$	2,520.00		\$	2,520.00							
28	1207			DANA DR	BEVERLY A SIMMONS	BEVERLY A SIMMONS 1207 DANA DR OXFORD OH 45056 2513	H4100121000068	29	77.5	0	0	0	0	0	0		\$	3,560.00		\$	3,560.00							
29	1209			DANA DR	RICHARD T AND MARIE C TAYLOR	RICHARD T AND MARIE C TAYLOR 1209 DANA DR OH 45056 2513	H4100121000069	29.5	180	0	0	0	0	0	0		\$	5,240.00		\$	5,240.00							
30	1211			DANA DR	DANA MILLER & AMBER FRANKLIN	DANA MILLER & AMBER FRANKLIN 1211 DANA DR OXFORD OH 45056 2513	H4100120000002	0	35	0	0	0	0	0	0		\$	560.00		\$	560.00							

31	1215		DANA DR	JOSEPH HENEGAR	JOSEPH HENEGAR 1215 DANA DR S OXFORD OH 45056 2513	H410012000003	11	80	0	0	0	0	0		\$ 2,160.00		\$ 2,160.00		
32	1301		DANA DR	DIANA E BOLSER	DIANA E BOLSER 1301 DANA DR OXFORD OH 45056 2515	H410012000004	9	75	0	0	0	0	0		\$ 1,920.00		\$ 1,920.00		
33	1305		DANA DR	LAURA FATHAUER	LAURA FATHAUER 1305 DANA DR OXFORD OH 45056 2515	H410012000005	16	25	0	0	0	0	0		\$ 1,680.00		\$ 1,680.00		
34	602		GLENVIEW DR	CLAYTON MARTIN MILLER JR	CLAYTON MARTIN MILLER JR GLENVIEW DR OXFORD OH 45056 2525	H410012000006	56	77.5	0	0	0	0	0		\$ 5,720.00		\$ 5,720.00		
35	603		GLENVIEW DR	JACQUILINE BRIDGES	JACQUILINE BRIDGES 2935 HARRIS RD HAMILTON OH 45013 9689	H4100120000035	20.5	27.5	50	0	0	0	0		\$ 2,880.00		\$ 2,880.00		
36	1315		DANA DR	HEATHER M GREEN	HEATHER M GREEN 1315 DANA DR OXFORD OH 45056 2566	H4100120000036	23	80	0	0	0	0	0		\$ 3,120.00		\$ 3,120.00		
37	1321		DANA DR	JAMES E & SUSAN C LIPNICKY	JAMES E & SUSAN C LIPNICKY 1321 DANA DR OXFORD OH 45056 2566	H4100120000037	0	52.5	0	0	0	0	0		\$ 840.00		\$ 840.00		
38	1325		DANA DR	JOSEPH C & KAREN B SIMPSON CO TR	JOSEPH C & KAREN B SIMPSON CO TR 1325 DANA DR OXFORD OH 45056 2566	H4000120000038	0	25	0	0	0	0	0		\$ 400.00		\$ 400.00		
39	1327		DANA DR	ANTHONY G B INGHAM TR	ANTHONY G B INGHAM TR 1327 DANA DR OXFORD OH 45056 2566	H4100120000039	8.5	27.5	0	0	0	0	0		\$ 1,120.00		\$ 1,120.00		
40	1329		DANA DR	SARAH AND STEPHEN MEANEY	SARAH AND STEPHEN MEANEY 1329 DANA DR OXFORD OH 45056 2566	H4100120000040	7.5	25	0	0	0	0	0		\$ 1,000.00		\$ 1,000.00		
41	1333		DANA DR	DAVID & JANICE BELKA	DAVID & JANICE BELKA 1333 DANA DR OXFORD OH 45056 2566	H4100120000041	42	30	0	0	0	0	0		\$ 3,840.00		\$ 3,840.00		
42	1337		DANA DR	KRISTIN K PRINCELL	KRISTIN K PRINCELL 1337 DANA DR 45056 2566	H4100120000056	18	90	0	0	0	0	0		\$ 2,880.00		\$ 2,880.00		
43	1341		DANA DR	CHARLES JR & MARTHA WATERS	CHARLES JR & MARTHA WATERS BOX 183 OXFORD OH 45056 0308	H4000120000055	10	27.5	0	0	0	0	0		\$ 1,240.00		\$ 1,240.00		
44	1345		DANA DR	ANN E FUEHRER & REBECCA HOWARD	ANN E FUEHRER & REBECCA HOWARD 1345 DANA DR OXFORD OH 45056 2566	H4000120000054	0	100	0	0	0	0	0		\$ 1,600.00		\$ 1,600.00		
45	1349		DANA DR	MICHAEL T & JANET CHURCH	MICHAEL T & JANET CHURCH 5 CLARK AVE CINCINNATI OH 45215 4321	H4100120000053	48	102.5	0	0	0	0	0		\$ 5,480.00		\$ 5,480.00		
46	1353		DANA DR	TIMOTHY J & INGRID HEINEMAN	TIMOTHY J & INGRID HEINEMAN 1353 DANA DR OXFORD OH 45056 2566	H4100120000052	0	182.5	0	0	0	0	0		\$ 2,920.00		\$ 2,920.00		
47	738		DAVID DR	TRISHA LYNN BURGESS	TRISHA LYNN BURGESS 738 DAVID DR OH 45056 2549	H4100120000070	0	30	0	0	0	0	0		\$ 480.00		\$ 480.00		
48	1361		DANA DR	JACOB A HILER & CAITLIN HALL	JACOB A HILER & CAITLIN HALL 1361 DANA DR OXFORD OH 45056 2552	H4100120000071	0	0	0	0	0	0	0		\$ -		\$ -		
49	1365		DANA DR	SANDRA C FINDLEY	SANDRA C FINDLEY 1365 DANA DR OH 45056 2552	H4100120000072	30	0	0	0	0	0	0		\$ 2,400.00		\$ 2,400.00		
50	1371		DANA DR	D & T THOMAS RENTALS LLC	D & T THOMAS RENTALS LLC 812 MARINER CV EATON OH 45320 2521	H4100120000073	40	0	0	25	0	0	0		\$ 3,662.50		\$ 3,662.50		
51	1375		DANA DR	LARA C OSBORNE TR	LARA C OSBORNE TR STILLWELL BECKETT RD OXFORD OH 45056 9021	H4100120000074	40	25	75	0	0	0	0		\$ 4,800.00		\$ 4,800.00		
52	1379		DANA DR	OXFORD RESIDENTIAL AND MIAMI STUDENTS RENTALS LLC	OXFORD RESIDENTIAL AND MIAMI STUDENTS RENTALS LLC 1105 S COLLEGE AVE OXFORD OH 45056 1738	H4100120000075	70	25	55	0	0	0	0		\$ 6,880.00		\$ 6,880.00		
53	1383		DANA DR	TIM MYERS RENTALS	TIM MYERS RENTALS 5020 B COLLEGE CORNER PIKE OXFORD OH 45056	H4100120000076	25	150	0	0	0	0	0		\$ 4,400.00		\$ 4,400.00		
54	1387		DANA DR	MYERS CAMERON LLC	MYERS CAMERON LLC 5020 COLLEGE CORNER PIKE STE B OXFORD OH 45056 1177	H4100120000077	0	25	0	0	0	0	0		\$ 400.00		\$ 400.00		

							DANA DR TOTALS			1077.5	3132.5	403	322	0	0	0		\$ 148,725.00	\$ -	\$ 148,725.00	
# OF ADDRESSES										\$ 86,200.00	\$ 50,120.00	\$ 6,448.00	\$ 5,957.00	\$ -	\$ -	\$ -		\$ 148,725.00	\$ -	\$ 148,725.00	

9				DANIEL DR																
1	724		DANIEL DR	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056 1820	H4100120000080	20.5	25	0	0	0	0	0	0		\$ 2,040.00		\$ 2,040.00		
2	718		DANIEL DR	IGOR AND KATERINE OSATUKE	IGOR AND KATERINE OSATUKE 3746 PAMAJERA DR OXFORD OH 45056 9266	H4100120000081	50	75	0	0	0	0	0	0		\$ 5,200.00		\$ 5,200.00		
3	716		DANIEL DR	JENNIFER SOUDER TR C/O MICHAEL SCHNIPPER	JENNIFER SOUDER TR C/O MICHAEL SCHNIPPER 716 DANIEL DR APT A OXFORD OH 45056 2517	H4100120000082	21	0	0	0	0	0	0	0		\$ 1,680.00		\$ 1,680.00		
4	715 (?)		DANIEL DR	JRU INVESTMENT COMPANY LLC	JRU INVESTMENT COMPANY LLC 21 LYNN AVE STE 107D OXFORD OH 45056	H4100120000083	0	0	0	0	0	0	0	0		\$ -		\$ -		
5	719		DANIEL DR	JENNIFER SOUDER TR	JENNIFER SOUDER TR 716 DANIEL DR APT A OXFORD OH 45056 2517	H4100120000084	111.5	0	0	0	0	0	0	0		\$ 8,920.00		\$ 8,920.00		
6	725		DANIEL DR	NEIL A AND LINDSAY M MILLER	NEIL A AND LINDSAY M MILLER 527 CHARLBERTH DR HAMILTON OH 45013 4252	H4100120000085	43	0	0	0	0	0	0	0		\$ 3,440.00		\$ 3,440.00		
# OF ADDRESSES				DANIEL DR TOTALS			246	100	0	0	0	0	0	0		\$ 21,280.00	\$ -	\$ 21,280.00		
							\$ 19,680.00	\$ 1,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 21,280.00	\$ -	\$ 21,280.00		

10				GLENVIEW DR																
1	518		GLENVIEW DR	ANDREW OFFENBURGER & MARIA LIZARDIA	ANDREW OFFENBURGER & MARIA LIZARDIA 518 GLENVIEW DR OXFORD OH 45056 2557	H4100117000013	38	185	0	0	0	0	0	0		\$ 6,000.00		\$ 6,000.00		
2	527		SANDRA DR	PATRICK OMALLEY & GENEVIEVE OMALLEY KNIGHT	PATRICK OMALLEY & GENEVIEVE OMALLEY KNIGHT 527 SANDRA DR 45055 2544	H4100117000020	33.5	20	0	0	0	0	0	0		\$ 3,000.00		\$ 3,000.00		
3	506		GLENVIEW DR	NORMAN J & JANE K KRUMPE	NORMAN J & JANE K KRUMPE GLENVIEW DR OH 45056 2523	H4100117000019	36	142.5	0	0	0	0	0	0		\$ 5,160.00		\$ 5,160.00		
4	502		GLENVIEW DR	KOURTNEY E SPAULDING & CORY A DUCHESNEAU	KOURTNEY E SPAULDING & CORY A DUCHESNEAU 502 GLENVIEW DR OXFORD OH 45056 2523	H4100117000018	35.5	115	0	0	0	0	0	0		\$ 4,680.00		\$ 4,680.00		
5	505		GLENVIEW DR	VANCE NAGEL & LISA NAGEL	VANCE NAGEL & LISA NAGEL 505 GLENVIEW DR OXFORD OH 45056 2522	H4000117000017	10.5	0	0	0	0	0	0	0		\$ 840.00		\$ 840.00		
6	509		GLENVIEW DR	PAUL D FLASPOHLER & JANET L SHIRLEY	PAUL D FLASPOHLER & JANET L SHIRLEY 509 GLENVIEW DR OXFORD OH 45056 2522	H4100117000016	0	55	0	24	0	0	0	0		\$ 1,324.00		\$ 1,324.00		
7	513		GLENVIEW DR	JENNIFER J QUINN	JENNIFER J QUINN GLENVIEW DR OH 45056 2522	H4000117000015	35	0	0	0	0	0	0	0		\$ 2,800.00		\$ 2,800.00		

8	519	GLENVIEW DR	DENNIS J & CHRISTINE W COLYER	DENNIS J & CHRISTINE W COLYER 519 GLENVIEW DR OXFORD OH 45056 2522	H4100117000014	10.5	0	0	0	0	0	0	\$ 840.00		\$ 840.00		
# OF ADDRESSES				GLENVIEW DR TOTALS		199	517.5	0	24	0	0	0	\$ 24,644.00	\$ -	\$ 24,644.00		
						\$ 15,920.00	\$ 8,280.00	\$ -	\$ 444.00	\$ -	\$ -	\$ -	\$ 24,644.00	\$ -	\$ 24,644.00		

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11				N ELM ST																
1	323	N	ELM ST	BRUCE HAUTAU TR	BRUCE HAUTAU TR 304 W SYCAMORE ST OXFORD OH 45056 1135	H4000008000140	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
2	321.5	N	ELM ST	TIMOTHY D CHASTEEN JR	TIMOTHY D CHASTEEN JR PO BOX 266 OXFORD OH 45056 0393	H4100008000139	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
3	321.5	N	ELM ST	TIMOTHY D CHASTEEN JR	TIMOTHY D CHASTEEN JR PO BOX 266 OXFORD OH 45056 0394	H4100008000134	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
4	321	N	ELM ST	QUINN J & ERIKA L FULTON	QUINN J & ERIKA L FULTON 212 BEECHPOINT DR OXFORD OH 45056 2705	H4100008000133	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
5	319	N	ELM ST	MULLETT RESTORATION LLC	MULLETT RESTORATION LLC 5500 GREENFINCH DR MIAMISBURG OH 45342	H4100008000132	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
6	VAC ST	N	ELM ST	TAKASHI & KAZUMI KAWAI	TAKASHI & KAZUMI KAWAI 4435 TAIT RD KETTERING OH 45429	H4100008000131	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
7	315	N	ELM ST	TAKASHI AND KAZUMI KAWAI	TAKASHI AND KAZUMI KAWAI 4435 TAIT RD KETTERING OH 45429	H4100008000130	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
	311	N	ELM ST	10K PROPERTIES LLC	10K PROPERTIES LLC 101 COMMERCE BLVD SUITE A LOVELAND OH 45140 1122	H4100008000129	50	150	0	0	40	0	0	0	0	0	\$ 6,640.00	\$ 6,640.00		
9	307	N	ELM ST	DOUGLAS & SHERRY WARD	DOUGLAS & SHERRY WARD 307 N ELM ST OXFORD OH 45056 1122	H4000008000128	10	0	0	0	0	0	0	0	0	0	\$ 800.00	\$ 800.00		
10	305	N	ELM ST	GEORGE N FLETCHER	GEORGE N FLETCHER 305 N ELM ST OXFORD OH 45056 1122	H4100008000127	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
11	220	W	VINE ST	TERRY M DUDLEY	TERRY M DUDLEY 6744 CONTRERAS RD OXFORD OH 45056 8857	H4100008000126	30	0	0	0	0	0	0	0	0	0	\$ 2,400.00	\$ 2,400.00		
12	219	N	ELM ST	RED BRICK MANAGEMENT INC	RED BRICK MANAGEMENT INC 21 N POPLAR ST OXFORD OH 45056 1254	H4000008000125	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
13	215	N	ELM ST	RODBRO AND RODBRO INVESTMENTS LLC	RODBRO AND RODBRO INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056 1254	H4000008000120	0	25	0	0	0	0	0	0	0	0	\$ 400.00	\$ 400.00		
14	211	N	ELM ST	GSH PROPERTIES LLC	GSH PROPERTIES LLC DUBLIN RD STE 200 COLUMBUS OH 43215	H4100008000119	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
15	230	W	WITHROW ST	230 W WITHROW LLC	230 W WITHROW LLC PO BOX 367 CITY OH 45371	H4100008000113	10	0	0	0	0	0	0	0	0	0	\$ 800.00	\$ 800.00		
16	119	N	ELM ST	HUTZELMAN PROPERTIES LLC	HUTZELMAN PROPERTIES LLC 4152 MAXWELL DR MASON OH 45040	H4100008000112	25	0	0	0	0	0	0	0	0	0	\$ 2,000.00	\$ 2,000.00		
17	117	N	ELM ST	OBW LLC % OPAL B WESPISER	OBW LLC % OPAL B WESPISER 45160 SEELEY DR #222 LA QUINTA CA 92253	H4100008000111	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
18	PT VAC ST	N	ELM ST	OBW LLC % OPAL B WESPISER	OBW LLC % OPAL B WESPISER 45160 SEELEY DR #222 LA QUINTA CA 92253	H4100008000108	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
19	113	N	ELM ST	OX BOX 113 N ELM LLC	OX BOX 113 N ELM LLC 9735 MIRABELLA PT LOWE TREE CO 80124	H4100008000107	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
20	111	N	ELM ST	KMKIST LLC	KMKIST LLC QUAIL RIDGE DR OXFORD OH 45056 9201	H4000008000106	0	25	0	0	0	0	0	0	0	0	\$ 400.00	\$ 400.00		
21	230	W	CHURCH ST	KMKIST LLC	KMKIST LLC QUAIL RIDGE DR OXFORD OH 45056 9202	H4000008000101	0	150	0	0	0	0	0	0	0	0	\$ 2,400.00	\$ 2,400.00		
22	300	W	CHURCH ST	BRIAN ROBERT JONES	BRIAN ROBERT JONES W CHURCH ST OXFORD OH 45056 1107	H4100008000079	10	0	0	0	0	0	0	0	0	0	\$ 800.00	\$ 800.00		
23	110	N	ELM ST	HENRYS HOUSE OF CARDS LLC	HENRYS HOUSE OF CARDS LLC 3524 LAURELWOOD RD DAYTON OH 45409	H4100008000078	0	150	0	0	0	0	0	0	0	0	\$ 2,400.00	\$ 2,400.00		
24	112	N	ELM ST	OBW LLC ETAL RANDALL J WESPISER	OBW LLC ETAL RANDALL J WESPISER 15719 HESBY ST CA 91436	H4100008000077	8	75	0	0	0	0	0	0	0	0	\$ 1,840.00	\$ 1,840.00		
25	116	N	ELM ST	TRES WALNUT LLC	TRES WALNUT LLC 3401 LANES MILL RD OXFORD OH 45056 9605	H4100008000076	40	0	0	0	0	0	0	0	0	0	\$ 3,200.00	\$ 3,200.00		
26	210	N	ELM ST	ELM ST CHRISTIAN CHURCH C/O RICHARD A MILLER	ELM ST CHRISTIAN CHURCH C/O RICHARD A MILLER 6230 STILLWELL BECKETT RD OXFORD OH 45056 9249	H4000008000059	20	0	0	0	0	0	0	0	0	0	\$ 1,600.00	\$ 1,600.00		
27	212	N	ELM ST	DUDLEY PRIME PROPERTIES	DUDLEY PRIME PROPERTIES 6744 CONTRERAS RD OXFORD OH 45056 9739	H4000008000058	5	100	0	0	0	0	0	0	0	0	\$ 2,000.00	\$ 2,000.00		
28	218	N	ELM ST	JRU INVESTMENT COMPANY LLC	JRU INVESTMENT COMPANY LLC 21 LYNN AVE STE 107D OXFORD OH 45056	H4000008000057	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
29	222	N	ELM ST	ANN MARIE URBANSKI	ANN MARIE URBANSKI 4185 MCCOWANS FERRY RD VERSAILLES KY 40383	H4100008000056	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
30	300	W	VINE ST	STEPHEN M MOORE	STEPHEN M MOORE 300 W VINE ST OXFORD OH 45056 1131	H4100008000025	5	25	0	0	0	0	0	0	0	0	\$ 800.00	\$ 800.00		
31	310	N	ELM ST	BARAQ & MAHMOOD AL SAEDI	BARAQ & MAHMOOD AL SAEDI 310 312 N ELM ST OXFORD OH 45056 1123	H4100008000024	5	0	50	0	0	0	0	0	0	0	\$ 1,200.00	\$ 1,200.00		
32	316	N	ELM ST	WILLIAM & WILLIAM JR VERMETTE	WILLIAM & WILLIAM JR VERMETTE 316 N ELM ST OXFORD OH 45056 1123	H4100008000023	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		
33	320	N	ELM ST	ELM STREET CAPITAL LLC	ELM STREET CAPITAL LLC 322 N ELM ST OXFORD OH 45056 1123	H4000008000022	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -		

# OF ADDRESSES	33	N ELM ST TOTALS		218	700	50	0	40	0	0		\$ 29,680.00	\$ -	\$ 29,680.00	
			\$ 17,440.00	\$ 11,200.00	\$ 800.00	\$ -	\$ 240.00	\$ -	\$ -	\$ 29,680.00	\$ -	\$ 29,680.00			

12				RIDGE AVE																
1	6205		CONTRERAS RD	MOLLY A EMMETT	MOLLY A EMMETT 6205 CONTRERAS RD OXFORD OH 45056 9736	H4100024000001	96	0	0	0	0	0	0		\$ 7,680.00		\$ 7,680.00			
2	15		RIDGE AVE	OXFORD RESIDENTIAL AND MIAMI STUDENTS RENTALS LLC	OXFORD RESIDENTIAL AND MIAMI STUDENTS RENTALS LLC 110 S COLLEGE AVE OXFORD OH 45056 1738	H4100024000002	40	0	0	73.5	0	0	0		\$ 4,559.75		\$ 4,559.75			
3	105		RIDGE AVE	JOHN H AND LESLIE A PARK	JOHN H AND LESLIE A PARK 105 RIDGE AVE OH 45056 1532	H4100024000003	56	0	0	0	0	0	0		\$ 4,480.00		\$ 4,480.00			
4	115		RIDGE AVE	THEODORE S PETERS	THEODORE S PETERS 115 RIDGE AVE OXFORD OH 45056 1532	H4100024000004	36	0	0	0	0	0	0		\$ 2,880.00		\$ 2,880.00			

5	225		RIDGE AVE	W MARCELLUS & DENISE BENNISON	W MARCELLUS & DENISE BENNISON 225 RIDGE AVE OXFORD OH 43056 1534	H4100024000008	61	0	0	0	0	0	0		\$ 4,880.00		\$ 4,880.00		
6	220		RIDGE AVE	DEBORAH D KELLY	DEBORAH D KELLY 220 RIDGE AVE OXFORD OH 43056 1535	H4100024000009	65.5	0	0	75	0	0	0		\$ 6,627.50		\$ 6,627.50		
7	210		RIDGE AVE	THOMAS W HOLMES	THOMAS W HOLMES 210 RIDGE AVE OXFORD OH 43056 1535	H4000024000011	46.5	0	0	0	0	0	0		\$ 3,720.00		\$ 3,720.00		
8	130		RIDGE AVE	BURWINKEL PROPERTIES LLC	BURWINKEL PROPERTIES LLC 822 LARS CV EATON OH 43320	H4100024000012	63	0	0	122.5	0	0	0		\$ 7,306.25		\$ 7,306.25		
9	120		RIDGE AVE	MOLLY J & MATTHEW TODD	MOLLY J & MATTHEW TODD 120 RIDGE AVE OXFORD OH 43056 1533	H4100024000013	21	0	0	120	0	0	0		\$ 3,900.00		\$ 3,900.00		
10	110		RIDGE AVE	YERBRO H & PAMELA R TURNER	YERBRO H & PAMELA R TURNER 110 RIDGE AVE OXFORD OH 43056 1533	H4100024000014	58.5	0	0	0	0	0	0		\$ 4,680.00		\$ 4,680.00		
11	100		RIDGE AVE	WALDO E & DAWN R BUROKER	WALDO E & DAWN R BUROKER 100 RIDGE AVE OXFORD OH 43056 1533	H4100024000015	50.5	0	0	106.5	0	0	0		\$ 6,010.25		\$ 6,010.25		
12	10		RIDGE AVE	NAZARIO ARAIZA & ANGELA FUENTES	NAZARIO ARAIZA & ANGELA FUENTES 10 RIDGE AVE OXFORD OH 43056 1531	H4100024000016	94	0	0	0	0	0	0		\$ 7,520.00		\$ 7,520.00		
13	6217		CONTRERAS RD	JOSEPH B COSTA TRUSTEE & MARY C COSTA TRUSTEE	JOSEPH B COSTA TRUSTEE & MARY C COSTA TRUSTEE 6217 CONTRERAS RD OXFORD OH 43056 9736	H4100024000017	52	0	0	0	0	0	0		\$ 4,160.00		\$ 4,160.00		
							740	0	0	497.5	0	0	0		\$ 68,403.75	\$ -	\$ 68,403.75		
# OF ADDRESSES 13							59200	0	0	9203.75	0	0	0		\$ 68,403.75	\$ -	\$ 68,403.75		
12 STREETS							6939.5	5914	593	5018	40	0	0		\$ 752,345.00	\$ -	\$ 752,345.00		
TOTAL # OF ALL ADDRESSES 222							\$ 555,160.00	\$ 94,624.00	\$ 9,488.00	\$ 92,833.00	\$ 240.00	\$ -	\$ -		\$ 752,345.00	\$ -	\$ 752,345.00		
ALL STREETS AREA TOTAL																			
EXTENDED AMOUNTS OF ALL STREETS																			



CITY OF OXFORD QUANTITIES

	Address	Directi on	Street Name	Property Owner	Mailing Address	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru	Square Ft Alley Apron	Square Ft Apron Remove Only	Square Ft Sidewalk	Square Ft Asphalt Remove	Date of Letter Expiration	Estimated Cost	No Permit Fees	Estimated Cost W/ No Permit Fees		
1	111	N	Elm Alley	City of Oxford			28	0	75	126	0	0	0		\$ 5,771.00		\$ 5,771.00		
2	215	N	Elm Alley	City of Oxford			24	0	75	112	0	0	0		\$ 5,192.00		\$ 5,192.00		
3	212	N	Elm Alley	City of Oxford			24	0	75	100	0	0	0		\$ 4,970.00		\$ 4,970.00		
4	6275		Devonshire Dr	City of Oxford	Crosswalk/Curb		15	0	0	0	0	0	0		\$ 1,200.00		\$ 1,200.00		
5	6275		Devonshire Dr	City of Oxford	Catch Basin/Curb		14	0	0	0	0	0	0		\$ 1,120.00		\$ 1,120.00		
6	6232		Devonshire Dr	City of Oxford	Catch Basin/Curb		10	0	0	0	0	0	0		\$ 800.00		\$ 800.00		
7	11		Patrick Dr	City of Oxford	Catch Basin/Curb @ Devonshire		14.5	0	0	0	0	0	0		\$ 1,160.00		\$ 1,160.00		
8	6		Fieldcrest Dr	City of Oxford	Crosswalk/Curb @ Contreras		0	40	0	0	0	0	0		\$ 640.00		\$ 640.00		
9	6232		Timothy Dr	City of Oxford	Catch Basin/Curb		16	0	0	0	0	0	0		\$ 1,280.00		\$ 1,280.00		
10	2		Patrick Dr	City of Oxford	Catch Basin/Curb-between 2 & S Patrick		10	0	0	0	0	0	0		\$ 800.00		\$ 800.00		
11	1304		Dana Dr	City of Oxford	Catch Basin & Crosswalk/Curb		23.5	0	0	0	0	0	0		\$ 1,880.00		\$ 1,880.00		
12	215		Ridge Ave	City of Oxford	Crosswalk/Curb @ Vereker, SE Corner		21	0	0	0	0	0	0		\$ 1,680.00		\$ 1,680.00		
13	125		Ridge Ave	City of Oxford	Crosswalk/Curb @ Vereker, NE Corner		15	0	0	0	0	0	0		\$ 1,200.00		\$ 1,200.00		
14															\$ -		\$ -		
15															\$ -		\$ -		
16															\$ -		\$ -		
17															\$ -		\$ -		
18															\$ -		\$ -		
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26															\$ -		\$ -		
27															\$ -		\$ -		
28															\$ -		\$ -		
29															\$ -		\$ -		
30															\$ -		\$ -		
31															\$ -		\$ -		
# OF ADDRESSES			13		CITY OF OXFORD AREA TOTAL		215	40	225	338	0	0	0		\$ 27,693.00		\$ 27,693.00		

				EXTENDED AMOUNTS OF CITY TOTALS		\$ 17,200.00	\$ 640.00	\$ 3,600.00	\$ 6,253.00	\$ -	\$ -	\$ -		\$ 27,693.00		\$ 27,693.00		
# OF ADDRESSES 235				ALL STREETS AREA TOTAL		6939.5	5914	593	5018	40	0	0		\$ 752,345.00	\$ -	\$ 752,345.00		
				EXTENDED AMOUNTS OF ALL STREETS		\$ 555,160.00	\$ 94,624.00	\$ 9,488.00	\$ 92,833.00	\$ 240.00	\$ -	\$ -		\$ 752,345.00	\$ -	\$ 752,345.00		
				CITY OF OXFORD AND ALL STREETS AREA TOTALS		7154.5	5954	818	5356	40	0	0		\$ 780,038.00	\$ -	\$ 780,038.00		
				EXTENDED AMOUNTS OF CITY AND ALL STREETS TOTALS		\$ 572,360.00	\$ 95,264.00	\$ 13,088.00	\$ 99,086.00	\$ 240.00	\$ -	\$ -		\$ 780,038.00	\$ -	\$ 780,038.00		
COMPLAINTS																		
1	200	E	HIGH ST	ALPHA CHAPTER HOUSE COMPANY OF THE BETA THETA PI FRATERNITY INC	ALPHA CHAPTER HOUSE COMPANY OF THE BETA THETA PI FRATERNITY INC 188 N BROOKWOOD AVE STE 100 HAMILTON OH 45013-1212	H4100002000052	0	289	0	0	0	0	0		\$ 4,624.00		\$ 4,624.00	
2	1106	S	LOCUST	MCCLURE FRANCES D SUCC TR	FRANCES D MCCLURE TR 1106 S LOCUST ST OXFORD OH 45056-2530	H4100118000060	30	0	0	0	0	0	0		\$ 2,400.00		\$ 2,400.00	
3															\$ -		\$ -	
4															\$ -		\$ -	
5															\$ -		\$ -	
6															\$ -		\$ -	
7															\$ -		\$ -	
8															\$ -		\$ -	
# OF ADDRESSES 2				COMPLAINT AREA TOTAL		30	289	0	0	0	0	0		\$ 7,024.00	\$ -	\$ 7,024.00	COMPLAINTS TOTAL COST	

Item Number	Address	Direction	Street Name	Property Owner	Mailing Address	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru Driveway	Square Ft Apron	Square Ft Apron Remove Only	Square Ft Sidewalk Remove Only	Square Ft Asphalt Remove Only	Date of Letter Expiration	Estimated Cost	Permit Fees	Estimated Cost W/Permit Fees	Permit Information	Comments
1				DEVONSHIRE DR															
1	6324		DEVONSHIRE DR	WILEY MICHAEL D	MICHAEL D WILEY DEVONSHIRE DR OXFORD OH 45056 15	6324									\$ -				
2	10		PATRICK DR	PERKINS JOHN A & KIMBERLY W	JOHN A & KIMBERLY W PERKINS PATRICK DR 45056 1528	10									\$ -				
3	11		PATRICK DR	JONES KALAN & ANGELA	KALAN & ANGELA JONES PATRICK DR 45056 1569	11									\$ -				
4	6294		DEVONSHIRE DR	HUGHES THOMAS M & ANDREA	THOMAS M & ANDREA HUGHES 6294 DEVONSHIRE DR OXFORD OH 45056 1500										\$ -				
5	6284		DEVONSHIRE DR	HAIZMAN PATRICIA A & DANIEL L	PATRICIA A & DANIEL L HAIZMAN 6284 DEVONSHIRE DR OH 45056 1500	OXFORD									\$ -				
6	6274		DEVONSHIRE DR	SCHIRMER MARILYN M ETAL	MARILYN M SCHIRMER ETAL 6274 DEVONSHIRE DR OXFORD OH 45056 1500										\$ -				
7	9		FIELDCREST AVE	MICHAEL JAMES E CO TRS & SARAH K CO TRS	JAMES E & SARAH K MICHAEL FIELDCREST AVE OH 45056	9									\$ -				
8	6252		DEVONSHIRE DR	KELLY OSBORN	KELLY OSBORN DEVONSHIRE DR 45056 1501	6252									\$ -				
9	6242		DEVONSHIRE DR	ANGELA F POSTON	ANGELA F POSTON 6242 DEVONSHIRE DR OH 45056 1501	OXFORD									\$ -				
10	6232		DEVONSHIRE DR	AUSTIN & KRISTIN CARTER	AUSTIN & KRISTIN CARTER DEVONSHIRE DR 45056 1501	6232									\$ -				
11	6233		DEVONSHIRE DR	YANG YUNPING & LI YOULAN	YANG YUNPING & LI YOULAN SUNNY DR 45040	6738									\$ -				
12	6243		DEVONSHIRE DR	LAURA M LIVINGSTON	LAURA M LIVINGSTON DEVONSHIRE DR OH 45056 1501	6243									\$ -				
13	6253		DEVONSHIRE DR	MILLER TARA D & STEPHEN L JR	MILLER TARA D & STEPHEN L JR 6253 DEVONSHIRE DR OH 45056 1501	OXFORD									\$ -				
14	109		FIELDCREST AVE	KATIE L FEILEN	KATIE L FEILEN FIELDCREST AVE 45056	109									\$ -				
15	6275		DEVONSHIRE DR	DUDLEY PRIME PROPERTIES LLC	DUDLEY PRIME PROPERTIES LLC 6744 CONTRERAS RD OH 45056	OXFORD									\$ -				
16	6285		DEVONSHIRE DR	VELAZCO DAVID H TR	DAVID H VELAZCO TRUST DTD 5 31 12	OXFORD									\$ -				
17	6295		DEVONSHIRE DR	CHRISTOPHER & ELIZABETH TAYLOR LIV TR DTD 10-18-24	CHRISTOPHER M & ELIZABETH W TAYLOR TRS 6295 DEVONSHIRE DR OH 45056 1559	OXFORD									\$ -				
18	6305		DEVONSHIRE DR	ALICE A OSBORNE	ALICE A OSBORNE 6305 DEVONSHIRE DR OH 45056 1502	OXFORD									\$ -				
19	6315		DEVONSHIRE DR	BERG WILLIAM P & TAI HEYOUNG	WILLIAM P BERG 6315 DEVONSHIRE DR OXFORD OH 45056 1502										\$ -				
20	6325		DEVONSHIRE DR	DAVID S & CAROLYN K DEWITT	DAVID S & CAROLYN K DEWITT 6325 DEVONSHIRE DR OXFORD OH 45056 1502										\$ -				
# OF ADDRESS ES		20		TOTALS					0	0	0	0	0	0	\$ -	\$ -	\$ -		

IN QUANTITIES:

QUANTITY CHANGE FROM WHAT WAS ORIGINALLY SENT TO PROPERTY OWNER

IN PERMIT INFORMATION

PERMIT PULLED BY AMD DATE

WORK COMPLETE AND DATE

IN COMMENTS

QUANTITY CHANGE, CONTRACTOR MISTAKE

QUANTITY CHANGE, PER CITY (AFTER LETTER WENT OUT)

DO NOT ASSESS, CITY RESPONSIBLE

PROPERTY OWNER REQUESTS THAT THE CITY DOES THE WORK

2				TIMOTHY LN															
1	6324		TIMOTHY LN	AMANDA ALEXANDER & JASON GROSS	AMANDA ALEXANDER & JASON GROSS 6324 TIMOTHY LN OXFORD OH 45056 1537														
2	6314		TIMOTHY LN	KIM SEONJUN & YU YOUNGSUN	KIM SEONJUN & YU YOUNGSUN 6314 TIMOTHY LN OH 45056 1537	OXFORD													
3	6304		TIMOTHY LN	JENS MUELLER & GABRIELE BECHTEL	JENS MUELLER & GABRIELE BECHTEL 6304 TIMOTHY LN OH 45056 1537	OXFORD													
4	6294		TIMOTHY LN	MELANIE WIESMAN ETAL	MELANIE WIESMAN ETAL 6294 TIMOTHY LN OH 45056 1537	OXFORD													
5	6284		TIMOTHY LN	IAN M AND HEATHER M NELSON	IAN M AND HEATHER M NELSON 6284 TIMOTHY LN OH 45056 1557	OXFORD													
6	6274		TIMOTHY LN	JENNIFER A WADE	JENNIFER A WADE 6274 TIMOTHY LANE OXFORD OH 45056 1557														
7	125		FIELDCREST AVE	GEORGE LEINEKE JR	GEORGE LEINEKE JR 125 FIELDCREST DR OXFORD OH 45056 1517														
8	6252		TIMOTHY LN	DIANA D BYRD	DIANA D BYRD 6252 TIMOTHY LN OXFORD OH 45056 1536														
9	6242		TIMOTHY LN	CATHY G POHLABEL	CATHY G POHLABEL 6242 TIMOTHY LN OH 45056 1536	OXFORD													
10	6232		TIMOTHY LN	RUTH GROOM	RUTH GROOM 6232 TIMOTHY LN OH 45056 1536	OXFORD													
11	6233		TIMOTHY LN	SCOTT A SUAREZ	SCOTT A SUAREZ 6233 TIMOTHY LN OH 45056 1536	OXFORD													
12	6243		TIMOTHY LN	DANIEL LEE & DENISE LYNN ZIMMERMAN	DANIEL LEE & DENISE LYNN ZIMMERMAN 4489 NICHOLS RD OXFORD OH 45056 9336														
13	6253		TIMOTHY LN	RONALD STEVENS	RONALD STEVENS 6253 TIMOTHY LN OXFORD OH 45056 1536														
14	6263		TIMOTHY LN	MARGARET M RUTLEDGE KISSELL	MARGARET M RUTLEDGE KISSELL 6263 TIMOTHY LN OH 45056 1536	OXFORD													
15	6275		TIMOTHY LN	NANCY E WADLEIGH	NANCY E WADLEIGH 6275 TIMOTHY LN OXFORD OH 45056 1558														
16	6285		TIMOTHY LN	JUSTIN AND ALLISON GLAAB	JUSTIN AND ALLISON GLAAB 6285 TIMOTHY LN OXFORD OH 45056 1558														
17	6295		TIMOTHY LN	RICHARD M AND KATHLEEN R SOLLMANN	RICHARD M AND KATHLEEN R SOLLMANN 6295 TIMOTHY LN OH 45056 1558	OXFORD													
18	6305		TIMOTHY LN	SARA B HAYES	SARA B HAYES 6305 TIMOTHY LN OXFORD OH 45056 1537														
19	6315		TIMOTHY LN	RALPH ED MARTIN	RALPH ED MARTIN 6315 TIMOTHY LN OXFORD OH 45056 1537														

20	6325		TIMOTHY LN	GWENDOLYN DEMKOVICH	GWENDOLYN DEMKOVICH 6325 TIMOTHY LN OXFORD OH 45056 1537	H4100024000054													
		# OF ADDRESS ES	20		TOTALS		0	0	0	0	0	0	0		\$ -		\$ -		

3			PATRICK DR																
1	3		PATRICK DR	BENJAMIN GUNG	BENJAMIN GUNG 3 PATRICK DR OH 45056 1569	OXFORD	H4100024000073												
2	6		PATRICK DR	MATTHEW A AND ELIZABETH M TROY	MATTHEW A AND ELIZABETH M TROY 6 PATRICK DR OH 45056 1528	OXFORD	H4100024000074												
3	9		PATRICK DR	FAY H SALMAN	FAY H SALMAN 9 PATRICK DR OXFORD OH 45056 1569		H4100024000075												
4	8		PATRICK DR	FRANK & JAN KOONTZ	FRANK & JAN KOONTZ 8 PATRICK DR OXFORD OH 45056 1528		H4100024000069												
5	7		PATRICK DR	MICHAEL ROBERT HICKS & JOHANNA LEIGH FRANCIS	MICHAEL ROBERT HICKS & JOHANNA LEIGH FRANCIS 7 PATRICK DR OXFORD OH 45056 1569		H4100024000070												
6	5		PATRICK DR	KERRY AND MAGGIE CANTWELL	KERRY AND MAGGIE CANTWELL 5 PATRICK DR OH 45056 1569	OXFORD	H4100024000071												
7	2		PATRICK DR	PATRICK F AND STACY N HAWK	PATRICK F AND STACY N HAWK 2 PATRICK DR OXFORD OH 45056 1528		H4100024000072												
		# OF ADDRESS ES	7		TOTALS			0	0	0	0	0	0	0		\$ -		\$ -	

4			FIELDCREST DR																
1	7		FIELDCREST	JUDIT EUNIKI & JOSH MILLER	JUDIT EUNIKI & JOSH MILLER 7 FIELDCREST DR OH 45056 1515	OXFORD	H4100024000022												
2	223		FIELDCREST	RICARDO F AVERBACH & SILVIA M ROTHSCILD	RICARDO F AVERBACH & SILVIA M ROTHSCILD 223 FIELDCREST DR OH 45056 1519	OXFORD	H4100024000085												
3	220		FIELDCREST	LESLIE C SMITH	LESLIE C SMITH 220 FIELDCREST DR OXFORD OH 45056 1520		H4100024000048												
4	6		FIELDCREST	JENNIFER B MORRISON	JENNIFER B MORRISON 6 FIELDCREST AVE OXFORD OH 45056		H4100024000080												
		# OF ADDRESS ES	4		TOTALS			0	0	0	0	0	0	0		\$ -		\$ -	

5			VEREKER DR																
1	125		RIDGE AVE	THIRD MONKEY LLC	THIRD MONKEY LLC 125 RIDGE AVE OXFORD OH 45056 1532		H4100024000005												
2	6192		VEREKER DR	KYLE AND ABRA MOORE	KYLE AND ABRA MOORE 6192 VEREKER DR OXFORD OH 45056 1541		H4100017000057												
3	6182		VEREKER DR	SEAN AND DEANNA POPPE	SEAN AND DEANNA POPPE 6182 VEREKER DR OXFORD OH 45056 1541		H4100017000058												
4	6172		VEREKER DR	WESLEY FOUNDATION AT MIAMI & WESTERN COLL FOR WOMEN	WESLEY FOUNDATION AT MIAMI & WESTERN COLL FOR WOMEN 16 S CAMPUS AVE OXFORD OH 45056 1801		H4000017000059												
5	6162		VEREKER DR	NICHOLAS W GLACKEN & MEGAN KINZER	NICHOLAS W GLACKEN & MEGAN KINZER 6162 VEREKER DR OXFORD OH 45056 1541		H4100017000060												
6	6152		VEREKER DR	DAMMIEN CHODD	DAMMIEN CHODD 103 N BROOKWOOD AVE HAMILTON OH 45013 1211		H4100017000061												
7	6140		VEREKER DR	GREG J RUTHERFORD & BELINDA K RUTHERFORD	GREG J RUTHERFORD & BELINDA K RUTHERFORD 6140 VEREKER DR OXFORD OH 45056 1541		H4100017000062												
8	6130		VEREKER DR	JESSICA KOPP	JESSICA KOPP 6130 VEREKER DR OXFORD OH 45056 1541		H4100017000063												
9	6131		VEREKER DR	MICHAEL J GRIFFITH	MICHAEL J GRIFFITH 11 CARRIE CIR OXFORD OH 45056 9208		H4100017000064												
10	6141		VEREKER DR	DIANE HUFFMAN	DIANE HUFFMAN 6141 VEREKER DR OXFORD OH 45056 1540		H4100017000065												
11	6151		VEREKER DR	WILLIAM KONRAD & CATHERINE GRIMM	WILLIAM KONRAD & CATHERINE GRIMM 6151 VEREKER DR OXFORD OH 45056 1540		H4100017000066												
12	6161		VEREKER DR	SARA PATE	SARA PATE 6161 VEREKER DR OXFORD OH 45056 1540		H4100017000067												
13	6171		VEREKER DR	BRENDAN MOONEY	BRENDAN MOONEY 6171 VEREKER DR OXFORD OH 45056 1540		H4000017000068												
14	6181		VEREKER DR	LAURA R & STEVE THEODORE SIAMBEXOS	LAURA R & STEVE THEODORE SIAMBEXOS 6181 VEREKER DR OXFORD OH 45056 1540		H4100017000069												
15	6191		VEREKER DR	STEPHEN LUPPMANN	STEPHEN LUPPMANN 6191 VEREKER DR OXFORD OH 45056 1540		H4000017000070												
16	215		RIDGE AVE	JOSEPH M STATUM TR OF THE JOSEPH L ALMA STATUM IRR TRUST	JOSEPH M STATUM TR OF THE JOSEPH L ALMA STATUM IRR TRUST 215 RIDGE AVE OXFORD OH 45056 1534		H4100024000006												
		# OF ADDRESS ES	16		TOTALS			0	0	0	0	0	0	0		\$ -		\$ -	

6			RYAN DR																
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1	291		RYAN DR	ALEX C MORENO & REBECCA D SMITH	ALEX C MORENO & REBECCA D SMITH 291 RYAN DR OXFORD OH 45056 8921	H4100133000054													
2	281		RYAN DR	SUE ANN ROTHGER & JOHN MARTIN ROTHGER JR	SUE ANN ROTHGER & JOHN MARTIN ROTHGER JR 181 RYAN DR OXFORD OH 45056 8921	H4100133000055													
3	261		RYAN DR	H DANIEL & NANCY E PETERS	H DANIEL & NANCY E PETERS 261 RYAN DR OXFORD OH 45056 8921	H4100133000056													
4	221		RYAN DR	WILLIAM E EVEN & MONNA L EVEN	WILLIAM E EVEN & MONNA L EVEN 221 RYAN DR OXFORD OH 45056 8921	H4100133000042													
5	211		RYAN DR	CHRISTOPHER & LYDIA SKOGLUND	CHRISTOPHER & LYDIA SKOGLUND 211 RYAN DR OXFORD OH 45056 8921	H4100133000041													
6	201		RYAN DR	CHRISTOPHER THOMAS WRIGHT CO TR & KIMBERLY JO WRIGHT CO TR	CHRISTOPHER THOMAS WRIGHT CO TR & KIMBERLY JO WRIGHT CO TR 201 RYAN DR OXFORD OH 45056 8921	H4100133000040													
7	191		RYAN DR	ZHUO CHEN & FEIFEI WANG	ZHUO CHEN & FEIFEI WANG 191 RYAN DR OXFORD OH 45056 9380	H4100133000039													
8	181		RYAN DR	NEIL DAVID DANIELSON	NEIL DAVID DANIELSON 181 RYAN DR OH 45056 9380	H4100133000037													
9	171		RYAN DR	RICKEY L AND SUSAN M DUBBERLY	RICKEY L AND SUSAN M DUBBERLY 171 RYAN DR OXFORD OH 45056 9380	H4100133000036													
10	161		RYAN DR	ANDREW S AND CHRISTINE N PALLUCH	ANDREW S AND CHRISTINE N PALLUCH 161 RYAN DR OXFORD OH 45056 9380	H4100133000035													
11	151		RYAN DR	AARON M & KATHERINE M ABBOTT	AARON M & KATHERINE M ABBOTT 151 RYAN DR OXFORD OH 45056 9380	H4100133000018													
12	141		RYAN DR	KEITH & AMY B MCGOLDRICK	KEITH & AMY B MCGOLDRICK 141 RYAN DR OXFORD OH 45056 9380	H4100133000019													
13	131		RYAN DR	GILBERT D AND LORNA ANDERSON	GILBERT D AND LORNA ANDERSON 131 RYAN DR OXFORD OH 45056 9380	H4100133000020													
14	121		RYAN DR	RICHARD WIENER & ELISABETH H WIENER	RICHARD WIENER & ELISABETH H WIENER 121 RYAN DR OXFORD OH 45056 9380	H4100133000021													
15	111		RYAN DR	STEPHANIE SOUTHARD & ROBIN BAUGHMAN	STEPHANIE SOUTHARD & ROBIN BAUGHMAN 111 RYAN DR OXFORD OH 45056 9380	H4100133000022													
16	1410		DANA DR	SUSAN AND JASON BANTZ	SUSAN AND JASON BANTZ 1410 DANA DR OXFORD OH 45056 3503	H4100133000023													
17	102		RYAN DR	MATTHEW R AND ADRIENNE RENEE YOCHES	MATTHEW R AND ADRIENNE RENEE YOCHES 102 RYAN DR OXFORD OH 45056 9381	H4100133000013													
18	122		RYAN DR	RICHARD MOORE & VICTORIA CHENG	RICHARD MOORE & VICTORIA CHENG 122 RYAN DR OH 45056 9381	H4100133000014													
19	142		RYAN DR	MELANY FOSK & RICHARD C INGERSOLL	MELANY FOSK & RICHARD C INGERSOLL 142 RYAN DR OXFORD OH 45056 9381	H4100133000015													
20	152		RYAN DR	LYNETTE A HOLZWORTH	LYNETTE A HOLZWORTH 152 RYAN DR OXFORD OH 45056 9381	H4100133000016													
21	162		RYAN DR	CHARLES AND LOUISE LINGLER	CHARLES AND LOUISE LINGLER 162 RYAN DR OXFORD OH 45056 9381	H4100133000017													
22	172		RYAN DR	DEBRA COLE	DEBRA COLE 172 RYAN DR OXFORD OH 45056 9381	H4100133000034													
23	182		RYAN DR	BRADLEY W GRAHAM & AUNDREA L TRUMBULL	BRADLEY W GRAHAM & AUNDREA L TRUMBULL 182 RYAN DR OXFORD OH 45056 9381	H4100133000032													
24	202		RYAN DR	ROBERT D BAER	ROBERT D BAER 202 RYAN DR OXFORD OH 45056 8919	H4100133000046													
25	212		RYAN DR	LAWRENCE & DEANNA CURRY	LAWRENCE & DEANNA CURRY 212 RYAN DR OXFORD OH 45056 8919	H4100133000045													
26	222		RYAN DR	BROOKE R AND SETH W CROENBAKER	BROOKE R AND SETH W CROENBAKER 222 RYAN DR OXFORD OH 45056 8919	H4100133000044													
27	232		RYAN DR	ROBERT D & JAN E EIGHME	ROBERT D & JAN E EIGHME 232 RYAN DR OXFORD OH 45056 8919	H4100133000043													
28	242		RYAN DR	JOHN L DILLER	JOHN L DILLER 242 RYAN DR OXFORD OH 45056 8919	H4100133000047													
29	252		RYAN DR	CALEB A AND STEPHANIE P ECKHARDT	CALEB A AND STEPHANIE P ECKHARDT 252 RYAN DR OXFORD OH 45056 8919	H4100133000048													
30	262		RYAN DR	JOHN T HARLAN & SUSAN FORTNEY HARLAN	JOHN T HARLAN & SUSAN FORTNEY HARLAN 262 RYAN DR OXFORD OH 45056 8919	H4100133000049													
31	272		RYAN DR	ALBERT & KRISTIN FROEHLKE	ALBERT & KRISTIN FROEHLKE 272 RYAN DR OXFORD OH 45056 8919	H4100133000050													
32	282		RYAN DR	WILLIAM C & SHERRY L SCHILLING	WILLIAM C & SHERRY L SCHILLING 282 RYAN DR OXFORD OH 45056 8919	H4100133000051													
33	292		RYAN DR	JOSEPH C & JENNIFER L RODE	JOSEPH C & JENNIFER L RODE 292 RYAN DR OXFORD OH 45056 8919	H4100133000052													
34	302		RYAN DR	TERRI L MESSMAN	TERRI L MESSMAN 302 RYAN DR OXFORD OH 45056 8920	H4100133000053													

# OF ADDRESS ES	34	TOTALS	0	0	0	0	0	0	0	0	\$ -	\$ -
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7	JOSIE LN																		
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1	70		JOSIE LN	PETER NENCKA & MARY KEISTER	PETER NENCKA & MARY KEISTER 70 JOSIE LN OXFORD OH 45056 9030	H4100133000065													
2	60		JOSIE LN	JUNE SCHOLL	JUNE SCHOLL 60 JOSIE LN OXFORD OH 45056 9030	H4100133000066													
3	50		JOSIE LN	HELAINE ALESSIO & GREGORY WILHELM	HELAINE ALESSIO & GREGORY WILHELM 50 JOSIE DR OXFORD OH 45056 9999	H4100133000067													
4	40		JOSIE LN	PAUL & ELLEN YEZERSKI	PAUL & ELLEN YEZERSKI 40 JOSIE LN OXFORD OH 45056 9030	H4100133000068													
5	30		JOSIE LN	JASON E ROBERTS & AMY RESTORICK ROBERTS	JASON E ROBERTS & AMY RESTORICK ROBERTS 30 JOSIE LN OXFORD OH 45056 9030	H4100133000069													
6	20		JOSIE LN	JOHN F BARNHART II TR & MARILYN S BARNHART TR	JOHN F BARNHART II TR & MARILYN S BARNHART TR 30 JOSIE LN OXFORD OH 45056 2031	H4100133000070													
7	2101		DANA DR	DAVID A & KATHY L JENNINGS	DAVID A & KATHY L JENNINGS 2101 DANA DR OXFORD OH 45056 8873	H4100133000071													

# OF ADDRESS ES	7	TOTALS	0	0	0	0	0	0	0	\$ -	\$ -
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				DANA DR																			
1	1390		DANA DR	DAY ESTATES LLC	DAY ESTATES LLC 459 EMERALD WOODS DR OXFORD OH 45056 2061	H410012000092																	
2	1376		DANA DR	MELANIE & CARL VESS	MELANIE & CARL VESS 1376 DANA DR OXFORD OH 45056 2553	H4100120000078																	
3	1372		DANA DR	JENNIFER SOUNDER TR	JENNIFER SOUNDER TR 716 DANIEL DR APT A OXFORD OH 45056 2517	H4100120000079																	
4	733		DANIEL DR	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056 1820	H4100120000086																	
5	1362		DANA DR	D & T THOMAS RENTALS LLC	D & T THOMAS RENTALS LLC 812 MARINER COVE EATON OH 45330	H4100120000087																	
6	734		DAVID DR	BRUCE W & DARLENE M GRAY	BRUCE W & DARLENE M GRAY 734 DAVID DR OXFORD OH 45056 2551	H4100120000069																	
7	733		DAVID DR	KRISTINA L WHEELRIGHT	KRISTINA L WHEELRIGHT 733 DAVID DR OXFORD OH 45056 2551	H4100120000051																	
8	1348		DANA DR	MICHAEL B & THERESA E BECK	MICHAEL B & THERESA E BECK 1348 DANA DR OXFORD OH 45056 2516	H4100120000050																	
9	1344		DANA DR	SARAH AND GEOFFREY RIGGLE	SARAH AND GEOFFREY RIGGLE 1344 DANA DR OXFORD OH 45056 2516	H4100120000049																	
10	1340		DANA DR	TIMOTHY A POFF	TIMOTHY A POFF PO BOX 963 OXFORD OH 45056 1074	H4100120000048																	
11	1336		DANA DR	MELANIE L CLAYTON	MELANIE L CLAYTON 1336 DANA DR OXFORD OH 45056 2516	H4100120000047																	
12	1332		DANA DR	TRAVIS HYBERGER	TRAVIS HYBERGER 1332 DANA DR OXFORD OH 45056 2516	H4100120000042																	
13	1328		DANA DR	DALE T BUNTEN CO TR ETAL	DALE T BUNTEN CO TR ETAL 1328 DANA DR OXFORD OH 45056 2516	H4100120000043																	
14	1324		DANA DR	HOLLY ANNE LARSON	HOLLY ANNE LARSON 1324 DANA DR OXFORD OH 45056 2516	H4100120000044																	
15	1320		DANA DR	CHRISTOPHER W & SARAH N LIGHT	CHRISTOPHER W & SARAH N LIGHT 1320 DANA DR OXFORD OH 45056 2516	H4100120000045																	
16	1316		DANA DR	GAVINA REYES & JUAN RAMON PORTILLO SOTO	GAVINA REYES & JUAN RAMON PORTILLO SOTO 1316 DANA DR OXFORD OH 45056 2516	H4100120000046																	
17	1836		DANA DR	CATHIE SHARON GREEN	CATHIE SHARON GREEN 1310 DANA DR OXFORD OH 45056 2516	H4100120000007																	
18	1308		DANA DR	DENNIS P & BARBARA K JENA	DENNIS P & BARBARA K JENA 1308 DANA DR OXFORD OH 45056 2516	H4100120000008																	
19	1304		DANA DR	TIMOTHY A AND MEGAN K KUYKENDOLL	TIMOTHY A AND MEGAN K KUYKENDOLL 1304 DANA DR OXFORD OH 45056 2516	H4100120000009																	
20	610		DAVID DR	STEPHANIE ROARK & JARED F RAPP	STEPHANIE ROARK & JARED F RAPP 610 DAVID DR OXFORD OH 45056 2519	H4100120000010																	
21	1210		DANA DR	WILLIAM E AND CAROL M HAVENS	WILLIAM E AND CAROL M HAVENS 1210 DANA DR OXFORD OH 45056 2516	H4000120000001																	
22	609		MELINDA DR	JAMES THOMAS PATER	JAMES THOMAS PATER 609 MELINDA DR OXFORD OH 45056 9006	H4100121000054																	
23	608		MELINDA DR	VIOLET M SUIT	VIOLET M SUIT 608 MELINDA DR OXFORD OH 45056 9000	H4100121000038																	
24	1200		DANA DR	ANGELA CURL BLACK & DANA BLACK	ANGELA CURL BLACK & DANA BLACK 1200 DANA AVE OXFORD OH 45056 2514	H4100121000037																	
25	603		MELISSA DR	JENNIFER L McLAUGHLIN	JENNIFER L McLAUGHLIN 603 MELISSA DR OXFORD OH 45056 2555	H4100121000065																	
26	1203		DANA DR	ROSS HAMILTON HUNTER & MARY KATHRYN HUNTER	ROSS HAMILTON HUNTER & MARY KATHRYN HUNTER 1203 DANA DR OXFORD OH 45056 2513	H4000121000066																	
27	1205		DANA DR	JOHN DOUGLAS & NIKOLE MARIE MILLER	JOHN DOUGLAS & NIKOLE MARIE MILLER 1205 DANA DR OXFORD OH 45056 2513	H4000121000067																	
28	1207		DANA DR	BEVERLY A SIMMONS	BEVERLY A SIMMONS 1207 DANA DR OXFORD OH 45056 2513	H4100121000068																	
29	1209		DANA DR	RICHARD T AND MARIE C TAYLOR	RICHARD T AND MARIE C TAYLOR 1209 DANA DR OXFORD OH 45056 2513	H4100121000069																	
30	1211		DANA DR	DANA MILLER & AMBER FRANKLIN	DANA MILLER & AMBER FRANKLIN 1211 DANA DR OXFORD OH 45056 2513	H4100120000002																	
31	1215		DANA DR	JOSEPH HENEGAR	JOSEPH HENEGAR 1215 DANA DR S OXFORD OH 45056 2513	H4100120000003																	
32	1301		DANA DR	DIANA E BOLSER	DIANA E BOLSER 1301 DANA DR OXFORD OH 45056 2515	H4100120000004																	
33	1305		DANA DR	LAURA FATHAUER	LAURA FATHAUER 1305 DANA DR OXFORD OH 45056 2515	H4100120000005																	
34	602		GLENVIEW DR	CLAYTON MARTIN MILLER JR	CLAYTON MARTIN MILLER JR 602 GLENVIEW DR OXFORD OH 45056 2525	H4100120000006																	
35	603		GLENVIEW DR	JACQUILINE BRIDGES	JACQUILINE BRIDGES 2935 HARRIS RD HAMILTON OH 45013 9689	H4100120000035																	
36	1315		DANA DR	HEATHER M GREEN	HEATHER M GREEN 1315 DANA DR OXFORD OH 45056 2566	H4100120000036																	
37	1321		DANA DR	JAMES E & SUSAN C LIPNICKY	JAMES E & SUSAN C LIPNICKY 1321 DANA DR OXFORD OH 45056 2566	H4100120000037																	
38	1325		DANA DR	JOSEPH C & KAREN B SIMPSON CO TR	JOSEPH C & KAREN B SIMPSON CO TR 1325 DANA DR OXFORD OH 45056 2566	H4000120000038																	
39	1327		DANA DR	ANTHONY G B INGHAM TR	ANTHONY G B INGHAM TR 1327 DANA DR OXFORD OH 45056 2566	H4100120000039																	
40	1329		DANA DR	SARAH AND STEPHEN MEANEY	SARAH AND STEPHEN MEANEY 1329 DANA DR OXFORD OH 45056 2566	H4100120000040																	
41	1333		DANA DR	DAVID & JANICE BELKA	DAVID & JANICE BELKA 1333 DANA DR OXFORD OH 45056 2566	H4100120000041																	
42	1337		DANA DR	KRISTIN K PRINCELL	KRISTIN K PRINCELL 1337 DANA DR OH 45056 2566	H4100120000056																	
43	1341		DANA DR	CHARLES JR & MARTHA WATERS	CHARLES JR & MARTHA WATERS PO BOX 181 OXFORD OH 45056 0308	H4000120000055																	
44	1345		DANA DR	ANN E FUEHRER & REBECCA HOWARD	ANN E FUEHRER & REBECCA HOWARD 1345 DANA DR OXFORD OH 45056 2566	H4000120000054																	
45	1349		DANA DR	MICHAEL T & JANET CHURCH	MICHAEL T & JANET CHURCH 5 CLARK AVE CINCINNATI OH 45215 4321	H4100120000053																	
46	1353		DANA DR	TIMOTHY J & INGRID HEINEMAN	TIMOTHY J & INGRID HEINEMAN 1353 DANA DR OXFORD OH 45056 2566	H4100120000052																	

47	738		DAVID DR	TRISHA LYNN BURGESS	TRISHA LYNN BURGESS 738 DAVID DR OXFORD OH 45056 2549	H410012000070													
48	1361		DANA DR	JACOB A HILER & CAITLIN HALL	JACOB A HILER & CAITLIN HALL 1361 DANA DR OXFORD OH 45056 2552	H410012000071													
49	1365		DANA DR	SANDRA C FINDLEY	SANDRA C FINDLEY 1365 DANA DR OXFORD OH 45056 2552	H410012000072													
50	1371		DANA DR	D & T THOMAS RENTALS LLC	D & T THOMAS RENTALS LLC 812 MARINER CV EATON OH 45320 2521	H410012000073													
51	1375		DANA DR	LARA C OSBORNE TR	LARA C OSBORNE TR 9790 STILLWELL BECKETT RD OXFORD OH 45056 9021	H410012000074													
52	1379		DANA DR	OXFORD RESIDENTIAL AND MIAMI STUDENTS RENTALS LLC	OXFORD RESIDENTIAL AND MIAMI STUDENTS RENTALS LLC 1101 S COLLEGE AVE OXFORD OH 45056 1738	H410012000075													
53	1383		DANA DR	TIM MYERS RENTALS	TIM MYERS RENTALS 5020 B COLLEGE CORNER PIKE OXFORD OH 45056	H410012000076													
54	1387		DANA DR	MYERS CAMERON LLC	MYERS CAMERON LLC 5020 COLLEGE CORNER PIKE STE B OXFORD OH 45056 1177	H410012000077													

# OF ADDRESS ES	54	TOTALS		0	0	0	0	0	0	0	0	0	\$ -		\$ -
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DANIEL DR																			
1	724		DANIEL DR	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056 1820	H410012000080													
2	718		DANIEL DR	IGOR AND KATERINE OSATUKE	IGOR AND KATERINE OSATUKE 3746 PAMAIERA DR OXFORD OH 45056 9266	H410012000081													
3	716		DANIEL DR	JENNIFER SOUDER TR C/O MICHAEL SCHNIPPER	JENNIFER SOUDER TR C/O MICHAEL SCHNIPPER 716 DANIEL DR APT A OXFORD OH 45056 2517	H410012000082													
4	715 (?)		DANIEL DR	JRU INVESTMENT COMPANY LLC	JRU INVESTMENT COMPANY LLC 121 LYNN AVE STE 4070 OXFORD OH 45056	H410012000083													
5	719		DANIEL DR	JENNIFER SOUDER TR	JENNIFER SOUDER TR 716 DANIEL DR APT A OXFORD OH 45056 2517	H410012000084													
6	725		DANIEL DR	NEIL A AND LINDSAY M MILLER	NEIL A AND LINDSAY M MILLER 527 CHARLBERTH DR HAMILTON OH 45013 4252	H410012000085													

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1	518		GLENVIEW DR	ANDREW OFFENBURGER & MARIA LIZARDIA	ANDREW OFFENBURGER & MARIA LIZARDIA 518 GLENVIEW DR OXFORD OH 45056 2557	H410011700013													
2	527		SANDRA DR	PATRICK OMALLEY & GENEVIEVE OMALLEY KNIGHT	PATRICK OMALLEY & GENEVIEVE OMALLEY KNIGHT 527 SANDRA DR OH 45056 2544	H410011700020													
3	506		GLENVIEW DR	NORMAN J & JANE K KRUMPE	NORMAN J & JANE K KRUMPE 506 GLENVIEW DR OXFORD OH 45056 2523	H410011700019													
4	502		GLENVIEW DR	KOURTNEY E SPAULDING & CORY A DUCHESNEAU	KOURTNEY E SPAULDING & CORY A DUCHESNEAU 502 GLENVIEW DR OXFORD OH 45056 2523	H410011700018													
5	505		GLENVIEW DR	VANCE NAGEL & LISA NAGEL	VANCE NAGEL & LISA NAGEL 505 GLENVIEW DR OXFORD OH 45056 2522	H400011700017													
6	509		GLENVIEW DR	PAUL D FLASPOHLER & JANET L SHIRLEY	PAUL D FLASPOHLER & JANET L SHIRLEY 509 GLENVIEW DR OXFORD OH 45056 2522	H410011700016													
7	513		GLENVIEW DR	JENNIFER J QUINN	JENNIFER J QUINN 513 GLENVIEW DR OXFORD OH 45056 2522	H400011700015													
8	519		GLENVIEW DR	DENNIS J & CHRISTINE W COLYER	DENNIS J & CHRISTINE W COLYER 519 GLENVIEW DR OXFORD OH 45056 2522	H410011700014													

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1	323	N	ELM ST	BRUCE HAUTAU TR	BRUCE HAUTAU TR 304 W EXCHANGE ST OXFORD OH 45056 1135	H4000008000140													
2	321.5	N	ELM ST	TIMOTHY D CHASTEEN JR	TIMOTHY D CHASTEEN JR PO BOX 266 OXFORD OH 45056 0393	H4100008000139													
3	321.5	N	ELM ST	TIMOTHY D CHASTEEN JR	TIMOTHY D CHASTEEN JR PO BOX 266 OXFORD OH 45056 0394	H4100008000134													
4	321	N	ELM ST	QUINN J & ERIKA L FULTON	QUINN J & ERIKA L FULTON 112 BEESPOINT DR OXFORD OH 45056 2705	H4100008000133													
5	319	N	ELM ST	MULLETT RESTORATION LLC	MULLETT RESTORATION LLC 5300 GREENHATCH DR MANSBURG OH 45342	H4100008000132													
6	VAC ST	N	ELM ST	TAKASHI & KAZUMI KAWAI	TAKASHI & KAZUMI KAWAI 4435 TAIT RD KETTERING OH 45429	H4100008000131													
7	315	N	ELM ST	TAKASHI AND KAZUMI KAWAI	TAKASHI AND KAZUMI KAWAI 4435 TAIT RD KETTERING OH 45429	H4100008000130													
8	311	N	ELM ST	10K PROPERTIES LLC	10K PROPERTIES LLC 101 COMMERCE BLVD SUITE A LOVELAND OH 45140 1122	H4100008000129													
9	307	N	ELM ST	DOUGLAS & SHERRY WARD	DOUGLAS & SHERRY WARD 307 N ELM ST OXFORD OH 45056 1122	H4000008000128													
10	305	N	ELM ST	GEORGE N FLETCHER	GEORGE N FLETCHER 305 N ELM ST OXFORD OH 45056 1122	H4100008000127													
11	220	W	VINE ST	TERRY M DUDLEY	TERRY M DUDLEY 6744 CONTRICKS RD OXFORD OH 45056 8857	H4100008000126													
12	219	N	ELM ST	RED BRICK MANAGEMENT INC	RED BRICK MANAGEMENT INC 21 N POPLAR ST OXFORD OH 45056 1254	H4000008000125													
13	215	N	ELM ST	RODBRO AND RODBRO INVESTMENTS LLC	RODBRO AND RODBRO INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056 1254	H4000008000120													
14	211	N	ELM ST	GSH PROPERTIES LLC	GSH PROPERTIES LLC DUBLIN RD STE 200 COLUMBUS OH 43215	H4100008000119													

11 STREETS	# OF ADDRESSES	33														
	TOTAL # OF ALL ADDRESSES	209														
			TOTALS		0	0	0	0	0	0	0	0		\$ -		\$ -
			TOTALS OF ALL STREETS		0	0	0	0	0	0	0	0		\$ -		\$ -

	Address	Direction	Street Name	Property Owner	Mailing Address	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk	Square Ft Alley	Square Ft Apron	Square Ft Sidewalk	Square Ft Asphalt	Date of Letter Expiration	Estimated Cost	No Permit Fees	Estimated Cost W/ No Permit Fees		
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			CGS TOTALS:	Curb	Sidewalk	Sidewalk thru Driveway	Drive Apron	Apron Remove Only	Sidewalk Remove Only	Asphalt Remove Only		TOTAL ESTIMATED COST	PERMIT FEES	ESTIMATED TOTALS WITH PERMIT FEES			
Curb only cost		\$		-	0	0	0	0	0	0	0	0	\$	-	\$	-	
All Curb plus City work and Complaints		\$0.00			0	0											

[illegible]

ALL STREETS, CITY AND COMPLAINT TOTALS		<u>PROJECTED</u>
--	--	-------------------------

Sidewalk thru Alley	0	Alley Apron	0
\$ -		\$ -	

[illegible]

ALL STREETS, CITY AND COMPLAINT TOTALS										<u>INSTALLED</u>																													
										Sidewalk thru Alley		0		Alley Apron		0																							
										\$		-		\$		-																							
Curb		0		Sidewalk		0		Sidewalk Thru Drive		0		Drive Apron		0		Apron Removed		0		Sidewalk Removed		0		Asphalt Removed		0													
\$		-		\$		-		\$		-		\$		-		\$		-		\$		-		\$		-		Total:		\$ -									

Sidewalk thru Alley	0	Alley Apron	0
\$ -		\$ -	

[illegible]

(INSTALLED - PROJECTED)				DIFFERENCE											
		Sidewalk thru Alley		0			Alley Apron		0						
		\$ -					\$ -								
Curb	0	Sidewalk	0	Sidewalk Thru Drive	0	Drive Apron	0	Apron Removed	0	Sidewalk Removed	0	Asphalt Removed	0		
\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		Total:	\$ -

Sidewalk thru Alley	0	Alley Apron	0
\$ -		\$ -	

[illegible]

Item Number	Address	Direction	Street Name	Property Owner	Mailing Address	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru Driveway	Square Ft Drive Apron	Square Ft Apron Remove Only	Square Ft Sidewalk Remove Only	Square Ft Asphalt Remove Only	Date of Letter Expiration	Estimated Cost	Permit Fees	Estimated Cost W/Permit Fees	Permit Information	Comments
1				OLDE FARM RD															
1	2		OLDE FARM RD	JENNIFER M ROTECU	JENNIFER M ROTECU 2 OLDE FARM RD OXFORD OH 43056 9001	H400025000018									\$ -		\$ -		
2	10		OLDE FARM RD	ERIC JAMES & MEGHAN SULLIVAN DEATON	ERIC JAMES & MEGHAN SULLIVAN DEATON 10 OLDE FARM RD OXFORD OH 43056	H4100025000017									\$ -		\$ -		
3	18		OLDE FARM RD	CATHERINE L AND ERIC HOLLINS	CATHERINE L AND ERIC HOLLINS 18 OLDE FARM RD OXFORD OH 43056	H4200025000016									\$ -		\$ -		
4	102		OLDE FARM RD	JAMES AND VALERIE SCHMITT	JAMES AND VALERIE SCHMITT 102 OLDE FARM RD OXFORD OH 43056 9003	H4100025000015									\$ -		\$ -		
5	106		OLDE FARM RD	HEDI & ROSS MALLALEY	HEDI & ROSS MALLALEY 106 OLDE FARM RD OXFORD OH 43056 9009	H4100025000014									\$ -		\$ -		
6	102E COLONNADO		OLDE FARM RD	CHRISTOPHER P SCORTI	CHRISTOPHER P SCORTI CREEKSIDE RD 43023 OH	1548 AMELIA OH H4000022000006									\$ -		\$ -		*128 W 15 FT STRIP* ON R. AUDITOR SITE. IT'S A 15 FT WIDE STRIP OF LAND FROM THE SOUTH SIDE OF OLDE FARM RD TO THE NORTH SIDE OF CONTRERAS RD.
7	108		OLDE FARM RD	JAMES A & KERSTI S COX	JAMES A & KERSTI S COX 108 OLD FARM RD OXFORD OH 43056 9003	H4100025000029									\$ -		\$ -		
8	110		OLDE FARM RD	MICHAEL D BECK	MICHAEL D BECK 110 OLDE FARM RD OH 43056 9003	OXFORD H4100025000028									\$ -		\$ -		
9	114		OLDE FARM RD	THOMAS & JUDITH BOLENBAUGH	THOMAS & JUDITH BOLENBAUGH 114 OLDE FARM RD OXFORD OH 43056 9003	H4000025000027									\$ -		\$ -		
10	118		OLDE FARM RD	GARY A AND USA K LORGAN	GARY A AND USA K LORGAN 118 OLD FARM RD OXFORD OH 43056 9003	H4100025000026									\$ -		\$ -		
11	120		OLDE FARM RD	THOMAS R & CAROL A COOMES	THOMAS R & CAROL A COOMES 120 OLDE FARM RD OXFORD OH 43056 9003	H4100026000034									\$ -		\$ -		
12	122		OLDE FARM RD	TAKUTO TAKAGI & YUE LI	TAKUTO TAKAGI & YUE LI 122 OLDE FARM RD OXFORD OH 43056 9003	H4100026000033									\$ -		\$ -		
13	124		OLDE FARM RD	RYAN AND EMILY A BUTLER	RYAN AND EMILY A BUTLER 124 OLDE FARM RD OXFORD OH 43056 9003	H4100026000032									\$ -		\$ -		
14	126		OLDE FARM RD	DWIGHT D WYNN & CYNTHIA M WYNN	DWIGHT D WYNN & CYNTHIA M WYNN 126 OLD FARM RD OXFORD OH 43056 9003	H4000026000031									\$ -		\$ -		
15	125		OLDE FARM RD	MIRIAM H SALZARULO TR LIVING TR DTD 7-25-11	MIRIAM H SALZARULO TR LIVING TR DTD 7-25-11 125 OLDE FARM RD OXFORD OH 43056 9003	H4000026000030									\$ -		\$ -		
16	123		OLDE FARM RD	JASON AND LAURA GADDIS	JASON AND LAURA GADDIS 123 OLDE FARM RD OXFORD OH 43056 9001	H4100026000029									\$ -		\$ -		
17	121		OLDE FARM RD	ZEVI MULLER & RUTH ENGEL	ZEVI MULLER & RUTH ENGEL 121 OLDE FARM RD OXFORD OH 43056 9003	H4100026000028									\$ -		\$ -		
18	119		OLDE FARM RD	CLAYTON A & ETHEL J HOCK	CLAYTON A & ETHEL J HOCK 119 OLDE FARM RD OXFORD OH 43056 9003	H4000026000027									\$ -		\$ -		
19	115		OLDE FARM RD	TIMOTHY J & ALLISON F MELOY	TIMOTHY J & ALLISON F MELOY 115 OLDE FARM RD OXFORD OH 43056 9003	H4100025000031									\$ -		\$ -		
20	111		OLDE FARM RD	DANIEL J & BEVERLY S RAMBO	DANIEL J & BEVERLY S RAMBO 111 OLD FARM RD OXFORD OH 43056 9003	H4100025000030									\$ -		\$ -		
21	105		OLDE FARM RD	JAMES A & DEBORAH A SAMLAND CO TR	JAMES A & DEBORAH A SAMLAND CO TR 105 OLD FARM RD OXFORD OH 43056 9003	H4100025000031									\$ -		\$ -		
22	101		COUNTRY CLUB DR	MELISSA HOLMES	MELISSA HOLMES COUNTRY CLUB DR OXFORD OH 43056 9002	101 H4100025000012									\$ -		\$ -		
23	101		COUNTRY CLUB DR	LAWRENCE A TRENT	LAWRENCE A TRENT 101 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100025000008									\$ -		\$ -		
24	17		OLDE FARM RD	SCOTT LEE	SCOTT LEE 17 OLDE FARM RD OXFORD OH 43056	H4000025000007									\$ -		\$ -		
25	15		OLDE FARM RD	JOHN MARCUS JOSE	JOHN MARCUS JOSE 15 OLD FARM RD OXFORD OH 43056 9001	H4000025000006									\$ -		\$ -		
26	11		OLDE FARM RD	TERRY MICHAEL DUDLEY	TERRY MICHAEL DUDLEY 6744 CONTRERAS RD OXFORD OH 43056 8827	H4100025000005									\$ -		\$ -		
27	9		OLDE FARM RD	DENIS MULLALLY & KIMBERLY R CAUDILL MULLALLY	DENIS MULLALLY & KIMBERLY R CAUDILL MULLALLY 9 OLDE FARM RD OXFORD OH 43056 9001	H4100025000004									\$ -		\$ -		
28	7		OLDE FARM RD	MICHAEL W & ROSEMARY J KELDAY	MICHAEL W & ROSEMARY J KELDAY 7 OLDE FARM RD OXFORD OH 43056 9001	H4000025000003									\$ -		\$ -		
29	5		OLDE FARM RD	FREDERICK R & LYNDA M SETTER TIS	FREDERICK R & LYNDA M SETTER TIS 5 OLDE FARM RD OXFORD OH 43056	H4100025000002									\$ -		\$ -		
# OF ADDRESSES				29		OLDE FARM RD TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		

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2			COUNTRY CLUB DR	SYLVIA KLINE & SANDRA K SCHMIDT	SYLVIA KLINE & SANDRA K SCHMIDT 108 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100025000011									\$ -		\$ -		
2	110		COUNTRY CLUB DR	JOSEPH AND RITA ROSS	JOSEPH AND RITA ROSS 110 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000036									\$ -		\$ -		
3	112		COUNTRY CLUB DR	DARIN WRIGHT & SUDANNE JAZZYCH	DARIN WRIGHT & SUDANNE JAZZYCH 112 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000025									\$ -		\$ -		
4	114		COUNTRY CLUB DR	W SHERMAN JACKSON	W SHERMAN JACKSON 114 COUNTRY CLUB DR OXFORD OH 43056 9002	H4000026000024									\$ -		\$ -		
5	116		COUNTRY CLUB DR	APRIL ANN BROWN	APRIL ANN BROWN 116 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000023									\$ -		\$ -		
6	118		COUNTRY CLUB DR	SUE M JONES TR	SUE M JONES TR 118 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000022									\$ -		\$ -		
7	120		COUNTRY CLUB DR	GEORGE J MCCABE & BARBARA G MCCABE	GEORGE J MCCABE & BARBARA G MCCABE 120 COUNTRY CLUB DR OXFORD OH 43056	H4000026000021									\$ -		\$ -		
8	122		COUNTRY CLUB DR	PAUL S & MARY K ALLEN	PAUL S & MARY K ALLEN 122 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000020									\$ -		\$ -		
9	124		COUNTRY CLUB DR	TIMOTHY AND CHANELLE WHITE	TIMOTHY AND CHANELLE WHITE 124 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000019									\$ -		\$ -		
10	126		COUNTRY CLUB DR	LARA L PRESOLINE	LARA L PRESOLINE 126 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000018									\$ -		\$ -		
11	128		COUNTRY CLUB DR	LAURA J KELLY TR	LAURA J KELLY TR 128 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000017									\$ -		\$ -		
12	130		COUNTRY CLUB DR	DONALD LIPPS	DONALD LIPPS 130 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000016									\$ -		\$ -		
13	132		COUNTRY CLUB DR	BRAD HOBUTZEL & CYNTHIA MERCADO HOBUTZEL	BRAD HOBUTZEL & CYNTHIA MERCADO HOBUTZEL 132 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000015									\$ -		\$ -		
14	200		COUNTRY CLUB DR	DANIEL L BROWN	DANIEL L BROWN 200 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000002									\$ -		\$ -		
15	202		COUNTRY CLUB DR	ALEXANDER KETTCO	ALEXANDER KETTCO COUNTRY CLUB DR OH 43056 9002	202 OXFORD H4100027000003									\$ -		\$ -		
16	204		COUNTRY CLUB DR	JANET K CROMER	JANET K CROMER 204 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000018									\$ -		\$ -		
17	206		COUNTRY CLUB DR	IVONNE J ORTZ	IVONNE J ORTZ 206 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000019									\$ -		\$ -		
18	210		COUNTRY CLUB DR	MICHAEL D & DIANE K MATIX	MICHAEL D & DIANE K MATIX 210 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000020									\$ -		\$ -		
19	212		COUNTRY CLUB DR	GARY & DENISE ANTONIUS CO TR	GARY & DENISE ANTONIUS CO TR 212 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000021									\$ -		\$ -		

20	216		COUNTRY CLUB DR	JAMES & TERESA DAVIS	JAMES & TERESA DAVIS 216 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700002										\$	-		\$	-			
21	218		COUNTRY CLUB DR	TIMOTHY & CAROL JONES	TIMOTHY & CAROL JONES 218 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700003											\$	-		\$	-		
22	222		COUNTRY CLUB DR	ROBERT M & KATHLEEN S MCCARRICK	ROBERT M & KATHLEEN S MCCARRICK 222 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700004											\$	-		\$	-		
23	226		COUNTRY CLUB DR	PETER R LINDSAY	PETER R LINDSAY 226 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700005											\$	-		\$	-		
24	229		COUNTRY CLUB DR	RYAN P AND KELSAY E MURPHY	RYAN P AND KELSAY E MURPHY 229 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700006											\$	-		\$	-		
25	227		COUNTRY CLUB DR	DOUGLAS M BROOKS TR ETAL	DOUGLAS M BROOKS TR ETAL 227 COUNTRY CLUB DR OXFORD OH 43056 9002	H400027000007											\$	-		\$	-		
26	225		COUNTRY CLUB DR	JOHN EMAL PORCHOWSKY	JOHN EMAL PORCHOWSKY 225 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700008											\$	-		\$	-		
27	223		COUNTRY CLUB DR	ANITA C WILSON	ANITA C WILSON 223 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700009											\$	-		\$	-		
28	221		COUNTRY CLUB DR	ANDOR J AND RACHEL M KISS	ANDOR J AND RACHEL M KISS 221 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700010											\$	-		\$	-		
29	219		COUNTRY CLUB DR	THOMAS & BEVERLY THOMPSON	THOMAS & BEVERLY THOMPSON 219 COUNTRY CLUB DR OXFORD OH 43056 9002	H410002700011											\$	-		\$	-		
30	217		COUNTRY CLUB DR	DOUGLAS ALLEN DAY	DOUGLAS ALLEN DAY 217 COUNTRY CLUB DR OXFORD OH 43056 9002	H400027000012											\$	-		\$	-		
31	215		COUNTRY CLUB DR	MARSH PROPERTY MANAGEMENT LLC	MARSH PROPERTY MANAGEMENT LLC 400 S DEJANCE ST ARCHBOLD OH 43002	H4100027000013											\$	-		\$	-		
32	213		COUNTRY CLUB DR	PAMALA A STZLER	PAMALA A STZLER 213 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000014											\$	-		\$	-		
33	211		COUNTRY CLUB DR	ARTHUR & JOYCE MORRISON	ARTHUR & JOYCE MORRISON 211 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000015											\$	-		\$	-		
34	209		COUNTRY CLUB DR	JAMES R AND STEPHANIE M CHAGIDES	JAMES R AND STEPHANIE M CHAGIDES 209 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000016											\$	-		\$	-		
35	207		COUNTRY CLUB DR	MICHAEL N EVERETT & MICHELLE N HENDRICKS	MICHAEL N EVERETT & MICHELLE N HENDRICKS 207 COUNTRY CLUB DR OXFORD OH 43056	H400027000017											\$	-		\$	-		
36	205		COUNTRY CLUB DR	DAVID & KATHERINE A BEAR	DAVID & KATHERINE A BEAR 205 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000004											\$	-		\$	-		
37	203		COUNTRY CLUB DR	CONSTANCE J BIGGS TRS	CONSTANCE J BIGGS TRS COUNTRY CLUB DR OXFORD OH 43056 9002	H4100027000005											\$	-		\$	-		
38	201		COUNTRY CLUB DR	COREY ALLEN AND ASHLEY CHRISTINA SHANK	COREY ALLEN AND ASHLEY CHRISTINA SHANK 201 COUNTRY CLUB DR OXFORD OH 43056 9002	H400026000014											\$	-		\$	-		
39	ENT PARCEL B		COUNTRY CLUB DR	CITY OF OXFORD, OHIO ATTN TAX DEPARTMENT	CITY OF OXFORD, OHIO ATTN TAX DEPARTMENT 101 EAST HIGH ST OXFORD OH 43056 1823	H4100026000013											\$	-		\$	-		
40	131		COUNTRY CLUB DR	SCOTT & JEANNE JOHNSTON	SCOTT & JEANNE JOHNSTON 131 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000012											\$	-		\$	-		
41	129		COUNTRY CLUB DR	JEREMY G AND NATALIE MICHAEL	JEREMY G AND NATALIE MICHAEL 129 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000011											\$	-		\$	-		
42	127		COUNTRY CLUB DR	VASANT B WANKAR & SARLA V	VASANT B WANKAR & SARLA V 127 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000010											\$	-		\$	-		
43	125		COUNTRY CLUB DR	JAMES FLYNN & KATHERINE FLYNN	JAMES FLYNN & KATHERINE FLYNN 125 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000009											\$	-		\$	-		
44	123		COUNTRY CLUB DR	ANDREW DAVID & ANNA CHRISTINE HOLZWORTH	ANDREW DAVID & ANNA CHRISTINE HOLZWORTH 123 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000008											\$	-		\$	-		
45	121		COUNTRY CLUB DR	DANIEL AND SARA CALACOR	DANIEL AND SARA CALACOR 121 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000007											\$	-		\$	-		
46	119		COUNTRY CLUB DR	MALCOLM E AND JESSICA KAE DRANE	MALCOLM E AND JESSICA KAE DRANE 119 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000006											\$	-		\$	-		
47	117		COUNTRY CLUB DR	ANDREW M & SAMANTHA ARDLE	ANDREW M & SAMANTHA ARDLE 117 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000005											\$	-		\$	-		
48	115		COUNTRY CLUB DR	CHARLES N CRAN	CHARLES N CRAN 115 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000004											\$	-		\$	-		
49	113		COUNTRY CLUB DR	CHARLES C AND MARY MURRAY	CHARLES C AND MARY MURRAY 113 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000003											\$	-		\$	-		
50	111		COUNTRY CLUB DR	ALLAN J PANTLE	ALLAN J PANTLE COUNTRY CLUB DR OXFORD OH 43056 9002	H4000260000002											\$	-		\$	-		
51	109		COUNTRY CLUB DR	DOROTHY J BRADY LIVING TRUST	DOROTHY J BRADY LIVING TRUST 109 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100026000001											\$	-		\$	-		
52	107		COUNTRY CLUB DR	MARTHA S BROWN	MARTHA S BROWN COUNTRY CLUB DR OXFORD OH 43056 9002	H4100025000010											\$	-		\$	-		
53	105		COUNTRY CLUB DR	LINDSAY RYAN	LINDSAY RYAN 105 COUNTRY CLUB DR OXFORD OH 43056 9002	H4100025000009											\$	-		\$	-		

# OF ADDRESSES	53	COUNTRY CLUB DRIVE TOTALS	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

3				RIDGE AVE																			
1	6205		CONTRERAS RD	MOLLY A EMMETT	MOLLY A EMMETT 6205 CONTRERAS RD OXFORD OH 43056 9706	H4100024000001																	
	15		RIDGE AVE	OXFORD RESIDENTIAL AND MIAMI STUDENTS RENTALS LLC	OXFORD RESIDENTIAL AND MIAMI STUDENTS RENTALS LLC 110 S COLLEGE AVE OXFORD OH 43056 1706	H4100024000002																	
3	105		RIDGE AVE	JOHN H AND LESLIE A PARK	JOHN H AND LESLIE A PARK 105 RIDGE AVE OH 43056 1532	OXFORD H4100024000003																	
4	115		RIDGE AVE	THEODORE S PETERS	THEODORE S PETERS 115 RIDGE AVE OXFORD OH 43056 1532	H4100024000004																	
5	225		RIDGE AVE	W MARCELLUS & DENISE BENNISON	W MARCELLUS & DENISE BENNISON 225 RIDGE AVE OXFORD OH 43056 1534	H4100024000008																	
6	220		RIDGE AVE	DEBORAH D KELLY	DEBORAH D KELLY 220 RIDGE AVE OXFORD OH 43056 1535	H4100024000009																	
7	210		RIDGE AVE	THOMAS W HOLMES	THOMAS W HOLMES 210 RIDGE AVE OXFORD OH 43056 1535	H4000024000011																	
8	130		RIDGE AVE	BURNWELL PROPERTIES LLC	BURNWELL PROPERTIES LLC 821 LARK CV EATON OH 43029	H4100024000012																	
9	130		RIDGE AVE	MOLLY J & MATTHEW TODD	MOLLY J & MATTHEW TODD 130 RIDGE AVE OXFORD OH 43056 1533	H4100024000013																	
10	110		RIDGE AVE	YERBRO H & PAMELA R TURNER	YERBRO H & PAMELA R TURNER 110 RIDGE AVE OXFORD OH 43056 1533	H4100024000014																	
11	100		RIDGE AVE	WALDO E & DAWN R BURCKEY	WALDO E & DAWN R BURCKEY 100 RIDGE AVE OXFORD OH 43056 1533	H4100024000015																	
12	10		RIDGE AVE	NAZARIO ARANDA & ANGELA FUENTES	NAZARIO ARANDA & ANGELA FUENTES 10 RIDGE AVE OXFORD OH 43056 1531	H4100024000016																	
13	6217		CONTRERAS RD	JOSEPH B COSTA TRUSTEE & MARY C COSTA TRUSTEE	JOSEPH B COSTA TRUSTEE & MARY C COSTA TRUSTEE 6217 CONTRERAS RD OXFORD OH 43056 9706	H4100024000017																	

# OF ADDRESSES	13	RIDGE AVE TOTALS	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL # OF ADDRESSES	95		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		ALL STREETS AREA TOTAL	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		EXTENDED AMOUNTS OF ALL STREETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF OXFORD QUANTITIES

[illegible]

	EXTENDED AMOUNTS OF CITY TOTALS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	ALL STREETS AREA TOTAL		0	0	0	0	0	0	0	0		\$ -	\$ -	\$ -	STREETS TOTAL COST	
	EXTENDED AMOUNTS OF ALL STREETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
	CITY OF OXFORD & ALL STREETS & COMPLAINTS AREA TOTALS		0	0	0	0	0	0	0	0		\$ -	\$ -	\$ -	CITY & STREETS & COMPLAINTS TOTAL COST	
	EXTENDED AMOUNTS OF COMPLAINTS, CITY AND ALL STREETS TOTALS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		

Curb only cost	\$ -	COST TOTALS:	Curb	Sidewalk	Sidewalk thru Driveway	Drivew Apron	Apron Remove Only	Sidewalk Remove Only	Asphalt Remove Only		TOTAL ESTIMATED COST	PERMIT FEES	ESTIMATED TOTALS WITH PERMIT FEES
			0	0	0	0	0	0	0		\$ -	\$ -	\$ -
All Curb plus City work and Complaints	\$ -		Sidewalk thru Alley Apron										



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:	2/3/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into A Contract With Motorola Solutions For The Purchase Of Replacement Portable Two-Way Radios And Associated Equipment At A Cost Not To Exceed \$142,884.00.(Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	\$143,000
ACCOUNT CODE:	140.490.61127 320.819.61230 330.839.61230
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 2/3/25 DRE

DISCUSSION:

The City's Capital Equipment Budget includes \$143,000 for the replacement of Service Department portable two-way radios and associated equipment. The existing radios in use are technologically obsolete and will no longer function on the Butler County Radio Network (BRICS) beginning in July 2025.

Motorola offers replacement radios that offer the same functions as our existing radios through State of Ohio Contract (STS # 573077-0). These radios are recommended by BRICS and will offer interoperability not only within our Divisions, but also with other City Departments, Oxford Township, Butler County, and Miami University.

Following a review of staff communication needs, we are recommending a reduction in the number of radios operated by the Department from 50 units to 40 units. This will still meet our needs, and offer approximately \$32,000 in savings. This equipment will continue to be programmed and serviced by BRICS to ensure interoperability with other departments and agencies.

This Resolution will authorize the City Manager to enter into an Agreement with **Motorola Solutions** for the purchase of portable two-way radios, chargers, and associated equipment at a cost not to exceed **\$142,883.62**.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MOTOROLA SOLUTIONS FOR THE PURCHASE OF REPLACEMENT PORTABLE TWO-WAY RADIOS AND ASSOCIATED EQUIPMENT AT A COST NOT TO EXCEED \$142,884.00.

WHEREAS, the 2025 Capital Equipment Budget includes \$143,000.00 for the replacement of Service Department portable two-way radios and associated equipment; and

WHEREAS, the existing radios in use are technologically obsolete and will no longer function on the Butler County Radio Network (BRICS) beginning in July 2025; and

WHEREAS, Motorola offers replacement radios that offer the same functions as our existing radios through State of Ohio Contract (STS # 573077-0); and

WHEREAS, these radios are recommended by BRICS and will offer interoperability not only within our Divisions, but also with other City Departments, Oxford Township, Butler County, and Miami University; and

WHEREAS, the City Manager and the Service Director recommend City Council authorize the City Manager to enter into a contract with Motorola Solutions for the purchase of replacement portable two-way radios and associated equipment at a cost not to exceed \$142,884.00.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and accepts the agreement with Motorola Solutions for the purchase of replacement portable two-way radios and associated equipment at a cost not to exceed \$142,884.00.

SECTION 2: Council further authorizes the City Manager to enter into a contract with Motorola Solutions for the purchase of two-way radios and associated equipment at a cost not to exceed \$142,884.00.

SECTION 3: 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)

APX N30 PORTABLE RADIO SOLUTION DESCRIPTION

OVERVIEW

The APX N30 offers affordable, next generation communications without compromising P25 interoperability or voice and data quality. It has a durable design with "pick-up-and-go" functionality, optimizing ease-of-use and focused communications in almost all environments.

DURABLE AND EASY TO USE

The APX N30 enhances operations with a front display with an upgraded user interface for better readability and loud and clear audio for reliable, everyday use. Additionally, the N30 offers extended battery life, a shorter antenna, and Bluetooth compatibility with audio accessories, promoting efficient communications between first responders.

ViQi Voice Command

To prevent first responders from losing focus while events unfold, ViQi Voice Control allows users to operate their device with customized voice commands. First responders can switch between preset channels and zones, adjust volume, and change audio profiles by pressing the preprogrammed ViQi button and speaking into the microphone.

ESSENTIAL AND SECURE P25 COMMUNICATIONS

The APX N30 is certified compliant with P25 standards and supports digital and analog trunking, FDMA and TDMA, and Integrated Voice and Data. All P25 communications over the N30 are safe and secure—it offers software encryption, single- and multi key encryption, and P25 Authentication, protecting communications during daily operations.

RELIABLE CONNECTIVITY

Using the APX N30 lets first responders stay connected across disparate networks. It can be equipped with Wi-Fi®, Bluetooth®, GPS, and Geofence features, bringing future-ready applications, services, and best-in-class connectivity to everyday use. APX N30 radios support 7/800 MHz frequency bands across radio systems, with minimal intervention by the radio user.

MANAGING AND PROVISIONING DEVICES

APX N30 can be programmed in two ways: one-at-a-time through Customer Programming Service ("CPS") or through a combination of CPS and batch programming over Wi-Fi available with the radio management ("RM") software.

CPS is a proprietary, Windows-based application, used to configure APX subscriber radios in offline situations that include provisioning, networking, and monitoring tools that provide greater awareness and faster radio management. The CPS application offers drag-and-drop, clone-wizard, and basic import/export functions that allow the addition of new software and feature enhancements. APX N radios can be programmed one-at-a-time on a local PC, via secure USB port connection, with TLS-PSK based encryption. Once loaded, subscriber radios are read and edited, and codeplugs and templates can be saved and duplicated to program other fleet radios.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Billing Address:
 OXFORD, CITY OF
 15 S COLLEGE
 OXFORD, OH 45056
 US

Quote Date:01/29/2025
 Expiration Date:04/29/2025
 Quote Created By:
 Shelly Kunz
 Account Executive
 Shelly.Kunz@
 motorolasolutions.com
 5137873012

End Customer:
 CITY OF OXFORD
 MIKE DREISBACH
 MDreisbach@cityofoxford.org
 513.524.5206

Contract: 21336 - OHIO, STATE OF

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.
 Motorola Solutions State of OH STS # 573077-0

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
	APX™ N30	APX N30					
1	H15UCF9PW6AN	APX N30 7/800 MODEL 2 PORTABLE	20		\$2,463.00	\$1,514.81	\$30,296.20
1a	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	20		\$0.00	\$0.00	\$0.00
1b	G996AU	ADD: PROGRAMMING OVER P25 (OTAP)	20		\$0.00	\$0.00	\$0.00
1c	QA09001AM	ADD: WIFI CAPABILITY	20		\$0.00	\$0.00	\$0.00
1d	QA03399AK	ADD: ENHANCED DATA	20		\$0.00	\$0.00	\$0.00
1e	QA09007AD	ADD: OUT OF THE BOX WIFI PROVISIONING	20		\$0.00	\$0.00	\$0.00
1f	BD00032AA	ADD: ESSENTIAL CORE BUNDLE	20		\$2,244.00	\$1,380.12	\$27,602.40
1g	Q387CB	ADD: MULTICAST VOTING SCAN	20		\$0.00	\$0.00	\$0.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800



Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
1h	QA06653AA	ENH: AES 256 SW ENCRYPTION AND ADP	20		\$0.00	\$0.00	\$0.00
1i	QA00580BA	ADD: TDMA OPERATION	20		\$0.00	\$0.00	\$0.00
1j	QA01767BL	ADD: P25 LINK LAYER AUTHENTICATION	20		\$0.00	\$0.00	\$0.00
1k	QA08715AA	ADD: BASIC VOICE CONTROL	20		\$0.00	\$0.00	\$0.00
1l	QA09113AA	ADD: BASELINE RELEASE SW	20		\$0.00	\$0.00	\$0.00
1m	QA00982AH	ADD: SITE SELECTABLE ALERT FOR P25 TRUNKING	20		\$0.00	\$0.00	\$0.00
1n	QA08853AA	ADD: CPS ENABLEMENT	20		\$0.00	\$0.00	\$0.00
1o	BD00033AA	ADD: ESSENTIAL SECURITY BUNDLE	20		\$623.00	\$383.16	\$7,663.20
1p	H869DB	ENH: MULTIKEY	20		\$0.00	\$0.00	\$0.00
2	PSV01S03059A	APX NEXT PROVISIONING WITH CPS	1		\$0.00	\$0.00	\$0.00
3	LSV01S03084A	APX N50/30 DMS ESSENTIAL	20	3 YEARS	\$158.40	\$133.45	\$2,669.00
4	PMMN4140A	RM760 IMPRES WINDPORTING REMOTE SPEAKER MICROPHONE, LARGE (IP68)	35		\$131.00	\$82.78	\$2,897.30
5	PMPN4820A	CHGR DESKTOP SINGLE UNIT IMPRES 2 EXT PS US	17		\$85.71	\$54.16	\$920.72
6	PMPN4594A	CHGR DESKTOP MULTI UNIT IMPRES 2 1 DISPLAY EXT PS NA/LA/CA	5		\$712.86	\$450.44	\$2,252.20
	APX™ N30	APX N30					
7	H15UCF9PW6AN	APX N30 7/800 MODEL 2 PORTABLE	20		\$2,463.00	\$1,514.81	\$30,296.20
7a	BD00032AA	ADD: ESSENTIAL CORE BUNDLE	20		\$2,244.00	\$1,380.12	\$27,602.40
7b	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	20		\$0.00	\$0.00	\$0.00
7c	G996AU	ADD: PROGRAMMING OVER P25 (OTAP)	20		\$0.00	\$0.00	\$0.00
7d	Q387CB	ADD: MULTICAST VOTING SCAN	20		\$0.00	\$0.00	\$0.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800



Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
7e	QA00580BA	ADD: TDMA OPERATION	20		\$0.00	\$0.00	\$0.00
7f	QA09001AM	ADD: WIFI CAPABILITY	20		\$0.00	\$0.00	\$0.00
7g	QA08715AA	ADD: BASIC VOICE CONTROL	20		\$0.00	\$0.00	\$0.00
7h	QA03399AK	ADD: ENHANCED DATA	20		\$0.00	\$0.00	\$0.00
7i	QA00982AH	ADD: SITE SELECTABLE ALERT FOR P25 TRUNKING	20		\$0.00	\$0.00	\$0.00
7j	QA09007AD	ADD: OUT OF THE BOX WIFI PROVISIONING	20		\$0.00	\$0.00	\$0.00
7k	BD00033AA	ADD: ESSENTIAL SECURITY BUNDLE	20		\$623.00	\$383.16	\$7,663.20
7l	H869DB	ENH: MULTIKEY	20		\$0.00	\$0.00	\$0.00
7m	QA06653AA	ENH: AES 256 SW ENCRYPTION AND ADP	20		\$0.00	\$0.00	\$0.00
7n	QA01767BL	ADD: P25 LINK LAYER AUTHENTICATION	20		\$0.00	\$0.00	\$0.00
7o	QA08775AA	ALT: 7800 STUBBY 762-870MHZ	20		\$28.60	\$17.59	\$351.80
7p	QA09113AA	ADD: BASELINE RELEASE SW	20		\$0.00	\$0.00	\$0.00
7q	QA08853AA	ADD: CPS ENABLEMENT	20		\$0.00	\$0.00	\$0.00
8	PSV01S03059A	APX NEXT PROVISIONING WITH CPS	1		\$0.00	\$0.00	\$0.00
9	LSV01S03084A	APX N50/30 DMS ESSENTIAL	20	3 YEARS	\$158.40	\$133.45	\$2,669.00

Grand Total \$142,883.62(USD)

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.

Motorola's quote (Quote Number: _____ Dated: _____) is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then the following Motorola's Standard Terms of use and Purchase Terms and Conditions govern the purchase of the Products which is found at <http://www.motorolasolutions.com/product-terms>.

The Parties hereby enter into this Agreement as of the Effective Date.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800



Motorola Solutions, Inc.

By: _____

Name: _____

Title: _____

Date: _____

Customer

By: _____

Name: _____

Title: _____

Date: _____

- This quote contains items with approved price exceptions applied against them.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800



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:	2/4/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into An Agreement With CSX Transportation, Inc. To Allow Access For The Proposed Construction Of A New Pedestrian Bridge Over CSXT Milepost Bd-38.3 In Oxford, Ohio At A Cost Not To Exceed \$248,255.00 (CSXT Indianapolis Subdivision). (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	\$6,638,071
ACCOUNT CODE:	144.490.64702
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 2/5/25 DRE

DISCUSSION:

The City's 2025 Capital Improvement budget includes \$6.6M for the construction of Phase V of the Oxford Area Trail System (OATS). This phase of the OATS project includes a connection from Talawanda High School to the west, connecting with OATS Phase IV and the Talawanda Middle School. There will also be a northern branch connecting OATS Phase V with the Butler County Regional Transit Authority's multi-modal facility (Chestnut Street Station - currently under construction), a planned Amtrak rail platform at South Main Street, as well as the City's sidewalk network at Chestnut Street. The project will require the construction of a new pedestrian bridge over CSX Transportation, Inc. (CSX) right of way just west of the high school.

An agreement with CSX and a cash deposit will be required by CSX prior to allowing construction on or over their right of way (ROW). This agreement describes the responsibilities of both CSX and the City

of Oxford (City) as to plans & specifications for the project, costs & reimbursement of expenses, maintenance, and insurance obligations for the project. The City will be required to deposit initial estimate costs with CSX prior to construction beginning on the project. These costs include construction engineering, construction inspection, track flagging and safety, etc... There is also a contingency built into the project estimate.

The City will work to minimize costs and impact to the railroad by working outside of CSX ROW as much as possible (construction of foundations and abutments, grading, etc...) prior to placing beams and building the bridge over the rails. The current estimate for deposit, as listed on Exhibit D, is \$248,255.00. Any funds not expended by CSX during construction of the project will be refunded to the City. Should the estimate of costs prove not to be sufficient, the City will be responsible for cost overages.

This Resolution will authorize the City Manager to enter into an Agreement with CSX Transportation, Inc. for the construction of a pedestrian bridge over CSX right of way, and for the pre-payment of expenses by depositing with CSX an amount not to exceed \$248,255.00.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CSX TRANSPORTATION, INC. TO ALLOW ACCESS FOR THE PROPOSED CONSTRUCTION OF A NEW PEDESTRIAN BRIDGE OVER CSXT MILEPOST BD-38.3 IN OXFORD, OHIO AT A COST NOT TO EXCEED \$248,255.00.

WHEREAS, the 2025 Capital Equipment Budget includes \$6.6M for the construction of Phase V of the Oxford Area Trail System (OATS); and

WHEREAS, Phase V of the OATS project will establish a critical connection from Talawanda High School to the west, linking with OATS Phase IV and Talawanda Middle School, while also extending a northern branch to Butler County Regional Transit Authority's multi-modal facility (Chestnut Street Station, currently under construction), a planned Amtrak rail platform at South Main Street, and the City's sidewalk network at Chestnut Street; and

WHEREAS, the construction of Phase V requires a new pedestrian bridge over CSX Transportation, Inc. (CSX) right of way, located just west of Talawanda High School, in order to safely connect these community assets; and

WHEREAS, CSX requires an agreement with the City of Oxford, including a cash deposit, before allowing construction on or over their right of way; and

WHEREAS, the City is required to deposit an estimated \$248,255.00 with CSX prior to construction, covering costs such as construction engineering, inspection, track flagging, and safety measures, with any unused funds refundable to the City; and

WHEREAS, the City Manager and the Service Director recommend City Council authorize the City Manager to enter into an agreement with CSX Transportation, Inc. to allow access for the proposed construction of a new pedestrian bridge over CSXT Milepost BD-38.3 in Oxford, Ohio at a cost not to exceed \$248,255.00.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and accepts the agreement with CSX Transportation, Inc. to allow access for the proposed construction of a new pedestrian bridge over CSXT Milepost BD-38.3 in Oxford, Ohio at a cost not to exceed \$248,255.00.

SECTION 2: Council further authorizes the City Manager to enter into an agreement with CSX Transportation, Inc. to allow access for the proposed construction of a new pedestrian bridge over CSXT Milepost BD-38.3 in Oxford, Ohio at a cost not to exceed \$248,255.00.

SECTION 3: 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)

FUTURE OXFORD AREA TRAILS SYSTEM

LEGEND

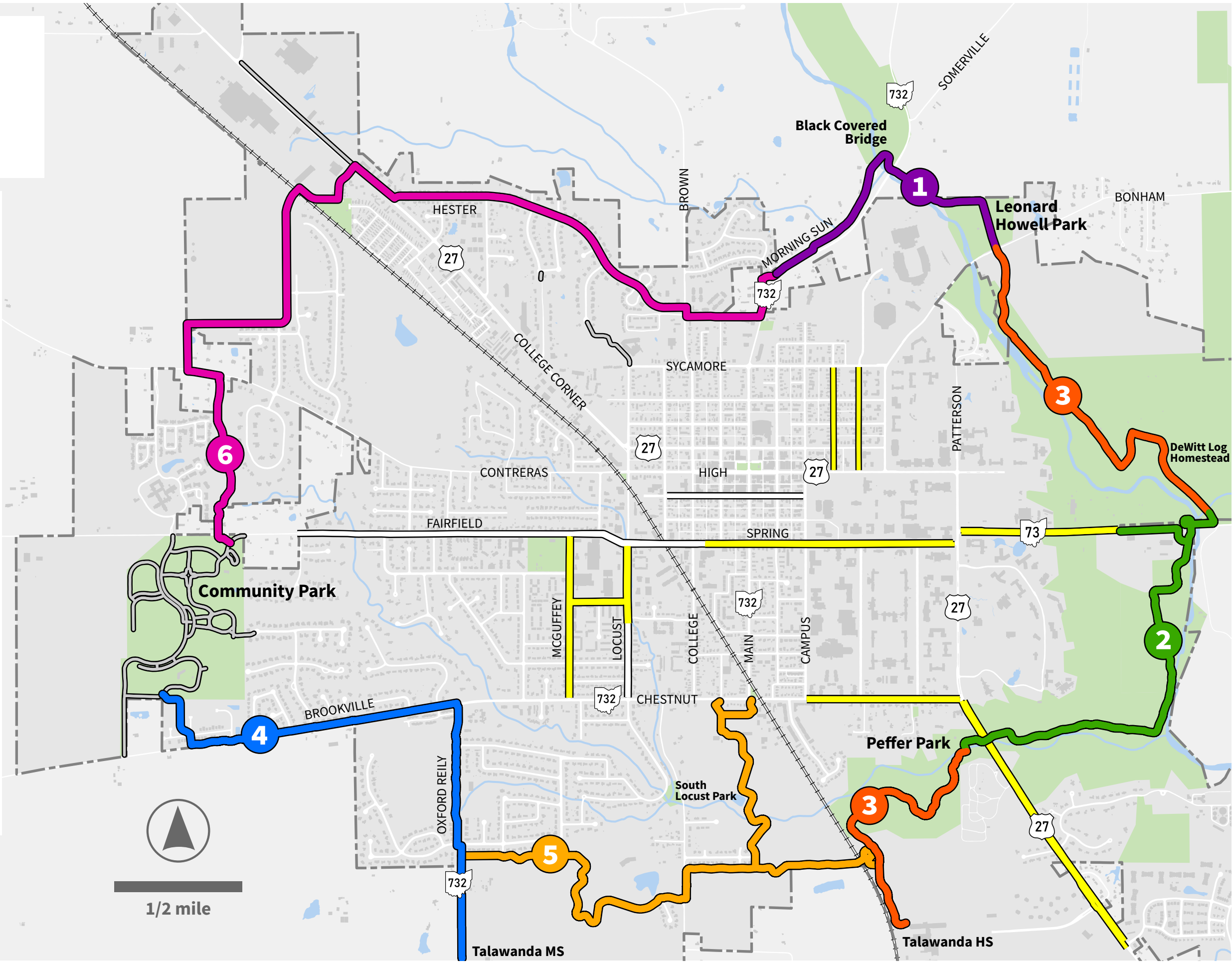
OATS Phases

-  Completed 2017
-  Completed 2020
-  Completed 2024
-  Completed 2024
-  Estimated Completion 2025-2026
-  Estimated Completion TBD

Other Existing Bikeways

-  Paved Trails
-  On-Street Bike Lanes
-  Sharrows

Date Produced: 1/21/2025



OXFORD, BUTLER COUNTY, OHIO
NEW PEDESTRIAN BRIDGE CONSTRUCTION OVER CSXT
INDIANAPOLIS SUBDIVISION, MILEPOST BD-38.3
CSXT OP NUMBER OH1534

CONSTRUCTION AGREEMENT

This Construction Agreement (“**Agreement**”) is made as of _____, 202__, by and between CSX TRANSPORTATION, INC., a Virginia corporation with its principal place of business in Jacksonville, Florida (“**CSXT**”), and the CITY OF OXFORD, a body corporate and political subdivision of the State of Ohio (“**Agency**”).

EXPLANATORY STATEMENT

1. Agency has proposed to construct, or to cause to be constructed, the BUT-OXFORD AREA TRAIL PHASE 5 project, including a new pedestrian bridge over CSXT (DOT# 977118P)) in the vicinity of CSXT Indianapolis Subdivision Milepost BD-38.3, as located in/near Oxford, Butler County, Ohio (the “**Project**”).
2. Agency has obtained, or will obtain, all authorizations, permits and approvals from all local, state and federal agencies (including Agency), and their respective governing bodies and regulatory agencies, necessary to proceed with the Project and to appropriate all funds necessary to construct the Project.
3. Agency acknowledges that: (i) by entering into this Agreement, CSXT will provide services and accommodations to promote public interest in this Project, without profit or other economic inducement typical of other Agency contractors; (ii) neither CSXT nor its affiliates (including their respective directors, officers, employees or agents) will incur any costs, expenses, losses or liabilities in excess of payments made to CSXT, by or on behalf of Agency or its contractors, pursuant to this Agreement; and (iii) CSXT retains the paramount right to regulate all activities affecting its property and operations.
4. It is the purpose of this Agreement to provide for the terms and conditions upon which the Project may proceed.

NOW, THEREFORE, in consideration of the foregoing Explanatory Statement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the parties agree as follows:

1. **Project Plans and Specifications**

- 1.1 **Preparation and Approval.** Pursuant to **Exhibit A** of this Agreement, all plans, specifications, drawings and other documents necessary or appropriate to the design and construction of the Project shall be prepared, at Agency’s sole cost and expense, by Agency or CSXT or their respective contractors. Project plans, specifications and drawings prepared by or on behalf of Agency shall be subject, at CSXT’s election, to the review and approval of CSXT. Such plans, specifications and drawings, as

prepared or approved, either conditionally or unconditionally, by CSXT, are referred to as the “**Plans**”, and shall be incorporated and deemed a part of this Agreement. Plans prepared or submitted to and approved, either conditionally or unconditionally, by CSXT as of the date of this Agreement are set forth in Exhibit B to this Agreement.

- 1.2 Effect of CSXT Approval or Preparation of Plans. By its review, approval, conditional approval or preparation of Plans pursuant to this Agreement, CSXT signifies only that such Plans and improvements constructed in accordance with such Plans satisfy CSXT’s requirements. CSXT expressly disclaims all other representations and warranties in connection with the Plans, including, but not limited to, the integrity, suitability or fitness for the purposes of Agency or any other persons of the Plans or improvements constructed in accordance with the Plans.

- 1.3 Compliance with Plans. The Project shall be constructed in accordance with the Plans.

2. Allocation and Conduct of Work

Work in connection with the Project shall be allocated and conducted as follows:

- 2.1 CSXT Work. Subject to timely payment of Reimbursable Expenses as provided by Section 4, CSXT shall provide, or cause to be provided, the services as set forth by Exhibit A to this Agreement. Agency agrees that CSXT shall provide all services that CSXT deems necessary or appropriate (whether or not specified by Exhibit A) to preserve and maintain its property and operations, without impairment or exposure to liability of any kind and in compliance with all applicable federal, state and local regulations and CSXT’s contractual obligations, including, but not limited to, CSXT’s existing or proposed third party agreements and collective bargaining agreements.
 - 2.2 Agency Work. Agency shall perform, or cause to be performed, all work as set forth by Exhibit A, at Agency’s sole cost and expense.
 - 2.3 Conduct of Work. CSXT shall commence its work under this Agreement following: (i) delivery to CSXT of a notice to proceed from Agency; (ii) payment of Reimbursable Expenses (as provided by Section 4.1) as required by CSXT prior to the commencement of work by CSXT; (iii) issuance of all permits, approvals and authorizations necessary or appropriate for such work; and (iv) delivery of proof of insurance acceptable to CSXT, as required by Section 9. The initiation of any services by CSXT pursuant to this Agreement, including, but not limited to, the issuance of purchase orders or bids for materials or services, shall constitute commencement of work for the purposes of this Section. The parties intend that all work by CSXT or on CSXT property shall conclude no later than December 31, 2026, unless the parties mutually agree to extend such date.
3. Special Provisions. Agency shall observe and abide by, and shall require its contractors (“**Contractors**”) to observe and abide by the terms, conditions and provisions set forth in

Exhibit C to this Agreement (the “Special Provisions”). To the extent that Agency performs Project work itself, Agency shall be deemed a Contractor for purposes of this Agreement. Agency further agrees that, prior to the commencement of Project work by any third-party Contractor, such Contractor shall execute and deliver to CSXT Schedule I to this Agreement to acknowledge Contractor’s agreement to observe and abide by the terms and conditions of this Agreement.

4. Cost of Project and Reimbursement Procedures

4.1 Reimbursable Expenses. Agency shall reimburse CSXT for all costs and expenses incurred by CSXT in connection with the Project, including, without limitation: (1) all out of pocket expenses, (2) travel and lodging expenses, (3) telephone, facsimile, and mailing expenses, (4) costs for equipment, tools, materials and supplies, (5) sums paid to CSXT’s consultants and subcontractors, and (6) CSXT labor in connection with the Project, together with CSXT labor overhead percentages established by CSXT pursuant to applicable law (collectively, “**Reimbursable Expenses**”). Reimbursable Expenses shall also include expenses incurred by CSXT prior to the date of this Agreement to the extent identified by the Estimate provided pursuant to Section 4.2.

4.2 Estimate. CSXT has estimated the total Reimbursable Expenses for the Project as shown on Exhibit D (the “**Estimate**”, as amended or revised). In the event CSXT anticipates that actual Reimbursable Expenses for the Project may exceed such Estimate, it shall provide Agency with the revised Estimate of the total Reimbursable Expenses, together with a revised Payment Schedule (as defined by Section 4.3.1), for Agency’s approval and confirmation that sufficient funds have been appropriated to cover the total Reimbursable Expenses of such revised Estimate. CSXT may elect, by delivery of notice to Agency, to immediately cease all further work on the Project, unless and until Agency provides such approval and confirmation. Furthermore, the Agency acknowledges and understands that any estimated cost to construct the project shall only be good for a limited period of time and that any delays to move to construction, if CSXT agrees to such construction, shall result in increased costs.

4.3 Payment Terms.

4.3.1 Agency shall pay CSXT for Reimbursable Expenses in the amounts and on the dates set forth in the Payment Schedule as shown on Exhibit E (the “Payment Schedule”, as revised pursuant to Section 4.2). CSXT agrees to submit invoices to Agency for such amounts and Agency shall remit payment to CSXT at the later of thirty (30) days following delivery of each such invoice to Agency or, the payment date (if any) set forth in the Payment Schedule.

4.3.2 Following completion of the Project, CSXT shall submit to Agency a final invoice that reconciles the total Reimbursable Expenses incurred by CSXT against the total payments received from Agency. Agency shall pay to CSXT the amount by which Reimbursable Expenses exceed total payments as shown by the

final invoice, within thirty (30) days following delivery of such invoice to Agency. In the event that the payments received by CSXT from Agency exceed the Reimbursable Expenses, CSXT shall remit such excess to Agency.

4.3.3 In the event that Agency fails to pay CSXT any sums due CSXT under this Agreement: (i) Agency shall pay CSXT interest at the lesser of 1.0% per month or the maximum rate of interest permitted by applicable law on the delinquent amount until paid in full; and (ii) CSXT may elect, by delivery of notice to Agency: (A) to immediately cease all further work on the Project, unless and until Agency pays the entire delinquent sum, together with accrued interest; and/or (B) to terminate this Agreement.

4.3.4 All invoices from CSXT shall be delivered to Agency in accordance with Section 16 of this Agreement. All payments by Agency to CSXT shall be made by certified check and mailed to the following address or such other address as designated by CSXT's notice to Agency:

CSX Transportation, Inc.
P.O. Box 530192
Atlanta, GA 30353-0192

4.4 Effect of Termination. Agency's obligation to pay to CSXT Reimbursable Expenses in accordance with Section 4 shall survive termination of this Agreement for any reason.

5. Appropriations Agency represents to CSXT that: (i) Agency has appropriated funds sufficient to reimburse CSXT for the Reimbursable Expenses encompassed by the Estimate attached as Exhibit D; (ii) Agency shall use its best efforts to obtain appropriations necessary to cover Reimbursable Expenses encompassed by subsequent Estimates approved by Agency; and (iii) Agency shall promptly notify CSXT in the event that Agency is unable to obtain such appropriations.

6. Easements and Licenses

6.1 Agency Obligation. Agency shall acquire all necessary licenses, permits and easements required for the Project.

6.2 Temporary Construction Licenses. Insofar as it has the right to do so, CSXT hereby grants Agency a nonexclusive license to access and cross CSXT's property, to the extent necessary for the construction of the Project (excluding ingress or egress over public grade crossings), along such routes and upon such terms as may be defined and imposed by CSXT and such temporary construction easements as may be designated on the Plans approved by CSXT.

- 6.3 Temporary Construction Easements. CSXT may grant without warranty to Agency, if required, a temporary non-exclusive easement for access to the extent necessary for the project on terms and conditions and at a price acceptable to the parties.
- 6.4 Permanent Easements. Insofar as it has the right to do so, CSXT shall grant, without warranty to Agency, easements for the use and maintenance of the Project wholly or partly on CSXT property as shown on the Plans approved by CSXT, if any, on terms and conditions and at a price acceptable to both parties. Upon request by CSXT, Agency shall furnish to CSXT descriptions and plat plans for the easements.
7. Permits At its sole cost and expense, Agency shall procure all permits and approvals required by any federal, state, or local governments or governmental agencies for the construction, maintenance and use of the Project, copies of which shall be provided to CSXT.
8. Termination
- 8.1 By Agency. For any reason, Agency may, as its sole remedy, terminate this Agreement by delivery of notice to CSXT. Agency shall not be entitled to otherwise pursue claims for consequential, direct, indirect or incidental damages or lost profits as a consequence of CSXT's default or termination of this Agreement or Work on the Project by either party.
- 8.2 By CSXT. In addition to the other rights and remedies available to CSXT under this Agreement, CSXT may terminate this Agreement by delivery of notice to Agency in the event Agency or its Contractors fail to observe the terms or conditions of this Agreement and such failure continues more than ten (10) business days following delivery of notice of such failure by CSXT to Agency.
- 8.3 Consequences of Termination. If the Agreement is terminated by either party pursuant to this Section or any other provision of this Agreement, the parties understand that it may be impractical for them to immediately stop the Work. Accordingly, they agree that, in such instance a party may continue to perform Work until it has reached a point where it may reasonably and safely suspend the Work. Agency shall reimburse CSXT pursuant to this Agreement for the Work performed, plus all costs reasonably incurred by CSXT to discontinue the Work and protect the Work upon full suspension of the same, the cost of returning CSXT's property to its former condition, and all other costs of CSXT incurred as a result of the Project up to the time of full suspension of the Work. Termination of this Agreement or Work on the Project, for any reason, shall not diminish or reduce Agency's obligation to pay CSXT for Reimbursable Expenses incurred in accordance with this Agreement. In the event of the termination of this Agreement or the Work for any reason, CSXT's only remaining obligation to Agency shall be to refund to Agency payments made to CSXT in excess of Reimbursable Expenses in accordance with Section 4.

9. Insurance In addition to the insurance that Agency requires of its Contractor, Agency shall acquire or require its Contractor to purchase and maintain insurance in compliance with CSXT's insurance requirements attached to this Agreement as Exhibit F. Neither Agency nor Contractor shall commence work on the Project until such policy or policies have been submitted to and approved by CSXT's Risk Management Department.

10. Ownership and Maintenance

- 10.1 By Agency. Agency shall own and, without cost to CSXT, maintain, repair, replace and renew, or cause same to be done, in good condition and repair to CSXT's satisfaction, the pedestrian overpass structure, the roadway surfacing, the roadway slopes, the retaining walls, and the roadway drainage facilities. In the event that Agency fails to properly maintain such structures and improvements and such failure, in the opinion of CSXT, jeopardizes the safe and efficient operation of its property, CSXT shall be entitled to remedy such failure and recover from Agency the costs incurred by CSXT in doing so. Upon the cessation of use of the Project by Agency, Agency shall remove the bridge structure and restore CSXT's property to its original condition, at Agency's sole cost and expense, to CSXT's satisfaction.
- 10.2 Alterations. Agency shall not undertake any alteration, modification or expansion of the Project, without the prior approval of CSXT, which may be withheld for any reason, and the execution of such agreements as CSXT may require.

11. Indemnification

- 11.1 Generally. To the maximum extent permitted by applicable law, Agency and its Contractors shall indemnify, defend, and hold CSXT and its affiliates harmless from and against all claims, demands, payments, suits, actions, judgments, settlements, and damages of every nature, degree, and kind (including direct, indirect, consequential, incidental, and punitive damages), for any injury to or death to any person(s) (including, but not limited to the employees of CSXT, its affiliates, Agency or its Contractors), for the loss of or damage to any property whatsoever (including but not limited to property owned by or in the care, custody, or control of CSXT, its affiliates, Agency or its Contractors, and environmental damages and any related remediation brought or recovered against CSXT and its affiliates), arising directly or indirectly from the negligence, recklessness or intentional wrongful misconduct of the Contractors, Agency, and their respective agents, employees, invitees, contractors, or its contractors' agents, employees or invitees in the performance of work in connection with the Project or activities incidental thereto, or from their presence on or about CSXT's property. The foregoing indemnification obligation shall not be limited to the insurance coverage required by this Agreement, except to the extent required by law or otherwise expressly provided by this Agreement.
- 11.2 Compliance with Laws. Agency shall comply, and shall require its Contractors to comply, with any federal, state, or local laws, statutes, codes, ordinances, rules, and

regulations applicable to its construction and maintenance of the Project. Agency's Contractors shall indemnify, defend, and hold CSXT and its affiliates harmless with respect to any fines, penalties, liabilities, or other consequences arising from breaches of this Section.

- 11.3 "CSXT Affiliates". For the purpose of this Section 11, CSXT's affiliates include CSX Corporation and all entities, directly or indirectly, owned or controlled by or under common control of CSXT or CSX Corporation and their respective officers, directors, employees and agents.
- 11.4 Notice of Incidents. Agency and its Contractor shall notify CSXT promptly of any loss, damage, injury or death arising out of or in connection with the Project work.
- 11.5 Survival. The provisions of this Section 11 shall survive the termination or expiration of this Agreement.
12. Independent Contractor. The parties agree that neither Agency nor its Contractors shall be deemed either agents or independent contractors of CSXT. Except as otherwise provided by this Agreement, CSXT shall exercise no control whatsoever over the employment, discharge, compensation of, or services rendered by Agency or Agency's Contractors, or the construction practices, procedures, and professional judgment employed by Agency or its Contractor to complete the Project. Notwithstanding the foregoing, this Section 12 shall in no way affect the absolute authority of CSXT to prohibit Agency or its Contractors or anyone from entering CSXT's property, or to require the removal of any person from its property, if it determines, in its sole discretion, that such person is not acting in a safe manner or that actual or potential hazards in, on or about the Project exist.
13. "Entire Agreement" This Agreement embodies the entire understanding of the parties, may not be waived or modified except in a writing signed by authorized representatives of both parties, and supersedes all prior or contemporaneous written or oral understandings, agreements or negotiations regarding its subject matter. In the event of any inconsistency between this Agreement and the Exhibits, the more specific terms of the Exhibits shall be deemed controlling.
14. Waiver If either party fails to enforce its respective rights under this Agreement, or fails to insist upon the performance of the other party's obligations hereunder, such failure shall not be construed as a permanent waiver of any rights or obligations in this Agreement.
15. Assignment CSXT may assign this Agreement and all rights and obligations herein to a successor in interest, parent company, affiliate, or future affiliate. Upon assignment of this Agreement by CSXT and the assumption of CSXT's assignee of CSXT's obligations under this Agreement, CSXT shall have no further obligation under this Agreement. Agency shall not assign its rights or obligations under this Agreement without CSXT's prior consent, which consent may be withheld for any reason.

16. Notices All notices, consents and approvals required or permitted by this Agreement shall be in writing and shall be deemed delivered upon personal delivery, upon the expiration of three (3) days following mailing by first class U.S. mail, or upon the next business day following mailing by a nationally recognized overnight carrier, to the parties at the addresses set forth below, or such other addresses as either party may designate by delivery of prior notice to the other party:

If to CSXT: CSX Transportation, Inc.
4802 Decoursey Pike
Taylor Mill, Kentucky 41015
Project Manager – Public Projects

If to Agency: City of Oxford
15 South College Avenue
Oxford, Ohio 45056
Attention: City Engineer

17. Severability The parties agree that if any part, term or provision of this Agreement is held to be illegal, unenforceable or in conflict with any applicable federal, state, or local law or regulation, such part, term or provision shall be severable, with the remainder of the Agreement remaining valid and enforceable.
18. Applicable Law This Agreement shall be governed by the laws of the State of Ohio, exclusive of its choice of law rules. The parties further agree that the venue of all legal and equitable proceedings related to disputes under this Agreement shall be situated in Duval County, Florida, and the parties agree to submit to the personal jurisdiction of any State or Federal court situated in Duval County, Florida.

REMAINDER OF PAGE LEFT INTENTIONALLY BLANK

BY SIGNING THIS AGREEMENT, I certify that there have been no changes made to the content of this Agreement since its approval by the CSXT Legal Department on **November 5, 2021**.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate, each by its duly authorized officers, as of the date of this Agreement.

CITY OF OXFORD, OHIO

By: _____
Print Name: _____
Title: _____

CSX TRANSPORTATION, INC.

By: _____
Will Roseborough
Director Project Development

EXHIBIT A
ALLOCATION OF WORK

Subject to Section 2.1, work to be performed in connection with the Project is allocated as follows:

- A. Agency shall let by contract to its Contractors:
 - 1. Maintenance of Traffic Control Plan implementation, maintenance & removal
 - 2. Erosion Control Plan implementation, maintenance & removal
 - 3. Grading, paving & drainage
 - 4. Construction of new pedestrian bridge
 - 5. All work incidental to complete the project
 - 6. Restoration of CSXT right-of-way to the satisfaction of CSXT
- B. CSXT shall perform or cause to be performed:
 - 1. Preliminary Engineering services
 - 2. Flagging services
 - 3. Construction engineering and inspection services to protect the interests of CSXT

EXHIBIT B

PLANS AND SPECIFICATIONS

Plans, Specifications and Drawings:

As of the date of this Agreement, the following plans, specifications and drawings have been submitted by Agency to CSXT for its review and approval:

<u>SHEET</u>	<u>DESCRIPTION</u>	<u>SUBMITTER</u>	<u>DATE</u>
1 of 161	Title Sheet	KZF	11/24/24
2-8 of 161	Schematic Plan	KZF	11/24/24
9-10 of 161	Typical Sections & Details	KZF	11/24/24
11 of 161	General Notes	KZF	11/24/24
12 of 161	General Summary	KZF	11/24/24
13-17 of 161	Estimated Quantities	KZF	11/24/24
18-19 of 161	Construction Entrances	KZF	11/24/24
20-23 of 161	Post Construction Map	KZF	11/24/24
24-37 of 161	Plan & Profile	KZF	11/24/24
38 of 161	Trailhead Details	KZF	11/24/24
39-75 of 161	Cross Sections	KZF	11/24/24
76-104 of 161	Bridge Plans	KZF	11/24/24
105 of 161	Railroad Bridge Grading Plan	KZF	11/24/24
106-123 of 161	Right of Way Plans	KZF	11/24/24
124-161 of 161	Geotechnical Profile	KZF	11/24/24

NOTE: In the event subsequent plan submissions are made by Agency to CSXT for review and approval, once approved, said plans shall be considered to be incorporated into this Exhibit B as of the date of CSXT's written approval.

EXHIBIT C

CSXT SPECIAL PROVISIONS

DEFINITIONS:

As used in these Special Provisions, all capitalized terms shall have the meanings ascribed to them by the Agreement, and the following terms shall have the meanings ascribed to them below:

“CSXT” shall mean CSX Transportation, Inc., its successors and assigns.

“CSXT Representative” shall mean the authorized representative of CSX Transportation, Inc.

“Agreement” shall mean the Agreement between CSXT and Agency dated as of _____, as amended from time to time.

“Agency” shall mean the City of Oxford, Ohio.

“Agency Representative” shall mean the authorized representative of the City of Oxford, Ohio.

“Contractor” shall have the meaning ascribed to such term by the Agreement.

“Work” shall mean the Project as described in the Agreement.

I. AUTHORITY OF CSXT ENGINEER

The CSXT Representative shall have final authority in all matters affecting the safe maintenance of CSXT operations and CSXT property, and his or her approval shall be obtained by the Agency or its Contractor for methods of construction to avoid interference with CSXT operations and CSXT property and all other matters contemplated by the Agreement and these Special Provisions.

II. INTERFERENCE WITH CSXT OPERATIONS

- A. Agency or its Contractor shall arrange and conduct its work so that there will be no interference with CSXT operations, including train, signal, telephone and telegraphic services, or damage to CSXT’s property, or to poles, wires, and other facilities of tenants on CSXT’s Property or right-of-way. Agency or its Contractor shall store materials so as to prevent trespassers from causing damage to trains, or CSXT Property. Whenever Work is likely to affect the operations or safety of trains, the method of doing such Work shall first be submitted to the CSXT Representative for approval, but such approval shall not relieve Agency or its Contractor from liability in connection with such Work.

- B. If conditions arising from or in connection with the Project require that immediate and unusual provisions be made to protect train operation or CSXT's property, Agency or its Contractor shall make such provision. If the CSXT Representative determines that such provision is insufficient, CSXT may, at the expense of Agency or its Contractor, require or provide such provision as may be deemed necessary, or cause the Work to cease immediately.

III. NOTICE OF STARTING WORK. Agency or its Contractor shall not commence any work on CSXT Property or rights-of-way until it has complied with the following conditions:

- A. Notify CSXT in writing of the date that it intends to commence Work on the Project. Such notice must be received by CSXT at least ten business days in advance of the date Agency or its Contractor proposes to begin Work on CSXT property. The notice must refer to this Agreement by date. If flagging service is required, such notice shall be submitted at least thirty (30) business days in advance of the date scheduled to commence the Work.
- B. Obtain authorization from the CSXT Representative to begin Work on CSXT property, such authorization to include an outline of specific conditions with which it must comply.
- C. Obtain from CSXT the names, addresses and telephone numbers of CSXT's personnel who must receive notice under provisions in the Agreement. Where more than one individual is designated, the area of responsibility of each shall be specified.

IV. WORK FOR THE BENEFIT OF THE CONTRACTOR

- A. No temporary or permanent changes to wire lines or other facilities (other than third party fiber optic cable transmission systems) on CSXT property that are considered necessary to the Work are anticipated or shown on the Plans. If any such changes are, or become, necessary in the opinion of CSXT or Agency, such changes will be covered by appropriate revisions to the Plans and by preparation of a force account estimate. Such force account estimate may be initiated by either CSXT or Agency, but must be approved by both CSXT and Agency. Agency or Contractor shall be responsible for arranging for the relocation of the third party fiber optic cable transmission systems, at no cost or expense to CSXT.
- B. Should Agency or Contractor desire any changes in addition to the above, then it shall make separate arrangements with CSXT for such changes to be accomplished at the Agency or Contractor's expense.

V. HAUL ACROSS RAILROAD

- A. If Agency or Contractor desires access across CSXT property or tracks at other than an existing and open public road crossing in or incident to construction of the Project, the Agency or Contractor must first obtain the permission of CSXT and shall execute a license agreement or right of entry satisfactory to CSXT, wherein Agency or Contractor agrees to bear all costs and liabilities related to such access.
- B. Agency and Contractor shall not cross CSXT's property and tracks with vehicles or equipment of any kind or character, except at such crossing or crossings as may be permitted pursuant to this section.

VI. COOPERATION AND DELAYS

- A. Agency or Contractor shall arrange a schedule with CSXT for accomplishing stage construction involving work by CSXT. In arranging its schedule, Agency or Contractor shall ascertain, from CSXT, the lead time required for assembling crews and materials and shall make due allowance therefore.
- B. Agency or Contractor may not charge any costs or submit any claims against CSXT for hindrance or delay caused by railroad traffic; work done by CSXT or other delay incident to or necessary for safe maintenance of railroad traffic; or for any delays due to compliance with these Special Provisions.
- C. Agency and Contractor shall cooperate with others participating in the construction of the Project to the end that all work may be carried on to the best advantage.
- D. Agency and Contractor understand and agree that CSXT does not assume any responsibility for work performed by others in connection the Project. Agency and Contractor further understand and agree that they shall have no claim whatsoever against CSXT for any inconvenience, delay or additional cost incurred by Agency or Contractor on account of operations by others.

VII. STORAGE OF MATERIALS AND EQUIPMENT

Agency and Contractor shall not store their materials or equipment on CSXT's property or where they may potentially interfere with CSXT's operations, unless Agency or Contractor has received CSXT Representative's prior written permission. Agency and Contractor understand and agree that CSXT will not be liable for any damage to such materials and equipment from any cause and that CSXT may move, or require Agency or Contractor to move, such material and equipment at Agency's or Contractor's sole expense. To minimize the possibility of damage to the railroad tracks resulting from the unauthorized use of equipment, all grading or other construction equipment that is left parked near the tracks unattended by watchmen shall be immobilized to the extent feasible so that it cannot be moved by unauthorized persons.

VIII. CONSTRUCTION PROCEDURES

A. General

1. Construction work on CSXT property shall be subject to CSXT's inspection and approval.
2. Construction work on CSXT property shall be in accord with CSXT's written outline of specific conditions and with these Special Provisions.
3. Contractor shall observe the terms and rules of the CSXT Safe Way manual, which Agency and Contractor shall be required to obtain from CSXT, and in accord with any other instructions furnished by CSXT or CSXT's Representative.

B. Blasting

1. Agency or Contractor shall obtain CSXT Representative's and Agency Representative's prior written approval for use of explosives on or adjacent to CSXT property. If permission for use of explosives is granted, Agency or Contractor must comply with the following:
 - a. Blasting shall be done with light charges under the direct supervision of a responsible officer or employee of Agency or Contractor.
 - b. Electric detonating fuses shall not be used because of the possibility of premature explosions resulting from operation of two-way train radios.
 - c. No blasting shall be done without the presence of an authorized representative of CSXT. At least 10 days' advance notice to CSXT Representative is required to arrange for the presence of an authorized CSXT representative and any flagging that CSXT may require.
 - d. Agency or Contractor must have at the Project site adequate equipment, labor and materials, and allow sufficient time, to (i) clean up (at Agency's expense) debris resulting from the blasting without any delay to trains; and (ii) correct (at Agency's expense) any track misalignment or other damage to CSXT's property resulting from the blasting, as directed by CSXT Representative, without delay to trains. If Agency's or Contractor's actions result in delay of any trains, including Amtrak passenger trains, Agency shall bear the entire cost thereof.

- e. Agency and Contractor shall not store explosives on CSXT property.
- 2. CSXT Representative will:
 - a. Determine the approximate location of trains and advise Agency or Contractor of the approximate amount of time available for the blasting operation and clean-up.
 - b. Have the authority to order discontinuance of blasting if, in his or her opinion, blasting is too hazardous or is not in accord with these Special Provisions.

IX. MAINTENANCE OF DITCHES ADJACENT TO CSXT TRACKS

Agency or Contractor shall maintain all ditches and drainage structures free of silt or other obstructions that may result from their operations. Agency or Contractor shall provide erosion control measures during construction and use methods that accord with applicable state standard specifications for road and bridge construction, including either (1) silt fence; (2) hay or straw barrier; (3) berm or temporary ditches; (4) sediment basin; (5) aggregate checks; and (6) channel lining. All such maintenance and repair of damages due to Agency's or Contractor's operations shall be performed at Agency's expense.

X. FLAGGING / INSPECTION SERVICE

- A. CSXT has sole authority to determine the need for flagging required to protect its operations and property. In general, flagging protection will be required whenever Agency or Contractor or their equipment are, or are likely to be, working within fifty (50) feet of live track or other track clearances specified by CSXT, or over tracks.
- B. Agency shall reimburse CSXT directly for all costs of flagging that is required on account of construction within CSXT property shown in the Plans, or that is covered by an approved plan revision, supplemental agreement or change order.
- C. Agency or Contractor shall give a minimum of 10 days' advance notice to CSXT Representative for anticipated need for flagging service. No work shall be undertaken until the flag person(s) is/are at the job site. If it is necessary for CSXT to advertise a flagging job for bid, it may take up to 90-days to obtain this service, and CSXT shall not be liable for the cost of delays attributable to obtaining such service.
- D. CSXT shall have the right to assign an individual to the site of the Project to perform inspection service whenever, in the opinion of CSXT Representative,

such inspection may be necessary. Agency shall reimburse CSXT for the costs incurred by CSXT for such inspection service. Inspection service shall not relieve Agency or Contractor from liability for its Work.

- E. CSXT shall render invoices for, and Agency shall pay for, the actual pay rate of the flagpersons and inspectors used, plus standard additives, whether that amount is above or below the rate provided in the Estimate. If the rate of pay that is to be used for inspector or flagging service is changed before the work is started or during the progress of the work, whether by law or agreement between CSXT and its employees, or if the tax rates on labor are changed, bills will be rendered by CSXT and paid by Agency using the new rates. Agency and Contractor shall perform their operations that require flagging protection or inspection service in such a manner and sequence that the cost of such will be as economical as possible.

XI. UTILITY FACILITIES ON CSXT PROPERTY

Agency shall arrange, upon approval from CSXT, to have any utility facilities on or over CSXT Property changed as may be necessary to provide clearances for the proposed trackage.

XII. CLEAN-UP

Agency or Contractor, upon completion of the Project, shall remove from CSXT's Property any temporary grade crossings, any temporary erosion control measures used to control drainage, all machinery, equipment, surplus materials, falsework, rubbish, or temporary buildings belonging to Agency or Contractor. Agency or Contractor, upon completion of the Project, shall leave CSXT Property in neat condition, satisfactory to CSXT Representative.

XIII. FAILURE TO COMPLY

If Agency or Contractor violate or fail to comply with any of the requirements of these Special Provisions, (a) CSXT may require Agency and/or Contractor to vacate CSXT Property; and (b) CSXT may withhold monies due Agency and/or Contractor; (c) CSXT may require Agency to withhold monies due Contractor; and (d) CSXT may cure such failure and the Agency shall reimburse CSXT for the cost of curing such failure.

EXHIBIT D

INITIAL ESTIMATE
ATTACHED

EXHIBIT D**INITIAL ESTIMATE
ATTACHED****ACCT. CODE : 700 - OH1534****Form Revision
03/13/24**

ESTIMATE SUBJECT TO REVISION AFTER:	1/29/2026	DOT NO.: 977118P
CITY: Oxford	COUNTY: Butler	STATE: OH
DESCRIPTION: New Pedestrian Bridge Construction - But-Oxford Area Trail Phase 5 over CSX, connecting Talawanda High School and Talawanda Middle School.		
ZONE: Louisville	SUB-DIV: Indianapolis	MILE POST: BD-38.3
AGENCY PROJECT NUMBER: PID 117001		

PRELIMINARY ENGINEERING:

212	Contracted & Administrative Engineering Services	See separate PE Agreement
	Subtotal	\$ -

CONSTRUCTION ENGINEERING/INSPECTION:

212	Contracted & Administrative Engineering Services	\$ 63,600
	Subtotal	\$ 63,600

FLAGGING SERVICE: (Contract Labor)

70	Labor (Conductor-Flagman)	Days @	\$ -
50	Labor (Foreman/Inspector)	<u>120</u> Days @ <u>\$ 504.00</u>	\$ 60,480
70	Additive (Transportation Department)		\$ -
50	Additive 168.00% (Engineering Department)		\$ 101,606
	Subtotal		\$ 162,086

SIGNAL & COMMUNICATIONS WORK:**\$ -****TRACK WORK:****\$ -****PROJECT SUBTOTAL:****\$ 225,686**

900	CONTINGENCIES:	10.00%	\$ 22,569
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PROJECT TOTAL:**\$ 248,255****CURRENT AUTHORIZED BUDGET:****\$ -****TOTAL SUPPLEMENT REQUESTED:****\$ 248,255****DIVISION OF COST:**

Agency	<u>100.00%</u>	\$ 248,255
Railroad	<u>0.00%</u>	\$ -

NOTE: Estimate is based on FULL CROSSING CLOSURE during work by Railroad Forces.

This estimate has been prepared based on site conditions, anticipated work duration, periods, material prices, labor rates, manpower and resource availability, and other factors known as of the date prepared. The actual cost for CSXT work may differ based upon the agency's requirements, their contractor's work procedures, and/or other conditions that become apparent once construction commences or during the progress of the work.

Office of Chief Engineer Public Projects—Jacksonville, Florida

Estimated prepared by: **Benesch**Approved by: **BWA** CSXT Public Project Group

DATE: 01/29/25

REVISED: 01/00/00

DATE: 01/30/25

EXHIBIT E

PAYMENT SCHEDULE

Advance Payment in Full

Upon execution and delivery of notice to proceed with the Project, Agency will deposit with CSXT a sum equal to the Reimbursable Expenses, as shown by the Estimate. If CSXT anticipates that it may incur Reimbursable Expenses in excess of the deposited amount, CSXT will request an additional deposit equal to the then remaining Reimbursable Expenses which CSXT estimates that it will incur. CSXT shall request such additional deposit by delivery of invoices to Agency. Agency shall make such additional deposit within 30 days following delivery of such invoice to Agency.

EXHIBIT F

INSURANCE REQUIREMENTS

I. Insurance Policies:

Agency and Contractor, if and to the extent that either is performing work on or about CSXT's property, shall procure and maintain the following insurance policies:

1. Commercial General Liability coverage at their sole cost and expense with limits of not less than \$5,000,000 in combined single limits for bodily injury and/or property damage per occurrence, and such policies shall name CSXT as an additional named insured. The policy shall include endorsement ISO CG 24 17 evidencing that coverage is provided for work within 50 feet of a railroad. If such endorsement is not included, railroad protective liability insurance must be provided as described in item 4 below.
2. Statutory Worker's Compensation and Employers Liability Insurance with limits of not less than \$1,000,000, which insurance must contain a waiver of subrogation against CSXT and its affiliates (if permitted by state law).
3. Commercial automobile liability insurance with limits of not less than \$1,000,000 combined single limit for bodily injury and/or property damage per occurrence, and such policies shall name CSXT as an additional named insured. The policy shall include endorsement ISO CA 20 70 evidencing that coverage is provided for work within 50 feet of a railroad. If such endorsement is not included, railroad protective liability insurance must be provided as described in item 4 below.
4. Railroad protective liability insurance with limits of not less than \$5,000,000 combined single limit for bodily injury and/or property damage per occurrence and an aggregate annual limit of \$10,000,000, which insurance shall satisfy the following additional requirements:
 - a. The Railroad Protective Insurance Policy must be on the ISO/RIMA Form of Railroad Protective Insurance - Insurance Services Office (ISO) Form CG 00 35.
 - b. CSX Transportation must be the named insured on the Railroad Protective Insurance Policy.
 - c. Name and Address of Contractor and Agency must appear on the Declarations page.
 - d. Description of operations must appear on the Declarations page and must match the Project description.

- e. Authorized endorsements must include the Pollution Exclusion Amendment - CG 28 31, unless using form CG 00 35 version 96 and later.
 - f. Authorized endorsements may include:
 - (i). Broad Form Nuclear Exclusion - IL 00 21
 - (ii) 30-day Advance Notice of Non-renewal or cancellation
 - (iii) Required State Cancellation Endorsement
 - (iv) Quick Reference or Index - CL/IL 240
 - g. Authorized endorsements may not include:
 - (i) A Pollution Exclusion Endorsement except CG 28 31
 - (ii) A Punitive or Exemplary Damages Exclusion
 - (iii) A "Common Policy Conditions" Endorsement
 - (iv) Any endorsement that is not named in Section 4 (e) or (f) above.
 - (v) Policies that contain any type of deductible
- 5. All insurance companies must be A. M. Best rated A- and Class VII or better.
 - 6. CSX OP number OH1534 must appear on each Declarations page and/or certificates of insurance.
 - 7. Such additional or different insurance as CSXT may require.

II. Additional Terms

- 1. Contractor must submit the original Railroad Protective Liability policy, Certificates of Insurance and all notices and correspondence regarding the insurance policies to:

Insurance Department
CSX Transportation, Inc.
500 Water Street, C-907
Jacksonville, FL 32202

OR

insurancedocuments@csx.com

- 2. Neither Agency nor Contractor may begin work on the Project until it has received CSXT's written approval of the required insurance.

OXFORD, BUTLER COUNTY, OHIO
NEW PEDESTRIAN BRIDGE CONSTRUCTION OVER CSXT
INDIANAPOLIS SUBDIVISION, MILEPOST BD-38.3
CSXT OP NUMBER OH1534

SCHEDULE I

CONTRACTOR'S ACCEPTANCE

To and for the benefit of CSX Transportation, Inc. ("CSXT") and to induce CSXT to permit Contractor on or about CSXT's property for the purposes of performing work in accordance with the Agreement dated _____, 202__, between the City of Oxford, Ohio and CSXT, Contractor hereby agrees to abide by and perform all applicable terms of the Agreement, including, but not limited to Exhibits C and F to the Agreement, and Sections 3, 9 and 11 of the Agreement.

Contractor: _____

By: _____

Name: _____

Title: _____

Date: _____

\\COR\130459.7

CSXT Schedule PA

PAYMENT SUBMISSION FORM

Project Description: Proposed construction of the BUT-OXFORD AREA TRAIL PHASE 5 project, including a new pedestrian bridge over CSXT (DOT# 977118P)) in the vicinity of CSXT Indianapolis Subdivision Milepost BD-38.3, as located in/near Oxford, Butler County, Ohio.

CSXT OP No. OH1534

Payment may be made via paper check or ACH/EFT payment as detailed below.
Payment due prior to work commencing.

*****Mail a Check*****

Mail this form, along with your
paper check (do not send the
Agreement) to the following address:

**CSX Transportation, Inc.
P.O. Box 530192
Atlanta, GA 30353-0192**

OR

*****ACH/EFT Payment*****

Submit Payment to:

**CSXT Govt. Billing
P.O. Box 530192
Atlanta, GA 30353-0192**

**Acct # 1219082172
ACH ABA# 267084199**

When submitting payment VIA EITHER CHECK OR ACH/EFT, send a photocopy of the check or associated ACH/EFT payment info, along with this form via email/mail to:

Nicole_Henning@csx.com

AND

LShaw@Benesch.com

(All information below to be completed by Agency providing Payment)

Sponsor Name

Payment Date

Check #

Amount

\$248,255.00



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:	2/10/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	A Resolution Authorizing Payment Of \$120,000.00 To Abraham A. Kuranga & Eulin M. Kuranga, Co-Trustees Of "The Kuranga Family Trust, Dated January 29, 2020" For The Acquisition Of An Easement For The Construction Of Oxford Area Trails System (OATS) Phase V. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	\$6.638M
ACCOUNT CODE:	144.490.64702
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 2/10/2025 DRE

DISCUSSION:

The 2025 Capital Improvement budget includes approximately \$6.6M for the acquisition of easements and construction of Phase V of the Oxford Area Trail System (OATS). This segment of OATS is planned for a distance of approximately 1.8 miles and will connect Talawanda High School (and US 27) with Talawanda Middle School (and SR 732). The project will also have a 0.7 mile northern spur connecting Phase V with the Butler County RTA multi-modal facility and planned Amtrak Station near the intersection of S. Main St. and Chestnut St.

The City needs to acquire several easements from private property owners to make this project possible. This includes an easement of approximately 2.8 acres in size from Abraham A. Kuranga & Eulin M. Kuranga, Co-Trustees of "The Kuranga Family Trust, dated January 29, 2020". The City, through O.R. Colan & Associates, has negotiated a value for the property needed for the project and agrees to a negotiated value of \$120,000.

This Resolution will authorize the City Manager to take all actions necessary to receive and record an

approximate 2.8 acre easement as described in Exhibit A at a cost not to exceed a total of \$120,000.00. With City Council approval, this payment shall be made to Abraham A. Kuranga & Eulin M. Kuranga, Co-Trustees of "The Kuranga Family Trust, dated January 29, 2020".

RESOLUTION NO.

A RESOLUTION AUTHORIZING PAYMENT OF \$120,000.00 TO ABRAHAM A. KURANGA AND EULIN M. KURANGA, CO-TRUSTEES OF “THE KURANGA FAMILY TRUST, DATED JANUARY 29, 2020” FOR THE ACQUISITION OF AN EASEMENT FOR THE CONSTRUCTION OF OXFORD AREA TRAILS SYSTEM (OATS) PHASE V.

WHEREAS, the City needs to acquire several easements from private property owners to make this project possible; and

WHEREAS, the 2025 Capital Improvement budget includes approximately \$6.6M for the acquisition of easements and construction of Phase V of the Oxford Area Trail System (OATS); and

WHEREAS, this segment of OATS is planned for a distance of approximately 1.8 miles and will connect Talawanda High School (and US 27) with Talawanda Middle School (and SR 732). The project will also have a 0.7-mile northern spur connecting Phase V with the Butler County RTA multi-modal facility and planned Amtrak Station near the intersection of S. Main St. and Chestnut St.; and

WHEREAS, this Resolution will authorize the City Manager to take all actions necessary to receive and record an approximate 2.8 acre easement as described in Exhibit A at a cost not to exceed a total of \$120,000.00

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

SECTION 1: Council hereby authorizes the City Manager to take all actions necessary to receive and record an approximate 2.8 acre easement as described in Exhibit A at a cost not to exceed a total of \$120,000.00

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)

FUTURE OXFORD AREA TRAILS SYSTEM

LEGEND

OATS Phases

- 1** Completed 2017
- 2** Completed 2020
- 3** Completed 2024
- 4** Estimated Completion 2024
- 5** Estimated Completion 2025-2026
- 6** Estimated Completion TBD

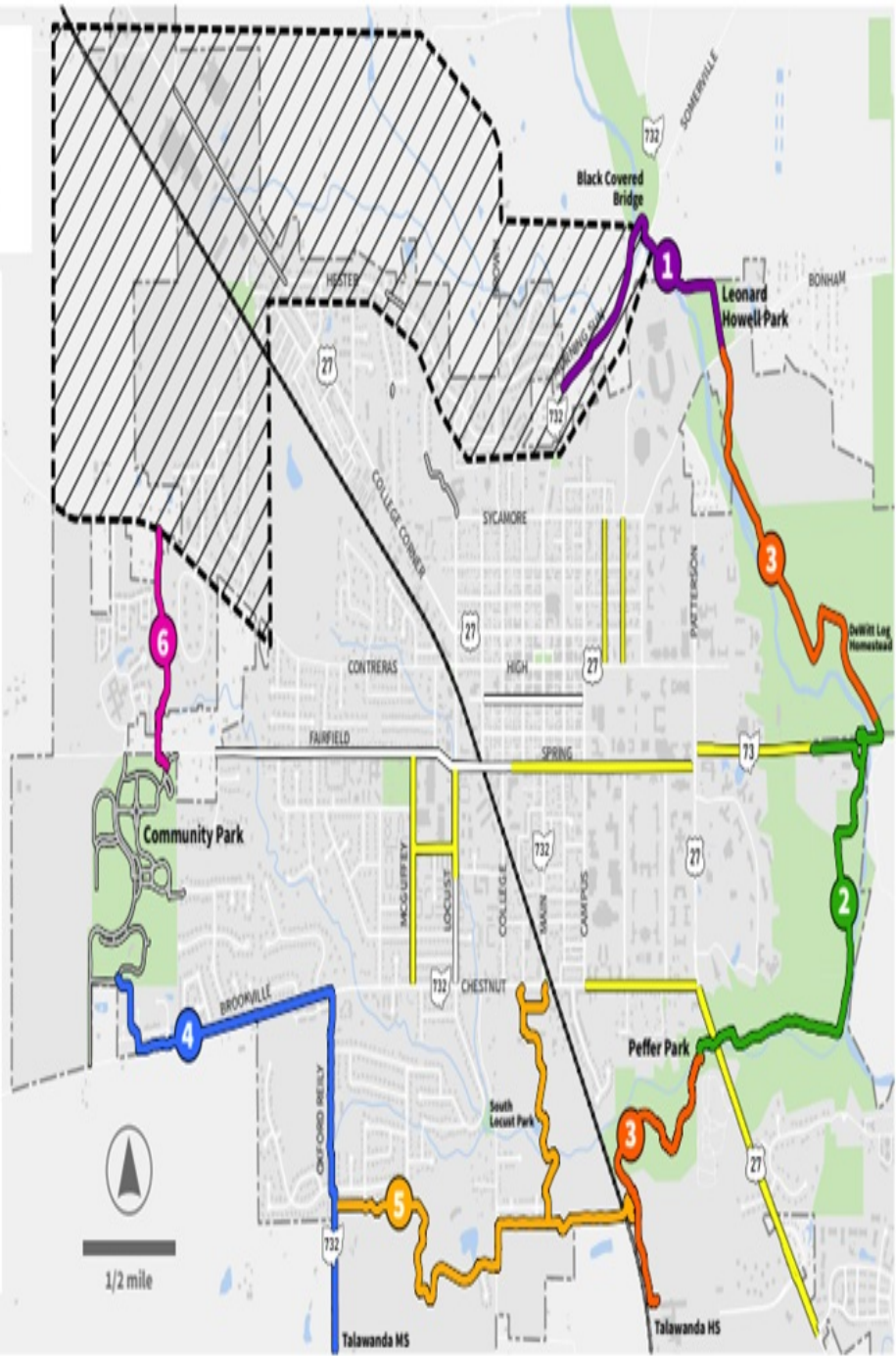
Potential Future Connection

- Unplanned Area

Other Existing Bikeways

- Paved Trails
- On-Street Bike Lanes
- Sharrows

Date Produced: 7/18/2024



February 10, 2025

Bayer Becker
6900 Tylersville Road, Suite A
Mason, OH 45040

Attn: Etta Reed, PE, President

**RE: BUT Oxford Area Trail Ph. 5
Billing Package for Pcl. 9-SH**

Dear Ms. Reed:

I have enclosed the following information so your office may start the process for payment in regards to the referenced parcel & proposed highway project.

- Signed Standard Highway Easement
- Executed W-9
- Memorandum of Trust
- Administrative Settlement Request

Please review the enclosed information and prepare a warrant to be made payable to Abraham A. Kuranga and Eulin M. Kuranga, Co-Trustees of "The Kuranga Family Trust, dated January 29, 2020" in the amount of \$120,000.00. Once the check has been processed, please return to this office at the address below.

Should you have any questions or need additional information, please feel free to call me at 513-247-0243.

Respectfully,



Project Manager
8790 Governor's Hill Drive
Suite 101
Cincinnati, OH 45249

c: Acquisition File
Scott Otto, City Engineer, City of Oxford

EASEMENT

Abraham A. Kuranga And Eulin M. Kuranga, Co-Trustees of "The Kuranga Family Trust, dated January 29, 2020", the Grantor(s), in consideration of the sum of \$120,000.00, to be paid by City of Oxford, Butler County, Ohio, the Grantee, do convey(s) to Grantee, its successors and assigns, an easement, which is more particularly described in Exhibit A attached, the following described real estate:

PARCEL(S): 9-SH

BUT OXFORD RECREATIONAL TRAIL PH 5

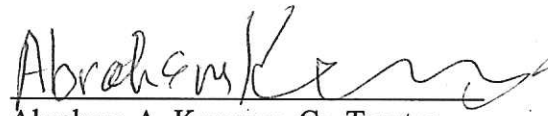
SEE EXHIBIT A ATTACHED

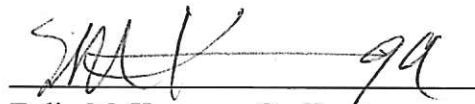
Butler County Current Tax Parcel No. H4100132000015
Prior Instrument Reference: Bk. 9928 Pg. 1503 and Bk. 9884 Pg. 1376, Butler County Recorder's Office.

Grantor(s), for themselves and their successors and assigns, covenant(s) with the Grantee, its successors and assigns, that they are the true and lawful owner(s) in fee simple, and have the right and power to convey the property and that the property is free and clear from all liens and encumbrances, except: (a) easements, restrictions, conditions, and covenants of record; (b) all legal highways; (c) zoning and building laws, ordinances, rules, and regulations; and (d) any and all taxes and assessments not yet due and payable; and that Grantor(s) will warrant and defend the property against all claims of all persons.

The property conveyed is being acquired by Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public road.

IN WITNESS WHEREOF Abraham A. Kuranga And Eulin M. Kuranga, Co-Trustees of "The Kuranga Family Trust, dated January 29, 2020", have hereunto set their hands on the 7th day of Feb., ~~2024~~²⁰²⁵.


Abraham A. Kuranga, Co-Trustee


Eulin M. Kuranga, Co-Trustee

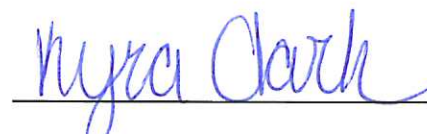
STATE OF OHIO, COUNTY OF BUTLER. SS:

BE IT REMEMBERED, that on the 7th day of Feb, ~~2024~~²⁰²⁵, before me the subscriber, a Notary Public in and for said state and county, personally came the above named Abraham A. Kuranga And Eulin M. Kuranga who acknowledged the foregoing instrument to be their voluntary acts and deeds. No oath or affirmation was administered to Abraham A. Kuranga And Eulin M. Kuranga with regard to the notarial act.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year last aforesaid.



KYRA CLARK
Notary Public, State of Ohio
My Commission Expires:
Dec. 27, 2027


NOTARY PUBLIC
My Commission expires: 12/27/2027

This document was prepared by: City of Oxford, Butler County, Ohio

EXHIBIT A

LPA RX 871 SH

KE

Ver. Date 10/16/24

Page 1 of 3

Rev. 06/09

PID 117001

**PARCEL 9-SH
BUT-OXFORD AREA TRAIL PHASE 5
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CITY OF OXFORD, BUTLER COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the City Of Oxford, Butler County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the State of Ohio, Butler County, City of Oxford, Section 34, Town 5, Range 1, Congress Lands West of The Miami River, and being part of a 40.113 Acre parcel as of the date this survey was prepared, as conveyed to Abraham A. & Eulin M. Kuranga as recorded in Official Record 9474, Page 1261 of the Butler County Recorder's Office and being Lot 3732 in the City of Oxford, Butler County, Ohio and being a parcel of land lying on both sides of the centerline of right of way of the BUT-Oxford Area Trail, Phase 5.

Beginning at the intersection of the east right of way of Kehr Road and the northeast corner of said Lot 3732 at a set iron pin being 51.13 feet left of Station 55+93.11 of the centerline of BUT-Oxford Area Trail, Phase 5 and being the True Point of Beginning;

thence, from the True Point of Beginning, departing said Kehr Road and with said Lot 3732 for the following ten courses, South 87° 55' 58" East, 1057.07 feet to the southeast corner of Lot 3657 of Silverleaf Meadows, Section 1, as recorded in Plat Envelope 3973, Pages A-C;

thence, departing said Lot 3657 and continuing with said Lot 3732, South 87° 55' 23" East, 631.77 feet to a found 5/8 iron pin capped "BROSEY" being 11.71 feet right of Station 73+29.54 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence,

EXHIBIT A

LPA RX 871 SH

Page 2 of 3

Rev. 06/09

thence, through said Lot 3732 the following nine courses: South 71° 33' 46" West, 120.35 feet to a set iron pin being 24.75 feet right of Station 71+92.57 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, South 54° 53' 38" West, 206.91 feet to a set iron pin being 65.43 feet right of Station 70+28.56 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, North 35° 06' 22" West, 134.05 feet to a set iron pin being 37.43 feet right of Station 69+18.72 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, North 87° 59' 11" West, 1279.53 feet to a set iron pin being 28.65 feet right of Station 55+96.27 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, South 42° 52' 59" West, 44.43 feet to a set iron pin being 13.00 feet right of Station 55+31.08 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, South 02° 52' 48" West, 167.72 feet to a set iron pin being 12.48 feet right of Station 53+61.96 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, with a curve to the right, having a central angle of 42° 54' 39", a radius of 74.00 feet, an arc length of 55.42 feet, and a chord bearing South 02° 05' 28" West, 54.13 feet to a set iron pin being 13.19 feet right of Station 53+10.49 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, South 02° 55' 45" West, 208.69 feet to a set iron pin being 30.53 feet right of Station 51+21.68 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, North 87° 19' 08" West, 22.67 feet to a set iron pin being on the east right of way of said Kehr Road being 20.76 feet right of Station 51+13.99 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, with the east right of way of said Kehr Road, North 02° 46' 47" East, 525.59 feet to the true point of beginning. Containing in all 2.787 acres, gross, of which 0.000 acres is PRO (present road occupied), leaving a net take of 2.787 acres, more or less, subject to all legal easements and rights of way.

The above-described area is part of currently assigned Butler County Auditor's Parcel Number H4100-132-000-015.

Basis of Bearings: NAD83(2011) Ohio State Plane Coordinates, South Zone (3402), U.S. Foot.

EXHIBIT A

LPA RX 871 SH

Page 3 of 3

Rev. 06/09

Iron pins set are 3/4" diameter steel rods, 30" long, with a 2" diameter aluminum cap stamped "PS NO. 7568, BAYER BECKER".

The above description was prepared from a field survey and right of way plans on file at District 8 dated __/__/__ prepared by Bayer Becker under the direction of Jeffrey O. Lambert, Licensed Professional Surveyor #7568 in the State of Ohio.



“THE KURANGA FAMILY TRUST”

**MEMORANDUM OF TRUST
(O.R.C. §5301.255)**

In consideration of financial, legal, and trust operation under the law of Ohio Title 58, the undersigned Trustees represent and warrant to you that the trust is in full force and effect, that it has not been revoked, amended, or modified in any manner that would cause the representations contained in this certification of trust be incorrect, and that the following information is true and complete:

1. On January 29, 2020, Abraham A. Kuranga and Eulin M. Kuranga, as Settlor(s), executed a Declaration of Trust. Said Declaration of Trust is entitled **“The Kuranga Family Trust.”**
2. The current Trustees of said Declaration of Trust are Abraham A. Kuranga or Eulin M. Kuranga, residing at 5797 Booth Road, Oxford, Ohio 45056.
3. The Trust is governed by the laws of the State of Ohio.
4. This is a Revocable Grantor Trust and therefore uses the Settlor(s)' Social Security numbers as the Federal Tax Identification number (See 26 USC §674(a) and 26 CFR §1.671-3(a)(1)-(3)) which may be obtained from the Trustee.
5. The real property located at Kehr Road, Oxford, Ohio 45056, was conveyed to the Trust by virtue of a General Warranty Deed dated May 6, 2022 and recorded in Book _____ Page _____, Butler County Recorder's Office, said real property more fully described in the attached Exhibit “1”, herein incorporated by reference.
6. The Trust contains the following language, with respect to the management powers of the Trustee:

***Introduction:** For all Trusts under this instrument, the Trustee(s) shall have the management powers set forth below in addition to those powers now or hereafter conferred by law for all trust property, be it real property, personal property, or mixed.*

***Retain or Abandon Property:** The Trustee(s) shall have the power to continue to hold any property or to abandon any property that the Trustee(s) receives or acquires.*

***Unproductive Property:** Except when specifically restricted, the Trustee(s) shall have the power to retain, purchase, or otherwise acquire unproductive property.*

***Buy, Sell, Exchange, Repair:** The Trustee(s) shall have the power to purchase, manage, control, grant options on, sell (for cash or on deferred payments, with or without security), convey, exchange, partition, divide, improve, and repair all trust property, real and personal.*

***Lease:** The Trustee(s) shall have the power to lease trust property, real or personal, for any purpose, including exploration for and removal of gas, oil, and other minerals and to enter into community oil leases, pooling, and unitization agreements. Said lease term may exceed the expected life of the Settlor(s) or any expected time for outright distribution to the beneficiaries of this trust.*

***Money:** To create a checking, savings, mutual fund, brokerage account, or other financial account in a bank or other financial institution. To deposit, transfer, manage, invest, and withdraw money in a checking, savings, mutual fund, brokerage account, or other financial account in a bank or other financial institution, without indication of any fiduciary capacity.*

Investments - General Power: *The Trustee(s) shall have the power to invest and reinvest the trust estate in every kind of property, real, personal, or mixed, and every kind of investment, specifically including, but not by way of limitation, corporate obligations of every kind, stocks, preferred or common, shares in investment trusts, investment companies, mutual funds, mortgage participations, life insurance policies on the life of any beneficiary. Investment decisions by a Trustee who is not a Settlor of the Trust shall be guided by the Uniform Prudent Investor Act as adopted by the governing State.*

Securities: *The Trustee(s) shall have all the rights, powers, and privileges of an owner of the securities held in Trust, including, but not by way of limitation, the power to vote, give proxies, and pay assessments; to participate in voting trusts and pooling agreements (whether or not extending beyond the term of the Trust); to enter into shareholders' agreements; to consent to foreclosure, reorganizations, consolidations, merger liquidations, sales, and leases, and, incident to any such action, to deposit securities with and transfer title to any protective or other committee on such terms as the Trustee(s) may deem advisable; and to exercise or sell stock subscription or conversion rights.*

Safe Deposit Box: *The Trustee(s) shall have the power to open on behalf of the Settlor(s) any safe deposit box(es) at any financial institution of the Trustee's choosing, or to enter any current safe deposit box already established by the Settlor(s) either in his/her/their capacity(ies) as Settlor(s) or in their individual capacity. The Trustee(s) may at any time add items to or remove items from said safe deposit box(es). The Trustee(s) also shall have the power to close any said safe deposit box(es) at any time or in any manner allowed by law. This power shall apply during the Settlor(s)'s lives and after the Settlor(s)'s deaths.*

Nominee's Name: *The Trustee(s) shall have the power to hold securities or other property in the Trustee's name as Trustee(s) under this trust, or in the Trustee's own name, or in the name of a nominee, or the Trustee(s) may hold securities unregistered in such condition that ownership will pass by delivery.*

Liability Insurance: *The Trustee(s) shall have the power to carry, at the expense of the Trust, insurance of such kinds and in such amounts as the Trustee(s) deems advisable to protect the trust estate against any damage or loss and to protect the Trustee(s) against liability with respect to third parties.*

Borrow - General: *The Trustee(s) shall have the power to borrow money and to encumber or hypothecate trust property by mortgage, deed of trust, pledge, or by otherwise securing the indebtedness of the Trust or the joint indebtedness of the Trust and co-owner of trust property.*

Loan: *The Trustee(s) shall have the power to loan money to any person, including a Trust beneficiary or the estate of a Trust beneficiary, and with or without security as the Trustee(s) deems advisable.*

Bonds: *The Trustee(s) shall have the power to purchase bonds, including Treasury Bonds, and to manage the same in any manner that investors of prudence, discretion, and intelligence would for their own account.*

Invest in Life Insurance: *The Trustee(s) shall have the power to acquire and maintain life insurance policies on the life of any person, including a Trust beneficiary, and to exercise all rights of ownership granted to such policies.*

Digital, Electronic, or Online Accounts: *The Trustee shall have the power to access and manage my digital, electronic or online accounts, and assets, including bank accounts or other internet accounts, content or media of any type or form, including the passwords or other access codes to such accounts or programs, rewards or benefits contained or conferred therein, as well as permission to Internet Service Providers and other service providers or account managers to release the user name, password, and PIN information to the Trustee. The Trustee is authorized to change the username, password, and PIN information. The Trustee shall also have the express power to access, transfer, redeem or exchange any points, miles, benefits or rewards of any kind or form deriving from an airline, hotel, credit card, retail store, or similar rewards or benefits program in any form wherever located.*

7. The enumeration of certain powers of the Trustees shall not be interpreted as a limitation of any right of the Trustees not so enumerated, the Trustees being vested with and having all rights,

duties, powers and privileges which an absolute owner of the same property would have.

8. The Trust contains provisions that the Settlor may designate Successor or Co-Trustees. The Trust also provides that Trustees may act separately (§7.4).

Signed and acknowledged this 6th day of MAY 2022.

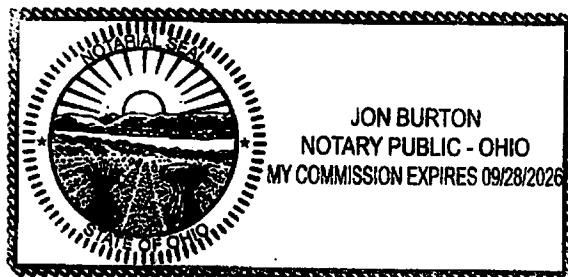
[Signature] May 6th 2022
Abraham A. Kuranga, Trustee

[Signature] 5/6/2022
Eulin M. Kuranga, Trustee

State of Ohio)
)ss. -
County of)

On this 6 day of May 2022, before me, the undersigned, a Notary Public for this State, personally appeared Abraham A. Kuranga and Eulin M. Kuranga, who acknowledged its signing as the named signatories and to their free act and deed for the purposes mentioned above.

[Signature]
Notary Public, State of Ohio



Prepared By:
Cooper, Adel, Vu & Associates
A Legal Professional Association
Daniel H. Vu, Esq.
800-798-5297

Exhibit “1”

PARCEL NUMBER: H4100132000015

Entire Lot Numbered 3732 as the same is known and designated on the list of lots in the City of Oxford, Butler County, Ohio, and being subject to all easements, conditions and restrictions of record.

Being the same premises previously conveyed by deed and recorded in Volume 9474, Page 1261 of the Butler County, Ohio Official Records.

Commonly Known As: Kehr Road, Oxford, Ohio 45056

Prior Instrument Reference: Book _____ Page _____ of the Official Records of Butler County, Ohio

AM
08.11.2022

LPA RE 65

REV. 07/2011

CRS	BUT Oxford Area Trail
	Ph 5
Parcel	9-SH

ADMINISTRATIVE SETTLEMENT REQUEST TO CITY OF OXFORD

PROJECT	BUT Oxford Area Trail Ph 5
PARCEL	9-SH
OWNER	Abraham A Kuranga and Eulin M. Kuranga

(1)	ESTABLISHED FMVE:	<u>\$83,609.00</u>
(2)	COUNTER OFFER FOR SETTLEMENT	<u>\$120,000.00</u>
(3)	DIFFERENCE (1)-(2):	<u>\$36,391</u>

Project Management Considerations

Explain the negotiations that have taken place to date and also explain the landowner's response to these negotiations including the owner's reason for more money

Mr. and Mrs. Kuranga were offered an FMVE of \$83,609 for the take. Mr. Kuranga was concerned that the City was attempting to purchase the property from him. Mr Kuranga requested a meeting with ORC and the City. At that meeting, we were able to explain to him that this is only an easement and he would remain the underlying fee owner. Mr. Kuranga then expressed several concerns regarding the care and use of the path. He wanted to make sure that the path would be open to the public and could not be closed by private concerns for their own use. Mr. Kuranga also was worried that maintenance of the trail would not be kept up and it would fall on him to keep it clear of brush and trash. Jessica Greene, Asst. City Manager assured him that the City would be responsible for all care, and making sure the path remained open to the public with regular patrols. Mr. Kuranga was also concerned about what would happen to the land if the City abandoned the trail and it was communicated that as the underlying fee owner, he would still retain ownership of the land.

Mr. Kuranga then expressed his disappointment with FMVE. He asked that the City come back to him with a number they felt was fair. It was explained to him that the offer is what the City felt was fair and he was welcome to counteroffer. He stated he would think about it and let us know. Later, Mr. Kuranga counteroffered for \$150,000 with no support. This counteroffer was rejected. Mr. Kuranga then counteroffered at \$120,000.

How many other parcels have similar situations, include both settled and unsettled:

No other parcels have similar situations.

How did we treat those parcels that closed or settled having similar situations.

N/A

Where are we in the overall project schedule:

District R/W certification is 2/12/2025

How much time is left to negotiate:

2 weeks

Appraisal Management Considerations

Is the owner's counter offer based on an appraisal?

No

Who is the owner's appraiser and what are the credentials of that appraiser?

N/A

Who is City of Oxford's valuation expert and what are their credentials?

Todd Schmutte, MAI - Beck Consulting

Frequently, large differences in estimates of value between the property owner and the acquiring agency are related to interpretations of what the nature of the subject property actually is. Review the negotiator notes and the appraisal reports and try to identify each party's opinion of these following items.

What is the "Larger Parcel"?	Property Owner's	LPA'S
Size:	40.113	40.113
Zoning:	Agricultural Open Space	Agricultural Open Space
Other		
Valuation Estimates	Property Owner's	LPA'S
Value Before Taking:	\$1,203,390.00	\$1,203,390.00
Value After the Taking: -	\$1,083,390.00 -	\$1,119,781.00
Difference:	\$120,000.00	\$83,609.00

REV. 07/2011

LPA RE 65			CRS	BUT Oxford Area Trail
			Ph 5	
REV. 07/2011			Parcel	9-SH
Temporary easement(if any)	+	\$0.00	+	<u>\$0.00</u>
Total Compensation:		<u>\$120,000.00</u>		<u>\$83,609.00</u>

Explain why the owner's settlement request is reasonable:

Costs to prepare appropriation testimony, hire experts to testify, trial preparation, attorney fees and other associated costs will likely exceed the difference in settlement value.

Litigation Considerations

If this parcel is appropriated, what is the Court and who is the judge likely to be?

Butler County Court of Common Pleas will handle the appropriation with a randomly assigned judge.

What has the record been in this court for other appropriations filed by The City of Oxford:

Virtually all cases have been settled prior to jury award.

At this point, who is the legal entity who may be handling this case for The City of Oxford:

Chris Conard, Attorney with Coolidge Wall Co., L.P.A.

Conclusion

What is the sticking point in negotiations?

The valuation of the proposed easement area.

What is your reason for recommending settlement at this figure

Costs to settle will likely be lower than costs to complete an appropriation action.
Economies of scale and project timelines dictate a settlement.

LPA RE 65

REV. 07/2011

Page 4 of 4

CRS BUT Oxford Area Trail
Ph 5
Parcel 9-SH

Requested by: Scott Otto, PE
Date: January 14, 2025

Scott Otto

Manager for LPA

Recommend Settlement: Yes No
 ☐ ☐

Comments:

Signature: _____

Date: _____

Kyra Clark

From: Benjamin Stollar
Sent: Friday, February 7, 2025 9:29 AM
To: Kyra Clark
Subject: FW: BUT Oxford Trail Ph 5; PID 117001; Parcel 9 SH; RE 65

Ben Stollar, *Project Manager*

ORC | Real Estate Solutions for Infrastructure

8790 Governor's Hill Drive, Suite 101, Cincinnati, OH 45249

Direct: 513-247-0243 | Mobile: 858-525-1087 | orcolan.com

[Email](#) | [Twitter](#) | [LinkedIn](#) | [Careers](#) | [History of ORC Book](#)

inspiring confidence in progress for 50 years...

From: James.Zeller@dot.ohio.gov <James.Zeller@dot.ohio.gov>
Sent: Wednesday, February 5, 2025 12:52 PM
To: Benjamin Stollar <bstollar@orcolan.com>
Subject: RE: BUT Oxford Trail Ph 5; PID 117001; Parcel 9 SH; RE 65

This has been approved by ODOT. Since there is no federal money in right of way you do not need a signed RE-65 to continue this purchase.

Thanks,

James Zeller

LPA RW Coordinator

Office/Division of Real Estate

505 OH 741

Lebanon, OH 45036

D: 513-933-6652 C: 513.439.3903

James.Zeller@dot.ohio.gov



**Department of
Transportation**

From: Ben Stollar <bstollar@orcolan.com>
Sent: Thursday, January 16, 2025 10:00 AM
To: Zeller, James <James.Zeller@dot.ohio.gov>
Subject: BUT Oxford Trail Ph 5; PID 117001; Parcel 9 SH; RE 65

James,

Attached is the RE 65 for this parcel. FMVE is \$83,609 and they are asking for \$120,000.

I have attached the appraisal for your use. Please review and let me know if you need anything else or have any questions.

Respectfully,

Ben Stollar, *Project Manager*

ORC | Real Estate Solutions for Infrastructure

8790 Governor's Hill Drive, Suite 101, Cincinnati, OH 45249

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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:	2/12/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	A Resolution To Declare The Necessity And Intent To Acquire Certain Parcels Or Real Estate And Other Property Interests Owned By EVR Investments, LLC, With Interest By Others, For A Transportation Project For The Construction Of The Oxford Area Trail System (OATS) Phase V. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD DRE

DISCUSSION:

The City of Oxford continues to finalize the acquisition of right of way (ROW) necessary for construction of planned improvements on Oxford Area Trail System (OATS) – Phase V. This project will connect Talawanda High School (OATS Ph. III) and Talawanda Middle School (OATS Ph. IV) as well as construct a northern connector from Phase V to Chestnut Street, Chestnut Fields RTA Station, and a planned Amtrak rail platform. The City has obtained \$3.04M in grants from OKI to help fund the project.

The City has evaluated the need for ROW acquisition on approximately 11 parcels of land. While most property owners have successfully negotiated fair market value transactions for their property, there are two parcels that have not yet come to an agreement with the City.

The City contracted with O R Colan to oversee fair market value negotiations with property owners impacted by the OATS project. At this point, negotiations have stalled and the City must act to appropriate the portions of parcels needed for the project. Where possible, staff has made adjustments to

design plans to minimize the impact to businesses and properties that will be affected by the project. Of the two properties that have not been resolved, Fair Market Value (FMV) estimates are \$54,999 and \$78,179. Should all the properties settle for FMV, the cost will be \$133,178. The remaining two properties are listed on Exhibit A attached to this report.

Service Department staff recommends moving forward with appropriation proceedings so that the City may complete the necessary acquisition of ROW. The City has encumbered \$6.6M to acquire the necessary ROW for the project and to complete Phase V construction.

Staff recommend's Council approve this Resolution of Necessity. Once approved and the property owners notified, the City will follow with an Ordinance authorizing Staff to file funds with the Butler County Clerk of Courts while disputes with property owners are mediated or sent to trial for resolution.

Exhibit A

EVR Investments, LLC	Parcel 1	~2.606 Acres	\$78,179 FMV
Lara Osborne, Trustee	Parcel 10	~1.375 Acres	\$54,999 FMV

RESOLUTION NO.

A RESOLUTION TO DECLARE THE NECESSITY AND INTENT TO ACQUIRE CERTAIN PARCELS OR REAL ESTATE AND OTHER PROPERTY INTERESTS OWNED BY EVR INVESTMENTS, LLC, WITH INTEREST BY OTHERS, FOR A TRANSPORTATION PROJECT FOR THE CONSTRUCTION OF THE OXFORD AREA TRAIL SYSTEM (OATS) PHASE V.

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

SECTION 1: This Council hereby declares the necessity and intention to appropriate certain property in accordance with Chapter 163 of the Ohio Revised Code for the purpose of a transportation project for the construction of the Oxford Area Trail System (OATS) Phase V.

SECTION 2: This Council considers it necessary and declares its intention to appropriate certain permanent and temporary right-of-way in real estate described in Exhibit "A", attached hereto and incorporated herein; the owners, persons or entities in possession and persons or entities having an interest of record and others which may have an interest include EVR Investments, LLC, and any other lien holders, persons or entities declaring a lawful interest in said same real estate.

SECTION 3: The City Manager or his designee is hereby authorized to cause written notice of the adoption of this Resolution to be given to the owners, person in possession of, or having an interest of record or other interest in the above-described premises, and said notice shall be served according to law by a person to be designated for that purpose by said City Manager or his designee and to make return of said service of notice in the manner provided by law.

SECTION 4: This resolution 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)



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:	2/12/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	A Resolution To Declare The Necessity And Intent To Acquire Certain Parcels Or Real Estate And Other Property Interests Owned By Lara Osborne, Trustee, With Interest By Others, For A Transportation Project For The Construction Of The Oxford Area Trail System (OATS) Phase V. (Michael Driesbach, Service Director)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD DRE

DISCUSSION:

The City of Oxford continues to finalize the acquisition of right of way (ROW) necessary for construction of planned improvements on Oxford Area Trail System (OATS) – Phase V. This project will connect Talawanda High School (OATS Ph. III) and Talawanda Middle School (OATS Ph. IV) as well as construct a northern connector from Phase V to Chestnut Street, Chestnut Fields RTA Station, and a planned Amtrak rail platform. The City has obtained \$3.04M in grants from OKI to help fund the project.

The City has evaluated the need for ROW acquisition on approximately 11 parcels of land. While most property owners have successfully negotiated fair market value transactions for their property, there are two parcels that have not yet come to an agreement with the City.

The City contracted with O R Colan to oversee fair market value negotiations with property owners impacted by the OATS project. At this point, negotiations have stalled and the City must act to appropriate the portions of parcels needed for the project. Where possible, staff has made adjustments to

design plans to minimize the impact to businesses and properties that will be affected by the project. Of the two properties that have not been resolved, Fair Market Value (FMV) estimates are \$54,999 and \$78,179. Should all the properties settle for FMV, the cost will be \$133,178. The remaining two properties are listed on Exhibit A attached to this report.

Service Department staff recommends moving forward with appropriation proceedings so that the City may complete the necessary acquisition of ROW. The City has encumbered \$6.6M to acquire the necessary ROW for the project and to complete Phase V construction.

Staff recommend's Council approve this Resolution of Necessity. Once approved and the property owners notified, the City will follow with an Ordinance authorizing Staff to file funds with the Butler County Clerk of Courts while disputes with property owners are mediated or sent to trial for resolution.

Exhibit A

EVR Investments, LLC	Parcel 1	~2.606 Acres	\$79,179 FMV
Lara Osborne, Trustee	Parcel 10	~1.375 Acres	\$54,999 FMV

RESOLUTION NO.

A RESOLUTION TO DECLARE THE NECESSITY AND INTENT TO ACQUIRE CERTAIN PARCELS OR REAL ESTATE AND OTHER PROPERTY INTERESTS OWNED BY LARA OSBORNE, TRUSTEE, WITH INTEREST BY OTHERS, FOR A TRANSPORTATION PROJECT FOR THE CONSTRUCTION OF THE OXFORD AREA TRAIL SYSTEM (OATS) PHASE V.

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

SECTION 1: This Council hereby declares the necessity and intention to appropriate certain property in accordance with Chapter 163 of the Ohio Revised Code for the purpose of a transportation project for the construction of the Oxford Area Trail System (OATS) Phase V.

SECTION 2: This Council considers it necessary and declares its intention to appropriate certain permanent and temporary right-of-way in real estate described in Exhibit "A", attached hereto and incorporated herein; the owners, persons or entities in possession and persons or entities having an interest of record and others which may have an interest include Lara Osborne, Trustee and any other lien holders, persons or entities declaring a lawful interest in said same real estate.

SECTION 3: The City Manager or his designee is hereby authorized to cause written notice of the adoption of this Resolution to be given to the owners, person in possession of, or having an interest of record or other interest in the above-described premises, and said notice shall be served according to law by a person to be designated for that purpose by said City Manager or his designee and to make return of said service of notice in the manner provided by law.

SECTION 4: This resolution 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)



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:	2/12/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into Agreements With Dynegy Energy Service, LLC For The Procurement Of Electricity Generation Services For The City's Consumption For A Period Of Sixty Months Beginning April 2025. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	\$675,000.00
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	MBD DRE

DISCUSSION:

The 2025 operating budget includes approximately \$675,000 for the purchase of electricity for City operated buildings and structures, recreation areas, street lighting, and traffic control. The vast majority of City electrical needs are serviced by Duke Energy while a small portion of accounts are serviced by Butler Rural Electric. The City currently consumes approximately 5.9 million kilowatt hours of electricity annually for our operations.

In February 2020, the City renewed an agreement with Dynegy Energy Service, LLC (Dynegy) to provide for the generation or procurement of electrical power for City facilities and operations. This agreement provided pricing of \$.0426 per kilowatt hour of electricity (\$.0341 for street lighting) through February 2025.

City Staff requested new pricing from Dynegy to determine if the City should extend our current agreement for electric power generation. The City requested pricing for 100% renewable energy including wind and solar energy as well as traditional energy from fossil fuels. Dynegy provided new pricing, detailed in Exhibit A, guaranteed for a period of up to 60 months, of

\$XXX per kilowatt hour (\$XXX for street lighting). This pricing is advantageous to the City compared to our current agreement. The new pricing should result in savings of approximately \$XXX annually for City operations, or \$XXX over the 60 month contract. This pricing was valid as of the writing of this report. Given the nature of the commodity markets, Dynegy will only hold this price for a 24 hour period. **Staff will obtain refreshed rates on the day of the next Council meeting, February 18, 2025. The amount of the refreshed rates may vary from what is stated in this report due to fluctuations in the market.**

It is Staff's recommendation that the City Council authorize the City Manager to sign agreements with Dynegy Energy Service, LLC for the procurement of **RENEWABLE** electricity generation services for up to a 60 month period beginning February 2025.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AGREEMENTS WITH DYNEGY ENERGY SERVICE, LLC FOR THE PROCUREMENT OF ELECTRICITY GENERATION SERVICES FOR THE CITY'S CONSUMPTION FOR A PERIOD OF SIXTY MONTHS BEGINNING APRIL 2025.

WHEREAS, as previously adopted by Council for the City of Oxford, the 2025 operating budget includes \$675,000.00 for the purchase of electricity for City buildings, structures, recreation areas, street lighting, and traffic control; and

WHEREAS, the City Manager and the Service Director recommend Council authorize the City Manager to sign agreements with Dynegy Energy Service, LLC for the procurement of renewable electricity generation services for the City's consumption for a period of sixty months beginning April 2025.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and hereby authorizes the City Manager to enter into agreements with Dynegy Energy Service, LLC for the procurement of electricity generation services for the City's consumption for a period of sixty months beginning April 2025 at a kilowatt/hour rate not to exceed \$XXX cents per kilowatt hour (kWh) and for street lighting accounts, at a cost not to exceed \$XXX cents per kilowatt hour (kWh). The agreement shall be in a form acceptable to the City Law Director.

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:	Douglas Elliott
DATE PREPARED:	2/3/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance To Approve Current Replacement Pages To The Oxford Codified Ordinances. (Douglas R. Elliott, Jr., City Manager)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The City of Oxford utilizes the services of Walter H. Drane Co. to codify city ordinances. This includes ordinances adopted by a City Council. It also includes changes to the City's Traffic and General Offenses Codes to comply with state law. The codification process includes making revisions, rearranging, and consolidating into various titles, chapters, and sections. Once adopted by the City Council, these revisions are published both electronically and in limited hardcopies. On the agenda is an ordinance to add, amend, or repeal certain sections and chapters.

ORDINANCE NO.

AN ORDINANCE TO APPROVE CURRENT REPLACEMENT
PAGES TO THE OXFORD CODIFIED ORDINANCES.

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

SECTION 1: Council has determined that certain provisions within the Codified Ordinances should be amended to conform with current State law as required by the Ohio Constitution. Various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances. The City has heretofore entered into a contract with Walter H. Drane Co. to prepare and publish revisions which are before Council.

SECTION 2: The Ordinances of the City of Oxford, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2024 Replacement Pages so the Codified Ordinances are hereby approved and adopted.

SECTION 3: The following sections and chapters are hereby added, amended or repealed and respectfully indicated in order to comply with the current State law:

Traffic Code

- 301.35 School Bus. (Amended)
- 303.01 Compliance with Lawful Order of Police Officer; Fleeing. (Amended)
- 303.083 Impounding Vehicles on Public Property. (Amended)
- 303.991 Committing an Offense While Distracted Penalty. (Amended)
- 331.38 Stopping for School Bus; Discharging Children. (Amended)
- 331.45 Restrictions on the Operation of School Buses. (Added)
- 333.03 Maximum Speed Limits; Assured Clear Distance Ahead. (Amended)
- 333.07 Street Racing, Stunt Driving and Street Takeovers Prohibited. (Amended)
- 333.11 Electronic Wireless Communication Device Use Prohibited While Driving.
(Amended)
- 337.16 Number of Lights; Limitations on Flashing, Oscillating or Rotating Lights.
(Amended)
- 337.26 Child Restraint System Usage. (Amended)
- 337.31 Lights and Sign on Transportation for Preschool Children. (Added)
- 341.04 Commercial Drivers Prohibitions. (Amended)
- 341.05 Criminal Offenses. (Amended)
- 351.04 Parking Near Curb; Handicapped Locations on Public and Private Lots
and Garages. (Amended)

General Offenses Code

- 501.01 General Provisions and Penalty Definitions. (Amended)
- 505.18 Rights of Blind, Deaf or Hearing Impaired, or Mobility Impaired Person, or Trainer with Assistance Dog. (Added)
- 509.06 Inducing Panic. (Amended)
- 509.14 Impeding Public Passage of an Emergency Service Responder. (Amended)
- 513.01 Drug Abuse Control Definitions. (Amended)
- 513.02 Gift of Marihuana. (Amended)
- 513.18 Adult Use Cannabis Control; Limitations on Conduct by Individuals. (Added)
- 529.07 Open Container Prohibited. (Amended)
- 533.03 Unlawful Sexual Conduct with a Minor. (Amended)
- 533.04 Sexual Imposition. (Amended)
- 533.08 Procuring; Engagement in Sexual Activity for Hire. (Amended)
- 537.02 Vehicular Homicide and Manslaughter. (Amended)
- 537.021 Vehicular Assault in a Construction Zone. (Amended)
- 537.03 Assault. (Amended)
- 537.12 Misuse of 9-1-1 System. (Amended)
- 549.10 Possessing Replica Firearm in School. (Amended)
- 549.12 Concealed Handgun Licenses; Possession of Revoked or Suspended License; Additional Restrictions; Posting Signs Prohibiting Possession. (Amended)

SECTION 4: The complete text of the Traffic and General Offenses Code sections listed above are set forth in full in the current replacement pages to the Codified Ordinances which are hereby attached to this Ordinance as Exhibit A. Any summary publication of this Ordinance shall include a complete listing of these sections. Notice of adoption of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

SECTION 5: This Ordinance shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	2/12/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	\$8,239.46
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	HR DRE

DISCUSSION:

Issue 1: \$8,239.46 – American Rescue Plan Act Funds 429

To make adjustments to budgeted revenues and appropriations for the payment of property taxes of properties acquired with ARPA Funds. We will use the interest earned to allocate this payment.

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3783 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 2 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2025.

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 revenue be made:

American Rescue Plan Act Funds 429	8,239.46
------------------------------------	----------

SECTION 3: The following increase/(decrease)in expenditures be made:

American Rescue Plan Act Funds 429	8,239.46
------------------------------------	----------

SECTION 4: In all other respects, Ordinance No. 3783 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:	Service
PREPARED BY:	Mike Dreisbach
DATE PREPARED:	1/22/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Granting The Request Of Matthew And Elizabeth Troy, To Connect To An Existing City Water Line And Sanitary Line For 5280 Hillcrest Drive A 10.98 Acre Parcel Outside The Oxford Corporate Limits. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Accessible, High-Quality Infrastructure
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 1/22/25

DISCUSSION:

Discussion: Staff received a request from **Matthew and Elizabeth Troy** to connect to and/or extend the City water and wastewater utilities to serve a single family residence and barn on a 10.98 acre parcel at **5280 Hillcrest Drive** north of the City's corporation limit. The request for service includes a maximum of one domestic water tap and one sanitary sewer tap. The City's water and wastewater utilities serve this area, and the proposed demand will not have a noticeable effect on the City's utilities for reliability, acceptable flow, pressure and volume.

In reviewing the request, staff considered the following issues: 1) Extension Policy; 2) Location; 3) Owner's Obligation.

Extension Policy – Any extension of utility lines or service outside the City limits is reserved to the exclusive control and jurisdiction of City Council. The City may grant such a request provided the City has a supply of surplus capacity sufficient to grant the request and that such a request be beneficial and in the interest of the City. City Council amended the policy for extension of water service outside the

corporate limits in December 2013. This policy permits the extension of water and sewer utilities with the condition of the owner signing an annexation agreement with the City.

Location – Connections to the City’s utilities shall be conditional upon final approval by the Service Department assuring that all technical aspects of the services meet City standards and specifications.

Owner’s Obligation – The owner must pay for the total cost of any required utility extensions, all necessary water taps, water capacity benefit charges, and any surcharges for the use of the City utilities outside the corporate limits. The owner must also meet City of Oxford standards for utility construction and sign an Annexation Agreement with the City.

ORDINANCE NO.

AN ORDINANCE GRANTING THE REQUEST OF MATTHEW AND ELIZABETH TROY, TO CONNECT TO AN EXISTING CITY WATER LINE AND SANITARY LINE FOR 5280 HILLCREST DRIVE A 10.98 ACRE PARCEL OUTSIDE THE OXFORD CORPORATE LIMITS.

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

SECTION 1: Matthew and Elizabeth Troy have requested connection to water and sanitary sewer services for property located at 5280 Hillcrest Drive more particularly described in Exhibit "A" attached hereto.

SECTION 2: Council has determined that the City has surplus water and that the grant of this request will not be detrimental to the City's water supply or its residents. Further the granting of such request will be beneficial to the City and is in the best interest of the City.

SECTION 3: Council has determined that the City has surplus capacity at the wastewater treatment plant and that the grant of this request will not be detrimental to the City's wastewater treatment plant or its residents. Further the granting of such request will be beneficial to the City and is in the best interest of the City.

SECTION 4: The applicant shall pay for the total cost of the connections, all necessary water and sanitary taps, water and wastewater capacity benefit charges, and any surcharges for the use of the City utilities outside the corporate limits. The owner shall also meet the Oxford standards for utility construction.

SECTION 5: The costs associated with any necessary permits and the acquisition of any easements shall be the sole responsibility of the applicant.

SECTION 6: No additional water taps into this water line shall be allowed without prior approval of Council.

SECTION 7: No additional sewer taps into this sanitary sewer line shall be allowed without prior approval of Council.

SECTION 8: This grant is further conditioned upon the applicants, Matthew and Elizabeth Troy, signing an annexation agreement requiring the owners, successors and assigns, to annex the property into the City of Oxford at the City's sole request.

SECTION 9: 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)

6 Patrick Dr
Oxford, OH 45056
January 13, 2025

Mr. Mike Dreisbach
Service Director
Service Department
City of Oxford

Dear Mr. Dreisbach,

We want to request water and sanitary connection for 5280 Hillcrest Drive, an 11 acre property zoned agricultural. The property is located at the end of the private lane off of Hillcrest Drive. The other homes along the lane are connected to Oxford water and sanitary services.

We plan to build a barn to support maintenance of the property. Please see the attached site plan showing the proposed location of the barn and connection.

Our anticipated installer is Mr. Sean Hickey, owner of Tri-State Site. Sean recommended connection to the city services over installation of a septic and well. Sean has advised us that a grinder pump will be needed, consistent with the homes neighboring our property.

Please let us know if you need additional information and advise us on how to proceed with the application process. We appreciate your assistance.

Best regards,
Matthew Troy
Elizabeth Troy

Parcel

Parcel Id	H3610027000029
Address	5280 HILLCREST DR
Building/Unit #	
Class	AGRICULTURAL
Land Use Code**	122 122
Neighborhood	R0001013
Total Acres	10.9800
Taxing District	H36
District Name	OXFORD TWP-TALAWANDA CSD-D L
Gross Tax Rate	80.49
Effective Tax Rate	40.462277
Non Business Credit	.093157
Owner Occupied Credit	N/A

****Land Use Code is for Auditor assessment purposes only. It is not a true representation of legal zoning designation. For more information on zoning and legal property usage, please contact the local zoning department.**

Dwelling

Year Built	
Stories	
Construction	
Basement	
Bedrooms	
Full Baths	
Half Baths	
Above Grade Living Area (Sq. Ft.)	
Finished Basement (Sq. Ft.)**	
Total Living Area (Sq. Ft.)	

****Finished Basement may be an estimate.**

Current Value

Land (100%)		\$8,120
Building (100%)		\$0
Total Value (100%)		\$8,120
CAUV		\$8,120
Assessed Tax Year	2024	
Land (35%)		\$2,840
Building (35%)		\$0
Assessed Total (35%)		\$2,840

- Actions
-  Printable Summary

 Printable Version

- Reports
- Mailing List Export

Csv/Buffer Export

Property Report Card
- Go

- Links
- \$ Pay My Tax Bill

Tax Code Definitions

Special Assessment Project Codes

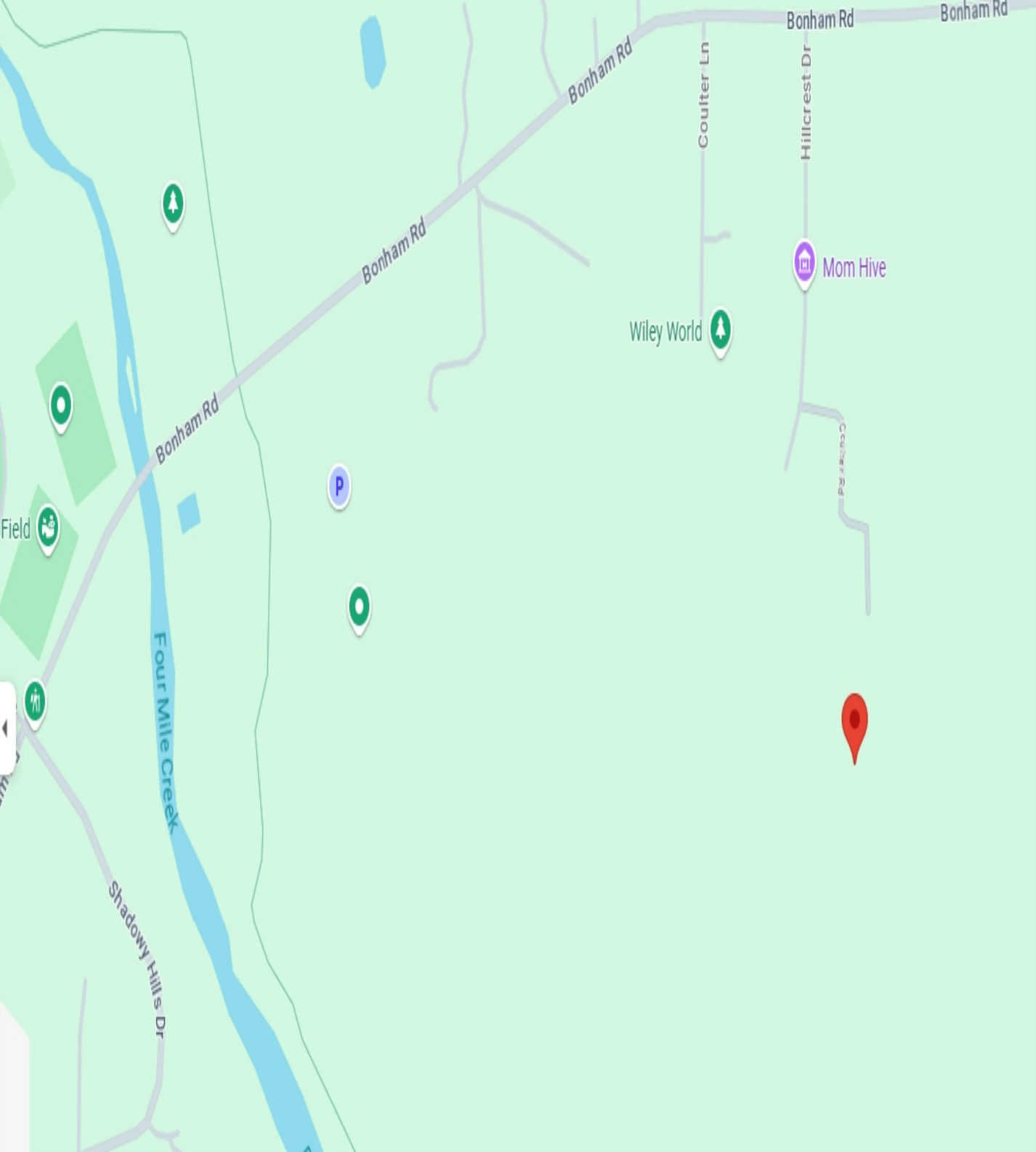
Pending Specials

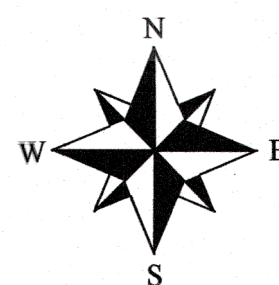
Land Use/Land Type/Sketch Code

Commercial Structure Codes

Tax Calculator

Transfer & Conveyance Fee Calculator





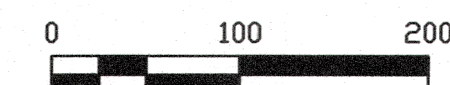
Bearings shown hereon are based on
State Plane Coordinates, Ohio South
Zone. May 2023.

Plat of Survey

CONGRESS LANDS WEST OF THE MIAMI RIVER,
SECTION 24, TOWN 5, RANGE 1,
OXFORD TOWNSHIP, BUTLER
COUNTY, OHIO.



For: Matt Troy
Date: 5/11/2023
Scale: 1"=100'



NEW 10.980 ACRE TRACT CLOSURE SHEET

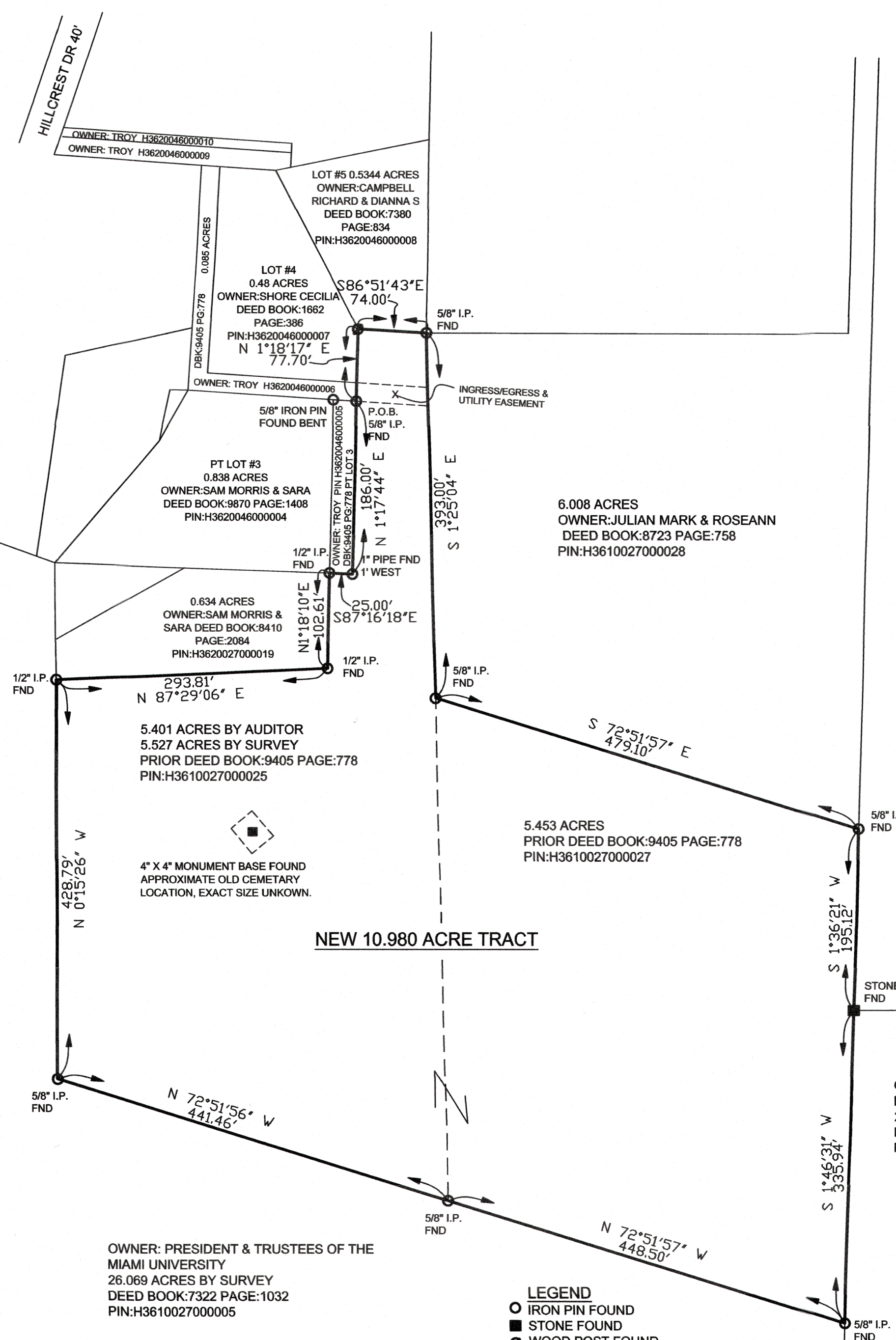
PntNo	Bearing	Distance	Northing	Easting
116			560976.02	1342699.84
117	N 01°18'17" E 77.70		561053.70	1342701.61
4	S 86°51'43" E 74.00		561049.65	1342775.50
118	S 01°25'04" E 393.00		560656.77	1342785.22
119	S 72°51'57" E 479.10		560515.63	1343243.06
120	S 01°36'21" W 195.12		560320.58	1343237.59
121	S 01°46'31" W 335.94		559984.80	1343227.18
122	N 72°51'57" W 448.50		560116.94	1342798.59
123	N 72°51'56" W 441.46		560247.00	1342376.72
124	N 00°15'26" W 428.79		560675.78	1342374.79
125	N 87°29'06" E 293.81		560688.67	1342668.32
147	N 01°18'10" E 102.61		560791.26	1342670.65
145	S 87°16'18" E 25.00		560790.07	1342695.63
116	N 01°17'44" E 186.00		560976.02	1342699.84

Closure Error Distance > 0.0000
Total Distance Inversed > 3481.04

Area: 10.980 Acres, 478293.9 Sq. Feet

NOTES

- 1) Source documents are as shown hereon.
- 2) Occupation in general fits Survey except as shown.
- 3) Monumentation found is in good condition.
- 4) The existence of a old cemetery is acknowledged and plotted based on field evidence.
- 5) This survey is based of Volume:56 Page:191 and was modified to exclude part lot #3 as per butler county planning request.
- 6) Existing access easemnts & real access will continue to serve this tract, No new access is requested or granted as per this survey.



By: Brosey Land Surveyors LLC

513-863-0237

I certify that the hereon platted property was
measured to acceptable Survey Standards only.

Jared D. Brosey
Registered Surveyor, 6492/8823 in Ohio



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Benjamin Braeutigam, Sam Perry
DATE PREPARED:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Amending And Supplementing The Oxford Municipal Code By Revising A Chapter Of Part 7, Business Regulation Code, Chapter 744, Revising The Tobacco Retailer License Requirements For The Sale Of Tobacco And Paraphernalia Products In The City Of Oxford (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

Proposed is a second revision to the Tobacco Retailer Ordinance, since the original adoption in August 2023. The intent of the ordinance in 2023 was to have local control over the community concern of preventing youth access to tobacco products. In October 2024, the ordinance was revised to update the implementation schedule and account for fees that had already been collected. As of this date, all 23 actively operating tobacco retailers, have applied for, paid, and been issued their first City of Oxford license. The current ordinance does not allow for the transfer of licenses to a new owner, in the same location. Therefore, staff are proposing to allow that to occur, along with other changes, as summarized in categories below. Staff have communicated with the grant funder, Interact For Health. The City of Whitehall, Ohio, has had the same issue of license transfers come up, so Oxford is not alone in this revision.

1. License transfers to be allowable at same location, contingent upon no issues with active license.

2. License transfers to be allowable to a different location, contingent upon no issues with active license and that an additional location is not being created. This could actually help with improving spacing from youth facilities, such as schools, parks, libraries.
3. New section created for penalties for operators that refuse to obtain the required license. Previously, there was no section for this at all. All enforcement was tied to licensing, assuming that all retailers would willingly obtain a City of Oxford license.
4. Other clarifications for ease of enforcement, fairness, and readability.

ORDINANCE NO.

AN ORDINANCE AMENDING AND SUPPLEMENTING THE OXFORD MUNICIPAL CODE BY REVISING A CHAPTER OF PART 7, BUSINESS REGULATION CODE, CHAPTER 744, REVISING THE TOBACCO RETAILER LICENSE REQUIREMENTS FOR THE SALE OF TOBACCO AND PARAPHERNALIA PRODUCTS IN THE CITY OF OXFORD.

WHEREAS, pursuant to the Constitution of the State of Ohio and the Ohio Revised Code, municipalities have the power of local self-government; and

WHEREAS, the City of Oxford desires to ensure proper training and enforcement of the restrictions on the sales of tobacco and nicotine-containing products to those under the age of 21; and

WHEREAS the Oxford Comprehensive Plan lists a goal of a Connected, Livable, and Equitable community for all and outlines an action of supporting high-quality health services for the region; and

WHEREAS, there are currently approximately 23 Tobacco Retail Establishments in the City of Oxford; and

WHEREAS, the City of Oxford City Council adopted Ordinances 3730 and 3731 on August 1, 2023 and Ordinance 3778 on October 15, 2024.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Oxford, Ohio:

SECTION I: That Part 7 of the Business Regulation Code of the Oxford Municipal Code is hereby amended to include revisions to Chapter 744, entitled "Tobacco Retailer Licensing Requirements," as seen attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2: 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: COMMUNITY DEVELOPMENT STAFF

CHECKED BY: LAW

Exhibit A

744: Tobacco Retailer Licensing Requirements

744.01 Definitions.

744.02 Tobacco Retail License Required; Application Procedure.

744.03 Denial, Suspension, and Revocation of License.

744.04 License Fees and Fines.

744.05 Tobacco Retailer Density.

744.06 Transfer of License Holder and Transfer of License Location

744.07 Proximity of Tobacco Retail Establishments to Youth-Oriented Facilities.

744.08 Prohibited Sales.

744.09 Compliance Checks and Inspections.

744.10 Exceptions and Defenses.

744.11 Violations and Administrative Penalties.

744.12 Appeals.

744.13 Severability

744.01. Definitions.

As used in this chapter:

(a) "Tobacco Retailer License" means a license issued by the City of Oxford for the sale of tobacco products. "Tobacco retailer license" and "license" are used interchangeably in this Ordinance and shall have the same meaning.

(b) "Licensee" means the holder of a valid license for the sale of tobacco products.

(c) "Person" means any natural person.

(d) "Property line" means the boundary of the land parcel, tract or lot surrounding the business premises.

(e) "Public place" means any area to which the public is invited or in which the public is permitted, including, but not limited to, any right of way, mall or shopping center, park, playground, and any other property owned by the City, and any school district or any park district.

(f) "Tobacco Retailer" means any person, partnership, joint venture, society, club, trustee, trust, association, organization, or corporation who owns, operates, or manages any tobacco retail establishment or moveable place of business. Tobacco retailer does not mean the nonmanagement employees of any tobacco retail establishment.

(g) "Tobacco Retail Establishment" means any place of business where tobacco products are available for sale, whether or not the business is open to the public, whether the business is a "movable place of business" defined under this section, or a business or entity that maintains a private membership-based point of sale. The term includes but is not limited to grocery stores, tobacco product shops, kiosks, internet-based sales, convenience stores, gasoline service stations, bars, country clubs, cigar lounges, restaurants, and delivery services offered by Tobacco Retail Establishment.

(h) "Self-service displays" means any display from which customers may select a tobacco product without assistance from the tobacco retailer or the tobacco retailer's agent or employee and without direct person-to-person transfer between the purchaser and the tobacco retailer or tobacco retailer's agent or employee. A tobacco vending machine is a form of self-service display.

(i) "Tobacco product" means

(1) Any product containing, made of, or derived from tobacco or nicotine, regardless of source, that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, shisha, or snus;

(2) Any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine, including but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah; or

(3) Any component, part, or accessory, instrument, or paraphernalia of subsections (1) or (2) above, whether or not any of these contain tobacco or nicotine or whether or not sold separately, including but not limited to liquids used in electronic smoking devices, filters, rolling papers, blunt or hemp wraps, hookahs, and pipes.

(4) Tobacco product does not include any product that is a drug, device, or combination of products specifically authorized for smoking cessation purposes by the United States Food and Drug Administration, as those terms are defined or described in 21 U.S.C. 321 and 353(g).

(j) "Vending machine" includes any mechanical or electronic device designed to do both of the following:

(1) Receive a coin or bill, credit or debit card, or token, made for that purpose;

(2) In return for the insertion or deposit of a coin, bill, credit or debit card, or token, automatically dispenses any tobacco products.

(k) "Sale" is not only the transfer coin, bill, credit or debit card, or token made for that purchase, but also includes but not limited to the delivery, barter, exchange, transfer or gift, or offer

thereof, and each such transaction made by any person, whether as principal, proprietor, agent, servant or employee.

(l) "Possess" or "Possession" means having control over a thing or substance, but may not be inferred solely from mere access to the thing or substance through ownership or occupation of the premises upon which the thing or substance is found.

(m) "Moveable Place of Business" means any form of business that is operated out of a kiosk, truck, van, automobile, bike, e-scooter, or other type of vehicle or transportable shelter and that is not affixed address or other permanent type of structure licensed for over-the counter sales transactions.

(n) "Licensed Product" means the term that collectively refers to any tobacco product.

(o) "Compliance Check" means the system the City of Oxford uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this Ordinance. Compliance checks can involve the use of persons under the age of 21 who purchase or attempt to purchase licensed products. Compliance checks may be conducted by the City of Oxford, other units of government, or designated agencies for educational, research, and/or training purposes, or for investigating or enforcing federal, state, or local laws and regulations relating to licensed products.

(p) "Delivery Sale" means the sale of any tobacco product to any person for personal consumption and not for resale when the sale is conducted by any means other than an in-person, over-the counter sales transaction, or vending machine in a licensed retail establishment. Delivery sale includes, but is not limited to, the sale of any tobacco product when the sale is conducted by telephone, other voice transmission, mail, the internet, or app-based service. Delivery sale includes delivery by licensees or third parties by any means, including curbside pick-up.

(q) "Youth-oriented facility" means any facility with residents, customers, visitors, or inhabitants of which 25 percent or more are under the age of 21 or that primarily sells, rents, or offers services or products that are consumed or used primarily by persons under the age of 21. Youth-oriented facility includes, but is not limited to, public or private schools, a licensed day care facility or preschool, playgrounds, a library open to the public, recreation centers, and parks.

744.02. Tobacco Retail License Required; Application Procedure.

(a) Tobacco Retail License required. No person, tobacco retailer, or tobacco retail establishment shall sell or offer to sell any tobacco product without first having obtained a license from the City of Oxford.

(b) Tobacco Retail License Application. An application for a license to sell tobacco products must be made on a form provided by the City of Oxford. The application must contain the full

name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the City of Oxford deems necessary. If the City of Oxford determines that an application is incomplete, the application will be returned to the applicant with notice of the deficiency and the requisite information necessary to make the application complete.

(c) One year license term. The license term shall be a twelve (12) month period, beginning on January 1. In cases of applications for a new license submitted after January 1 of a given year and more than 60 days before the following January 1, the City of Oxford may issue a license for the remainder of the standard term period, but such license term will only extend to the following last day of December. The license fee remains the same regardless of the time of application. The license fee will not be prorated no matter the date an application is filed during the standard term period.

(d) Violation, suspension, or revocation. Any license issued may be suspended or revoked following the procedures set forth in this Chapter.

A tobacco retailer or retail establishment that violates any provision of this Ordinance, or any other federal, state, or local law relating to tobacco product sales, shall be subject to the penalties prescribed in this Chapter and pursuant to Section 537.16 of the Oxford Municipal Code pertaining to the illegal distribution and sale of tobacco products. These penalties include but are not limited to fines and/or the prohibition of the sale of tobacco products.

A violation of other federal, state, and/or local laws relating to tobacco product sales shall be included in the determination and accrual of violations against a tobacco retail establishment's license as prescribed in this Chapter.

(e) Display. All tobacco retail licenses must be posted and displayed at all times in plain view of the public or clientele of the tobacco retail establishment.

(f) Renewals. The renewal of a license issued under this Ordinance shall be handled in the same manner as the original application. The request for renewal must be made at least thirty (30) days, but no more than sixty (60) days, before the expiration of the current license on the last day of December.

Requests for license renewals received less than 30 days in advance of the expiration of the current license, will be subject to a nonrefundable late fee. Requests for license renewal received more than thirty (30) days after the expiration of the previous license could be denied.

(g) Issuance as privilege and not a right. The issuance of a license is a privilege and does not entitle the license holder to an automatic renewal of the license.

(h) Instructional program. Licensees must ensure that their employees complete a training program on the legal requirements related to the sale of licensed products and the possible consequences of license violations. The training shall include information that the sale of tobacco products to persons under twenty-one (21) years of age is illegal; the types of identification

legally acceptable for proof of age; and that sales to persons under twenty-one (21) years of age shall subject the tobacco retailer and/or retail establishment to penalties. Licensees must maintain documentation demonstrating their compliance and must provide this documentation at the time of renewal or whenever requested to do so during the license term.

744.03 Denial, Suspension, and Revocation of License.

(a) Grounds for denying the issuance or renewal of a license include, but are not limited to, the following:

- (1) The applicant is under twenty-one (21) years of age.
- (2) The applicant has been convicted within the past five years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to licensed products.
- (3) The applicant has previously had a license to sell tobacco products revoked.
- (4) The applicant fails to provide the information required on the licensing application or provides false or misleading information.
- (5) The applicant is prohibited by federal, state, or other local law, Ordinance, or other regulation from holding a tobacco retailer license.
- (6) The business for which the tobacco retailer license is requested is a moveable place of business. Only fixed-location retail establishments are eligible to be licensed.
- (7) The number of licenses in the City of Oxford has already been exceeded or will be exceeded by the issuance of the requested license.
- (8) The business for which the license is requested does not comply with the proximity requirements.

(b) If a license is mistakenly issued or renewed to an applicant, the City of Oxford may revoke the license upon the discovery that the applicant was ineligible for the license under this Ordinance. The City of Oxford will provide the tobacco retailer license holder with notice of the revocation, along with information on the right to appeal.

(c) Any license may be suspended for a definite period, not to exceed six (6) months, as determined by the City of Oxford. Prior to reinstatement of the license following the expiration of the suspension, the licensee will be subject to a reinstatement fee. A license may be suspended for the following reasons:

(1) A business owned or operated by the licensee applicant engaging in the sale of Tobacco Products within the City of Oxford is the subject of a court order, or resolution, or final order declaring such business to be a public nuisance where said nuisance has not been abated, or where the court has ordered that sales of Tobacco Products shall cease pursuant to any temporary restraining order, preliminary injunction, or permanent injunction issued by said court;

(2) Substantiated evidence that licensee or agent of licensee has sold or otherwise distributed any Tobacco Product to any person under the age of twenty-one (21) within the city more than one time in the past twelve (12) months;

(3) The finding by a federal or state agency that the license applicant has violated a federal or state rule or regulation governing the sale of Tobacco Products;

(4) Entry of a City of Oxford inspector or designee is refused, or inspection or investigation is refused, hindered, or thwarted;

(5) For a second or any subsequent violation of this section within a twelve (12) month period of the first violation; and/or

(6) The licensee is in arrears with respect to any fine imposed for any civil penalty levied under this Section.

(d) Any license may be revoked by the City of Oxford. A license may be revoked for any of the following reasons:

(1) The licensee applicant is determined to have knowingly included false or misleading information in the license application or renewal license application;

(2) Substantiated evidence that licensee or agent of licensee has sold or otherwise distributed any Tobacco Product to any person under the age of 21 within the City of Oxford more than two (2) times over a twelve (12) month period;

(3) Entry of a City of Oxford inspector or designee is refused, or inspection or investigation is refused, hindered, or thwarted;

(4) Upon the discovery that the person was ineligible for the license under this ordinance and the license was mistakenly issued or renewed to a person;

(5) A period of suspension imposed has elapsed and the licensee remains in arrears of payment of such fine or penalty for greater than 60 days;

(6) The licensee has been subject to three (3) or more suspensions in the previous thirty-six (36) month period.

744.04 License Fees and Fines.

(a) The status of a tobacco retail license cannot be changed while the license remains in arrears of fees, fines, or other penalties pursuant to this Ordinance. This includes, but is not limited to, the following:

(1) No tobacco retailer license shall be issued under this Ordinance until the appropriate license fees are paid in full.

(2) No tobacco retailer license shall be renewed if the tobacco retailer or tobacco retail establishment has outstanding fees or fines.

(3) No tobacco retail license shall be eligible for transfer from one party to another while either has outstanding fees or fines.

(4) No tobacco retail license shall be eligible for a transfer of location while the retailer has outstanding fees or fines.

(b) If a tobacco retail license is suspended or revoked, whether due to applicant or licensee ineligibility, or determination of a violation under this Ordinance, or any other federal, state, or local law or regulation, the license fee is forfeited to the City of Oxford and shall not be refunded to the applicant or licensee.

744.05 Tobacco Retailer Density.

(a) The total number of tobacco retailer licenses within the City of Oxford shall be limited to one license for each 1,500 inhabitants of the City of Oxford. The calculation shall be rounded up to the nearest whole number.

(b) For the purposes of this section, the total inhabitant population of the City of Oxford shall be determined by the most current published population value available from the U.S. Census Bureau decennial census as of the date the license application is filed.

(c) No new tobacco retail license shall be issued if the existing number of tobacco retailer licenses equals or exceeds the total number of authorized tobacco retail licenses pursuant to this Section.

(d) Notwithstanding subsections 744.05 (a) and (c), a tobacco retailer operating lawfully on the date this Ordinance is adopted that would otherwise be eligible for a tobacco retailer license for the location for which a license is sought may receive or renew a license for that location so long as all the following conditions are met:

- (1) The license is obtained by February 1, 2025 and is renewed without lapse or permanent revocation (as opposed to temporary suspension); and
- (2) The tobacco retail establishment is not closed for business or otherwise suspends tobacco sales, whether voluntarily or due to license suspension for more than sixty (60) consecutive days.

744.06 Transfer of License Holder and Transfer of License Location

(a) Tobacco Retail Licenses cannot be bought or sold. Licenses may be transferred to new licensees so long as all the following conditions are met:

- (1) The license is applied for as part of the sale of a business with an existing license
- (2) The applicant meets all the requirements for license issuance,
- (3) The applicant has paid the Tobacco Retail License Fee,
- (4) The license is not currently suspended or revoked,
- (5) The current license holder has not been subject to three (3) or more suspensions in the previous thirty-six (36) month period.
- (6) The current license holder has not been closed for business for more than sixty (60) days before the date of the sale of the business.

(b) Tobacco Retail Licenses can be transferred from one location to another so long as the following conditions are met:

- (1) The license holder has paid the Tobacco Retail License fee.
- (2) The location to which the license would be transferred is not within 500 feet of a youth-oriented facility, as measured by the shortest line from the property line of a youth-oriented facility.
- (3) The license holder has applied for and has been granted a transfer of location.
- (4) The license is not currently suspended or revoked.
- (5) The license holder or the license holder's location has not changed less than ninety (90) days previous to the license location transfer.
- (6) The current license holder has not been subject to three (3) or more suspensions in the previous thirty-six (36) month period.

(7) The license holder has not been closed for business for more than a total of sixty (60) consecutive days leading up to, through, and/or after the date of transfer.

744.07 Proximity of Tobacco Retail Establishments to Youth-Oriented Facilities.

(a) No license shall be granted to any person or entity for a tobacco retail establishment location that is within five hundred (500) feet of a youth-oriented facility, as measured by the shortest line from the property line of the space to be occupied by the proposed tobacco retail licensee to the nearest property line of a youth-oriented facility. This restriction does not apply to an existing tobacco retailer holding a current state tax license for the sale of tobacco products in that same location for at least one year before the date this section was enacted into law.

(b) Licenses will not be eligible for transfer to a new location if the new location is within five hundred (500) feet of a youth-oriented facility, as measured by the shortest line from the property line of the space to be occupied by the proposed tobacco retail licensee to the nearest property line of a youth-oriented facility.

744.08 Prohibited Sales.

(a) Legal age. No tobacco retailer, tobacco retail establishment, or person shall sell any tobacco product to any person under the age of twenty-one (21) under this Chapter and under Section 537.16 of the Oxford Municipal Code.

(b) Age verification. Licensees must verify by means of government-issued photographic identification containing the bearer's date of birth that the purchaser of any tobacco product is at least twenty-one (21) years of age.

(c) Signage. Notice of the legal sales age for the purchase of tobacco products, age verification requirements, and possible penalties for underage sales must be posted within six (6) feet of each cash register or place where payment may be made in a place conspicuous to both employees and customers, and where the sign(s) are unobstructed in their entirety. The sign shall state, "The sale or provision of tobacco products to an individual under twenty-one (21) years of age is prohibited by law." The sign required shall be 5 ½ inches by 8 ½ inches and the statement required shall be printed in 36-point boldfaced type. The required signage will be provided to the licensee by the City of Oxford.

(d) Samples prohibited. No tobacco retailer, tobacco retail establishment, or person shall distribute samples of any licensed product free of charge or at a nominal cost, regardless of the age of the person acquiring the product. The distribution of a licensed product as a sample, free donation, or at otherwise nominal cost, is prohibited and shall subject the tobacco retailer or tobacco retail establishment to the penalties prescribed under this Chapter and those prescribed by other local, state or federal laws pertaining to samples, donation, or otherwise nominally priced tobacco products.

(e) No tobacco retailer, tobacco retail establishment, or person shall sell or offer to sell any licensed product in any manner or form prohibited by federal, state, or other local law, ordinance provision, or other regulation.

(f) New operations. Any person, tobacco retailer or tobacco retail establishment found to be selling a tobacco product without a license required under Section 744.02 shall be issued a No Sales Order for Tobacco Products and shall be ineligible to receive a tobacco retailer license for a period of three (3) years. Continued sales after the issuance of a No Sales Order for Tobacco Products may result in a misdemeanor of first degree and a \$1,000 fine.

744.09 Compliance Checks and Inspections.

(a) All licensed premises must be open to inspection by the City of Oxford or its authorized designees during regular business hours. The tobacco retail establishment shall be subject to at least two (2) unannounced compliance checks per year by the City of Oxford or its authorized designees.

(b) Compliance checks must include verification that a tobacco retail establishment maintains a current tobacco retailer license to sell tobacco products.

(c) Compliance checks may include the participation of a person under the age of twenty-one (21) to enter the licensed premises to attempt to purchase licensed products.

(d) Unannounced follow-up compliance checks of all non-compliant tobacco retail establishments are required within three months of any violation of this Ordinance.

744.10 Exceptions and Defenses.

It is an affirmative defense to a violation of this Ordinance for a person to have reasonably relied on proof of age as described by state law.

744.11 Violations and Administrative Penalties.

(a) First Violation: Any person, tobacco retailer or tobacco retail establishment holding a tobacco retailer license and cited for violating Chapter 744, or whose employee has violated Chapter 744, shall be charged a fine of \$500 for a first violation within a twelve (12) month period.

(b) A second violation at the same tobacco retail establishment premises within a twelve (12) month period shall result in an additional fine of \$750, and the City of Oxford shall suspend the

tobacco retailer license for a period of not less than thirty (30) and not more than sixty (60) consecutive days.

(c) A third violation at the same tobacco retail establishment premises within a 12-month period shall result in an additional fine of \$1,000, and the City of Oxford shall suspend the tobacco retail establishment's license for a period of not less than sixty (60) consecutive days. In addition to the designated fine, the City of Oxford may revoke the tobacco retail establishment's license.

(d) A fourth violation at the same tobacco retail establishment premises within a twelve (12) month period shall be a misdemeanor of first degree and result in an additional fine of \$1,000 and the tobacco retail establishment's license shall be revoked.

(e) More than two violations of sales or distribution of any Tobacco Product to any person under the age of twenty-one (21) under a Tobacco Retail License within a twelve (12) month period shall result in an additional fine of \$1,000, and the City of Oxford shall revoke the tobacco retail establishment's license.

744.12 Appeals.

(a) If the City of Oxford denies the issuance of a tobacco retailer license, or suspends or revokes a tobacco retailer license, or issues a citation for violating this Chapter, the City of Oxford shall send the applicant or licensee written notice of the action and notice of the right to an appeal. Such notice shall be sent by Certified Mail with return receipt requested.

(b) Upon receipt of written notice of any citation or fines accrued under this Chapter, or the denial, suspension, or revocation of the license, the applicant or licensee shall have the right to appeal. An appeal must be appropriately filed within ten (10) days after the issuance of notice of the determination of a violation or change of license status due to suspension or revocation. The appellant shall bear the burden of proof.

774.13 Severability.

If any section or provision of this Ordinance is held invalid, such invalidity will not affect other sections or provisions that can be given full force and effect without the invalidated section or provision.



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:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Repealing Oxford Codified Ordinance Chapter 1101 Entitled Subdivision Regulations And Adopting New Oxford Codified Ordinance Chapter 1101 Entitled Subdivision Regulations For The Purpose Of Amending Provisions Pertaining To Minor Subdivisions Inclusive Of Those Situated Along Alleys (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Essential Operations Accessible, High-Quality Infrastructure Safe and Efficient Travel for All Modes of Transportation Smart Growth and Quality Places A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

*There are approximately 2 pages of new text and one page of deleted text in the attached exhibit.

Proposal Summary:

This package of text amendments seeks to amend five chapters of the Oxford Planning & Zoning Code, corresponding to Part Eleven of the Codified Ordinances. The purpose of the amendments is threefold: (1) to facilitate a new Site Plan Review process for alley lots that do not have frontage on a public street; (2) to bring language on minor subdivisions closer in alignment with enabling statute in Ohio Revised Code (ORC) 711 and to make such approvals administrative instead of discretionary; and (3) to amend

residential parking standards to avoid incompatibility with new alley development provisions. The chapters proposed to be affected by the amendments are: 1101, 1129, 1141, 1143, and 1149.

Background:

These text amendments are in response to an alley lot development moratorium initially placed into effect by City Council on April 2, 2024 (by Res. No. 7587), and originally due to expire October 2, 2024. At the request of staff, Council later extended the moratorium period (by Res. No. 7632) to last until January 16, 2025. To accommodate a timeframe allowing adoption of text amendments preceding moratorium expiration, on January 7 the Council extended the alley development moratorium one last time (by Res. No. 7664) setting it to expire on March 20, 2025.

As constructed, the moratorium applies to any property fronting exclusively on one or more alleys, temporarily putting a halt to issuing zoning approval for any single-family building permit or subdivision approval for any lot split or lot consolidation. The motivation for the moratorium stemmed from concerns voiced by City departments regarding public service risks and impacts related to emergency response, as well as supporting infrastructure including access, drainage, and utilities.

The Planning Commission discussed the topic of alley development during a Work Session on September 10, 2024. Historical development trends were covered, along with a comparison of Oxford's urban fabric to peer college towns in Ohio as well as other larger cities nationwide. At the conclusion of staff's presentation, Commission members' opinions on how to regulate and review residential development on alley sites were mixed. In response, staff suggested implementing a Site Plan Review process specific to alley sites to facilitate the Planning Commission being able to exercise a limited degree of discretion when it comes to how properties are developed, such that individual projects could be studied on a case-by-case basis and enable more context-sensitive results. The Commission favored this type of approach more than equipping staff with an extensive set of prescriptive standards to be applied administratively. Following the September Work Session, staff drafted a text amendment package and initiated an application to appear before the Planning Commission at its meeting on December 10, 2024.

Planning Commission Input & Recommendation:

The Planning Commission contributed valuable feedback over the course of two regular meetings on December 10 and January 14, leading to an end product which staff believes is far superior to the version initially proposed by staff. Key contributions and inspirations included the following:

- Flexibility in review criteria to accommodate minor subdivisions along alleys where zoning frontage standards permit (i.e., in the UP Uptown zoning district)
- Redirecting appeal authority from the Board of Zoning Appeals to the Planning Commission
- Permit a chance for administrative approval of any Site Plan Review by the Zoning Administrator and Planning Commission Chair, before being referred to the full Commission for a hearing
- Eliminate minimum parking requirements, and instead impose a maximum off-street parking standard of no more than four (4) spaces unless granted by way of a waiver request
- Clarification on how change and extension requests for Site Plan Reviews will be handled

City Law Director Christopher Conard also shared some recommended changes to the language at the January 14 meeting, and the Commission incorporated such changes into its motion to approve. The Commission voted 7-0-0 to recommend approval of the currently drafted text amendment package.

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 1101 ENTITLED SUBDIVISION REGULATIONS AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 1101 ENTITLED SUBDIVISION REGULATIONS FOR THE PURPOSE OF AMENDING PROVISIONS PERTAINING TO MINOR SUBDIVISIONS INCLUSIVE OF THOSE SITUATED ALONG ALLEYS.

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, 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, 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, Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the City of Oxford Planning Commission held a public hearing on December 10, 2024, and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Chapter 1101 entitled Subdivision Regulations, and adopting new Oxford Codified Ordinance Chapter 1101 entitled Subdivision Regulations consistent with the textual edits outlined in attached Exhibit A.

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

SECTION 1: Council hereby repeals Chapter 1101 entitled Subdivision Regulations and adopts new Chapter 1101 entitled Subdivision Regulations consistent with the textual edits outlined in the attached Exhibit A.

SECTION 2: 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: PLANNING STAFF
CHECKED BY: LAW

Chapter 1101 – Subdivision Regulations

1101.1 – Title, scope, jurisdiction.

100 – Title

These regulations shall be known and may be cited and referred to as the "Subdivision Regulations for the City of Oxford, Butler County, Ohio," and shall hereinafter be referred to as "these regulations." The following regulations for the control of plats and subdivisions are adopted by the Oxford City Council, under authority granted by Chapter 711 of the Ohio Revised Code.

101 – Purpose

These Regulations are adopted as minimum requirements for the regulation and control of land subdivision within the City of Oxford. These regulations are intended to:

- (A) To ensure sound, harmonious subdivision development and City growth that will become a permanent City asset by establishing minimum standards for subdivision design and construction.
- (B) To secure and provide for the proper arrangement of streets or highways in relation to existing or planned streets or highways, and to the Official City of Oxford Thoroughfare Plan.
- (C) To secure and provide for the proper arrangement and efficient use of land in conjunction with the Official City of Oxford Comprehensive Plan.
- (D) To secure and provide adequate and convenient open spaces, vehicular and pedestrian circulation, utilities, recreation, light and air.
- (E) To provide for the avoidance of congestion of traffic.
- (F) To provide common grounds of understanding and a sound working relationship between the City and the subdivider and to safeguard the interests of the homeowner, the applicant, the City and its citizens.
- (G) To monitor and prevent the scattered and premature platting of lots beyond the effective operating range of existing public utilities and improvement.
- (H) To cause the cost of design and the installation of improvements in newly platted subdivisions to be borne by the subdivider or applicant rather than by any direct or indirect burden upon existing property owners beyond the limits of the subdivision for the improvements servicing their property.
- (I) To coordinate new subdivision designs with the design of the City as a whole based on an orderly and efficient sequence of interrelated subdivisions forming communities.
- (J) To protect, to the maximum degree possible, historic sites, scenic points, desirable natural growth, watercourses and other water areas, and other environmentally sensitive features worthy of preservation.
- (K) To provide for the accurate surveying of land, preparing and recording plats and the equitable handling of all subdivision plats by providing uniform approval procedures for observance by both the approving authority and applicants.
- (L) To provide a strong sense of community identity based on a shared, coherent, functionally efficient physical environment.
- (M) To inform interested persons of the procedures and standards, for design and construction of subdivision improvements in the City of Oxford.

- (N) To provide technically feasible and economically reasonable standards to achieve a level of subdivision design and construction to minimize damage to property, degradation of natural resources, and to promote and maintain the health, safety and general well-being of all life and inhabitants of Oxford.
- (O) To assure sites suitable for building purposes and human habitation, and to provide for the harmonious development of the City.
- (P) To guarantee proper access of firefighting equipment and public service equipment.

102 – Authority

Ohio Revised Code Chapter 711 provides for the legislative body and Planning Commission of a municipal corporation to adopt regulations governing plats and subdivisions of land within such jurisdiction.

103 – Administration

These regulations shall be administered by the City of Oxford Community Development Department.

104 – Jurisdiction

These regulations herein shall apply to all plats and all subdivisions of land within the corporate limits of the City. The City of Oxford City Council shall have the power of final approval of all plats and all subdivisions within such territory, pursuant to Section 711.09 of the Ohio Revised Code.

105 – Relations to Other Laws

- (A) The provisions of these regulations shall supplement any and all laws of the City of Oxford and the State of Ohio, or any and all rules and regulations promulgated by authority of such law or resolution relating to the purpose and scope of these regulations. Whenever the requirements of these regulations are at variance with the requirements of any other lawfully adopted rules, regulations, ordinances, or resolutions, the most restrictive or that imposing the highest standard shall govern. These regulations shall be interpreted as minimum requirements.
- (B) The arrangement, character, width and location of all thoroughfares or extensions thereof shall conform to the requirements of these regulations and the Official Thoroughfare Plan of the City of Oxford. Thoroughfares not contained in the aforementioned plan shall conform to the recommendations of the Planning Commission based upon the Design Standards set forth in these regulations. In addition, no plat of land will be approved unless it conforms to the Zoning Ordinance.

106 – Variations and Exceptions

- (A) Whenever the tract to be subdivided is of such unusual size or shape or is surrounded by such development or unusual conditions that the strict application of the requirements contained in these regulations would result in real difficulties or substantial hardship or injustice, Council, after a report by the Planning Commission, may vary or modify such requirements so that the subdivider may develop his property in a reasonable manner, but so that, at the same time, the public welfare and interests of the City and surrounding areas are protected and the general intent and spirit of these regulations preserved.
- (B) If a subdivider requests release of his performance bond, as outlined in Section 203 prior to the installation of sidewalks along the front of the lots in the subdivision, which have not yet been built upon, he may do so with the consent of Council by providing the City with a bond to ensure completion of the sidewalks at a later date.
 - (1) This bond may be cash, or any other bond acceptable to the Law Director in the amount of one and one-half (1½) times the current cost of such sidewalks, to provide assurance that these items will be completed.

107 – Enforcement

- (A) No plat of any subdivision shall be entitled to record in the Office of the County Recorder of Butler County or have any validity until it has been approved in the manner prescribed herein.
- (B) Council shall not permit any public improvement over which it has any control to be made, or any money expended for improvements in any area that has been subdivided, or upon any street that has been platted after the date of the adoption of this chapter, unless such subdivision or street has been approved in accordance with the provisions contained herein.
- (C) Building permits may not be issued until all major utilities are installed and the street is constructed to the Engineering Division's satisfaction. Minimum improvements must be completed to a point where vehicles have reasonable access to the lot for which a permit is being requested.

108 – Changes and Amendments

Any regulations or provisions of this chapter may be changed and amended from time to time by Council, provided, that such changes or amendments shall not become effective until after study and report by the Planning Commission and after a public hearing has been held, public notice of which has been given in a newspaper of general circulation at least thirty (30) days prior to such hearing.

109 – Validity and Separability

If any section, paragraph, subdivision, clause, phrase or provision of these Subdivision Regulations is adjudged invalid or held unconstitutional, the same shall not affect the validity of these Subdivision Regulations as a whole or any part or provision thereof other than the part so decided to be invalid or unconstitutional.

110 – General

- (A) No person being the owner, agent or person having control of any land within the City shall subdivide such land in lots unless by a plat, in accordance with the regulations contained herein.
- (B) Each subdivider of land should confer with the City Manager or designated City official, before preparing a subdivision plat in order to become thoroughly familiar with the subdivision requirements, with the regulations of the Zoning Ordinance and with the proposals of the City Comprehensive Plan and Thoroughfare Plan affecting the territory in which the proposed subdivision lies.
- (C) Wherever any subdivision of land hereafter is laid out, the applicant or his agent shall apply for and receive approval on a Preliminary and Final Plat as required by these regulations before any Record Plat may be given final approval. Said plats and plans of proposed improvements, and all procedure relating thereto, shall in all respects be in full compliance with these regulations.
- (D) No owner, subdivider, or agent of the owner, of any land located within a subdivision or proposed subdivision, shall enter into any contract for the sale of, or shall offer to sell said subdivision or any part thereof, transfer or sell any land by reference to, exhibition of, or by the use of a plat of the subdivision, nor shall any construction work on the proposed subdivision proceed until such plat has been approved and recorded in the manner prescribed in these regulations. The description of such lot or parcel by metes and bounds in the instrument of transfer or other documents used in the process of selling or transferring shall not exempt the transaction from the provisions of these regulations. Any work performed prior to Record Plat approval will be at the risk of the subdivider.
- (E) Subdividers are cautioned that the Planning Commission, City Council and its staff, in reviewing the Subdivision Plans, shall not be bound by the modifications to the property in question or the location or construction of infrastructure, stormwater utility provisions, or any other modification in the review of the subdivision plans, until formal subdivision plans are formally approved. Such approval may require removal, relocation, or alteration of such facilities or structures and restoration of the premises at the subdivider's expense and may result in delay of plat approval.

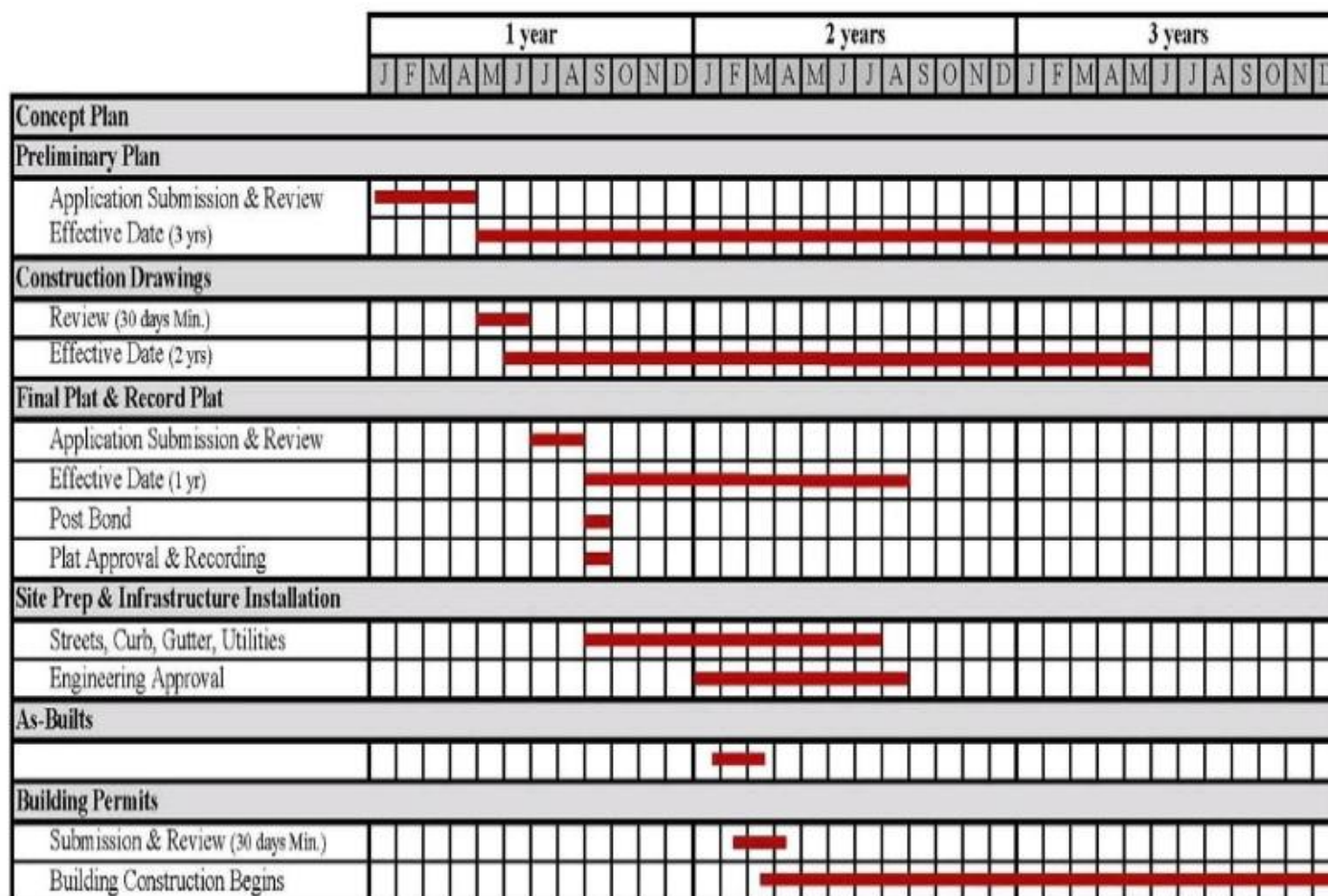
- (F) All land offered to the City for use of streets, alleys, easements, parks and other public uses shall be accepted by City Council.
- (G) Zoning approval of a planned unit development does not constitute subdivision approval. The procedures for approval of planned unit developments are subject to the approval procedure specified by Chapter 1145 of Planning and Zoning Code.
- (H) These subdivision regulations apply to residential, commercial and industrial land proposed to be subdivided. All parcels shall follow the underlying zoning requirements in regards to site development requirements. The Planning Commission and City Council may approve variations to the design standards requirements of these regulations for commercial and industrial land in accordance with Section 106 above.

1101.2 – Subdivision process.

Plats containing less than three lots shall follow Section 1101.6, Minor Resubdivisions, Lot Splits and Lot Consolidations and the provisions therein.

Figure 1.1 Subdivision Process

(For illustrative purposes only. Refer to subsections below for detailed description.)



200 – Pre-Application Meeting and Concept Plan

- (A) The subdivider should meet with the City staff to review a Concept Plan, prior to the submission of the Preliminary Plat. Although not mandatory, a Concept Plan review is highly recommended. The purpose of this meeting is to discuss, early and informally, the purpose and effect of these regulations and the criteria and standards contained herein. Such meeting is designed to familiarize the subdivider with the

Comprehensive Plan, the Thoroughfare Plan, and other relevant plans, applicable zoning standards, present proposed drainage, sewage, and water systems for the City, to ascertain the location of proposed highways, street connectivity, public ways, parks, playgrounds, and other development and to determine the need for a traffic impact study, based upon the level of impact of this development upon surrounding traffic flow and safety.

- (B) The information in Attachment A shall be included on a Concept Plan submitted by the subdivider to be discussed at the pre-application meeting.
- (C) Upon submittal of a Concept Plan to the City (Community Development Department), a meeting will be scheduled with the reviewing departments within fifteen (15) working days. At the meeting, the reviewing departments shall be required to provide the subdivider a written response with any comments and concerns including any exceptions, conditions, designs, or requirements necessary to ensure compliance. Staff has the discretion to recommend if a Concept Plan should also be presented to the Planning Commission prior to a Preliminary Plat submittal. No comments or statements made during a pre-application meeting, or presentation of a Concept Plan to the Planning Commission, or any of its members, shall be construed as a final acceptance of a Preliminary Plat until the formal hearing approval of the Planning Commission and City Council is granted.
- (D) If the subdivider chooses not to request a pre-application meeting or submit a Concept Plan, the preparation of a Preliminary Plat for submission to the Planning Commission for formal consideration can occur.

201 – Preliminary Plat

- (A) A Preliminary Plat shall be submitted to the Planning Commission for a recommendation and then to Council for approval or disapproval. If Council approves the Preliminary Plat, the subdivider may proceed with the preparation of the Construction Drawings and the Final Plat. No lots shall be sold from such plat until approved as herein provided and properly recorded.
- (B) The design and layout of all subdivisions shall conform to the requirements of Section 4. The subdivider shall submit a Preliminary Plat for the entire subdivision, in accordance with the submission requirements of Attachment B. Any missing information will constitute an incomplete application.
- (C) All applications for a Preliminary Plat shall be submitted by a date determined by the Planning Commission prior to the meeting date in which the applicant expects to attend. Any late applications shall not be accepted.
- (D) An approved Preliminary Plat is valid for 3 years from the City Council Ordinance date, unless otherwise stipulated. All sections of an approved preliminary plat shall be filed for final plat approval within three (3) years of the date of the approval of the preliminary plat. When this 3 year time period expires, the preliminary plat will be considered void, unless an extension of the approval has been granted in accordance with Section 205.

202 – Construction Drawings/Improvement Plans

- (A) Once the Preliminary Plat has been approved by City Council, the subdivider shall provide Construction Drawings with all the information outlined in Attachment C with the application, illustrating grading work, construction of the required street, including water, sanitary and drainage improvements to the City (Community Development Department). The plans will be distributed to the reviewing departments. Reviewing departments shall provide written approval, refusal or requests for modifications to the applicant within thirty (30) days of the date the plans were received.
- (B) Construction Drawings for improvements shall be in accordance with any stipulations set forth in the Preliminary Plat approval, the specifications of these regulations, the Typical Section Drawings in

Attachment H herein, the Water and Sanitary Sewer Improvement Specifications Manual, Storm Water Management Design Manual, Stormwater Drainage Plan, Curb, Gutter & Sidewalk Specifications Manual, Sanitary Sewer Pump Station Requirements, and the Water System Master Plan. No work shall commence on the site until the improvement plans submitted have been approved by all reviewing departments, approval of the Final Plat and until proof of the recording of the Record Plat. Any work that has been started prior to recording the Record Plat or prior to approval from the EPA shall be done so at the risk of the subdivider.

- (C) An approved set of Construction Drawings are valid for 2 years from the date that all signatures are received. All signatures of the reviewing departments must be obtained before release of the approved Construction Drawings. When this 2 year time period expires, the Construction Drawings will be considered void, unless an extension of the approval has been granted in accordance with Section 205.

203 – Final Plat & Record Plat

- (A) A Final Plat may be submitted for the entire subdivision or section(s) thereof. A Final Plat shall be submitted to Council for approval or disapproval by Ordinance. The Final Plat must substantially correspond to the approved Preliminary Plat.
- (B) The corresponding Record Plat may be submitted simultaneously with the Final Plat with all the information shown on the Record Plat as outlined in Attachment E and all necessary clauses outlined in Attachment H.
- (C) The design and layout of all subdivisions shall conform to the requirements of Section 1101.4. The subdivider shall submit a Final Plat for each section of the subdivision, in accordance with the submission requirements of Attachment D. Any missing information will constitute an incomplete application.
- (D) All applications for a Final Plat shall be submitted to the Community Development Department by a date determined by the City Council prior to the meeting date in which the applicant expects to attend the first reading before City Council. Any late applications shall not be accepted. A Final Plat application shall be accompanied with proof of approved, unexpired Construction Drawings.
- (E) An approved Final Plat is valid for 1 year from the City Council Ordinance date, unless otherwise stipulated. All recordings shall be completed and construction of the infrastructure improvements started within this 1 year time period or the Final Plat will be considered void, unless an extension of the approval has been granted in accordance with Section 205.
- (F) Following approval of the Final Plat of each section by City Council; prior to recording the Record Plat and the start of construction, the subdivider shall file with the Clerk of Council a surety bond, irrevocable letter of credit, cashier's check or a certified check upon a solvent local bank conditioned to secure and guarantee the construction of the improvements in accordance with the requirements of Section 1101.4 and in a satisfactory manner within a period not exceed two years. No such bond or check shall be accepted unless it is enforceable by or payable to the City in a sum at least equal to the cost of constructing the improvements as estimated by the City Engineer and in form with surety and conditions approved by the City Attorney. Property Bonds for the purpose of guaranteeing the construction improvements are strictly prohibited.
- (G) Once the surety bond, irrevocable letter of credit, cashier's check or certified check is received, the circulation process necessary to obtain the required signatures of approval and endorsement of the Record Plat will begin and shall be complete within ten (10) days. The Record Plat will not be released to the subdivider for recording at the Butler County Recorder's office until the aforementioned bond is accepted by the City.

- (H) After final recording at the Butler County Recorder's Office, the applicant shall furnish a proof of such recording for filing to the Community Development Department prior to the issuance of any construction permits for site preparation.
- (I) All streets shall be constructed, satisfactory to the City Engineer. No building permits may be issued until all major utilities are installed and the street is constructed to the City Engineer's satisfaction.

204 – As-Built Drawings

- (A) At the completion of construction, the Subdivider and/or Owner of the property subdivided shall be required to submit "As-Built" Construction Drawings. "As-Built" Construction Drawings shall be revised as necessary to show the exact locations of critical infrastructure components in accordance with the rules and regulations of any applicable reviewing department. "As-Built" Construction Drawings shall be verified by field survey, and shall be prepared by a professional surveyor and/or engineer, licensed in the State of Ohio and as permitted by law. "As-Built" Construction Drawings shall be submitted and approved by all reviewing departments, requiring them, prior to the release of the performance bond and the acceptance of any public infrastructure improvements on the subject property. All changes from the approved Construction Drawings shall be clearly identifiable and in accordance with the submission requirements of Attachment F.
- (B) After all construction work required by the Construction Drawings has been completed and approved by the City Engineer and/or the representative of the utility company involved, the subdivider must post a maintenance bond to maintain and keep in repair, all streets, curbs, gutters, sidewalks, drainage facilities and structures for a period of one year. Ten (10%) percent of the performance bond shall be retained for a period of one year as surety for such maintenance.
- (C) Building permits to individual lots will not be released until as-builts are submitted, accepted and the proper bond has been posted.

205 – Extension of Time

A subdivider may request in writing that City Council grant an extension of six (6) months, for the approval to the Preliminary Plat, Construction Drawings or Final Plat, provided they can show reasonable cause for inability to complete said improvements within the required timeframe. A maximum of two (2) extensions may be granted.

The subdivider is solely responsible for knowing the expiration dates and meeting or extending them in accordance with these Regulations. The City shall have no duty, obligation or responsibility to remind or notify subdividers of approaching expiration dates.

206 – Failure to Complete Improvements

In case the subdivider fails to complete the required public improvements work within such time period as required by the conditions or guarantees as outlined above, City Council may proceed to have such work completed and reimburse itself for the cost thereof by appropriating the cash deposit, certified check, surety bond, or by drawing upon the letter of credit, or shall take the necessary steps to require performance by the bonding company.

1101.3 – Submittal requirements.

Refer to Attachments A-G for all required submission material for Concept Plan, Preliminary Plat, Construction Drawings, Final Plat, Record Plat and Minor Resubdivisions, Lot Splits and Lot Consolidations.

1101.4 – Design standards and construction standards.

400 – General Statement

- (A) In laying out a subdivision, the subdivider shall comply with the following design standards and requirements. The regulations contained herein, the Zoning Ordinance, Comprehensive Plan, Stormwater Drainage Plan, Water System Master Plan, and the City of Oxford Thoroughfare Plan shall control the

manner in which streets, lots, and other elements of a subdivision are arranged on the land. These design controls shall help ensure:

- (1) Convenient and safe streets;
 - (2) Creation of useable lots;
 - (3) Provision of space for public utilities;
 - (4) Reservation of land for recreation uses;
 - (5) To minimize the impact on natural resources and the environment, and
 - (6) To ensure that planning of attractive, connected and functional neighborhoods shall be promoted, minimizing the undesirable features of unplanned, unconnected, undirected, haphazard growth.
- (B) The Planning Commission has the responsibility for reviewing the layout of each future subdivision early in its design development. The development shall be laid out
- (1) To minimize
 - (a) The effect on ground water and aquifer recharge;
 - (b) Excavation and embankment;
 - (c) Unnecessary impervious cover; and
 - (d) The complete removal of mature trees.
 - (2) To provide adequate access to lots and sites; and
 - (3) To mitigate adverse effects of noise, odor, traffic, drainage, utilities and increased storm water runoff on neighboring properties.

401 – Suitability of Land

If the Planning Commission finds that land proposed to be subdivided is unsuitable for subdivision development due to poor drainage, flood hazard, topography, inadequate water or sewer supply, slippage potential, unstable subsurface conditions due to poor soils or other reasons and other such conditions which may endanger health, life, safety, or property and, if by any public agencies concerned it is determined that in the best interest of the public the land should not be developed for the purpose proposed, the Planning Commission shall not approve the subdivision unless adequate methods for solving the problems are advanced by the subdivider. For major subdivisions a written statement may be required by the Planning Commission describing characteristics of the development site, such as bedrock geology and soils, topography, flood prone areas, existing vegetation, structures and road networks, visual features, and past and present use of the site.

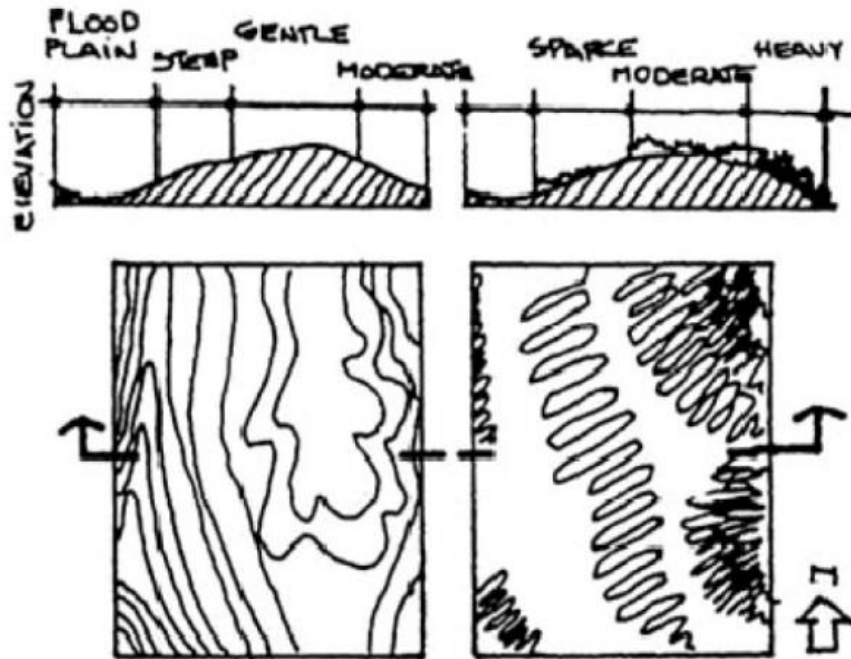
402 – Sensitive Development Areas

- (A) A Sensitive Development Area is defined as any land(s) or soil(s) proposed to be subdivided that, if subjected to improper use or management, is otherwise determined to be incapable or unsuitable of urban use. Sensitive Development Areas can also be considered those lands that pose special hazards to development or the environment, consisting of lands or soils of such sensitive character that they may require special use, design and engineering restrictions.
- (B) For the Preliminary Subdivision Plat, the applicant must create an inventory of sensitive areas identified in Section 402 (d) 1-8 from publicly available resources such as OEPA, ODNR, HAPC, FEMA, USFWS, OHPO, OKI, Butler County Soil and Water Conservation District, and other public entities. This information shall

be provided with the preliminary application. Design of the subdivision shall be based on a site analysis provided by the applicant.

- (C) After the approval of the Preliminary Subdivision Plat, the applicant must develop a detailed site analysis of sensitive environmental areas on the site, conducted by firm(s) specialized in the areas, at a minimum: Ecological Survey, and Environmental Site Assessment. Other documentation may be required based on the site and the discretion of the Planning Commission, including, but not limited to: Stream and Wetland Mitigation, Water Way Permits, Archaeological Inventory, Historic Architecture Inventory. The applicant must also provide report of the analyses following current professional norms for the discipline. It will be the Planning Commission's role to review information submitted by the applicant on each discipline to make the recommendations to City Council
- (D) Design of the subdivision shall be based on the site analysis provided by the applicant. To the maximum extent practicable, development shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative impacts and alterations of natural features. The following specific areas shall be preserved as undeveloped open space, and in accordance with the U.S. and Ohio Constitutions and state or federal regulations:
 - (1) Unique and/or fragile areas, including wetlands, as may be defined in Section 404, Federal Clean Water Act, as amended; and in Ohio Environmental Protection Agency standards.
 - (2) Land in the floodway as identified and mapped using the Federal Emergency Management Agency's Flood Hazard Boundary Maps. Federal Emergency Management Agency in scientific and engineering reports entitled 'Flood Insurance Study for Butler County, Ohio and Incorporated Areas' effective 12/17/2010, with accompanying Flood Insurance Rate Maps for Butler County, Ohio and Incorporated Areas effective 12/17/2010 and any revisions thereto are hereby adopted by reference and declared to be part of this chapter.
 - (3) Steep slopes fifteen (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account.
 - (4) Habitats of endangered wildlife, as identified on federal and state lists.
 - (5) Historically and culturally significant structures and sites, as listed on, but not limited to, the National Register of Historical Places or on the local inventory of historic places maintained by the City of Oxford's Historic Architectural Preservation Commission.
 - (6) Aquifers and tributary drainage systems.
 - (7) Tree growth areas or urban forested areas containing native mature trees.
 - (8) Any area as identified on Map 3.3 of the Comprehensive Plan.
- (E) The development shall be laid out to avoid adversely affecting groundwater and aquifer recharge; to reduce excavation and embankment; to avoid unnecessary impervious cover; to prevent flooding; to provide adequate access to lots and sites; and, to mitigate adverse effects of noise, odor, traffic, drainage, and utilities on neighboring properties. The placement of buildings shall take into consideration topography, building height, orientation and drainage. Storm Water Best Management Practices and Low Impact Development Designs are desirable and encouraged. City guidelines for these practices and designs can be found in the City of Oxford Storm Water Management Design Manual.
- (F) If the Planning Commission, or its designated representative, may require the applicant to submit a statement in order to demonstrate that satisfactory efforts have been made to mitigate any special hazards posed to the site if these sensitive lands are subjected to improper use or management. The statement, if required, shall be submitted in one or more of the following forms:

- (1) The statement shall describe in detail the extent of encroachment on any Sensitive Development Area, the extent and nature of the proposed alteration, the environmental impacts resulting from the proposed alteration, and the proposed methods of mitigation.
- (2) A Geotechnical Report and/or a Wetlands Assessment/Delineation, prepared by a professional engineer, licensed in the State of Ohio, or by a specialist in Streams and Wetland. This report can be in lieu of a development narrative.



403 – Typical Sections

Subdivisions shall be designed and constructed to conform to the Typical Sections incorporated by reference herein as Attachment H. The Typical Sections adopted as the standards for construction and design in the City are the following:

- (A) Principal Arterial street typical section;
- (B) Minor Arterial street typical section;
- (C) Major Collector street typical section;
- (D) Minor Collector street typical section;
- (E) Local street typical section;
- (F) Alley typical section;
- (G) Typical cul-de-sac details;
- (H) Temporary turn around;
- (I) Dead End/ Stub Street typical section (Hammerheads);
- (J) Multi-Use Path typical section;
- (K) Utility typical section; Utility locations;
- (L) Tree Protection Detail;
- (M) Tree Survey;

- (N) Typical Lot Consolidation/Split;
- (O) Standard Plat of Survey;
- (P) Record Plats
- W.1: Standard Record Plat Title Sheet;
- W.2: Standard Record Plat.

404 – Streets

The purpose of a street network is to connect spatially separated places and to enable movement from one place to another. More specifically, the street network provides continuous and direct routes; provides greater emergency vehicle access; provides convenience and safety to drivers and pedestrians and to provide access to residents for goods and services.

Although the Planning Commission has established general street guidelines, many of the specific technical standards governing the Public Streets are regulated by the City of Oxford's Engineering Division.

(A) Relation to Adjoining Street System

- (1) The arrangement of streets in new subdivisions shall make provisions for the continuation of the principal existing streets in adjoining areas, or their proper projection where adjoining land is not subdivided, unless prevented by topography or other physical conditions, or unless, in the opinion of the Commission, such extension is not necessary or desirable for the coordination of the layout of the subdivision with the possible future development of adjacent tracts. The Planning Commission reserves the right to disapprove any street plan which does not represent good design or does not ensure continuity of the existing street system.
- (2) Offset streets shall be avoided within a proposed subdivision and adjacent to an existing subdivision.
- (3) The street and alley arrangement(s) shall be such, so as not to cause a hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it.
- (4) Streets obviously in alignment with existing streets shall bear the names of the existing streets. All proposed street names shall be checked against duplication or near duplication of other street names.
- (5) Wherever the tract to be subdivided abuts a dedicated or platted half-width street or alley, the other half-width of such street or alley falling within the proposed subdivision shall be platted.
- (6) Any subdivision with its main entrance onto an Arterial or Collector street shall provide a 25% wider opening at the entrance to the subdivision than the rest of the subdivision street width, unless otherwise determined by the Planning Commission.

(B) Street Classifications

- (1) The classification of all proposed streets shall be determined by the Planning Commission and shall conform to the Official City Thoroughfare Plan. The proposed use of the street, type of traffic and future traffic volume shall also be considered in determining the classification of a street.

Street Classifications:

- (a) Principal Arterial
- (b) Minor Arterial

- (c) Major Collector
- (d) Minor Collector
- (e) Local streets
- (f) Alleys

(C) Street Improvements

- (1) All public streets in residential subdivisions shall be the minimum width necessary to safely and adequately accommodate the vehicular traffic needs specific to the proposed subdivision, while balancing the needs of safe alternative modes of transportation. In all instances, street widths shall be measured from back-to-back of the installed curb. Minimum street width requirements are contained in Attachment H.
- (2) The City Engineer shall determine the need for a traffic impact study, based upon the level of impact of this development upon surrounding traffic flow and safety.
- (3) All street and public ways shall be constructed to their full specified width and to the appropriate grade and shall be surfaced in accordance with applicable standard specifications of the City. Such construction shall be subject to inspection by the City Engineer prior to release of the performance bond by Council. It is the duty of the subdivider to give proper notification to the City Engineer:
 - (a) Before the commencement of the work;
 - (b) Twenty-four hours prior to seeking an inspection; and
 - (c) At the end of the one-year maintenance improvements.
- (4) Proposed streets shall intersect one another and existing street(s) at right angles as topography and other limiting factors allow.
- (5) Street grade shall be designed to the Ohio Department of Transportation Highway Design Manual and acceptable to the City Engineer.
- (6) Where a tract of land is of such size, location or contour, preventing a lot arrangement directly related to a normal street design, there may be established one or more, dead-end/stub streets or other arrangements, provided that proper access shall be given to all lots from a dedicated street.
- (7) A cul-de-sac, dead-end/stub street or loop street shall not exceed 500 feet in length unless otherwise approved by the Planning Commission due to topography or unusual circumstances. (See also Section 405(B)(4))
- (8) All subdivisions shall have at least two (2) entrances to an existing street system unless otherwise determined by the Planning Commission. The spacing of the entrances shall be separated and in accordance with traffic engineering standards.

(D) Street Connectivity

The purpose of this section is to support the creation of a highly connected transportation system within the City in order to enhance traffic circulation efficiency for drivers, pedestrians, and bicyclists; promote various modes of transportation; connect neighborhoods to each other and to local destinations such as schools and parks; reduce emergency response times; reduce vehicle miles of travel and travel time; increase effectiveness of municipal services delivery.

- (1) The following standard shall be met in all new residential development in order to increase connectivity.
 - (a) Any residential development shall be required to achieve a connectivity index of 1.2 or greater unless the Planning Commission determines that this requirement is impractical due to topography, existing development, and/or natural features. A connectivity index is a ratio of the number of street links (road sections between intersections and cul-de-sacs) divided by the number of street nodes (intersections and cul-de-sac heads).

The following illustration provides an example of how to calculate the index. Street links on existing adjacent streets that are not part of the proposed subdivision are not included in the connectivity index calculation. The measure of connectivity is the number of street links divided by the number of nodes. Nodes exist at street intersections as well as cul-de-sac heads. Links are the stretches of road that connect nodes. Stub outs shall also be considered as links. In this example, there are five (5) links (circles) and four (4) nodes (stars); therefore, the connectivity index is 1.25.



(E) Private Streets

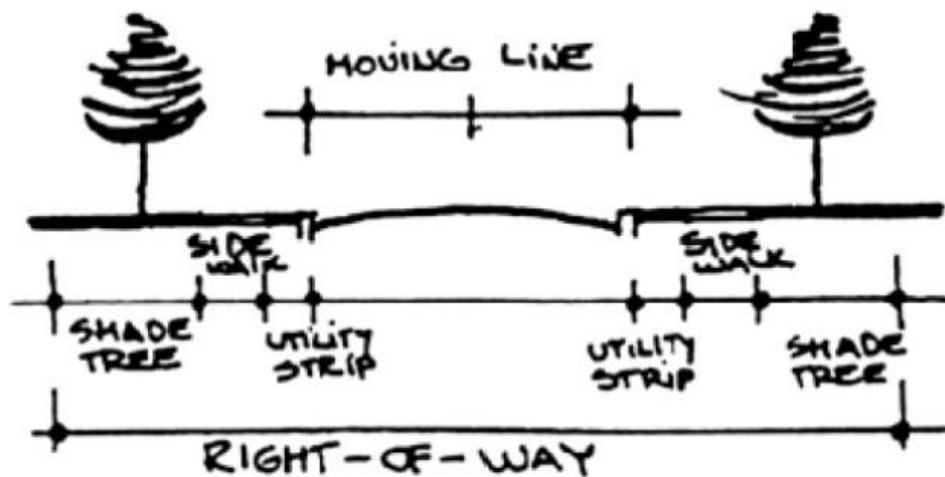
- (1) No primary access into a subdivision shall be a private road.
- (2) Private streets shall conform to the minimum street standards, including construction materials, unless otherwise approved by the Planning Commission upon the City Engineer's recommendation.
 - (a) Sidewalks are required along a private street as required on public streets.
- (3) Any proposed private street shall serve a minimum of six (6) lots in order to be platted and recorded as a private street.
- (4) All lots utilizing a private street for access shall be provided with an access easement and maintenance agreement, to be noted on the Record Plat and to be outlined with the appropriate

covenants and restrictions as to ensure that the private street is appropriately maintained. Such maintenance agreement shall be acceptable to the Planning Commission and Law Director.

- (5) The Planning Commission may require passing lanes, turnarounds, and overhead and width clearances as necessary to accommodate, public utility and fire and emergency vehicles.

(F) Rights-of-Way

Defined as a general term identifying land or property, usually in the configuration of a strip, acquired for or devoted to transportation purposes. When used in this context, right-of-way shall include the roadway, shoulders or berm, ditch, and slopes extending to the right-of-way limits under the control of the state or local authority. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a final Record Plat is to be separate and distinct from the lots or parcels adjoining such rights-of-way and not included within the dimensions or areas of such lots or parcels, provided the size of the lot for zoning purposes shall be determined by the applicable zoning resolution.



- (1) The right-of-way width required shall reflect future development as indicated by the Thoroughfare Plan and the Typical Section Drawings in Attachment H herein.
- (2) When a road is not referenced in the City of Oxford Thoroughfare Plan, or the Typical Section Drawings in Attachment H, the right-of-way width shall be established per the recommendation of the City of Oxford Engineer, and shall be approved by the Planning Commission.
- (3) The right-of-way shall be measured from lot line to lot line and shall be sufficiently wide to contain the roadway, curbs, sidewalks, utilities, graded areas and shade trees.
- (4) The right-of-way of a new street that is a continuation of an existing street shall in no case be continued at a width less than that of the existing street unless otherwise approved by the City Engineer and Planning Commission.

(G) Street Signage

Street signs, regulation signage, and warning signs shall be erected by the subdivider before building permits for homes are obtained. The subdivider shall maintain such signage until such time when the City accepts the streets for public use. All regulatory and warning signs shall meet the Ohio Manual of Uniform Traffic Control Devices. All signage shall be regulated by the City of Oxford Engineering Division.

(H) Parking

- (1) Off-street parking lots shall follow the Vehicle Management Chapter 1149 of the Zoning Code including landscaping, screening and lighting.

405 – Pedestrian/Multi-Use Paths

(A) Sidewalks

- (1) Concrete sidewalks, not less than five feet in width, shall be constructed along both sides of all streets, both private and public, and shall be in accordance with the City of Oxford's Curb, Gutter & Sidewalk Specifications Manual unless otherwise determined by the Planning Commission.
- (2) Sidewalks shall be required as a continuation of any existing sidewalk adjoining the lands to be subdivided.
- (3) It shall be the responsibility of the subdivider, prior to the release of the performance bond, to install any missing sidewalk segment on any undeveloped lots and in accordance with Section 106.

(B) Bike Paths/ Walking Trails

- (1) All bike paths or walking trails shall be elevated and/or distinguished from driving surfaces through the use of durable, low maintenance, hard surface materials such as asphalt, concrete, or other material approved by the City Engineer, to enhance pedestrian safety and comfort, as well as the attractiveness of the walkways.
- (2) Bike paths shall be installed in accordance with these regulations, the City of Oxford Comprehensive Plan, Thoroughfare Plan and Typical Section Drawings in Attachment H.
- (3) All proper easements, dedication and maintenance shall be recorded on the Record Plat.
- (4) Cul-de-sacs that exceed 300 feet in length shall provide a multi-use path and easement at the end of such cul-de-sac. The purpose of this is to provide connectivity to neighboring subdivisions as well as emergency access.

406 – Infrastructure

(A) Water Lines

An approved public water supply shall be provided for each lot within the subdivision areas and shall be in accordance with the City of Oxford Water and Sanitary Sewer Improvement Specifications Manual. Fire hydrants shall be installed in all subdivisions wherever required by the City Engineer and the Fire Chief in accordance with Ohio Fire Code and NFPA standards.

(B) Sanitary Sewers

The subdivider shall install sanitary sewer lines to serve each lot. All such sewer lines shall be constructed in accordance with regulations and requirements the City of Oxford Water and Sanitary Sewer Improvement Specifications Manual, the Sanitary Sewer Pump Station Requirements and under the inspection of the City Engineer.

(C) Storm Drainage

All necessary facilities, either underground pipe or drainage ditches, shall be installed to provide adequate disposal of surface water, groundwater and the waters of any natural watercourse and shall be in accordance with the City of Oxford Storm Water Management Design Manual.

(D) Detention/Retention

All necessary detention or retention facilities shall be installed in accordance with the City of Oxford Storm Water Management Design Manual.

(E) Utilities

Items of work which pertain to underground utilities, such as gas mains, electric lines and telephone cables, shall be constructed according to the standards and specifications of the utility company involved. Every effort shall be made to have all utilities provided underground.

(F) Street Lights

- (1) One street light shall be installed in conformance with the Ohio Department of Transportation specifications within 50 feet of every intersection created by the subdivision, at the end of a cul-de-sac or dead end/stub street, and at intervals not exceeding 400 feet. A street light shall have a fixture of at least 9,500 lumens. The City Engineer may vary from the spacing standards where the City Engineer determines that public safety or professional engineering design practice makes it necessary to vary the spacing standards.
- (2) Streetlights shall be designed, with appropriate lamps and reflectors, to minimize light pollution.
- (3) Light poles shall be consistent with the overall architectural theme and scale of the site.
- (4) Streetlights along the sidewalks shall not exceed 16' in height in accordance with Chapter 1149 of the Planning and Zoning Code. Streetlights for the purpose of illuminating an intersection, parking facility or roadway for safety purposes shall not exceed 32' in height.

(G) Sedimentation and Erosion Control

The subdivider shall comply with all requirements of Ohio's Standards for Stormwater Management Land Development and Urban Stream Protection, City of Oxford Storm Water Management Design Manual and subsequent amendments or revisions, as hereby incorporated into these regulations. In the development of a subdivision, the subdivider shall not cause or allow earth-disturbing activities that can pollute a public or private surface ditch, subsurface drainage, stream, river or lake. The subdivider shall also, to the greatest extent possible, take steps so that sediment will not be deposited onto an adjoining property or public right-of-way. Adequate control of soil erosion and sedimentation, through the use of best management practices with both temporary and permanent measures, shall be used during all phases of clearing, grading, and construction to conserve soil resources and to maintain existing water quality. The Engineering Division will continuously monitor site development and efforts of sedimentation and erosion control.

407 – Driveways

- (A) Minimizing driveway access points or curb cuts by using access roads, shared entrances and access management best practices shall be encouraged.
- (B) All lots using common driveways shall provide a driveway easement and maintenance agreement noted on the Record Plat.
- (C) Driveways shall have a maximum grade of eight (8%) percent.
- (D) Residential driveway access shall not be permitted onto Principal and Minor Arterials or Major Collector streets. Subdivisions shall be designed to encourage residential driveway access by using, but not limited to, alleys, access roads or common driveways.
- (E) Shared driveways shall serve a maximum of three (3) lots and shall not exceed three hundred (300') feet unless otherwise determined by the Planning Commission.
- (F) Driveways shall be in accordance with Chapter 1149 of the Planning and Zoning Code and the Curb, Gutter, Sidewalk Manual.

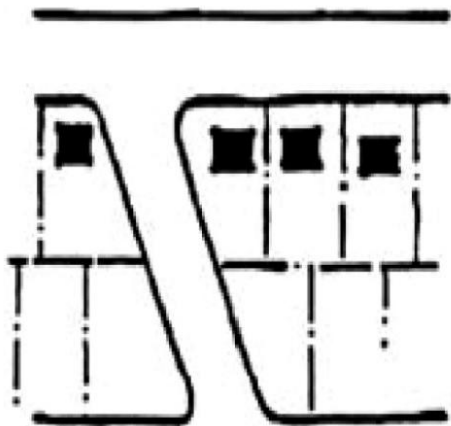
408 – Blocks

Blocks shall be arranged to accommodate lots and building sites of the size and character required by these Regulations and the applicable zoning district, to provide for adequate community facilities, and with regard of the limitations and opportunities of topography. Irregularly shaped blocks, blocks intended for dead end/stub and loop streets, and blocks containing interior parks and playgrounds may be approved by the Planning Commission if properly designed and located.

- (A) The maximum block length shall be 800 feet.
- (B) Where blocks are over 600 feet in length, a public walkway which traverses the block may be required to be dedicated and installed by the subdivider.
- (C) In platting residential lots, the depth of the block should not exceed 350 feet.
- (D) Blocks in the traditional gridiron pattern should consist of two tiers of lots and an alley right-of-way easement may be required to separate them where appropriate to continue an existing alleyway.

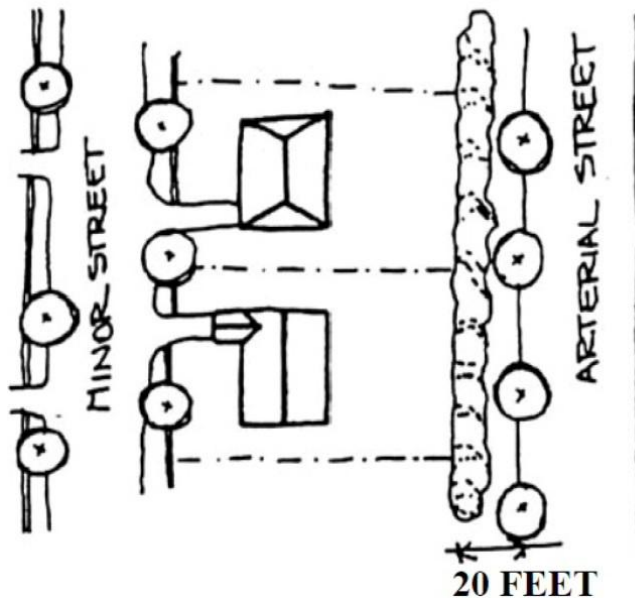
409 – Lots

- (A) The lot arrangement and design shall be such that all lots will provide satisfactory and desirable building sites, properly related to topography and the character of surrounding development. Consideration should be given to natural features and sites of historical significance.



- (B) All side lines of lots shall be at right angles to straight street lines and radial to curved street lines except where a variation to this rule will provide a better street and lot layout.
- (C) Through lots (extending from one parallel street to the other) are discouraged to avoid problems between adjoining owners, creating double frontage lots and to reduce the number of streets.
- (D) No lot shall have an area or width less than that required by applicable sections of the Zoning Code except those pursuant to the Open Space Residential Development Regulations.
- (E) Where corner lots back upon lots facing the side street, the corner lots shall have extra width sufficient to permit the establishment of front building lines on both the front and side of the lots adjoining the streets.
- (F) All utility easements on individual lots shall be in accordance with the Record Plat and Street Standards of Attachment H herein.
- (G) Each lot shall front (abut) on an approved street.

- (H) Lots may not be created in a new, proposed subdivision, by dividing land at the end of stub streets in adjacent, existing subdivision(s), such stub streets being intended to promote continuity of street systems in adjoining subdivisions, unless otherwise determined by the Planning Commission.



- (I) Twenty (20') feet minimum, of additional lot depth or a buffer strip, in accordance with the landscape standards of Chapter 1149 of the Zoning Code, Chapter 935 of the Codified Ordinance and Section 410 below, may be required where a residential lot in a subdivision backs up to a railroad right-of-way, a high pressure gasoline or natural gas line, open drainage ditch, an arterial street or highway, an industrial area or other existing land use which may have a detrimental effect on the residential use of the property.
- (J) Lands abutting State or Federal highways, collector streets, or arterials should be platted with the view of making the lots, if for residential use, desirable for such use by cushioning the impact of heavy traffic on such trafficways; and with the view also to minimizing interference with traffic on such trafficways as well as the accident hazard.
- (K) Panhandle or flag lots are specifically prohibited.
- (L) All lot numbers shall be assigned by the Butler County Auditor's office and addresses will be provided by the City of Oxford Community Development Department.

410 – Landscape Plan

- (A) A landscape plan shall be submitted with each plat application for proposed developments in accordance with Chapter 1149 of the Zoning Code and Chapter 935 of the City of Oxford Codified Ordinance, unless an exception is granted by the Planning Commission pursuant to these Regulations.
- (1) The landscape plan shall identify existing and proposed trees, shrubs, and ground covers; natural features such as rock outcroppings; and other landscaping elements.
 - (2) Where existing plants are to be retained, the applicant shall include in the plans proposed methods of protecting them during construction such as but not limited to the Tree Protection Detail.
 - (3) The landscape plan shall demonstrate compliance with the requirements of Chapter 1148.
- (B) Buffering

Buffering is the provision of an area between different land uses that attempts to minimize negative environmental impacts from one to the other. Buffers shall provide a year-round visual screen in order to minimize adverse impacts. They may consist of fencing, evergreens, berms, rocks, boulders, mounds, or combinations thereof to achieve the same objectives. Multi-use paths are permitted in the buffer area. Every subdivider shall provide sufficient buffering or additional lot depth when topographical or other barriers do not provide reasonable screening and when the Planning Commission determines that there is a need to shield;

- (1) Neighboring properties from any adverse external effects of a development; or
- (2) The development from negative impacts of adjacent uses such as streets or railroads.
- (3) Requirements
 - (a) Plant materials shall be sufficiently large and planted in such a fashion that a year-round screen at least eight (8) feet in height shall be produced within three (3) growing seasons.
 - (b) All plantings shall be installed according to accepted horticultural standards.
 - (c) A five (5') foot minimum buffer width from parking lots, garbage collection, utility areas, and loading and unloading areas shall be provided.
 - (d) Twenty (20') foot width minimum from all other land uses.
 - (i) When adjoining undeveloped, vacant or agricultural land, such buffer width may be reduced to ten (10') feet.

In high-density developments, when building design and siting do not provide privacy, the Planning Commission may require landscaping, fences, or walls to screen dwelling units for privacy. Buffers shall be measured from the property line.

411 – Maintenance of Improvements

Whenever any subdivision contains park areas, sewage treatment plants, water systems, drainage facilities or any other improvements to be used in common by persons living in the subdivision and which improvements cannot be maintained or are not maintained by an existing public agency, the deed restrictions applicable to the subdivision shall contain provisions establishing trusteeships and assessment procedures that will enable adequate care and maintenance to be provided for such improvements at the cost of persons residing in the subdivision.

412 – Deed Restrictions and Covenants

Deed restrictions or covenants running with the land may be included to provide for the creation of a Home Owner's Association, Condominium Association, or Board of Trustees in which individual owners share common responsibilities for the cost and upkeep of common open space, private driveways or streets, park areas, sewage treatment plants, water systems, drainage facilities or other facilities and the enforcement of the covenants and restrictions relating to the development. Any restrictions or easements; declaration of covenants, bylaws of a Home Owner's Association and its incorporation; Declaration of Condominium Ownership or other covenants, if any, shall be reviewed and approved by the City of Oxford Law Director and shall be recorded with the Record Plat. Enforcement of said Restrictions and Covenants is not the responsibility of the City.

1101.5 – Open space residential developments.

500 – Purpose

Open Space Residential Developments provide for and encourage flexible and creative development techniques aimed toward providing a healthy and safe, natural and built environment. The development of Open Space Residential Development is encouraged within the City of Oxford Comprehensive Plan to conserve and protect the natural environment and rural landscapes within the City. Specifically, the purpose of this ordinance is to:

- (A) Encourage creative and flexible site design sensitive to natural features and topography; and
- (B) Protect functional and attractive open spaces for use and/or enjoyment of residents, and to the benefit of the public welfare; and
- (C) Promote efficient land development that reduces the costs of infrastructure, public service provision and ensures the orderly coordination of public streets.

501 – Property Requirements

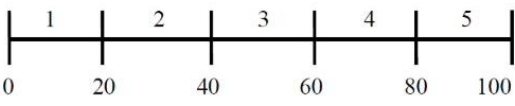
- (A) Open Space Residential Developments are permitted where the subject parcel(s) are not separated by a road or other right-of-way prior to development.
- (B) The subdivider (applicant) must own in fee simple or have an option to purchase all lands within the Open Space Residential Development.
- (C) Any lawful ownership arrangement including, but not limited to fee simple lots, is permitted in an Open Space Residential Development.
- (D) Newly Annexed Land:
 - (1) Open Space Residential Developments are a standard requirement on annexed agricultural or residential land where the subject parcel(s) contains 20 contiguous acres or more.
- (E) Land within City Limits:
 - (1) Open Space Residential Developments are optional on land in any Single-or Two-Family zoning district where the subject parcel(s) contains a minimum of 5 contiguous acres.

502 – Permitted Density

The maximum number of housing units permitted in an Open Space Residential Development shall not exceed the density of the underlying zoning district unless it qualifies for a density bonus as outlined below.

The Planning Commission may consider a density bonus for projects that are adequately serviced by public sewer and water. The proposed type and density of use shall not result in an unreasonable increase in the need for, or impact to, public services, facilities, roads, and utilities in relation to the use or uses otherwise permitted by this Ordinance, and shall not place an unreasonable impact to the subject and/or surrounding land and/or property owners and occupants and/or the natural environment.

Projects qualifying for a density bonus are listed in Table 1. and shall include at least one of the elements. The density bonus awarded is based on a point system scale in Table 2.

Tabke 2. Bonus Award Scale	
(A) 2 points for every 0.5 acre exceeding the required open space	Additional DU/AC Earned  Points Earned <i>100 points or 5 additional dwelling units per acre is the maximum bonus to achieve. Additional point will not warrant additional units.</i>
(B) 0.5 point for every 1,000 sq. ft. of site contamination clean-up	
(C) 1 point for every 0.5 mile of dedicated pedestrian trail/walkway completed	
(D) 2 point for every 1% of significant reduction in stormwater run-off utilizing Low Impact Development (LID)	
(E) Other site development improvements as determined by the Planning Commission in order to protect the health, safety and general welfare of the City. A maximum of 10 points shall be awarded	
(F) 1 point for every 1,000 sq. ft. of Ecological Restoration (i.e. rebuilds native vegetation or washed out watercourse)	

503 – Allowable Uses

- (A) The use allowed in an Open Space Residential Development are those permitted uses listed in the applicable zoning district.
- (B) Multi-family (3-family or more) dwelling uses are prohibited in open space residential development

504 – Modifications to Regulations

Minimum lot area requirements contained in the applicable zoning districts are modified in an Open Space Residential Development to provide for required open space and allow for flexibility in design. Unless specifically modified hereunder, or waived by the Planning Commission, Site Development regulations contained in the applicable zoning district apply.

(A) Lot Area Requirements:

There are no minimum lot sizes. Lots included in a development plan shall be of sufficient size and shape to accommodate dwelling units in compliance with the spacing and yard requirements defined herein.

(B) Minimum Yard Depths and Setbacks:

- (1) Individual buildings in a proposed development shall be setback a minimum of 10 feet from a proposed right-of-way and 35 feet from an existing City or county road.
- (2) Individual buildings shall be setback a minimum of 50 feet from any lot line that represents the boundary of the proposed Open Space Residential Development.
- (3) There shall be a minimum separation of 60 feet between the rears of two principal buildings.
- (4) A 7.5 foot minimum side yard setback shall be maintained.

(C) Flexibility of Zoning Code Requirements:

- (1) To encourage flexibility and creativity consistent with the open space community concept, deviation from compliance with the standards provided for in the zoning ordinance may be granted at the discretion of the Planning Commission as part of the Open Space Subdivision approval process. Such variation may be authorized on the condition that there are features, amenities or planning mechanisms deemed adequate by the Planning Commission designed into the project for the purpose of achieving the objectives intended to be accomplished with respect to each of the regulations from which a departure is sought. Any deviations from zoning

ordinance standards will require the Applicant to provide substitute safeguards for each regulation for which there is noncompliance, in whole or in part, in the development plan.

- (a) Any regulatory modification shall be approved through a finding by the Planning Commission that the deviation shall result in a higher quality of development than would be possible using conventional zoning standards. Regulatory modifications are not subject to variance approval of the Zoning Board of Appeals. This provision shall not preclude an individual lot owner from seeking a variance following final approval of the Open Space Residential Development, provided such variance does not involve alterations to open space areas as shown on the approved Open Space Residential Development site plan.
- (b) A table shall be provided on the site plan which specifically details all deviations from the established zoning area, height and setback regulations, off-street parking regulations, general provisions, which would otherwise be applicable to the uses and development proposed in the absence of this Open Space Subdivision Chapter. This specification should include Ordinance provisions from which deviation are sought, and the reasons and mechanisms to be utilized for the protection of the public health, safety, and welfare in lieu of the regulations from which deviations are sought. Only those deviations consistent with the intent of this Ordinance shall be considered.

(D) Modifications to Infrastructure and Street Sections

Should an Open Space Residential Development propose a street width or infrastructure detail that is not specifically included in Attachment H of these regulations, the City Engineer shall evaluate and review the proposed street and make a recommendation to the Planning Commission to determine if the proposed street will be acceptable as proposed.

505 – Open Space Residential Development

(A) Mandatory Open Space Requirements:

- (1) A site analysis shall be conducted identifying all mandatory preserved land as listed in Section 505(A)(2) below and the subdivision shall be laid out to avoid adversely affecting such areas. Said analysis shall be submitted with the Preliminary and Final Development Plan.
- (2) The following areas shall be preserved in their natural state as part of the open space requirements:
 - (a) Wetlands found within a site proposed to be developed as an Open Space Residential Development must remain in a natural state, and no off-site mitigation of wetlands shall be permitted; and
 - (b) Steep slopes fifteen (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account; and
 - (c) Any area as referenced in Section 402 Sensitive Development Areas, of these regulations.
- (3) In the case of phased development, open space shall satisfy Section 505 (D)(1) and be provided in a proportional manner with a developed area. To the greatest degree practicable, common open space shall be designated as a single block and not divided into unconnected small parcels located in various parts of the development;
- (4) The following areas shall not count toward the minimum open space requirements:

- (a) Private and public roads and associated rights-of-way.
 - (b) Public or private parking areas, access ways, and driveways.
 - (c) Required setbacks between buildings, parking areas, and project boundaries.
 - (d) Required setbacks between buildings and streets.
 - (e) Private yards, including front, back and sides.
 - (f) Above-ground buildings, pipes, apparatus, and other equipment for community or individuals, septic, or sewage disposal systems.
 - (g) Any area less than 50 by 50 feet.
- (5) Open Space shall be required as listed in Table 3. All Open Space Residential Developments shall include a minimum of the total site acreage as required open space based on the underlying base zoning density.

Table 3. Open Space Required for Various Densities	
Base Density (du/ac)	Open Space Required (% of total site area)
<3	35%
3.01-6.00	37.5%
6.01-9.99	40%
10>	45%

- (6) Any development that meets or exceeds its minimum preserved open space requirement upon the site analysis that includes areas as specified in Section 505(A)(2) above, shall not be required to provide any additional open space and is entitled to a density bonus as outlined in Section 502 above.
- (B) Use of Required Open Space:
- (1) Open space shall be designed and intended for the use and/or enjoyment of all residents of the proposed development and shall be accessible.
 - (2) Areas designated for required open spaces shall be preserved in their natural state unless otherwise permitted as follows:
 - (a) They are designated to be utilized for farming when authorized in a conservation easement or in a homeowners' association's covenants and restrictions; or
 - (b) They are designated to be utilized as wet or dry storm water management ponds or basins. These ponds or basins may be located partially or entirely within the required open space. Easement shall be required to enable the maintenance of these facilities or
 - (c) They are designated to be used as passive recreation areas (i.e. multi-purpose paths and pedestrian trails) designed and intended for the use and/or enjoyment of residents of the development and/or the general public. These active recreation areas shall be

located in areas with the least impact on natural amenities and wildlife habitats, of a useable size and shape for the intended purpose. Such uses shall not include:

- i. Structures under a roof;

(C) Reclamation:

- (1) Any areas to be designated as required open space that are disturbed during construction or otherwise not preserved in its natural states, shall be landscaped with indigenous vegetation, excluding noxious plant life, which appeared in those respective areas of the required open space immediately prior to being disturbed during construction or otherwise not preserved in their natural states.

(D) Future Subdivision and Development of Open Space

- (1) All required open space approved in the Final Development Plan shall be restricted from further subdivision or development by deed restriction, conservation easement, or other agreement in a form acceptable to the City of Oxford, and duly recorded in the office of the Butler County Recorder.

506 – Ownership and Maintenance of Open Space

Ownership of open space shall be designated through, but not limited to, one of the following options:

- (A) Homeowners' Association, Condominium Association, Community Association, or other similar legal entity.

The deed to each dwelling shall include a proportionate share of the common open space. Each owner shall be required to be a member of said Association, which shall be formed prior to conveyance of the first lot. The Association shall be responsible for maintenance, control, and insurance of all common areas, including required open space

- (B) Conservation Easement.

With the permission of City, the owner(s) of required open space may in accordance with the provisions of Section 5301.67-70 of the ORC, grant or transfer a conservation easement to any entity described in Section 5301.68 of the ORC, provided that the entity and the provisions of the conservation easements are acceptable to the City of Oxford and a land trust agreement is established. The conservation easement shall protect open space from future development and environmental damage by restricting the area from any future building and from the removal of soil, trees, and other natural features, except as is consistent with conservation, recreation, or agricultural uses or uses accessory to permitted uses. The easement shall indicate whether the open space is for the benefit of residents only or may be open to residents of the City of Oxford.

- (C) An Open Space Management Entity.

Such entity shall ensure that the open space will be protected in perpetuity from all forms of development, except as shown on an approved development plan and that it will never be changed to another use. The management entity shall prescribe all allowable and unallowable uses and activities within such open space, provide detailed standards and schedules for maintenance of the open space, including vegetative management.

1101.6 – Minor Subdivisions.

600 – Authority

- (A) This section is adopted pursuant to Section 711.131 of the Ohio Revised Code (ORC).

- (B) The Zoning Administrator shall serve as the “properly designated representative” for the Planning Commission (which acts as the Platting Commission pursuant to ORC 713.03) in administering this section.
- (C) This section shall apply to all “minor subdivisions” as defined in Section 1101.7, which is inclusive of lot splits and lot consolidations.

601 – Review Criteria.

No minor subdivision shall be approved unless the Zoning Administrator finds that all of the following criteria are met:

- (A) The proposed minor subdivision is located along an existing public street and involves no opening, widening or extension of any alley, street or road.
- (B) The proposed minor subdivision involves no more than five lots after the original tract has been completely subdivided (see Section 1101.7 for definitions of “original tract” and “completely subdivided”);
- (C) The proposed minor subdivision meets the minimum lot area, width, and frontage requirements which may be applicable per the underlying zoning district; in cases where the underlying zoning district does not specify such requirements, the proposed lot must be a minimum of 3,000 square feet in size and possess at least 33 feet of lot width;
- (D) The proposed minor subdivision can be adequately served by public utilities inclusive of sanitary sewer and water services; or, in the absence of such utilities, demonstrate that alternate methods for potable water supply and/or sewage treatment, as applicable, can be accomplished in accordance with relevant rules and regulations; and
- (E) The proposed minor subdivision can demonstrate that provisions for access can be accommodated, either through its frontage on a public street/road or through some other means; and
- (F) The proposed minor subdivision will not create any new non-conformity; or, in the case of any pre-existing non-conformity, make such aspect more non-conforming. For example, no new lot split shall result in a deficient building setback being created.

602 – Procedure.

- (A) Any requester for a minor subdivision shall make application to the City of Oxford Community Development Department on forms made available by the Department.
- (B) As part of an application for minor subdivision, the Zoning Administrator may require any such details or information as found reasonably necessary to make an informed decision and to help ensure a successful eventual recording with the County.
- (C) The Zoning Administrator, as the properly designated representative of the Planning Commission, has authority to administratively approve any Minor Subdivision request. In instances where some discretion may need to be exercised in applying the review criteria, the Zoning Administrator may consult the Chair of the Planning Commission for guidance.
- (D) In cases where application of the review criteria results in uncertainty or ambiguity, thus calling into question whether a Minor Subdivision should be approved outright, the Zoning Administrator may choose to refer the matter in its entirety to the Planning Commission for a decision. The Zoning Administrator shall give a report to the Planning Commission at the next available regular meeting. In such cases where this option is exercised by the Zoning Administrator, a majority vote of a quorum of the Planning Commission is required in order to approve or deny a Minor Subdivision request.

- (E) Minor subdivisions shall be recorded within six (6) months of approval by the Zoning Administrator; following the six (6) month period the approval shall be considered null and void. Following recording, the applicant/requester shall submit proof of recording to the Community Development Department.

603 – Appeals.

- (A) Any applicant dissatisfied with an administrative decision rendered by the Zoning Administrator must request, within thirty (30) days, the matter be heard by the full Planning Commission; if such option is exercised, the decision ultimately made by the Planning Commission shall supersede that of the original administrative decision. The appeal of any decision made by Planning Commission shall be to the Court of Common Pleas pursuant to ORC Chapter 2506.

604 – Exemptions.

Pursuant to ORC 711, the following situations shall be exempt from requiring Minor Subdivision approval:

- (A) A division or partition of land into parcels of more than five acres not involving any new streets or easements of access; and
- (B) The sale or exchange of parcels between adjoining lot owners, where that sale or exchange does not create additional building sites.
 - (1) In such cases where the exemption under subsection (B) applies, the Zoning Administrator shall review to ensure the following statement appears on the face of the deed to be recorded: “This conveyance is a transfer between adjoining property owners. No building may be erected on the parcel hereby conveyed without prior approval of the Planning Authority having jurisdiction. This parcel is not to be conveyed separately from the adjoining Lot [#], City of Oxford, Book [#], Page [#] of the Official Records of Butler County, Ohio, without approval of the Planning Authority having jurisdiction. This restriction shall apply to all future transfers unless released by the Planning Authority having jurisdiction.”
 - (2) Upon confirming the statement articulated above in subsection (1) appears on the deed in question, the Zoning Administrator shall apply to the deed a stamp reading “No Plat Required” together with an approval date and signature indicating the City of Oxford Community Development Department has approved the split consistent with ORC 711.

1101.7 – Definitions.

701 – Definitions in Chapter 1159

The definitions in Chapter 1159 of the Zoning Ordinance of the City of Oxford shall also be considered a part of these Subdivision Regulations.

702 – Interpretation of Terms or Words

For the purpose of these Regulations, certain terms or words used herein shall be interpreted as follows:

- (1) The word "person" includes a firm, association, organization, partnership, trust, company, or corporation as well as an individual.
- (2) The present tense includes the future tense, the singular number includes the plural, and the plural number includes the singular.
- (3) The word "shall" is a mandatory requirement, the word "may" is a permissive requirement, and the word "should" is a preferred requirement.
- (4) The words "used" or "occupied" include the words "intended, designed, or arranged to be used or occupied."

- (5) The word "lot" includes the words "plot or parcel."
- (6) The word "City" where used shall mean the City of Oxford adopting these Regulations and its legal entities.

703 – Definitions

For the purpose of this chapter, certain terms and words are defined as follows:

Alley: See Thoroughfare.

Applicant: A person or organization seeking to subdivide property following the guidelines and process listed in these regulations.

As-built Drawings: A drawing which represents a true location of what is being measured or has already been built in the field.

Assurance of Completion: A contract secured by a performance bond or other guarantee or security satisfactory to the City of Oxford City Council guaranteeing timely completion of public improvements which are required by these regulations.

Bike Path: An area specifically for bicycling which is physically separated from motorized vehicular traffic by an open space or barrier and either within the highway right-of-way or within an independent right-of-way.

Block: That property abutting one side of a street and lying between the two nearest intersecting streets, or between the nearest such street and railroad right-of-way, unsubdivided acreage, river or live stream, or between any of the foregoing and any other barrier to the continuity of development.

Block Frontage: Property abutting on one side of a street, and lying between the two nearest intersecting or intercepting streets, or between the nearest intersecting or intercepting street and railroad right-of-way, waterway, or other definite barrier.

Building: A structure designed to be used as a place of occupancy, storage or shelter.

Building Site: A parcel under separate deed or description containing less than 5 acres and having road frontage.

Concept Plan: (Sketch Plan). An informal drawing which shows how a subdivider proposes to subdivide a property and which gives sufficient site information for the Planning Commission representatives to offer suggestions for site development.

Completely Subdivided: When the original tract (as defined herein) has been subdivided into five total parcels or lots, inclusive of any remainder to the original tract; whereafter further subdividing such lots or parcels into more than five total lots or parcels, or to incorporate new access easements or public streets/roads, requires a Plat.

Comprehensive Plan: A plan or any portion, thereof, adopted by the Planning Commission and the City Council showing the general location and extent of present and proposed physical facilities, including housing, industrial, and commercial uses, major streets, parks, schools, and other community facilities. This plan establishes the goals, objectives, and policies of the community.

Condominium: A building, or group of buildings, in which dwelling units, offices, or floor area are owned individually, and the structure, common areas, and facilities, are owned by all the owners on a proportional undivided basis. It also means and includes the land together with all buildings, improvements, and structures thereon, all easements, rights and appurtenances belonging thereto, and all articles of personal property which have been submitted to the provisions of Chapter 5311 of the Ohio Revised Code and which is subject to said Chapter 5311. A condominium or condominium property is not a subdivision.

Conservation Easement: The grant of a property right stipulating that the described land will remain in its natural state and precluding future or additional development.

Construction Drawings: (See Improvements). Detailed plans for the construction of all public improvements to be made to the land including street pavement or resurfacing, curbs, gutters, sidewalks, water lines, sewer lines, storm drains, street lights, flood control and drainage facilities and utility lines, landscaping and other related matters normally associated with the development of raw land into building sites.

Conveyance: Any legal instrument under provisions of the Ohio Revised Code that results in the transfer of a legal or equitable interest in real properties subject to recording in the Office of the County Recorder.

Corner Lot: See Lot Types.

Covenant: A written promise or pledge. A binding agreement made by two or more individuals, parties, etc. to do or keep from doing a specified thing; compact.

Cul-de-sac: See Thoroughfare.

Culvert: A transverse drain that channels under a bridge, street, or driveway.

Dead-end/ Stub Street: See Thoroughfare.

Density: A unit of measurement; the number of dwelling units per acre of land.

- (1) Gross Density: The number of dwelling units per acre of the total land to be developed.
- (2) Net Density: The number of dwelling units per acre of land when the acreage involved includes only the land devoted to residential uses.

Develop: To make a development; also to do any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operation filling of land, or storage of equipment or materials on undeveloped or already subdivided land, so as to change the drainage or the flow of water, or to do any work upon the land that is capable of serving as a subdivision or development of building sites in the future.

Developer(subdivider): means any individual, firm, association, syndicate, partnership, corporation, trust or any other legal entity commencing proceedings under this chapter to affect a subdivision of land hereunder for himself or for another.

Drainage Easement: Any easement used for but not limited to the following uses: the placement of stormwater drainage features, such as ditches, underground pipes, retention or detention basins, natural or manmade drainage courses or other related facilities, as well as access to allow for maintenance purposes.

Driveway: A vehicular travelway used to provide access from a street to dwelling units or commercial or industrial activities. Driveways are designed for low travel speeds and are often used as, or are integral with, parking areas for vehicles.

Dwelling Unit: A building or structure designed or occupied exclusively for nontransient residential use and permitted accessory uses for one or more households, but not including a tent, cabin, trailer, hotel, motel, or mobile home. Space within a building comprising living, dining, sleeping and storage rooms as well as space and equipment for cooking, bathing, and toilet facilities, all used by one (1) family. or housekeeping units for living and sleeping purposes and which includes permanently installed cooking and lawfully required sanitary facilities.

Earthwork Activity: Any, excavating, filling, or other alteration of the earth's surface where natural or manmade ground cover is destroyed and which may result in or contribute to erosion and sediment pollution.

Easement: Means authorizations by a property owner for the use by the City or a private utility company serving the area, and for a specified purpose, of any designated part of his property.

Electronic Document: A file of electronic origin that is created or maintained on a computer with operating system, and that is created and submitted in Standard AUTOCAD Format with a file extension of only ".dwg" or ".dxf". Electronic File format shall also refer to the Standard ADOBE Format of ".pdf".

Engineer: A person registered to practice professional engineering by the state board of registration as specified in Section 4733.14, Ohio Revised Code.

Environmental Protection Agency: Ohio Environmental Protection Agency (E.P.A.)

Erosion: The wearing away of the earth's soil surface by water, wind, gravity, or any other natural process.

Federal Emergency Management Agency (FEMA): means the agency with the overall responsibility for administering the National Flood Insurance Program.

Final Plat: A revised version of the Preliminary Plat showing exact locations of lot lines, rights-of-way, easements, and dedicated areas which the subdivider submits for approval and intends, upon approval, to record.

Flood or flooding: means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) The overflow of inland or tidal waters; and/or
- (2) The unusual and rapid accumulation or runoff of surface waters from any source.

Flood, 100-Year: The temporary inundation of normally dry land areas by a flood that is likely to occur once every 100 years (i.e., that has a one percent (1%) chance of occurring each year, although the flood may occur in any year.)

Flood Plain: Any land area susceptible to be inundated by water from the base flood. The term refers to that area designated as subject to flooding from the base flood (100-year flood) on the "Flood Hazard Boundary Map or Flood Insurance Rate Map" produced by the Federal Emergency Management Agency or U.S. Department of Housing and Urban Development delineating the areas of special flood hazard.

Grade: The amount of rise or descent of a sloping land surface, usually measured as a percent where the numbered percent represents the amount of vertical rise or fall, in feet, for every 100 feet horizontally. For example, a one foot vertical rise over one hundred horizontal feet represents a one percent slope.

Health Department: County Health District of Butler County, Ohio.

Highway Director: The Director of the Ohio Department of Transportation.

Historic Site: An area, structure or site related by historic or prehistoric events or themes, by visual continuity or character, or by some other special feature that gives it an historical identity as designated an historic district or is eligible to be designated by local, state, or federal government and given official status or protection.

Homeowners Association: A community association organized in a development in which individual owners share common responsibilities for the cost and upkeep of common open space or facilities or enforcement of covenants and restrictions relating to a development.

Improvements: (See Construction Drawings). Street pavement or resurfacing, curbs, gutters, sidewalks, water lines, sewer lines, storm drains, street lights, flood control for drainage facilities, utility lines, landscaping, and other related matters normally associated with the development of raw land into building sites.

Inspector: means any person so designated by the City Manager to meet detailed inspections of contract performance.

Land Contract: A legal agreement between a landowner and another person or persons interested in purchasing real property owned by the landowner, wherein the landowner agrees to receive regular payments, at specified intervals for a specified period of time, from the purchaser and at the end of the specified time period agrees to transfer ownership of the property to the purchaser.

Letter of Credit: A written statement from a bank or loan company, written against the good standing of a subdivider, guaranteeing necessary funds, the amount to equal a professional engineer's cost estimate for subdivision improvements, to complete such improvements should the subdivider fail to complete them within the time frame and conditions as specified in the subdivision approval agreements. (See also, Maintenance Bond, Performance Bond or Surety Bond)

Location Map: See Vicinity Map.

Lot: For purposes of these regulations, a lot is a parcel of land that is:

- (1) A single lot of record;
- (2) A portion of a lot of record;
- (3) A combination of complete lots of record, of complete lots of record and portions of lots of record, or of portions of lots of record.

Lot Area: The area of a lot computed exclusive of any portion of the right(s)-of-way of any public or private street.

Lot Consolidation: The joining together of two or more lots, sites, tracts or parcels into one or more lot(s).

Lot Frontage: The front of a lot shall be constructed to be the portion nearest the street. For the purpose of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to streets shall be considered frontage, and yards shall be provided as indicated under Yards in this section.

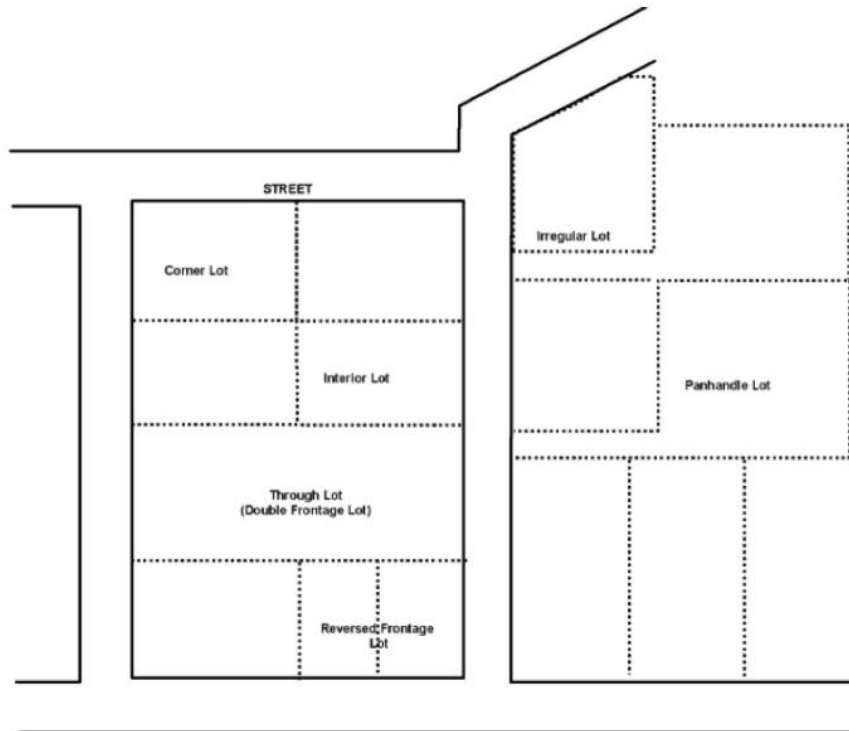
Lot Measurements: A lot shall be measured as follows:

- (1) Lot Depth: The distance between the mid-points of straight lines connecting the foremost points of the side lot lines in front and the rearmost points of the side lot lines in the rear. The mean horizontal distance between the front and rear lines of a lot.
- (2) Lot Width: The distance between straight lines connecting front and rear lot lines at each side of the lot, measured at the building setback line, provided, however, that the width between side lot lines at their foremost points (where they intersect with the street line) shall not be less than eighty (80) percent of the required lot width. The horizontal distance between side lot lines measured along the required building setback line. When the street line is curved, the measurement shall be made on the arc, on or parallel to the curve of the street line.

Lot of Record: (See Metes and Bounds and Monuments). A lot which is part of a subdivision recorded in the office of the county recorder, or a lot or parcel described by metes and bounds, the description of which has been so recorded. Real estate recorded in the deed records in the office of the Butler County Recorder as a distinct lot or parcel, the description of which is complete and sufficient, in and of itself, for conveyance purposes without combination with other lots or parcels; or real estate recorded in the subdivision of lots records of the Butler County Recorder's office as a distinct lot or parcel capable of being conveyed without a combination with other lots or parcels.

Lot Split: Any division of land into less than three lots, sites, tracts or parcels. (Or no more than 2 new lots).

Lot Types: Terminology used in these regulations with reference to corner lots, interior lots and through lots is as follows



- (1) **Corner Lot:** A lot located at the intersection of two or more streets. A lot abutting on a curved street or streets shall be considered a corner lot if straight lines drawn from the foremost points of the side lot lines to the foremost point of the lot meet at an interior angle of less than one hundred thirty-five (135) degrees.
- (2) **Interior Lot:** A lot other than a corner lot with only one frontage on a street.
- (3) **Through Lot:** A lot other than a corner lot with frontage on more than one street. Through lots abutting two streets may be referred to as double frontage lots.
- (4) **Reversed Frontage Lot:** A lot on which frontage is at right angles to the general pattern in the area. A reversed frontage lot may also be a corner lot.
- (5) **Flag/Panhandle Lot:** A lot whose only frontage on a public street is through a narrow strip of land which is generally wide enough to accommodate a driveway, but too narrow to accommodate any structures. The narrow strip of land is referred to as the panhandle. These lots are specifically prohibited in the City of Oxford.

Maintenance Bond: (See Letter of Credit and Performance Bond). An agreement by a subdivider with the City guaranteeing the maintenance of physical improvements for a period of one (1) year from the release of the performance bond.

Major Street: means a street shown as a major street on the Major Street Plan which has been recommended by the Planning Commission and adopted by Council.

Metes and Bounds: (See Lot of Record and Monuments). A system of describing and identifying land by measures (metes) and direction (bounds) from an identifiable point of reference such as a monument or other marker, such as the corner of intersecting streets.

Minor Subdivision: means a division of a parcel of land that does not require a Record Plat to be approved by the Planning Commission in accordance with Ohio R.C. 711.131; also known as lot splits.

Major Subdivision: means the division of land not classified as a Minor Subdivision.

Monuments: (See Metes and Bounds). Permanent survey markers, or other permanent monuments such as Iron bases or iron pipes which will be set at all lot or parcel corners within the subdivision.

Multi-Use Path: See Bike Path and Pedestrian Path.

ORC: Ohio Revised Code.

Open Space: An area open to the sky intended for common usage by either the residents of a particular subdivision or the at-large public. This area may include, along with natural environmental features, any active recreational and/or community facilities desired by the Planning Commission. Streets, right-of-way, parking areas, structures for habitation, setback requirements and the like shall not be included.

- (1) Active Recreational Open Space: A place designed and equipped for the conduct of sports and leisure activities.
- (2) Passive Recreational Open Space: Leisure time activities, usually of an informal nature and which can be carried out with little alteration or disruption to the area in which they occur, emphasizes the open space aspect of a site and which involves a low level of development, including picnic areas and trails. A place designed and equipped for the purpose of non-active leisure.

Original Tract: As defined by the O.R.C. Section 711.131 as interpreted by the Attorney General in Opinion 1964 O.A.G. 1044, a contiguous quantity of land held in common ownership which has not been platted by the existing owner or owners as of January 1 of the current tax year.

Out Lot: Property shown on a subdivision plat outside of the boundaries of the land which is to be developed and which is to be excluded from the development of the subdivision.

Owner: Any individual, firm, association, syndicate, co-partnership, corporation, trust or any other legal entity having sufficient proprietary interest in the land sought to be subdivided to commence and maintain proceedings to subdivide the same under these Regulations.

Pad: A building site prepared by artificial means, including, but not limited to, grading, excavation, or embankment, or any combination thereof.

Parcel: Any piece of land described by a current deed.

Parking Space, Off-Street: For the purpose of these regulations, an off-street parking space shall consist of an area adequate for parking an automobile with room for opening doors on both sides, together with properly related access to a public street or alley and maneuvering room, but shall be located totally outside of any street or alley right-of-way.

Pedestrian Path: A pedestrian way, other than a sidewalk located parallel to a street. Could be located between dead end streets and other streets in order to facilitate better pedestrian and bicycle travel. Automobile use is prohibited.

Performance Bond or Surety Bond: An agreement by a subdivider with the City for the amount of the estimated construction cost (as approved by City Council and City Engineer) guaranteeing the completion of physical improvements according to plans and specifications within the time prescribed by the subdivider's agreement. (See also, Letter of Credit)

Performance Guarantee: Any security that may be accepted by a municipality as a guarantee that the improvements required as part of an application for development that are satisfactorily completed.

Person: An individual, trustee, executor, other fiduciary, corporation, firm, partnership, association, organization, or other entity acting as a unit.

Planned Unit Development: An area of land that is planned, developed, and maintained as a cohesive development according to the provisions of this Zoning Code. The planned unit development is a contiguous area to be planned and developed as a single entity containing one or more structures to accommodate residential, commercial and/or industrial uses in accordance with the zoning ordinance. An area of land, in which a variety of housing types and/or related commercial and industrial facilities are accommodated in a pre-planned environment under more flexible standards, such as lot size and setbacks, than those restrictions that would normally apply under these Regulations. The procedure for approval of such development contains requirements in addition to those of the standard subdivision, such as building design principles and landscaping plans.

Plat: The drawing on which the subdivider's plan for a subdivision (preliminary or final) is presented to the Planning Commission for approval.

Plat of Survey: A land survey performed by a professional surveyor which identifies a minor subdivision or lot split.

Preliminary Plat: means a proposed subdivision of land together with certain public improvements which are to be installed therein, including both narrative and site design information, intended to provide the required reviewing agencies with a firm understanding of the manner in which the site in question is to be developed, and to determine whether there are any fundamental flaws inherent in the proposed subdivision's design, as enumerated these regulations.

Public Improvements: means any of the following: roadway pavement, curbs, gutters, sidewalks, water mains, sanitary sewers, storm sewers and other appurtenant construction as related to the subdivision improvement plan.

Public Utility Easement: An easement that may be required along the rear and sides of lots where needed to accommodate access to a public utility or sanitary structures. All public utility easements should be depicted on Record Plats and state any and all conditions and restrictions of the easements.

Public Way: (See Right-of-Way). An alley, avenue, boulevard, bridge, channel, ditch, easement, expressway, freeway, highway, land, parkway, right-of-way, road, sidewalk, street, subway, tunnel, viaduct, walk, or other ways in which the general public entity have a right, or which are dedicated, whether improved or not.

Record Plat: The drawing on which the plan of a subdivision is presented for recording.

Replat: A new recording of a previously recorded subdivision in which the purpose is to modify some portion of the originally recorded plat.

Resubdivision: Means a change in the plat or drawing of a recorded major or minor subdivision if such change affects any street layout, lot line or public way.

Right-of-Way: A general term to noting land, property or the interest therein, usually in the configuration of a strip, acquired for or devoted to transportation purposes. When used in this context, right-of-way includes the roadway, shoulders or berm, ditch, and slopes extending to the right-of-way limits under the control of the state or local authority. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a final Record Plat is to be separate and distinct from the lots or parcels adjoining such rights-of-way and not included within the dimensions or areas of such lots or parcels, provided the size of the lot for zoning purposes shall be determined by the applicable zoning resolution.

Riparian Corridor/ Buffer: Riparian buffers are strips of grass, trees or shrubs established adjacent to streams, ditches, wetlands or other water bodies and are typically a minimum width of 35 feet with a maximum width of 180 feet and are typically included in the flood hazard zone.

Section: means any area of land specifically so designated by a subdivider on a Final Plat.

Sensitive Development Area: Any land(s) or soil(s) proposed to be subdivided that, if subjected to improper use or management is otherwise determined to be incapable or unsuitable of urban use. Sensitive Development Areas can also be considered those lands that pose special hazards to development or to the environment, consisting of lands or soils that are of such sensitive character that they made require special use, design, and engineering restrictions.

Setback Line: A line established by the subdivision regulations generally parallel with and measured from the lot line, defining the limits of a yard in which no building or structure, other than an accessory building, may be located above ground.

Sidewalk: That portion of the road right-of-way outside the roadway, which is improved for the use of pedestrian traffic.

Slippage Potential: The potential which land has to move, under the force of gravity, should it be disturbed during construction activity.

Slope (Steep): Slopes are determined based on contour intervals of two feet or less. The percent of slope (rise in feet per horizontal distance) shall be established by measurement of distance perpendicular to the contour of the slope. The percent of slope shall be calculated for each two-foot contour interval. For example, any location on the site where there is a one-foot rise over a 10-foot horizontal run constitutes a 10 percent slope; a 1.5 foot rise over a 10-foot horizontal run constitutes a 15 percent slope; a twofoot rise over a 10-foot horizontal run constitutes a 20 percent slope. For the purpose of this code, steep slopes are slopes with hydric soils, moderately or severely erodible soils, which can be engineered to be developed, but not without additional effort or costs and are regulated to ensure development will not induce soil erosion, require excessive grading, increase slope instability, increased runoff, flooding and contamination of surface waters.

Stopping Sight Distance: The distance down a roadway for which a motorist is able to have unobstructed sight. Stopping sight distance is reduced by vertical and horizontal road curvature, fixed objects on the side of the road, and overhanging vegetation.

Stream, Intermittent: As defined by the U.S. Geological Survey, a watercourse having a source and terminus, banks, and channel through which waters flow intermittently throughout the year.

Street: means land connecting to the City highway system and actually constructed and paved according to City specifications for streets or such land for which bond has been given to, and approved and accepted by the City to insure such construction and paving within a certain time, that has:

- (1) Been duly dedicated by subdivision plat, approved and accepted by the City and recorded in the plat records of Butler County, Ohio for all highway purposes, or;
- (2) Been unconditionally and irrevocably deeded to the City for all highway purposes with an accompanying survey plat which deed and plat have been accepted by and recorded by the City, or;
- (3) Been described by metes and bounds survey and plat and is determined to be equivalent to a plat dedicated or deeded as a street by virtue of at least twenty-one years usage for street purposes by the general public which determination may be made by Council by resolution or by a court of competent jurisdiction. Council has sole discretion as to whether it desires to make any such determination.

- (4) Been expressly permitted by Council to remain privately owned while open to general public use for highway purposes prior to the enactment of this section as well as such land hereafter remaining privately owned by virtue of the application of express provisions of law.

Street Classification: See Thoroughfare, Street, or Road.

Street Pattern: An overall design of streets

- (1) Curvilinear Pattern: A pattern of streets that are curved.
- (2) Gridiron Pattern: A street and blocked system resulting in the formal, regular rectangular blocks and the resulting four way intersections.
- (3) Radial Pattern: A street system in which the streets converge on a central point or area.
- (4) Rectilinear Pattern: A system that is characterized by right angle, roadways, grid pattern blocks, and four way intersections.

Subdividers: See Developer.

Subdivision: A subdivision of land is produced by the division of land into three or more lots, sites or parcels.

- (1) The division of any parcel of land shown as a unit or as continuous units on the last preceding tax roll, into two (2) or more parcels, sites or lots, any one of which is less than five (5) acres for the purpose whether immediate or future, of transfer of ownership; provided, however, that the division or partition of land into parcels of more than five acres not involving any new streets or easements of access, and the sale or exchange of parcels between adjoining lot owners, where such sale or exchange does not create additional building sites, shall be exempted; or
- (2) The improvement of one or more parcels of land for residential, commercial or industrial structures or groups of structures involving the division or allocation of land for the opening, widening, extension of any street or streets, except private streets serving industrial structures; the division or allocation of land as open spaces for common use by owners, occupants or lease holders or as easements for the extension and maintenance of public sewer, water, storm drainage or other public facilities.

Surveyor: Any person registered to practice surveying by the State Board of Registration as specified in Section 4733.02, of the Ohio Revised Code.

Tract: The term is used interchangeably with the term lot, particularly in the context of subdivisions, where one "tract" is subdivided into several "lots."

Thoroughfare, Street, or Road: The full width between property lines bounding every dedicated travelway, with a part thereof to be used for vehicular traffic and designated as follows:

- (1) **Alley:** A minor street used primarily for vehicular service access to the back or side of properties abutting on another street.
- (2) **Arterial Street:** A general term denoting a highway primarily for through traffic, carrying heavy loads and large volume of traffic, usually on a continuous route. Arterials include those classes of highways emphasizing a high level of mobility for the through movement of traffic. Generally, travel speeds and distances are greater on arterials as compared to the other classifications. The highest classes of arterials include interstates and freeways which are limited access to allow the free flow of traffic.
 - A. **Principal Arterials:** Generally, State and US Highways, heavily traveled County and City Roads, carrying both local and cross county traffic that links urban and rural communities. Intended to

move traffic to and from interstates and major traffic generators with multiple lanes and a right-of-way width of 132 feet.

- B. **Minor Arterials:** State and US Highways, County, Township and City Roads intended to serve through traffic and longer trips. Distributes traffic from principal arterials to lower class roads with right-of-way widths of 90 feet. Additional slope/utility easement as required.
- (3) **Collector Street:** A thoroughfare, whether within a residential, industrial, commercial, or other type of development, which provide for distribution of traffic between major and local streets and abutting properties, including the principal entrance and circulation routes within residential subdivisions. Collectors collect traffic from the local streets and roads then distribute the traffic to the arterials. Collectors provide both mobility and land access. Generally, trip lengths, speeds, and volumes on collectors are moderate.
- A. **Major Collectors:** City, County, and Township roads, carrying local traffic and moderate to short trips. Distributes traffic to and from principal and minor arterials and local streets. Additional slope/utility easement as required.
 - B. **Minor Collectors:** City, County and Township roads intended to serve properties that abut them that provides links for short distance trips with turn lanes as required by traffic analysis and additional slope/utility easement as required.
- (4) **Cul-de-Sac:** A local street of relatively short length with one (1) end open to traffic and the other end terminating in a vehicular turnaround.
- (5) **Dead-end/ Stub Street:** A street temporarily having only one (1) outlet for vehicular traffic and intended to be extended or continued in the future.
- (6) **Local Street:** A street primarily for providing access to individual properties residential, commercial, or other abutting property. Provides access to the collector and arterial system with Right-of-Way (R/W) widths of 60 feet. Additional slope/utility easement as required. The primary function of local streets and roads is to provide land access. Travel speeds, distances, and volumes are generally low, and through traffic is usually discouraged on local streets and roads.
- (7) **Loop Street:** A type of local street each end of which terminated at an intersection with the same arterial or collector street, and whose principal radius points of the one hundred and eighty (180) degree system of turns are not more than three thousand (3000) feet from said arterial or collector street, nor normally more than six hundred (600) feet from each other.
- (8) **Marginal Access Street:** A local or collector street, parallel and adjacent to an arterial or collector street, providing access to abutting properties and protection from arterial or collector streets.
- (9) **Private Street:** A roadway which has not been dedicated to the City and is completely maintained by the adjoining property owners. This roadway is not maintained by the City and is owned entirely by the property owners who use it.

Thoroughfare Plan: A comprehensive plan that is adopted by the City of Oxford City Council and establishes the official right-of-way width of major streets and the general location recommended for arterial, collector and local thoroughfares.

Through Lot: See Lot Types.

Urban Forest: Means trees, woody vegetation, wildlife and other natural resources found in the urban environment.

Variance: A modification of the strict terms of the relevant regulations where such modification will not be contrary to the public interest and where owing to conditions peculiar to the property and not the result of the action of the applicant, a literal enforcement of the regulations would result in unnecessary and undue hardship.

Vicinity Map: A drawing located on the plat which sets forth by dimensions or other means, the relationship of the proposed subdivision or use to other nearby developments or landmarks and community facilities and services within the City in order to better locate and orient the area in question.

Watershed: The drainage basin in which the subdivision drains or that land whose drainage is affected by the subdivision.

Wetland: Those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. One or more indicators of wetland vegetation, hydric soil, or wetland hydrology must be present for an area to be a wetland (U.S. Army Corps. Engineers).

Yard: An open space that lies between the principal building or buildings and the nearest lot line. The minimum required yard as set forth in the ordinance is unoccupied and unobstructed from the ground upward except as may be specifically provided in the zoning ordinance.

- (1) Yard, Front: A space extending the full width of the lot between any building and the front lot line and measured perpendicular to the building at the closest point to the front lot line.
- (2) Yard, Rear: A space extending across the full width of the lot between the principal building and the rear lot line and measured perpendicular to the building to the closest point of the rear lot line.
- (3) Yard, Side: A space extending from the front yard to the rear yard between the principal building and the side lot line and measured perpendicular from the side lot line to the closest point of the principal building.

Attachments

Attachment A:	Concept Plan Submission Requirements
Attachment B:	Preliminary Plat Submission Requirements
Attachment C:	Construction Drawing/ Improvement Plan Submission Requirements
Attachment D:	Final Plat Submission Requirements
Attachment E:	Record Plat Submission Requirements
Attachment F:	As-Built Submission Requirements
Attachment G:	Minor Resubdivisions, Lot Splits and Lot Consolidations
Attachment H:	Typical Section Drawings
Attachment I:	Required Statements

ATTACHMENT A: Concept Plan Submission Requirements

REQUIRED SUBMISSION DOCUMENTS TABLE			
Concept Plan Review			
#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
1	10 sets. (17" x 22" minimum)		
2	Electronic version of all documentation submitted (PDF preferred)		
3	The name, mailing address, and telephone number of the applicant and owner.		
4	Letter of Agency. (A statement from the owner that the applicant is entitled to apply on his or her behalf)		
5	Attach a written, detailed description of the request.		
6	Vicinity Map		
7	The zoning district in which the site is located.		
8	North point, scale and date.		
9	Boundaries of site, existing roads and buildings.		
10	Name, address and phone numbers of professional plan preparer.		
11	Preliminary inventory and analysis of the site to the extent possible which details topography, waterways, wetlands, drainage, retention, adjacent and on-site land uses, zoning, utilities, easements, internal and external circulation, and any other information critical to the capability of the site to accommodate development.		
12	Location of proposed streets, lots, retention/detention, parking, structures, pedestrian paths, parks, open space.		
13	Proposed construction entrance.		
14	Name of proposed subdivision, general layout, number of proposed lots.		
15	Site Analysis as stipulated in Section 402(b).		

OFFICE USE

Date of Submission: _____ Date Application forwarded to Agencies: _____
 Meeting w/ Applicant: _____ Date Comments Due to Applicant (15 Days): _____
 Comments Received:
 Engineering _____
 Comm. Dev. Dept. _____
 Fire _____
 Police _____

ATTACHMENT B: Preliminary Plat Submission Requirements

REQUIRED SUBMISSION DOCUMENTS TABLE			
Preliminary Subdivision Application			
#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
1	20 sets. (17" x 22" minimum)		
2	Electronic version of all documentation submitted (PDF preferred)		
3	Digital copy in AutoCAD format submitted on a CD. Shall utilize the NAD-83 Ohio South State Plane Corrdinate System for horizontal control and the NAVD-1988 for vertical control. All subdivision boundary corners shall also be tied to the NAD-83 Ohio South State Plane Coordinate System and labled with a northing and easting, as well as centerline intersections, temporary turn-around center points and easement centerline that does not follow a lot line.		
4	The name, mailing address, and telephone number of the applicant and owner.		
5	Letter of Agency. (A statement from the owner that the applicant is entitled to apply on his or her behalf)		
6	Attach a written, detailed description of the request.		
7	Metes and bounds description of the property (Legal Description).		
8	Vicinity Map		
9	The zoning district in which the site is located.		
10	Required Fee.		
11	Number of proposed lots.		
12	Preliminary Plat shall show the following:		
	A. The location of present property and section lines, streets, buildings, lakes and watercourses.		
	B. Boundary lines, size and tract of whole site and each individual lot in square feet and/or acres.		
	C. Any existing water mains, culverts, sewer lines, railroads, easements, parks, permanant buildings, power poles, other underground structures and streets within the tract or immediately adjacent thereto, including the location, dimension and size of the nearest water main and sewer line.		
	D. The proposed location and width of streets, alleys, lots, parking areas, pedestrian walks, ingress/egress, setback lines and easements.		
	E. The title under which the proposed subdivision is to be recorded and the name of the subdivider and owner if other than the subdivider platting the tract.		
	F. The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including mailing addresses and parcel numbers within 200 feet of the site.		
	G. North point, scale and date.		
	H. Existing contours with intervals of five feet or less referred to U.S.G.S. datum and obtained from a field survey.		
	I. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat.		
	J. The plan should evaluate existing watercourses, channels, storm sewers, culverts and proposed improvements pertaining to drainage and flood control in regard to their ability to handle the anticipated greater volume of run-off and peak flows.		

#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
	K. Any existing building(s) to remain or to be razed.		
	L. Location of any wooded areas, topographic and natural features that are within and adjacent to the proposed project area to be preserved.		
	M. If and how the proposed subdivision will be subdivided in Phases.		
	N. Stie Analysis as stipulated in Section 402(b)		
	O. Landscaping Plan		
	P. Building Concept Elevations, as applicable.		
	Q. Lighting Concepts, as applicable.		
	R. Any other information that may be necessary as determined by Staff.		

OFFICE USE

Date of Submission:	_____	Date Application forwarded to Agencies:	_____
PC Case #:	_____	Date Comments Due to CDD:	_____
PC Mtg. Date:	_____	Recommendation:	_____
CC 1st Reading:	_____	Comments Received:	
CC 2nd Reading:	_____	Engineering	_____
Prelim. Ord. #:	_____	Comm. Dev. Dept.	_____
		Fire	_____
		Police	_____

ATTACHMENT C: Construction Drawing/Improvement Plan Submission Requirements

REQUIRED SUBMISSION DOCUMENTS TABLE			
Construction Drawing Submission			
#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
1	10 sets. (24" x 36" minimum)		
2	Electronic version of all documentation submitted (PDF preferred)		
3	Digital copy in AutoCAD format submitted on a CD. Shall utilize the NAD-83 Ohio South State Plane Corrdinate System for horizontal control and the NAVD-1988 for vertical control. All subdivision boundary corners shall also be tied to the NAD-83 Ohio South State Plane Coordinate System and labled with a northing and easting, as well as centerline intersections, temporary turn-around center points and easement centerline that does not follow a lot line.		
4	The name, mailing address, and telephone number of the applicant and owner.		
5	Letter of Agency. (A statement from the owner that the applicant is entitled to apply on his or her behalf)		
6	Attach a written, detailed description of the request.		
7	Metes and bounds description of the property (Legal Description).		
8	Vicinity Map		
9	The zoning district in which the site is located.		
10	Required Bond.		
11	Number of proposed lots and phase.		
12	Construction Drawings shall show the following:		
	A. Typical Sections of the proposed street(s).		
	B. All proposed lots and streets delineated in plan, showing radii function of curves, curbs, sewer lines, etc.		
	C. A grading plan showing existing and proposed grades shall be provided. The City Engineer shall require contour lines, cross section designs or both as may be, in his opinion, is needed.		
	D. Site grading plans for all areas within the plat and should show the effect on all adjacent areas.		
	E. Cross sections or a grading plan shall show both existing and proposed earthwork limit lines and ditch grades. Earthwork limit lines shall designate top of subgrade for street pavements, curb and gutter, sidewalk and seeding or sodding areas. Locations of utilities parallel to the street and erosion protection shall be indicated.		
	F. The locations shall be shown of existing utilities, structures, drives, etc., which may be affected by the improvement.		
	G. Where a street ends at a property line, or may be extended in the future, the profile shall be shown for at least 300 feet beyond the subdivision property line or end of street.		
	H. Construction notes as necessary.		
	I. All storm sewers, other necessary drainage structures and channel protection shall be shown in plan and profile. Details shall be shown for construction of all structures.		
	J. All new utilities shall be shown. Water lines, gas lines, electric lines, telephone lines and sanitary sewer details shall be shown. All dimensions shall be from center line of R/W or easement, and elevations from U.S.G.S. data.		

#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
	K. The plans and profiles of proposed sanitary sewers, storm sewers and water mains, with grades and sizes indicated, or method of sewage disposal in lieu of sewers shall be shown. Other details shall be shown as required by the City Engineer or the County Board of Health.		
	L. Street names, lot numbers, lot dimensions and easements shall be shown.		
	M. A note shall be included as follows: "All work required by this Code shall be done under the inspection of the City Engineer and private utility representatives in accordance with the rules and regulations for subdivisions."		
	N. General notes and miscellaneous details shall include any pertinent notes and details that are not covered in the standard drawings or the plan and profile.		
	O. Guardrails shall be constructed on streets when required by Ohio Department of Transportation standards or by the City Engineer.		
	P. Whenever practical, City standard drawings shall be used for items such as headwalls, barricades and inlets. Special detail drawings shall be included in the plans for all items where conformance with the standard drawings is not practical. Copies of those standard drawings needed may be obtained from the office of the City Engineer. Those standard drawings which will be used for construction, shall be listed on the title page of the improvement plan.		
	Q. The actual construction should be a reasonably accurate adherence to the plans. The City Engineer has the right to require that any change in the plan be brought to the Planning Commission and/or Council before construction continues.		
	R. At the completion of construction the plans shall be revised as necessary to provide as-built engineering plans. This work shall be done by the subdivider's professional engineer, who was responsible for setting grades and the staking for improvements. As-built engineering plans shall be submitted to the City Engineer.		
	S. A detailed drainage report by a registered engineer shall evaluate the ability of existing water courses, channels, storm sewers, culverts and the proposed improvements to serve the area being platted as well as land outside the subdivision contributing to the design drainage system. This report shall be prepared as specified by the City.		
13	Any or all relevant information provided on the Preliminary Plat.		
14	Any conditions placed on the project during the Preliminary Review.		
15	Traffic Impact Study.		
16	Estimate of the cost of construction for street and infrastructure improvements.		
17	Table of the estimated quantities for the roadway & infrastructure of the proposed subdivision.		
18	Approval and acceptance clause for the signatures of a representative of the Community Development Department, City Engineer and City Fire Chief.		

OFFICE USE

Date of Submission: _____

Date Application forwarded to Agencies: _____

PC Case #: _____

Date Comments Due to Applicant (30 Days): _____

Prelim. Ord. #: _____

Comments Received: _____

Approved: _____

Engineering _____

Comm. Dev. Dept. _____

Const. Dwg. Exp.: _____

Fire _____

(2 yrs.) _____

Police _____

ATTACHMENT D: Final Plat Submission Requirements

REQUIRED SUBMISSION DOCUMENTS TABLE			
Final Subdivision Application			
#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
1	10 sets. (17" x 22" minimum)		
2	Electronic version of all documentation submitted (PDF preferred)		
3	Digital copy in AutoCAD format submitted on a CD. Shall utilize the NAD-83 Ohio South State Plane Corrdinate System for horizontal control and the NAVD-1988 for vertical control. All subdivision boundary corners shall also be tied to the NAD-83 Ohio South State Plane Coordinate System and labled with a northing and easting, as well as centerline intersections, temporary turn-around center points and easement centerline that does not follow a lot line. AutoCAD layouts shall be provided allowing for the reproduction of a complete set of plans as needed.		
4	The name, mailing address, and telephone number of the applicant and owner.		
5	Letter of Agency. (A statement from the owner that the applicant is entitled to apply on his or her behalf)		
6	Attach a written, detailed description of the request.		
7	Metes and bounds description of the property (Legal Description).		
8	Vicinity Map		
9	The zoning district in which the site is located.		
10	Required Fee.		
11	Number of proposed lots.		
12	Any deed restrictions/ covenants		
13	The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including mailing addresses and parcel numbers within 200 feet of the site.		
14	Final Plat shall show the following:		
	A. Boundary lines of the area being subdivided with accurate distances and bearings. Each section which is presented for final plat approval must have all of the required improvements extended to the property lines where necessary in order that future final plat sections may connect with them to maintain the continuity of the approved preliminary plan.		
	B. A statement dedicating all proposed streets and alleys with their widths and names.		
	C. The accurate outline of any portions of the property to be dedicated or granted for public use.		
	D. The lines of adjoining streets and alleys with their widths and names.		
	E. All lot lines together with an identification system for all lots and blocks. Lot numbers shall be secured from the County Auditor.		
	F. The locations of all building lines and easements provided for public use, services or utilities.		
	G.All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements and any other areas for public or private use. Linear dimensions are to be given to the nearest one hundredth of a foot.		

#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
	H. The radii, arcs, lengths, points of tangency and central angles for all curvilinear streets and the radii and lengths for rounded corners.		
	I. The location of all survey monuments and benchmarks together with their descriptions. There shall be a minimum of four permanent markers in each subdivision section located at or near the outer corner.		
	J. The name of the subdivision, the scale of the plat, points of the compass and name of owner or owners and subdivider if other than the owner and name of the surveyor and engineer preparing the plat.		
	K. The certificate of the surveyor attesting to the accuracy of the survey and to the correct locations of all monuments shown.		
	L. Any private restrictions and trusteeships and their duration. Should these restrictions or trusteeships be of such length as to make their lettering on the plat impracticable, thus necessitating the preparation of a separate instrument, reference to such instrument shall be made on the plat. (HOA - Homeowners Association Covenants and Bylaws)		
	M. A receipt showing that all legally due taxes have been paid.		
	N. North arrow, scale and date.		
	O. The location of all existing and proposed property lines, streets, alleys, rights-of-way, buildings, parking areas, pedestrian walks, ingress/egress, buildings and setback lines, easements, lakes, watercourses, and drainage		
	P. Any existing and proposed water mains, culverts, sewer lines, railroads, easements, parks, permanent buildings, power poles, other underground structures and streets within the tract or immediately adjacent thereto, including the location, dimension and size of the nearest water main and sewer		
	T. Boundary lines, size and tract of whole site and each individual lot in square feet and/or acres along with the linear measurement thereof.		
	U. The proposed location and width of streets, alleys, lots, parking areas, pedestrian walks, ingress/egress, buildings and setback lines and easements.		
	Q. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat.		
	R. Any portion of the floodplain as delineated by the Flood Insurance Rate Map (FIRM) must be clearly illustrated and labeled on the plat.		
	S. Location of any wooded areas, topographic and natural features that are within and adjacent to the proposed project area to be preserved.		
	T. If and how the proposed subdivision will be subdivided in Phases.		
	U. Any conditions placed on the project during the Preliminary Review and City Ordinance Number.		
	V. Proof of approved, unexpired Construction Drawings		

OFFICE USE

Date of Submission:	_____	Date Application forwarded to Agencies:	_____
PC Case #:	_____	Date Comments Due to CDD:	_____
PC Mtg. Date:	_____	Recommendation:	_____
CC 1st Reading:	_____	Comments Received:	
CC 2nd Reading:	_____	Engineering	_____
Prelim. Ord. #:	_____	Comm. Dev. Dept.	_____
Prelim. Case #:	_____	Fire	_____
		Police	_____

ATTACHMENT E: Record Plat Submission Requirements

<u>REQUIRED SUBMISSION DOCUMENTS TABLE</u>			
Record Plat			
#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
1	8 plats (4 on 8.5" x 11" and 4 on 24"x 36" Bond Paper) 1 Mylar for County		
2	Electronic version of all documentation submitted (PDF preferred)		
3	Digital copy in AutoCAD format submitted on a CD. Shall utilize the NAD-83 Ohio South State Plane Corrdinate System for horizontal control and the NAVD-1988 for vertical control. All subdivision boundary corners shall also be tied to the NAD-83 Ohio South State Plane Coordinate System and labled with a northing and easting, as well as centerline intersections, temporary turn-around center points and easement centerline that does not follow a lot line. AutoCAD layouts shall be provided allowing for the reproduction of a complete set of plans as needed.		
4	The name, mailing address, and telephone number of the applicant and owner.		
5	Metes and bounds description of the property (Legal Description).		
6	Proof or reciept of accepted bond filed with City Clerk.		
7	Record Plat shall show the following: (Cover Sheet showing whole subdivision layout with specific Phase delineated for recording. Second sheet should show specifics required.)		
	A. Name of Subdivision and Vol./Bk. Pg. for plat.		
	B. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat.		
	C. North arrow, scale and date.		
	D. Boundary lines, size and tract of whole site and each individual lot in square feet and acres along with the linear measurment thereof.		
	E. The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including parcel and lot numbers, including Deed Bk. & Pg. numbers within 200 feet of the site.		
	F. Locations, dimensions, widths and names of existing streets, alleys, lots, railroads, right-of-ways, easements, and parks.		
	G. Location, dimensions, widths and names of proposed streets.		
	H. The radii, arcs, lengths, points of tangency and central angles for all curvilinear streets and the radii and lengths for rounded corners.		
	I. All new utility easements shall be shown. Water lines, gas lines, electric lines, telephone lines, sanitary sewer and detention/retention.		
	J. The location of all survey monuments and benchmarks together with their descriptions. There shall be a minimum of four permanent markers in each subdivision section located at or near the outer corner.		
	K. The zoning district in which the site is located and statement certifying that the subdivision satisfies all applicable requirements of the zoning district governing the use of the land at the time of approval.		
	L. Building setback lines and dimensions.		
	M. Lot numbers secured from the County Auditor.		

#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
	N. Restrictions and covenants included in the deeds to the lots of the subdivision (HOA Documents). Reference to such instrument shall be made on the plat as well as a Bk. _____ Pg. _____ reference to fill-in.		
	O. Reference City Ordinance No.'s from Preliminary & Final Plat approvals and date of Approved Construction Drawings.		
	P. Acknowledgement by the owner or owners of the plat restrictions including dedication of public streets, parks, alleys and granting required easements. (Requires Notarized Signatures)		
	Q. Approval and acceptance clause for the signatures of City Representatives.		
9	Turn in proof of recording to City of Oxford Community Development Dept.		

OFFICE USE

Date of Submission:	_____	Date Application forwarded to Agencies:	_____
PC Case #:	_____	Date Signed Plat Due to Applicant (30 Days):	_____

		Signatures Received:	
Prelim. Ord. #:	_____	Engineering	_____
Final. Ord. #:	_____	Comm. Dev. Dept.	_____
		Council/Mayor	_____

ATTACHMENT F: As-Built Submission Requirements

<u>REQUIRED SUBMISSION DOCUMENTS TABLE</u>			
As-Built Plan Requirements			
#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
1	1 - 24" x 36" Mylar (All Plan Sheets must be submitted)		
2	Electronic version of all documentation submitted (PDF preferred)		
3	Digital copy in AutoCAD format submitted on a CD. Shall utilize the NAD-83 Ohio South State Plane Corrdinate System for horizontal control and the NAVD-1988 for vertical control. All subdivision boundary corners shall also be tied to the NAD-83 Ohio South State Plane Coordinate System and labled with a northing and easting, as well as centerline intersections, temporary turn-around center points and easement centerline that does not follow a lot line. AutoCAD layouts shall be provided allowing for the reproduction of a complete set of plans as needed.		
4	The name, mailing address, and telephone number of the applicant and owner.		
5	Required Bond.		
6	All changes from the approved Construction Drawings shall be clearly identifiable and in red.		
7	Sanitary Sewer:		
	A. Lengths, inverts, rim elevations, pipe material, (Labeled "as shown on the approved construction drawings"), and percent grades.		
	B. Locations (by station number & offset and state plane coordinates) of all sanitary sewer main appurtenances (manholes, clean-outs, etc.)		
8	Storm Sewer:		
	A. Lengths, inverts, rim elevations, pipe material, (Labeled "as shown on the approved construction drawings"), and percent grades.		
	B. Locations (by station number & offset and state plane coordinates) of all storm sewer appurtenances (catch basins, manholes, field grates, centerline information for paved ditches, headwalls, etc.)		
9	Water:		
	A. Depth to the top of the water valve nuts for all water valves.		
	B. Locations (by station number & offset and state plane coordinates) of all water main appurtenances (valves, fire hydrants, water meter pits, curb stops etc.)		
10	Detention Basins:		
	A. Locations (by station number & offset and state plane coordinates) of all inlets and outlet structures, spillways, etc. Elevations shall be provided for all items. Orifice diameters shall be provided.		
	B. Topography of the basin and downstream flow channels shall be shown. The as-built volume of the basin shall be listed in cubic feet.		
11	Miscellaneous Utilities:		
	A. Locations (station, offset, & State plane coordinantes) of all electrical & telecommunication appurtenances, if visible and/or installed (i.e. Handboxes, transformers, cross-overs, light poles, etc.)		
12	The seal, registry number and signature of the registered surveyor and/or professional engineer who prepared the plat.		

#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
13	The plans shall be accompanied with and as-built quantity sheet. The quantities shall be provided in a format obtainable from the Engineering Division as a hard copy and digital copy (Excel spreadsheet format) Unit prices consistent with the bond estimate prices shall be submitted with the as-built quantities.		

OFFICE USE

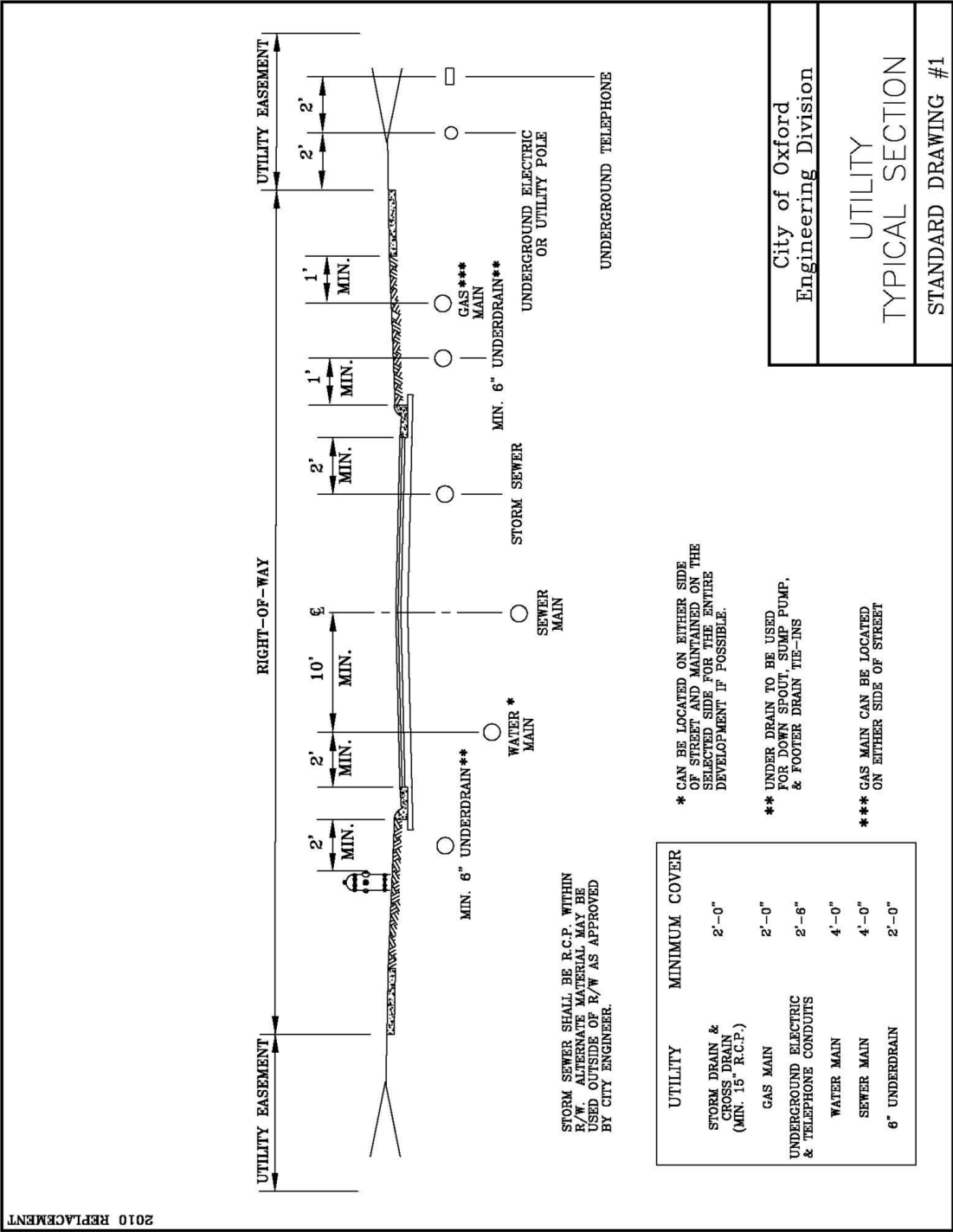
Date of Submission: _____ Date Application forwarded to Agencies: _____
 PC Case #: _____ Date Comments Due to CDD: _____
 Date Const. Dwgs. _____ Recommendation: _____
 Approved _____ Comments Received: _____
 Engineering _____

ATTACHMENT G: Minor Resubdivisions, Lot Splits and Lot Consolidations

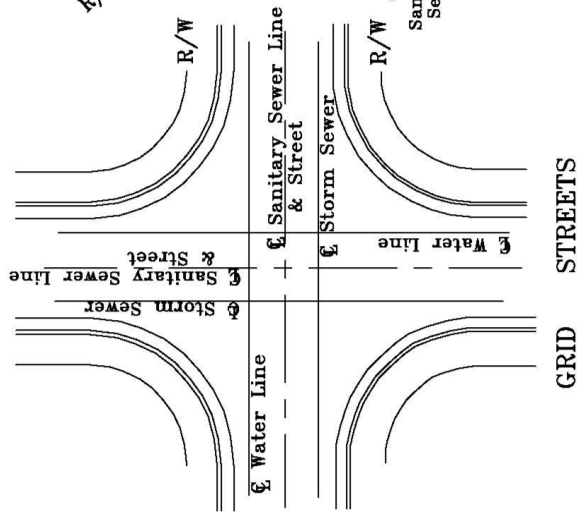
REQUIRED SUBMISSION DOCUMENTS TABLE Minor Resubdivisions, Lot Splits and Lot Consolidations			
#	REQUIRED ITEM DESCRIPTION	HAVE	NEED
1	8 plats (4 on 8.5" x 11" and 4 on 24"x 36" Bond Paper) 1 Mylar for County		
2	Electronic version of all documentation submitted (PDF preferred)		
3	Digital copy in AutoCAD format submitted on a CD. Shall utilize the NAD-83 Ohio South State Plane Corrdinate System for horizontal control and the NAVD-1988 for vertical control. All subdivision boundary corners shall also be tied to the NAD-83 Ohio South State Plane Coordinate System and labled with a northing and easting, as well as centerline intersections, temporary turn-around center points and easement centerline that does not follow a lot line. AutoCAD layouts shall be provided allowing for the reproduction of a complete set of plans as needed.		
4	The name, mailing address, and telephone number of the applicant and owner.		
5	Letter of Agency. (A statement from the owner that the applicant is entitled to apply on his or her behalf)		
6	Attach a written, detailed description of the request.		
7	Metes and bounds description of the property (Legal Description).		
8	Vicinity Map		
9	The zoning district in which the site is located.		
10	Required Fee.		
11	Number of proposed lots.		
12	Plat shall show the following:		
	A. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat.		
	B. The location of all present property lines, streets, alleys, rights-of-way, buildings, easements, lakes, watercourses and drainage ways.		
	C. Size of the tract in acres and square feet and the boundary lines along with the linear measurements.		
	D. The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including mailing addresses and parcel numbers within 200 feet of the site.		
	E. North point, scale and date.		
	F. Any portion of the floodplain as delineated by the Flood Insurance Rate Map (FIRM) must be clearly illustrated and labeled on the plat.		
	G. Exact location shall be shown for all buildings, septic tanks, wells or similar features with respect to existing or proposed lot lines or right-of-way lines		
	H. Other information as deemed necessary by staff in order to create building sites and promote the public health, safety and welfare.		
	I. Notification will be sent to direct abutters within two business days of the application filing. This notification will include comment forms.		
	J. Any existing building(s) to remain or to be razed.		
13	Turn in proof of recording to City of Oxford Community Development Dept.		

OFFICE USE

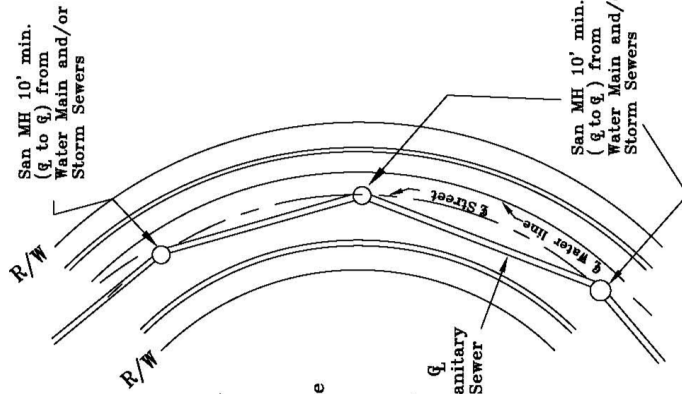
Date of Submission: _____ Date Signed Plat Due to Applicant (15 Days): _____
 PC Case #: _____ Date Approved: _____



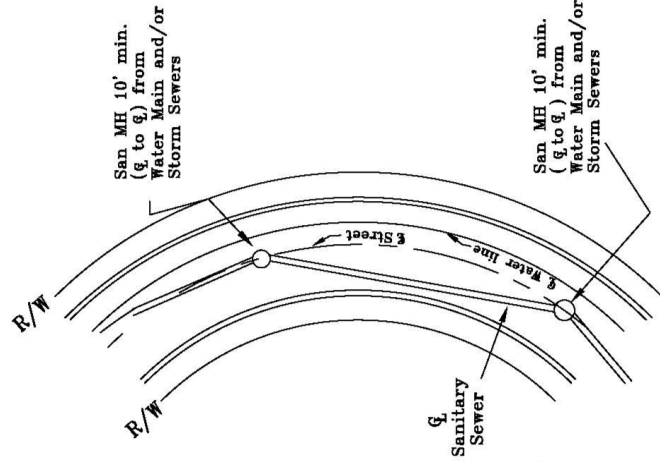
2010 REPLACEMENT



GRID
STREETS



CURVILINEAR STREETS
(When sanitary main can not be kept within pavement, a manhole shall be placed at curve center.)



CURVILINEAR STREETS
(Keeping sanitary main within pavement)

Water mains shall be generally placed a minimum of 2' from face of curb. Storm sewers shall be generally placed a minimum of 2' from the face of curb. Sanitary sewer lines shall generally be placed to follow the centerline of the street.

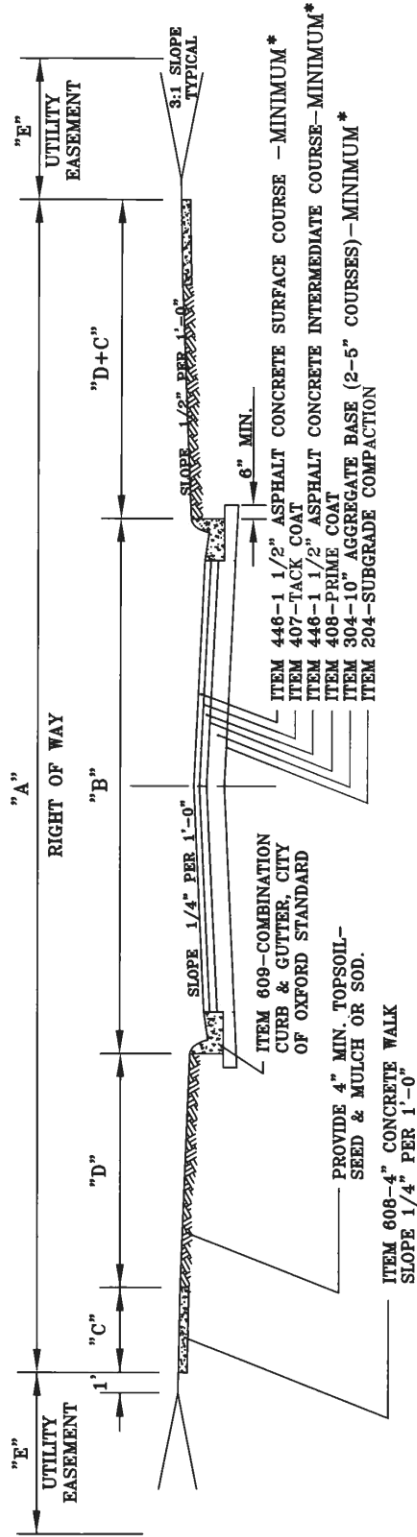
Where it is necessary to cross the water line, the crossing shall be in accordance with the requirements of the City of Oxford Water & Sanitary Sewer Improvement Specifications Manual.

In order to reduce the number of manholes in curvilinear streets, manholes must be located within the centerline of the street before and after the curve, with the sanitary main located within the pavement area between the two manholes. Where the sanitary main can not be located within the pavement area of a curvilinear street, a manhole shall be placed in the centerline of the street at the curve center to eliminate the sanitary sewer from being placed under sidewalks and driveways.

City of Oxford
Engineering Division

UTILITY
LOCATIONS

STANDARD DRAWING #2



*PAVEMENT THICKNESS LISTED TO BE MINIMUM ALLOWED. ACTUAL PAVEMENT DESIGN TO BE BASED ON CALIFORNIA BEARING RATIO (CBR) VALUE OF SOIL IN THE IMMEDIATE DEVELOPMENT AREA. A MINIMUM OF ONE SOIL BORING SHALL BE TAKEN FOR EVERY 1000' OF ROADWAY IN THE SOIL MATERIAL THAT IS REPRESENTATIVE OF THE STREET SUBGRADE.

	MINIMUM	MINIMUM
A	50'	60'
B	30'	35'
C	5'	5'
D	5'	7.5'*
D&C	10'	12.5'
E	10'	10'

* VARIES TO MEET EXISTING

REQUIRED
STANDARD DIMENSIONS

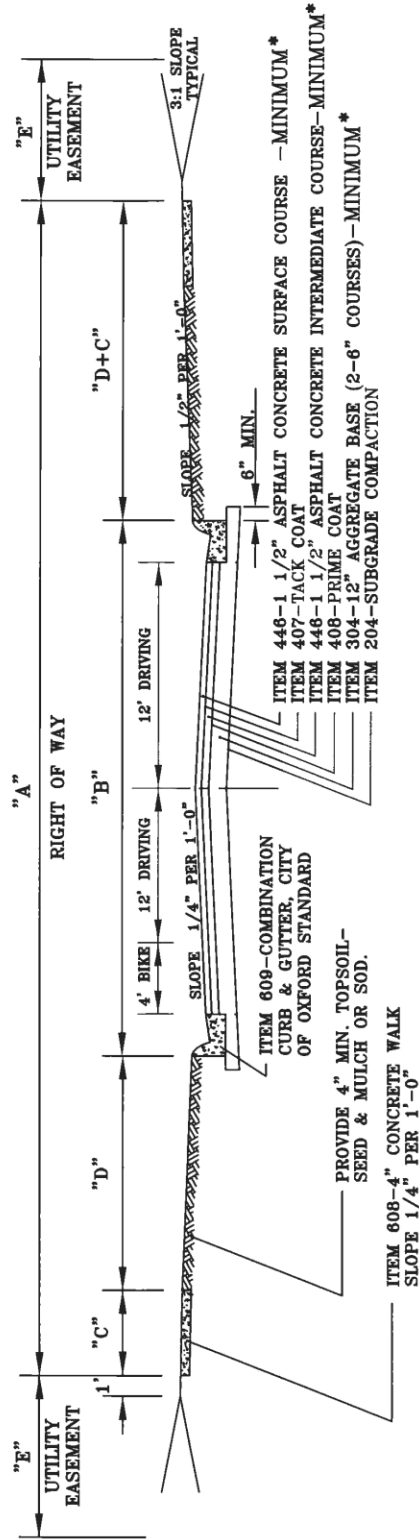
SUB GRADE SHALL BE PREPARED IN ACCORDANCE WITH ITEM 204 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL.

BEFORE THE PLACEMENT OF ASPHALT CONCRETE COURSES, THE AGGREGATE BASE COURSE SHALL BE PROOF ROLLED UNDER THE PRESENCE AND SUPERVISION OF THE CITY OF OXFORD IN ACCORDANCE WITH ITEM 304 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL. IF ASPHALT CONCRETE COURSES ARE INSTALLED WITHOUT PROOF ROLLING IN THE PRESENCE OF A CITY INSPECTOR, THE STREET WILL NOT BE ACCEPTED BY THE CITY.

City of Oxford
Engineering Division

LOCAL STREET
TYPICAL SECTION

STANDARD DRAWING #3



*PAVEMENT THICKNESS LISTED TO BE MINIMUM ALLOWED. ACTUAL PAVEMENT DESIGN TO BE BASED ON CALIFORNIA BEARING RATIO (CBR) VALUE OF SOIL IN THE IMMEDIATE DEVELOPMENT AREA. A MINIMUM OF ONE SOIL BORING SHALL BE TAKEN FOR EVERY 1000' OF ROADWAY IN THE SOIL MATERIAL THAT IS REPRESENTATIVE OF THE STREET SUBGRADE.

MINIMUM	
A	58'
B	33'
C	5'
D	7.5'
D&C	12.5'
E	10'

REQUIRED
STANDARD DIMENSIONS

SUB GRADE SHALL BE PREPARED IN ACCORDANCE WITH ITEM 204 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL.

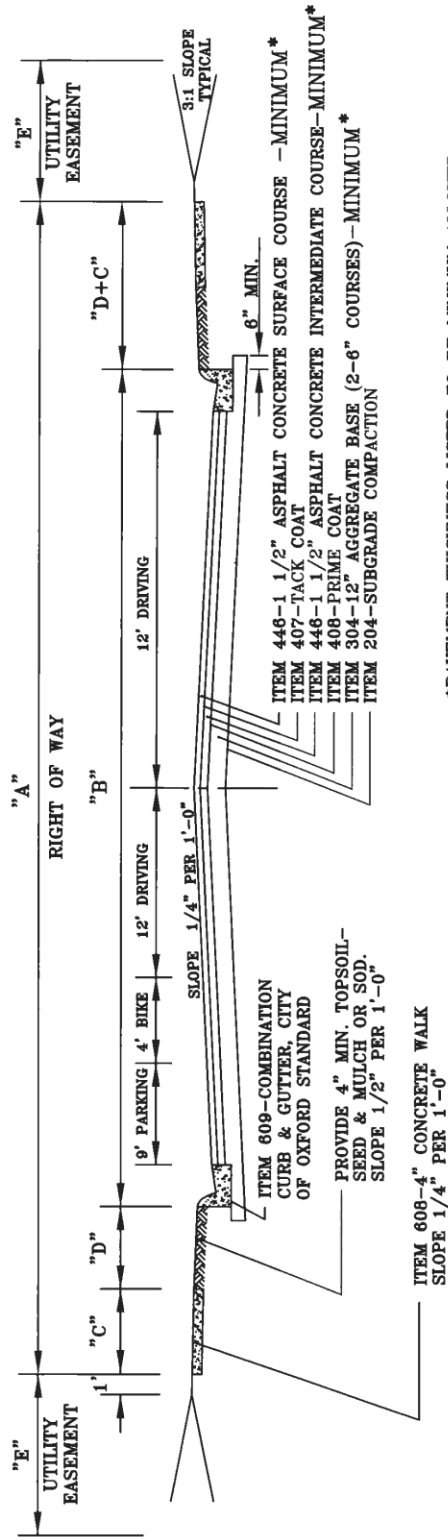
BEFORE THE PLACEMENT OF ASPHALT CONCRETE COURSES, THE AGGREGATE BASE COURSE SHALL BE PROOF ROLLED UNDER THE PRESENCE AND SUPERVISION OF THE CITY OF OXFORD IN ACCORDANCE WITH ITEM 304 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL. IF ASPHALT CONCRETE COURSES ARE INSTALLED WITHOUT PROOF ROLLING IN THE PRESENCE OF A CITY INSPECTOR, THE STREET WILL NOT BE ACCEPTED BY THE CITY.

City of Oxford
Engineering Division

MINOR

COLLECTOR STREET
TYPICAL SECTION

STANDARD DRAWING #4



*PAVEMENT THICKNESS LISTED TO BE MINIMUM ALLOWED. ACTUAL PAVEMENT DESIGN TO BE BASED ON CALIFORNIA BEARING RATIO (CBR) VALUE OF SOIL IN THE IMMEDIATE DEVELOPMENT AREA. A MINIMUM OF ONE SOIL BORING SHALL BE TAKEN FOR EVERY 1000' OF ROADWAY IN THE SOIL MATERIAL THAT IS REPRESENTATIVE OF THE STREET SUBGRADE.

MINIMUM	
A	67'
B	42'
C	5'
D	7.5'
D&C	12.5'
E	10'

REQUIRED
STANDARD DIMENSIONS

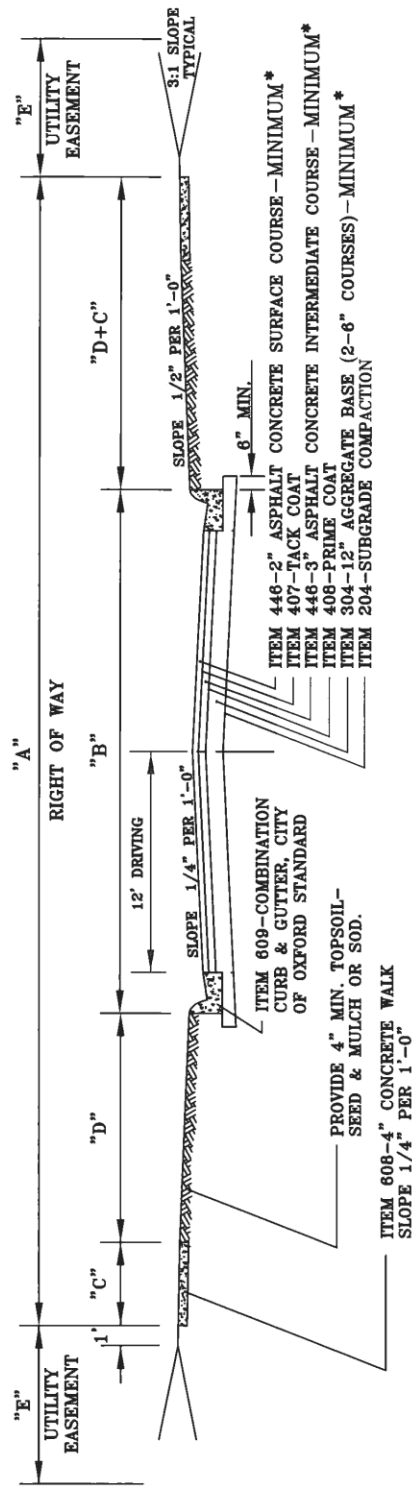
SUB GRADE SHALL BE PREPARED IN ACCORDANCE WITH ITEM 204 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL.

BEFORE THE PLACEMENT OF ASPHALT CONCRETE COURSES, THE AGGREGATE BASE COURSE SHALL BE PROOF ROLLED UNDER THE PRESENCE AND SUPERVISION OF THE CITY OF OXFORD IN ACCORDANCE WITH ITEM 304 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL. IF ASPHALT CONCRETE COURSES ARE INSTALLED WITHOUT PROOF ROLLING IN THE PRESENCE OF A CITY INSPECTOR, THE STREET WILL NOT BE ACCEPTED BY THE CITY.

City of Oxford
Engineering Division

MAJOR
COLLECTOR STREET
TYPICAL SECTION

STANDARD DRAWING #4A



*PAVEMENT THICKNESS LISTED TO BE MINIMUM ALLOWED. ACTUAL PAVEMENT DESIGN TO BE BASED ON CALIFORNIA BEARING RATIO (CBR) VALUE OF SOIL IN THE IMMEDIATE DEVELOPMENT AREA. A MINIMUM OF ONE SOIL BORING SHALL BE TAKEN FOR EVERY 1000' OF ROADWAY IN THE SOIL MATERIAL THAT IS REPRESENTATIVE OF THE STREET SUBGRADE.

SUB GRADE SHALL BE PREPARED IN ACCORDANCE WITH ITEM 204 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL.

MINIMUM	
A	69'
B	29'
C	10'
D	10'
D&C	20'
E	10'

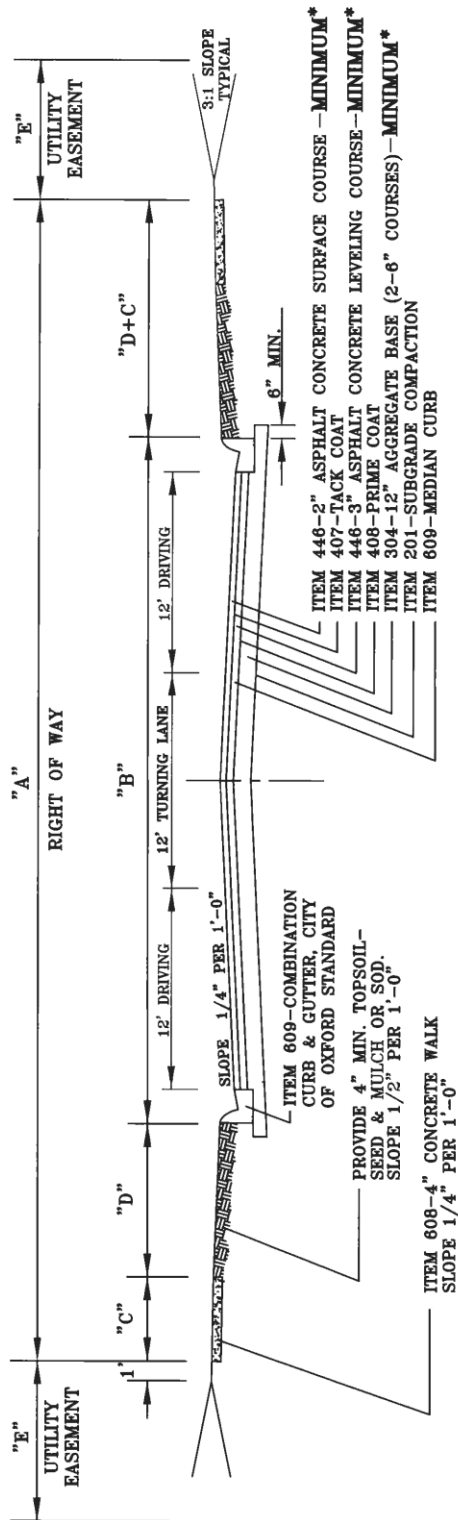
REQUIRED
STANDARD DIMENSIONS

BEFORE THE PLACEMENT OF ASPHALT CONCRETE COURSES, THE AGGREGATE BASE COURSE SHALL BE PROOF ROLLED UNDER THE PRESENCE AND SUPERVISION OF THE CITY OF OXFORD IN ACCORDANCE WITH ITEM 304 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL. IF ASPHALT CONCRETE COURSES ARE INSTALLED WITHOUT PROOF ROLLING IN THE PRESENCE OF A CITY INSPECTOR, THE STREET WILL NOT BE ACCEPTED BY THE CITY.

City of Oxford
Engineering Division

MINOR ARTERIAL STREET
TYPICAL SECTION

STANDARD DRAWING #5



*PAVEMENT THICKNESS LISTED TO BE MINIMUM ALLOWED. ACTUAL PAVEMENT DESIGN TO BE BASED ON CALIFORNIA BEARING RATIO (CBR) VALUE OF SOIL IN THE IMMEDIATE DEVELOPMENT AREA. A MINIMUM OF ONE SOIL BORING SHALL BE TAKEN FOR EVERY 1000' OF ROADWAY IN THE SOIL MATERIAL THAT IS REPRESENTATIVE OF THE STREET SUBGRADE.

SUB GRADE SHALL BE PREPARED IN ACCORDANCE WITH ITEM 204 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL.

MINIMUM	
A	81'
B	41'
C	10'
D	10'
D&C	20'
E	10'

REQUIRED
STANDARD DIMENSIONS

City of Oxford
Engineering Division

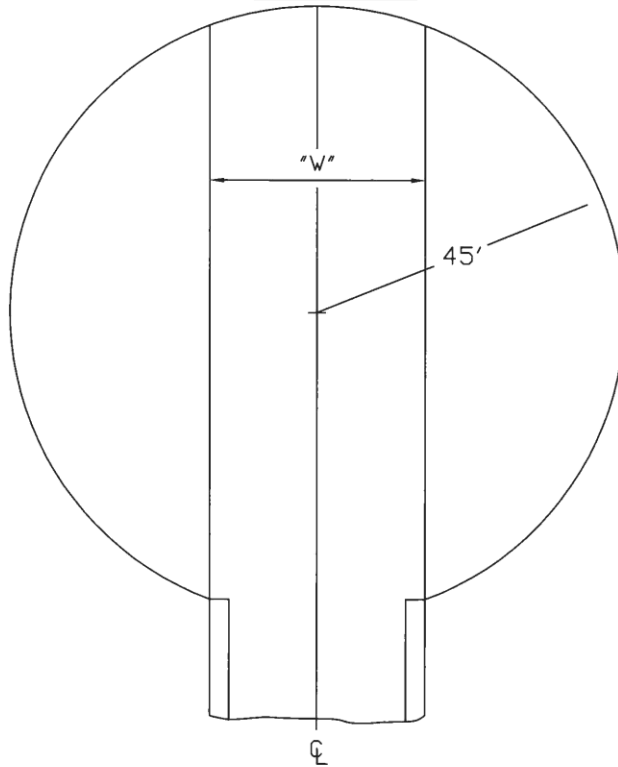
PRINCIPAL ARTERIAL STREET
TYPICAL SECTION

STANDARD DRAWING #6

BEFORE THE PLACEMENT OF ASPHALT CONCRETE COURSES, THE AGGREGATE BASE COURSE SHALL BE PROOF ROLLED UNDER THE PRESENCE AND SUPERVISION OF THE CITY OF OXFORD IN ACCORDANCE WITH ITEM 304 OF THE MOST CURRENT EDITION OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION MATERIAL AND SPECIFICATIONS MANUAL. IF ASPHALT CONCRETE COURSES ARE INSTALLED WITHOUT PROOF ROLLING IN THE PRESENCE OF A CITY INSPECTOR, THE STREET WILL NOT BE ACCEPTED BY THE CITY.

TEMPORARY TURNAROUND

STANDARD



STANDARD PAVEMENT

ASPHALT:

RESIDENTIAL - 8" 304, 3" 446

INDUSTRIAL - 8" 304, 4" 446

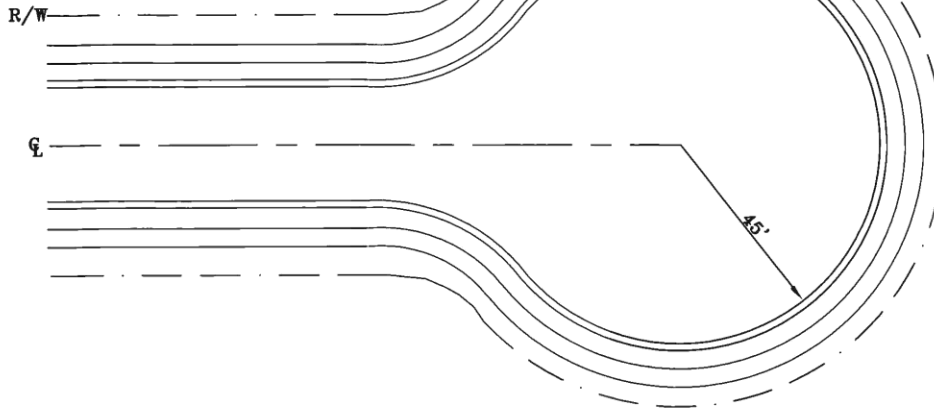
TURNAROUNDS TO BE USED WHEN THE
ADJACENT PARCEL IS NOT OWNED BY THE
DEVELOPER OF THE SUBDIVISION AND
WHEN ROAD IS TO BE EXTENDED IN FUTURE.

City of Oxford
Engineering Division

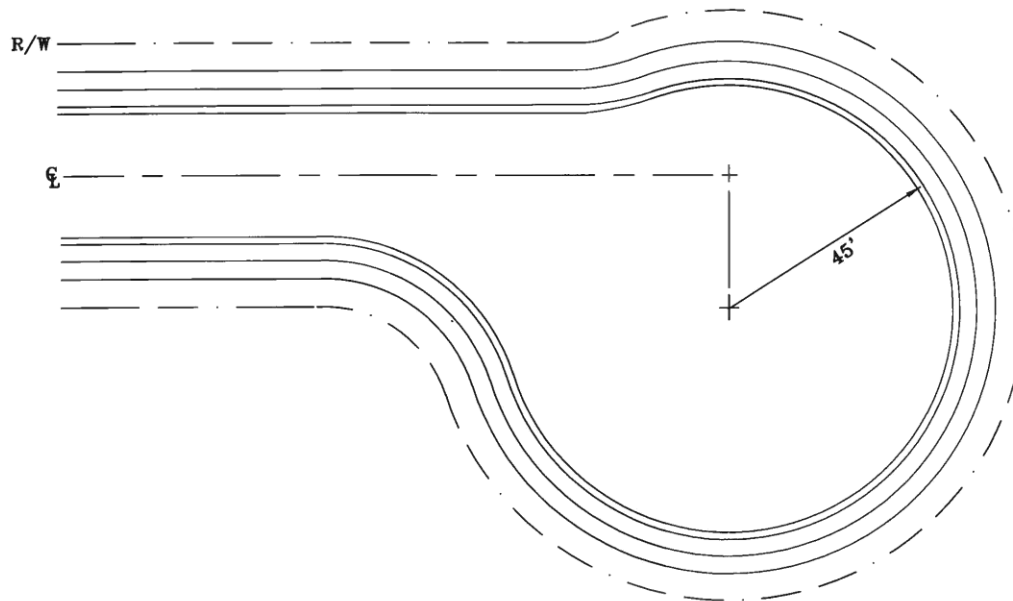
TEMPORARY
TURNAROUND

STANDARD DRAWING #7

ALL RADII FOR EDGE OF PAVEMENT, EDGE
OF WALK, AND R/W TO BE CONCENTRIC.



ALL RADII FOR EDGE OF PAVEMENT, EDGE
OF WALK, AND R/W TO BE CONCENTRIC.

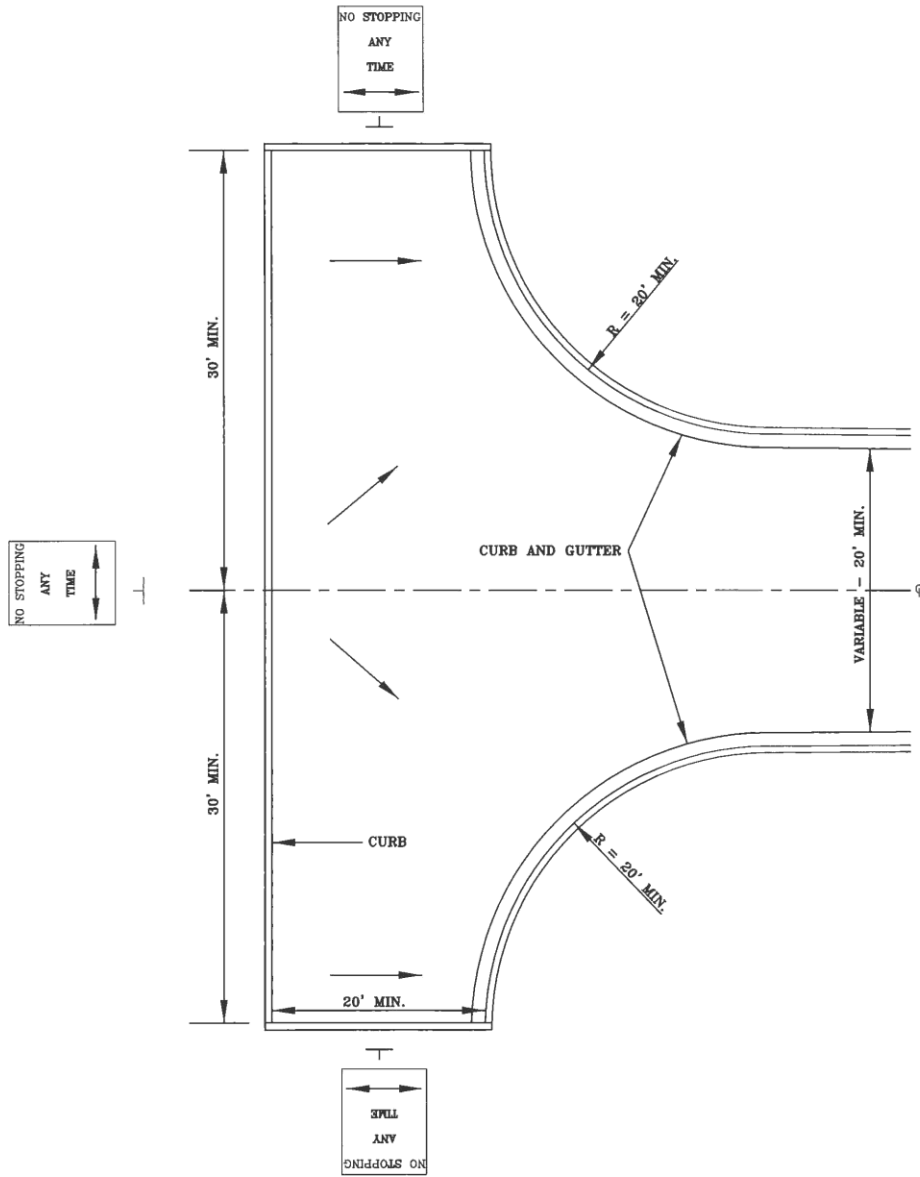


MAXIMUM CUL-DE-SAC LENGTH SHALL BE 500'

City of Oxford
Engineering Division

TYPICAL CUL-DE-SAC
DETAILS

STANDARD DRAWING # 8

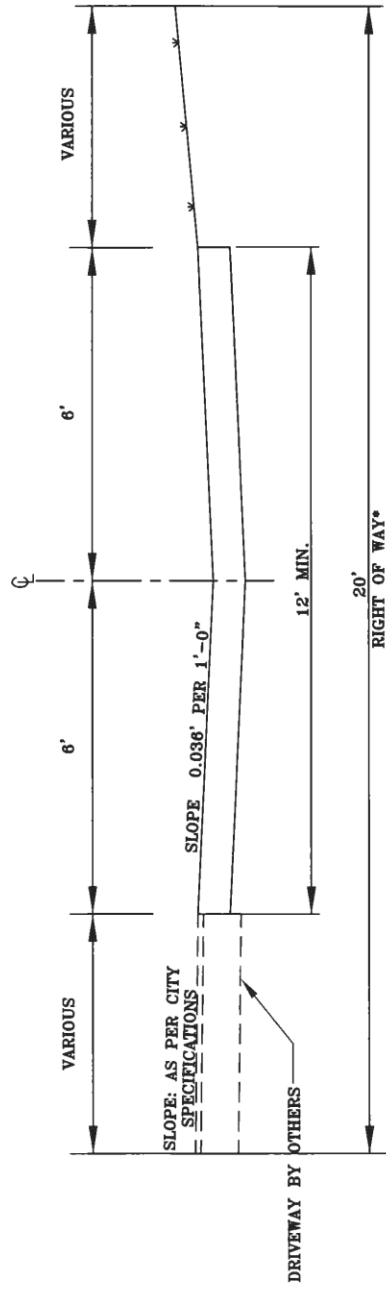


NOTE: SUBJECT TO APPROVAL BY CITY ENGINEER
AND DIVISION OF FIRE.

City of Oxford
Engineering Division

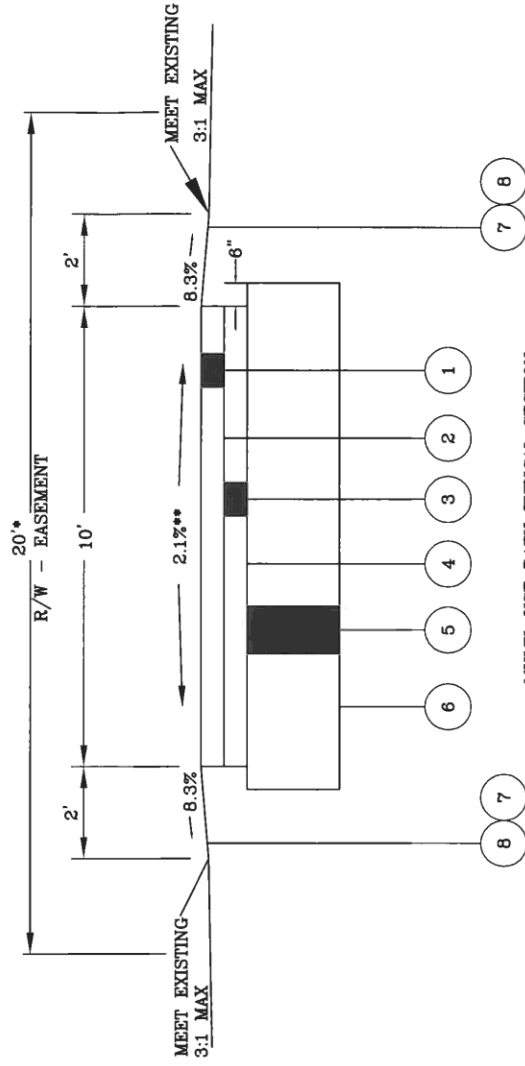
HAMMERHEAD
TURNAROUND

STANDARD DRAWING #31



*NOTE: RIGHT OF WAY WIDTH SHALL BE MAINTAINED IN ORDER TO PROVIDE ACCESS FOR SERVICE AND EMERGENCY OPERATIONS.

City of Oxford Engineering Division
ALLEY
TYPICAL SECTION
STANDARD DRAWING #30



MULTI-USE PATH TYPICAL SECTION

*20' R/W-EASEMENT PROVIDED TO MATCH EXISTING R/W-EASEMENTS OF MULTI-USE PATHS THROUGHOUT THE CITY OF OXFORD.

**FOR PROPER DRAINAGE, SLOPE PATH LEFT OR RIGHT ACCORDING TO SITE CONDITIONS

ITEM LEGEND

- 1 ITEM 448 1.5" ASPHALT CONCRETE SURFACE COURSE, TYPE 1, PG 64-22
- 2 ITEM 407 TACK COAT FOR INTERMEDIATE COURSE
- 3 ITEM 448 1.5" ASPHALT CONCRETE INTERMEDIATE COURSE, TYPE 1, PG 64-22
- 4 ITEM 408 PRIME COAT
- 5 ITEM 304 6" AGGREGATE BASE
- 6 ITEM 204 SUBGRADE COMPACTION
- 7 ITEM 659 SEEDING AND MULCHING
- 8 ITEM 653 TOP SOIL FURNISHED AND PLACED

City of Oxford
Engineering Division

MULTI-USE PATH
TYPICAL SECTION

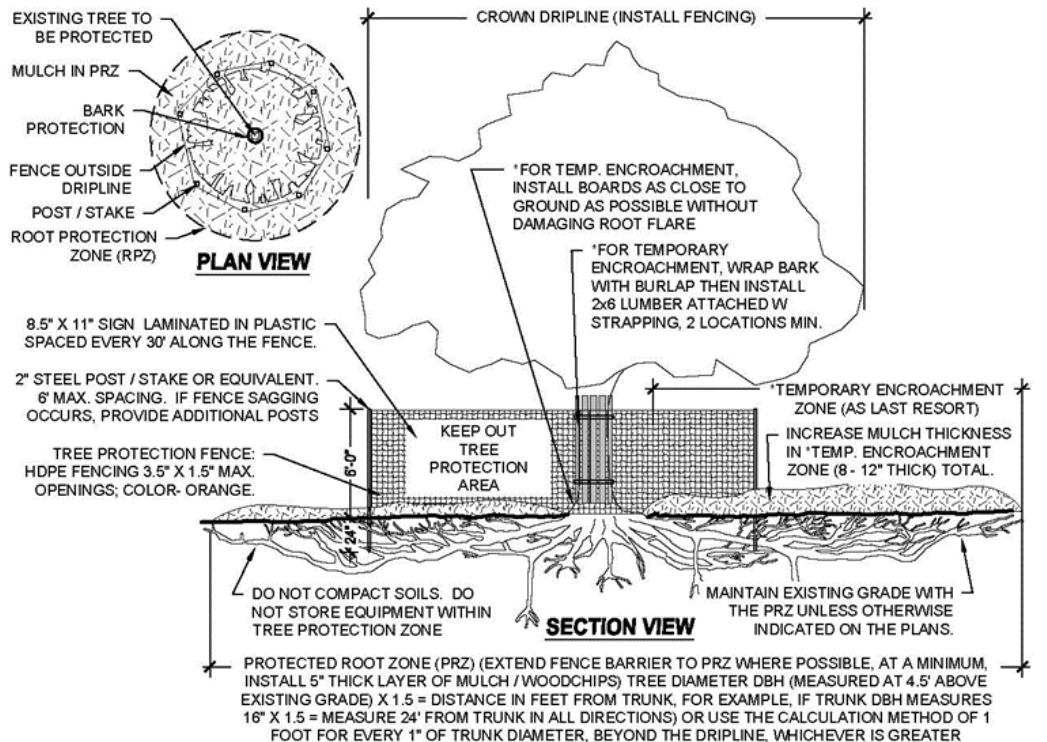
STANDARD DRAWING #32

TREE PROTECTION NOTES

- A TREE SUFFERING FROM CONSTRUCTION ACTIVITIES MAY EXPERIENCE SEVERAL YEARS OF DECLINE BEFORE IT'S EVENTUAL DEATH. AWARENESS & GOOD COMMUNICATION BETWEEN THE PROPERTY OWNER, ARBORIST, PROJECT MANAGER & CONTRACTOR BEFORE, DURING & AFTER CONSTRUCTION IS VITAL TO SAVING TREES. BELOW ARE ROOT & BARK PROTECTION GUIDELINES, HOWEVER, TREE PRESERVATION IS SITE SPECIFIC & OTHER METHODS MAY ALSO BE APPROPRIATE.
- PREVENTION, PRE-CONSTRUCTION ACTION: EVEN WITH A PRESERVATION PLAN IN PLACE, CONSTRUCTION NEAR A TREE AFFECTS A TREE'S ENVIRONMENT AND CAN LEAD TO DAMAGE. A TREE'S RESPONSE TO CONSTRUCTION WILL DEPEND ON THE DEGREE OF SITE MODIFICATIONS AND THE STARTING HEALTH AND SIZE OF THE TREE. PROPER WATERING IS ESSENTIAL TO THE TREE'S SURVIVAL; ENSURE IT IS WELL WATERED IN THE MONTHS PRIOR TO PROJECT START. MULCH PROTECTED ROOT ZONE TO HELP INSULATE SOILS.
- SOIL COMPACTION, MATERIALS STORAGE & CONSTRUCTION DEBRIS CAN HARM TREE ROOT HEALTH LEADING TO DIEBACK & TREE DEATH. MOST ROOTS LIE WITHIN THE UPPER 6"-24" OF SOIL. MINIMIZE TREE INJURY WITH PROPERLY PLACED & SIZED BARRICADES.
- GRADE CHANGES, EVEN AS LITTLE AS 2" OF FILL, CAN CAUSE DEATH OF A TREE. LOWERING THE GRADE CAN DESTROY MAJOR PORTIONS OF A ROOT SYSTEM, CAUSING DECLINE AND EVENTUAL DEATH. AVOID CHANGING THE GRADE WHEREVER POSSIBLE.
- IF ROOT CUTTING BECOMES NECESSARY DURING CONSTRUCTION, ONLY CUT SECONDARY & TERTIARY ROOTS (LESS THAN 2" IN DIAMETER) WITH A SHARP BLADED SAW, MAKING CLEAN CUTS PERPENDICULAR TO THE NATURAL GROWTH DIRECTION. BACKFILL WITHIN ONE HOUR OF CUTTING ROOTS, WATER THE TREE WITHIN 24 HOURS OF ROOT CUTTING. SEVERING ROOTS CAN HAVE A SIGNIFICANT IMPACT ON TREE HEALTH, SURVIVAL AND STABILITY.
- FOLLOW-UP; POST-CONSTRUCTION MAINTENANCE, PROVIDE SUPPLEMENTAL IRRIGATION DURING DRY PERIODS AND MONITOR THE TREE FOR SEVERAL YEARS FOLLOWING CONSTRUCTION.

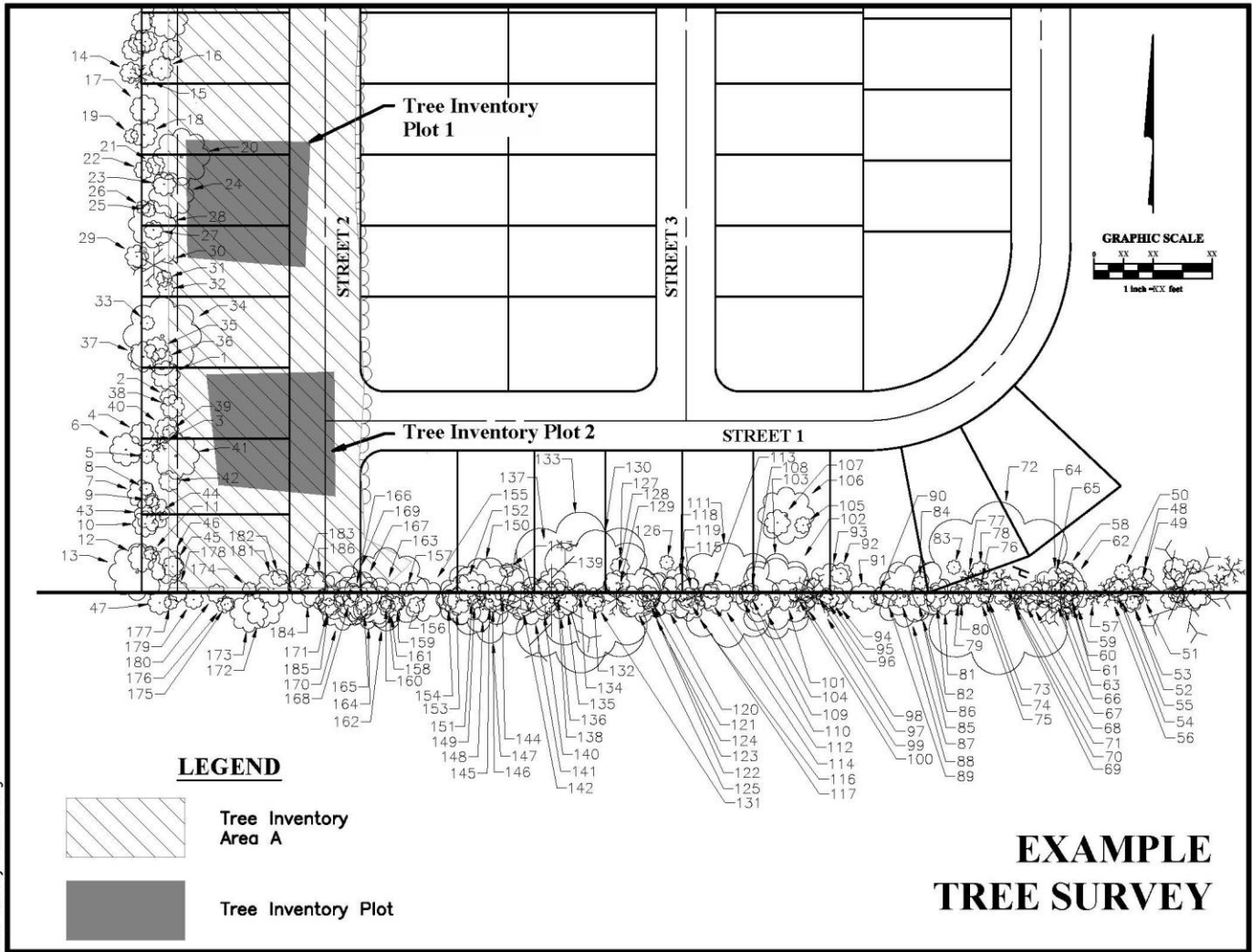
TREE PROTECTION SPECIFICATIONS

- PROVIDE TREE PROTECTION FENCING WHEN DISTURBANCE WILL OCCUR WITHIN 25' OF THE PROTECTED ROOT ZONE (PRZ).
- NO EQUIPMENT SHALL OPERATE AND NOTHING SHALL BE STORED INSIDE THE PROTECTIVE FENCING, INCLUDING DURING FENCE INSTALLATION AND REMOVAL, WITH THE ONLY EXCEPTION BEING PROVISIONS OF TEMPORARY BARK PROTECTION.
- PROVIDE TEMPORARY BARK PROTECTION (BOARD WRAP) ONLY WHEN TREE PROTECTION FENCING MUST BE TEMPORARILY REMOVED AND ENCROACHMENT INTO PROTECTED ROOT ZONE (PRZ) IS DEEMED NECESSARY AS A LAST RESORT TO COMPLETE CONSTRUCTION WHILE ATTEMPTING TO AVOID REMOVAL OF THE TREE.
 - WRAP TRUNK IN BURLAP, INSTALL A RING OF $\pm 8'$ LONG 2"x6" PLANKS LOOSELY BANDED ONTO THE TREE WITH STRAPS (VELCRO, STEEL, GALV. WIRE OR SIMILAR), STAPLED TO PLANKS. IF LENGTHY CONSTRUCTION, INSPECT & LOOSEN BOARDS EVERY 6 MONTHS.
 - DEMOLITION OR EXCAVATION SHALL PROCEED WITH EXTREME CAUTION, USING HAND TOOLS AND OTHER LOW IMPACT EQUIPMENT SUCH AS AIR EXCAVATION TOOLS. APPLY WATER SLOWLY WITH SOAKER HOSE OR SPRINKLER FOR 4 HOURS MINIMUM, ± 12 HOURS PRIOR TO THE WORK. COVER ANY EXPOSED CUT ROOTS WITH SOIL OR WOOD CHIPS AND MAINTAIN SOIL ABOVE WILT POINT AT ALL TIMES.
- PROVIDE ADEQUATE WATER IF THERE IS NO IRRIGATION SYSTEM IN PLACE.
- PRUNING SHOULD BE PERFORMED BY AN APPROVED ARBORIST.
- THE OWNER'S REPRESENTATIVE OR MUNICIPALITY MAY INSPECT THE WORK AT ANY TIME.



TREE PROTECTION DETAIL (ROOT ZONE & ABOVE GRADE)

SCALE: NOT TO SCALE



TREE INVENTORY

Plot/Area	ID	Common Name	Scientific	Condition	Size	Notes
Area A	1	Pin oak	Quercus palustris	Good	12	
	2	American elm	Ulmus americana	Good	7	
	3	Black cherry	Prunus serotina	Good	8	
	4	Shagbark hickory	Carya ovata	Good	7	
	5	Black cherry	Prunus serotina	Good	7	
	6	Black cherry	Prunus serotina	Good	6	
	7	White oak	Quercus alba	Good	11	
	8	Shagbark hickory	Carya ovata	Good	8	
	9	White oak	Quercus alba	Good	10	
	10	Shagbark hickory	Carya ovata	Good	10	
	11	Black cherry	Prunus serotina	Good	11	
	12	Red maple	Acer rubrum	Good	7	
	13	Sugar maple	Acer saccharum	Good	8	
	14	Sugar maple	Acer saccharum	Good	16	
	15	Black cherry	Prunus serotina	Good	9	
	16	Red oak	Quercus rubra	Good	10	
	17	Red maple	Acer rubrum	Good	11	
	18	Red maple	Acer rubrum	Good	9	
	19	Shagbark hickory	Carya ovata	Good	6	
	20	Red maple	Acer rubrum	Good	7	
	21	Red maple	Acer rubrum	Good	15	
	22	Red oak	Quercus rubra	Good	6	
	23	Pin oak	Quercus palustris	Good	9	
	24	White oak	Quercus alba	Good	6	
	25	Red maple	Acer rubrum	Good	6	
	26	White oak	Quercus alba	Good	17	
	27	White oak	Quercus alba	Good	7	
	28	White oak	Quercus alba	Good	6	
	29	White oak	Quercus alba	Good	14	
	30	White oak	Quercus alba	Good	11	
	31	White oak	Quercus alba	Good	19	
	32	White oak	Quercus alba	Good	16	

Plot/Area	ID	Common Name	Scientific	Condition	Size	Notes
Area A	61	American elm	Ulmus americana	Good	12	
	62	Black walnut	Juglans nigra	Good	7	
	63	Bitternut hickory	Carya amara	Good	8	
	64	White oak	Quercus alba	Good	7	
	65	White oak	Quercus alba	Good	7	
	66	Sugar maple	Acer saccharum	Good	6	
	67	White oak	Quercus alba	Good	11	
	68	Red oak	Quercus rubra	Good	8	
	69	Red oak	Quercus rubra	Good	10	
	70	Red oak	Quercus rubra	Good	10	
	71	Red oak	Quercus rubra	Good	11	
	72	Sugar maple	Acer saccharum	Good	7	
	73	Bitternut hickory	Carya amara	Good	8	
	74	Black walnut	Juglans nigra	Good	16	
	75	Bitternut hickory	Carya amara	Good	9	
	76	Black cherry	Prunus serotina	Good	10	
	77	Sugar maple	Acer saccharum	Good	11	
	78	White oak	Quercus alba	Good	9	
	79	Green ash	Fraxinus viridis	Good	6	
	80	Sugar maple	Acer saccharum	Good	7	
Area A	81	Green ash	Fraxinus viridis	Good	15	
	82	American elm	Ulmus americana	Good	6	
	83	Sugar maple	Acer saccharum	Good	9	
	84	White oak	Quercus alba	Good	6	
	85	Red oak	Quercus rubra	Good	6	
	86	White oak	Quercus alba	Good	17	
	87	Shagbark hickory	Carya ovata	Good	7	
	88	Black walnut	Juglans nigra	Good	6	
	89	Shagbark hickory	Carya ovata	Good	14	
	90	Shagbark hickory	Carya ovata	Good	11	
	91	Red oak	Quercus rubra	Good	19	
	92	White oak	Quercus alba	Good	16	

2010 REPLACEMENT

LOT CONSOLIDATION

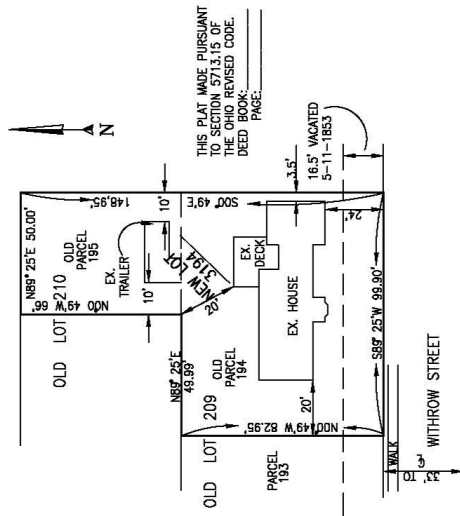
PART OF LOT 209, BEING OLD PARCEL 194, AND PART OF LOT 210, BEING PARCEL 195, OLD, NOW BEING KNOWN AS NEW LOT 3194, CITY OF OXFORD, BUTLER COUNTY, OHIO FOR: (HOME OWNER/LOT OWNER)

DATE _____ SCALE: _____

BY: SURVEYOR'S NAME _____

SIGNATURE _____

SURVEYOR'S SEAL



THIS PLAT MADE PURSUANT TO SECTION 5713.15 OF THE OHIO REVISED CODE. DEED BOOK: _____ PAGE: _____

OLD LOT 210, PARCEL 195: 3.300 ACRES
OLD LOT 209, PARCEL 194: 8.8267 ACRES
NEW LOT 3194: 11.5867 ACRES

APPROVED BY THE CITY OF OXFORD PLANNING COMMISSION THIS ____ DAY OF ____, 20__

PLANNING COMMISSION CHAIR _____ COMMUNITY DEVELOPMENT DIRECTOR _____

APPROVED BY THE CITY OF OXFORD PLANNING COMMISSION THIS ____ DAY OF ____, 20__

PLANNING COMMISSION CHAIR _____ COMMUNITY DEVELOPMENT DIRECTOR _____

SAMPLE
CITY OF OXFORD
TYPICAL LOT CONSOLIDATION/SPLIT

LOT SPLIT

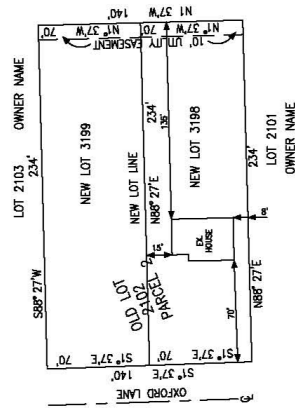
PART OF OLD LOT 2102, PARCEL 2, NOW BEING KNOWN AS NEW LOTS 3198 AND 3199, CITY OF OXFORD, BUTLER COUNTY, OHIO FOR: (HOME OWNER/LOT OWNER)

DATE _____ SCALE: _____

BY: SURVEYOR'S NAME _____

SIGNATURE _____

SURVEYOR'S SEAL



OLD LOT 2102, PARCEL 2: 32.780 ACRES
NEW LOT 3198: 0.075 ACRES
NEW LOT 3199: 0.376 ACRES

APPROVED BY THE CITY OF OXFORD PLANNING COMMISSION THIS ____ DAY OF ____, 20__

PLANNING COMMISSION CHAIR _____ COMMUNITY DEVELOPMENT DIRECTOR _____

City of Oxford
Engineering Division

TYPICAL LOT
CONSOLIDATION/SPLIT

STANDARD DRAWING #9

SAMPLE PLAT OF SURVEY

COUNTY, OHIO
TOWNSHIP, CITY
SUBDIVISION & LOT No.
SECTION, TOWN, RANGE

CLEAR STATEMENT AS TO THE BASIS OF THE REFERENCE DIRECTION USED.
ie. bearings shown hereon are to an assumed meridian and are used to denote angles only.

PROPERTY OWNER
DEED BOOK _____ PAGE _____

PROPERTY OWNER
DEED BOOK _____ PAGE _____

INFORMATION TO BE SHOWN:

- 1. ALL DISTANCES, BEARINGS, AND RELATIONSHIP OF THE PROPERTY TO THIS CONTROL.
- 2. GENERAL INFORMATION AS TO THE EVIDENCE OF BOUNDARY OR OCCUPATION LINE.
- 3. ALL MONUMENTS, WHETHER ESTABLISHED OR FOUND.
- 4. ALL EASEMENTS, RIGHTS, AND INTERESTS.
- 5. ALL SURVEYING NOTES, AND ALL OTHER INFORMATION.
- 6. PARCEL NUMBERS SHOULD ALSO BE SHOWN FOR ALL PROPERTY NUMBERS.

LEGEND

- MONUMENT FOUND
- MONUMENT SET
- MONUMENT POSITION & CONDITION AT EACH MONUMENT.

REVISIONS

DATE	COMMENT

CLIENT INFORMATION
(NAME, ADDRESS, & PHONE NUMBER)

SURVEY CO. INFORMATION
(NAME, ADDRESS, & PHONE NUMBER)

DATE: _____ **SCALE:** _____

City of Oxford
Engineering Division

STANDARD PLAT OF SURVEY

STANDARD DRAWING #10

2010 REPLACEMENT

TO BE SUBMITTED AS SURVEY PLAT FOR ALL
STAKE PLACEMENTS WITH THE EXCEPTION OF
STAKE PLACEMENTS FOR PRELIMINARY
APPROVED AS PART OF A FINAL SUBDIVISION PLAT.

RECORD PLAT
OF
SUBDIVISION NAME, SECTION _____
PART LOT # _____
CITY OF OXFORD, BUTLER COUNTY OHIO

(MONTH), (YEAR)
(ONE OF THE FOLLOWING IS INCLUDED)

EASEMENTS ON SAID PLAT, DESIGNATED AS (UTILITY EASEMENTS OR PUBLIC UTILITY EASEMENTS) ARE PROVIDED FOR THE CONSTRUCTION, MAINTENANCE, AND OPERATION OF POLES, WIRES AND CONDUITS, AND THE NECESSARY ATTACHMENTS IN CONNECTION THEREWITH, FOR THE TRANSMISSION OF ELECTRIC, TELEPHONE, AND OTHER PURPOSE FOR THE CONSTRUCTION AND MAINTENANCE OF SERVICE AND UNDERGROUND STORM WATER DRAINAGE, AND FOR THE CONSTRUCTION, MAINTENANCE, AND OPERATION OF QUASI CONNECTIONS, AND ALSO THE RIGHT OF INGRESS TO AND EGRESS FROM SAID EASEMENTS AND TO CUT, TRIM OR REMOVE TREES AND UNDERGROWTH OR OVERHANGING BRANCHES WITHIN SAID EASEMENT OR IMMEDIATE ADJACENT THERETO. NO BUILDINGS OR OTHER STRUCTURES MAY BE BUILT WITHIN SAID EASEMENTS, NOR MAY THE EASEMENT AREA BE PHYSICALLY ALTERED SO AS TO 1) REDUCE THE CLEARANCE OF EITHER OVERHEAD OR UNDERGROUND FACILITIES 2) IMPAIR THE LAND SUPPORT OF SAID FACILITIES 3) IMPAIR THE ABILITY TO MAINTAIN THE FACILITY OR 4) CREATE A HAZARD.

THE ABOVE PUBLIC UTILITY EASEMENTS ARE FOR THE BENEFIT OF ALL PUBLIC UTILITY SERVICE PROVIDERS INCLUDING, BUT NOT LIMITED TO, TELEPHONE, GAS, ELECTRIC, AND CABLE SERVICES.

EASEMENTS ON SAID PLAT, DESIGNATED AS "SANITARY SEWER EASEMENTS" OR "WATER SEWER EASEMENTS" ARE PROVIDED FOR THE CONSTRUCTION, MAINTENANCE AND REPAIR THEREON, A SANITARY SEWER PIPELINE AND/OR WATER MAINS AND APPURTENANCES THEREO NECESSARY TO THE OPERATION THEREOF, AND ARE PERPETUALLY DEDICATED TO THE CITY OF OXFORD.

ALL EASEMENTS SHALL BE KEPT CLEAR OF DECKS, POOLS, PLANTING AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE UTILITIES. EASES MAY ENCRoACH NO MORE THAN 18 INCHES INTO ANY EASEMENT.

ALL STREETS IN SAID SUBDIVISION SHALL BE CONSTRUCTED IN ACCORDANCE WITH APPROVED PLANS ON FILE IN THE OFFICE OF THE CITY ENGINEER. STREET NAME SIGNS ERECTED, AND DRAINAGE STRUCTURES CONSTRUCTED AS PER APPROVED PLANS ON FILE IN THE CITY ENGINEER'S OFFICE. ALL STREETS SHALL BE CONSTRUCTED WITH THE EXCEPTION OF THE TOP 18 INCHES OF THE SUBGRADE, WHICH SHALL BE MAINTAINED AND KEPT IN REPAIR FOR A PERIOD OF ONE YEAR FROM THE DATE CONSTRUCTED STREETS ARE APPROVED BY THE CITY ENGINEER.

ALL BUILDINGS ARE TO BE SERVED BY THE PUBLIC SEWER SYSTEM AND SHALL BE CONSTRUCTED SO AS TO PROVIDE GRAVITY FLOW TO THE SANITARY SEWER MAIN.

ANY LOT TRANSFERRED SHALL HAVE A MINIMUM WIDTH AND AREA SUBSTANTIALLY THE SAME AS SHOWN ON THE ACCOMPANYING PLAT AND THE FOLLOWING REQUIREMENTS SHALL BE DONE BY REPEAT ONLY, IF AN ADDITIONAL BUILDING SITE(S) IS CREATED.

TYPICAL FIFTEEN FOOT PUBLIC UTILITY EASEMENT TO BE PROVIDED AND DEDICATED ON ALL EXTERIOR LOT LINES. TYPICAL SEVEN AND ONE HALF FOOT PUBLIC UTILITY EASEMENTS TO BE PROVIDED AND DEDICATED ALONG ALL INTERIOR LOT LINES AS DEEMED NECESSARY BY THE CITY ENGINEER.

H.O.A. DRAINAGE EASEMENTS
THE CITY OF OXFORD DOES NOT ACCEPT ANY PRIVATE DRAINAGE EASEMENTS SHOWN ON THIS PLAT. THE CITY OF OXFORD IS NOT OBLIGATED TO MAINTAIN OR REPAIR ANY CHANNELS OR INSTALLATIONS OBLIGATED TO MAINTAIN OR REPAIR ANY CHANNELS OR INSTALLATIONS IMPROVEMENTS IN IT SHALL BE MAINTAINED CONTINUOUSLY BY THE OWNER OF THE LOT. MAINTENANCE OF ALL IMPROVEMENTS WITHIN H.O.A. DRAINAGE EASEMENTS SHALL BE THE RESPONSIBILITY OF THE (NAME OF SUBDIVISION H.O.A.) AS PROVIDED FOR IN THE DECLARATION AND IN ACCORDANCE WITH THE WITHIN SAID EASEMENT AREA, NO STRUCTURE, PLANTING OR OTHER EASEMENT SHALL BE PLACED OR PERMITTED TO REMAIN WHICH MAY OBSTRUCT, RETARD, OR CHANGE THE DIRECTION OF THE WATER FLOW.

OR

PUBLIC DRAINAGE EASEMENTS

EASEMENTS SHOWN ON THIS PLAT ARE FOR THE EXCLUSIVE USE OF THE CITY OF OXFORD FOR THE CONSTRUCTION, OPERATION, REPAIR OR REPLACEMENT OF STORM SEWER, MANHOLES, CATCH BASINS, CONCRETE CHANNELS, HEADWALLS, AND DRAINAGE STRUCTURES. THE CITY OF OXFORD HAS BEEN GRANTED TO AN OUTSIDE AGENCY OR UTILITY EASEMENTS ARE ALSO TO PROVIDE INGRESS AND EGRESS FOR SAID PURPOSE.

THESE EASEMENTS SHALL BE KEPT CLEAR OF BUILDINGS, FENCES, DECKS, POOLS, PLANTING, AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE DRAINAGE FACILITY AND ABUTTING PROPERTY. SHALL NOT BE PERMITTED TO DRAIN INTO THIS EASEMENT EXCEPT BY MEANS OF A DRAINAGE STRUCTURE. EASEMENTS MAY ENCRoACH NO MORE THAN 18 INCHES INTO ANY EASEMENT.

THE CITY OF OXFORD DOES NOT ACCEPT ANY PRIVATE DRAINAGE EASEMENTS SHOWN ON THE ACCOMPANYING PLAT, AND THE CITY OF OXFORD IS NOT OBLIGATED TO MAINTAIN OR REPAIR ANY CHANNELS OR INSTALLATIONS IN SAID EASEMENTS. THE EASEMENT AREA OF EACH LOT SHALL BE MAINTAINED CONTINUOUSLY BY THE OWNER OF THE LOT. NO STRUCTURE MATERIAL SHALL BE PLACED OR PERMITTED TO REMAIN WITHIN THE EASEMENT WHICH WILL CHANGE THE DIRECTION OF WATER FLOW.

THE CITY OF OXFORD ALSO WILL NOT BE RESPONSIBLE FOR ADJUSTING MANHOLES, VALVES, FIRE HYDRANTS, METER PITS, ETC., AS A RESULT OF GRADE CHANGES. THE GRANTOR SHALL BE RESPONSIBLE FOR THE PROPER ADJUSTMENT OF MANHOLES, VALVES, FIRE HYDRANT, METER PITS, ETC., TO THE SATISFACTION OF THE CITY OF OXFORD, DUE TO GRADE CHANGES, PAVING, REPAIRING, ETC., INITIATED BY THE GRANTOR.

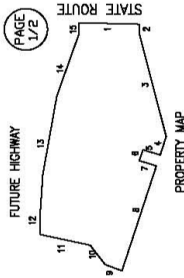
THE UNDERSIGNED, BEING THE OWNER OF _____ TOTAL ACRES OF LAND IN LOT # _____ OF THE CITY OF OXFORD, BUTLER COUNTY, OHIO, DO HEREBY ASSENT TO AND ADOPT THE ACCOMPANYING PLAT OF SUBDIVISION TO BE KNOWN AS (NAME OF SUBDIVISION), AND DO HEREBY PERPETUALLY DEDICATE TO THE CITY OF OXFORD (THE SHOWN) _____ FOOT WIDE RIGHT-OF-WAY STREETS FOR THE CONSTRUCTION, MAINTENANCE AND OPERATION OF ROADWAY, PUBLIC UTILITIES POLES, WIRES, CONDUITS, ELECTRICITY, TELEPHONE, AND CABLE, AND FOR THE PURPOSES FOR THE CONSTRUCTION AND MAINTENANCE OF PIPE LINES FOR SUPPLYING GAS, IN ACCORDANCE WITH THE LAWS IN SUCH CASES MADE AND PROVIDED, IN STREETS AND ROADWAYS AS SHOWN ON SAID PLAT, AND DECLARES THE SAME TO BE FREE AND UNENCUMBERED. THE TITLE ACQUIRED BY DEED BOOK _____ PAGE _____

WITNESS _____ OWNER _____

WITNESS _____ OWNER _____

PROPERTY MAP INDEX

1	S	01	25	13	W	280.35
2	S	08	34	47	E	60.00
3	S	75	54	48	W	901.23
4	N	72	24	40	W	100.00
5	N	17	35	20	E	90.00
6	N	72	24	40	W	60.00
7	S	17	35	20	E	90.00
8	N	72	24	40	W	570.00
9	N	20	50	20	E	90.00
10	N	53	29	20	E	124.55
11	N	12	42	56	E	255.00
12	N	88	43	27	E	230.00
13	S	80	16	33	E	420.42
14	S	78	11	47	E	338.09
15	S	91	34	47	E	60.00



STATE OF OHIO S.S.

BE IT REMEMBERED THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME A NOTARY PUBLIC, IN AND FOR THE STATE OF OHIO, _____, NAME, TRUSTED WHO ACKNOWLEDGED THAT HE/SHE SIGNED THE FOREGOING INSTRUMENT MENTIONED AND THAT THE SAME IS HIS/HER VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES IN SAID INSTRUMENT MENTIONED. IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIX MY NOTARIAL SEAL THIS DAY AND YEAR AFORESAID.

NOTARY PUBLIC, STATE OF OHIO _____

MY COMMISSION EXPIRES _____

APPROVED AND ACCEPTED BY THE CITY OF OXFORD COUNCIL BY ORDINANCE PASSED AT THE MEETING OF _____ 20____.

CLERK OF COUNCIL _____ MAYOR _____

COMMUNITY DEVELOPMENT DIRECTOR _____ DATE _____

SERVICE DIRECTOR/CITY ENGINEER _____ DATE _____

ENTRUSTED FOR TRANSFER _____ A.D. 20____

TRANSFERRED _____ A.D. 20____

AUDITOR BUTLER COUNTY, OHIO _____ BY _____

FILE FOR RECORD _____ AT _____

PLAN ENVELOPE _____ A.D. 20____

PAGES _____

RECORDED BUTLER COUNTY, OHIO _____ BY _____

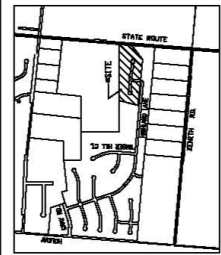
FILE _____ FEE _____

City of Oxford
Engineering Division

STANDARD
RECORD PLAT

STANDARD DRAWING #11-A

2010 REPLACEMENT



RECORD PLAT
OF
SUBDIVISION NAME, SECTION _____
PART LOT # _____
CITY OF OXFORD, BUTLER COUNTY OHIO
COMPOSED OF _____ TOTAL ACRES
(MONTH), (YEAR)

LOT NUM.	FEMA 1ST FLOOR ELEV. (BASEMENT)	MIN. OPEN ELEV.	MIN. BUILDING ELEV. (S&N SEVA)	LOT AREA (ACRE)	LOT AREA (SQ. FT.)
101	N/A	N/A	756.6'	0.574	25003.44
102	N/A	N/A	753.3'	0.625	27225.00
103	N/A	N/A	753.3'	1.302	56715.12
104	N/A	824.20'	754.2'	1.349	58762.44
105	N/A	823.36'	754.8'	0.486	21170.16
106	N/A	N/A	757.3'	0.441	19209.96
107	N/A	N/A	757.3'	0.441	19209.96
108	N/A	N/A	758.5'	0.444	19340.64
109	N/A	N/A	760.6'	0.425	22720.50
110	N/A	N/A	764.4'	0.369	16073.64
111	N/A	N/A	768.2'	0.383	16698.88
112	N/A	N/A	771.1'	0.396	17181.84
113	N/A	N/A	771.1'	0.396	17181.84
114	N/A	N/A	769.7'	0.544	23696.64
115	N/A	N/A	766.5'	0.483	21126.60
116	N/A	N/A	762.0'	0.519	22607.64
117	N/A	N/A	758.5'	0.366	15942.96
118	N/A	N/A	757.3'	0.301	13123.36

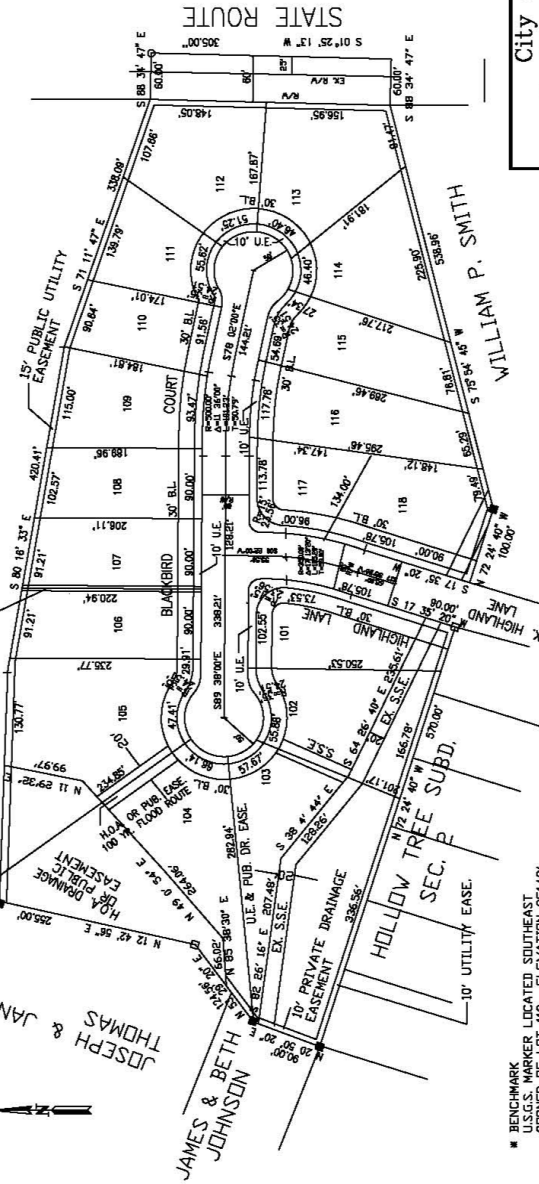
SCALE 1"=1500' (OR LESS)

JOHN JACOBS
TRUSTEE

FUTURE
HIGHWAY

JOSEPH & BETH
THOMAS & JANE

TYPICAL 7.5' PUBLIC UTILITY EASE TO BE PROVIDED
ALONG STATE LOT LINES AS DEEMED NECESSARY BY CITY ENGINEER



- BENCHMARK
U.S.G.S. MARKER LOCATED SOUTHEAST
CORNER OF LOT 113. ELEVATION 8511.2'
- TOTAL LINEAR FEET OF DEDICATED STREETS
1034.56'
- TOTAL AREA OF DEDICATED STREETS
ACRES
- INDICATE ANY DEED RESTRICTIONS WITH REFERENCE TO
ATTACHED STATEMENT OF ANY DEVIATIONS FROM APPROVED
PRELIMINARY PLAN IF ANY.

I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF THAT THE
ACCOMPANYING PLAT IS THE CORRECT RETURN OF A SURVEY MADE UNDER MY DIRECTION
FOR SUBDIVISION NAME MONUMENTS HAVE BEEN SET AND THEIR LOCATION AND SIZE
INDICATED BY THE SURVEYOR'S SYMBOLS AND THE SURVEYOR'S RECORDING
REGULATIONS HAVE BEEN COMPLIED WITH TO THE BEST OF MY KNOWLEDGE.

SEALED
SURVEYOR

City of Oxford
Engineering Division

STANDARD
RECORD PLAT

STANDARD DRAWING #11-B

JOHN G. DOE, P.E.
PROFESSIONAL SURVEYOR #0000 IN OHIO



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:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Repealing Oxford Codified Ordinance Chapter 1141 Entitled Accessory, Temporary, Supplemental And Environmental Regulations And Adopting New Oxford Codified Ordinance Chapter 1141 Entitled Accessory, Temporary, Supplemental And Environmental Regulations For The Purpose Of Incorporating A Site Plan Review Process For Sites Situated Exclusively Along One Or More Public Alleys. (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Essential Operations Accessible, High-Quality Infrastructure Safe and Efficient Travel for All Modes of Transportation Smart Growth and Quality Places A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

*There are approximately 6 pages of new text in the attached Exhibit.

Proposal Summary:

This package of text amendments seeks to amend five chapters of the Oxford Planning & Zoning Code, corresponding to Part Eleven of the Codified Ordinances. The purpose of the amendments is threefold: (1) to facilitate a new Site Plan Review process for alley lots that do not have frontage on a public street;

(2) to bring language on minor subdivisions closer in alignment with enabling statute in Ohio Revised Code (ORC) 711 and to make such approvals administrative instead of discretionary; and (3) to amend residential parking standards to avoid incompatibility with new alley development provisions. The chapters proposed to be affected by the amendments are: 1101, 1129, 1141, 1143, and 1149.

Background:

These text amendments are in response to an alley lot development moratorium initially placed into effect by City Council on April 2, 2024 (by Res. No. 7587), and originally due to expire October 2, 2024. At the request of staff, Council later extended the moratorium period (by Res. No. 7632) to last until January 16, 2025. To accommodate a timeframe allowing adoption of text amendments preceding moratorium expiration, on January 7 the Council extended the alley development moratorium one last time (by Res. No. 7664) setting it to expire on March 20, 2025.

As constructed, the moratorium applies to any property fronting exclusively on one or more alleys, temporarily putting a halt to issuing zoning approval for any single-family building permit or subdivision approval for any lot split or lot consolidation. The motivation for the moratorium stemmed from concerns voiced by City departments regarding public service risks and impacts related to emergency response, as well as supporting infrastructure including access, drainage, and utilities.

The Planning Commission discussed the topic of alley development during a Work Session on September 10, 2024. Historical development trends were covered, along with a comparison of Oxford's urban fabric to peer college towns in Ohio as well as other larger cities nationwide. At the conclusion of staff's presentation, Commission members' opinions on how to regulate and review residential development on alley sites were mixed. In response, staff suggested implementing a Site Plan Review process specific to alley sites to facilitate the Planning Commission being able to exercise a limited degree of discretion when it comes to how properties are developed, such that individual projects could be studied on a case-by-case basis and enable more context-sensitive results. The Commission favored this type of approach more than equipping staff with an extensive set of prescriptive standards to be applied administratively. Following the September Work Session, staff drafted a text amendment package and initiated an application to appear before the Planning Commission at its meeting on December 10, 2024.

Planning Commission Input & Recommendation:

The Planning Commission contributed valuable feedback over the course of two regular meetings on December 10 and January 14, leading to an end product which staff believes is far superior to the version initially proposed by staff. Key contributions and inspirations included the following:

- Flexibility in review criteria to accommodate minor subdivisions along alleys where zoning frontage standards permit (i.e., in the UP Uptown zoning district)
- Redirecting appeal authority from the Board of Zoning Appeals to the Planning Commission
- Permit a chance for administrative approval of any Site Plan Review by the Zoning Administrator and Planning Commission Chair, before being referred to the full Commission for a hearing
- Eliminate minimum parking requirements, and instead impose a maximum off-street parking standard of no more than four (4) spaces unless granted by way of a waiver request
- Clarification on how change and extension requests for Site Plan Reviews will be handled

City Law Director Christopher Conard also shared some recommended changes to the language at the January 14 meeting, and the Commission incorporated such changes into its motion to approve. The Commission voted 7-0-0 to recommend approval of the currently drafted text amendment package.

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 1141 ENTITLED ACCESSORY, TEMPORARY, SUPPLEMENTAL AND ENVIRONMENTAL REGULATIONS AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 1141 ENTITLED ACCESSORY, TEMPORARY, SUPPLEMENTAL AND ENVIRONMENTAL REGULATIONS FOR THE PURPOSE OF INCORPORATING A SITE PLAN REVIEW PROCESS FOR SITES SITUATED EXCLUSIVELY ALONG ONE OR MORE PUBLIC ALLEYS.

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, 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, 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, Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the City of Oxford Planning Commission held a public hearing on December 10, 2024, and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Chapter 1141 entitled Accessory, Temporary, Supplemental and Environmental Regulations, and adopting new Oxford Codified Ordinance Chapter 1141 entitled Accessory, Temporary, Supplemental and Environmental Regulations consistent with the textual edits outlined in the attached Exhibit A.

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

SECTION 1: Council hereby repeals Chapter 1141 entitled Accessory, Temporary, Supplemental and Environmental Regulations and adopts new Chapter 1141 entitled Accessory, Temporary, Supplemental and Environmental Regulations consistent with the textual edits outlined in the attached Exhibit A.

SECTION 2: 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: PLANNING STAFF
CHECKED BY: LAW

Chapter 1141 – Accessory, Temporary, Supplemental and Environmental Regulations

1141.01 – Accessory regulations.

This section shall apply to accessory uses and structures in all zoning districts, unless otherwise provided for in the development requirements of the district in which the property is located or the respective planned development text.

(a) Permitted Accessory Uses and Structures in Residential Districts.

The following provisions pertain to accessory uses and structures when located in Residential Districts. Unless otherwise stated in this Section or exempted below, detached accessory buildings and uses shall be located in the rear yard.

(1) Accessory Buildings

- A. No accessory building shall be used as a dwelling unit, sleeping quarters, or business, except as may be allowed in the R-3MS District.
- B. There shall be no more than two detached accessory buildings on a lot in a Residential Zoning District. Only one of these accessory buildings can be a garage.
- C. The total square foot area of all accessory building on a lot shall not exceed 1,000 or 50% of the footprint of the principal structure whichever is smaller.
- D. A detached accessory building shall be at least ten feet from any dwelling or other accessory building or structure situated on the same lot or abutting.
- E. A detached accessory building shall not exceed 20 feet in height or the height of the principal structure whichever is less.
- F. All parts of a detached accessory building shall be at least three feet from all lot lines.
- G. Accessory buildings are not permitted in front of the principal structure or within a front yard.
- H. On a corner lot all accessory structures shall be required to have the same setback distance from all street right-of-way lines as required for the front yard in the district in which such structures are located.

(2) Swimming pools, hot tubs, and Private Residential Recreational Facilities.

A. Swimming Pools & Hot Tubs.

- 1. The pool and hot tub is to be used only by the occupants and guests of the principal use on the property.
- 2. The pool, including any ancillary sidewalk or decking surrounding said pool, shall be no closer to the side lot line than the side yard requirement for the district in which it is located; and may encroach into the rear yard setback but in no instance shall be closer than ten feet to the rear property line.
- 3. A swimming pool located closer than 50 feet to a property line shall be screened by an obscuring fence, wall, hedge, or building not less than six feet in height and maintained in good condition.
- 4. A pool is exempt from the lot coverage regulations, except that an above ground pool shall not exceed 50% of the rear yard area.

5. No private swimming pools, including inflatable pools, shall be located in the front yard.
6. A hot tub shall not be located in a front yard and shall set back from the side and rear property lines in accordance with the district requirements.

B. Private Residential Recreational Facilities. (i.e. tennis courts, baseball field, skate ramps, basketball court)

1. May only be used by the occupants and guests of the principal use on the property.
2. May be located only in the rear yard.
3. A fence is permitted in accordance to Sub-section (c)(4) below, except the fence shall be located no closer than five feet of any property line.
4. Such courts may be fenced with a chain link fence located around the perimeter of the court, except as regulated in the Mile Square, and any fence over six feet in height shall be planted with large shrubs in sufficient quantities to screen and filter the view.
5. A fence or wall shall not exceed eight feet in height.
6. No special lighting shall be erected for the recreational facility other than standard lighting typical for residential use.
7. A portable basketball hoop may be located off of a driveway in the front yard, but such hoops shall not be positioned in such a way that participants are playing in the public street.

(3) Porches, Stoops and Decks

- A. All porches, stoops and decks, inclusive of those attached to the principal structure or detached, shall meet the setback requirements for the district in which it is located except when affiliated with a pool as regulated in Section 1141.01(a)(2) above.
- B. Properties in the Mile Square are subject to the Mile Square Design Guidelines.

(4) Exemptions.

- A. The following items are permitted in the side or rear yards, and do not require a permit:
 1. Swings or play sets.
 2. Sandboxes.
 3. Gardens with garden type fencing.
 4. Clotheslines.
 5. Inflatable pools of less than 2 feet in depth.
 6. Trellises.
 7. Outdoor fire pits or chimneys.
 8. Wood piles.
- B. The following items are permitted in any yard, and do not require a permit:
 1. Birdbaths or Fountains.

2. Flagpoles.

3. Statues.

(b) Accessory Use Provisions in Business and Industrial Districts.

Permitted accessory uses in a Business or Industrial District include any use which is customarily found in conjunction with and required for the utilization and economic viability of the principal use, which meets the definition of accessory use as stated in this Ordinance, and which complies with the applicable standards of the district in which it is located.

(1) Accessory Buildings.

- A. The total square foot area of all accessory buildings on a lot shall not exceed 1,000 or 10% of the footprint of the principal structure whichever is greater.
- B. A detached accessory building shall be at least ten feet from any other building or structure situated on the same lot or abutting.
- C. A detached accessory building shall not exceed the height of the principal structure.
- D. All parts of a detached accessory building shall be at least 10 feet from all lot lines.
- E. Accessory buildings are not permitted in front of the principal structure or within a front yard.
- F. On a corner lot all accessory structures shall be required to have the same setback distance from all street right-of-way lines as required for the front yard in the district in which such structures are located.

(2) Outdoor Vending Machines, Facilities for Recycled Goods or Materials, Display and Storage Areas, etc.

- A. As used in this subsection, the term "vending facilities" includes:
 - 1. Self-service mechanical dispensers such as but not limited to soft drink machines, candy machines, news racks, movie kiosks, mechanical rides; and
 - 2. Freestanding container racks from which customers pick up merchandise to be purchased inside the buildings such as, but not limited to ice coolers/freezers, propane tanks, mulch, and;
 - 3. Dumpster styled containers for recycling materials or clothing donations; but
 - 4. Excludes motor fuel pumps.
- B. These facilities may be permitted in all business and industrial districts.
- C. Such facilities shall not occupy the following unless designated on a site development plan.
 - 1. Private sidewalks that impede pedestrian traffic.
 - 2. The public right-of-way,
 - 3. Within an interior drive or drive isles,
 - 4. Landscape areas or required parking areas,
 - 5. Any area that will interfere with required driveway sight distance,
 - 6. The front yard setback or side yard setback adjacent to the public right-of-way, except when located against the building.

(c) Accessory Use Provisions for All Zoning Districts.

- (1) Handicap Ramps As regulated in the City of Oxford Buildings Codes.
- (2) Accessory building or use shall be erected on the same lot on which a principal structure already exists.
- (3) An accessory building or use which is attached to the main building shall comply with all the requirements of the zoning district regulations that are applicable to the principal building.
- (4) Fences, walls and hedges.

The intent of these provisions is to outline the regulations for accessory fences, walls and hedges. Such structures and plantings shall generally improve the aesthetic appearance of a site. Where buffer yard or other screening requirements pursuant to the provisions of this Ordinance differ from the provisions of this section, the more stringent requirements shall apply.

A. Residential fences, walls, and hedges:

1. May not exceed four feet in height in front yards.
2. Cannot exceed eight feet in height in side and rear yards.
3. Shall not obstruct visibility at intersections per Section 1141.03(e).
4. Shall be located at least two (2) feet from the property side of any sidewalk present and shall not be located in the public right-of-way.

B. Non-residential fences, walls, and hedges:

1. May not exceed six feet in height in the front yards or four feet in height in the Uptown "UP" Zoning District.
2. May not exceed twelve feet in height in side and rear yards.
3. Shall not obstruct visibility at intersections per Section 1141.03(e).
4. Must be located at least two (2) feet from the property side of any sidewalk present, except in the Uptown (UP) district.
5. Shall not be located in the public right-of-way.
6. If fencing or a gate blocks the access drive to the property, there shall be a sufficient queuing space provided.

C. Barbed wire and electrified fences are not permitted.

(5) Home Occupations.

A home occupation does not require a zoning permit. If the Zoning Administrator determines that a business is operating in a residential or commercial district and that it does not meet the regulations of this section, the property owner of the property on which the business is operating shall be guilty of a violation of the Zoning Code. A home occupation shall:

- A. Have person(s) residing in the premises engaged in the business activity.
- B. Be conducted entirely within an existing dwelling unit and/or one enclosed accessory structure.
- C. Occupy a maximum of 25 percent of the floor area of the residence and/or enclosed accessory structure, including all operations and storage.

1. Attached garages as well as unfinished basements or attic areas shall not be counted towards the total floor area of the dwelling unit. In situations where there are two or more dwelling units attached, the calculation of the total floor area shall be limited to the area of the dwelling unit in which the operation will be located.
 2. Such accessory structure shall not be utilized for a home occupation if it is the required parking space for the principal use.
- D. Home Occupations located in the R1A, R1B, RO and GB zoning districts are permitted to have two (2) non-resident employees, however no more than one non-resident employee is permitted on the premises at one time. One (1) non-resident employee is permitted in the R1MS, R2A, R2MS, R3, R4 and R3MS zoning districts.
- E. Any nonconforming residential use in the GB zoning district that exceeds the requirements herein for a home occupation shall lose its nonconforming status.
- F. Not change the outside appearance.
- G. Have no deliveries or clients before 9 a.m. or after 9 p.m.
- H. Have fewer than 10 business visitors per week.
- I. Have no more than 1 business visitor at a time.
- J. Have only 1 non-illuminated sign a maximum of two square feet, mounted flat against the wall of the principal building.
- K. Not generate a greater volume of traffic or parking need than would normally be expected in a residential neighborhood.
- L. Not generate noise, vibration, fumes, odors, electrical interference, or other offensive effects and noxious omissions generated by the home occupation detectable outside of the dwelling unit (or off of the lot at single-family residences).
- M. Prohibited Home Occupations.
1. Homes that serve as a gathering point for employees engaged in the business operation that takes place off the premises. This may include, but it is not limited to, landscape and/or lawn care business offices, construction offices, or a trucking business where drivers or employees gather at the home before being dispatched from the home for the purposes of the home occupation.
 2. Operations that require fire safety inspections.
 3. Operations involving biohazard materials or hazardous waste that poses substantial or potential threats to public health or the environment.
 4. Operations that require the use of mechanical ventilation systems to exhaust the by-products of the home occupation; or
 5. Operations that involve the use of controlled substances.
 6. Any operation that is listed as a Conditional Use in Chapter 1147 of this Zoning Code.

(6) Transient Guest Lodging

- A. Transient Guest Lodging is allowed as an accessory use only in Single-, Two- and Three-Family Dwellings, including any that are condominiums. Transient Guest Lodging is

prohibited for all other principal uses and building types, including Multi-Family Dwelling structures with four (4) units or more.

- B. The principal use to which the Transient Guest Lodging is associated must be one that is permitted by the underlying zoning district.
- C. For Two- and Three-Family Dwellings, only one (1) unit at a time within a building may be used for Transient Guest Lodging.
- D. There shall be no more than (1) Transient Guest Lodging Booking per dwelling unit at a time.
- E. Transient Guest Lodging is permitted by-right when the number of cumulative days booked per year does not exceed ninety (90) for the entire structure. A Conditional Use Permit is required in order to be allowed more than ninety (90) days.
- F. A Transient Guest Lodging use that cannot meet the standards provided above may seek approval of a Conditional Use Permit as a Bed & Breakfast in accordance with Chapter 1147.
- G. All dwellings being utilized for Transient Guest Lodging shall be registered with the City pursuant to Chapter 743 of the Oxford Codified Ordinances.

1141.02 – Temporary regulations.

(a) Purpose.

Temporary uses shall be permitted in applicable zone districts by the grant of a Zoning Permit issued by the Zoning Administrator in accordance with the requirements of this section. Failure to obtain a zoning permit shall be a violation of this Ordinance.

(b) General Provisions.

- (1) The duration of the temporary period is stated hereinafter, provided, however, renewal of such permit may be requested.
- (2) Temporary uses shall be subject to all site development regulations of the applicable zoning district.
- (3) No required off-street parking space(s) shall be occupied by the temporary use.

(c) Permitted Temporary Uses.

Permits shall be required, unless otherwise exempted, for the following temporary uses, provided that they meet these requirements:

(1) Construction Facilities.

- A. Construction trailer, shed or staging yard area incidental to a construction project.
- B. The trailer, shed or staging yard area shall be located on the lot on which construction takes place unless otherwise approved by the City Manager.
- C. The trailer, shed or staging yard shall not be located within twenty-five (25) feet of any abutting residential or non-residential structure and shall meet the setbacks of the district in which it is located.
- D. A trailer shall be limited to one (1) in a residential district and two (2) in a non-residential district and only be used for a field office and for the temporary storage of building materials and equipment necessary for the construction site.

- E. A maximum of an eight foot high temporary fence is permitted around the boundaries of the construction site.
- F. Such fencing, trailer, shed or staging yard shall be removed within thirty (30) days once that construction ceases.
- G. On-site sanitary facility shall not be located within ten (10) feet of any property line or right-of-way line.

(2) Temporary Shelter.

- A. When fire or natural disaster has rendered a single-family residence unfit for human habitation, the temporary use of a mobile home located on the single-family lot during rehabilitation of the original residence or construction of a new residence is permitted.
- B. Such temporary housing shall only be approved as part of the permit application for reconstruction and shown on a sketch plan.
- C. Required water and sanitary facilities must be provided.
- D. Maximum length of permit shall be six months, but the zoning office may extend the permit for periods not to exceed 60 days in the event of circumstances beyond the control of the owner. Application for extension shall be made at least 15 days prior to the expiration of the original permit.
- E. The mobile home shall be removed from the property upon issuance of any occupancy permit for the new or rehabilitated residence even if the temporary use permit is still valid.

(3) Real Estate Sales Offices and/or Model Home Offices.

- A. A Final plat for such development has been approved by Council.
- B. Any such unit shall conform to all requirements for residential uses for the district in which it is located.
- C. Infrastructure improvements to the lot for which a permit is being requested must be completed to the Engineering Divisions satisfaction for utilities and road access.
- D. Offices shall be removed within one year of the completion of the most recent phase of the subdivision.

(4) Place of Worship or School Festivals.

- A. All temporary stands, tents or rides shall not be located within twenty-five (25) feet of any property line.
- B. Maximum length of permit shall be three days.
- C. Set-up for such festival shall not start more than 72 hours prior to the event and shall be completely removed within 48 hours after the event.

(5) Carnivals or Circuses.

- A. Permitted in the General Business or Light Industrial zoning district and any property owned by the City of Oxford, Talawanda School District, or Miami University.
- B. No structure or equipment shall be within 250 feet of any residential property line.
- C. Maximum length of permit shall be seven days.

- D. Site plan, parking plan and any other health, fire, state or federal approvals required at time of request.
- E. The person responsible for the operation of any such carnival or circus shall provide the City Manager in advance of the event date(s), any contact information in the event of an emergency and requests for any other special arrangements (i.e. road closures, police assistance or emergency personnel)
- F. Upon completion of the temporary use, the site shall be cleaned, all evidence of the use(s) removed, and left in a condition that minimizes adverse impacts to the site itself and to surrounding properties.

(6) Auctions. (No permit required)

- A. Auctions for the sale of personal property or land may be conducted at any individual location no more than once per year.
- B. Every precaution shall be taken to control parking and keep attendees on the property being auctioned.
- C. Such auction held in a non-residential district must be related to the business conducted on the property or the contents of the premises.
- D. An auction house as the principle use is exempt from these requirements, but subject to the requirements of the district in which it is located.

(7) Garage Sales. (No permit required)

- A. Garage sales are permitted in residential districts in order to allow residents to sell excess personal property.
- B. Each garage sale shall not exceed four days.
- C. Only two garage sales shall be permitted per calendar year at any individual location.
- D. No person conducting a garage sale under the provisions of this Article shall sell or offer for sale any food or beverage for consumption on the premises. Food or beverage may be provided for such consumption at no cost to the consumer, but only if a permit is obtained in advance from the Health Department.
- E. No fee or other charge shall be imposed upon members of the public attending any such sale.
- F. One non-illuminated sign not exceeding four square feet in size, no more than three feet in height above grade may be displayed on the property where the sale is being held.
- G. Special lighting and noise making devices or other similar advertising displays or notices shall not be used to call attention to the garage sale.

(8) Temporary Fences.

- A. Temporary fences are permitted in the side or rear yard, not to exceed 4 feet in height, for the purpose of a garden or animal containment only.
- B. No permit shall be required.

(9) Christmas Tree sales.

- A. Permitted in any Non-Residential district.
- B. Maximum length of permit for display and open lots sales shall be 45 days.

(10) Tents (Residential).

- A. Tents for graduations, weddings or other similar events are permitted for a period not to exceed three (3) days and no more than two (2) times a year.
- B. No permit is required except for tents over 200 square feet.
- C. Such tent shall be placed in such location that will not interfere with access drives into or within the property, or will reduce required parking spaces.

(11) Tents Sales (Non-Residential).

- A. Tent Sales are only permitted in relation to the business conducted on the property.
- B. Tents and all display items shall maintain a 30-foot setback from all adjacent thoroughfare rights-of-ways.
- C. Such activities shall be placed in such location that will not interfere with access drives into or within the site, or reduce required parking spaces.
- D. Tents are permitted for a maximum 30-day period per calendar year. No permits are required except as required by the Ohio Basic Building Code.

(12) Farmers Markets (No permit required)

- A. Seasonal merchandise, such as, but not limited to, plants, garden supplies, produce, pumpkins, fruit, vegetables, honey, maple syrup, may be sold outdoors within the General Business, and Light Industrial District.
- B. Such activities shall be placed in such location that will not interfere with access drives into or within the site, nor will reduce space for required off-street parking facilities.
- C. Such facilities and all display items shall maintain five (5') foot setback from the sidewalk or ten (10') foot setback from the back of curb, whichever is greater, so as not to impede traffic or affect sight visibility in and out of a parking area.
- D. Typically held between March and October with the exception of Christmas tree sales.
- E. One (1), 6 sq. ft. sign per vendor may be displayed at their respective stand.
- F. One (1) ten foot by ten foot (10' x 10') tent or awning is permitted per vendor.
- G. All tables, chairs and merchandise shall be loadable into a standard vehicle and shall be removed by dusk.
- H. The following are exempted from these regulations:
 - 1. The Uptown Farmer's Market authorized by City Council.
 - 2. Any Farmer's Market authorized by Talawanda School Board on school property.
 - 3. Any Farmer's Market on University property, authorized by the University.

(13) Temporary Sales, Roadside Stands or Transient Vendors.

- A. Temporary or seasonal commercial activities, such as book sales/purchases, mattress sales, jewelry sales, art sales, craft, rug or food sales may be conducted outdoors only on private property in the General Business and Light Industrial Zoning Districts. Commercial activities in right of ways are prohibited in accordance with Section 735.01.
- B. Such activities shall be placed in such location that will not interfere with access drives into or within the site, nor will reduce space for required off-street parking facilities.

- C. Such facilities and all display items shall maintain the underlying zoning districts front yard setback from all adjacent thoroughfare rights-of-ways so as not to impede traffic or affect sight visibility in and out of a parking area.
- D. A maximum of one (1) twenty foot by twenty (20' x 20') tent or awning is permitted per vendor.
- E. All tables, chairs and merchandise shall be secured within the tent upon the close of the operation hours.
- F. Merchandise is prohibited from being sold directly out of a semi-trailer, box truck, moving van or other vehicle.
- G. One (1) sign per vendor, not to exceed 30 sq. ft., may be displayed at their respective stand and are subject to the Temporary Sign Regulations in Section 1151.06 and the Vehicle Management Section 1149.05(c)(3).
- H. Permits will be issued for a maximum of 14-days per vendor and per property, per calendar year.
 - 1. Proof of approval from the land owner must accompany the application.
 - 2. Proof of current vendors license in accordance with Chapter 705 of the Oxford Codified Ordinance.

(14) Vendors & Mobile Food Carts.

- A. Vendors & Mobile Food Carts are specifically prohibited in any Residential district and the Uptown District unless approved by permit from the Office of the City Manager as part of a Charitable or Community event as defined in Section 735.01.
- B. Zoning Districts categorized as Residential are listed in Section 1133.
- C. Vendors & Mobile Food Carts are also subject to Sections 337.01, 351.17, Chapters 729 and 735 of the City of Oxford Codified Ordinances.

(15) Portable Storage Containers.

Containers designed for the temporary storage of property that can be moved by truck or trailer (including intermodal storage units).

- A. No zoning certificate is required if portable storage containers are to be placed on the premise no more than seven (7) days. The Zoning Administrator may permit any portable storage container to be placed on a property for up to thirty (30) days, provided the property owner has an active building permit or has demonstrated the need. An additional fourteen (14) day extension may be granted provided the property owner demonstrates extenuating circumstances.
- B. Any portable storage container must be located on a driveway or other hard surfaced area. Portable storage containers shall be a minimum of eight (8) feet from the back of the curb and shall not extend onto the sidewalk.
- C. Calamity Exception. If the portable storage container is being used to store personal property as a result of a major calamity (e.g. fire, flood or other event where there is significant property damage), the City Manager may extend the time period allowed in subsection A. above.

1141.03 – Supplemental regulations.

In addition to all regulations specified for the Zoning Districts and in other sections of this Ordinance, the provisions of this Section inclusive shall be used for interpretation and clarification.

(a) Restriction on Principal Buildings.

In a Residential district, there shall be no more than one principal building or use on one lot, except through the Planned Development process. In order for a residential structure to be considered one principal building, each dwelling unit within the structure must have space fully enclosed from the weather (and which is customarily heated and cooled) sharing a common wall at least eight (8) feet in length with fully enclosed space of at least one other dwelling unit within the same structure. In Commercial or Industrial districts, more than one principal building is permitted provided all other site development regulations of the district are satisfied.

(b) Every building hereafter erected, converted, enlarged, reconstructed or structurally altered shall be located on a lot of record, and shall have its principal entrance upon a street bordering such lot.

(c) Setback and Yard Requirements.

(1) Corner Lots.

- A. On a corner lot the principal building and its accessory structures shall be required to have the same setback distance from all street right-of-way lines as required for the front yard in the district in which such structures are located. (See the definition of Yard- front.)
- B. On a corner lot, accessory buildings and uses may be located in the side yard with the most distance to the neighboring property or the side yard located at the rear of the house as illustrated in Figure 1. (Corner Lots)

(2) Double Frontage/ Through Lots.

- A. Buildings on lots having frontage on two streets (double frontage lots) need not have a rear yard setback; however, the required front yard shall be provided on both streets as illustrated in Figure 2.
- B. On a double frontage lot, accessory buildings may be located in the front yard located to the rear of the house as illustrated in Figure 2.

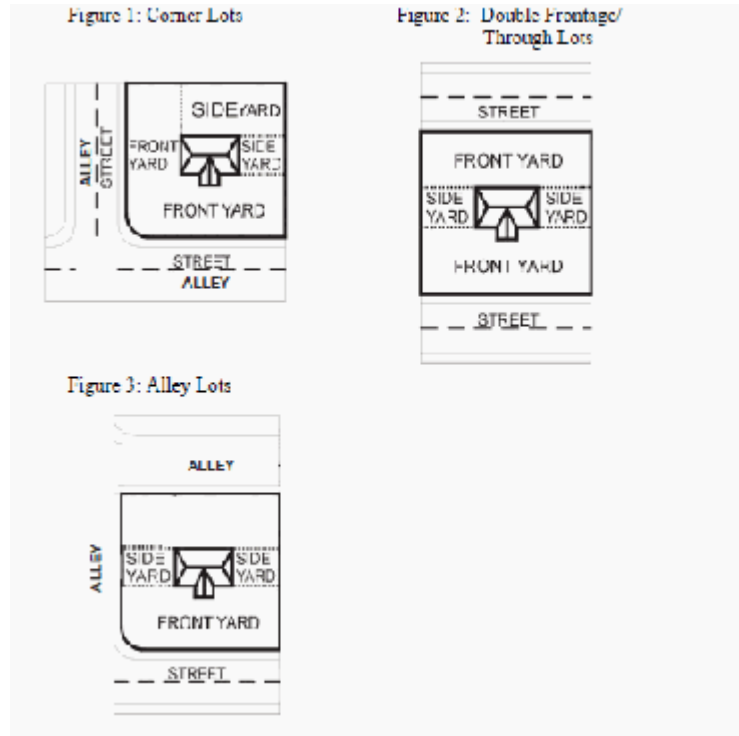
(3) Front Yards.

- A. The width of a lot is measured at the setback line established under the zoning district or on a plat of record on file with the Butler County Recorder.
- B. An average front yard setback may be established when more than 50% of the lots have been developed within that block face. The average front yard setback required shall, in no circumstances, be less than 16.5 feet.
- C. Lots having frontage along a public street and one alley along the side of the property shall provide a side yard setback along the alley as illustrated in Figure 3.
- D. Lots having frontage along a public street and one alley at the rear of the property shall provide a rear yard setback along the alley as illustrated in Figure 3.
- E. Lots having frontage along a public street and two alleys' shall provide a side and rear yard setback along the alleys' as illustrated in Figure 3.
- F. The front yard setback shall be taken from the right-of-way line; for purposes of applying this provision, any area vacated by Ordinance No. 103 measuring 16.5 feet in width shall not be counted toward the right-of-way from which the measurement is taken.

- G. In any instance where the property line is in the center of the street and is not the same as the right-of-way line, the setback shall be taken from the right-of-way.

(4) Rear Yards.

- A. Rear yard depths may be varied where the rear wall of a building is not parallel with the rear lot line or is broken or otherwise irregular. In such cases, the average depth of the rear yard shall not be less than the required minimum or narrower than 20 feet.



(5) Mixed Use Buildings.

Where dwelling units are erected above commercial structures in commercial districts, no side yards are required, except such side yard as may be required in the district regulations for a commercial or industrial building on the side of a lot adjoining a residential district.

(6) Projections into Required Yards.

- A. Every part of a required yard shall be open to the sky except for accessory buildings and ordinary projections of sills, belt courses, cornices, canopies, eaves, and architectural or ornamental features which may project a distance not to exceed two feet, six inches. (1.5' above)
- B. An open air ramp and necessary landing may project a distance not to exceed six feet.
- C. Bay windows, balconies, or chimneys may project into a yard a distance not to exceed three feet; provided however, that the aggregate width of such projection shall not exceed one-third of the length of the wall upon which they are located.
- D. A porte-cochere may project into a required side yard provided every part of such porte-cochere is unenclosed and shall not be less than five feet from the side lot line. No porte-cochere roof top may be utilized as a deck or outdoor living space unless it satisfies the setback requirements of the district in which it is located.
- E. Stoops or steps to a building entrance, covered or uncovered, may project a distance not to exceed four feet.

- F. A patio less than one (1) foot above grade may encroach into side and rear yards, so long as it is at least five (5) feet from the side lot line and at least fifteen (15) feet from the rear lot line.

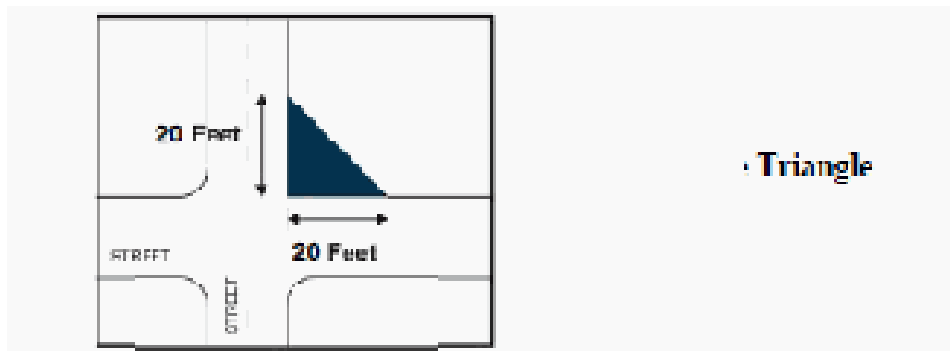


(d) Projection into Right-of-Way in the UP Uptown District.

No part of a building shall project into the public right-of-way unless specifically allowed by the Oxford Codified Ordinance Chapter 1301, Building Code; or by Chapter 1151, Signs.

(e) Visibility at Intersections.

On a corner lot in any district, nothing shall be erected, placed, planted, or allowed to grow in such a manner as to materially impede vision between a height of two and a half and ten feet above the centerline grades of the intersecting streets in the area bounded by the right-of-way lines of such corner lots a line joining points along such street lines 20 feet from the point of intersection.



(f) Use of the Vacated Right of Way.

On any lot, having a portion of its land area, vacated by Ordinance No. 103, the use of that vacated portion shall be restricted to lawn, landscaping, sidewalks and authorized egress and ingress driveways, except that in the Uptown District such land vacated by Ordinance No. 103 may be used for municipally-owned parking or municipally-regulated parking and outdoor patio areas as regulated in Section 1143.10 Uptown District Regulations.

(g) Exceptions to Height Regulations.

- (1) The height limitations contained in Chapter 1143 District Requirements do not apply to any agricultural farm structure provided they are located 50 feet or more from a lot line of residentially zoned property.
- (2) Church spires, belfries, cupolas, water tanks, ventilators, chimneys, air conditioning units, elevator bulkheads or other necessary mechanical equipment appurtenances usually required to be placed above the roof level and not intended for human occupancy except where the height of such structures will constitute a hazard to the safe landing and take-off of an aircraft at an established

airport. Such appurtenances shall be positioned, to the extent possible, to minimize the visibility from street level.

- (3) Such height regulations shall not apply to fire towers, cooling towers, gasholders or other structures where the manufacturing process requires a greater height. All such structures shall not occupy more than 25 percent of the area of the lot and shall be at least 25 feet in all parts from every lot line.
- (4) The height of cell towers and other wireless telecommunication towers are subject to the use-specific regulations of this Ordinance.

(h) Residential Building Additions.

No addition to an existing residential building that results in or enables a new dwelling unit shall be approved, unless it is permitted by the underlying zoning district. Additions shall also be subject to the following requirements:

- (1) Any addition that results in one or more new dwelling units shall:
 - A. Be constructed of material that is similar in type and proportions to the original building (e.g. if the original building's exterior consists predominately of brick material, the addition must also be constructed of brick material in a similar manner); and
 - B. Be designed in the same architectural style and character as the original building including maintaining or extending any architectural features on the existing building; and
 - C. Comply with the principal building provisions of Section 1141.03(a).
- (2) Any addition which serves as an expansion to an existing use and does not change the number of dwelling units shall:
 - A. Be constructed of similar material, in similar proportions, to the façade that is being extended or altered, unless located in the rear yard and not visible from any public right-of-way.

(i) ADA Compliance Standards.

Any additions to a nonconforming structure or use for ADA compliance (i.e. elevator, ramp) that does not expand the use shall be permitted, provided the setbacks for the district in which it is located are satisfied.

(j) Alley Development.

(1) Purpose.

The standards of this section are hereby adopted in the interest of promoting the public health, safety, convenience, comfort, prosperity, and general welfare of the residents of Oxford. Developments occurring in settings where conventional street frontage is absent, thereby limiting access to the use of one or more public alleys, have shown to pose unique challenges. Challenges can include obstructions to emergency access, lack of public infrastructure improvements, and improper drainage, among others. Additionally, the neighborhood pattern and character embedded deep within residential blocks is deserving of specially tailored site regulations to achieve a character and function found desirable by the community. These regulations are hereby adopted in an effort to better protect and promote the public health, safety and welfare in a manner which does not compromise vested rights to private property usage.

(2) Applicability & Use Allowance.

- A. As used in this section, alley development shall be defined as any construction, addition or alteration taking place on a lot/parcel having frontage exclusively on one or more public alleys. "Alley" shall have the same meaning as is defined in Section 1159.

- B. The right to alley development shall apply only to those lots/parcels existing prior to the effective date of this Ordinance which possessed at least 3,000 square feet of lot area and at least 33 feet of lot width. In all other circumstances, alley development shall be prohibited.
- C. For those lots qualifying for alley development under subsection B. above, minimum frontage requirements which are normally applicable per the underlying zoning district shall not apply.
- D. Provided the lot/parcel qualifies under subsection B. above, the maximum use allowance shall be for a single-family dwelling. No greater use allowance shall be permitted.
- E. In any case where the regulations set forth in this section may conflict or be inconsistent with other regulations expressed elsewhere in this Code, the regulations set forth in this section shall prevail. Except as may be expressly provided elsewhere in this section, all other regulations including those specific to zoning district, land use, site development, etc. shall continue to be enforced as normally applicable.
- F. Notwithstanding subsections B. through E. above, all properties located within the Uptown UP zoning district shall be exempt from the provisions of this section. Properties located within a designated historic district shall continue to be subject to the rules and regulations of Chapter 1152, Historic and Architectural Preservation.

(3) Interpretation.

- A. Minimum yard depths (i.e., setbacks) for alley development shall be measured utilizing the same interpretations and definitions as are normally applicable to standard lots fronting on one or more streets, except that in the case of alley development any alley shall be construed the same as a street.

(4) Site Plan Review.

A. Applicability.

Any single-family dwelling proposed for construction under the provisions of this section shall require review and approval of a site plan.

B. Procedures and Authority.

- 1. The Zoning Administrator and Chair of the Planning Commission may, acting for the Planning Commission, mutually approve the proposed site plan if found to be in compliance with applicable standards and in substantial conformance to the Review Criteria as set forth in subsection C. below.
- 2. If, in the opinion of the Zoning Administrator or the Chair of the Planning Commission, the proposed site plan: (1) does not substantially conform to one or more Review Criteria set forth in subsection C.; or (2) requires waivers or exceptions to code requirements pursuant to subsection D.; or (3) deserves public attention due to a special or unique aspect or an otherwise unexpected or undesirable outcome; the request shall be referred to the Planning Commission for a decision at the next available regular meeting and advertised as a public hearing. A quorum of at least four (4) members is required in order for a submitted site plan to be considered. Following a public hearing, a majority vote of the members present is required in order to approve or deny a site plan.
- 3. Any denial of a proposed site plan for a single-family dwelling in an alley environment must be supported by a preponderance of substantial, reliable and

probative evidence on the record. The record shall be clear in establishing facts and findings which support the decision rendered.

4. No site plan may be denied solely on the basis of prohibiting additional residential land use or density. Any single-family dwelling pursued by an owner/applicant under the applicability provisions of subsection (2) above is considered a permitted use; therefore, the aspect of land use allowance is not subject to discretion.
5. To maintain validity, any approved site plan must be acted upon through the submission of a complete building permit application within two (2) years of the approval date. Once a two (2) year period has passed, the prior approved site plan is deemed expired, and reapplication is required. Should a building permit application be submitted prior to the two (2) year deadline; and thereafter an issued permit expires, or any one reviewing department's permit approval expires prior to issuance; so too shall the approved site plan be considered expired at that point.
6. The denial of a site plan does not preclude the possibility for eventual approval. Any applicant may attempt Site Plan Review again through the submission of plans revised in accordance with feedback received from the Planning Commission and/or City staff.

B. Application Contents.

1. Narrative/Cover Letter Requirements.
 - a. A description of the existing uses on the site.
 - b. The zoning district in which the site is located.
 - c. Separate, detailed statements that individually address each of the review criteria 1. through 10. as listed in subsection C. below.
 - d. Such other information regarding the proposed development, site, or surrounding area as may be pertinent to the request, including any Code waivers being requested.
2. Site Plan Minimum Details.
 - a. North arrow, scale and vicinity map
 - b. All existing and proposed lot lines within the site
 - c. Dimensions of all lots and the entire site and any adjacent rights-of-way, obtained from a licensed surveyor
 - d. Location, height, and use of all proposed and existing structures
 - e. Location and design of all proposed vehicle management areas
 - f. Location, size, and type of all proposed signs
 - g. Location, height and type of all proposed screening and landscaping
 - h. The use of land and location of structures on adjacent property and across adjacent rights-of-way
3. Additional Information.

Building elevations shall also be provided. The Zoning Administrator and/or Planning Commission may request additional information pertaining to the proposed development, site, or surrounding area to inform the decision-making process.

C. Review Criteria.

The following criteria shall be used by the Planning Commission to evaluate and act upon site plans for single-family dwellings located exclusively along public alleys. The intent is to ensure that development respects the unique characteristics of alley-oriented properties and maintains the overall integrity of the neighborhood.

1. **Alley Access:** The site plan must demonstrate that the public alley provides safe and adequate access for vehicles and pedestrians. The design should ensure that alley access does not impede the flow of traffic or pose safety hazards.
2. **Parking and Driveways:** Adequate off-street parking must be provided, with driveway designs that minimize interference with alley circulation. Parking areas must be clearly marked and designed to prevent congestion and ensure smooth traffic flow.
3. **Building Placement:** Dwellings should be oriented to enhance the functionality of the alley while maintaining a cohesive streetscape with adjacent properties. Setbacks from the alley should be consistent with neighboring structures to preserve the character of the area.
4. **Scale and Massing:** New buildings should be compatible in scale and massing with existing structures along the alley. The height, bulk, and architectural style should complement the surrounding environment.
5. **Sidewalks and Pathways:** The site plan must include safe and accessible pedestrian pathways that connect the dwelling to the public alley and any adjacent streets. Sidewalks should be well-lit and designed to accommodate foot traffic without obstructing vehicle access.
6. **Connectivity to Public Spaces:** Where feasible, provide connections to nearby parks, public spaces, or amenities to enhance the livability of the development.
7. **Utility Access:** The design must ensure that utilities such as water, sewer, and electricity are appropriately accommodated and accessible from the alley without disrupting its functionality.
8. **Drainage and Stormwater Management:** Proper drainage and stormwater management systems must be incorporated to lessen runoff and prevent flooding in the alley. Plans should include measures to manage water flow and mitigate potential impacts on neighboring properties.
9. **Landscaping:** The site plan should incorporate landscaping that enhances the visual appeal of the alley and complements the character of the neighborhood. Landscaping should include features such as trees, shrubs, and ground cover that do not obstruct sightlines or impede alley access.
10. **Architecture & Aesthetics:** The design of the dwelling should adhere to the Mile Square Design Guidelines as may be pertinent per the underlying zoning district.

Designs should be compatible with the architectural style of existing homes within the vicinity and blend harmoniously with the surrounding context. New construction should enhance, rather than detract from, the aesthetic qualities of the area.

D. Waivers and Exceptions.

As part of any Site Plan Review procedure, the Planning Commission shall have the power to adjust, modify, or waive dimensional regulations of the Zoning Code beyond those specified in subsections (4) thru (6) herein, or to impose more strict regulations and any additional conditions, guarantees, and safeguards it deems necessary to satisfy the purposes of this section. Maximum building height cannot be waived/modified.

E. Changes to an approved Site Plan; Extensions.

1. Except as provided elsewhere in this section, any change or deviation from an approved/valid site plan which is either: (1) revealed at the building permit stage; or (2) proposed later by the applicant; shall be disclosed by the Zoning Administrator to the Planning Commission Chair.
2. Should there be a desire to extend the validity of an approved site plan beyond the two (2) year expiration, such request must be made by the applicant prior to, and within six (6) months of, the expiration date. Failing this timeframe, a brand new application must be submitted and adhere to the procedural provisions as dictated in subsection B. above. Any extension request shall be limited to no more than one (1) additional year at a time.
3. In such cases as described in subsections 1. and 2. above, the Zoning Administrator and Planning Commission Chair shall evaluate the magnitude and scope of any proposed change(s) in consideration of the previous site plan approval (inclusive of any conditions), currently applicable code requirements, and the standard Review Criteria set forth in subsection C.; following due consideration, the two shall choose to either mutually approve the extension and/or change(s), or refer the matter to the Planning Commission.
4. In cases where an extension and/or proposed changes to an approved site plan are referred to the Planning Commission, a new public hearing shall be advertised and held at a regular meeting. A quorum of at least four (4) members is required in order for a change and/or extension to be considered. Following a public hearing, a majority vote of the members present is required in order to approve or deny the request.
5. Any request for change(s) and/or an extension shall automatically extend the two (2) year expiration deadline by another year. There is no limit to the number of requests for changes or extensions that may be made.

F. Appeals.

Any applicant dissatisfied with an administrative decision mutually rendered by the Zoning Administrator and Planning Commission Chair must request, within thirty (30) days, the matter be heard by the full Planning Commission; if such option is exercised, a new public hearing shall be advertised and held at a regular meeting, and the decision ultimately made by the Planning Commission shall supersede that of the original administrative decision. The appeal of any decision made by Planning Commission shall be to the Court of Common Pleas pursuant to ORC Chapter 2506.

(5) Site Development Regulations.

Single Family Dwelling	
Yard Requirements	
Minimum Front Yard Setback	Use minimum side yard setback distance per underlying zoning district
Minimum Rear Yard Setback	10 feet
Minimum Side Yard Setback	Use minimum side yard setback distance per underlying zoning district
Structural Requirements	
Maximum Building Height	26 feet or 2 stories max
Lot Coverage	
Lot Total Maximum	80% of lot
Front Yard Maximum	None

(6) Addressing & Principal Entrance Orientation.

Any applicant who wishes to apply for the construction of a new single-family dwelling unit shall have the following options with regard to addressing and principal entrance orientation:

A. Address/entrance oriented toward nearest street.

This option is viable in situations where the owner of the subject alley lot/parcel also owns another lot/parcel abutting both the subject property and public right-of-way associated with a nearby street.

1. A hard surface walkway at least four (4) feet in width shall be constructed for the purpose of linking the principal entrance of the new alley dwelling unit to public sidewalk along the street.
2. An additional hard surface walkway shall be provided to link the principal entrance to any off-street parking area serving the lot/parcel.
3. An access easement agreement must be recorded in order to guarantee the right of pedestrian access across the street-abutting lot/parcel, should ownership ever change hands.
4. The principal entrance to the new alley dwelling unit shall be visible/discernable from the street to the maximum extent practicable.

B. Address/entrance oriented toward alley.

This option may be selected in situations where the owner of the subject alley lot/parcel does not also own another lot/parcel abutting a nearby street, or where the option set

forth in subsection A. is not desirable for the owner due to reasons such as lack of available side yard depth, existing topographic challenges or other obstructions, or the desire not to encumber a street-abutting parcel with an access easement.

1. The applicant shall make improvements to the alley right-of-way such that pedestrian accessibility is created between any nearby public street (sidewalk) and the new alley dwelling unit. This may include construction of an elevated/curbed walkway alongside the paved vehicular travel lane, or the improvement of the alley passageway to overtly indicate that the space is shared between vehicular, cyclist and pedestrian modes in a low-speed environment. The applicant shall adhere to specifications as required by the City Engineer.
2. A hard surface walkway at least four (4) feet in width shall be constructed to link the new public alley pedestrian improvements to the principal entrance of the new dwelling unit.
3. As necessary, additional hard surface walkway shall be provided to link the principal entrance to any off-street parking area serving the lot/parcel.
4. The City shall assess a fee to the applicant for the installation of wayfinding signage to help direct street users to the location of the new dwelling unit. Such signs may adhere to MUTCD standards and be either ground-mounted or attached to utility poles.

(7) Off-Street Parking.

- A. No new single-family dwelling constructed on an alley lot/parcel shall be required to provide off-street parking spaces. However, no more than four (4) off-street parking spaces shall be permitted to be installed on any alley site, unless a greater number is permitted by the Planning Commission.
- B. The restriction against no more than one (1) parking space within the front yard (as specified in Section 1149.06) shall not apply to alley development. More than one space is permissible in any front yard area as measured along any alley(s).

(8) Infrastructure Connections & Upgrades.

- A. The applicant is required to demonstrate compliance with all infrastructure-related specifications enforced by the City Service Department, including those specified in the Curb, Gutter, Sidewalk and Driveway Apron Specifications Manual, the Storm Water Management Design Manual, and the Water and Sanitary Sewer Specifications Manual.
- B. The City Engineer may require extra measures to ensure proper function and suitability of the alley environment for serving the subject dwelling unit(s), including but not limited to: (1) storm sewers; (2) catch basins; (3) sump drain line connections; (4) sanitary & water main extensions; (5) curbing; and (6) lighting.
- C. The City Engineer shall have explicit authority to override and request changes to aspects of any plan approved through the Site Plan Review process, provided the aspects are pertinent to infrastructure within, or in interaction with, the public right-of-way.

1141.04 – Environmental regulations.

No land or building in any district shall be used or occupied in any manner creating dangerous, injurious, noxious, otherwise objectionable conditions that could adversely affect the surrounding areas or adjoining premises, except that any use permitted by this Ordinance may be undertaken and maintained if acceptable measures and safeguards are taken to reduce dangerous and objectionable conditions to acceptable limits as established by the following requirements.

(a) Air Pollution.

Air pollution shall be subject to the requirements and regulations established by the Ohio Environmental Protection Agency, the Regional Air Pollution Control Agency, and the United States Environmental Protection Agency.

(b) Erosion and Drainage.

- (1) No erosion by either wind or water shall be permitted that will have a noticeable adverse impact on neighboring properties.
- (2) The Oxford Engineering Division as part of the zoning permit review process shall review plans according to the City of Oxford Storm Water Management Design Manual.

(c) Fire and Explosion Hazard.

Adequate safety devices shall be provided at any point where there are activities involving burning or storage of flammable or explosive materials. Adequate safety devices against the hazards of fire and explosion and adequate fire fighting and fire suppression equipment and devices, standard in the industry, shall be provided. Otherwise, burning of waste materials in open fire is prohibited.

(d) Hazardous Materials and Electrical Disturbance.

No activities shall be permitted which utilize hazardous, fissionable or radioactive materials if their use results at any time in the release or emission of any such materials into the atmosphere, the ground, or sewerage systems, and no activities shall be permitted that emit electrical disturbance affecting the operation at any point of any equipment other than that of the creator of such disturbances.

(e) Noise.

No activity on private property shall emit noise in excess of sound levels that creates a nuisance to surrounding properties or in violation of the noise ordinances.

(f) Light and Glare from Exterior Lights.

- (1) The light source within a light fixture shall not be visible from a neighboring structure. Lights may be shielded or recessed and set on low poles to prevent light from shining onto neighboring properties and distracting drivers.
- (2) No light used for illuminating a parking area shall shine onto property in a residential district.
- (3) The intensity and direction of light shall not significantly disrupt the night habitat of any natural area larger than one-half acre, a stream and riparian corridor, or other similar natural areas.
- (4) The foot-candle measurement at any property line shall not exceed 1.0 lumen.
- (5) Lighting intensity shall be reduced after closing hours.

(g) Exemptions.

- (1) The following noise levels shall be exempt from the noise provisions during the daytime only: Firearms on authorized ranges, Legal blasting, Temporary construction activity and equipment, Installation of utility equipment, lawn mowers, chainsaws, garden and farming equipment.

- (2) The following noise sources shall be exempt from the noise provisions at all times: Aircraft, Railroads, Emergency vehicles and equipment, Warning devices operating continuously for not more than five minutes, Bells, chimes or carillons operating continuously for not more than five minutes, The repair of essential utility services. Officially sanctioned parades or other events.

(h) Prohibited Outdoor Storage of Inoperative Vehicles, Farm Equipment, Junk, Building Materials, And Trash.

- (1) Outdoor storage, including, but not limited to junk, trash, salvage, building material, or parts thereof, including used tires, shall be prohibited anywhere within the City of Oxford except in an authorized junk yard or scrap processing facility.
- (2) The parking of a currently licensed inoperative vehicle for a period of more than one week shall be prohibited, with the exception of those stored in an enclosed garage or other accessory building.
- (3) Parking of inoperative farm equipment that has not been operative for more than one year shall be prohibited unless stored in an enclosed structure.
- (4) After receipt of notice of any of the above violations, such violation shall be resolved within ten days or declared a nuisance, with each subsequent period of 30 days during which the violation exists, constituting a separate valuation of this Ordinance and subject to the Nuisance Prevention provisions for the City of Oxford.

(i) Exotic Animals.

- (1) No person shall own, harbor, keep, breed, sell or import any exotic animals or reptiles. The term "exotic animal or reptiles" shall mean wild animals/reptiles not indigenous to Ohio. Example: lions, tigers, elephants, alligators, crocodiles.
- (2) Exemptions and special provisions:
 - A. Exotic animals purchased or adopted or housed on the subject property prior to the adoption of this Amendment provided:
 1. That a bill of sale or notarized statement verifying this date is provided.
 2. That such exotic animal be confined in a house, building, or other enclosure in such a way that human contact, other than with the owner(s), cannot occur.
 - B. Wild animals held for exhibit or use by research institutions and other governmental agencies having legal authority to process wild animals, publicly supported zoos, circuses, or extensions thereof.
 - C. Any animal which is commonly sold by a bona fide commercial pet shop which does not constitute a hazard to the health or safety of persons or household pets.

(j) Trash/Recycling Collection Facility.

(1) Purpose.

The purpose of this sub-section is to ensure the provision of facilities, which are compatible with surrounding land uses; for the collection, separation, storage, loading and pickup of trash and recyclable materials.

(2) General Standard.

Properties shall have adequately sized, conveniently located, accessible, trash and recycling facilities, to accommodate the specific needs of the proposed use(s) on the site.

(3) Applicability and Design Regulations.

The following regulations shall be applied to all new commercial or multiple-dwelling structures and all existing commercial or multiple-dwelling structures where there is a redevelopment or change of use requiring a zoning permit. Compliance with these regulations shall be demonstrated on plans and exhibits and made part of an application for zoning permit from the Department of Community Development.

- A. Areas for storage of trash and recyclable materials shall be adequate in capacity, number and distribution to serve the development, whether commercial, multi-dwelling or a combination thereof.
- B. The amount of space provided for the collection and storage of recyclable materials shall be designed to accommodate collection and storage containers that are appropriate for the recyclable materials generated. Recyclable materials storage areas shall be clearly marked and shall be located abutting refuse collection and storage areas.
- C. Where possible, each trash and recycling enclosure shall be designed to allow walk-in access without having to open main enclosure service gates. This is intended to reduce main service gates being left open and blocking parking or access.
- D. Trash and recycling areas must be enclosed so that they are screened from public view. The enclosure shall be constructed of durable materials such as masonry and shall be compatible with the structure to which it is associated. Gates on the enclosures shall be constructed of metal or some other comparable durable materials, shall be painted to match the enclosure and shall be properly maintained.
- E. Enclosure areas shall be designed to provide adequate, safe and efficient accessibility for service vehicles. The applicant shall consult the service provider prior to the facility placement and design.
- F. Enclosure areas shall be constructed on a 4000 psi concrete pad at least 4-inches in thickness.
- G. The storage/enclosure area shall not be in the front yard or the right of way.
- H. The facility shall be reviewed and approved according to the City of Oxford Trash and Recycling Facilities Design Guidelines.
- I. This section does not relieve property owners of any requirements in Chapter 931, Solid Waste Collection and Disposal; Recycling.

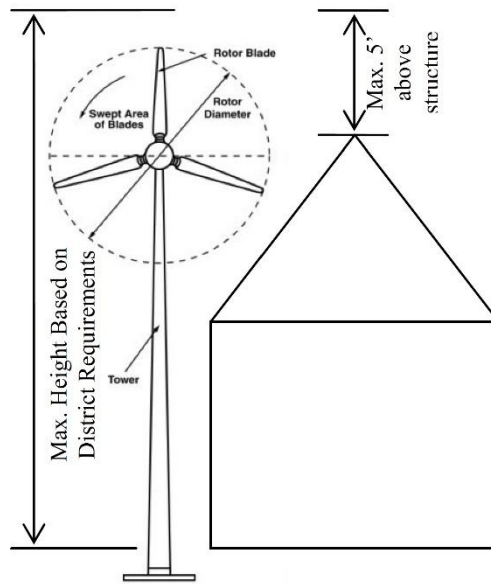
(k) Wind Turbines.

Wind energy conversion systems shall be allowed in all zoning districts as an accessory structure subject to the following conditions:

(1) General.

- A. Permit is required.
- B. No system shall be directly or indirectly lit, unless required by the FAA.
- C. No system shall be used for advertising of any kind.
- D. No system shall produce a detectable noise at the property lines.
- E. Turbines are prohibited in the front yard.
- F. Systems are subject to the Property Maintenance Code and shall be removed within six (6) months of being nonfunctional.

- G. The height of a wind system shall be measured from grade, base of tower or the lowest adjacent grade of the structure in which the system is attached, to the tip of the rotor blade in a 90 degree position.



(2) Requirements:

- A. For parcels less than one acre, no ground mounted systems are permitted. All systems shall be mounted to the principle or accessory structure and shall not project more than five (5') feet above the roof of the structure and also shall not exceed the height requirement for accessory uses or of the zoning district in which it is located, dependent upon which structure it is attached.
- B. For parcels one acre or greater, a ground mounted system is permitted and shall not exceed the height requirement of the zoning district in which it is located.
1. Ground mounted systems shall be setback from the rear and side property lines equal to the height of the turbine or satisfy the zoning district setback requirements, whichever is greater.
 2. Any system mounted to the principle or accessory structure shall not project more than five (5') feet above the roof of the structure and also shall not exceed the height requirement for accessory uses or of the zoning district in which it is located, dependent upon which structure it is attached.

(I) Solar Panels.

Solar panels shall be allowed in all zoning district either attached to a permitted principal use or accessory building or as an accessory structure subject to the following regulations:

- (1) Freestanding solar panels are prohibited in the front yard.
- (2) Panels that are freestanding or attached shall satisfy the rear and side yard setback requirements of the zoning district in which they are located.
- (3) Solar Panels are permitted on the roof of the principal structure or accessory structure, provided that the addition of the panels does not cause the structure to exceed the height requirement for the zoning district in which it is located.
- (4) Solar panels shall be placed and arranged such that reflected solar radiation or glare shall not be directed onto adjacent buildings, properties or roadways.

- (5) Panel systems are subject to the Property Maintenance Code and shall be removed within six (6) months of being nonfunctional.
- (6) No panel shall be used for advertising of any kind.
- (7) Permit is required.



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:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Repealing Oxford Codified Ordinance Chapter 1143 Entitled Districts And Adopting New Oxford Codified Ordinance Chapter 1143 Entitled Districts For The Purpose Of Referencing A New Site Plan Review Process Established In Chapter 1141 Pertaining To Sites Situated Exclusively Along One Or More Public Alleys (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Essential Operations Accessible, High-Quality Infrastructure Safe and Efficient Travel for All Modes of Transportation Smart Growth and Quality Places A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

*There are new single-sentence references to "Alley Development" throughout the attached 48-page Exhibit.

Proposal Summary:

This package of text amendments seeks to amend five chapters of the Oxford Planning & Zoning Code, corresponding to Part Eleven of the Codified Ordinances. The purpose of the amendments is threefold: (1) to facilitate a new Site Plan Review process for alley lots that do not have frontage on a public street;

(2) to bring language on minor subdivisions closer in alignment with enabling statute in Ohio Revised Code (ORC) 711 and to make such approvals administrative instead of discretionary; and (3) to amend residential parking standards to avoid incompatibility with new alley development provisions. The chapters proposed to be affected by the amendments are: 1101, 1129, 1141, 1143, and 1149.

Background:

These text amendments are in response to an alley lot development moratorium initially placed into effect by City Council on April 2, 2024 (by Res. No. 7587), and originally due to expire October 2, 2024. At the request of staff, Council later extended the moratorium period (by Res. No. 7632) to last until January 16, 2025. To accommodate a timeframe allowing adoption of text amendments preceding moratorium expiration, on January 7 the Council extended the alley development moratorium one last time (by Res. No. 7664) setting it to expire on March 20, 2025.

As constructed, the moratorium applies to any property fronting exclusively on one or more alleys, temporarily putting a halt to issuing zoning approval for any single-family building permit or subdivision approval for any lot split or lot consolidation. The motivation for the moratorium stemmed from concerns voiced by City departments regarding public service risks and impacts related to emergency response, as well as supporting infrastructure including access, drainage, and utilities.

The Planning Commission discussed the topic of alley development during a Work Session on September 10, 2024. Historical development trends were covered, along with a comparison of Oxford's urban fabric to peer college towns in Ohio as well as other larger cities nationwide. At the conclusion of staff's presentation, Commission members' opinions on how to regulate and review residential development on alley sites were mixed. In response, staff suggested implementing a Site Plan Review process specific to alley sites to facilitate the Planning Commission being able to exercise a limited degree of discretion when it comes to how properties are developed, such that individual projects could be studied on a case-by-case basis and enable more context-sensitive results. The Commission favored this type of approach more than equipping staff with an extensive set of prescriptive standards to be applied administratively. Following the September Work Session, staff drafted a text amendment package and initiated an application to appear before the Planning Commission at its meeting on December 10, 2024.

Planning Commission Input & Recommendation:

The Planning Commission contributed valuable feedback over the course of two regular meetings on December 10 and January 14, leading to an end product which staff believes is far superior to the version initially proposed by staff. Key contributions and inspirations included the following:

- Flexibility in review criteria to accommodate minor subdivisions along alleys where zoning frontage standards permit (i.e., in the UP Uptown zoning district)
- Redirecting appeal authority from the Board of Zoning Appeals to the Planning Commission
- Permit a chance for administrative approval of any Site Plan Review by the Zoning Administrator and Planning Commission Chair, before being referred to the full Commission for a hearing
- Eliminate minimum parking requirements, and instead impose a maximum off-street parking standard of no more than four (4) spaces unless granted by way of a waiver request
- Clarification on how change and extension requests for Site Plan Reviews will be handled

City Law Director Christopher Conard also shared some recommended changes to the language at the January 14 meeting, and the Commission incorporated such changes into its motion to approve. The Commission voted 7-0-0 to recommend approval of the currently drafted text amendment package.

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 1143 ENTITLED DISTRICTS AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 1143 ENTITLED DISTRICTS FOR THE PURPOSE OF REFERENCING A NEW SITE PLAN REVIEW PROCESS ESTABLISHED IN CHAPTER 1141 PERTAINING TO SITES SITUATED EXCLUSIVELY ALONG ONE OR MORE PUBLIC ALLEYS.

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, 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, 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, Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the City of Oxford Planning Commission held a public hearing on December 10, 2024, and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Chapter 1143 entitled Districts, and adopting new Oxford Codified Ordinance Chapter 1143 entitled Districts consistent with the textual edits outlined in the attached Exhibit A.

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

SECTION 1: Council hereby repeals Chapter 1143 entitled Districts and adopts new Chapter 1143 entitled Districts consistent with the textual edits outlined in the attached Exhibit A.

SECTION 2: 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: PLANNING STAFF
CHECKED BY: LAW

Chapter 1143 – Districts

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 or Alley Development Provisions)

(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

(d) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.02 – R-1B Single-Family Medium Density Residential District.

(a) Purpose.

This district is designed to provide and preserve single family residential development of a moderately low density character within and adjacent to areas of similar development.

(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 1147.

- A. Community-Oriented Residential Social Service Facilities (CORSSF's).
- B. Shared 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. 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 or Alley Development Provisions)

(1) Lot requirements.

- A. Minimum lot area 7,500 sq. feet
- B. Minimum lot width 65 feet
- C. Minimum lot frontage 65 feet (not applicable to cul-de-sac lots)

(2) Yard requirements.

- A. Minimum front yard depth 30 feet
- B. Minimum rear yard depth 35 feet
- C. Minimum side yard width 8 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

(d) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.03 – R-1MS Single-Family Residential Mile-Square District.

(a) Purpose.

This district is designed to preserve and encourage a single-family residential environment in an urban environment while maintaining the historic form and character of development within the Mile Square district.

(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 for the elderly.
- C. Government owned and/or operated parks and recreation facilities.
- D. Bed & Breakfasts.
- E. Publicly owned and operated neighborhood recreation centers.
- 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 or Alley Development Provisions)

Any parcel, property or structure that is within the Historic District Overlay shall also consult the current design guidelines of the Historical Architectural Preservation Commission and Chapter 1331 of the Oxford Codified Ordinance and shall follow the procedures for approval contained therein.

Single Family Dwelling	
Lot Requirements	
Minimum Lot Area (Square Feet)	6,000
Minimum Lot Width (Feet)	60
Minimum Lot Frontage (Feet)	60
Yard Requirements	
Minimum Front Yard Setback	20 feet
Minimum Rear Yard Setback	35 feet
Minimum Side Yard Setback	7.5 feet
Structural Requirements	
Maximum Building Height	35 feet
Lot Coverage for Lots with Vehicular Access from a Public Street	
Lot Total Maximum	45% of lot
Front Yard Maximum	30% of front yard
Lot Coverage for Lots with Vehicular Access from a Rear or Side Alley with no Access from a Public Street	
Lot Total Maximum	45% of lot

Front Yard Maximum	15% of front yard
--------------------	-------------------

(d) Mile Square Design Standards.

(1) Purpose and Applicability.

- A. The purpose of the Mile Square Design Standards is to establish design standards for all new, expanded, or renovated buildings so they are part of the urban form and character of the Mile Square District. These standards are not intended to dictate any specific architectural style or design but rather are intended to allow imaginative design that is respectful to surrounding properties and the overall district.. The Mile Square Design Standards are intended to provide predictable requirements while also allowing for flexibility in design.
- B. The design of all new construction and exterior alteration or renovation in the R-1-MS District shall conform to the following requirements.

(2) Front Façade.

- A. All development shall be located parallel to the associated public street with the main entry door designed to face onto the associated public street unless an alternative orientation is consistent with the majority of homes along the same block face.



Example of residential development that is oriented toward the primary street.

(3) Foundations.

- A. Any new construction, including expansions, shall not include exposed concrete block or poured concrete foundations of more than two (2) feet in height, unless parged or covered by a historically appropriate facing treatment (e.g. stucco).

(4) Siding.

- A. Brick, stone, authentic stucco, or material replicating stone veneer are permitted building materials in all residential districts.
- B. Decorative, wood shingles are an acceptable treatment for the residential structures in the Mile Square Residential Districts.
- C. The use of cementitious siding materials (e.g., Hardiplank) or engineered wood that resembles traditional wood siding treatments is permitted.

- D. The use of aluminum or vinyl siding for residential structures within the Mile Square is strongly discouraged.
- E. Plank siding treatments shall be horizontally oriented. Vertical planking may be allowed in a 90 degree board and batten treatment.
- F. Brick or masonry that has not previously been painted shall not be painted unless the painting of brick or masonry is consistent with the architectural style or era of the building.
- G. All wood siding materials shall be painted.
- H. Any additions or expansions of an existing building shall also comply with Section 1141.03(h) (Residential Building Additions).

(5) Roofs.

- A. Flat roofs are prohibited for residential buildings except for small areas on a rear roof that are used and sized for the placement of roof-mounted mechanical systems.
- B. Roof pitches for residential structures must be steep. A minimum pitch ratio of 6 to 12 is required with the exception of porch roofs that should have a minimum pitch ratio of 4 to 12.
- C. Decorative cornices and parapets are encouraged.
- D. The addition of antennae, satellite dishes, and skylights should be placed on the rear of the building, roof, or on a non-visible accessory building to the maximum extent feasible.

(6) Doors

- A. Doors shall be made of wood or be a "wood appearing" design (e.g. a steel door with panels).
- B. All doors shall be constructed to be exterior doors. The use of an indoor door on the exterior of the building is prohibited.

(7) Windows.

- A. Windows must be proportionally vertical when practical. Examples of instances where windows are not required to be vertical include kitchens and basements. For purposes of applying this provision, the vertical proportion is required only for each individual window frame; a horizontal row of vertical windows is acceptable.
- B. Reflective glass (such as blue or gold tinted glass) is prohibited.
- C. Skylights can be added to increase the availability of natural light. These must generally be flat and unobtrusive (especially from any public ways). They shall not be located on the front side of the roof slope facing the street.

(8) Porches, Stoops, and Decks.

- A. New residential structures are encouraged to include porches and stoops as design elements, which serve to enhance the physical and social components of the neighborhood.
- B. All porches, stoops and decks shall comply with the provisions set forth in Chapter 1141.
- C. Porches and stoops are permitted in any yard, however stoops may not exceed twenty five (25) square feet in front yards.

- D. Decks shall only be permitted in rear yards, with the exception of corner lots having frontage on two public streets, in which case a deck may be installed in the side yard so long as it is set back at least 10 feet from the front façade of the building.
- E. The use of treated or untreated lumber that is not painted shall be prohibited for use on the front or side façades.
- F. The table below outlines the standards defining the differences and distinctions between porches, stoops and decks consistent with definitions as provided in Chapter 1159. The standards in this table shall not preclude any other applicable provisions of this Zoning Code which are more restrictive in terms of location, size, material, etc.

Standards	Porch	Stoop	Deck
Allowable Yards	Any	Any	Only Rear Yards, except per (D) above
Maximum Size	No max	No max, except in front yards max is 25 sq ft	No max
Roof	Roof required	Roof allowed	Roof not allowed
Material	Any	Any, though typically concrete or masonry	Any, though typically wood

(9) Garages & Accessory Buildings.

- A. Street facing garages shall not comprise more than 50 percent of the ground floor building frontage. Any garage with more than two (2) car parking capacity should not directly face onto any street. The garage with more than two parking bays should have the side wall facing the street (i.e., side loading garage). All garage doors shall be compatible with the dwelling style and colors.
- B. The front façade of any garage facing on to the street shall be set back a distance equal to or more than the front façade of the remainder of the principal building.
- C. To the maximum extent feasible, a detached garage be accessed from the alley if alleys are available for vehicular traffic.
- D. The architectural style and materials of any accessory building should generally be compatible with the principal building as should the roof type and roof slope. Roofs for any accessory building shall be subject to the same standards as for principal structures pursuant to Subsection (5) above.

(10) Fences & Gates.

- A. Chain link fences are prohibited.
- B. When fencing is to be used, traditional fence forms, such as picket fences and plain board fences, shall be utilized and shall comply with the fencing height restrictions of Section 1141.01.
- C. Fencing shall only be constructed of wood, wrought iron, decorative metal fencing, or fencing material that resembles wood materials.

(11) Chimneys.

- A. Where a building is designed with chimneys or where a chimney is to be added to an existing structure, brick or stone are the preferred materials. Other siding may be allowed if the entire building is sided in similar materials.

(12) Shutters.

- A. Shutters do not have to be operable. However, when present they must appear to be functional and they must be proportionally equal to the adjacent window opening.



The shutters on the left window are appropriately shaped and sized for the related window even if they are not operable. The replacement shutters on the right are not appropriate due to the length and shape that do not correlate to the related window.

(13) Driveways & Parking Lots.

- A. Individual curb cuts for driveways are strongly discouraged. No curb cuts are allowed if an alley is present. Alleys must be utilized as much as possible to provide automobile access.

(14) Landscaping.

- A. Landscaping of the site shall comply with the requirements of Chapter 1148.

(e) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

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 or Alley Development Provisions)

	<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

(d) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.05 – R-2MS Single- and Two-Family Mile-Square Residential District.

(a) Purpose.

This district is designed to preserve and encourage a mix of single-family and two-family dwellings within an urban environment at densities that reflect Oxford's historic development pattern within the Mile Square District.

(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.

I. Fraternity and sorority houses.

J. Parking lots.

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements or Alley Development Provisions)

Any parcel, property or structure that is within the Historic District Overlay shall also consult the current design guidelines of the Historical Architectural Preservation Commission and Chapter 1331 of the Oxford Codified Ordinance and shall follow the procedures for approval contained therein.

	Single Family Dwelling	Two-Family Dwelling
Lot Requirements		
Minimum Lot Area (Square Feet)	5,000	7,500
Minimum Lot Width (Feet)	50	75
Minimum Lot Frontage (Feet)	50	75
Yard Requirements		
Minimum Front Yard Setback	20	20
Minimum Rear Yard Setback	35	35
Minimum Side Yard Setback	7 (on each side)	7 (on each side)
Structural Requirements		
Maximum Building Height	35	35
Lot Coverage for Lots with Vehicular Access from a Public Street		
Lot Total Maximum	45	45
Front Yard Maximum	30	30
Lot Coverage for Lots with Vehicular Access from a Rear or Side Alley with no Access from a Public Street		
Lot Total Maximum	45	45
Front Yard Maximum	15	15

(d) Mile Square Design Standards.

(1) Purpose and Applicability

- A. The purpose of the Mile Square Design Standards is to establish design standards for all new, expanded, or renovated buildings so they are part of the urban form and character of the Mile Square District. These standards are not intended to dictate any specific architectural style or design but rather are intended to allow imaginative design that is respectful to surrounding properties and the overall district.. The Mile Square Design Standards are intended to provide predictable requirements while also allowing for flexibility in design.
- B. The design of all new construction and exterior alteration or renovation in the R2-MS District shall conform to the following requirements.

(2) Front Façade.

- A. All development shall be located parallel to the associated public street with the main entry door designed to face onto the associated public street unless an alternative orientation is consistent with the majority of homes along the same block face.



Example of residential development that is oriented toward the primary street.

(3) Foundations.

- A. Any new construction, including expansions, shall not include exposed concrete block or poured concrete foundations of more than two (2) feet in height, unless parged or covered by a historically appropriate facing treatment (e.g. stucco).

(4) Siding.

- A. Brick, stone, authentic stucco, or material replicating stone veneer are permitted building materials in all residential districts.
- B. Decorative, wood shingles are an acceptable treatment for the residential structures in the Mile Square Residential Districts.
- C. The use of cementitious siding materials (e.g., Hardiplank) or engineered wood that resembles traditional wood siding treatments is permitted.
- D. The use of aluminum or vinyl siding for residential structures within the Mile Square is strongly discouraged.
- E. Plank siding treatments shall be horizontally oriented. Vertical planking may be allowed in a 90 degree board and batten treatment.
- F. Brick or masonry that has not previously been painted shall not be painted unless the painting of brick or masonry is consistent with the architectural style or era of the building.
- G. All wood siding materials shall be painted.
- H. Any additions or expansions of an existing building shall also comply with Section 1141.03(h) (Residential Building Additions).

(5) Roofs.

- A. Flat roofs are prohibited for residential buildings except for small areas on a rear roof that are used and sized for the placement of roof-mounted mechanical systems.

- B. Roof pitches for residential structures must be steep. A minimum pitch ratio of 6 to 12 is required with the exception of porch roofs that should have a minimum pitch ratio of 4 to 12.
- C. Decorative cornices and parapets are encouraged.
- D. The addition of antennae, satellite dishes, and skylights should be placed on the rear of the building, roof, or on a non-visible accessory building to the maximum extent feasible.

(6) Doors

- A. Doors shall be made of wood or be a "wood appearing" design (e.g. a steel door with panels).
- B. All doors shall be constructed to be exterior doors. The use of an indoor door on the exterior of the building is prohibited.

(7) Windows.

- A. Windows must be proportionally vertical when practical. Examples of instances where windows are not required to be vertical include kitchens and basements. For purposes of applying this provision, the vertical proportion is required only for each individual window frame; a horizontal row of vertical windows is acceptable.
- B. Reflective glass (such as blue or gold tinted glass) is prohibited.
- C. Skylights can be added to increase the availability of natural light. These must generally be flat and unobtrusive (especially from any public ways). They shall not be located on the front side of the roof slope facing the street.

(8) Porches, Stoops and Decks.

- A. New residential structures are encouraged to include porches and stoops as design elements, which serve to enhance the physical and social components of the neighborhood.
- B. All porches, stoops and decks shall comply with the provisions set forth in Chapter 1141.
- C. Porches and stoops are permitted in any yard, however stoops may not exceed twenty five (25) square feet in front yards.
- D. Decks shall only be permitted in rear yards, with the exception of corner lots having frontage on two public streets, in which case a deck may be installed in the side yard so long as it is set back at least 10 feet from the front façade of the building.
- E. The use of treated or untreated lumber that is not painted shall be prohibited for use on the front or side façades.
- F. The table below outlines the standards defining the differences and distinctions between porches, stoops and decks consistent with definitions as provided in Chapter 1159. The standards in this table shall not preclude any other applicable provisions of this Zoning Code which are more restrictive in terms of location, size, material, etc.

Standards	Porch	Stoop	Deck
Allowable Yards	Any	Any	Only Rear Yards, except per (D) above

Maximum Size	No max	No max, except in front yards max is 25 sq ft	No max
Roof	Roof required	Roof allowed	Roof not allowed
Material	Any	Any, though typically concrete or masonry	Any, though typically wood

(9) Garages & Accessory Buildings.

- A. Street facing garages shall not comprise more than 50 percent of the ground floor building frontage. Any garage with more than two (2) car parking capacity should not directly face onto any street. The garage with more than two parking bays should have the side wall facing the street (i.e., side loading garage). All garage doors shall be compatible with the dwelling style and colors.
- B. The front façade of any garage facing on to the street shall be set back a distance equal to or more than the front façade of the remainder of the principal building.
- C. To the maximum extent feasible, a detached garage be accessed from the alley if alleys are available for vehicular traffic.
- D. The architectural style and materials of any accessory building should generally be compatible with the principal building as should the roof type and roof slope. Roofs for any accessory building shall be subject to the same standards as for principal structures pursuant to Subsection (4) above.

(10) Fences & Gates.

- A. Chain link fences are prohibited.
- B. When fencing is to be used, traditional fence forms, such as picket fences and plain board fences, shall be utilized and shall comply with the fencing height restrictions of Section 1141.01.
- C. Fencing shall only be constructed of wood, wrought iron, decorative metal fencing, or fencing material that resembles wood materials.

(11) Chimneys.

- A. Where a building is designed with chimneys or where a chimney is to be added to an existing structure, brick or stone are the preferred materials. Other siding may be allowed if the entire building is sided in similar materials.

(12) Shutters.

- A. Shutters do not have to be operable. However, when present they must appear to be functional and they must be proportionally equal to the adjacent window opening.



The shutters on the left window are appropriately shaped and sized for the related window even if they are not operable. The replacement shutters on the right are not appropriate due to the length and shape that do not correlate to the related window.

(13) Driveways & Parking Lots.

- A. Individual curb cuts for driveways are strongly discouraged. No curb cuts are allowed if an alley is present. Alleys must be utilized as much as possible to provide automobile access.

(14) Landscaping.

- A. Landscaping of the site shall comply with the requirements of Chapter 1148.

(e) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.06 – R-3 Multi-Family Residential District.

(a) Purpose.

This zone is intended to accommodate multi-family structures suited to the lifestyles of individuals and families, generally located in areas adjacent to major thoroughfares and commercial areas.

(b) Uses.

(1) Permitted uses.

- A. Single-family dwellings.
- B. Two-family dwellings.
- C. Multi-family dwellings.
- D. Accessory buildings and uses incidental to the principal use as provided in Chapter 1141.
- E. 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. Open space recreation areas that are privately or publicly owned, such as golf courses, tennis courts, parks, forests, or wildlife preserves.
- 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.
- I. Nursing homes for convalescent patients.
- J. Professional Offices.

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements or Alley Development Provisions)

(1) Lot requirements.

- A. Minimum lot area
 - 1. One-family dwelling 6,000 sq. feet
 - 2. Two-family dwelling 7,500 sq. feet
 - 3. Three-family dwelling and up 9,000 sq. feet
- B. Maximum Residential Density – Occupancy shall be limited to one person per 450 square feet of lot area for multi-family dwelling use.
- C. Minimum Lot Width/Frontage
 - 1. One-family dwelling 60 feet
 - 2. Two-family dwelling 75 feet
 - 3. Three-family dwelling 90 feet
 - 4. Four-family dwelling 100 feet
 - 5. Five to 24-family dwelling 120 feet

(2) Yard requirements.

- A. Minimum front yard depth 30 feet
- B. Minimum rear yard depth
 - 1. One, two, and three-family dwelling 35 feet
 - 2. Four-family dwelling 40 feet
 - 3. Five to 24-family dwelling 45 feet
- C. Minimum side yard width on each side
 - 1. One- and two-family dwelling 7.5 feet

- 2. Three to 24-family dwelling 15 feet

(3) Structural requirements.

- A. Maximum building height 35 feet
- B. Number of Principal Buildings Per Lot or Development Site.

The project shall follow the Planned Development process in Chapter 1145 in order to permit more than one principal building per lot.

C. Minimum floor area per dwelling unit in multi-family dwellings

- 1. Efficiency 400 sq. feet
- 2. One-Bedroom 600 sq. feet
- 3. Two-Bedroom 800 sq. feet
- 4. Three-Bedroom 1,000 sq. feet
- 5. Four-bedroom 1,200 sq. feet

(4) Lot coverage.

- A. Lot total 50 percent
 - a. Stormwater Reduction Incentive.

Lot coverage up to 70% may be allowed if the stormwater management plan reduces projected runoff rate more than required. For every one percent reduction in the rate of stormwater runoff, the allowable lot coverage may be increased by one percent, up to 70% maximum lot coverage.

- B. Front yard 25 percent of front yard.

(d) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.065 – R-4 Multi-Family Residential District.

(a) Purpose.

This zone is intended to accommodate multi-family structures suited to the lifestyles of individuals and families, generally located in the outlying areas adjacent to major thoroughfares and commercial areas.

(b) Uses.

(1) Permitted uses.

- A. Single-family dwellings.
- B. Two-family dwellings.
- C. Multi-family dwellings.
- D. Accessory buildings and uses incidental to the principal use as provided in Chapter 1141.
- E. 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. Open space recreation areas that are privately or publicly owned, such as golf courses, tennis courts, parks, forests, or wildlife preserves.
- 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.
- I. Nursing homes for convalescent patients.
- J. Professional Offices.

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements or Alley Development Provisions)

(1) Lot requirements.

- A. Minimum lot area
 - 1. One-family dwelling 6,000 sq. feet
 - 2. Two-family dwelling 7,500 sq. feet
 - 3. Three and Four-family dwelling 9,000 sq. feet
 - 4. Five-family dwelling and up 2,000 sq. feet per unit
- B. Minimum Lot Width/Frontage
 - 1. One-family dwelling 60 feet
 - 2. Two-family dwelling 75 feet
 - 3. Three and Four-family dwelling 100 feet
 - 4. Five-family dwelling and up 120 feet

(2) Yard requirements.

- A. Minimum front yard depth 30 feet
- B. Minimum rear yard depth
 - 1. One, two, and three-family dwelling 35 feet
 - 2. Four-family dwelling 40 feet
 - 3. Five-family dwelling and up 45 feet
- C. Minimum side yard width on each side
 - 1. One- and two-family dwelling 7.5 feet

- 2. Three-family dwelling and up 15 feet

(3) Structural requirements.

- A. Maximum building height 35 feet
- B. Number of Principal Buildings Per Lot or Development Site.

The project shall follow the Planned Development process in Chapter 1145 in order to permit more than one principal building per lot.

- C. Minimum floor area per dwelling unit in multi-family dwellings

- 1. Efficiency 400 sq. feet
- 2. One-Bedroom 600 sq. feet
- 3. Two-Bedroom 800 sq. feet
- 4. Three-Bedroom 1,000 sq. feet
- 5. Four-bedroom 1,200 sq. feet

(4) Lot coverage.

- A. Lot total 35 percent
 - a. Stormwater Reduction Incentive.

Lot coverage up to 50% may be allowed if the stormwater management plan reduces projected runoff rate more than required. For every one percent reduction in the rate of stormwater runoff, the allowable lot coverage may be increased by one percent, up to 50% maximum lot coverage.

- B. Front yard 25 percent of front yard.

(d) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.07 – R3MS Single, Two and Three-Family Mile-Square Residential District.

(a) Purpose.

The purpose of this district is to preserve and encourage a mix of single-family, two-family, and three-family dwellings in an urban environment while maintaining the urban form of development within the Mile-Square District. Furthermore, it is the intent of this district to be located in areas that are in close proximity to commercial services, public institutions, and adequate infrastructure to serve the residents within this district.

(b) Uses.

(1) Permitted uses.

- A. Single-family dwellings
- B. Two-family dwellings
- C. Three-family dwellings
- D. Accessory buildings and uses incidental to the principal use as provided in Chapter 1141.

E. 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. Publicly owned and operated neighborhood recreation centers.
- 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. Fraternity and sorority houses.
- I. Places of worship.
- J. Parking lots.
- K. Accessory dwelling units

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements or Alley Development Provisions)

Any parcel, property or structure that is within the Historic District Overlay shall also consult the current design guidelines of the Historical Architectural Preservation Commission and Chapter 1331 of the Oxford Codified Ordinances and shall follow the procedures for approval contained therein.

	Single-Family Dwellings	Two-Family Dwellings	Three-Family Dwellings
Lot Requirements			
Minimum Lot Area (Square Feet)	4,000	6,000	8,000
Minimum Lot Width (Feet)	40	50	60
Minimum Lot Frontage (Feet)	40	50	60
Yard Requirements			
Minimum Front Yard	15 feet		
Maximum Front Yard Depth	25 feet		
Minimum Rear Yard Depth	35 feet		
Minimum Side Yard Width	5 feet		
Structural Requirements			
Maximum Building Height	35 feet		

Lot Coverage for Lots with Vehicular Access from a Public Street	
Lot Total	45 percent of lot
Front Yard	35 percent of front yard
Lot Coverage for Lots with Vehicular Access from a Rear or Side Alley with No Access from a Public Street	
Lot Total Maximum	45 percent of lot
Front Yard Maximum	15 percent of front yard

(d) Mile Square Design Standards.

(1) Purpose and Applicability.

- A. The purpose of the Mile Square Design Standards is to establish design standards for all new, expanded, or renovated buildings so they are part of the urban form and character of the Mile Square District. These standards are not intended to dictate any specific architectural style or design but rather are intended to allow imaginative design that is respectful to surrounding properties and the overall district.. The Mile Square Design Standards are intended to provide predictable requirements while also allowing for flexibility in design.
- B. The design of all new construction and exterior alteration or renovation in the R3-MS District shall conform to the following requirements.

(2) Front Façade.

- A. All development shall be located parallel to the associated public street with the main entry door designed to face onto the associated public street unless an alternative orientation is consistent with the majority of homes along the same block face.

(3) Foundations.

- A. Any new construction, including expansions, shall not include exposed concrete block or poured concrete foundations of more than two (2) feet in height, unless parged or covered by a historically appropriate facing treatment (e.g. stucco).

(4) Siding.

- A. Brick, stone, authentic stucco, or material replicating stone Veneer are permitted building materials in all residential districts.
- B. Decorative, wood shingles are an acceptable treatment for the residential structures in the Mile Square Residential Districts.
- C. The use of cementitious siding materials (e.g., Hardiplank) or engineered wood that resembles wood siding treatments is permitted.
- D. The use of aluminum or vinyl siding for residential structures within the Mile Square is strongly discouraged.
- E. Plank siding treatments shall be horizontally oriented. Vertical planking may be allowed in a 90 degree board and batten treatment.

- F. Brick or masonry that has not previously been painted shall not be painted unless the painting of brick or masonry is consistent with the architectural style or era of the building.
- G. All wood siding materials shall be painted.
- H. Any additions or expansions of an existing building shall also comply with Section 1141.03(h) (Residential Building Additions).

(5) Roofs.

- A. Flat roofs are prohibited for residential buildings except for small areas on a rear roof that are used and sized for the placement of roof-mounted mechanical systems.
- B. Roof pitches for residential structures must be steep. A minimum pitch ratio of 6 to 12 is required with the exception of porch roofs that should have a minimum pitch ratio of 4 to 12.
- C. Decorative cornices and parapets are encouraged.
- D. The addition of antennae, satellite dishes, and skylights should be placed on the rear of the building, roof, or on a non-visible accessory building to the maximum extent feasible

(6) Doors.

- A. Doors shall be made of wood or "wood appearing" types of material.
- B. All doors shall be constructed to be exterior doors. The use of an indoor door on the exterior of the building is prohibited.

(7) Windows.

- A. Windows must be proportionally vertical where practical. Examples of instances where windows are not required to be vertical include kitchens and basements. For purposes of applying this provision, the vertical proportion is required only for each individual window frame; a horizontal row of vertical windows is acceptable.
- B. Reflective glass (such as blue or gold tinted glass) is prohibited.
- C. Skylights can be added to increase the availability of natural light. These must generally be flat and unobtrusive (especially from any public ways). They shall not be located on the front side of the roof slope facing the street.

(8) Porches, Stoops and Decks.

- A. New residential structures are encouraged to include porches and stoops as design elements, which serve to enhance the physical and social components of the neighborhood.
- B. All porches, stoops and decks shall comply with the provisions set forth in Chapter 1141.
- C. Porches and stoops are permitted in any yard, however stoops may not exceed twenty five (25) square feet in front yards.
- D. Decks shall only be permitted rear yards, with the exception of corner lots having frontage on two public streets, in which case a deck may be installed in the side yard so long as it is set back at least 10 feet from the front façade of the building.
- E. The use of treated or untreated lumber that is not painted shall be prohibited for use on the front or side façades.

- F. The table below outlines the standards defining the differences and distinctions between porches, stoops and decks consistent with definitions as provided in Chapter 1159. The standards in this table shall not preclude any other applicable provisions of this Zoning Code which are more restrictive in terms of location, size, material, etc.

Standards	Porch	Stoop	Deck
Allowable Yards	Any	Any	Only Rear Yards, except per (D) above
Maximum Size	No max	No max, except in front yards max is 25 sq ft	No max
Roof	Roof required	Roof allowed	Roof not allowed
Material	Any	Any, though typically concrete or masonry	Any, though typically wood

(9) Garages & Accessory buildings.

- A. Street facing garages shall not comprise more than 50 percent of the ground floor building frontage. Any garage with more than two (2) car parking capacity should not directly face onto any street. The garage with more than two parking bays should have the side wall facing the street (i.e., side loading garage). All garage doors shall be compatible with the dwelling style and colors.
- B. The front façade of any garage facing on to the street shall be set back a distance equal to or more than the front façade of the remainder of the principal building.
- C. To the maximum extent feasible, a detached garage shall be accessed from the alley if alleys are available for vehicular traffic.
- D. The architectural style and materials of any accessory building generally shall be compatible with the principal building as should the roof type and roof slope. Roofs for any accessory building shall be subject to the same standards as for principal structures pursuant to Subsection (5) above.

(10) Fences & Gates.

- A. Chain link fences are prohibited.
- B. When fencing is to be used, traditional fence forms, such as picket fences and plain board fences, shall be utilized and shall comply with the fencing height restrictions of Section 1141.01.
- C. Fencing shall only be constructed of wood, wrought iron, decorative metal fencing, or fencing material that resembles wood materials

(11) Chimneys.

- A. Where a building is designed with chimneys or where a chimney is to be added to an existing structure, brick or stone are the preferred materials. Other siding may be allowed if the entire building is sided in similar materials.

(11) Shutters.

- A. Shutters do not have to be operable. However, when present they must appear to be functional and they must be proportionally equal to the adjacent window opening.



The shutters on the left window are appropriately shaped and sized for the related window even if they are not operable. The replacement shutters on the right are not appropriate due to the length and shape that do not correlate to the related window.

(13) Driveways & Parking Lots.

- A. Individual curb cuts for driveways are strongly discouraged. No curb cuts are allowed if an alley is present. Alleys must be utilized as much as possible to provide automobile access.

(14) Landscaping.

- A. Landscaping of the site shall comply with the requirements of Chapter 1148.

(15) Architectural Features for Three-Family Dwellings

- A. At least three of the following design features shall be provided on the front façade of each dwelling unit with frontage on a public street.
1. One or more dormer windows or cupolas;
 2. A recessed entrance;
 3. A covered porch or balcony;
 4. Pillars, posts, or pilasters;
 5. One or more bay windows with a minimum of 12 inch projection from the façade plane;
 6. A parapet wall with an articulated design, which entails design variation rather than a simple rectilinear form; or
 7. Multiple windows with a minimum of four inch wide trim.

- B. To the maximum extent practicable, all roof vents, pipes, antennas, satellite dishes, and other roof penetrations and equipment (except chimneys) shall be located on the rear elevations or configured to have a minimal visual impact as seen from the street.



Illustrative example of acceptable architectural design for multi-family dwellings



Illustrative example of unacceptable architectural design for multi-family dwellings

(16) Accessory Dwelling Units

In addition to the standards applicable to all conditional use reviews, any new accessory dwelling unit shall be subject to the following standards:

- A. An accessory dwelling unit may be in a stand-alone structure or may be located above a garage.
- B. In no case shall there be more than three dwelling units on any single lot, including any approved accessory dwelling unit.
- C. Accessory dwelling units shall only be allowed on lots with a area of 5,000 square feet.
- D. The maximum square footage of an accessory dwelling unit shall not exceed 1000 square feet or 50% of the footprint of the principal structure whichever is smaller, unless approved by the Planning Commission and City Council.
- E. The accessory dwelling unit shall be located in the rear yard.
- F. The accessory dwelling unit shall be designed to be smaller in mass, height, and square footage than the principal dwelling.
- G. The accessory dwelling unit structure shall be subject to the accessory building design guidelines of this section.

(e) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.08 – R-MH Planned Mobile and Manufactured Home Residential District.

(a) Purpose.

This district is intended to permit the development of Mobile and Manufactured Home Parks while maintaining a reasonable population density and by providing for the unique requirements for this type of development. The provisions of this district are established to assure that the site design and arrangement in relation to other areas together with the provision of associated facilities result in an attractive, orderly and efficient residential environment of sustained desirability in harmony with adjacent areas.

(b) Uses.

(1) Permitted uses.

A. Mobile home parks.

1. Mobile homes (not self-propelled vehicles) as defined in the Ohio Revised Code.
2. Manufactured Homes as defined in the Ohio Revised Code.

(2) Accessory uses.

- A. Coin-operated laundry, laundry and dry cleaning pick-up stations for use of tenants only. No external sign shall be permitted.
- B. Other accessory uses, buildings or structures customarily incidental to the aforesaid use.
- C. On-site Manufactured Home Sales.

The sale of manufactured homes within a mobile/manufactured home park or subdivision shall be a Conditional Use having one-year duration. Said use shall be reviewed at the end of the first year for possible extension for an additional year in total representing a maximum two-year duration. Such sales areas shall be well screened from the residential section of the park or subdivision and shall be located at the periphery of the site. All signs used for advertising shall be unobtrusive to the surrounding property.

- D. Neighborhood commercial facilities. In mobile home parks of 50 acres or more, neighborhood commercial facilities such as markets, barbers, beauty shops, or doctor's offices, may be planned in conjunction with a mobile home park but may not be physically occupied until the park is 75 percent occupied by residents.

(c) Site Development Regulations.

(1) Minimum floor area.

Individual mobile/manufactured homes located within the district shall have a minimum floor area of 600 square feet.

(2) Area requirements.

Each mobile/manufactured home park shall have a minimum gross site area of not less than 20 acres.

(3) Density requirements.

Gross density for a mobile/manufactured home park shall not exceed five dwelling units per acre.

(4) Minimum lot size.

The minimum lot size within mobile/manufactured home parks or subdivision shall be determined by the size of the residential unit occupied lot area, ratios, building setback and separation, and parking requirements.

(5) Occupied lot area ratio.

A mobile or manufactured home shall not occupy an area in excess of one-third of its respective lot area. The total occupied area of a mobile or manufactured home and its accessory buildings on a lot shall not exceed two-thirds of the lot area.

(6) Utilities.

- A. Each mobile/manufactured home park shall be served by public water and sewer systems.
- B. In each mobile/manufactured home park all wires, cables and lines providing telecommunication, including cable television, and electric utility services and connections of such utility systems to buildings and light poles in such parks, shall be located underground.
- C. Mobile/manufactured home parks shall meet all pertinent requirements of the Ohio Department of Health District and the Butler County Health Department.

(7) Landscaping.

- A. Trees of at least two inch caliper shall be installed on both sides of all streets within the mobile/manufactured home park at a maximum spacing of 50 feet between trees.

(8) Setback requirements.

The following setback requirements for all mobile or manufactured homes located in a mobile/manufactured home park shall apply:

- A. From all perimeter lot lines: see Perimeter Requirements.
- B. From any mobile or manufactured home located in the mobile home park: 20 feet, however, end-to-end clearance may be reduced to ten feet.
- C. From any community building: 50 feet.
- D. From any public or private street located within the park: 20 feet.

(9) Perimeter requirements.

A perimeter setback with respective screening requirements shall be provided which is adequate to protect the residential use in the development and, in any case, shall not be less than the following:

- A. Where the adjoining land use (existing or permitted) is of similar or higher density use or is a collector street, a distance of 30 feet containing a 90 percent, visually solid, year-round landscaped buffer six feet in height.
- B. Where the adjoining land use is an arterial street, a residential use of lower density, or a nonresidential use, protection shall be provided by providing a distance of 40 feet containing berms, walls, solid or louvered fencing, open fencing with appropriate planning, or a visually solid, year-round landscaped buffer six feet in height.
- C. The Planning Commission may waive all or part of the perimeter landscaping requirements if, due to the nature of the existing typography or other existing conditions, if the Planning Commission finds it is unreasonable to require a wall, fence or screen.

(10) Required open space.

A minimum of 10 percent of the gross site area shall be set aside and reserved for usable open space. Said open space shall be in one or more parcels, not less than one acre each. The minimum dimension of said open space shall be 200 feet in any direction. For the purposes of this section, "Usable Open Space" shall be construed to mean parks, common open areas, and areas containing a combination of community service buildings (clubhouses, swimming pools, etc.) and outdoor recreation areas.

(11) Access.

Each mobile/manufactured home park shall have direct access to a collector or arterial thoroughfare.

(12) Private streets.

A mobile/manufactured home park shall have an entrance drive from a public street, and access to individual units shall be from private paved drives within the site. A paved walk shall be located along at least one side of each drive. The width and design of the entrance drive and access drives shall be adequate to accommodate fire protection vehicles and equipment as determined upon review by the Planning Commission and the City Council. The following are minimum pavement widths:

28 feet	One-way traffic with parking
20 feet	One-way traffic, no parking
36 feet	Two-way traffic with parking
28 feet	Two-way traffic, no parking

(d) Parking Requirements.

Two paved, off-street parking spaces having a minimum area of 180 square feet each shall be provided for each mobile/manufactured home site. Said parking space shall be located either on the home site, behind the front setback area, or in a common parking area within the mobile/manufactured home park.

(e) Signs.

Signs within the mobile/manufactured home development shall be limited to an identification sign containing the name of the park not to exceed 32 square feet, a name plate attached to each home, which is no larger than one square foot, directional signs indicating the location of utility buildings, including management office, parking and common recreation area, traffic control signs.

(f) Miscellaneous Requirements.

(1) Lighting:

Appropriate lighting shall be provided along interior roadways and walkways. All lights shall be so positioned and shaded to avoid a glare on adjoining properties.

(2) Drainage:

Each mobile/manufactured home space shall be so constructed to provide adequate storm water drainage from ramps, patios, and all walls and foundations of the home to the roadway.

(3) Fuel Supply:

Where fuel is stored in outdoor storage tanks, they shall be supported by a concrete base and screened from view of surrounding home spaces and the street.

(4) Enclosed Undercarriage:

All mobile homes located in the mobile/manufactured home parks shall be enclosed from the bottom of the structure to the ground.

(5) Stand:

Each mobile home site shall be provided with a stand consisting of a solid concrete slab or two concrete ribbons of a thickness and size adequate to support the maximum anticipated loads during all seasons. Where concrete ribbons are used, the area between the ribbons shall be filled with layer of crushed rock.

(6) Foundation:

A manufactured home must be attached to a foundation in accordance with plans prepared by a registered engineer in compliance with the prevailing building code provision for vertical loads, uplift, and lateral forces.

(7) Refuse Containers:

All refuse containers shall be screened from view of surrounding home spaces and the street.

(g) Subdivision Regulation Compliance.

All mobile/manufactured home park proposals intended to sell individual lots and thus subject to regulation as a subdivision shall comply with all pertinent provisions of the City's Subdivision Regulations with the exception of requirements or standards which are superseded by provisions of this section.

1143.09 – RO Office Residential District.

(a) Purpose.

This district is designed to encourage a residential environment in established areas of historically significant character. Offices and service facilities are permitted to support community needs in suitable locations that do not produce incompatible effects on adjacent residential neighborhoods. A mix of uses within one structure is encouraged. This district is appropriate adjacent to higher volume thoroughfares, as well as between commercial areas and residential neighborhoods. This district shall be considered a residential district.

(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. Professional offices of doctors, dentists, chiropractors, lawyers, engineers and similar-type professions limited to 2,500 square feet of gross floor area.
- E. Hospitals
- F. Real estate, insurance and similar-type offices limited to 2,500 square feet of gross floor area.
- G. Barber and beauty shops.
- H. Instructional studios.

(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. Publicly owned and operated neighborhood recreation centers.
- F. Day care facilities, including Day Care for child, Day Care Center for child, Day Care Home Type A family, and Day Care Home Type B family.
- G. Schools: primary, intermediate, and secondary, both public and private.
- H. Places of worship.
- I. Funeral homes.
- J. Parking lots.
- K. Offices of non-profit organizations and foundations, 2,500 sq. ft. maximum.

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements or Alley Development Provisions)

Any parcel, property or structure that is within the Historic District Overlay shall also consult the current design guidelines of the Historical Architectural Preservation Commission and Chapter 1331 of the Oxford Codified Ordinance and shall follow the procedures for approval contained therein.

		Office & 1-family	2-family residential
(1)	<u>Lot requirements.</u>		
A.	Minimum lot area per dwelling unit	5,000 sq. ft.	3,750 sq. ft.
B.	Minimum lot width	50 feet	75 feet
C.	Minimum lot frontage	50 feet	75 feet
(2)	<u>Yard requirements.</u>		
A.	Minimum front yard depth	20 feet	20 feet
B.	Minimum rear yard depth	35 feet	35 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

(d) Supplementary Regulations.

- (1) To minimize traffic congestion on major roads and to protect the surrounding residential areas from any adverse activities that may be associated with such business uses, a site plan, shall be submitted to, and approved by, the Zoning Administrator prior to issuing a zoning certificate. The site plan shall show the site layout, including the locations and dimensions of vehicular and pedestrian entrances, exits, driveways, and the vehicular circulation pattern, structure siting and dimensions, off-street parking spaces, landscaped yards, and the location and type of lighting facilities and signs.
- (2) No zoning certificate shall be issued for an “RO” use until the applicant shall have certified to the Zoning Administrator that:
 - A. The business activity is open to the public only between the hours of 7:00 a.m. and 9:00 p.m.
 - B. The business activity shall be conducted wholly within a completely enclosed building.
 - C. All premises shall be furnished with all-weather hard surface walks of a material such as bituminous or Portland cement concrete, wood, tile, terrazzo or similar material, and except for parking areas, the grounds shall be planted and landscaped.
- (3) Failure to comply with any of the above conditions by property owners or users will be considered a zoning violation appropriate for prosecution under the terms of this Ordinance.

(e) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.10 – UP Uptown District.

(a) Purpose.

The purpose of this district is to preserve and encourage the continued vitality of the City's historic central business and civic activity area. Selected uses and regulatory standards are provided to guide development so as to achieve a mixture of appropriate uses in a functional, aesthetic and pedestrian compatible manner.

(b) Uses.

(1) Permitted uses.

- A. Any combination of residential dwelling types as defined in Section 1159.05(8), A through E., on the second floor or higher.
- B. Retail services shall not exceed 10,000 square feet of floor area on any given floor.
 1. Apparel and jewelry.
 2. Bars and establishments serving alcohol.
 3. Books, stationery, newspapers, magazines, office equipment and office supply stores.
 4. Drugs and pharmaceuticals.

5. Food products, including groceries, meat, fish, baked goods, confectionary, and beverages.
 6. Flowers, potted plants, and garden supplies.
 7. Hardware, paint, home furnishings, and other home improvements products.
 8. Optical aids.
 9. Photography, bicycles, gifts and toys, pets, music, sporting goods, and other hobby and craft supplies.
 10. Restaurants, not including drive-in.
 11. Other similar establishments engaged in retail trade except those included as Conditional Uses in subsection (b)(2) hereof.
- C. Personal and professional services shall not exceed 10,000 square feet of floor area on any given floor.
1. Accounting, advertising, architectural, auditing, bookkeeping, legal, and medical offices, and offices for other similar professional service providers.
 2. Banks, credit agencies, investment firms, real estate, insurance offices, and other similar establishments engaged primarily in financial services.
 3. Barber and beauty shops.
 4. Cleaners, including dry cleaning and laundromats.
 5. Home improvement services, including carpentry, electrical, heating, plumbing, and decorating.
 6. Offices for nonprofit, charitable, labor, and other service organizations.
 7. Repair establishments for bicycles, household appliances, locksmiths, shoes, and motor vehicles (if no gasoline is sold).
 8. Theaters, not including drive-ins.
 9. Other similar personal and professional services, such as employment agencies, travel bureaus, and ticket offices.
- D. Accessory buildings incidental to the principal use.
- E. Sidewalk uses.
1. This section is intended to provide for active use of private and public property in the Uptown District for outdoor cafes and retail sales. A sidewalk use requires a permit, shall be operated according to the provisions of this section, and is valid for one year and only for the location, design, and use approved.
 2. A sidewalk use may include outdoor activity on both private and public property as follows:
 - a. Private property in the front setback area or any courtyard or other partially enclosed area adjacent to a right-of-way may be utilized only for the same commercial activity as the principal use on the first floor of the principal structure.
 - b. The public sidewalk and other paved portions of the right-of-way that are designed and constructed to accommodate pedestrians may be utilized

only for the same commercial activity as the principal use on the first floor of an immediately adjacent principal structure.

3. A sidewalk use permit application shall include a fee, a scaled site plan, and other information sufficient to determine compliance with all of the following provisions:
 - a. The use may not result in less than five feet of open and unobstructed public sidewalk adjacent to the sidewalk use; and
 - b. The adjacent property owner and the operator of the use have a liability insurance policy that covers accidents and injuries on the public right-of-way for a minimum of one hundred thousand dollars (\$100,000) per person and three hundred thousand dollars (\$300,000) per accident, premiums are fully paid for the calendar year of the permit, and the City of Oxford shall be named as an additional insured upon such liability policy; and
 - c. The use shall employ only displays, counters, tables, chairs, umbrellas, and planters that are moveable; and
 - d. Nothing related to the operation of the use shall be permanently installed on public or private property except anchors that do not protrude above the adjacent sidewalk surface and do not otherwise create a trip hazard; and
 - e. All materials shall be lightweight and easily removable; and
 - f. All roofs shall be made of a flame-resistant (per Ohio Basic Building Code and Ohio Fire Code), nonstructural material such as treated canvas or vinyl fabric; and
 - g. All illumination shall be confined within the perimeter of the use; and
 - h. All partitions shall be transparent 3 feet above the adjacent sidewalk surface.
4. The City Manager or designee shall require removal of anything or correction of any condition associated with a sidewalk use that threatens the public health, safety, or general welfare and shall revoke an approved permit if its holder fails to comply with any such order in a timely manner.
5. The City Manager shall reinstate a revoked permit if the holder removes the immediate threat and provides sufficient proof that the threat will not recur.
6. If a sidewalk use permit is revoked more than once during the year that the permit is valid, the permit shall not be reinstated and a new permit shall not be issued until after the original expiration date of the revoked permit.

(2) Conditional Uses.

The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

A. Retail services:

1. Any permitted retail use that exceeds 10,000 sq. ft. on any given floor.
2. Banks with drive-through facilities.

3. Building supplies, garden supplies.
4. Temporary or outdoor sales of plants and garden supplies.
5. Retail uses which do not provide a minimum ratio of 0.7:1 of the lot area.
6. Additional retail uses above the street level which would cause the maximum permitted gross floor area ratio to exceed the 3:1 ratio.

B. Personal and public services:

1. Any permitted personal or public service that exceeds 10,000 sq. ft. on any given floor.
2. Cultural institutions, including libraries, art galleries and museums.
3. Hotels and motels.
4. Places of worship.
5. Funeral homes.
6. Night clubs, discotheques, and other entertainment facilities.
7. Personal and Professional Services which do not provide a minimum of 0.7:1 of the lot area.
8. Additional personal and professional services above the street level which would cause the maximum permitted gross floor area ratio to exceed the 3:1 ratio.

C. Other uses.

1. Any combination of dwelling types as defined in Section 1159.05(8), A through E, on the first floor or basement.
2. Community-Oriented Residential Social Service Facilities (CORSSF's).
3. Shared Housing and Congregate Housing for the elderly.
4. Government owned and/or operated parks and recreation facilities.
5. Bed & Breakfasts.
6. Publicly owned and operated neighborhood recreation centers.
7. Day care facilities, including Day Care for child, Day Care Center for child, Day Care Home Type A family, and Day Care Home Type B family.
8. Schools: primary, intermediate, and secondary, both public and private.
9. Hospitals

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)

(1) Lot requirements.

A. Minimum Lot Area:

1. Lots in the Uptown District shall be a minimum of three thousand (3,000) square feet.

(2) Yard requirements.

Front Yard	16.5 feet minimum except * On High Street - at least 70 percent of building must meet the right-of-way line
Rear Yard	none except * Adjacent to a residential district 10 feet minimum
Side Yard	none except * Adjacent to a residential district 6 feet minimum

(3) Structural requirements.

A. Building height:

Minimum - 23 feet and a minimum of 2 stories above street grade

Maximum - 48 feet and 4 stories maximum above street grade.

B. Gross Floor Area Ratio:

1. The maximum permitted gross floor area ratio of a structure at or above grade in the Uptown District shall be 3. (Lot area x 3 = total bldg. sq. ft.)

a. Commercial space shall provide a minimum ratio of 0.7:1 of the lot area on the street level subject to the following:

i. The basement of a structure may be used for retail, personal and professional uses but shall not be computed into the minimum 0.7:1 ratio.

ii. Uncovered outdoor areas shall:

- a. Be associated with the first floor commercial occupant,
- b. Be located on the property and/or on the public sidewalk, only with a valid sidewalk permit.
- c. Be computed into the minimum 0.7:1 ratio, but not the overall 3:1 ratio.

b. Residential space shall provide a maximum ratio of 2:1 of the lot area subject to the following:

i. Stairways, hallways, elevators outdoor patios, decks, and balconies, for residential use shall be computed into the maximum 2:1 ratio.

(4) Maximum Residential Density.

A. Occupancy shall be limited to one person per 200 square feet of lot area.

1143.11 – MU University District.

(a) Purpose.

The purpose of this district is to accommodate the academic, administrative, cultural, recreational, residential and ancillary uses comprising and supportive of the respective requirements of a college or university. Any parcel, property or structure that is within the Historic District Overlay shall also consult the current design guidelines of the Historical Architectural Preservation Commission and Chapter 1331 of the Oxford Codified Ordinance and shall follow the procedures for approval contained therein.

(b) Uses.

(1) Permitted uses.

- A. University complex, including all affiliated educational structures and other supporting uses owned, operated, affiliated, leased or licensed by the university, such as dormitories, eating facilities, recreational and athletic facilities, laboratories, retail facilities, library, etc.
- B. Single-family dwellings.

(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 for the elderly.
- C. Government owned and/or operated parks and recreation facilities.
- D. Bed & Breakfasts.
- E. Publicly owned and operated neighborhood recreation centers.
- 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 or Alley Development Provisions)

(1) Lot requirements.

- A. Minimum lot area 6,000 sq. feet
- B. Minimum lot width 60 feet
- C. Minimum lot frontage 60 feet

(2) Yard requirements.

- A. Minimum front yard depth 20 feet
- B. Minimum rear yard depth 35 feet
- C. Minimum side yard width 7.5 feet on each side

(3) Structural requirements.

- A. Maximum building height 35 feet
- B. 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

(4) Mile Square Design Standards.

Single family dwellings shall comply with the Mile Square Design Standards of the R1MS District.

- (5) Proposals requiring major infrastructure improvements shall be referred to Planning Commission and City Council as determined by the City Manager. Site development specifications and a project overview for all university uses shall be submitted to the Planning Department for review for the following:
- A. Integration of transportation improvements with existing and planned services and facilities.
 - B. Adequacy of public utilities and services.
 - C. Conformance with Ordinances regulating the Historic Architectural Preservation Commission.
 - D. Potential incompatibility with abutting zoning districts necessitating modifications to the site plan to mitigate potential negative impacts.
- (6) A descriptive text shall be submitted indicating the nature of the proposed activity, expected levels of noise, odor, dust, smoke, light, glare, and vibration from normal operations, and a plan for addressing these impacts. Administrative review shall be conducted and response made within 30 days of receipt.

(d) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

1143.12 – GB General Business District.

(a) Purpose.

This district is intended to provide for a variety of retail, service and administrative establishments required to satisfy the needs of the overall community. This district is also intended to accommodate retail trade establishments in the community that cannot be practically provided for in a neighborhood commercial district development. This district is only appropriate within areas that are presently served, or will be served upon development, with both central water and sewer.

(b) Uses.

(1) Permitted uses.

- A. Retail services. (Not to exceed 15,000 square feet of total gross floor area)
 - 1. Apparel and jewelry.
 - 2. Books, stationery, newspapers, magazines, office equipment and office supply stores.
 - 3. Department stores.
 - 4. Drug stores selling health and personal care aids.
 - 5. Food products, including groceries, meat, fish, baked goods, confectionary, and beverages.
 - 6. Flowers, potted plants, and garden supplies.
 - 7. Hardware, paint, home furnishings, and other home improvement products.
 - 8. Optical aids.

9. Photography, bicycles, gifts and toys, pets, music, sporting goods, and other hobby and craft supplies.
 10. Restaurants, not including drive-in or fast food.
 11. Sales of new and used motor vehicles by dealerships holding franchises authorized by manufacturers for the sale of new vehicles.
- B. Personal and professional services. (Not to exceed 15,000 square feet of total gross floor area)
1. Accounting, advertising, architectural, auditing, bookkeeping, legal, and medical offices, and offices for other similar professional service providers.
 2. Banks, credit agencies, investment firms, real estate, insurance offices, and other similar establishments engaged primarily in financial services.
 3. Barber and beauty shops.
 4. Cleaners, including dry cleaning and Laundromats.
 5. Home improvement services, including carpentry, electrical, heating, plumbing, and decorating.
 6. Offices for nonprofit, charitable, labor, and other service organizations.
 7. Repair establishments for bicycles, household appliances, locksmiths, shoes, and motor vehicles (if no gasoline is sold and repair work is done inside).
 8. Theaters, not including drive-ins.
 9. Other similar personal and professional services, such as employment agencies, travel bureaus, and ticket offices.
- C. Accessory buildings incidental to the principal use.

(2) Conditional uses.

The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

- A. Retail services.
1. Automobile service stations selling gasoline.
 2. Bars and establishments serving alcohol.
 3. Banks with drive-through facilities.
 4. Building supplies, garden supplies.
 5. Drive-in and fast-food restaurants.
 6. Sales of motorcycles and used motor vehicles, rental and service of motor vehicles, sales and rental of boats and marine equipment, and sales and rental of trailers.
 7. Temporary or outdoor sales of plants and garden supplies.
- B. Personal and public services.
1. Animal hospitals or kennels.
 2. Bowling alleys.

3. Cultural institutions, including libraries, art galleries and museums.
4. Hotels and motels.
5. Places of worship.
6. Funeral homes.
7. Indoor skating rinks, arcades, and similar recreational uses.
8. Instructional studios.
9. Night clubs, discotheques, and other entertainment facilities.

C. Other uses.

1. Community-Oriented Residential Social Service Facilities (CORSSF's).
2. Shared Housing and Congregate Housing for the elderly.
3. Government owned and/or operated parks and recreation facilities.
4. Bed & Breakfasts.
5. Publicly owned and operated neighborhood recreation centers.
6. Day care facilities, including Day Care for child, Day Care Center for child, Day Care Home Type A family, and Day Care Home Type B family.
7. Schools: primary, intermediate, and secondary, both public and private.
8. Mini-Warehouse (Self-Storage Units)
9. Business Incubator
10. Any permitted or combination of any retail, personal or public services that exceed 15,000 square feet of gross floor area

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)

(1) Lot requirements.

- A. Minimum lot frontage and width: 100 feet
- B. No minimum lot size is specified; however, the lot size shall be adequate to provide for parking, access drive spacing, yard space and screening requirements.

(2) Yard requirements.

- A. Minimum setbacks.

Front yard	Rear yard	Side yard
35 feet	25 feet	0 feet

When a side or rear lot line abuts residential district lot lines, the minimum side or rear transitional setback distance shall be 25 feet in depth and shall be screened from the residential district by a dense evergreen hedge a minimum of 6 feet tall at planting and that will maintain at least 90 percent opacity over time. Existing vegetation may be considered as long as the anticipated overall opacity effect can be achieved. Alternatively, different types of screenings may be utilized subject to review and approval by the Zoning Administrator if the alternative material can achieve the overall 90% opacity effect.

B. Maximum front yard setback.

A maximum front yard setback of 150 feet; and at least 75% of the façade of the principal building must be setback no more than 150 feet from the front lot line.

(3) Structural requirements.

Maximum building height 45 feet

(d) Supplementary Regulations.

(1) All merchandise, new and used, with the exception of boat, automobile, truck or farm implements and plants and garden supplies, shall be stored within a completely enclosed building. Displays of boats, automobiles, tractors, recreational trailers and/or mobile homes shall conform to the requirements as defined in Section 1141.03 (e)

(2) Landscaping:

Landscaping of the site shall comply with the requirements of Chapter 1148.

(3) The building should be oriented so that the principal building entrance faces the principal street or the street providing main access to the site. The entrance must be connected to the street and adjacent parking with clearly marked sidewalks/walkways. The building façades facing the street must adhere to the façade treatment as outlined in the following sections. In no instance, shall the rear of the building face the public right-of-way.

(4) Building facades that are oriented toward a right-of-way shall be provided for visual relief as follows:

A. Windows and transparent doors must occupy a minimum of 60% of the entire building wall area measured between 2.5 and 7 feet in height above grade along the entire front façade. Glass block, opaque or darkly tinted glass is not considered to be transparent.

B. Building façades must have different articulation in height and setback. Different horizontal articulations with material, color and opening shall also be utilized when building elevation is higher than 14 feet. Preferred materials include brick, stone, glass or wood.

(5) Each development is required; where appropriate, to provide adequate space (including easements) for alternative modes of transportation such as bike paths, multi-use paths, bus stops and turnarounds. Each development is also required to provide bicycle rack space at a rate of 3 per 10,000 square feet of gross floor area.

(6) The front façade of the principal structure shall be finished, utilizing at least 50% natural materials including brick, stone, masonry, glass, or wood. No aluminum or vinyl siding shall be used in finishing or utilized on the front façade of the building.

(7)

A. All utility boxes must be screened with appropriate landscaping material such that they are not visible from a right-of-way or other publicly accessible area.

B. All refuse collection and recycling containers must be enclosed or screened so as not to be visible from a right-of-way or other publicly accessible area. The structure surrounding the container(s) must be enclosed on all sides, one of which includes a gate or door that can be secured. The enclosure may consist of wood or masonry walls. Containers shall not be located in any front yard. The exterior perimeter of the enclosure(s) must be landscaped, excluding the access point.

1143.13 – OI Office & Light Industrial District.

(a) Purpose.

This district is intended to provide for research and development and professional office facilities that have minimal impact upon the surrounding environment

(b) Uses.

(1) Permitted uses.

- A. Professional, business, government, and medical offices with no retail sales to the general public, with no storage of goods for sale.
- B. Professional Offices relying on advanced scientific and engineering capabilities.
- C. Research, experimental, or testing laboratories conducted entirely within enclosed buildings.
- D. Electronic data processing.
- E. Public service facilities.

(2) Conditional uses.

The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

- A. Operations designed to attract little or no customer or client traffic other than employees.
- B. Semi-public uses.

(c) Site Development Regulations.

(1) Lot requirements.

- A. Minimum lot frontage and width: 100 feet
- B. No minimum lot size is specified; however, the lot size shall be adequate to provide for parking, access drive spacing, yard space and screening requirements.

(2) Yard requirements.

- A. Minimum front yard depth 50 feet
- B. Minimum rear yard depth and side yard width
 - 1. If side or rear yard abuts onto a Residential District, yard shall have a minimum 50 feet for Permitted Use and minimum 100 feet for Conditional Use, and landscaped screening provided.
 - 2. Each side and rear yard shall be equal to the height of the principal building.
 - 3. Opaque fence may be substituted for plantings if approved by the Board of Zoning Appeals.

(3) Structural requirements.

- A. Maximum height 45 feet
- B. Lot coverage 70 percent

(d) Supplementary Regulations.

(1) Site plan approval required.

A site plan shall be submitted that shows graphically the location and dimensions of vehicular entrances, exits, internal circulation pattern, off-street parking and loading facilities, building location and dimensions, storage facilities, landscaping and screening facilities.

(2) Impact statement.

Prior to being issued a zoning certificate in the Office/Industrial District, the applicant must obtain approval of a descriptive text indicating the nature of the proposed activity, expected levels of noise, odor, dust, smoke, light, glare and/or vibration from normal operations and a plan for addressing these impacts. The expected number of employees per shift, at the outset and at full expansion, shall be indicated. Other information, as required, shall be submitted either in text or plans.

(3) Storage of material.

Storage of material and equipment shall be within an enclosed building, unless located behind the principal structure and visually screened from the street and adjacent properties by a landscaped screen, fence or wall. Such screening of open storage and trash containers must meet the requirements of Sections 1141.01 and 1141.04.

1143.14 – LI Light Industrial District.

(a) Purpose.

This district is intended to provide for those analytical and associated fabrication activities associated with research and development, as well as for office and industrial uses having minimum impact upon the surrounding environment in areas that are suitable for industrial development by reason of location and the availability of adequate utility and transportation systems. Permitted uses are those that can be operated in a clean and quiet manner, subject only to those regulations and performance standards necessary to prohibit congestion and for the protection of adjacent residential and business activities.

(b) Uses.

(1) Permitted uses.

- A. Any use whose principal function is basic research, design and/or pilot or experimental product development or technical training.
- B. Office buildings of an executive or of an administrative nature or incidental to those uses previously listed.
- C. Sales offices related to the principal manufacturer on the same site provided that any retail trade with the general public shall be of a limited nature and that no stock of goods is maintained for sale to the general public.
- D. Sales offices related to the principal manufacturer on the same site provided that any retail trade with the general public shall be of a limited nature.
- E. Business and industrial service facilities.
- F. Laboratories including experimental, film, testing, research, or engineering.
- G. Printing, publishing, binding, and typesetting plants.
- H. The manufacture, compounding, processing, packaging, or treatment of such products as, but not limited to bakery goods, business machinery, candy, clocks and toys, cosmetics, electrical and electronics products, components and equipment, food products, hardware and cutlery, tools, and pharmaceuticals.
- I. The manufacture, compounding, assembling, or treatment of articles or merchandise from previously prepared materials such as, but not limited to, bone, canvas, cellophane,

cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastics, precious or semi-precious metals or stone, sheet metal (excluding large stampings, such as automobile fenders or bodies) shell, textiles, tobacco, wax, wire, wood, (excluding saw and planing mills), and yarns.

- J. Medical, dental, optical manufacturing.
- K. The manufacture of pottery and figurines or other similar ceramic products using only previously pulverized clay, and kilns fired only by electricity or gas.
- L. The manufacture and repair of electric and neon signs.
- M. Motion picture production.
- N. Adult Entertainment Facilities.
- O. Accessory buildings and uses incidental to the principal use.

(2) Conditional uses.

The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

- A. Any permitted use over 100,000 square feet of gross floor area
- B. Electroplating
- C. Graphic products manufacturer
- D. Light sheet metal products, including heating and ventilating equipment, cornices or eaves
- E. Cold storage plants
- F. Tool and die shops, wrought iron shops, machine shops, excluding drop hammers
- G. Banks, including drive-in facilities
- H. Restaurants, including fast food and drive-ins
- I. Taverns
- J. Wholesale facilities
- K. Other manufacturing, processing, or storage uses determined by the Planning Commission to be of the same general character as the permitted uses previously listed and found not to be a nuisance or offensive by reason the potential emission or transmission of noise, vibration, smoke, dust, glare, heat, water or air pollution. In this regard, the Planning Commission may seek expert advice on what conditions should be imposed on a particular operation to carry out the purposes of this zone: the cost of such expert assistance shall be borne by the applicant.
- L. Mini-Warehouse (Self-Storage Units)
- M. Business Incubator

(c) Site Development Regulations.

(1) Lot requirements.

- A. Minimum lot frontage and width: 100 feet

- B. No minimum lot size is specified, however, the lot size shall be adequate to provide for parking, access drive spacing, yard space and screening requirements.

(2) Yard requirements.

- A. Minimum front yard depth 50 feet
- B. Minimum rear yard depth and side yard width
 - 1. If side or rear yard abuts onto a Residential District, yard shall have a minimum 50 feet for Permitted Use and minimum 100 feet for Conditional Use, and landscaped screening provided.
 - 2. Each side and rear yard shall be equal to the height of the principal building.
 - 3. Opaque fence may be substituted for plantings if approved by the Zoning Board of Appeals.

(3) Structural requirements.

- A. Maximum height 45 feet
- B. Maximum Lot coverage 70 percent

(d) Supplementary Regulations.

(1) Site plan approval required.

A site plan shall be submitted that shows graphically the location and dimensions of vehicular entrances, exits, internal circulation pattern, off-street parking and loading facilities, building location and dimensions, storage facilities, landscaping and screening facilities.

(2) Impact statement.

Prior to being issued a zoning certificate in the Office/Industrial District, the applicant must obtain approval of a descriptive text indicating the nature of the proposed activity, expected levels of noise, odor, dust, smoke, light, water and air pollution, glare and/or vibration from normal operations and a plan for addressing these impacts. The expected number of employees per shift, at the outset and at full expansion, shall be indicated. Other information, as required, shall be submitted either in text or plans.

(3) Storage of material.

Storage of material and equipment shall be within an enclosed building, unless located behind the principal structure and visually screened from the street and adjacent properties by a landscaped screen, fence or wall. Such screening of open storage and trash containers must meet the requirements of Sections 1141.01 and 1141.04.

1143.15 – Agricultural Open Space District.

(a) Purpose.

This district is intended to provide areas within the City that: allow properties to continuously be used for agricultural purposes which have no future land use purpose at this time, or that may be in a transitional stage with regard to development; will conserve areas that have value as open space; and will incorporate conservation practices by preserving and enhancing the natural environment, rural character and areas that may have development constraints.

(b) Uses.

(1) Permitted Uses.

- A. The conduct of agricultural operation such as: farming, apiculture, horticulture, viticulture.
- B. Horse ranches, horse boarding stables, riding stables and academies, and structures normally associated with such as; stables and training facilities.
- C. Single-family dwelling.
- D. Accessory building and uses incidental to the principal use as provided in Chapter 1141.
- E. 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. Dairying, pasturage and animal and poultry husbandry.
- B. Kennel.
- C. Community-Oriented Residential Social Service Facilities (CORSSF's).
- D. Shared Housing and Congregate Housing for the Elderly.
- E. Government owned and/or operated parks and recreation facilities.
- F. Bed & Breakfasts.
- G. Open space recreation areas that are privately or publicly owned, such as golf courses, tennis courts, parks, forests, or wildlife preserves.
- H. Cemeteries.
- I. Day care facilities, including Child Day Care, Child Day Care Center, and Day Care Home Type A family.
- J. Schools; primary, intermediate, and secondary, both public and private.
- K. Places of Worship.

(c) Site Development Regulations. (unless superseded by Conditional Use Requirements)

(1) Lot requirements.

- A. Minimum lot area 20 acres
- B. Minimum lot width 200 feet
- C. Minimum lot frontage 200 feet

(2) Yard Requirements.

- A. Minimum front yard depth 50 feet
- B. Minimum rear yard depth 200 feet
- C. Minimum side yard width 50 feet

(3) Structural requirements.

- A. Maximum building height 35 feet

(4) Maximum Lot coverage shall not exceed 10 percent of the lot area.

- (d) When the Agricultural Open Space District is used as a "holding zone" upon an annexation, the use, lot size and dimension requirements shall be as it existed upon annexation.

1143.16 – NB Neighborhood Business District.

- (a) Purpose.

This district is intended to provide small-scale retail and services on sites in or near residential areas, while having little impact on them. Uses are limited in scope to promote local orientation. Development is intended to be compatible with the scale of surrounding residential areas development through pedestrian-orientation (or limited auto-orientation when the site is adjacent to collector streets)

- (b) Uses.

- (1) Permitted Uses.

- A. Two dwelling units of any combination of dwelling types as defined in Section 1159.05(8), A, C and D, on the upper floor.
 - B. Professional services limited to 2,500 square feet of gross floor area.
 - C. Retail services limited to 2,500 square feet of gross floor area.
 - D. Personal services limited to 2,500 square feet of gross floor area.
 - E. Child daycare center limited to 2,500 square feet of gross floor area.
 - F. Cultural facilities, including museums, art gallery, library limited to 2,500 square feet of gross floor area.

- (2) Conditional Uses:

The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

- A. Residential dwelling types as defined in Section 1159.05(8), A, or C or D, on the first floor or basement.
 - B. Restaurant
 - C. Professional, retail, personal services, daycare center, cultural facilities that have more than 2,500 square feet of gross floor area.
 - D. Community-Oriented Residential Social Service Facilities (CORSSF's).
 - E. Shared Housing and Congregate Housing for the Elderly.
 - F. Government owned and/or operated parks and recreation facilities.
 - G. Bed & Breakfasts.
 - H. Open space recreation areas that are privately or publicly owned, such as golf courses, tennis courts, parks, forests, or wildlife preserves.
 - I. Schools; primary, intermediate, and secondary, both public and private.
 - J. Places of Worship.
 - K. Hotel,
 - L. Animal hospital
 - M. Extended business hours beyond the hours of operation as permitted.

(c) Site Development Regulations. (unless superseded by Conditional Use Requirements or Alley Development Provisions)

(1) Lot requirements.

- A. Minimum lot frontage and width: 50 feet
- B. No minimum lot size is specified; however, the lot size shall be adequate to provide for parking, access drive spacing, yard space and screening requirements.

(2) Yard Requirements.

- A. Minimum front yard depth
 - 20 feet in the Mile Square or the average front yard setback of the block face, whichever is higher.
 - 30 feet outside of the Mile Square.
- B. Minimum rear yard depth See table below.
- C. Minimum side yard width See table below.

(3) Structural requirements.

- A. Maximum building height 35 feet.

	Minimum building setback from residential zoned properties	
Height of the Building	Lots abutting a side lot line of a residential zoned lot	Lots abutting a rear lot line of a residential zoned lot
20 feet or less in height	7.5 feet	35 feet
More than 20 feet, but less than 35 feet in height	10 feet	40 feet

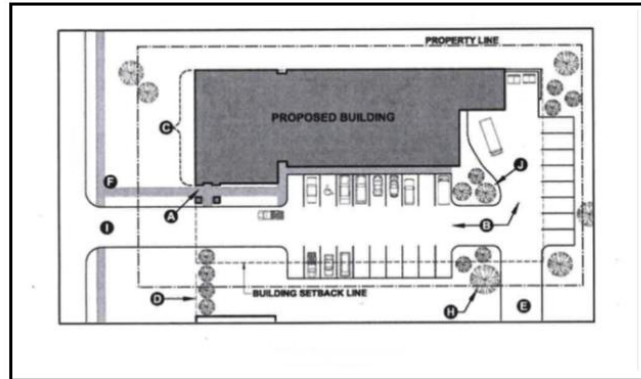
- (4) Maximum Lot coverage 50 percent

(d) Supplementary Regulations:

- (1) Landscaping of the site shall comply with the requirements of Chapter 1148.
- (2) The placement of any proposed building shall be consistent with the average setback of the blockface.
- (3) Development should preserve the historic character of Oxford while embracing high quality design that complements existing building.
- (4) New building shall be designed in style, mass, scale and materials compatible with the surrounding properties.
- (5) Addition to an existing building shall be sympathetic to the architectural scale and style of the existing building. The material for the addition shall also be similar and consistent with the existing building.
- (6) The maximum pedestrian walking distance from the street to the entrance of the building shall not be more than 150% of the required front yard setback, or the average front yard setback distance, whichever is larger.

- (7) Buffering shall be provided along the property lines adjacent to residential zoned properties. Such buffering shall consist of a solid green or dense green hedge a minimum of 6 feet tall. Green hedges shall be 6 feet tall at planting and maintain at least 90 percent opacity over time.
- (8) Hours of operation shall be limited to 8 am to 9 pm, or subject to the approval from the Planning Commission.
- (9) All parking shall be located to the side or to the rear of the building. No more than 50% of the frontage upon the street could be used for parking area.

**Location of Off-Street Parking
Illustration Only**



(e) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).



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:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Repealing Oxford Codified Ordinance Chapter 1149 Entitled Parking And Site Access And Adopting New Oxford Codified Ordinance Chapter 1149 Entitled Parking And Site Access For The Purpose Of Revising Residential Parking Regulations (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Essential Operations Accessible, High-Quality Infrastructure Safe and Efficient Travel for All Modes of Transportation Smart Growth and Quality Places A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

*There is one page of text revisions in the attached Exhibit, concerning Residential Parking Regulations.

Proposal Summary:

This package of text amendments seeks to amend five chapters of the Oxford Planning & Zoning Code, corresponding to Part Eleven of the Codified Ordinances. The purpose of the amendments is threefold: (1) to facilitate a new Site Plan Review process for alley lots that do not have frontage on a public street; (2) to bring language on minor subdivisions closer in alignment with enabling statute in Ohio Revised Code (ORC) 711 and to make such approvals administrative instead of discretionary; and (3) to amend residential parking standards to avoid incompatibility with new alley development provisions. The

chapters proposed to be affected by the amendments are: 1101, 1129, 1141, 1143, and 1149.

Background:

These text amendments are in response to an alley lot development moratorium initially placed into effect by City Council on April 2, 2024 (by Res. No. 7587), and originally due to expire October 2, 2024. At the request of staff, Council later extended the moratorium period (by Res. No. 7632) to last until January 16, 2025. To accommodate a timeframe allowing adoption of text amendments preceding moratorium expiration, on January 7 the Council extended the alley development moratorium one last time (by Res. No. 7664) setting it to expire on March 20, 2025.

As constructed, the moratorium applies to any property fronting exclusively on one or more alleys, temporarily putting a halt to issuing zoning approval for any single-family building permit or subdivision approval for any lot split or lot consolidation. The motivation for the moratorium stemmed from concerns voiced by City departments regarding public service risks and impacts related to emergency response, as well as supporting infrastructure including access, drainage, and utilities.

The Planning Commission discussed the topic of alley development during a Work Session on September 10, 2024. Historical development trends were covered, along with a comparison of Oxford's urban fabric to peer college towns in Ohio as well as other larger cities nationwide. At the conclusion of staff's presentation, Commission members' opinions on how to regulate and review residential development on alley sites were mixed. In response, staff suggested implementing a Site Plan Review process specific to alley sites to facilitate the Planning Commission being able to exercise a limited degree of discretion when it comes to how properties are developed, such that individual projects could be studied on a case-by-case basis and enable more context-sensitive results. The Commission favored this type of approach more than equipping staff with an extensive set of prescriptive standards to be applied administratively. Following the September Work Session, staff drafted a text amendment package and initiated an application to appear before the Planning Commission at its meeting on December 10, 2024.

Planning Commission Input & Recommendation:

The Planning Commission contributed valuable feedback over the course of two regular meetings on December 10 and January 14, leading to an end product which staff believes is far superior to the version initially proposed by staff. Key contributions and inspirations included the following:

- Flexibility in review criteria to accommodate minor subdivisions along alleys where zoning frontage standards permit (i.e., in the UP Uptown zoning district)
- Redirecting appeal authority from the Board of Zoning Appeals to the Planning Commission
- Permit a chance for administrative approval of any Site Plan Review by the Zoning Administrator and Planning Commission Chair, before being referred to the full Commission for a hearing
- Eliminate minimum parking requirements, and instead impose a maximum off-street parking standard of no more than four (4) spaces unless granted by way of a waiver request
- Clarification on how change and extension requests for Site Plan Reviews will be handled

City Law Director Christopher Conard also shared some recommended changes to the language at the January 14 meeting, and the Commission incorporated such changes into its motion to approve. The Commission voted 7-0-0 to recommend approval of the currently drafted text amendment package.

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 1149 ENTITLED PARKING AND SITE ACCESS AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 1149 ENTITLED PARKING AND SITE ACCESS FOR THE PURPOSE OF REVISING RESIDENTIAL PARKING REGULATIONS.

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, 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, 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, Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the City of Oxford Planning Commission held a public hearing on December 10, 2024, and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Chapter 1149 entitled Parking and Site Access, and adopting new Oxford Codified Ordinance Chapter 1149 entitled Parking and Site Access consistent with the textual edits outlined in the attached Exhibit A.

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

SECTION 1: Council hereby repeals Chapter 1149 entitled Parking and Site Access and adopts new Chapter 1149 entitled Parking and Site Access consistent with the textual edits outlined in the attached Exhibit A.

SECTION 2: 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: PLANNING STAFF
CHECKED BY: LAW

Chapter 1149 – Vehicle Management/Parking and Site Access

1149.01 – Purpose.

- (a) The regulations of this section are intended to minimize the traffic impacts of development on public streets and to assure that all developments adequately and safely provide storage and movement of vehicles in a manner consistent with good site design and site engineering practices without creating excessive amounts of parking spaces. This section regulates off-street parking and loading, handicapped accessibility, and vehicular access from public streets.
- (b) This section includes provisions that are intended to minimize potential nuisance to adjacent properties by limiting light pollution, minimizing dust and debris, improving public safety and managing storm water run-off.
- (c) This section includes provisions which are intended to benefit the community by minimizing vehicular and pedestrian conflicts in parking lots, reducing the urban heat island effect, fostering air and water quality, promoting alternative modes of transportation and maximizing the efficient use of land.

1149.02 – Applicability.

(a) New Uses

No new building or new land use shall be authorized unless the standards of this Chapter, including the minimum number of required parking spaces, are met.

(b) Change of Use

No change of use shall be authorized unless the new use meets the standards of this Chapter, including the minimum number of required parking spaces.

(c) Expanded Uses

- (1) Whenever a building or use created prior to the effective date of this provision is changed or enlarged in floor area, number of units, seating capacity, or otherwise that will create a need for an increase in the number of parking spaces, loading spaces, or vehicle stacking spaces, the additional spaces shall be provided on the basis of the new demand created by the area of the alteration, addition, or change.
- (2) If the proposed expansion or enlargement will increase the floor area, number of units, seating capacity, or other area to an extent larger than twenty five (25) percent of the building or use prior to the effective date of this provision, then the entire site must come into compliance with the requirements of this Chapter.
- (3) Any expansion or enlargement smaller than that established in subsection (2) above shall comply with the requirements of this Chapter for any new parking, loading, or stacking space areas required for the expansion. In cases where these small expansions or enlargements occur over a period of time after the effective date of this provision, the site shall come into full compliance with the requirements of this Chapter once the total expansion or enlargement of the floor, number of units, seating capacity or other area exceeds twenty five (25) percent of the original size at the time this provision became effective.

(d) Changes or Expansions to Parking Areas

- (1) So long as no expansion is proposed to any building or structure on a site, an existing parking area may be expanded, improved, or otherwise made more conforming in accordance with the design standards of this Chapter, except as provided in subsection (2) below.
- (2) In the UP and RO districts, any new off-street parking areas, or expansions to existing parking areas greater than twenty five (25) percent as compared to the area existing on the effective date of this provision, are subject to Conditional Use review as provided in Chapter 1147. This provision

shall not apply to any new or expanded off-street parking provided to comply with minimum requirements for single-, two-, or three-family dwellings on individual lots.

(e) Existing Uses

The requirements of this Chapter shall not apply to buildings and uses legally in existence on the effective date of this provision unless modified in a manner as stated in subsections (a) – (d) above. Furthermore, any facilities regulated by this Chapter that serve such existing buildings or uses shall not be reduced below the requirements established in this Chapter in the future. Notwithstanding these provisions, Utilization standards shall always apply to existing uses.

1149.03 – General Regulations.

- (a) All off-street parking and maneuvering areas shall be hard surfaced (includes concrete, asphalt, brick, stone, or bonded gravel). Loose materials, including gravel, are not permitted. The Zoning Administrator in collaboration with the City Engineer may allow alternative standards, such as for porous paving, if they satisfy the general intent of all other provisions of this section.
- (b) Pre-existing parking areas of any material which straddle a property boundary may be paved or resurfaced with a compliant hard surface material without needing to comply with setback requirements, so long as each property can maintain its own accessibility from a public street or alley without having to use any other property. In cases where separate access for each property cannot be achieved, a shared-access easement may be recorded as a way of satisfying applicable setback provisions.
- (c) All off-street parking shall be located on the same site as the use for which it is required or intended, except that off-site parking may be permitted by a Conditional Use Permit according to procedures set forth in Chapter 1147. Shared-use parking may also be permitted by Conditional Use Permit according to procedures in Chapter 1147.
- (d) All off-street parking spaces shall contain a minimum sized rectangular area. Standard spaces are 9 feet wide by 18 feet long. Compact spaces are 8 feet wide by 16 feet long.

1149.04 – Dimensional Standards.

- (a) Tables 1149.04-1 and 1149.04-2 below outline nonresidential and multi-family parking lot minimum dimensional requirements for spaces and aisles based on angle.

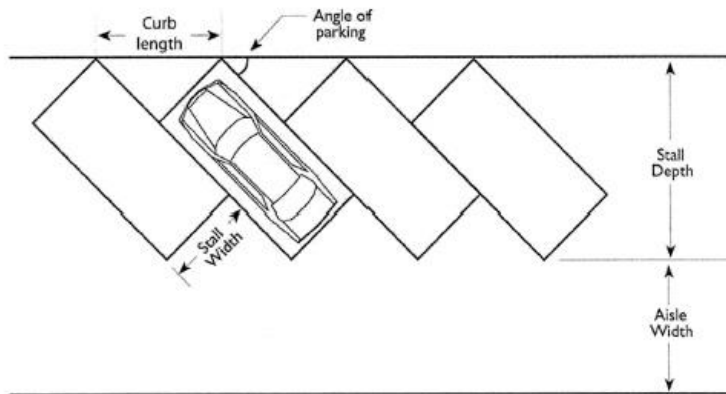


Table 1149.04-1 Min. Standard Parking Space and Aisle Dimensions

Angle of Parking	Stall Width	Curb Length Per Stall	Stall Depth	One-Way Aisle Width	Two-Way Aisle Width
Parallel	9'-0"	22'0"	9'0"	12'	20'
30 deg	9'-0"	18'0"	17'4"	11'	20'
40 deg	9'-0"	14'0"	19'2"	12'	22'
45 deg	9'-0"	12'9"	19'10"	13'	24'
50 deg	9'0"	11'9"	20'5"	15'	25'
60 deg	9'0"	10'5"	21'0"	18'	24'
70 deg	9'-0"	9'8"	21'0"	10'	24'
90 deg	9'0"	9'0"	18'0"	24'	24'

Table 1149.04-2 Min. Compact Parking Space and Aisle Dimensions

Angle of Parking	Stall Width	Curb Length Per Stall	Stall Depth	One-Way Aisle Width	Two-Way Aisle Width
Parallel	8'-0"	22'0"	8'0"	11'	20'
30 deg	8'-0"	18'0"	14'11"	11'	20'
40 deg	8'-0"	14'0"	16'5"	11'	22'
45 deg	8'-0"	12'9"	17'0"	11'	24'
50 deg	8'-0"	11'9"	17'5"	13'	24'
60 deg	8'-0"	10'5"	17'10"	16'	24'
70 deg	8'-0"	9'8"	17'9"	16'	25'
90 deg	8'-0"	8'0"	16'0"	21'	24'

(b) Computation Rules:

- (1) Any mixed-use structures or lots must provide parking in an amount equal to the sum of all individual uses combined.
 - (2) Any fractional spaces required shall be rounded up to the next whole number.
- (c) One-way drive aisles that do not provide direct access to parking spaces shall be at least 12 feet wide. Two-way drive aisles that do not provide direct access to parking spaces shall be at least 20 feet wide.
- (d) Parking spaces for motorcycles and scooters shall be at least 5 feet wide by 9 feet long.

- (e) Compact spaces must be clustered but clusters must be dispersed in parking lots with over 40 spaces. Compact spaces can take up to 25% of the required number of spaces. Compact spaces must be clearly marked.

1149.05 – Required Parking Spaces.

- (a) Table 1149.05-1 below outlines the minimum number of parking spaces required by land use. The maximum number of spaces is limited to no more than 150% of the minimum unless approved by Conditional Use Permit. Single, Two and Three-Family uses on individual lots are exempt from the maximum.

Table 1149.05-1 Schedule of Required Parking Spaces by Use	
Residential Uses	Minimum Number of Spaces Up to Maximum of 150%
Single-Family	2 per dwelling unit (exempt from max)
Two-Family	2 per dwelling unit (exempt from max)
Three-Family	2 per dwelling unit (exempt from max)
Multi-family in District other than R-3 District	2.5 per dwelling unit
Multi-family in R-3 District	1 per 2 permitted occupants
(EDITOR'S NOTE: The following items 1 through 5 are exemptions only applicable to multi-family uses in the R-3 Districts.	
1. For R-3 District, the minimum number of off-street parking spaces may be reduced based on the following criteria, but not less than 25% of the permitted occupants.	
2. Building distance to transit stops. (R-3 only)	
a. Less than 500 feet	10% reduction
b. Less than 1000 feet	5% reduction
c. Less than 2000 feet	1% reduction
d. More than 2000 feet.	No reduction
3. Sheltered bike facility (R-3 only)	
a. Each 10 bike shelter parking facility qualifies for 1% reduction	
4. Building distance to the MU campus (R-3) only	
a. Less than 500 feet	10% reduction
b. Less than 1000 feet	5% reduction
c. Less than 2000 feet	1% reduction
d. More than 200 feet no reduction	
5. Numbers of on-street parking: Each legal, adjacent, on-street parking space would reduce one required off-street parking space (R-3 only).	
Efficiency	1 per dwelling unit

Fraternity and Sorority	2 per each 5 beds permitted by a valid City of Oxford rental permit
Family community residence	1 plus 1 per each 2 support staff members
Group community residence	1 plus 1 per each 2 support staff members
Community residence	1 plus 1 per each 2 support staff members
Family day-care home, Type A	1 per each 6 children potentially enrolled
Family day-care home, Type B	1 per each 6 children potentially enrolled
Child day-care center	1 per each 6 children potentially enrolled
Auditoriums, churches, temples & other places of public assembly	1 per each 8 seats in main auditorium (for bench seating 20 inches equals one seat)
Hotel, Bed & Breakfast	1 per guest room
Bowling alley	5 per each alley
Car wash	1 per 6 wash bays
Club or lodge	1 per each 5 members
Community center, library, museum, art gallery	1 per each 250 square feet of floor area plus 1 per each employee on largest shift
Funeral home	1 per each 100 square feet of usable visitation and funeral service area plus 1 per each employee on largest shift plus 1 per each funeral vehicle
Golf facility	4 per each hole plus 1 per tee at a driving range plus 50 percent of the spaces required for other on-site accessory uses
Hospital	1 per each 2 beds (excluding infant beds); plus 1 per each employee based on largest shift
Industrial warehousing & manufacturing uses	2 per each 3 employees on largest shift for which building is designed plus 1 per each motor vehicle routinely stored on premises or in ratio of 1 space for every 1,000 square feet of total building area; provided, however, that if the number of spaces required by the building ratio is greater than that required by the employee ratios, additional parking spaces need not be provided physically but sufficient spaces shall be reserved for future physical development
Miniature golf facility	1.5 per each hole
Nursing home	1 per each 3 beds plus 1 for each employee based on largest shift
Other	As determined by Zoning Administrator based upon similarity to requirements for listed uses
Professional offices	3 plus 1 additional per each 400 square feet of usable floor area over 1,000 square feet

Restaurant	1 per each 150 square feet of usable floor area. If a drive-through is present, each 20 feet of queuing between the points at which the order is taken and where the food is served shall count as 1 space toward the total requirements, up to a maximum of 3 spaces.
Retail store , personal service establishment	1 per each 300 square feet of usable floor area.
School, elementary	1 per employee on largest shift plus 1 per classroom.
School, high	1 per employee on largest shift plus 1 per each four students potentially enrolled
School, Junior High	1 per employee on largest shift plus 1 per classroom
Skating rink	1 per each 300 square feet of floor area
Stadium or spectator arena	1 per each 10 seats (for bench seating 22 inches equals one seat)
Swimming pool	1 per each 75 square feet of water surface area.

(b) Unlisted Uses

- (1) Upon receiving an application for a use not specifically listed in Table 1149.05-1 above, the Zoning Administrator shall apply the parking standard specified for the listed use that is deemed most similar to the proposed use in regard to use, size and intensity of use.
- (2) If the Zoning Administrator determines that there is no listed use similar to the proposed use, intensity, or size, he or she may refer to the estimates of parking demand based on the recommendations of the Institute of Traffic Engineers (ITE).

(c) Exceptions

- (1) In the UP District, all uses are exempt from parking requirements.
- (2) All non-residential uses in the RO Districts are exempt from parking requirements.
- (3) A deviation from the number parking spaces provided may be permitted through a Conditional Use for shared use parking or off-site parking.

1149.06 – Residential Regulations.

(a) Applicability.

The design-related standards and other regulations of this section shall apply to lots where the principal use is a single-family, two-family, or three-family dwelling. Structures with more than three (3) dwelling units, as well as mixed use sites that may contain single-, two, or three-family dwellings, are subject to the Nonresidential Regulations in Section 1149.07.

(b) Location.

- (1) 1 parking space may be located in a required front yard. All other parking spaces required or provided in excess of the minimum requirement shall not be located in the required front yard. In cases where a pre-existing nonconformity exists such that more than one parking space is already present within the front yard, such spaces may be counted toward the minimum number of spaces required under Section 1149.05.

- (2) 1 required parking space may be a stacked space. All other required off- street parking spaces shall have direct access to a driveway or alley, without crossing another space.
- (3) Unenclosed parking spaces shall not be located within 3 feet of any principal structure in order to provide ample room for motorists to enter/exit vehicles; this provision does not prevent pavement from continuing to the structure wall. An exception shall apply in cases where parking spaces are oriented perpendicular to a structure wall, whereby a distance of 3 feet or less shall be permitted provided an elevated/curbed concrete platform is installed as a deterrent to vehicles impacting the structure.
- (4) All driveways and hard surface parking areas, including any areas to be utilized as unenclosed parking spaces, shall not be located within 3 feet of any lot line, except when spaces are situated perpendicular to a public alley in which case parking pavement may traverse across the property line provided both owners agree to the encroachment.

(c) Access and Maneuvering.

- (1) Curb cuts shall be a minimum of:
 - A. 30 feet from the intersection of two local roads
 - B. 50 feet from any intersection with a collector road
 - C. 70 feet from any intersection with an arterial road
- (2) Where a lot is adjacent to an alley, access may be from any location along the lot line except in a required front yard.
- (3) A residential use shall have a maximum of one curb cut per 100 feet of frontage, or fraction thereof (e.g. a lot with 101 feet of frontage may have two curb cuts).
- (4) A residential use on a corner lot shall have its access from a local street, if available.
- (5) In the R-1MS, R-2MS, R3MS and RO Districts, no new driveway situated upon a street right-of-way line shall exceed 12 feet in width. Driveways situated upon a street right-of-way line in all other zoning districts shall be a maximum of 18 feet wide. In all cases, maximum driveway widths shall apply only in front yard areas, defined as the area falling between the front lot line and the principal structure (i.e., a driveway to the side or rear of a principal structure need not adhere to these maximums).
- (6) Parking and maneuvering areas shall be designed so that vehicles can enter and exit the area without driving over non-paved areas. When necessary, turn-arounds and appropriate radii shall be used. Tables 1149.04-1 and 1149.04-2 may be used for guidance.
- (7) The City Engineer may vary any of the above regulations in subsections (1) through (6) where the City Engineer determines that public safety or professional engineering design practice makes it acceptable to vary these regulations.

(d) Utilization.

- (1) No vehicle or trailer shall be parked in any off-street parking area to warehouse or distribute goods, except for loading and temporary sales.
- (2) Off-street parking spaces for a non-residential use shall not be used by commercial vehicles that do not fit entirely within the parking space.
- (3) Vehicles with signs attached to them shall not be parked in a manner such that they circumvent the Sign provisions (see Chapter 1151).
- (4) Off-street parking areas shall not be used to display vehicles for sale, except as a permitted use.

- (5) The off-street parking of any recreational vehicle, boat and/or boat trailer, dual purpose truck camper or converted van, pickup camper or coach (designed to be mounted on automotive vehicles), motorized dwelling, tent trailer, travel trailer, utility trailer, bus or semi-tractor or commercial vehicle designed or used for carrying merchandise or freight shall be permitted in a residential district only under the following conditions:
- A. All such vehicles must be parked on a permanently hard surface.
 - B. No more than one camping or recreational vehicle may be parked in a residential district on a front driveway that is permanently hard-surfaced or at the curb in front of the residence of the owner of such recreational vehicle for a period of time not to exceed 48 hours for the purposes of loading and unloading and/or preparation, except where specifically prohibited by other parking regulations.
 - C. No more than one commercial vehicle having empty weight of less than 4,000 pounds and not more than seven feet in height may be parked on any lot in a residential district provided that it is on a driveway that is permanently hard-surfaced.
 - D. No more than one vehicle less than 8,000 pounds empty weight and/or ten feet in height, or buses, boats and trailers less than 30 feet in length may be parked or stored on any lot in a residential district. However, such parking or storing shall be prohibited in any front yard provided that it is parked on a permanently hard surface.
 - E. The conditions set forth in Subsections 2 through 4 above shall not apply to commercial vehicles making service calls, including vehicles being used for moving personal goods.
- (6) Vehicles owned, rented or leased by a church, school or other institutional use, provided that such vehicle is parked or stored only on the property where such use is located and that the location and screening of such storage or parking area complies with the provisions of Subsection 3 above.
- (7) All permitted camping and recreational vehicles and equipment and commercial vehicles shall be kept in good repair and carry a current year's license and/or registration. Automotive vehicles or trailers of any kind or type without current license plates shall not be parked or stored on any residentially zoned property other than in completely enclosed buildings.
- (8) Parked or stored camping and recreational vehicles and equipment or other similar habitable vehicles shall not be permanently connected to electricity, water, gas or sanitary sewer facilities; and at no time shall these vehicles or equipment be used for living, sleeping or housekeeping purposes. No person shall permanently remove the wheels or similar transporting devices of any habitable vehicle parked in any residential district, nor shall such vehicle be otherwise fixed to the ground by any person in any manner that would prevent the ready removal of said habitable vehicle.

1149.07 – Non-residential Regulations.

(a) Applicability.

The design-related standards and other requirements of this section shall apply to all nonresidential and multi-family land uses and developments, including mixed use sites.

(b) Location.

- (1) Parking Spaces shall not be located within the required front setback.
- (2) All paved areas of an off-street parking area shall be a minimum of 6 feet from any lot line or 10 feet from any lot line in a residential zoning district.
- (3) In the GB District, the maximum total number of off-street parking spaces provided on-site in front of the principal structure shall not exceed 70% of the total number of required off street spaces.

(c) Access and Maneuvering.

- (1) Curb cuts shall be a minimum of:
 - A. 40 feet from the intersection of two local roads
 - B. 50 feet from any intersection with a collector road
 - C. 70 feet from any intersection with an arterial road
 - D. 30 feet from any other curb cut (measured at the lot line)
- (2) Driveways shall be a maximum of 13 feet wide per lane at the right-of-way line.
- (3) The City Engineer may vary any of the above regulations in subsections (1) through (2) where the City Engineer determines that public safety or professional engineering design practice makes it acceptable to vary these regulations.

(d) Utilization.

- (1) No vehicle or trailer shall be parked in any off-street parking area to warehouse or distribute goods, except for loading and temporary sales.
- (2) Off-street parking spaces for a non-residential use shall not be used by commercial vehicles that do not fit entirely within the parking space.
- (3) Vehicles with signs attached to them shall not be parked in a manner such that they circumvent the Signs provisions (see Chapter 1151).
- (4) Off-street parking areas shall not be used to display vehicles for sale, except when associated with a legal principal use for vehicle sales.

(e) Additional Requirements.

- (1) Handicapped accessible. The design and construction of all new, expanded, or comprehensively redesigned off-street parking areas shall comply with applicable requirements of Chapter 11, Accessibility, of the Ohio Building Code.
- (2) Loading Spaces.
 - A. Number.
 1. One loading space shall be required for all non-residential uses and for residential uses with greater than three dwelling units.
 2. One additional loading space shall be required for each 20,000 square feet or fraction thereof of floor area over the first 10,000 square feet.
 3. All residential and non-residential uses in the UP District are exempt from the loading space requirements.
 - B. Location.
 1. Loading spaces may be located anywhere on a lot.
 - C. Design.
 1. Loading spaces must be a minimum of 10 feet wide by 25 feet long.
 - D. Utilization.
 1. Loading spaces shall be utilized primarily for loading purposes. No vehicle shall occupy a loading space continuously for more than 48 hours.

(3) Queue and Exit Spaces.

- A. Queuing and exiting spaces are required for drive-through and other uses that result in cars lining up to access a service.
- B. Queuing and exiting spaces shall not interfere with required parking or adequate area for vehicle maneuvering.
- C. All queuing and exiting spaces shall contain a rectangular area a minimum of 9 feet wide and 18 feet long.
- D. Queuing spaces shall not be located in the required front setback.
- E. The following uses require queue and exit spaces:

USE	QUEUE SPACES	EXIT SPACES
Car wash bays	3 per bay	1 per bay
Vacuum stations	1 per station	None
Drive-through convenience store	7 per bay	1 per bay
Drive-up banking	3 per bay	1 per bay
Drive-up pharmacy	3 per bay	1 per bay
Fuel pumps	1 per pump	None

(4) Parking Lot Design.

- A. All non-residential parking areas shall be screened from an adjacent residential district by a 6-foot high visual screen.
- B. Any parking space oriented in such a way as to have headlights shine into a residential structure shall have a fence, wall, or solid hedge of no less than 4' in height screening the headlights.
- C. All off-street parking areas shall be designed, constructed, and maintained to ensure that stormwater, dust, and debris do not adversely impact any other lot. Storm water management shall be in compliance with Section 1141.04, Environmental Regulations.
- D. Parking areas shall provide a minimum security lighting level of 1 foot candle. Light fixtures shall be a maximum height of 16 feet above the adjacent ground. Glare and light pollution is regulated by Section 1141.04, Environmental Regulations.
- E. All unpaved areas adjacent to an off-street parking area shall be raised, landscaped, and separated from the parking area by a minimum 6-inch high concrete curb. Openings shall be permitted in specific locations for storm water quality management.
- F. A raised, landscaped, and curbed island a minimum of 4.5 feet wide (including the width of the curb) shall be provided at the front and at the ends of each row of parking spaces and at every interval of 15 parking spaces in a row. End islands shall extend to within 3 feet of the end of the parking space. The width requirement can be shared between adjacent facing rows or by the setback requirement adjacent to lot lines. Openings in curbing shall be permitted for storm water management.

- G. Interior rows of parking shall have an access aisle between each 15 parking spaces.
- H. Visibility shall be assured for pedestrians, bicyclists, and motorists entering individual parking spaces, circulating within a parking facility, and entering or leaving a parking facility.
- I. Internal circulation patterns, and the location and traffic direction of all access drives, shall be designed and maintained in accordance with accepted principles of traffic engineering and traffic safety.
- J. Off-street parking and loading areas shall be provided with sufficient maneuvering room so that all vehicles can enter and exit from a public street by forward motion only. The maneuvering of vehicles necessary to enter or exit loading areas shall not occur on City streets.
- K. Parking lots shall be designed so that solid waste, emergency, and other public service vehicles can provide service without backing unreasonable distances or making other dangerous or hazardous turning movements.
- L. Parking Lot Layout. No more than 200 parking spaces shall be allowed together in one group or cluster. Parking lot clusters shall be separated by landscaping, pedestrian connections, cross aisles, retention basins or similar features.
- M. In office-use and industrial projects, a minimum 25 percent of the required parking spaces shall be provided within 200 feet of the building served, with the balance of the required parking within 400 feet.
- N. In commercial and mixed use projects, a minimum of 50 percent of the required parking spaces shall be located within 300 feet of the building served.
- O. In multi-family residential projects, required parking spaces shall be arranged to provide at least one parking space per unit within 200 feet of the dwelling units they are intended to serve.
- P. Drive aisle intersections are to be perpendicular to each other.
- Q. Separate vehicular and pedestrian circulation systems shall be provided.
- R. Pedestrian Safety.

The design standards described below shall be provided for multi-family residential developments of 5 or more units and for commercial, mixed-use, and/or industrial developments that are 80 feet or more in depth and/or include 50 or more parking spaces.

1. Pedestrian Safety.

Parking lot design should be laid out in a way to minimize the times pedestrians would typically have to walk between parked cars and then cross a drive aisle to get to locations on the site. Internal circulations systems shall be clearly defined. For example, walkways should be incorporated into the median or landscape of some double loaded parking bays that terminate close to access points such as building entries or adjacent street intersections.

2. Materials and Width.

Walkways shall provide at least 5 feet of unobstructed width and be hard-surfaced with a material that differs from the drive aisle by composition, texture, or through the use of a differing color that is integral to the material. For areas

beyond ADA accessible spaces, a combination of stepping stones and landscaping can be used, however ADA compliance must also be demonstrated.

3. Identification.

Pedestrian walkways shall be clearly differentiated from driveways, parking aisles, and parking and loading spaces through the use of elevation changes, a different paving material, or similar method. Surface striping alone, is insufficient.

4. Separation. Where a pedestrian walkway is parallel and adjacent to an auto travel lane, it must be raised and separated from the auto travel lane by a raised curb at least 6 inches high, decorative bollards, or other physical barrier.

(5) Bicycle and Motorcycle Parking.

A. Bicycle Parking.

1. Spaces Required.

a. Bicycle parking is required for multi-unit residential buildings and nonresidential development. Unless otherwise expressly stated, buildings and uses subject to bicycle parking requirements must provide the greatest of the following:

- i. At least 3 bicycle parking spaces; or
- ii. At least 1 bicycle space per 10 on-site vehicle parking spaces actually provided; or
- iii. At least 1 bicycle space per 10 vehicle parking spaces required by Section 1149.05.

b. After the first 50 bicycle parking spaces are provided, the required number of additional bicycle parking spaces is 1 space per 20 vehicle parking spaces. Covered spaces are strongly encouraged.

c. The requirements of subsection a, above, notwithstanding, the following minimum bicycle parking requirements apply to colleges, universities, schools and libraries:

- i. Elementary and junior high school: 1 bicycle parking space per 1000 square feet;
- ii. High school: 1 bicycle parking space per 1500 square feet;
- iii. Colleges and universities: 1 bicycle parking space per 5 vehicle parking spaces provided; and
- iv. Libraries: 1 bicycle space per 5 vehicle parking spaces provided.

2. Design and Location.

a. General.

Required bicycle parking spaces must:

- i. Consist of racks or lockers anchored so that they cannot be easily removed and of solid construction, resistant to rust, corrosion, hammers, and saws;
- ii. Allow both the bicycle frame and the wheels to be locked using a standard U-lock;

- iii. Be designed so as not to cause damage to the bicycle;
- iv. Facilitate easy locking without interference from or to adjacent bicycles and maintain a separation of at least 24 inches from the nearest wall; and
- v. Be located in close proximity to entrances and other high activity areas, highly visible, active, well-lighted areas without interfering with pedestrian movements.

b. Size.

Required bicycle parking spaces for nonresidential uses must have minimum dimensions of 2 feet in width by 6 feet in length, with a minimum overhead vertical clearance of 7 feet.

c. Location.

Required bicycle parking may be located indoors or outdoors. Such spaces must be located out of the ROW unless an encroachment agreement is approved. If required bicycle parking facilities are not visible from the abutting street or the building's main entrance, signs must be posted indicating their location.

B. Motorcycle and Scooter Parking.

For any nonresidential use providing 50 or more off-street spaces, a maximum of 2 required off-street parking spaces per 50 vehicle spaces may be reduced in size or otherwise redesigned to accommodate parking for motorcycles and scooters. When provided, motorcycle and scooter parking must be identified by a sign. Motorcycle and Scooter parking shall be counted concurrently as part of the minimum number of vehicle spaces required for the development.

(6) Landscaping.

A. Purpose and Applicability.

- 1. Trees and other vegetation help to limit the negative effects of large, paved areas by improving stormwater control, reducing erosion, avoiding unnatural microclimates, and improving aesthetics.
- 2. This section sets forth minimum landscaping requirements for parking areas containing more than 4 spaces to satisfy this purpose.

B. Trees and Landscaped Areas

1. Trees

- a. A parking area shall have 2 trees per parking facility plus 1 tree for every 5 parking spaces or fraction thereof generally distributed throughout the parking area. Any dead or severely diseased trees used to fulfill these regulations shall be replaced at the request of the Zoning Administrator.
- b. Trees shall be selected for the local soil and climate. The area and soil depth of the site shall be adjusted to sustain the tree. Immediately following planting, each tree shall be a minimum of 6 feet tall and have a minimum 2-inch caliper. At maturity, each tree shall have a clear trunk at least four feet above the adjacent parking surface and average mature crown greater than 12 feet.

- c. Each existing healthy tree meeting the minimum caliper standard that is preserved may be counted as one (1) required tree, and each existing healthy tree with a diameter at breast height (DBH) of ten (10) inches or greater that is preserved may be counted as two (2) required trees, provided that any such trees are properly documented in accordance with 1148.05(b) and are situated no further than ten (10) feet from the proposed parking area.
- d. Tree species shall be selected from the City's Tree List, or deemed by the Zoning Administrator (or his/her designee) to be an acceptable species for the location.

C. Landscaped areas.

All areas that are not paved shall be landscaped and shall satisfy the following regulations:

- 1. Shrubs, vines, and ground cover shall be healthy stock.
- 2. Shrubs shall be a minimum of 1 gallon.
- 3. Shrubs shall be maintained so that their height does not exceed 3 feet above the adjacent parking surface.
- 4. Lawn grass shall be a species common to Southwest Ohio. Sod shall be used in areas subject to erosion.
- 5. Synthetic or artificial lawns or plants may not be used in lieu of plant requirements.
- 6. Concrete and asphalt shall not be used in landscaped areas. Decorative aggregate and other pervious surfaces may be used in landscaped areas if approved by the Zoning Administrator.

(7) Pedestrian Access/Connectivity.

A. Required Sidewalks

- 1. A concrete sidewalk of appropriate width shall be required for all portions of a parcel that front along a public street. If the project is located in an area devoid of sidewalks, the minimum width is five (5) feet. The City Engineer shall have the authority to apply the standards of the City of Oxford Curb, Gutter, & Sidewalk Specifications Manual for the construction of any sidewalk.
- 2. Sidewalks shall be located within the public right-of-way wherever possible. When the right-of-way does not permit the location of a sidewalk, such sidewalk will be located on the property and recorded as a public access easement.
- 3. A paved bicycle/multi-purpose pathway may be permitted in lieu of the required sidewalk at the discretion of the City Engineer. The City Engineer may consult the City's latest plans for trails and pathways in making a determination as to whether a pathway is an appropriate substitute for a sidewalk.
- 4. In cases where sidewalk segment(s) already exist in the required locations, the City Engineer may require replacement of all or some of such segments due to being in a state of disrepair or lack of sufficient width.

B. Required Walkway Connection

- 1. Where a sidewalk exists in a public right-of-way adjacent to the site, or is required to be installed pursuant to subsection (A) above, a pedestrian walkway shall be

constructed between the entrance(s) of the developed building/use(s) and the public sidewalk.

2. The pedestrian walkway shall be a durable hard surface path with a minimum width of five (5) feet.
3. The pedestrian walkway may consist of one or more crosswalks across drive aisles provided they are hard-surfaced with a material that differs from the drive aisle by composition, texture, or through the use of a differing color that is integral to the material.



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:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Repealing Oxford Codified Ordinance Chapter 1129 Entitled Administration And Adopting New Oxford Codified Ordinance Chapter 1129 Entitled Administration For The Purpose Of Clarifying That Site Plan Reviews Are Subject To The Same Notice Requirements As Are Typical For Public Hearings (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Essential Operations Accessible, High-Quality Infrastructure Safe and Efficient Travel for All Modes of Transportation Smart Growth and Quality Places A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

*The phrase "Site Plan Review" is added three times within the text of the attached Exhibit.

Proposal Summary:

This package of text amendments seeks to amend five chapters of the Oxford Planning & Zoning Code, corresponding to Part Eleven of the Codified Ordinances. The purpose of the amendments is threefold: (1) to facilitate a new Site Plan Review process for alley lots that do not have frontage on a public street; (2) to bring language on minor subdivisions closer in alignment with enabling statute in Ohio Revised Code (ORC) 711 and to make such approvals administrative instead of discretionary; and (3) to amend

residential parking standards to avoid incompatibility with new alley development provisions. The chapters proposed to be affected by the amendments are: 1101, 1129, 1141, 1143, and 1149.

Background:

These text amendments are in response to an alley lot development moratorium initially placed into effect by City Council on April 2, 2024 (by Res. No. 7587), and originally due to expire October 2, 2024. At the request of staff, Council later extended the moratorium period (by Res. No. 7632) to last until January 16, 2025. To accommodate a timeframe allowing adoption of text amendments preceding moratorium expiration, on January 7 the Council extended the alley development moratorium one last time (by Res. No. 7664) setting it to expire on March 20, 2025.

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The Planning Commission discussed the topic of alley development during a Work Session on September 10, 2024. Historical development trends were covered, along with a comparison of Oxford's urban fabric to peer college towns in Ohio as well as other larger cities nationwide. At the conclusion of staff's presentation, Commission members' opinions on how to regulate and review residential development on alley sites were mixed. In response, staff suggested implementing a Site Plan Review process specific to alley sites to facilitate the Planning Commission being able to exercise a limited degree of discretion when it comes to how properties are developed, such that individual projects could be studied on a case-by-case basis and enable more context-sensitive results. The Commission favored this type of approach more than equipping staff with an extensive set of prescriptive standards to be applied administratively. Following the September Work Session, staff drafted a text amendment package and initiated an application to appear before the Planning Commission at its meeting on December 10, 2024.

Planning Commission Input & Recommendation:

The Planning Commission contributed valuable feedback over the course of two regular meetings on December 10 and January 14, leading to an end product which staff believes is far superior to the version initially proposed by staff. Key contributions and inspirations included the following:

- Flexibility in review criteria to accommodate minor subdivisions along alleys where zoning frontage standards permit (i.e., in the UP Uptown zoning district)
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- Permit a chance for administrative approval of any Site Plan Review by the Zoning Administrator and Planning Commission Chair, before being referred to the full Commission for a hearing
- Eliminate minimum parking requirements, and instead impose a maximum off-street parking standard of no more than four (4) spaces unless granted by way of a waiver request
- Clarification on how change and extension requests for Site Plan Reviews will be handled

City Law Director Christopher Conard also shared some recommended changes to the language at the January 14 meeting, and the Commission incorporated such changes into its motion to approve. The Commission voted 7-0-0 to recommend approval of the currently drafted text amendment package.

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 1129 ENTITLED ADMINISTRATION AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 1129 ENTITLED ADMINISTRATION FOR THE PURPOSE OF CLARIFYING THAT SITE PLAN REVIEWS ARE SUBJECT TO THE SAME NOTICE REQUIREMENTS AS ARE TYPICAL FOR PUBLIC HEARINGS.

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, 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, 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, Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the City of Oxford Planning Commission held a public hearing on December 10, 2024, and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Chapter 1129 entitled Administration, and adopting new Oxford Codified Ordinance Chapter 1129 entitled Administration consistent with the textual edits outlined in the attached Exhibit A.

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

SECTION 1: Council hereby repeals Chapter 1129 entitled Administration and adopts new Chapter 1129 entitled Administration consistent with the textual edits outlined in the attached Exhibit A.

SECTION 2: 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: PLANNING STAFF
CHECKED BY: LAW

Chapter 1129 – Administration

1129.01 – Zoning Certificate and Certificates of Code Compliance required.

No building or other structure shall be erected, moved, added to, or structurally altered, nor shall any building, structure, or land use be established or changed in use without certificates therefore issued by the Zoning Administrator. Zoning Certificates and Certificates of Code Compliance shall be issued only in conformity with the provisions of this Ordinance unless the Zoning Administrator receives a written order from the Board of Zoning Appeals deciding an appeal, or variance; or from the City Council approving a Conditional Use or Planned Development, as provided by this Ordinance.

1129.02 – Content of Application for Zoning Certificate and Certificate of Code Compliance.

- (a) The application for Zoning Certificates and Certificate of Code Compliance shall be signed by the owner or applicant attesting to the truth and exactness of all information supplied on the application. Each application shall clearly state that the permit shall expire and may be revoked if work has not begun within six months after issuance of the Zoning Certificate. If the applicant fails to meet the deadline, the applicant may request, at least fourteen working days before the Zoning Certificate expires, a one time six-month extension from the Zoning Administrator, the Zoning Administrator may grant the extension provided the scope of the previous approved Zoning Certificate has not changed and the proposed use is still permissible under the applicable ordinance. At a minimum, the application shall contain the following information.
- (b) No application shall be processed unless the minimum application materials are submitted by the administrative deadline.
 - (1) Name, address, and phone number of applicant;
 - (2) Description of property;
 - (3) Existing use;
 - (4) Proposed use;
 - (5) Zoning district;
 - (6) Plans in triplicate drawn to scale, showing the actual dimensions and the shape of the lot to be built upon; the exact size and location of existing buildings on the lot, if any; and the location, dimensions, and distance from property lines of the proposed building(s) or alteration;
 - (7) Driveways and curb cuts;
 - (8) Number of off-street parking spaces or loading berths.
 - (9) Percentage of greenspace on the lot or site;
 - (10) Building height.

1129.03 – Zoning Certificate.

- (a) Application for Zoning Certificate.

Every application for a building permit shall be deemed to be an application for a zoning certificate.

- (b) Review of Zoning Certificate.

The Zoning Administrator shall review all Zoning Certificate applications for compliance with this Code.

- (c) Approval of Zoning Certificate.

If an application satisfies all of this Code, the Zoning Administrator shall issue the certificate.

- (1) Minor Variance:

The Zoning Administrator may grant the minor variance up to five percent (5%) of the side or rear yard setback, provided that the issuance of the zoning certificate conforms to the following criteria:

- A. That the particular physical surroundings, shape, or topographical conditions of the specific property involved would result in a practical difficulty upon or for the owner, lessee, or occupant as distinguished from a mere inconvenience, if the provisions of this Chapter were literally enforced.
- B. The issuance of a certificate will not be materially detrimental or injurious to the adjoining properties or improvements in the neighborhood in which the subject property is located.
- C. That the requested modification does not exclusively rely upon the desire of the owner, lessee, occupant or applicant to realize economic gain.
- D. That the proposed deviation will not impair an adequate supply of light or air to adjacent properties, substantially increase the congestion in the public street, increase the danger of fire, endanger the public safety or substantially diminish or impair property value within the neighborhood.
- E. Notification will be sent to direct abutters within two business days of the application filing. This notification will include comment forms.

(d) Denial of Zoning Certificate.

- (1) If an application does not satisfy this Code, or if insufficient information is provided to ensure satisfaction of this Code, the Zoning Administrator shall deny the certificate. A written notice shall be provided to the applicant stating the reason for denial.
- (2) An applicant may submit revisions to a denied application to correct elements of the original application that do not satisfy this Code or to provide more information that will ensure satisfaction of all elements of this Code. Revisions must be submitted to the Zoning Administrator within thirty days of the date that the Zoning Administrator issues a written denial.
- (3) An applicant may appeal the Zoning Administrator's decision to the Board of Zoning Appeals within thirty day of the date that the Zoning Administrator issues a written denial. The applicant shall file an application, along with all the information per Section 1129.09.
- (4) If an applicant fails to submit revisions within the time allotted, the application is void and the application fee is forfeited. A new, complete application must be filed, including the fee. Any new application will be subject to the Code at the time of application.

(e) Authority to proceed with Construction.

No excavation or construction shall commence unless the plans, specifications, and the intended use conform to the provisions of the Zoning Code and the Zoning Certificate has been obtained.

1129.04 – Certificate of Code Compliance.

(a) Required.

No owner or tenant shall use, occupy, or permit the use of any structure, building, or vacant land, or part thereof, hereafter created, erected, changed, converted or enlarged, wholly or partly, until a Certificate of Code Compliance has been issued. Such Certificate of Compliance shall show that such building or premises or a part thereof, and the proposed use thereof, are in conformity with the provisions of this Zoning Code, the Subdivision Regulations, Ohio Residential Code, Ohio Building Code, the Water and Sanitation Sewer Improvement Specifications Manual, Storm Water Management Design Manual, and other applicable sections of the Codified Ordinance of the City of Oxford.

(b) Application for a Certificate of Code Compliance.

Every application for a certificate of occupancy shall be deemed to be an application for a Certificate of Code Compliance.

(c) Review of a Certificate of Code Compliance.

The Zoning Administrator and Service Director shall review all Certificate of Code Compliance applications for compliance with the Zoning Code, the Subdivision Regulations, Ohio Residential Code, Ohio Building Code, the Water and Sanitation Sewer Improvement Specifications Manual, Storm Water Management Design Manual, and other applicable sections of the Codified Ordinance of the City of Oxford.

(d) Approval of a Certificate of Code Compliance Application.

If an application satisfies all of these Codes, the Zoning Administrator shall issue the Certificate of Code Compliance.

(1) Minor Variance:

The Zoning Administrator may grant the minor variance up to five percent (5%) of the side or rear yard setback, provided that the issuance of the zoning permit conforms to the following criteria:

- A. That the particular physical surroundings, shape, or topographical conditions of the specific property involved would result in a practical difficulty upon or for the owner, lessee, or occupant as distinguished from a mere inconvenience, if the provisions of this Chapter were literally enforced.
- B. The issuance of a certificate will not be materially detrimental or injurious to the adjoining properties or improvements in the neighborhood in which the subject property is located.
- C. That the requested modification does not exclusively rely upon the desire of the owner, lessee, occupant or applicant to realize economic gain.
- D. That the proposed deviation will not impair an adequate supply of light or air to adjacent properties, substantially increase the congestion in the public street, increase the danger of fire, endanger the public safety or substantially diminish or impair property value within the neighborhood.
- E. Notification will be sent to direct abutters within two business days of the application filing. This notification will include comment forms.

(e) Denial of Certificate of Code Compliance.

- (1) If an application does not satisfy these Codes, or if insufficient information is provided to ensure satisfaction of these Codes, the Zoning Administrator shall deny the certificate. A written notice shall be provided to the applicant stating the reason for denial.
- (2) An applicant may submit revisions to a denied application to correct elements of the original application that do not satisfy this Code or to provide more information that will ensure satisfaction of all elements of these Codes. Revisions must be submitted to the Zoning Administrator within thirty days of the date that the Zoning Administrator issues a written denial.
- (3) An applicant may appeal the Zoning Administrator's decision to the Board of Zoning Appeals within thirty days of the date that the Zoning Administrator issues a written denial. The applicant shall file an application, along with all the information per Section 1129.09.
- (4) If an applicant fails to submit revisions within the time allotted, the application is void and the application fee is forfeited. A new, complete application must be filed, including the fee. Any new application will be subject to the Code at the time of application.

(f) No owner or tenant shall change or otherwise convert the use of any structure, building, or land, or part thereof unless a Certificate of Code Compliance has been issued.

- (g) Any change in the use of a nonconforming use shall first obtain a Certificate of Code Compliance.

1129.05 – Failure to obtain a Zoning Certificate or Certificate of Code Compliance.

Failure to obtain a Zoning Certificate or Certificate of Code Compliance shall be a violation of this Ordinance.

1129.06 – Construction and use to be as provided in applications, plans, permits, and certificates.

Zoning Certificates or Certificate of Code Compliance issued on the basis of plans and applications approved by the Zoning Administrator authorize only the use, and arrangement, set forth in such approved plans and applications or amendments thereto, and no other use, arrangement, or construction. Use, arrangement, or construction at variance with that authorized shall be deemed a violation of this Chapter, and punishable as provided in Section 1129.99.

1129.07 – Complaints regarding violations.

- (a) Whenever a violation of this Ordinance occurs, or is alleged to have occurred, any person may file a written complaint. Such complaint stating fully the causes and basis thereof shall be filed with the Zoning Administrator. The Zoning Administrator shall record properly such complaint, investigate in a timely manner, and take action thereon as provided by this Ordinance.
- (b) The Zoning Administrator shall notify the property owner or tenant designee of the violation in writing. The written notice shall cite the relevant code section and the time period for compliance.

1129.08 – Time period for violations.

Violation of the provisions of this Ordinance or failure to comply with any of its requirements, including violations of conditions and safeguards established in various sections of this Ordinance, is prohibited. Each day such violation continues after receipt of a violation notice shall be considered a separate offense. The owner or tenant of any building, structure, premises, or part thereof, and any architect, builder, contractor, agent, or other person who commits, participates in, or assists in, or maintains such violation may each be found guilty of a separate offense and suffer the penalties herein provided. Nothing herein contained shall prevent the City of Oxford from taking such other lawful action as is necessary to prevent or remedy any violation.

1129.09 – Nuisance per se.

Buildings, structures, or parts thereof erected, altered, razed or converted, or uses carried on in violation of any provision of this chapter are declared to be a nuisance per se. The Court shall be requested to order such nuisance abated and the owner or agent in charge of such building or land shall be adjudged guilty of maintaining a nuisance per se.

1129.10 – Fees.

- (a) Any application under this Ordinance for a Zoning Certificate, Certificate of Code Compliance, zoning map or text amendment, conditional use permit, planned development review, sign permit, appeal or variance shall be accompanied by such fee as shall be specified from time to time by Ordinance by the City Council. There shall be no fee, however, in the case of applications filed by City Council or the City Planning Commission.
- (b) The Zoning Administrator may adjust fees.
- (c) Until all applicable fees have been paid in full, no action shall be taken on any application or appeal.

1129.11 – Appeals of Administrator's decision.

The aggrieved party may appeal the decision of the Zoning Administrator to the Board of Zoning Appeals.

- (a) The Board of Zoning Appeals shall have the power to hear and decide appeals where it is alleged there is error in any order, requirements, decision or determination made by an administrative official in the enforcement of the Zoning Ordinance. In exercising its powers to review administrative decisions, the Board may, in conforming with the provisions of the statute and of this Zoning Ordinance, reverse or affirm wholly or partly, or may modify the order, requirement, decision or determination as the Board of

Zoning Appeals determines, and to that end shall have all powers of the office from whom the appeal is taken. The appeal shall:

- (1) Cite specific provisions of this Zoning Ordinance that are alleged to have been interpreted in error of the specific decisions or action being appealed and the grounds on which the appeal is being made;
- (2) Include any required application fee in an amount set by the City;
- (3) Include such other information as the City or the Board may reasonably require; and
- (4) Include a statement as to why the appellant has standing to pursue the appeal from the administrative action by a statement of the way in which the administrative action adversely affects the appellant

1129.12 – Application administration.

(a) Purpose.

This section describes the responsibilities of the Zoning Administrator upon the filing of an application for a zoning code change, conditional use permit, planned development, site plan review, variance, or subdivision.

(b) Procedure.

- (1) Upon the filing of an application and payment of a fee the Zoning Administrator shall process the application as follows:
- (2) If an application is determined incomplete, the application shall be rejected, the Zoning Administrator shall notify the applicant, and no other action shall be taken until the application is complete.
- (3) The complete application shall be placed on the agenda of the next available regularly scheduled meeting. The Zoning Administrator shall determine application deadlines based on the time required to ensure that all requirements of this Section can be satisfied.
- (4) All application materials and any additional materials upon which the Zoning Administrator makes his or her report shall be available for public inspection at the office of the Administrator.
- (5) Applications that require public notice prior to a public hearing shall be publicized in a newspaper, by mail, and by posting the property as follows. No additional public notice is required if consideration of an application is continued past the originally scheduled public hearing.

A. Newspaper

Code Amendments, Subdivisions and Planned Unit Developments

A legal notice shall be published in at least one newspaper of general circulation in Oxford at least 30 days prior to the scheduled public hearing for code amendments, subdivisions and planned unit developments.

Conditional Uses, Site Plan Reviews, and Variances

A legal notice shall be published in at least one newspaper of general circulation in Oxford at least seven 7 days prior to the scheduled public hearing for variances and conditional uses. Such notice shall state the time and place of the hearing, the nature of the application or petition, and a statement that describes whether this is a final decision or a recommendation that will be referred to Council for a final decision.

B. Mail

Code Amendments, Subdivisions and Planned Unit Developments

A notice containing the same information required in subsection (b)(5)A., shall be mailed by first-class mail to the current owners as listed by the Butler County Auditor, at least ten (10) days prior to the scheduled public hearing. Owners of all land within two hundred (200) feet of the perimeter of the site shall be notified of applications for code amendments, subdivisions and planned unit developments.

Conditional Uses, Site Plan Reviews, and Variances

Owners of all land abutting the site shall be notified of applications for variances, and conditional uses. This is a courtesy notice. Failure by the Zoning Administrator to mail such notice or failure by a land owner described above to receive such notice shall not invalidate any action resulting from the public hearing.

C. Posting

At least seven (7) days prior to the public hearing, the applicant shall post signs on the site, provided by the City, along each public right-of-way that abuts the site and at other locations or intersections near or leading to the site in the right-of-way, at the discretion of the Zoning Administrator. The signs shall state that the site is the subject of a public hearing and shall list the type, time, and place of the hearing, and shall be legible from the public right-of-way. This is a courtesy notice. Failure by the Zoning Administrator to provide such signs as described shall not invalidate any action resulting from the public hearing. Removal of such signs, once set, shall be a violation of this Code in addition to any other laws against their removal that may apply.

- (6) The Zoning Administrator shall include the application and any additional information the Administrator determines appropriate, including a staff report or recommendation, in the agenda for the meeting at which the public hearing is scheduled.
- (7) Following the public hearing and a decision by the Planning Commission, Board of Zoning Appeals, or City Council, as appropriate, the Zoning Administrator shall implement the decisions, including the issuance or denial of permits, and shall notify the applicant of the decisions and any subsequent actions required to implement them.
- (8) The Zoning Administrator shall ensure that all applications, whether approved, denied, or withdrawn prior to a public hearing, are archived in such a manner that permits a person to determine the nature of the application, the applicant's rationale in seeking a decision in their favor, and the eventual disposition of the application.

1129.98 – Remedies.

(a) Remedies.

- (1) If any building or land is used, altered, constructed, enlarged, or any such action proposed in violation of the provisions of this chapter or any amendment or supplement thereto, the City Attorney or designee and the Enforcing Officer or designee is, in addition to other remedies provided by law, empowered and authorized to institute appropriate action or proceedings to prevent such unlawful location, erection, construction, reconstruction, alteration, enlargement, change, maintenance or use.

(b) Other action.

Nothing herein contained shall prevent the City from taking such other lawful action as is necessary to prevent or remedy any violation.

(c) Affected parties.

The owner or tenant of any building, structure, premises or part thereof, and any architect, engineer, surveyor, builder, contractor, agent or other person who commits, participates in, assists in or maintains a violation may be found guilty of a separate offense and suffer the penalties herein provided.

1129.99 – Penalties.

(a) Whoever violates any provision of this chapter is guilty of the following offenses and shall be subject to the following penalties:

- (1) For a first offense, a minor misdemeanor.
- (2) For a second offense (whether or not of the same section of this chapter, occurring not sooner than thirty days and not later than two years after the first offense) a misdemeanor of the third degree. The court shall impose upon the offender a fine of not less than two hundred fifty dollars (\$250.00), no portion of which may be suspended.
- (3) For a third offense (whether or not of the same section of this chapter, occurring not sooner than thirty days and not later than two years after the first offense), a misdemeanor of the second degree. The court shall impose upon the offender a fine of not less than five hundred dollars (\$500.00), no portion of which may be suspended.
- (4) For a fourth offense and each subsequent offense (whether or not of the same section of this chapter, occurring not sooner than thirty days and not later than two years after the first offense), a misdemeanor of the second degree. The court shall impose upon the offender a fine of not less than five hundred dollars (\$500.00), no portion of which may be suspended, or shall impose a sentence of imprisonment for not more than thirty days, with no portion of the imprisonment sentence to be suspended, or may impose both such a fine and sentence of imprisonment.



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:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Repealing Oxford Codified Ordinance Chapter 1159 Entitled Definitions And Adopting New Oxford Codified Ordinance Chapter 1159 Entitled Definitions For The Purpose Of Amending The Definition Of Frontage To Exclude Measurement Along Alleys (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Essential Operations Accessible, High-Quality Infrastructure Safe and Efficient Travel for All Modes of Transportation Smart Growth and Quality Places A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

*The definition of "Frontage" is amended within the text of the attached Exhibit for Zoning Code Definitions.

Proposal Summary:

This package of text amendments seeks to amend five chapters of the Oxford Planning & Zoning Code, corresponding to Part Eleven of the Codified Ordinances. The purpose of the amendments is threefold: (1) to facilitate a new Site Plan Review process for alley lots that do not have frontage on a public street; (2) to bring language on minor subdivisions closer in alignment with enabling statute in Ohio Revised Code (ORC) 711 and to make such approvals administrative instead of discretionary; and (3) to amend

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Planning Commission Input & Recommendation:

The Planning Commission contributed valuable feedback over the course of two regular meetings on December 10 and January 14, leading to an end product which staff believes is far superior to the version initially proposed by staff. Key contributions and inspirations included the following:

- Flexibility in review criteria to accommodate minor subdivisions along alleys where zoning frontage standards permit (i.e., in the UP Uptown zoning district)
- Redirecting appeal authority from the Board of Zoning Appeals to the Planning Commission
- Permit a chance for administrative approval of any Site Plan Review by the Zoning Administrator and Planning Commission Chair, before being referred to the full Commission for a hearing
- Eliminate minimum parking requirements, and instead impose a maximum off-street parking standard of no more than four (4) spaces unless granted by way of a waiver request
- Clarification on how change and extension requests for Site Plan Reviews will be handled

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ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 1159 ENTITLED DEFINITIONS AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 1159 ENTITLED DEFINITIONS FOR THE PURPOSE OF AMENDING THE DEFINITION OF FRONTAGE TO EXCLUDE MEASUREMENT ALONG ALLEYS.

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, 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, 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, Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the City of Oxford Planning Commission held a public hearing on December 10, 2024, and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Chapter 1159 entitled Definitions, and adopting new Oxford Codified Ordinance Chapter 1159 entitled Definitions consistent with the textual edits outlined in the attached Exhibit A.

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

SECTION 1: Council hereby repeals Chapter 1159 entitled Definitions and adopts new Chapter 1159 entitled Definitions consistent with the textual edits outlined in the attached Exhibit A.

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MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: DAVID PRYTHERCH
PREPARED BY: PLANNING STAFF
CHECKED BY: LAW

Chapter 1159 – Definitions

1159.01 – Purpose and applicability.

For the purposes of this Zoning Code, the following definitions for certain terms or words used herein shall be used in the interpretation of the provisions of this Zoning Code. Words used in the present tense shall include the future tense; the singular number shall include the plural and the plural the singular; the word “person” shall include a firm, association, organization, partnership, trust company or corporation; the words “used or occupied” include the words “intended, designed or arranged to be used or occupied”. The word “shall” or “will” is mandatory; and the word “may” is permissive. Any other words used and not defined herein shall be construed as having the commonly accepted meaning as defined in a standard dictionary.

1159.02 – Definitions (beginning with the letter “A”).

(1) ACCESS

A way or means of approach to provide vehicular or pedestrian physical entrance to a property from a public right-of-way.

(2) ACCESSORY BUILDING OR STRUCTURE

A structure detached from a principal building located on the same lot and customarily incidental and subordinate to the principal building or use. Such as fences, garages, and parking spaces.

(3) ACCESSORY USE

A use that is incidental to the principal use of the building or lot.

(4) ACREAGE, NET

Land area remaining after deductions are made for, including streets, easements for access, street dedications, and similar areas.

(5) ADDITION

Any extension or enlargement of a structure that results in additional square foot area.

(6) ADULT ENTERTAINMENT USE

An establishment consisting of, including, or having characteristics of any or all of the following:

A. ADULT BOOKSTORE

An establishment having as a substantial or significant portion of its stock-in-trade books, magazines, publications, tapes, or films that are distinguished or characterized by their emphasis on matter depicting, describing, or relating to sexual activities or anatomical genital areas.

B. ADULT CABARET

(1) An establishment devoted to adult entertainment devoted to adult entertainment, either with or without a liquor license, presenting material distinguished or characterized by an emphasis on matter depicting, describing, or relating to sexual activities or anatomical genital areas;

(2) a cabaret that features topless dancers, go-go dancers, strippers, male or female impersonators, or similar entertainers for observation by patrons.

C. ADULT MINI MOTION PICTURE THEATER

An enclosed building with a capacity for less than fifty persons used for presenting material distinguished or characterized by an emphasis on matter depicting, describing, or relating to sexual activities or anatomical genital areas.

D. ADULT MOTION PICTURE THEATER

An enclosed building with a capacity for fifty or more persons used for presenting material distinguished or characterized by an emphasis on matter depicting, describing, or relating to sexual activities or anatomical areas.

E. ADULT PARAPHERNALIA STORE

An establishment having as a significant portion of its stock in trade, mechanical and/or non-mechanical devices which are distinguished or characterized by their intended use for sexual arousal and / or massage of "specific anatomical areas," as herein defined.

(7) AFFORDABLE HOUSING

Housing with purchase values or rent costs that are less than 30% of the annual household income of a household with an annual income 80% or less of the median income for Butler County as defined on the Department of Housing and Urban Development's annually published tables.

(8) AGRICULTURE

The use of land for farming, dairying, pasturage, apiculture, horticulture, floriculture, viticulture or animal or poultry husbandry and the necessary accessory uses for packing, treating or storing the produce, provided that the operation of any such accessory use is secondary to that of normal agricultural activities and provided, further, that the uses do not include the commercial feeding of garbage or offal to swine or other animals.

(9) AISLE

That portion of the off-street parking and loading area that provides access to parking, cueing or loading spaces, exclusive of driveways and parking and loading spaces. Minimum aisle width to serve a loading space shall be 15 feet.

(10) ALLEY

A service, space, or roadway providing a secondary means of public access to abutting property and not intended for general traffic circulation.

(11) ALTERATION

Any change or rearrangement in the supporting members of an existing building, such as bearing walls, columns, beams, girders, or interior partitions, as well as any change in doors, windows, means of ingress or egress, or any enlargement to or diminution of a building or structure, whether horizontally or vertically, or the moving of a building or structure from one location to another.

(12) AMERICANS WITH DISABILITIES ACT (ADA)

An act to establish a clear and comprehensive prohibition of discrimination on the basis of disability.

(13) AMUSEMENT ARCADE

A building or part of a building in which five or more pinball machines, video games, or other similar player-operated amusement devices are maintained.

(14) ANIMAL HOSPITAL / CLINIC

A building with necessary appurtenances, for the treatment of and/or temporary occupancy of ailing animals.

(15) ANTENNA

Any panel (directional antenna), whip or rod (omni-directional antenna), dish or disc (parabolic antenna), or other similar, devices used for communications through the sending and /or receiving of

electromagnetic waves. The definition of antenna does not include any support structure other than mounting brackets.

(16) APARTMENT

A dwelling unit in a multi-family building, complex, duplex, or tri-plex. (also see “dwelling”).

(17) AQUIFER

A geologic formation, group of geologic formations, or a portion of a geologic formation capable of yielding ground water to wells or springs.

(18) AQUIFER RECHARGE AREA

An area that has soils and geological features conducive to allowing significant amounts of surface water to percolate into the groundwater.

(19) AUTOMOBILE SERVICE STATION

Any building, land area, or other premises, or portion thereof, used for the retail dispensing or sales of vehicular fuels; servicing and repair of automobiles; and including as an accessory use the sale and installation of lubricants, tires, batteries, and similar vehicle accessories.

(20) AUTOMOBILE OR CAR WASH

Any building or premises or portions thereof used for washing vehicles.

(21) AUTOMOTIVE REPAIR SERVICES & GARAGES

Establishments primarily engaged in furnishing automotive repair, rental leasing, and parking services to the general public.

(22) AUTOMOBILE SALES

The display or sale of new or used passenger motor vehicles, motorcycles or trucks and where no repair work is done except minor incidental repair of passenger motor vehicles, trucks, or motorcycles to be displayed and sold on the premises.

(23) AUTOMOTIVE WRECKING

The dismantling or wrecking of used motor vehicles or trailers, or the storage, sale or dumping of dismantled, partially dismantled, obsolete or wrecked vehicles or their parts.

(24) AWNING

A shelter supported entirely from the exterior wall of a building.

1159.03 – Definitions (beginning with the letter “B”).

(1) BANK

A building, or part of a building, used principally for the deposit and withdrawal of money and other financial transactions.

(2) BASEMENT

The portion of a building which is partly underground and which has one-half or more of its ceiling height above the average finished grade of the ground adjoining the building.

(3) BED & BREAKFAST

A principal use/building, sometimes the primary residence of the owner, where sleeping accommodations are offered for compensation, with or without meals, to transients occupying a room or rooms.

- (4) **BLOCK**
- A tract of land bordered on all sides by a street, or by one or more streets and a railroad right-of-way, stream, river or un-subdivided acreage.
- (5) **BUILDING**
- Any structure having a roof supported by columns or walls and intended for the shelter, housing, or enclosure of any individual, animal, process, equipment, goods, or materials of any kind.
- (6) **BUILDING, ACCESSORY**
- Building Height:
- A. The vertical distance from the average elevation of the finished grade along the front of the building to the highest point of the coping of a flat roof, or to the deck line of a mansard roof, or to the mean height level between the eaves and the ridge for gable, hip or gambrel roofs.
- B. When referring to a telecommunications tower or steeple, sign, or other structure, the distance measured from the ground level or the structure's point of attachment (such as the roof for a residential TV antenna) to the highest point on the tower or other structure even if said highest point is an antenna.
- (7) **BUILDING HEIGHT**
- The vertical distance from the average elevation of the finished grade along the front of the building to the highest point of the coping of a flat roof, or to the deck line of a mansard roof, or to the mean height level between the eaves and the ridge for gable, hip or gambrel roofs.
- (8) **BUILDING LINE**
- A line parallel to the street right-of-way line at any story level of a building and representing the distance which all or any part of the building is to be set back from said right-of-way property line.
- (9) **BUILDING, MAIN**
- A building in which the principal use of the site is conducted.
- (10) **BUILDING PERMIT**
- A document certifying that the plans reviewed conform to the requirements of the Building Code.
- (11) **BUILDING, TEMPORARY**
- A building used temporarily for the storage of construction materials and equipment incidental and necessary to on-site permitted construction of utilities, or other community facilities, or used temporarily in conjunction with the sale of property within a subdivision under construction.
- (12) **BUSINESS**
- Retail, wholesale, and service establishments which cater to the community needs for goods and services.
- A. **Retail Business:**
- The sale of products directly to the consumer for personal, household or farm use including restaurants.
- B. **Wholesale Business:**
- The sale of products to retailers or to institutional, industrial, commercial and professional users.
- C. **Personal Service:**

Any enterprise conducted for gain which primarily offers services to the general public including, but not limited to, shoe repair, barbershop, beauty parlor, or doctor's office.

D. Business Services:

Any activity conducted for gain which renders services primarily to other commercial or industrial enterprises, or which services and repairs appliances and machines used in homes or businesses.

(13) BUSINESS INCUBATOR:

An organization designed to accelerate the growth and success of entrepreneurial companies through an array of business support resources and services that could include physical space, capital, coaching, common services and networking connections.

1159.04 – Definitions (beginning with the letter “C”).

(1) CATERING

The supplying of prepared food, to be sold, served and consumed on premises other than those where food is prepared.

(2) CELLAR

A space with less than one-half of its floor-to-ceiling height above the average finished grade of the adjoining ground or with a floor-to-ceiling height of less than six and a half feet.

(3) CELLULAR COMMUNICATIONS SERVICES

Personal communications accessed by means of cellular equipment and services.

(4) CEMETERY

Property used for the interring of the dead, associated chapels, mausoleums, and landscaping features.

(5) CHILD DAY CARE TYPES

A. Child Day Care:

Administering to the needs of infants, toddlers, preschool children and school children outside of school hours by persons other than their parents or guardians, custodians or relatives by blood, marriage, or adoption, for any part of the 24-hour day in a place or residence other than a child's own home.

B. Child Day Care Center:

Any place in which child day-care is provided, with or without compensation, for 13 or more children at one time or any place that is not the permanent residence of the holder of a day-care license from the Ohio Department of Job and Family Services or the residence of the administrator in which child day-care is provided, with or without compensation, for seven to 12 children at one time. In counting children for the purpose of this definition, any children under six years of age who are related to a licensee, administrator or employee and who are on the premises of the center shall be counted.

C. Type-A Family Day Care Home:

A permanent residence of the administrator in which child daycare is provided for seven to 12 children at one time or a permanent residence of the administrator in which child day-care is provided for four to 12 children at one time if four or more children at one time are under two years of age. In counting children for the purpose of this definition, any children under six years of age who are related to a day-care licensee, administrator or employee registered with the Ohio Department of Job and Family Services, and who are on the premises of the Type A home shall be counted. "Type A family day-care home" does not include a residence in which the needs of

children are administered to, if all of the children whose needs are being administered to are siblings of the same immediate family and the residence is in the home of the siblings. Type A day-care facilities shall also be in accordance with the Ohio Administrative Code, Chapter 5101:2 Division of Social Services

D. Type-B Family Day Care Home:

A permanent residence of the provider in which the child daycare services are provided for one to six children at one time and in which no more than three children may be under two years of age at one time. In counting children for the purpose of this definition, any children under six years of age who are related to the provider registered with the Ohio Department of Job and Family Services and who are on the premises of the Type B home shall be counted. Children six years of age or older who are related to the provider and who are on the premises of the Type B home shall not be included in this count. A "type B home" also includes a home which is the permanent residence of both the provider and the parent. Type B day-care facilities shall also be in accordance with the Ohio Administrative Code, Chapter 5101:2 Division of Social Services

(6) CHURCH

Church, synagogue, temple, rector, parish house, meditation center, or similar building incidental to the particular use which is maintained and operated by an organized group of people for religious purposes.

(7) CITY COUNCIL

The City Council of the City of Oxford, Ohio

(8) CLEAR & CONVINCING EVIDENCE

The measure of proof which will produce a firm belief as to the allegations sought to be established.

(9) CLINIC

An establishment where patients receive medical or dental examination or treatment but are not lodged overnight.

(10) CLUB (LODGE)

A nonprofit association, other than a fraternity or sorority, of persons (bona fide members) who are organized for some common purposes and paying regular dues; not including a group organized solely or primarily to render a service customarily carried on as a commercial enterprise.

(11) CO-LOCATION / SITE SHARING

The process of providing space for more than one user on a tower, facility, and / or site.

(12) COLLECTOR

A thoroughfare which provides for distribution of traffic between major and local streets and abutting properties, including the principal entrance and circulation routes within residential subdivisions.

(13) COMMERCIAL

Having profit as the primary aim.

(14) COMMERCIAL TYPES

A. COMMERCIAL, HEAVY

An establishment or business which generally uses open sales yards, outside equipment storage, or outside activities that generate noise or other impacts considered incompatible with less-intense uses. Typical businesses in this definition are lumberyards, construction specialty services, heavy equipment suppliers or building contractors.

B. COMMERCIAL, LIGHT

An establishment or business which generally has retail or wholesale sales, office uses or services that do not generate noise or other impacts considered incompatible with less-intense uses. Typical businesses in this definition are retail stores, offices, catering services or restaurants.

(15) COMMERCIAL CENTER

A. COMMERCIAL CENTER, COMMUNITY

A completely planned and designed commercial development providing for the sale of general merchandise and / or convenience goods and services. A community commercial center shall provide for the sale of general merchandise, and may include a variety store, discount store or supermarket.

B. COMMERCIAL CENTER, CONVENIENCE

A completely planned and designed commercial development providing for the sale of general merchandise and / or convenience goods and services. A convenience commercial center shall provide a small cluster of convenience shops or services.

C. COMMERCIAL CENTER, NEIGHBORHOOD

A completely planned and designed commercial development providing for the sale of general merchandise and / or convenience goods and services to the immediate neighborhood. A neighborhood commercial center shall provide for the sales of convenience goods and services, with a supermarket as the principal tenant.

D. COMMERCIAL CENTER, REGIONAL

A completely planned and designed commercial development providing for the sale of general merchandise and / or convenience goods and services to the region. A regional center shall provide for the sale of general merchandise, apparel, furniture, home furnishings, and other retail sales and services, in full depth and variety.

E. COMMERCIAL, RETAIL

Sales and service establishments, which engage in the sale of general retail goods and accessory services. Businesses within this definition include those, which conduct sales and storage entirely within an enclosed structure (with the exception of occasional outdoor "sidewalk" promotions); businesses specializing in sale of either general merchandise or convenience goods.

(16) COMMISSION

The Planning Commission of the City of Oxford, Ohio.

(17) COMMUNITY RESIDENCE

A single dwelling unit occupied on a relatively permanent basis as a single housekeeping unit in the family-like environment by more than four unrelated persons with handicaps, plus paid professional support staff provided by a sponsoring agency either living with the residents on a 24-hour basis or present on shifts.

(18) COMPREHENSIVE PLAN

The declaration of purposes, policies, and programs for the development of the jurisdiction adopted by the City Council.

(19) CONDITIONAL USE

A use permitted in a district other than a principally permitted use, such use requiring a conditional use permit and the approval of Council, following public hearings before the Planning Board and Council.

(20) CONDOMINIUM

Land, together with all buildings, improvement, and structures thereon, including all easements, rights and appurtenances belonging thereto, which has been submitted to the provisions of Ohio R.C. Chapter 5311.

(21) CONGREGATE RESIDENCES

Apartments and dwellings with communal dining facilities and services, such as housekeeping, organized social and recreational activities, transportation services, and other support services appropriate for the residents.

(22) CONVALESCENT CENTER

A facility which is publicly or privately operated for long-term patient care due to illness or infirmity, including the elderly and developmentally disabled, normally employing the services of skilled and licensed practitioners, excluding hospitals.

(23) COURT, COURT YARD

Any open space, unobstructed from the ground to the sky that is bounded on two or more sides by the walls of a building that is on the same lot.

1159.05 – Definitions (beginning with the letter “D”).

(1) DECK

A roofless above-ground platform projecting from the wall of a building, connected by structural supports at grade or by the building structure, and primarily utilized by the occupants of a structure for outdoor enjoyment, socializing or recreation.

(2) DENSITY, GROSS

The number of dwelling units which are allowed on an area of land, which area of land shall be permitted to include dedicated streets contained within the development.

(3) DENSITY, NET

The number of dwelling units which are allowed on an area of land, excluding streets and rights-of-way.

(4) DISTRICT

A part, zone, or geographic area within the municipality within which certain zoning or development regulations apply.

(5) DISTRICT MAP

The official district map of the City of Oxford, as adopted by Oxford City Council, together with all amendments subsequently adopted by the Oxford City Council, on file in the City Building and being the official zoning map for the City.

(6) DISTRICT, ZONING

A section or sections of the City in which the regulations governing the use of land, buildings and premises, or governing the height and area requirements of buildings, are uniform.

(7) DRIVE-IN USE

An establishment that by design, physical facilities, service, or by packaging procedures encourages or permits customers to receive services, obtain goods, or be entertained while remaining in their motor

vehicles. A “drive-in” shall include any car wash in which cars are either driven, pushed, or pulled through a washing apparatus, but shall not include a parking lot, nor a private, public, or storage garage, nor a gasoline station.

(8) DWELLING

A building or structure designed or occupied exclusively for non- transient residential use and permitted accessory uses for one or more households, but not including a tent, cabin, trailer, hotel, motel, or mobile home.

(9) DWELLING TYPE

A. DWELLING, EFFICIENCY

A dwelling unit consisting of not more than one habitable room together with kitchen or kitchenette and sanitary facilities.

B. DWELLING, MULTIPLE UNIT

A building with three or more dwelling units in which they may or may not share common entrances and / or other spaces. Individual dwelling units may be owned as condominiums, or offered for rent.

C. DWELLING, SINGLE FAMILY

A building consisting of only one dwelling unit, detached or separated from other dwelling units by open space.

D. DWELLING, TWO FAMILY

A building consisting of two single dwelling units, detached or separated from other dwelling units by open spaces.

E. DWELLING, THREE UNIT

A structure having only three dwelling units.

F. DWELLING UNIT

One or more rooms which are arranged, designed, or occupied as living quarters for a family as a single housekeeping unit. A dwelling unit includes bathroom and kitchen facilities in addition to sleeping and living areas. Publicly accessible space separates a dwelling unit from any other dwelling unit. No doorway or perforated walls exist between dwelling units.

1159.06 – Definitions (beginning with the letter “E”).

(1) EASEMENT

Authorization by a property owner for the use by another, and for a specified purpose, of some designated part of his property.

(2) EQUIPMENT BUILDINGS

Any accessory structure in which the electronic receiving and relay equipment for a wireless and cellular telecommunications facility is housed.

(3) ESSENTIAL SERVICES

Services created by the erection, construction, alteration, or maintenance by public utilities or governmental agencies, of underground or overhead, gas, electrical, steam or water transmission or distribution systems, collection, communication, supply, or disposal systems, including poles, wires, mains, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants,

and other similar equipment for the refurbishing or adequate service by such public utilities or municipal or other governmental agencies or for the public health or safety or general welfare, but not including buildings other than accessory buildings.

1159.07 – Definitions (beginning with the letter “F”).

(1) FAMILY

In all districts (zones), a family shall be a person living alone, or two or more persons related by blood, marriage or adoption, including minor children in the lawful custody of an adult member of members of the family, living together as a single housekeeping unit and occupying a single dwelling unit, or a group of not more than four unrelated persons living together as a single housekeeping unit occupying a single dwelling unit and using only common entrances and exits.

(2) FAMILY COMMUNITY RESIDENCE

A single dwelling unit occupied on a relatively permanent basis in a family-like environment by a group of no more than four persons (at least three of whom are unrelated persons with handicaps), plus up to one paid professional support staff provided by a sponsoring agency either living with the residents on a 24-hour basis or present on shifts.

(3) FARM ANIMALS

Animals other than household pets that shall be kept and maintained for commercial production or sale; or family food production, education, or recreation. Farm animals are identified by these categories: large animals, e.g., horses and cattle; medium animals, e.g., sheep, goats, pigs; or small animals, e.g., rabbits, chinchillas, chickens, turkeys, pheasants, geese, ducks, and pigeons.

(4) FARM IMPLEMENT SALES

The retail sales and service of mechanical equipment customarily used for agricultural purposes.

(5) FLOOD PLAIN AREA

Those lands in the City of Oxford, Ohio, that are subject to flood hazards as determined on the Federal Emergency Management Agency or the Butler County Soil & Water Conservation District or both.

(6) FLOOR AREA, GROSS

The sum of the gross horizontal areas of all floors of a building or structure from the exterior face of exterior walls, or from the centerline of a wall separating two buildings, but excluding any space where the floor-to-ceiling height is less than six feet. The gross floor area ratio includes all stairways that serve multi-story buildings.

(7) FLOOR AREA, NET

The total of all floor areas of a building, excluding stairwells and elevator shafts, equipment rooms, interior vehicular parking or loading; and all floors below the first or ground floor, except when used or intended to be used for human habitation or service to the public.

(8) FLOOR AREA RATIO (FAR)

The gross floor area of all buildings or structures on a lot divided by the total lot area, excluding any land vacated by Ordinance No. 103 (16 1/2 foot vacated right-of-way).

(9) FOOTPRINT

Horizontal area within and including the exterior walls of a structure.

(10) FRATERNITY/SORORITY HOUSE

A building that is occupied by a group of enrolled Miami University students who are active members of a fraternal organization recognized by Miami University. These organizations shall be limited to fraternities, sororities, and like groups approved by Miami University for communal off-campus living on that site. Occupancy exception: may include employees or agents of the organization not to exceed three (3) persons.

(11) FRONTAGE

The width of a lot or parcel abutting the public right-of-way of a street or road (excluding alleys), as measured at the front property line.

1159.08 – Definitions (beginning with the letter “G”).

(1) GASOLINE SALES (SERVICE STATION)

The premises, including the buildings and equipment, used for the retail sale of products, other than liquefied petroleum gases, for the propulsion of motor vehicles, and in addition thereto, may include the following:

- A. The sale of kerosene, package naphtha, Stoddard solvent, lubricants, tires, batteries, anti-freeze, and items of motor vehicle accessories customarily associated with such retail business;
- B. Lubricating of motor vehicles;
- C. Rendering of services, including making of adjustments and repairs other than major repairs to motor vehicles;
- D. Washing, polishing, and application of wax and similar protective finishes.

(2) GRADE

- A. For buildings having walls facing one street only, the elevation of the sidewalk at the center of the wall facing the street.
- B. For buildings having walls adjoining more than one street, the average of the elevation of the sidewalk and the centers of all walls adjoining the streets.
- C. For buildings having no wall adjoining the street, the average level of the finished surface of the ground adjacent to the exterior walls of the building. Where no sidewalk exists, the grade shall be that which has been established by the City Engineer.

(3) GREENHOUSE

A building whose roof and sides are made largely of glass or other transparent or translucent material and in which the temperature and humidity can be regulated for the cultivation of delicate or out-of-season plants for subsequent sale or for personal enjoyment. See NURSERY. A noncommercial greenhouse shall be considered an accessory building.

(4) GROSS LEASABLE AREA (GLA)

The total floor area for which the tenant pays rent and that is designed for the tenant’s occupancy and exclusive use.

(5) GROUP COMMUNITY RESIDENCE

A single dwelling unit occupied on a relatively permanent basis in a family-like environment by a group of more than four but not greater than eight unrelated persons with handicaps, plus up to one paid professional support staff provided by a sponsoring agency either living with the residents on a 24-hour basis or present on shifts.

1159.09 – Definitions (beginning with the letter “H”).

(1) HABITABLE SPACE

Space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet compartments, closets, and halls.

(2) HANDICAP

With respect to a person, a physical or mental impairment which substantially limits one or more major life activities, a record of such an impairment, or being regarded as having such an impairment. This definition does not include current illegal use of, or addiction to, a controlled substance. For purposes of this part, an individual shall not be considered to have a handicap solely because that individual is a transvestite. As used in this definition:

A. "Physical or mental impairment" includes:

Any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: Neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive, genitourinary, hemic and lymphatic; skin, and endocrine; or any mental or psychological disorder such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The term "physical or mental impairment" includes but is not limited to such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular immunodeficiency virus infection, mental retardation, emotional illness, drug addiction (other than addiction caused by current illegal use of a controlled substance) and alcoholism.

B. "Major life activities" -

functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working.

C. "Has a record of such an impairment" -

has a history of, or has been misclassified as having, a mental or physical impairment that substantially limits one or more major life activities.

D. "Is regarded as having impairment":

1. Has a physical or mental impairment that does not substantially limit one or more major life activities but that is treated by another person as constituting such a limitation;
2. Has a physical or mental impairment that substantially limits one or more major life activities only as a result of the attitudes of others toward such impairment; or
3. Has none of the impairments defined in subsection 1159.09 (2) of this definition but is treated by another person as having such an impairment.

(3) HEDGE

A dense row of shrubs, grasses or low trees.

(4) HOME OCCUPATION

A service occupation conducted within a dwelling unit by the residents.

(5) HOSPITAL

An institution providing health services primarily for in-patient medical or surgical care of the sick or injured and including related facilities such as laboratories, out-patient department, training facilities, central service facilities, and staff offices which are an integral part of the facility.

(6) HOTEL

A commercial facility offering transient lodging accommodations to the general public and providing additional services, such as restaurants, meeting rooms, entertainment, and recreational facilities.

(7) HOUSEHOLD ANIMALS

Dogs, cats, rabbits, birds and chickens for non-commercial family use only.

1159.10 – Definitions (beginning with the letter “I”).

(1) IMPERVIOUS SURFACE

A surface which has been compacted or covered with a layer of material so that it is resistant to infiltration by water, including semi-pervious surfaces such as compacted clay, gravel, most conventionally surfaced streets, roofs, sidewalks, parking lots, and other similar surfaces.

(2) INDUSTRIAL PARK

A tract of land that is planned, developed, and operated as an integrated facility for a number of individual industrial uses, with consideration to transportation facilities (rail and highway), circulation, parking, utility needs, aesthetics, and compatibility.

(3) INSTITUTION

Buildings or land occupied by a non-profit corporation or a non-profit establishment for public or semi-public use including community residence living arrangements for more than twelve unrelated individuals.

(4) INTENSITY

The measure of collective activities related to the principal use within a building or site based upon trip generation, number of employees (ex. Barber chairs, mechanical lifts, number of shifts, and hours of operation.)

1159.11 – Definitions (beginning with the letter “J”).

(1) JUNK STORAGE OR SALES

Any lot, land, or structure, or part thereof, used primarily for the collection, storage and sale of waste paper, rags, scrap metal, or discarded material, or for the collecting, dismantling, storage, or salvaging of machinery or vehicles not in operating condition, and for the sale or parts thereof.

1159.12 – Definitions (beginning with the letter “K”).

(1) KENNEL

Any lot or premises on which four or more dogs, cats, or other household pets over four months of age are kept, boarded, trained, bred, or sold, for compensation or not.

1159.13 – Definitions (beginning with the letter “L”).

(1) LAND USE PLAN

See definition of Comprehensive Plan

(2) LANDSCAPING

Changing, rearranging, or adding to the original vegetation or scenery of a piece of land to produce, an aesthetic effect appropriate for the use. It may include reshaping the land by moving the earth, as well as preserving the original vegetation or adding vegetation.

(3) LIVESTOCK

Includes, but is not limited to, horses, bovine animals, sheep, goats, swine, reindeer, donkeys, mules, and any other hoofed animals.

- (4) LOADING SPACE
- An off-street space or berth on the same lot with a building or contiguous to a group of buildings, for the temporary parking of a commercial vehicle while loading or unloading merchandise or materials; and which abuts upon a street, alley or other appropriate means of access.
- (5) LODGING HOUSE
- A dwelling where lodging, but not meals, is provided for compensation for no more than 12 persons who are not transients or members of the owner's family, and do not live as a single housekeeping unit in a family-like environment on a relatively permanent basis, and in which no cooking or dining facilities are provided in individual rooms.
- (6) LOT
- A designated parcel, tract, or area of land established by plat, subdivision, or as otherwise permitted by law, to be separately owned, used, developed, or built upon.
- (7) LOT AREA
- The total horizontal area within the lot lines of the lot except any portion in the right-of-way of any public thoroughfare.
- (8) LOT CONSOLIDATION
- The joining together of two or more lots, sites, tracts, or parcels into one or more lots.
- (9) LOT, CORNER
- A lot abutting upon two or more streets at their intersection or upon which two parts of the same street form an interior angle of less than 135 degrees. The point of intersection of the lines is the corner.
- (10) LOT, COVERAGE
- The ratio, expressed as a percentage, of the sum of the enclosed ground floor area of all buildings and all decks, porches, driveways, and parking areas, to the total area of the lot.
- (11) LOT, DEPTH
- The horizontal distance between the front and rear lot lines, measured along the median between the two side lot lines.
- (12) LOT, INTERIOR
- A lot other than a corner lot.
- (13) LOT, IRREGULAR
- A lot whose opposing property lines are generally not parallel, such as a wedge shaped lot on a cul-de-sac, or where the side property lines are not parallel to each other.
- (14) LOT LINE
- The legal demarcation between properties either public or private.
- (15) LOT LINE
- A. FRONT
- The lot line separating an interior or through lot from the street or streets upon which it abuts. For a corner lot, both lot lines abutting the streets are considered front lot line.
- B. REAR

A lot line parallel to, or within 45 degrees of being parallel to, the front lot line, which does not abut upon a street. The rear lot line may abut upon an alley.

C. SIDE

Any other lot line other than a front or rear lot line.

(16) LOT OF RECORD

Real estate recorded in the deed records in the office of the Butler County Recorder as a distinct lot or parcel, the description of which is complete and sufficient, in and of itself, for conveyance purposes without combination with other lots or parcels; or real estate recorded in the subdivision of lots records of the Butler County Recorder's office as a distinct lot or parcel capable of being conveyed without a combination with other lots or parcels.

(17) LOT SPLIT

Any division of land into less than three lots, sites, tracts or parcels.

(18) LOT, THROUGH

An interior lot having frontage on two or more streets.

(19) LOT WIDTH

That distance from the point of intersection of one side lot line and the required front setback line, measured in a straight line to the point of intersection of the opposite side lot line and the required front setback line.

1159.14 – Definitions (beginning with the letter “M”).

(1) MANUFACTURED HOME

A structure, transportable in one or more sections, which in the traveling mode is eight feet or more in width or 40 feet in length, or when erected on site is 320 square feet or more, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning and electrical systems contained therein. (See Ohio Revised Code)

(2) MANUFACTURING.

A. MANUFACTURING, HEAVY

All other types of manufacturing not included in the definitions of light manufacturing and medium manufacturing.

B. MANUFACTURING, LIGHT

The manufacturing, compounding, processing, assembling, packaging, or testing of goods or equipment, including research activities, conducted entirely within an enclosed structure, with no outside storage, serviced by a modest volume of trucks or vans and imposing a negligible impact on the surrounding environment by noise, vibration, smoke, dust or pollutants.

C. MANUFACTURING, MEDIUM

The manufacturing, compounding, processing, assembling, packaging or testing of goods or equipment within an enclosed structure or an open yard that is capable of being screened from neighboring properties, serviced by a modest volume of trucks or other vehicles.

(3) MARQUEE

Any hood, canopy, awning, or permanent construction that projects from a wall of a building without ground mounted supports, usually above an entrance.

(4) MASSAGE ESTABLISHMENT

Any establishment having a fixed place of business where massages are administered for pay. This definition shall not be construed to include a hospital, nursing home, medical clinic, or the office of a physician, surgeon, chiropractor, osteopath, or massage therapist duly licensed by the State of Ohio, nor barbershops or beauty salons in which massages are administered only to the scalp, the face, the neck, or the shoulder.

(5) MILE SQUARE

The area bounded and described as follows: Beginning at the intersection of Chestnut Street and Patterson Avenue; thence northwardly with the centerline of Patterson Avenue to a point, which was the 1976 North Corporate line; thence with the 1976 North Corporate line to a point in the centerline of Brown Road; thence southwardly with the centerline of Brown Road to a point in the centerline of Sycamore Street; thence westwardly with the centerline of Sycamore Street to a point in the centerline of Locust Street; thence with the centerline of Locust Street southwardly to a point in the intersection of the centerline of Chestnut Street and Locust Street; thence with the centerline of Chestnut Street eastwardly to the place of beginning.

(6) MINI-WAREHOUSE (SELF-STORAGE UNITS)

A building or group of buildings consisting of individual, small, self-contained units that are leased or owned for the storage of business and household goods.

(7) MINOR REPAIR

The renewal or replacement of any part of a building in keeping with the existing type of construction, arrangement of parts, and occupancy of the building, for maintenance purposes only, when the structural, plumbing, gas piping, wiring, heating, or ventilation branches of the building are not affected; but not including any additions or replacement of entire segments of a structure, structural alterations, or any changes affecting safety, required exit facilities, or use.

(8) MOBILE HOME

A self-propelled or non-self-propelled vehicle so designed, constructed or added to by means of accessories in such manner as will permit the use and occupancy therein for habitation, whether resting on wheels, jacks or other foundations and used or so constructed as to permit its being used as a conveyance upon the public highway.

(9) MOBILE HOME PARK

Any premises occupied by, or designed to be occupied by, more than one family in mobile homes, tents, camp cars or similar facilities, and including any roadway structure, vehicle or enclosure used or intended for use as a part of the facilities of such Mobile Home Park.

(10) MOBILE HOME SALES

An open area, other than a street, used for the display or sale of new or used mobile homes and where no repair work is done except minor incidental repair of mobile homes to be displayed and sold on the premises.

(11) MODEL HOME

A dwelling temporarily used as a sales office for a residential development under construction; said home being used for on-site sales and not for general real estate business.

(12) MODULAR HOME

A factory-built home, other than a manufactured home, which meets all of the following requirements:

- A. Is designed only for erection or installation on a site-built permanent foundation;
- B. Is not designed to be moved once so erected or installed;
- C. Is designed and manufactured to comply with a nationally recognized model building code or an equivalent local code, or with a state or local modular building code recognized as generally equivalent to building codes for site-built housing; or
- D. To the manufacturer's knowledge, is not intended to be used other than on a site-built permanent foundation.

(13) MOTEL

An establishment providing sleeping accommodations for transients with a majority of all rooms having direct access to the outside without the necessity of passing through the main lobby of the building.

1159.15 – Definitions (beginning with the letter “N”).

(1) NATURAL WATERWAYS

Those areas, varying in width along streams, creeks, springs, gullies or washes, which are natural drainage channels as determined and identified by the jurisdiction.

(2) NIGHT CLUB

A place operated for profit, where food is served for consumption on the premises and one or more forms of amusement are provided or permitted for a consideration which may be in the form of a cover charge or may be included in the price of the food and beverages, or both, purchased by the patrons thereof.

(3) NONCONFORMING LOT

A lot, the area, dimensions, or location of which was lawful prior to the adoption, revision, or amendment of the zoning ordinance but that fails by reason of such adoption, revision, or amendment to conform to the present requirements of the zoning district.

(4) NONCONFORMING SIGN

Any sign lawfully existing on the effective date of an ordinance, or amendment thereto, that renders such sign nonconforming because it does not conform to all the standards and regulations of the adopted or amended ordinance.

(5) NONCONFORMING STRUCTURE OR BUILDING

A structure or building, the size, dimensions, or location of which was lawful prior to the adoption, revision, or amendment to the zoning ordinance but that fails by reason of such adoption, revision, or amendment to conform to the present requirements of the zoning district.

(6) NONCONFORMING USE

A use or activity that was lawful prior to the adoption, revision or amendment of the zoning ordinance but that fails by reason of such adoption, revision, or amendment to conform to the present requirements of the zoning district.

(7) NUISANCE

A use of property or course of conduct that interferes with the legal rights of others by causing damage, annoyance, or inconvenience.

(8) NURSING HOME

A home for the aged, chronically ill or persons with a contagious disease in which three or more persons not of the immediate family are received, kept or provided with food or shelter and care for compensation, but not including hospitals, clinics or similar institutions devoted primarily to the diagnosis, treatment or care of the sick or injured and not including community residences where the unrelated residents with handicaps live as a single housekeeping unit in a family-like atmosphere on a relatively permanent basis.

1159.16 – Definitions (beginning with the letter “O”).

(1) OFFICE

A place for the transaction of business where reports are prepared, records kept and professional, administrative or business-related services are rendered. No retail or wholesale sales are offered and no manufacturing, production, assembly or distribution takes place, except those activities that are customarily incidental to the services rendered.

(2) OUTSIDE STORAGE

The temporary or permanent warehousing, displaying or selling of supplies, inventory, equipment, or other items not within the confines of a building.

1159.17 – Definitions (beginning with the letter “P”).

(1) PARK

A tract of land designated and used by the public for active and passive recreation.

(2) PARK AND RIDE FACILITIES

Parking lots or structures located along public transit routes designed to encourage transfer from private automobile to mass transit or to encourage carpooling for purposes of commuting, or for access to recreation areas.

(3) PARKING GARAGE

A building, other than a private garage, used for the parking of automobiles with or without a fee.

(4) PARKING LOT

An open area, other than a street, used for the parking of vehicles.

(5) PATIO

An uncovered floor, usually made of concrete, brick, or other masonry material, which is not elevated above the surface of the ground and generally used for outdoor enjoyment or dining.

(6) PERFORMANCE STANDARD

A criterion established in the interest of protecting the public health and safety for the control of noise, odor, smoke, noxious gas, and other objectionable or dangerous elements generated by and inherent in, or incidental to, certain uses and activities.

(7) PERSONAL WIRELESS SERVICE

Commercial mobile services, unlicensed wireless services and common carriers wireless exchange access service, including, cellular services.

(8) PLACE OF WORSHIP

Church, synagogue, temple, rector, parish house, meditation center, or similar building incidental to the particular use which is maintained and operated by an organized group of people for religious purposes.

(9) PLANNED DEVELOPMENT

An area of land that is planned, developed, and maintained as a cohesive development according to the provisions of this Zoning Code.

(10) PLOT PLAN

A plat of a lot, drawn to scale, showing the actual measurements, the size and location of any existing buildings or buildings to be erected, the location of the lot in relation to abutting streets, and other such information.

(11) POOL

Any structure that contains water over 24 inches (610 mm) in depth and which is used, or intended to be used, for swimming or recreational bathing as an accessory use. This includes in-ground, aboveground and on-ground swimming pools, hot tubs and spas.

(12) PORCH

A covered platform, usually having a separate roof, at an entrance to a dwelling or building, or an open or enclosed gallery or room which is not heated or cooled that is attached to the outside of a building.

(13) PREMISES

Any lot or combination of contiguous lots held in single ownership, together with the development thereon; a condominium complex constitutes one premises.

(14) PRINCIPAL BUILDING

A building on a lot containing the primary use of the lot.

(15) PRINCIPAL ENTRANCE

The place of ingress and egress used most frequently by the public.

(16) PRINTING & PUBLISHING

The setting of type and the printing and publishing of books, newspapers, etc. for sale.

(17) PROFESSIONAL OFFICE

An office of a practitioner or practitioners of a specific occupation, vocation or calling in which a professed knowledge of some department of science or learning, not purely commercial, mechanical or agricultural, is used in its practical application to the affairs of other, either by advising or by guiding them in serving their interests or welfare. Such uses include, but are not limited to, offices of medical doctors, dentists, engineers, surveyors, city planners, lawyers, real estate brokers, insurance agents, architects, landscape architects, optometrists, and chiropractors.

(18) PUBLIC SERVICE FACILITY

A structure or facility used by a public or utility agency to store, distribute, generate electricity, gas, communications, and related equipment, or to pump or chemically treat water. This does not include storage or treatment of sewage, solid waste, or hazardous waste.

(19) PUBLIC USE

The public use of parks, schools and administrative, cultural and accessory building, not including public land or buildings devoted solely to the storage and maintenance of equipment and material.

(20) PUBLIC UTILITY

Any firm, corporation, governmental department, or board duly authorized to furnish and furnishing under State or Municipal regulation to the public, electricity, gas, steam, communications, telegraph, transportation, water, or sewers.

(21) PUBLIC WAY

Any street, alley or similar parcel of land essentially unobstructed from the ground to the sky which is deeded, dedicated or otherwise permanently appropriated to the public for public use.

(22) PUBLICLY OWNED PROPERTY

Any real property owned by the City of Oxford, Talawanda School District, Miami University, or Oxford Township.

1159.18 – Definitions (beginning with the letter “Q”).

(1) QUASI-PUBLIC USE

A use owned or operated by a nonprofit, religious, or charitable institution and providing educational, cultural, recreational, religious, or similar types of programs.

(2) QUEUE

A line of people or vehicles awaiting individual turns.

(3) QUORUM

A majority of the authorized members of a board or commission.

1159.19 – Definitions (beginning with the letter “R”).

(1) RECONFIGURATION

interior or exterior modification to change the layout of a building or to make substantial/structural repair or alteration

(2) RECONSTRUCTION

Rebuilding as a result of destruction or demolition of an existing building to allow for a new building to be constructed on the same site.

(3) RECREATIONAL FACILITIES (COMMERCIAL)

Recreational facilities open to the public and operated for gain.

(4) RECREATIONAL FACILITIES (NON-COMMERCIAL)

Private and semipublic recreational facilities which are not operated for gain.

(5) RENOVATION

interior or exterior maintenance and/or upgrade of a structure, which does not involve any structural alteration.

(6) RESIDENTIAL USE

Land designated in the Zoning Code and official map for buildings consisting only of dwelling units.

(7) RESTAURANT

An establishment which sells prepared food for consumption. Restaurants shall be classified as follows:

A. Restaurant, fast food:

An establishment which sells food already prepared for consumption, packaged in paper, Styrofoam or similar materials, and may include drive-in or drive-up facilities for ordering.

B. Restaurant, general:

An establishment which sells food for consumption on or off the premises.

C. Restaurant, take-out:

An establishment which sells food only for consumption off the premises.

(8) RETAIL

The disposal, by sale or exchange, of specific goods to, or the acquisition of specific goods by, a person for use other than for purposes of resale.

1159.20 – Definitions (beginning with the letter “S”).

(1) SALVAGE YARD

Any location whose primary use is where waste or scrap materials are stored, bought, sold, accumulated, exchanged, packaged, disassembled or handled, including, but not limited to, materials such as scrap metals, paper, rags, tires and bottles.

(2) SCHOOL, COMMERCIAL

A school establishment to provide for the teaching of industrial, clerical, managerial or artistic skills. This definition applies to schools that are owned and operated privately for profit and that do not offer a complete educational curriculum (e.g., beauty school, modeling school).

(3) SETBACK

The distance between the building and any lot line.

(4) SHOPPING CENTER

A group of five or more commercial establishments on one lot and managed as a unit with off-street parking on-site, and having 30,000 square feet or more of floor area.

(5) SIGN

Any object, device, display, or structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination, or projected images.

(6) SIGN TYPES

A. ILLUMINATED SIGN, DIRECTLY

A sign with internal electronic circuitry emitting light through the sign face.

B. ILLUMINATED SIGN, INDIRECTLY

A sign which is illuminated by an external source which reflects light off the surface of a sign face.

C. POLE SIGN

A sign erected on a single pole or multiple poles regardless of size and shape.

(7) SITE PLAN

A plan which outlines the use and development of any tract of land.

(8) SPECIFIED ANATOMICAL AREAS

Less than completely and opaquely covered human genitals, pubic region, buttock, and female breasts below a point immediately above the top of the areola; or human male genitals in a discernible turgid state even if completely and opaquely covered.

(9) SPECIFIED SEXUAL ACTIVITIES

Human genitals in a state of sexual stimulation or arousal; Acts, real or simulated, of human masturbation, sexual intercourse, sodomy, cunnilingus, or fellatio; or fondling or other erotic touching of human genitals, pubic region, buttock, and female breasts below a point immediately above the top of the areola.

(10) STOOP

An exterior floor or platform typically, but not necessarily, constructed of concrete and/or masonry and sometimes having an overhead roof, utilized for the primary purpose of accessing a building entrance.

(11) STORY

That portion of a building included between the surface of any floor and the surface of the floor next above it, or if there is no floor above it, then the space between the floor and the ceiling next above it and including those basements used for the principal use.

(12) STREET

Any vehicular way that: (1) is an existing state, county, or municipal roadway; (2) is shown upon a plat approved pursuant to law; (3) is approved by other official action.

A. ARTERIAL

A major roadway that provides intra-community travel and access to the county or regional highway system. Access to an arterial should be provided at collector and local streets.

B. COLLECTOR

A thoroughfare which provides for distribution of traffic between major and local streets and abutting properties, including the principal entrance and circulation routes within residential subdivisions.

C. LOCAL

A street primarily used for providing access to individual properties as shown on the official Thoroughfare Plan.

D. PRIVATE

A street that has not been accepted by the municipality or other governmental entity.

(13) STREET LINE

A dividing line between a lot, tract or parcel of land, and a continuous street.

(14) STRUCTURE

Anything permanently constructed, erected or located on the ground, including, but not limited to, advertising signs and backstops for tennis courts.

(15) STRUCTURAL ALTERATION

Any change in the supporting member of a building such as bearing walls, columns, beams or girders, or any substantial change in the roof or in the exterior walls or change in the design or dimensions of the roof or exterior walls.

(16) STUDIO

Means the working place of a painter, sculptor or photographer or other artists, or a place maintained and equipped for the transmission of radio or television programs.

(17) SUBDIVISION

The division of a tract, lot or parcel of land into two or more lots, plats, sites or other divisions of land.

1159.21 – Definitions (beginning with the letter “T”).

(1) TALL STRUCTURE / SUPPORT STRUCTURE

Any building or structure, other than a tower, which can be used for location of wireless and cellular telecommunication facilities.

(2) THEATER

A building used primarily for the presentation of live stage productions, performances, or motion pictures.

(3) TOWER

Any freestanding structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers, guy towers, or monopole towers. The term includes radio and television transmission towers, microwave towers, common-carrier towers, cellular telephone towers, and alternative tower structures.

(4) TRAILER

A structure standing on wheels, towed or hauled by another vehicle, and used for short-term human occupancy, carrying of materials, goods, or objects, or as a temporary office.

(5) TRANSIENT

A person staying at a location such as a hotel, motel, bed & breakfast, or a dwelling offering transient guest lodging for less than thirty (30) consecutive days and does not use the location as his or her permanent address.

(6) TRANSIENT GUEST LODGING

An accessory use occupying an entire dwelling unit or portion thereof where sleeping accommodations are offered for compensation to transients occupying a room or rooms.

A. TRANSIENT GUEST LODGING BOOKING

Each instance of a reservation by an individual or group for transient guest lodging.

B. TRANSIENT GUEST LODGING HOST

Any person who is the owner of record of residential real property, or any person who is a lessee of residential rental property pursuant to a written agreement for the lease of such real property, who offers a dwelling unit, or portion thereof, for transient guest lodging.

C. TRANSIENT GUEST LODGING HOSTING PLATFORM

An internet-based platform that generally allows an owner or tenant to advertise the dwelling unit through a website and provides a means for potential transient users to arrange transient guest lodging and payment through the hosting platform.

1159.22 – Definitions (beginning with the letter “U”).

(1) USE

The activity occurring on a lot or parcel for which land or a building is arranged, designed, or intended, or for which land or a building is or may be occupied, including all accessory uses.

A. USE, CHANGE OF

The change within the classified use of a structure or premise.

B. USE, NONCONFORMING

A use which lawfully occupied a building or land at the time this Zoning Code became effective, which has been lawfully continued and which does not now conform with the use regulations.

C. USE, PRINCIPAL

A use which fulfills a primary function of a household, establishment, institution, or other entity.

D. USE, TEMPORARY

A use that is authorized by this Zoning Code to be conducted for a fixed period of time. Temporary uses are characterized by such activities as the sale of agricultural products, contractors' offices and equipment sheds, fireworks, carnivals, flea markets, and garage sales.

(2) USEABLE FLOOR AREA

The sum of the gross floor area of all of the floors of a building or structure and of all accessory buildings on a lot as measured from the interior face of the exterior walls and usable for human occupancy but which excludes the floor area of heater rooms, mechanical equipment rooms, utility rooms, storage rooms, attics, unenclosed porches, light shafts, public corridors, public stairwells, and public toilets.

1159.23 – Definitions (beginning with the letter “V”).

(1) VARIANCE

A modification of the strict terms of the relevant regulations where such modification will not be contrary to the public health, safety, or welfare and where owing to conditions peculiar to the property and not the result of the action of the applicant, a literal enforcement of the regulations would result in unnecessary and undue hardship.

(2) VETERINARY HOSPITAL

A place where animals are given medical care and the boarding of animals is limited to short-term care incidental to the hospital use.

1159.24 – Definitions (beginning with the letter “W”).

(1) WAREHOUSE

A building used primarily for the storage of goods and materials.

(2) WIRELESS AND CELLULAR TELECOMMUNICATION FACILITIES

Any cables, wires, lines, wave-guides, support structures, antenna, and any other equipment or facilities associated with the transmission or reception of communications, as authorized by the Federal Communication Commission, which an applicant seeks to locate, or have installed, upon or within a tower or existing structure.

1159.25 – Definitions (beginning with the letter “Y”).

(1) YARD

An open space that lies between the principal building or buildings and the nearest lot line. The minimum required yard as set forth in the ordinance is unoccupied and unobstructed from the ground upward except as may be specifically provided in the zoning ordinance.

A. YARD, FRONT

A space extending the full width of the lot between any building and the front lot line and measured perpendicular to the building at the closest point to the front lot line.

B. YARD, REAR

A space extending across the full width of the lot between the principal building and the rear lot line and measured perpendicular to the building to the closest point of the rear lot line.

C. YARD, SIDE

A space extending from the front yard to the rear yard between the principal building and the side lot line and measured perpendicular from the side lot line to the closest point of the principal building.

1159.26 – Definitions (beginning with the letter “Z”).

(1) ZONING ADMINISTRATOR

That official appointed by the City Manager to administer and enforce the Zoning Code and subdivision regulations.

(2) ZONING MAP

The official Zoning Map of the City of Oxford is the District Map, 1989 edition, together with all amendments subsequently adopted by the Oxford City Council, on file in the Municipal Building.

(3) ZONING PERMIT

A document issued by the Zoning Administrator authorizing buildings, structures, or uses consistent with the terms of this Zoning Code including “non-conforming” situations.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Fire Division
PREPARED BY:	John Detherage, Sam Perry
DATE PREPARED:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Creating A New Section 1501.13 With Local Amendments To Ohio Fire Code Of The City Of Oxford Pertaining To Alley Developments And Fire Protection Requirements (John Detherage, Fire Chief)
COUNCIL GOAL AREA:	Essential Operations A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

Zoning, Subdivision, Infrastructure, and Fire Protection requirements have all been considered during the alley development moratorium, as means to facilitate appropriate alley development that retains land owner rights, while accommodating the needs of public services.

As part of these overall updates to alley development policy, staff is recommending local amendments to Ohio Fire Code to require items such as, but not limited to automatic sprinklers in new buildings on alley lots. The alley sites being developed are not accessible by fire apparatus due to overhead wires, parked vehicles and narrow passageways between buildings. These buildings will have to be accessed on foot, with hand-carried ladders and hoses. In the unfortunate event of a fire, automatic sprinklers will maximize the amount of time for emergency response to arrive. These new requirements would not be within the waiver or modification purview of the Planning Commission.

ORDINANCE NO.

AN ORDINANCE CREATING A NEW SECTION 1501.13, WITH LOCAL AMENDMENTS TO OHIO FIRE CODE OF THE CITY OF OXFORD PERTAINING TO ALLEY DEVELOPMENTS AND FIRE PROTECTION REQUIREMENTS.

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

WHEREAS, Ohio Revised Code Section 731.231 enables a municipal legislative authority, in the interest of the promotion of the public health, safety, convenience, comfort, prosperity, or general welfare, to adopt regulations pertaining to fire, fire hazards and fire prevention; and

WHEREAS, the City of Oxford adopted Chapter 1501 pertaining to the Ohio Fire Code of the City of Oxford.

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, 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 permanent legislative fixes are not instituted; and

WHEREAS, Council finds in accordance with Ohio Revised Code 731.231, these local amendments to the Ohio Fire Code of the City of Oxford, promote the health, safety and welfare unique to Oxford's needs as shown in the textual edits outlined in the attached Exhibit A.

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

SECTION 1: Council hereby adopts local amendments to the Ohio Fire Code of the City of Oxford to create the new Section 1501.13, consistent with the textual edits outlined in the attached Exhibit A.

SECTION 2: 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: PLANNING AND FIRE DEPARTMENT STAFF

CHECKED BY: LAW

EXHIBIT A

1501.13 AMENDMENTS.

A. The Ohio Fire Code of the City of Oxford as adopted herein is hereby modified by the addition, amendment or repeal of the following sections in the manner respectively indicated:

(1.) Automatic Detector Warning Systems, Fire Alarm Systems, Standpipe Systems and Automatic Sprinkler Systems. Residential Group R buildings ("R" Uses as defined in the Ohio Fire Code) on a lot in an alley, on a lot without frontage on a City street. Including: One, two, three, and four-family residential buildings utilized as non-owner-occupied buildings.

(a.) Protective and Extinguishing Fire Equipment Required. No person shall construct or remodel any building hereinafter described without installing at the time of such construction the protective and extinguishing fire equipment hereinafter provided with respect to such building. No person shall construct, own or occupy any such building without thereafter maintaining in proper operative condition the protective extinguishing fire equipment hereinafter provided.

(b.) Smoke Detection

(i.) In addition to areas within individual dwelling units required to have smoke detection, all common, occupied, and mechanical areas shall have smoke detection, unless otherwise approved by the fire code official or approved alternate detection is more appropriate.

(ii.) All smoke detection devices used shall be listed for the application for which they are intended and shall be installed in accordance with NFPA 72.

(iii.) When activated detectors shall initiate an alarm event throughout the building and transmit a signal to an approved supervising station in accordance with NFPA 72.

(iv.) Occupant notification shall comply with paragraph 907.5 of the 2017 edition of the Ohio Fire Code.

(c.) A Class 1 standpipe system shall be installed if such building:

(i.) Is more than one story in height above the lowest level of fire department apparatus access; and has a floor area of 5,000 square feet or more; or

(ii.) Where the most remote portion of the building is more than 150' from fire department access into the building or the nearest Class 1 or Class 3 standpipe hose connection.

(d.) A NFPA 13 compliant automatic sprinkler system throughout (including basement and/or cellar areas) connected to an NFPA 72 compliant UL listed central station alarm signaling system if such building meets any of the following:

- (i.) Is more than one story in height,
- (ii.) Is over fifty (50) feet in height,
- (iii.) Has a floor area of 5,000 square feet or more, or
- (iv.) Accommodates more than fifty (50) persons.
- (v.) Does not have lot frontage on a city street and is on a lot in an alley.
- (vi.) Is part of a mixed-use building that includes a residential component.

Exception: Where allowed by the Ohio Fire Code, materials and installation may follow NFPA 13R or NFPA 13D.

(2.) General Additions:

(a.) Fire Protection System Maintenance.

- (i.) All fire protection systems required by this chapter shall be installed, repaired, operated, tested, and maintained in accordance with this chapter of the Codified Ordinances of the City of Oxford, the Ohio Fire Code as it applies to required fire protection systems, and the provisions set forth by the NFPA standards referenced in the applicable edition of the Ohio Fire Code.
- (ii.) Records for all life safety and fire protection system inspections, tests, and maintenance shall be forwarded to the City of Oxford Division of Fire through the Fire Divisions 3rd party inspection reporting partner or designee, upon completion.
- (iii.) Maintenance of all required fire protection systems is ultimately the responsibility of the building owner regardless of whether the building is occupied or not.
- (iv.) No fire protection system may be removed without fire department knowledge and an approved permit.

(b.) Notification To Fire Department. The occupant and owner of the building containing such equipment shall promptly notify the Fire Department in case such sprinkler protection is withdrawn, interrupted, curtailed or altered. Approval must be obtained before removal or disconnection of any fire protection equipment. Removal of systems for greater than 24-hours requires a permit from the Fire Code Official.

(c.) Equipment Subject to Inspection by The City. All detection and extinguishing equipment shall be subject to inspection by the Building Division and the Fire Department.

- (d.) Structural Alterations More Than Twenty-Five Percent or 5,000 Square Feet to Conform With Applicable Section. No existing building shall be reconstructed or structurally altered in single or multiple phases without conforming to this section, when that reconstruction or alteration exceeds the lesser of:
 - (i.) Twenty-five percent (25%) of its total area, or
 - (ii.) 5,000 square feet in area.
- (e.) Change in Occupancy / Change in Use. No existing building shall change in occupancy or use, as determined by the Chief Building Official, without conforming to this section.



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:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Approving A Preliminary And Final Planned Development Application And Preliminary Subdivision Submitted By Habitat For Humanity Of Greater Cincinnati For 32 Townhomes To Be Situated On 3.464 Acres Currently Addressed As 601, 603 And 607 W Chestnut Street, Oxford Ohio 45056, With Conditions (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Housing Opportunities for Everyone A Connected, Livable, and Equitable Community for All Smart Growth and Quality Places
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

Update: Per request from the applicant/engineer, condition #8, has been removed from the ordinance. See attached email regarding infeasibility for a connecting sidewalk between buildings where telecommunications equipment will be located.

Introduction:

A summary of submitted requests appears below:

- **PC-2024-16, Final Subdivision:** Submitted pursuant to **Section 1101.2(203)** of the Subdivision Regulations. The purpose is to approve a final record plat section found consistent with the approved Preliminary Plat. For smaller developments done in a single phase, typically only one

(1) such application needs approved during the life of the project. For larger developments (e.g., Owl's Landing), multiple applications are considered as individual phases are constructed. Clarence Place is anticipated as a single-phase development. In terms of actual documentation, the prepared Final record plat matches that of the plat/plan prepared for the Preliminary Subdivision application.

- **PC-2024-17, Preliminary & Final Planned Development** (PD): Submitted pursuant to *Section 1145.05* of the Zoning Code. The purpose of Planned Developments is to encourage creative and flexible development that cannot otherwise comply with the typical regulations of one or more underlying zoning districts. Planned Developments require at least one (1) acre of overall land in order to be considered, and their designs must set aside at least twenty (20) percent of their territory as open space. Uses and setbacks are flexible, provided the overall density does not exceed 110% of the underlying zoning district.
- **PC-2024-18, Preliminary Subdivision**: Submitted pursuant to *Section 1101.2(201)* of the Subdivision Regulations. While the PD approves of the land uses, density, open space, and overall design encompassed by the proposed plan, the subdivision application is more narrowly devoted to approving of the splitting of lots, dedication of new or expanded public right-of-ways, and establishment of easements. For Clarence Place, a 35-lot subdivision is proposed, consisting of 32 townhome lots and 3 common lots reserved for common access, green space, parking, stormwater management, and a central courtyard.

Proposal Summary:

The subject site, totaling approximately 3.5 acres in size, consists of three (3) residential parcels acquired by the City of Oxford between June 2023 and January 2024 for the purpose of increasing affordable housing supply. In January 2024, City Council selected Habitat for Humanity of Greater Cincinnati to help construct up to 38 dwelling units for individuals or families at or below 80% of Area Median Income (AMI). In order to accomplish the desired level of density, the parcels were rezoned from the R-1A zoning district to the R-2A district in February 2024. Pursuant to their agreement with the City, Habitat for Humanity now seeks approval of Planned Development & Subdivision applications in order to move forward with developing a total of 32 townhomes.

The development is proposed to consist of 5 buildings, with one building containing 8 units, two buildings containing 7 units each, one building containing 6 units, and one building containing 4 units. Each unit would reside on its own lot, with its own exterior front door and dedicated parking pad in the rear. Access would be provided via a new public street, as well as several private alleys.

The developer proposes the name Clarence Place for this subdivision/development, along with Mitchell Court as the name of the new public street. The source of these names is Clarence Mitchell Jr., who was an NAACP lobbyist instrumental to the passage of a great deal of Civil Rights legislation in the 1950s and 1960s, including the Fair Housing Act.

Background:

The proposed plan was originally scheduled to be heard by the Planning Commission at its meeting on December 10, 2024. Due to concerns from the City Engineer regarding roadway configuration (i.e., angled parking), the applicant voluntarily postponed the application by an extra month to allow time for appropriate revisions to be made. The Planning Commission eventually held a hearing on the matter at its meeting on [January 14, 2025](#). By Code, the Commission was only required to make recommendations on Case No. PC-2024-17 and Case No. PC-2024-18.

Planning Commission Discussion & Recommendation:

During the public hearing, the Commission heard from the following individuals:

- **Jim Clawson, 6405 Contreras Road:** Mr. Clawson expressed concerns regarding the adequacy of the chosen site to accommodate the level of density proposed. Mr. Clawson stated his belief that the proposal was not becoming of a Planned Unit Development in-line with the existing residential zoning classification, believing too many waivers were being requested. Concern was also expressed regarding erosion impact potential to the existing creek bed to the south.
- **Lori Libby, 914 Marilyn Drive:** Ms. Libby expressed concerns pertaining to the screening of the project from properties situated along Marilyn Drive to the east. Ms. Libby noted that presently, fencing exists along the western boundary of the site adjacent to the Charleston Drive condominiums. Ms. Libby felt the same should be accomplished for the eastern boundary, which is presently a “mishmash” of vegetation, fencing and utilities. Lastly, Ms. Libby felt that the proposed detention area should be fenced off to help restrict access by children.
- **Seth Copenbaker, Economic Development Specialist:** Mr. Copenbaker spoke in favor of the project, believing it fulfills a number of housing-related objectives embedded in the Oxford Tomorrow Comprehensive Plan.

Following the public comment period, the main topics of discussion for the Planning Commission were the following:

- Connectivity of front porches to existing/proposed public sidewalk (i.e., determining where exactly private walks would be installed)
- Potential revision of building selection & footprints to accommodate an additional walkway between Mitchell Court and the westernmost alley
- Fencing/screening along the eastern boundary adjoining to residential lots on Marilyn Drive
- Potential traffic calming methods for the mid-block crossing on Mitchell Court, such as a raised crosswalk or different paving material
- Securing an access easement for a possible future pedestrian bridge across Bull Run Creek and connecting to an unnamed street stub located off Melissa Drive in Southern Knolls

Upon closure of the public hearing and following further discussion, the Commission voted 7-0-0 to recommend **approval** of the application subject to the following 16 conditions (in contrast to staff recommended conditions, the Commission amended #5 and added #s 8-10):

1. The applicant shall receive written approval from the City of Oxford Service Department, c/o City’s Environmental Specialist or designee, for garbage and recycling collection. Such approval shall be granted prior to zoning sign-off on Construction Drawings.
2. A crosswalk with RRFBs shall be required of the developer/applicant, unless determined otherwise by the City of Oxford Service Department due to feasibility considerations.
3. All aspects of connecting to the sanitary sewer utility, inclusive of accommodating appropriate slopes and drops for sewer conduit, shall be subject to City Service Department approval.
4. Privacy-style fencing shall be installed along the western property line adjoining to Charleston Drive residences, to a point roughly in-line with the southern pavement edge of Alley C. Where existing, fencing attributed to the Charleston Drive condominiums may be counted toward required fencing.
5. The landscaping plan shall be revised to provide additional screening methods and/or evergreen plantings along the eastern property boundary.
6. HOA documentation shall be reviewed and approved by the City Law Director prior to recording.

7. Curbs, along with a three-rail fence, shall be installed along the southern edge of the parking spaces off Alley B as a prevention measure to keep vehicles from entering the detention basin area.
8. Pedestrian/sidewalk connectivity should be provided between Mitchell Court and Alley C.
9. Traffic calming shall be provided at the mid-block crossing on Mitchell Court.
10. A public access easement shall be provided from the Mitchell Court cul-de-sac to the southern boundary to support possible future multi-modal connectivity to the Southern Knolls subdivision (unnamed street stub).
11. Waivers to **Sections 1101.4 (404) (C) (8) & 1101.4 (403) (D)** are hereby granted to accept one (1) subdivision entrance instead of the minimum of two (2), and with a lesser than minimum connectivity index score of 0.5.
12. A waiver to **Section 1141.03(b)** is hereby granted to permit the entrances of certain dwellings/lots to not be situated directly upon a street bordering such lots. This waiver is acceptable due to the relative visibility that is still preserved from the new public street (Mitchell Court), as well as due to the fact that the City's ESP contacts did not express any concerns with the proposed configuration.
13. A waiver to **Section 1145.12(e)(2)** is hereby granted to permit front yard setbacks which are less than normally permitted in the underlying R-2A zoning district. The proposed plan sets front setbacks at five (5) feet, while R-2A normally requires thirty (30) feet.
14. A waiver to **Section 1145.12(e)(3)(A)** is hereby granted to reduce the required perimeter setback in certain areas from twenty-five (25) feet to approx. eleven (11) feet, as conveyed in the submitted plans.
15. A waiver to **Section 1148.04(b)(2)** is hereby granted to relieve the developer from the tree survey requirement.
16. A waiver to **Section 1149.05(a)** is hereby granted to accept a reduction in required parking spaces from sixty-four (64) to fifty-seven (57).

ORDINANCE NO.

AN ORDINANCE APPROVING A PRELIMINARY AND FINAL PLANNED DEVELOPMENT APPLICATION AND PRELIMINARY SUBDIVISION SUBMITTED BY HABITAT FOR HUMANITY OF GREATER CINCINNATI FOR 32 TOWNHOMES TO BE SITUATED ON 3.464 ACRES CURRENTLY ADDRESSED AS 601, 603 AND 607 W CHESTNUT STREET, OXFORD OHIO 45056, WITH CONDITIONS.

WHEREAS, the Planning Commission met pursuant to Oxford Codified Ordinance Sections 1143.02, 1145 and 1101.4 on January 14, 2025 for the purpose of considering a Preliminary and Final Planned Development Application and Preliminary Subdivision submitted by Habitat for Humanity of Greater Cincinnati for a development consisting of 32 townhomes situated on 3.464 acres currently addressed as 601, 603 and 607 W Chestnut Street, Oxford, Ohio 45056; and

WHEREAS, the Planning Commission, after a public hearing and discussion, voted and approved a motion recommending approval of Preliminary and Final Planned Development Application and Preliminary Subdivision submitted by Habitat for Humanity of Greater Cincinnati for a development consisting of 32 townhomes situated on 3.464 acres currently addressed as 601, 603 and 607 W Chestnut Street, Oxford, Ohio 45056 with the following conditions:

1. The applicant shall receive written approval from the City of Oxford Service Department, c/o City's Environmental Specialist or designee, for garbage and recycling collection. Such approval shall be granted prior to zoning sign-off on Construction Drawings.
2. A crosswalk with RRFBs shall be required of the developer/applicant, unless determined otherwise by the City of Oxford Service Department due to feasibility considerations.
3. All aspects of connecting to the sanitary sewer utility, inclusive of accommodating appropriate slopes and drops for sewer conduit, shall be subject to City Service Department approval.
4. Privacy-style fencing shall be installed along the western property line adjoining to Charleston Drive residences, to a point roughly in-line with the southern pavement edge of Alley C. Where existing, fencing attributed to the Charleston Drive condominiums may be counted toward required fencing.
5. The landscaping plan shall be revised to provide additional screening methods and/or evergreen plantings along the eastern property boundary.
6. HOA documentation shall be reviewed and approved by the City Law Director prior to recording.
7. Curbs, along with a three-rail fence, shall be installed along the southern edge of the parking spaces off Alley B as a prevention measure to keep vehicles from entering the detention basin area.
8. Traffic calming shall be provided at the mid-block crossing on Mitchell Court.
9. A public access easement shall be provided from the Mitchell Court cul-de-sac to the southern boundary to support possible future multi-modal connectivity to the Southern

Knolls subdivision (unnamed street stub).

10. Waivers to Sections 1101.4 (404) (C) (8) & 1101.4 (403) (D) are hereby granted to accept one (1) subdivision entrance instead of the minimum of two (2), and with a lesser than minimum connectivity index score of 0.5.
11. A waiver to Section 1141.03(b) is hereby granted to permit the entrances of certain dwellings/lots to not be situated directly upon a street bordering such lots. This waiver is acceptable due to the relative visibility that is still preserved from the new public street (Mitchell Court), as well as due to the fact that the City's ESP contacts did not express any concerns with the proposed configuration.
12. A waiver to Section 1145.12(e)(2) is hereby granted to permit front yard setbacks which are less than normally permitted in the underlying R-2A zoning district. The proposed plan sets front setbacks at five (5) feet, while R-2A normally requires thirty (30) feet.
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14. A waiver to Section 1148.04(b)(2) is hereby granted to relieve the developer from the tree survey requirement.
15. A waiver to Section 1149.05(a) is hereby granted to accept a reduction in required parking spaces from sixty-four (64) to fifty-seven (57).

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

SECTION 1: Council hereby accepts the action of the Planning Commission, and further grants the approval of a Preliminary and Final Planned Development Application and Preliminary Subdivision submitted by Habitat for Humanity of Greater Cincinnati for a development consisting of 32 townhomes situated on 3.464 acres currently addressed as 601, 603 and 607 W Chestnut Street, Oxford, Ohio 45056 with the following conditions:

1. The applicant shall receive written approval from the City of Oxford Service Department, c/o City's Environmental Specialist or designee, for garbage and recycling collection. Such approval shall be granted prior to zoning sign-off on Construction Drawings.
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SECTION 2: 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: PLANNING STAFF
CHECKED BY: LAW

Clarence Place - City Council

From John Bayer <johnbayer@bayerbecker.com>

Date Tue 2/4/2025 5:07 PM

To Sam Perry <sperry@cityofoxford.org>

Cc Joe Hansbauer <joe.hansbauer@habitatcincinnati.org>; Adam Nelson <Adam.Nelson@habitatcincinnati.org>

 1 attachment (580 KB)

Power & Telecom Equipment.PNG;

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Sam,
I am following up on our phone call.

Habitat for Humanity and Bayer Becker have reviewed Condition #8 as provided by Planning Commission which reads:

Pedestrian/sidewalk connectivity should be provided between Mitchell Court and Alley C.

In review of this condition, many alternatives have been considered to provide a pedestrian pathway. The space where this pathway is requested is approximately 15ft wide with sidewalks to the entry of homes 4210 and 4211 on either side. Within that 15ft space, equipment is planned for power and communications, this equipment is approximately 10ft wide after installation including an electrical transformer, CATV pedestal and telephone pedestal. An image depicting a representative arrangement of this equipment is attached for reference. This spacing does not allow room for the addition of a pedestrian route. The design team reviewed the option of shifting units 4203-4210 south in order to provide additional space at this location but due to topography of the Bull Run drainage this shift is cost prohibitive, likely requiring retaining walls to accomplish.

Additionally, with Alley C being in the rear of homes 4203 to 4214 and in close proximity to the homes, it is not desired as a pedestrian route. From a safety and security standpoint, it is desired to limit pedestrian activity in this area to only those homeowners who abut it. While no formal mechanisms are planned to deter the general public, the addition of a sidewalk between 4210 and 4211 would serve as invitation to the public to walk to that area. This issue becomes further pronounced when

a pedestrian connection is made to the south stub of Charleston Drive which promotes further public use of the sidewalks within the development.

It is requested that this condition be removed from Planning Commission's recommendations for the project.

Thanks,

 [Bayer Becker Logo](#) **John A. Bayer, PE**
Principal

D: 513-466-8084

E: johnbayer@bayerbecker.com

bayerbecker.com

[mason](#) | [cincinnati](#) | [ft. mitchell](#) | [oxford](#) | [indianapolis](#)

 [Bayer Becker Instagram Logo](#)  [Bayer Becker Facebook Logo](#)  [Bayer Becker LinkedIn Logo](#)



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

January 21, 2025

Adam Nelson
Habitat for Humanity of Greater Cincinnati
4910 Para Drive
Cincinnati, OH 45237

VIA EMAIL:

adam.nelson@habitatcincinnati.org
johnbayer@bayerbecker.com

RE: PC-2024-17 & PC-2024-18, 601, 603 & 607 W Chestnut Street, PLANNED DEVELOPMENT & SUBDIVISION, 32 townhomes, Habitat for Humanity c/o Adam Nelson, Applicant/Agent

Dear Mr. Nelson:

On January 14, 2025, the City of Oxford Planning Commission voted 6-0-0 (1 absent) to recommend approval of your Planned Development & Subdivision applications subject to the following conditions and waivers:

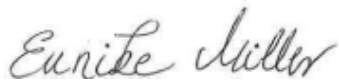
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16. A waiver to ***Section 1149.05(a)*** is hereby granted to accept a reduction in required parking spaces from sixty-four (64) to fifty-seven (57).

Unless otherwise notified, the Oxford City Council will hold their First Reading on Tuesday, February 4, 2025 and their Second Reading on Tuesday, February 18, 2025 regarding these applications.

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

Respectfully,



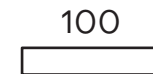
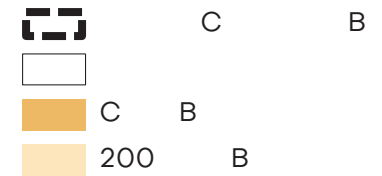
Eunike Miller
Administrative Assistant
Community Development Department

Cc: File



PC-2024-17/18

Surrounding Property Owners Map



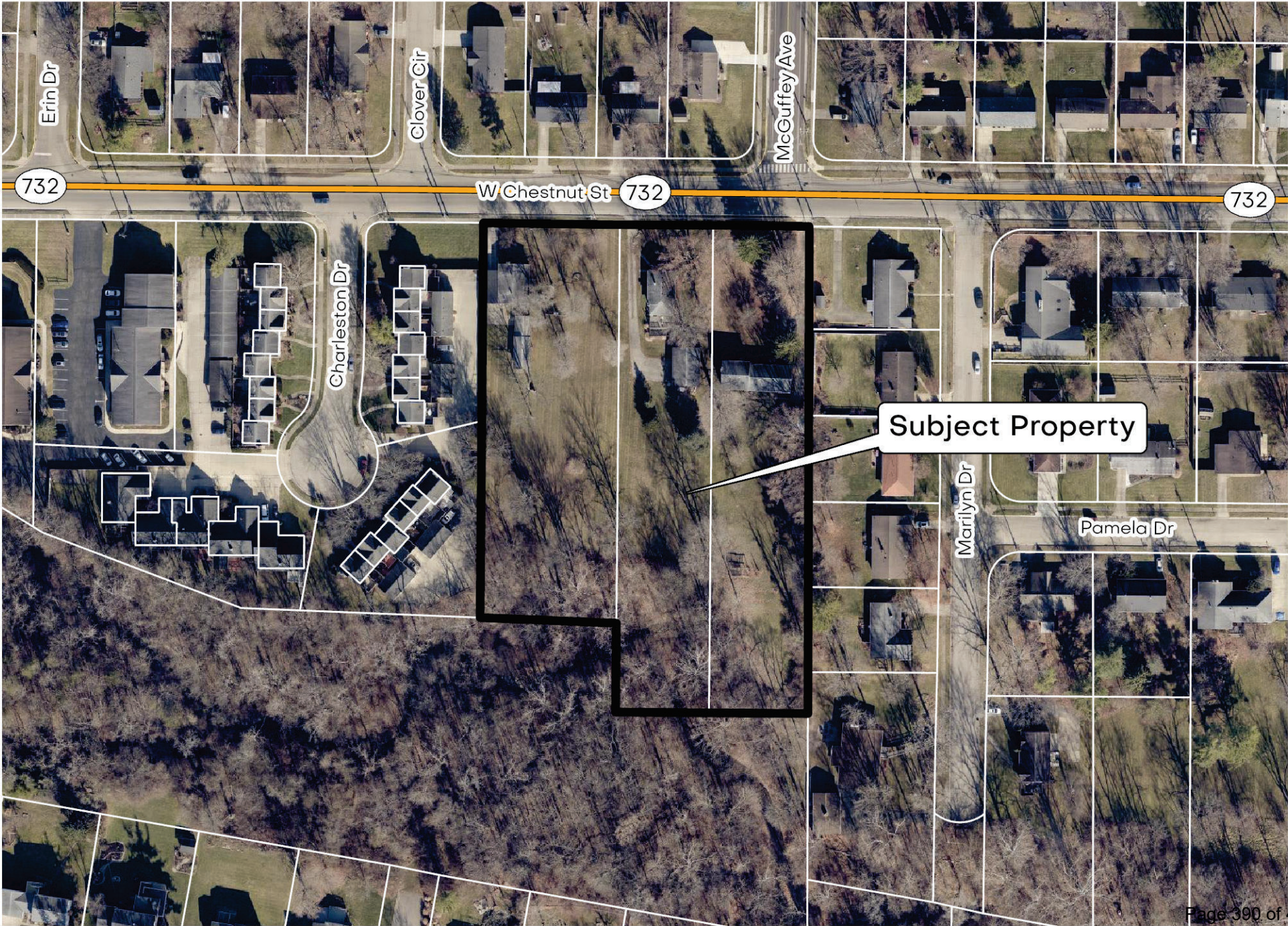
D : 12/30/2024
10:21 A
C



Aerial Map

 Site

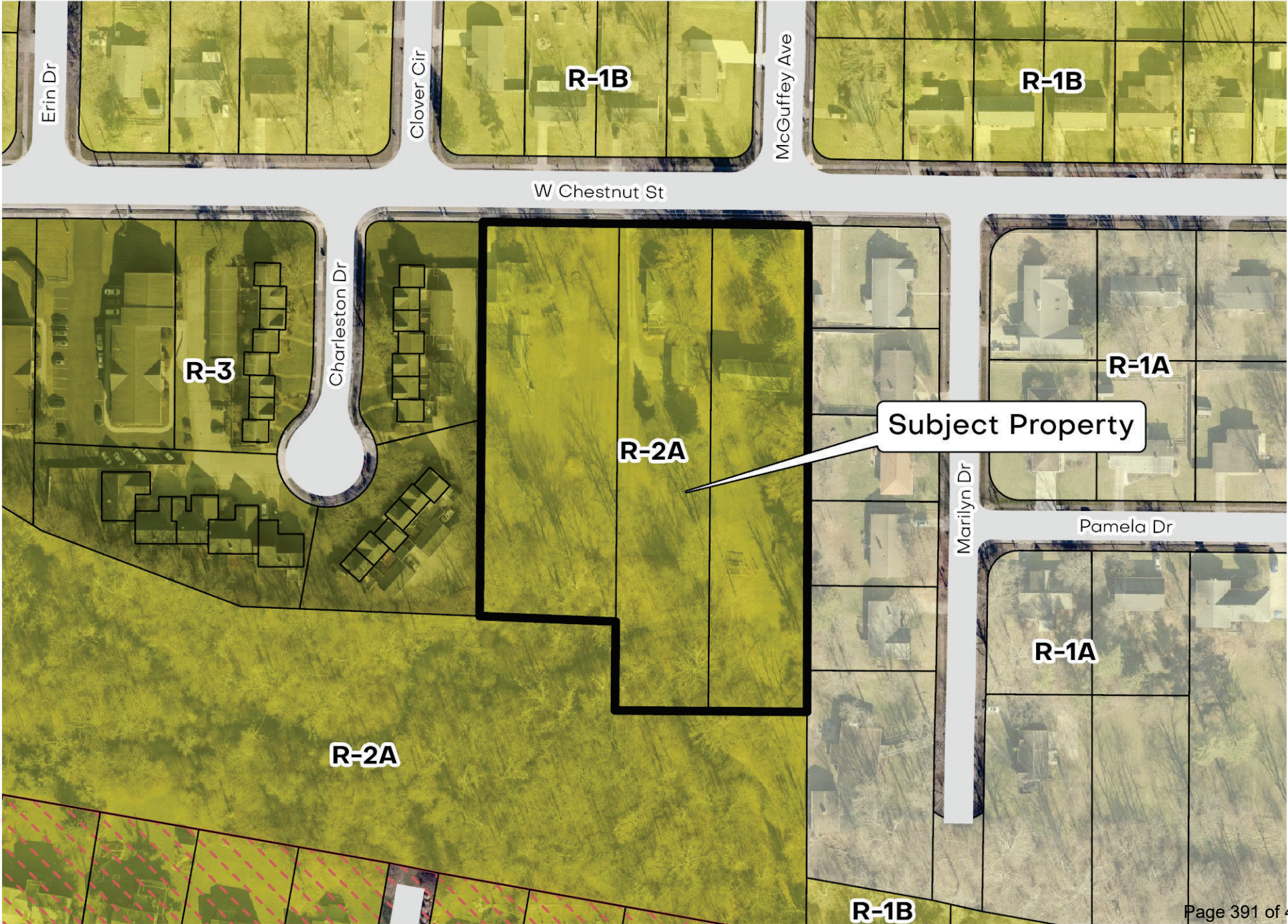
0 100 200 400 Feet

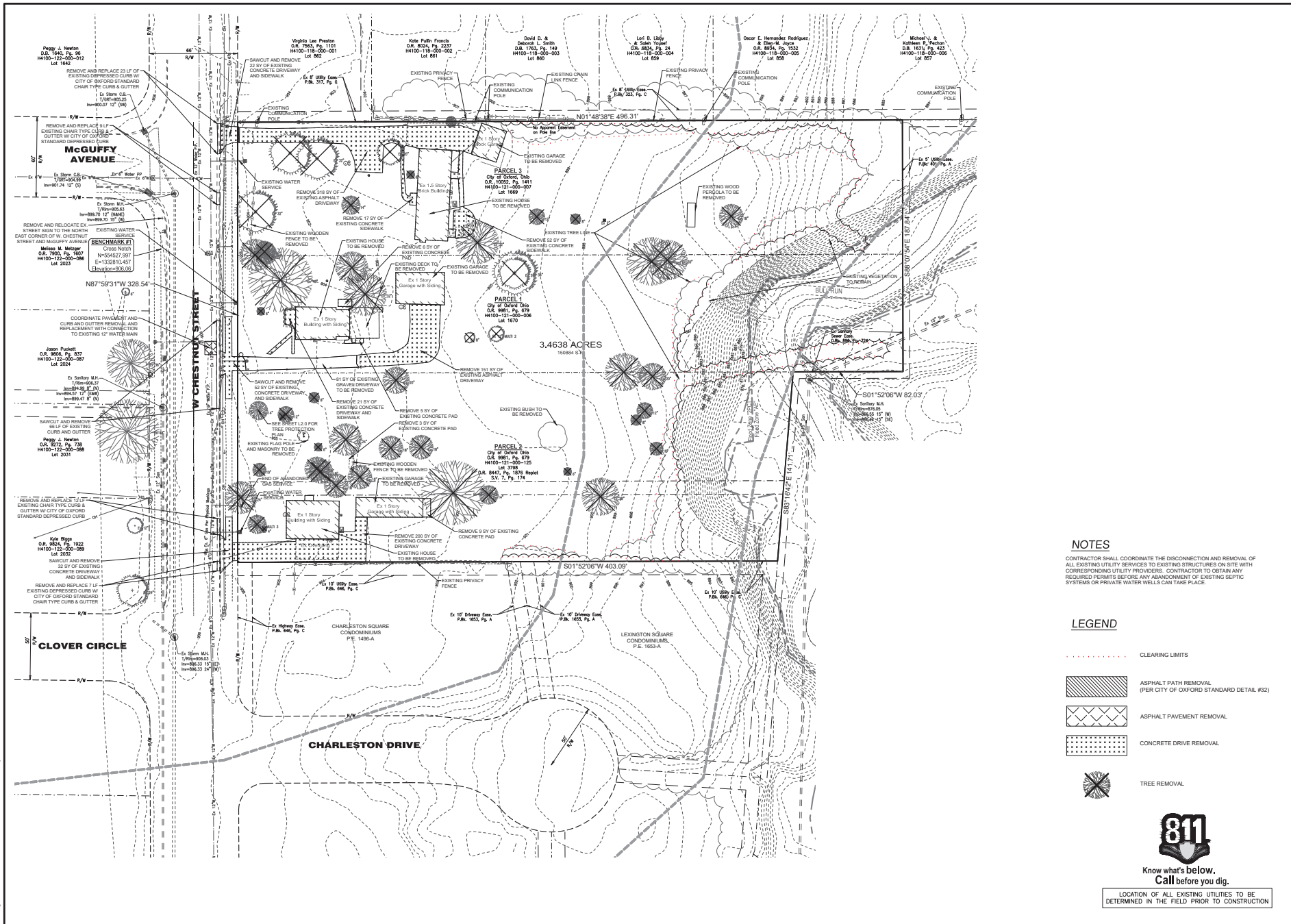


Zoning Map

 Site

0 100 200 400 Feet





NOTES
CONTRACTOR SHALL COORDINATE THE DISCONNECTION AND REMOVAL OF ALL EXISTING UTILITY SERVICES TO EXISTING STRUCTURES ON SITE WITH CORRESPONDING UTILITY PROVIDERS. CONTRACTOR TO OBTAIN ANY REQUIRED PERMITS BEFORE ANY ABANDONMENT OF EXISTING SEPTIC SYSTEMS OR PRIVATE WATER WELLS CAN TAKE PLACE.

- LEGEND**
- CLEARING LIMITS
 - ASPHALT PATH REMOVAL (PER CITY OF OXFORD STANDARD DETAIL #32)
 - ASPHALT PAVEMENT REMOVAL
 - CONCRETE DRIVE REMOVAL
 - TREE REMOVAL

811
Know what's below.
Call before you dig.
LOCATION OF ALL EXISTING UTILITIES TO BE DETERMINED IN THE FIELD PRIOR TO CONSTRUCTION

Scale of Drawing
State Plane NAD83 (2011)
SCALE 1" = 30'

Revision	Date	Drawn	CHK	Rev	Description
1	12/17/24	ETH	JAB		REVISIONS

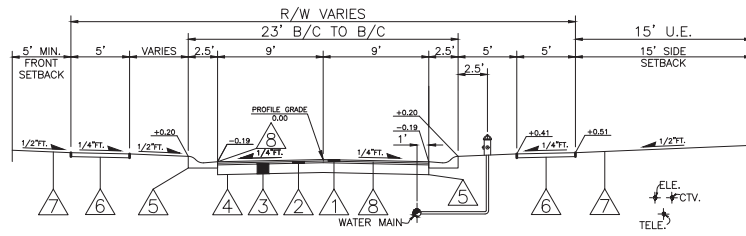
PRELIMINARY

**CLARENCE PLACE
HABITAT FOR HUMANITY**
SECTION 27, TOWNSHIP 1 NORTH, RANGE 1 EAST
WEST OF GREAT MAINTENANCE ROAD
601.003.607 W CHESTNUT STREET
CITY OF OXFORD, BUTLER COUNTY, OHIO

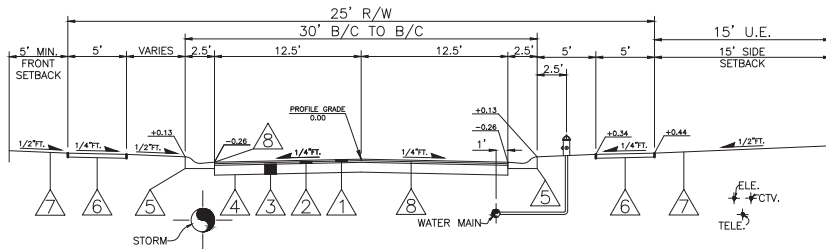
EXISTING CONDITIONS & DEMOLITION PLAN

boyer becker
www.boyerbecker.com
110 S. College Avenue, Suite 101
Oxford, OH 45050 - 513.225.4270

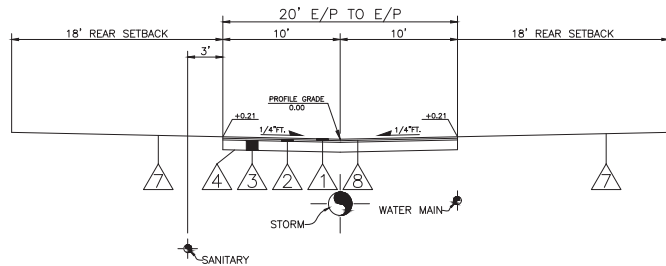
Drawing: 24-0127-CD
Drawn by: ETH
Checked by: JAB
Issue Date: 10-25-24
Sheet: **C1.0**



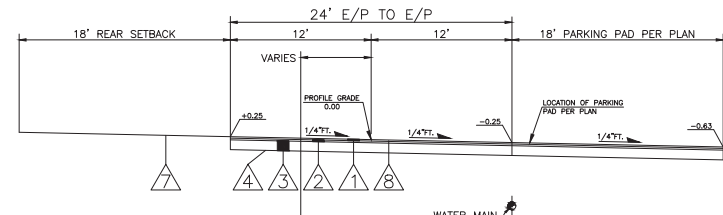
MITCHELL COURT TYPICAL SECTION



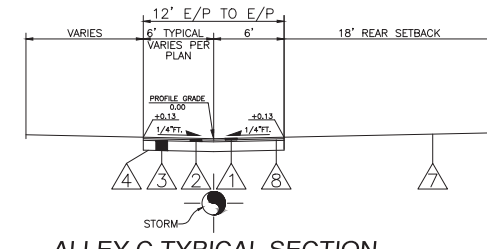
MITCHELL COURT W/ PARKING TYPICAL SECTION



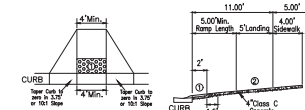
ALLEY A TYPICAL SECTION



ALLEY B TYPICAL SECTION

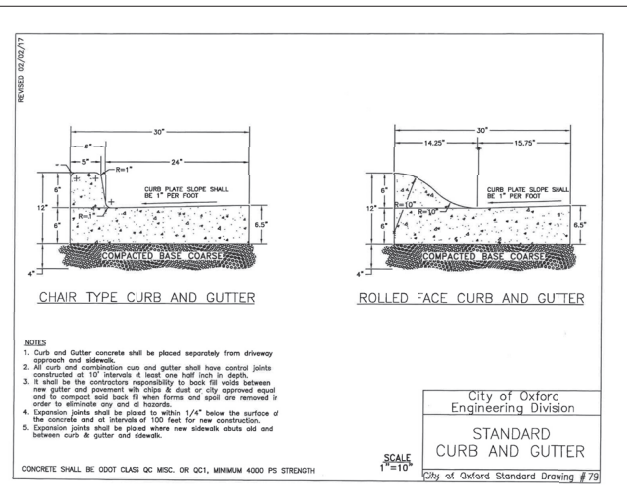


ALLEY C TYPICAL SECTION

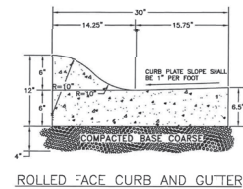


CURB RAMP DETAIL

- ① Detectable Warning (Truncated Domes) are to be installed in the location shown. Dimensions of the domes are 24" from the back of the curb by the width of the ramp.
- ② Minimum Landing is to be 4' but 5' is preferred. The slope of the ramp is preferred to be 1:21 or flatter related to the horizontal, but the minimum slope shall be 1:21 relative to the existing or proposed walk slope.
- ③ 7-12-G2, sheets 1 thru 3, Truncated domes are to meet the specifications of SDOT drawing 7-12-G2 sheet 3.



CHAIR TYPE CURB AND GUTTER



ROLLED FACE CURB AND GUTTER

- NOTES
1. Curb and gutter concrete shall be placed separately from driveway approach and sidewalks.
 2. All curb and gutter concrete shall have control joints constructed at 12' intervals & least one half inch in depth.
 3. It shall be the contractor's responsibility to back fill voids between new gutter and pavement with chip & seal or city approved equal and to compact well back 18" with forms and spall are removed in order to eliminate any and all hazards.
 4. Expansion joints shall be placed within 1/4" base the surface of the concrete and at intervals of 100 feet for new construction.
 5. Expansion joints shall be placed where new sidewalks abut old and between curb & gutter and sidewalks.

CONCRETE SHALL BE 6000 PSI CLASS CC MSC, OR QCT, MINIMUM 4000 PSI STRENGTH

SCALE
1"=10'

City of Oxford
Engineering Division
STANDARD
CURB AND GUTTER
City of Oxford Standard Drawing # 79

- ① 1-1/2" ASPHALT CONCRETE SURFACE COURSE - ITEM 441
- ② 1-3/4" ASPHALT CONCRETE INTERMEDIATE LEVELING COURSE - ITEM 441
- ③ 10" BASE COURSE - ITEM 304 AGGREGATE BASE
- ④ COMPACTED SUBGRADE - ITEM 204
- ⑤ ROLLED FACE CURB & GUTTER - CITY OF OXFORD STANDARD - SEE DETAIL TO THE RIGHT
- ⑥ FOUR INCH THICK CLASS "C" CONCRETE SIDEWALK, FIVE FEET WIDE
ITEM 608 WALK TO BE 1/2" HIGHER THAN SOD.
- ⑦ SEEDING & MULCHING - ITEM 659 @ 1/2" PER FT. TYP
- ⑧ TACK COAT - ITEM 407 - TO BE APPLIED TO FRONT FACE OF CURB PRIOR TO INSTALLATION OF 301 BITUMINOUS AGGREGATE BASE. ALSO TO BE APPLIED TO CURB JOINT AFTER THE INSTALLATION OF 448 LEVELING COURSE.

ITEM	DEPTH TOP OF PIPE
Underdrain	18"
Sumplines	24" - 30"
Gas	24" - 30"
Water	48" - 54"
Electric	36" - 40"
Telephone	36" - 40"
Cable TV	36" - 40"

PRELIMINARY

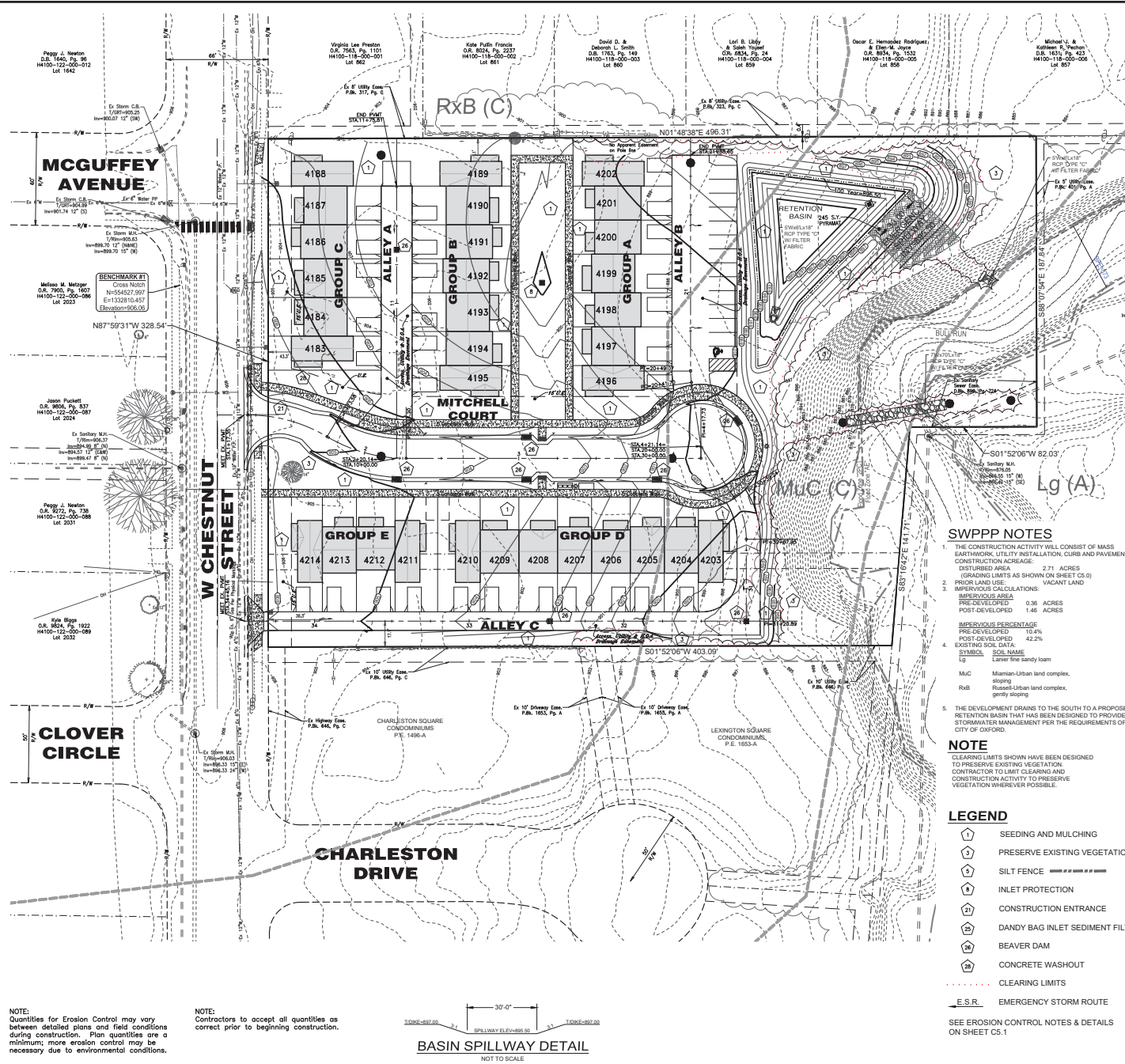
CLARENCE PLACE
HABITAT FOR HUMANITY
SECTION 27
WEST OF GREAT MAIN
601, 603, 607 N. CHESTNUT STREET
CITY OF OXFORD, BUTLER COUNTY, OHIO

boyer
becker
www.boyerbecker.com
110 S. College Avenue, Suite 101
Oxford, OH 45056 • 513.225.4270

City of Oxford
Engineering Division
STANDARD
CURB AND GUTTER
City of Oxford Standard Drawing # 79

SCALE
1"=10'

C2.1



- NOTES:
1. Regular inspection and maintenance will be provided for all erosion and sediment control practices. Permanent records of maintenance and inspections must be kept throughout the construction period. Inspections must be made a minimum of once every seven (7) days and immediately after storm events greater than 0.5 inches of rain in a 24 hour period. Provided will be the name of inspector, major observations, date of inspection and corrective measures taken.
 2. All erosion and sediment control practices must conform to the specifications of Rainwater and Land Development, Ohio's standards for storm water management, land development and urban stream protection.
 3. Perimeter Sedimentation control and basins/traps shall be implemented as the first step of grading and within seven (7) days of initial grubbing or grading and shall continue to function until upland areas are stabilized.
 4. Disturbed areas which will remain unworked for a period of twenty-one (21) days or more, shall be stabilized with seeding and mulching or other approved means within seven (7) days. All disturbed areas within fifty (50) feet of an intermittent or solid blue line stream shall be stabilized within two (2) days. All areas of a site which are at final grade shall be stabilized with seeding and mulching or other approved means within seven (7) days.
 5. Quantities for Erosion Control may vary between detailed plans and field conditions during construction. Plan quantities are a minimum; more erosion control may be necessary due to environmental conditions.
 6. Sedimentation control and ditch scales are subject to change upon completion of entire set of construction drawings.
 7. No solid or liquid waste shall be discharged into storm water runoff.
 8. Home builders are responsible for erosion control on each individual lot.
 9. All earthwork shall be performed per the recommendations of the project geotechnical engineer.

NOTE:
SEE RECORD PLAT FOR LOT AREAS, DIMENSIONS
AND EASEMENTS.

SWPPP NOTES

1. THE CONSTRUCTION ACTIVITY WILL CONSIST OF MASS EARTHWORK, UTILITY INSTALLATION, CURB AND PAVEMENT CONSTRUCTION. ACRES: 2.71 ACRES (GRADING LIMITS AS SHOWN ON SHEET C5.0)
2. PRELIMINARY USE: VACANT LAND
3. IMPERVIOUS CALCULATIONS:
PRE-DEVELOPED: 0.36 ACRES
POST-DEVELOPED: 1.46 ACRES
IMPERVIOUS PERCENTAGE:
PRE-DEVELOPED: 10.4%
POST-DEVELOPED: 42.2%
EXISTING SOIL DATA:
SYMBOLS: SOIL NAME: HSG:
Lg Lower fine sandy loam A
MuC Miamian-Urban land complex, sloping C
RuB Rained-Urban land complex, gently sloping C
5. THE DEVELOPMENT DRAINS TO THE SOUTH TO A PROPOSED RETENTION BASIN THAT HAS BEEN DESIGNED TO PROVIDE STORMWATER MANAGEMENT PER THE REQUIREMENTS OF THE CITY OF OXFORD.

NOTE

CLEARING LIMITS SHOWN HAVE BEEN DESIGNED TO PRESERVE EXISTING VEGETATION. CONTRACTOR TO LIMIT CLEARING AND CONSTRUCTION ACTIVITY TO PRESERVE VEGETATION WHEREVER POSSIBLE.

LEGEND

- 1 SEEDING AND MULCHING
- 2 PRESERVE EXISTING VEGETATION
- 3 SILT FENCE
- 4 INLET PROTECTION
- 5 CONSTRUCTION ENTRANCE
- 6 DANDY BAG INLET SEDIMENT FILTER
- 7 BEAVER DAM
- 8 CONCRETE WASHOUT
- 9 CLEARING LIMITS
- 10 EMERGENCY STORM ROUTE

SEE EROSION CONTROL NOTES & DETAILS ON SHEET C5.1



Know what's below.
Call before you dig.

LOCATION OF ALL EXISTING UTILITIES TO BE DETERMINED IN THE FIELD PRIOR TO CONSTRUCTION

Scale of Drawing
State Plane NAD83 (2011)
SCALE: 1" = 30'

Revision Description
Date
Drawn
Checked
Reviewed

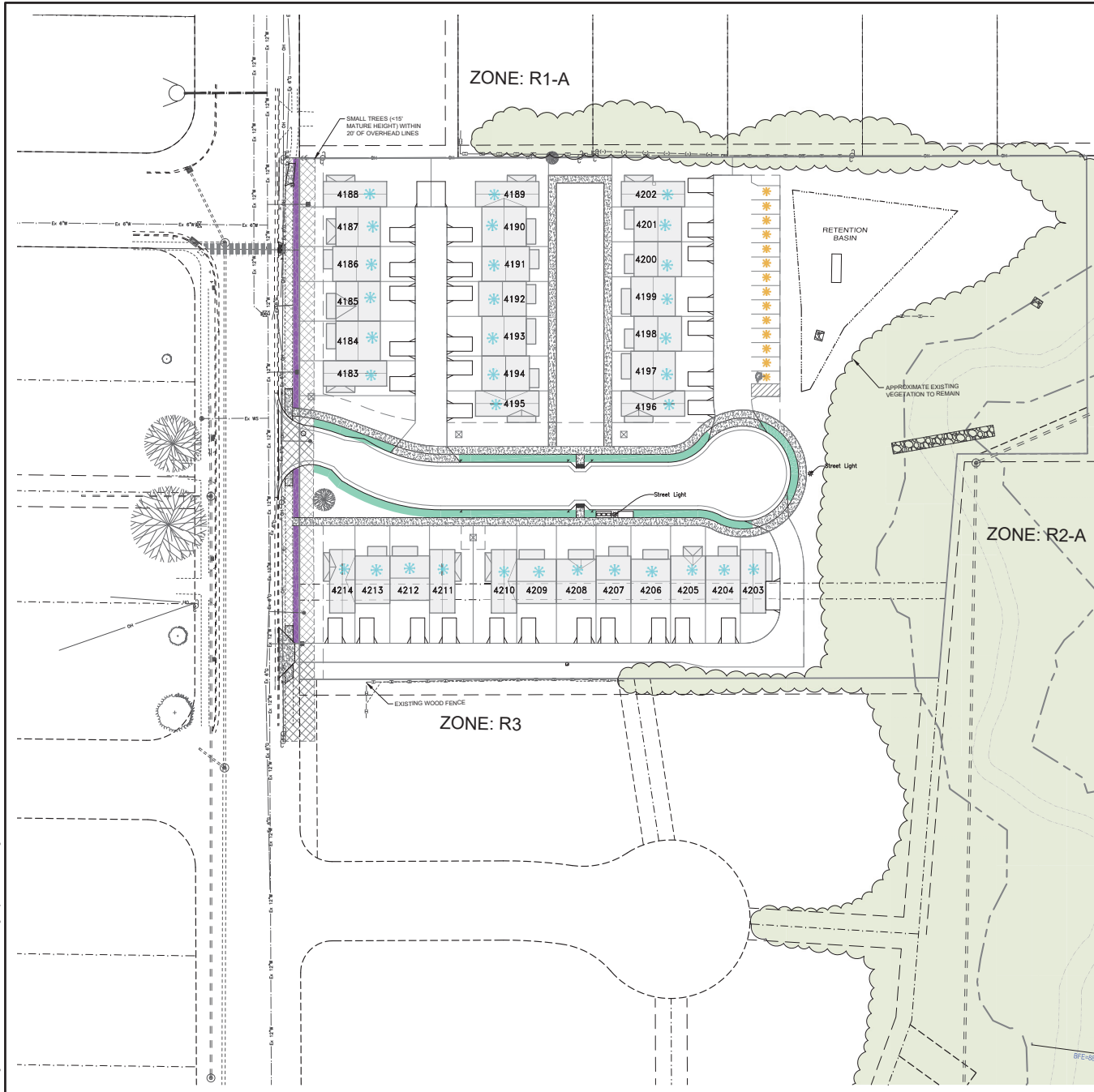
Rev	Date	Drawn	Checked	Reviewed
1	12/17/24	JAB	JAB	JAB

CLARENCE PLACE
HABITAT FOR HUMANITY
SECTION 27.77 (NORTH)
(WEST OF GREAT MAINTENANCE 1 EAST
601, 603, 607 W CHESTNUT STREET
CITY OF OXFORD, BUTLER COUNTY, OHIO)

GRADING & EROSION CONTROL PLAN

boyer
becker
www.boyerbecker.com
110 S. College Avenue, Suite 101
Oxford, OH 45050 - 713.225.4270

24-0127 CD
Checked By: JAB
Issue Date: 10-25-24
Sheet: C5.0



CITY OF OXFORD ZONING REQUIREMENTS

CURRENT ZONING:

R1-A (SINGLE FAMILY LOW-DENSITY RESIDENTIAL DISTRICT)

ADJACENT ZONING:

NORTH: W. CHESTNUT STREET
EAST: R1-A (SINGLE FAMILY LOW-DENSITY RESIDENTIAL DISTRICT)
SOUTH: R2-A (SINGLE AND TWO-FAMILY RESIDENTIAL DISTRICT)
WEST: R-3 (MULTI-FAMILY RESIDENTIAL DISTRICT)

SECTION 1148.03 STREET TREE REQUIREMENTS:

TREES SHALL BE PLANTED IN THE TREE LAWN OR OTHER APPROPRIATE AREAS IN THE STREET RIGHTS-OF-WAY AS REQUIRED IN CHAPTER 935.

CHAPTER 935.05 STREET TREE SPECIES TO BE PLANTED

- THE TREE PLAN CONTAINS A LIST OF OFFICIAL STREET TREE SPECIES FOR THE CITY OF OXFORD
- PLANTED AT 2" DBH

CHAPTER 935.06 SPACING

- MIN. SPACING: SMALL TREES: 30FT, MEDIUM TREES: 40FT, LARGE TREES: 50FT
- ALL NEWLY PLANTED STREET TREES SHALL BE PLANTED EQUAL DISTANCE BETWEEN THE SIDEWALK AND THE CURB.
- WEST CHESTNUT STREET = 262 LF / 30 LF = 9 SMALL STREET TREES
- INTERNAL STREET = 542 LF / 50 LF = 11 LARGE STREET TREES

SECTION 1148.04 TREE PLANTING REQUIREMENTS:

(b) (1) RESIDENTIAL SINGLE-, TWO- & THREE- FAMILY STANDARDS:

- ON SINGLE-FAMILY LOTS, A MINIMUM OF ONE (1) TREE FOR EACH UNIT SHALL BE PLANTED WITHIN THE CORRESPONDING REQUIRED FRONT YARD AREA.
- (d) EACH REQUIRED TREE SHALL BE A MINIMUM TWO (2) INCH CALIPER AND MUST BE A SPECIES THAT APPEARS ON THE CITY'S TREE LIST
- 32 UNITS = 32 TREES REQUIRED (32 TREES PROVIDED - SOME LOCATED OUTSIDE OF FRONT YARDS DUE TO LIMITED SPACE BETWEEN SIDEWALK AND BUILDINGS)

1149.07 (E) (6) LANDSCAPING

- A. PARKING AREA SHALL HAVE TWO (2) TREES PER PARKING FACILITY PLUS ONE (1) TREE FOR EVERY FIVE (5) PARKING SPACES OR FRACTION THEREOF GENERALLY DISTRIBUTED THROUGHOUT THE PARKING AREA.
- 14 SPACES / 5 = 3 PARKING LOT TREES

SECTION 1101.4 (10) LANDSCAPE PLAN:

A. BUFFERING

- BUFFERS SHALL PROVIDE YEAR-ROUND VISUAL SCREEN IN ORDER TO MINIMIZE ADVERSE IMPACTS. THEY MAY CONSIST OF FENCING, EVERGREENS, BERRMS, ROCKS, Boulders, MOUNDS, OR COMBINATIONS.
- BUFFER REQUIRED TO SHIELD:

- (1) NEIGHBORING PROPERTIES FROM ADVERSE EXTERNAL EFFECTS OF DEVELOPMENT
- (2) DEVELOPMENT FROM NEGATIVE IMPACTS OF ADJACENT USES SUCH AS STREETS OR RAILROADS

3. REQUIREMENTS

- A. YEAR ROUND SCREENING AT LEAST 8' HEIGHT AFTER THREE GROWING SEASONS
- C. (5) MIN. BUFFER WIDTH FROM PARKING LOTS, GARBAGE COLLECTION, UTILITY AREAS, AND LOADING AND UNLOADING AREAS
- D. TWENTY (20) FOOT WIDTH MIN. FROM ALL OTHER LAND USES (CAN BE REDUCED TO 10' FEET WHEN ADJOINING USE IS UNDEVELOPED, VACANT OR AGRICULTURAL LAND)

EVERGREEN SCREENS PROVIDED AT THE END AND ADJACENT TO ALLEYS AND TO REDUCE HEADLIGHT GLARE ONTO ADJACENT PROPERTIES

CONCEPT GRAPHICS SCHEDULE

PARKING SPACE

- (1) TREE PER 5 PARKING SPACES

Takeoff: 14

SINGLE FAMILY HOME

Takeoff: 32

STREET TREES UNDER POWERLINES
MIN SPACING: SMALL TREES: 30FT
TREE LAWN WIDTH 3' MIN.

Takeoff: 262 ft

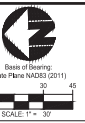
STREET TREES

Takeoff: 526 ft



Know what's below.
Call before you dig.

LOCATION OF ALL EXISTING UTILITIES TO BE DETERMINED IN THE FIELD PRIOR TO CONSTRUCTION



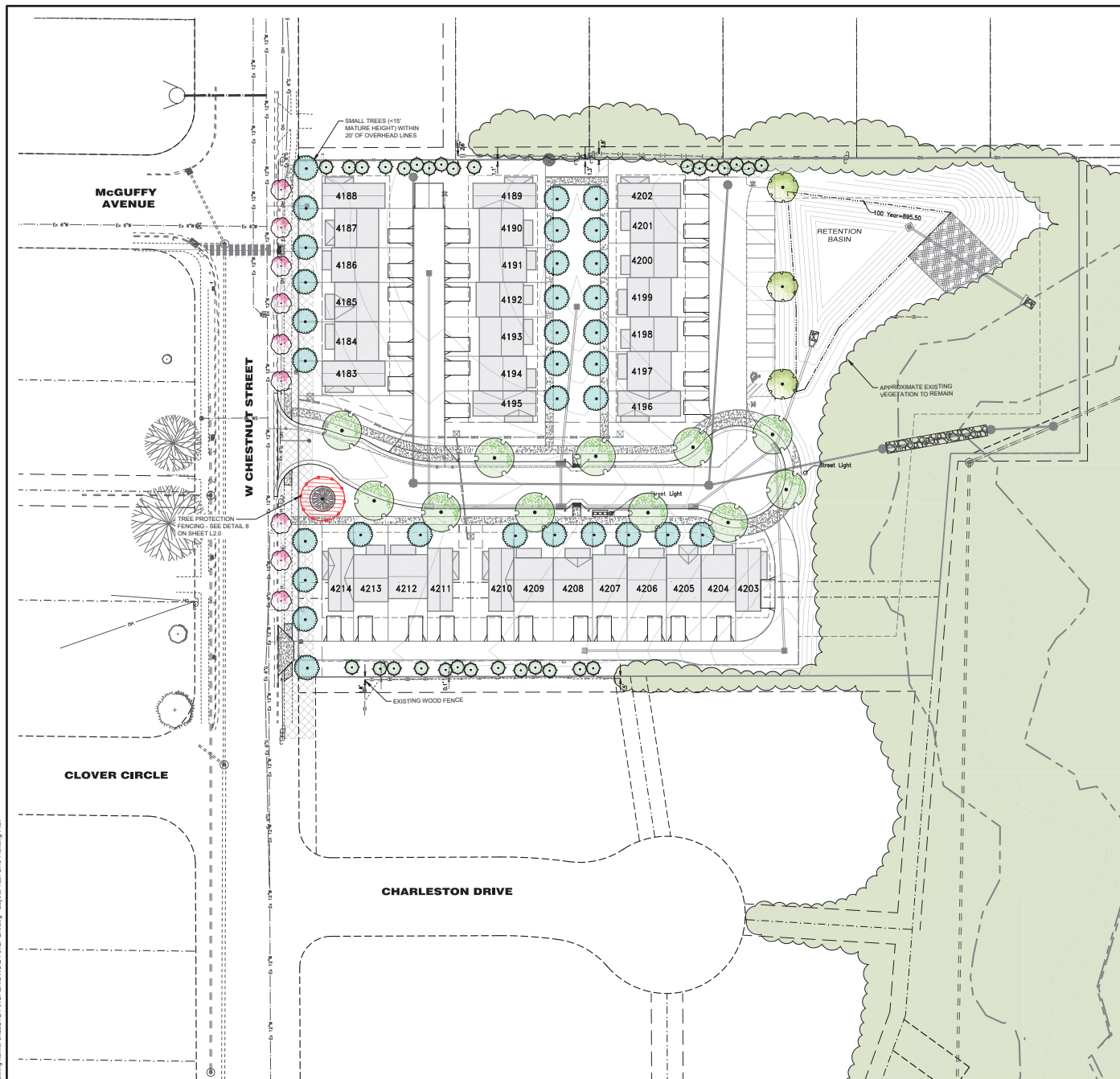
Revision	By	Date	Description
1	CHC	10/25/24	REVISIONS TO L01 ZONING

1	REVISIONS TO L01 ZONING
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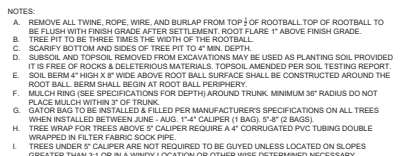
**CLARENCE PLACE
HABITAT FOR HUMANITY**
SECTION 277 (10) LANDSCAPE PLAN
601.003.007 W. CHESTNUT STREET
CITY OF OXFORD, BUTLER COUNTY, OHIO

**boyer
becker**
www.boyerbecker.com
110 S. College Avenue, Suite 101
Oxford, OH 45050 - 513.225.1270

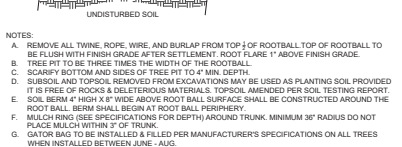
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Drawn By: LEM
Checked By: ADH
Issue Date: 10-25-24
Sheet: L0.1



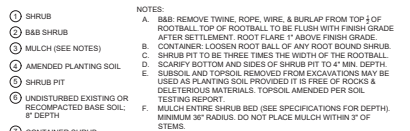
CONCEPT PLANT SCHEDULE



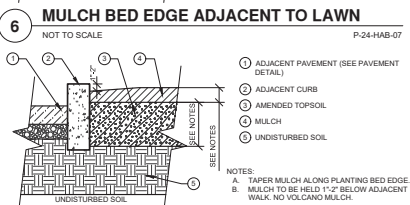
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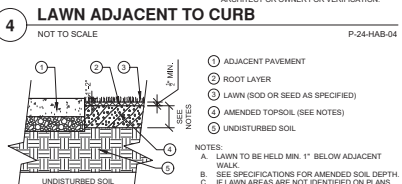
NOT TO SCALE P:24-HAR-02



NOT TO SCALE P-24-HAB-06



NOT TO SCALE P-24-HAB-09



NOT TO SCALE P-24-HAR-05


$$3/16" = 1'-0"$$

A REFER TO LANDSCAPE SPECIFICATIONS FOR ADDITIONAL INSTALLATION REQUIREMENTS.
 1. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN AND FULLY
 UNDERSTAND THE NATURE AND SCOPE OF WORK NEEDED TO ACHIEVE THE FINISHED PROJECT INTENT.
 2. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR APPROVING ALL MATERIALS AND
 INCURANCES OR INCONSISTENCIES DISCOVERED: FAILURE TO REASONABLY RECORD OR NOTIFY THE
 LANDSCAPE ARCHITECT OF SUCH ITEMS SHALL RELEASE THE LANDSCAPE ARCHITECT AND OWNER OF ALL
 LIABILITY FOR SUCH ITEMS. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE
 ARCHITECT SHALL BE CORRECTED AT THE CONTRACTORS EXPENSE.
 3. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS
 NECESSARY TO COMPLETE THE WORK, LOCATING ALL UNDERGROUND UTILITIES, AND SHALL AVOID DAMAGE TO
 EXISTING UTILITIES. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE
 DAMAGE TO UTILITIES, STRUCTURES, SITE APPEARANCES, ETC., WHICH MAY OCCUR AS A RESULT OF
 THE LANDSCAPE ARCHITECTS DESIGN.
 4. THE LANDSCAPE ARCHITECT MUST CERTIFY THAT ITS SAFETY PROGRAM MEETS REGULATORY REQUIREMENTS AT A MINIMUM
 OF THE FOLLOWING:
 5. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE LANDSCAPE AND SHALL
 REFER TO BID DOCUMENTS AND COMPLY WITH ALL STATE & LOCAL TRAFFIC AND SAFETY REQUIREMENTS
 6. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR COORDINATING WITH OTHER CONTRACTORS AND/OR LOCATING
 ALL PLANT MATERIAL SHALL BE INSTALLED ACCORDING TO THE APPROVED LANDSCAPING PLAN BY NO LATER
 THAN THE DATE OF PLANTING. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE
 LANDSCAPE CONTRACTOR TO VERIFY ALL PLANT QUANTITIES, ANY DISCREPANCY BETWEEN THE PLANTING LIST AND THE
 LANDSCAPING PLAN SHALL BE CORRECTED AT THE CONTRACTORS EXPENSE.
 7. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE LANDSCAPE AND SHALL
 REQUESTED IN WRITING TO THE OWNER OR OWNERS REPRESENTATIVE AND BE APPROVED BY THE LANDSCAPE
 ARCHITECT.
 8. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE LANDSCAPE AND SHALL
 INSTALL PLANTS, REFER TO TYPICAL PLANTING DETAILS FOR PLANT INSTALLATION.
 9. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE LANDSCAPE AND SHALL
 CONTRACTORS RESPONSIBILITY TO ASSURE THAT PLANTS REMAIN IN AN UPRIGHT POSITION UNTIL THE END OF
 THE GROWING SEASON. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE LANDSCAPE
 LANDSCAPE CONTRACTOR SHALL INSTALL GATOR BAGS, PER MANUFACTURERS RECOMMENDATION FOR ALL
 TREES THAT ARE NOT OTHERWISE RIGGED. GATOR BAGS TO BE INSTALLED AND FILLED BETWEEN JUNE AND
 SEPTEMBER. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE LANDSCAPE
 LANDSCAPE CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE FROM ALL PLANT BEDS WITHOUT ADVERSELY
 AFFECTING ADJACENT PLANTING MATERIALS.
 10. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE LANDSCAPE AND SHALL
 BELOW TOP OF CURB AND 2 INCHES BELOW TOP OF CURB FOR SOI.
 11. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN OF THE LANDSCAPE AND SHALL
 ADDITIONAL GROUND EXCAVATION AND TOPSOIL MAY BE REQUIRED TO COMPLETE SPECIFIED PLANTING DETAILS.

[illegible]

EXISTING TREE PROTECTION FENCING

P-24-HAB-16







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:	1/28/2025
COUNCIL MEETING DATE:	February 18, 2025
AGENDA TITLE:	An Ordinance Approving The Final Subdivision Application And Plat For The Clarence Place Subdivision Consisting Of 35 Lots Situated On 3.464 Acres Currently Addressed As 601, 603 And 607 W Chestnut Street, Oxford Ohio, 45056, With Conditions (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Housing Opportunities for Everyone A Connected, Livable, and Equitable Community for All Smart Growth and Quality Places
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

Update: Condition #8 was removed, at the request of the applicant, due to infeasibility.

Introduction:

A summary of submitted requests appears below:

- **PC-2024-16, Final Subdivision:** Submitted pursuant to **Section 1101.2(203)** of the Subdivision Regulations. The purpose is to approve a final record plat section found consistent with the approved Preliminary Plat. For smaller developments done in a single phase, typically only one (1) such application needs approved during the life of the project. For larger developments (e.g., Owl's Landing), multiple applications are considered as individual phases are constructed. Clarence Place is anticipated as a single-phase development. In terms of actual documentation,

the prepared Final record plat matches that of the plat/plan prepared for the Preliminary Subdivision application.

- **PC-2024-17, Preliminary & Final Planned Development (PD):** Submitted pursuant to *Section 1145.05* of the Zoning Code. The purpose of Planned Developments is to encourage creative and flexible development that cannot otherwise comply with the typical regulations of one or more underlying zoning districts. Planned Developments require at least one (1) acre of overall land in order to be considered, and their designs must set aside at least twenty (20) percent of their territory as open space. Uses and setbacks are flexible, provided the overall density does not exceed 110% of the underlying zoning district.
- **PC-2024-18, Preliminary Subdivision:** Submitted pursuant to *Section 1101.2(201)* of the Subdivision Regulations. While the PD approves of the land uses, density, open space, and overall design encompassed by the proposed plan, the subdivision application is more narrowly devoted to approving of the splitting of lots, dedication of new or expanded public right-of-ways, and establishment of easements. For Clarence Place, a 35-lot subdivision is proposed, consisting of 32 townhome lots and 3 common lots reserved for common access, green space, parking, stormwater management, and a central courtyard.

Proposal Summary:

The subject site, totaling approximately 3.5 acres in size, consists of three (3) residential parcels acquired by the City of Oxford between June 2023 and January 2024 for the purpose of increasing affordable housing supply. In January 2024, City Council selected Habitat for Humanity of Greater Cincinnati to help construct up to 38 dwelling units for individuals or families at or below 80% of Area Median Income (AMI). In order to accomplish the desired level of density, the parcels were rezoned from the R-1A zoning district to the R-2A district in February 2024. Pursuant to their agreement with the City, Habitat for Humanity now seeks approval of Planned Development & Subdivision applications in order to move forward with developing a total of 32 townhomes.

The development is proposed to consist of 5 buildings, with one building containing 8 units, two buildings containing 7 units each, one building containing 6 units, and one building containing 4 units. Each unit would reside on its own lot, with its own exterior front door and dedicated parking pad in the rear. Access would be provided via a new public street, as well as several private alleys.

The developer proposes the name Clarence Place for this subdivision/development, along with Mitchell Court as the name of the new public street. The source of these names is Clarence Mitchell Jr., who was an NAACP lobbyist instrumental to the passage of a great deal of Civil Rights legislation in the 1950s and 1960s, including the Fair Housing Act.

Background:

The proposed plan was originally scheduled to be heard by the Planning Commission at its meeting on December 10, 2024. Due to concerns from the City Engineer regarding roadway configuration (i.e., angled parking), the applicant voluntarily postponed the application by an extra month to allow time for appropriate revisions to be made. The Planning Commission eventually held a hearing on the matter at its meeting on [January 14, 2025](#). By Code, the Commission was only required to make recommendations on Case No. PC-2024-17 and Case No. PC-2024-18.

Planning Commission Discussion & Recommendation:

During the public hearing, the Commission heard from the following individuals:

- **Jim Clawson, 6405 Contreras Road:** Mr. Clawson expressed concerns regarding the adequacy of the chosen site to accommodate the level of density proposed. Mr. Clawson stated his belief

that the proposal was not becoming of a Planned Unit Development in-line with the existing residential zoning classification, believing too many waivers were being requested. Concern was also expressed regarding erosion impact potential to the existing creek bed to the south.

- **Lori Libby, 914 Marilyn Drive:** Ms. Libby expressed concerns pertaining to the screening of the project from properties situated along Marilyn Drive to the east. Ms. Libby noted that presently, fencing exists along the western boundary of the site adjacent to the Charleston Drive condominiums. Ms. Libby felt the same should be accomplished for the eastern boundary, which is presently a “mishmash” of vegetation, fencing and utilities. Lastly, Ms. Libby felt that the proposed detention area should be fenced off to help restrict access by children.
- **Seth Copenbaker, Economic Development Specialist:** Mr. Copenbaker spoke in favor of the project, believing it fulfills a number of housing-related objectives embedded in the Oxford Tomorrow Comprehensive Plan.

Following the public comment period, the main topics of discussion for the Planning Commission were the following:

- Connectivity of front porches to existing/proposed public sidewalk (i.e., determining where exactly private walks would be installed)
- Potential revision of building selection & footprints to accommodate an additional walkway between Mitchell Court and the westernmost alley
- Fencing/screening along the eastern boundary adjoining to residential lots on Marilyn Drive
- Potential traffic calming methods for the mid-block crossing on Mitchell Court, such as a raised crosswalk or different paving material
- Securing an access easement for a possible future pedestrian bridge across Bull Run Creek and connecting to an unnamed street stub located off Melissa Drive in Southern Knolls

Upon closure of the public hearing and following further discussion, the Commission voted 7-0-0 to recommend **approval** of the application subject to the following 16 conditions (in contrast to staff recommended conditions, the Commission amended #5 and added #s 8-10):

1. The applicant shall receive written approval from the City of Oxford Service Department, c/o City’s Environmental Specialist or designee, for garbage and recycling collection. Such approval shall be granted prior to zoning sign-off on Construction Drawings.
2. A crosswalk with RRFBs shall be required of the developer/applicant, unless determined otherwise by the City of Oxford Service Department due to feasibility considerations.
3. All aspects of connecting to the sanitary sewer utility, inclusive of accommodating appropriate slopes and drops for sewer conduit, shall be subject to City Service Department approval.
4. Privacy-style fencing shall be installed along the western property line adjoining to Charleston Drive residences, to a point roughly in-line with the southern pavement edge of Alley C. Where existing, fencing attributed to the Charleston Drive condominiums may be counted toward required fencing.
5. The landscaping plan shall be revised to provide additional screening methods and/or evergreen plantings along the eastern property boundary.
6. HOA documentation shall be reviewed and approved by the City Law Director prior to recording.
7. Curbs, along with a three-rail fence, shall be installed along the southern edge of the parking spaces off Alley B as a prevention measure to keep vehicles from entering the detention basin area.
8. Pedestrian/sidewalk connectivity should be provided between Mitchell Court and Alley C.
9. Traffic calming shall be provided at the mid-block crossing on Mitchell Court.

10. A public access easement shall be provided from the Mitchell Court cul-de-sac to the southern boundary to support possible future multi-modal connectivity to the Southern Knolls subdivision (unnamed street stub).
11. Waivers to **Sections 1101.4 (404) (C) (8) & 1101.4 (403) (D)** are hereby granted to accept one (1) subdivision entrance instead of the minimum of two (2), and with a lesser than minimum connectivity index score of 0.5.
12. A waiver to **Section 1141.03(b)** is hereby granted to permit the entrances of certain dwellings/lots to not be situated directly upon a street bordering such lots. This waiver is acceptable due to the relative visibility that is still preserved from the new public street (Mitchell Court), as well as due to the fact that the City's ESP contacts did not express any concerns with the proposed configuration.
13. A waiver to **Section 1145.12(e)(2)** is hereby granted to permit front yard setbacks which are less than normally permitted in the underlying R-2A zoning district. The proposed plan sets front setbacks at five (5) feet, while R-2A normally requires thirty (30) feet.
14. A waiver to **Section 1145.12(e)(3)(A)** is hereby granted to reduce the required perimeter setback in certain areas from twenty-five (25) feet to approx. eleven (11) feet, as conveyed in the submitted plans.
15. A waiver to **Section 1148.04(b)(2)** is hereby granted to relieve the developer from the tree survey requirement.
16. A waiver to **Section 1149.05(a)** is hereby granted to accept a reduction in required parking spaces from sixty-four (64) to fifty-seven (57).

ORDINANCE NO.

AN ORDINANCE APPROVING THE FINAL SUBDIVISION APPLICATION AND PLAT FOR THE CLARENCE PLACE SUBDIVISION CONSISTING OF 35 LOTS SITUATED ON 3.464 ACRES CURRENTLY ADDRESSED AS 601, 603 AND 607 W CHESTNUT STREET, OXFORD OHIO, 45056, WITH CONDITIONS.

WHEREAS, in accordance with Oxford Codified Ordinance Section 1101.203, the City of Oxford's Community Development Department received the Final Subdivision Application and Final Plat for the Clarence Place subdivision consisting of 35 lots situated on 3.464 acres currently addressed as 601, 603 and 607 W Chestnut Street, Oxford Ohio, 45056 ("Exhibit A"); and

WHEREAS, provided Council accepts and adopts an Ordinance approving the Preliminary & Final Planned Development and Preliminary Subdivision applications corresponding to Clarence Place, the Community Development Director would find that the Final Plat meets the requirements of Oxford Codified Ordinance Section 1101.203 and further find the Final Plat substantially corresponds to the approved Preliminary Plat; and

WHEREAS, the City Manager and the Community Development Director recommend Council approve the Final Subdivision Application and Plat attached hereto as "Exhibit A" for Clarence Place with the following conditions:

1. The Final Subdivision shall be valid for one year from the City Council Ordinance date. All recordings shall be completed, and construction of the infrastructure improvements started, within this one-year time period.
2. As necessary, the applicant shall update and/or re-file construction drawings along with any necessary cost estimates for approval by applicable City departments.
3. As necessary, the applicant shall file with the City a suitable form of financial security in order to guarantee the construction of any public improvements. The Record Plat shall not be released to the subdivider for recording until such financial security is accepted by the City.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Community Development Director and further approves the Final Subdivision Application and Plat for Clarence Place consisting of 3.464 acres with the conditions set forth above.

SECTION 2: 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



LEGEND

 - Sanitary Sewer Easement

 - Ex. Sanitary Sewer Easement
D.B. 600, Pg. 724

CLARENCE PLACE

ENTIRE INLOTS 1669 & 1670
AND ENTIRE INLOT 3798
AS RECORDED IN OFFICIAL RECORD 8447, PAGE 1876
SECTION 27, TOWN 5, RANGE 1 CLWOMR
CITY OF OXFORD, BUTLER COUNTY, OHIO

SANITARY & WATER MAIN EASEMENTS

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Drawn by:	24-0127 RP
Checked By:	PAH
Issue Date:	JOL
	12-16-24