



**AGENDA
OXFORD CITY COUNCIL REGULAR MEETING**

COURTHOUSE

TUESDAY, JUNE 3, 2025 AT 7:30 PM

William Snavely, Mayor

Chantel Raghu, Vice-Mayor
Jason Bracken
Michael Smith

Amber Franklin
Alex French
David Prytherch

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

1. Roll Call.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Public Participation.
 - A. Proclamation - Loving Day 2025
 - 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 May 20, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. A Report Regarding the Environmental Commission meetings on May 7th and 13th. (Jessica Greene, Assistant City Manager)
- C. A Resolution Authorizing The City Manager To Enter Into An Agreement With Canon Solutions America, Inc. For A 63-Month Lease Of A Canon IR Advance DX C5860i Color Copier For Use By The Oxford Municipal Building. (Michael Dreisbach, Service Director)

6. Resolutions.

- A. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into A Contract With Brumbaugh Construction, Inc. For Construction Of The Oxford Area Trail System (OATS) Phase V Improvements At A Cost Of \$5,375,000.00 Plus A Contingency In The Amount Of Ten Percent (10%) Of The Contract Price Or \$537,500.00 For A Total Cost Not To Exceed \$5,912,500.00. (Michael Dreisbach, Service Director)
- B. A Resolution Authorizing The City Manager To Enter Into An Agreement With Chapman Ford For The Purchase Of Two (2) 2025 Ford Interceptor Utility Vehicles With Specified Manufacturer Installed Options At A Cost Not To Exceed \$88,430.00. (Geoff Robinson, Police Lieutenant)

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 Authorizing The Tax Budget For The Year 2026 And Directing That The Same Be Transmitted To The Butler County Auditor. (Heidi Ridenour, Finance Director)

B. Second Reading

1. An Ordinance Repealing and Replacing The Entire Planning & Zoning Code Chapter 1141, Correcting An Inadvertent Error When Previously Adopting Ordinance 3801 On February 18, 2025. (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. June 5	Housing Advisory Commission - CANCELED	Municipal Building	5:00 p.m.
June 6	Community Improvement Corporation	College@Elm	12:00 p.m.
June 9	City Council Special Meeting - CANCELED		
June 10	Oxford Parking & Transportation Advisory Board	Municipal Building	8:30 a.m.
June 10	Planning Commission	Courthouse	7:00 p.m.
June 11	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
June 17	City Council Capital Priorities Budget Work Session	Courthouse	6:30 p.m.
June 17	City Council	Courthouse	7:30 p.m.
June 18	Board of Building Appeals	Courthouse	5:30 p.m.
June 24	Board of Zoning Appeals	Courthouse	6:30 p.m.
July 1	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Office of the Mayor

P Proclamation

Whereas:

Mildred and Richard Loving, an interracial couple from Virginia, were arrested in 1958 for violating Virginia's felony law prohibiting interracial marriage; and

WHEREAS, the Loving family bravely took their case to the United States Supreme Court and won, overturning their conviction in a landmark 1967 civil rights ruling known as *Loving v Virginia*; and

WHEREAS, this victory overturned all laws banning interracial marriage nationwide based on the Due Process and Equal Protection clauses of the 14th Amendment; and

WHEREAS, collectively, we should fight to preserve our hard-won civil rights and freedoms, including the right to marry people from other racial or ethnic groups, and never take them for granted; and

WHEREAS, the City of Oxford is home to a growing number of interracial and multiracial families; and

WHEREAS, an annual celebration known as Loving Day is held on June 12th in communities throughout the nation to commemorate and celebrate the anniversary of the 1967 *Loving v Virginia* victory.

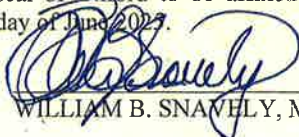
NOW, THEREFORE, be it proclaimed that the City Council does hereby proclaim June 12, 2025, as

"Loving Day"

In the City of Oxford, and invites everyone to recognize this day as a celebration of multiculturalism and to reflect on Richard and Mildred Loving and all of the brave people who have and will continue to fight for the civil right and freedom to love.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of Oxford to be affixed this 3rd day of June 2025.


WILLIAM B. SNAVELY, MAYOR



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, MAY 20, 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.

Motion – To Enter Executive Session at 7:15 p.m. O.R.C. 121.22 (G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property and O.R.C. Section 121.22 (G)(3) To consider pending and threatened litigation.

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

AYE # 6

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:30 p.m. O.R.C. 121.22 (G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property and O.R.C. Section 121.22 (G)(3) To consider pending and threatened litigation.

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

AYE # 6

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, May 20, 2025, at 7:30 p.m. Members in attendance were Michael Smith, Jason Bracken, Chantel Raghu, David Prytherch, and Alex French. Amber Franklin was excused.

Staff Members in Attendance

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

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the Agenda.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

4. Public Participation.

A. Public Comments

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

Public Comment - Ms. Suzy Hummel, 4689 Hickory Hill Drive - Ms. Hummel spoke on behalf of TOPSS. Ms. Hummel reported on two big wins from the week. Ms. Hummel announced that Share Fest brought in 3,887 pounds of food alone. Ms. Hummel stated that it is more than the past two years. Ms. Hummel shared that TOPSS had some clients put together a list of household items they needed, such as a microwave or a lamp. Ms. Hummel was happy to accommodate all of these additional requests. Ms. Hummel noted the second big win was being awarded the eviction diversion and housing stability grant with Interact for Health. Ms. Hummel mentioned that the City and TOPSS will receive \$136,000.00 with 18 months to run the proposed program.

Ms. Hummel shared that with positive performance, TOPSS can reapply after another 18 months of operations. Ms. Hummel noted that the grant will allow TOPSS to hire a full-time housing stability staff person, provide legal assistance to those facing possible discrimination or unfair housing practices, and help with communication, partnering with Home in Cincinnati, focusing on tenant rights.

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 # 6
NAY # 0
ABS # 0

- A. Minutes from the May 6, 2025, City Council Work Session. (Heather Barbour, Clerk of Council)
- B. Minutes from the May 6, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)
- C. A Resolution Authorizing The City Manager To Apply For And Accept Up To \$250,000.00 Through The Ohio Department Of Public Safety Grant For Federal Fiscal Year 2026 To Engage In And Coordinate As Lead Agency For The County-Wide OVI Task Force. (John Jones, Police Chief)
- D. A Resolution Of Council Authorizing Alcoholic Beverages To Be Sold And Consumed Annually At The Freedom Festival On July 3rd (Rain Date July 4th), From 5:00 P.M.– 9:00 P.M. To Be Held At The Oxford Community Park Located At 6801 Fairfield Road Oxford, Ohio 45056. (Chad Smith, Parks and Recreation Director)

E. Uptown Parks Permit Request - Yoga in the Park, Coalition for a Healthy Community (Jessica Greene, Assistant City Manager)

F. Uptown Parks Permit Request - Lions Club Christmas Tree Sales (Jessica Greene, Assistant City Manager)

6. Resolutions.

A. A Resolution Authorizing A Subgrant Agreement Between The City Of Oxford And Talawanda Oxford Pantry And Social Services (TOPSS) For The Construction Of A New Community Service Facility. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7716.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
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 Into A Settlement Agreement Pertaining To The Oxford Area Trails Multimodal Transportation Project Phase V With EVR Investments, LLC.(Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7717.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
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 Waive The Fees Adopted In The Fee Ordinance For The Parking Meter Costs For The Annual Oxford Masonic Lodge Car Show At A Cost Not To Exceed \$1404.00. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7718.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 4
NAY # 2
ABS # 0

Public Comment - None.

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

- D. A Resolution Declaring Certain City Property No Longer Needed For Any Municipal Purpose As Surplus And Authorizing The Donation Of Surplus Property To West Chester Township Police Department. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7719.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

Chief Jones presented his staff report and addressed questions and comments from the Council.

- E. A Resolution Authorizing The School Resource Officer Program Memorandum Of Understanding Between The Talawanda School District And The City Of Oxford And Authorizing The City Manager To Sign The Memorandum Of Understanding On Behalf Of The City. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7720.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

Chief Jones presented his staff report and addressed questions and comments from the Council.

- F. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into An Agreement With Hendy, Inc. For The Replacement Of Defective Curb, Gutters, And/Or Sidewalk In The 2025 Special Assessment Program At A Cost Of \$169,875.00 Plus A Contingency In The Amount Of \$16,987.50 For A Total Cost Not To Exceed \$186,862.50. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7721.

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

AYE # 6

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 Repealing and Replacing The Entire Planning & Zoning Code Chapter 1141, Correcting An Inadvertent Error When Previously Adopting Ordinance 3801 On February 18, 2025. (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 Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3822.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 6

Ms. French, Mr. Bracken, Ms. Raghu, Mr. Prytherch, Mr. Smith, and Mayor Snively

NAY # 0

ABS # 0

Public Comment - None.

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

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.	May 21 Board of Building Appeals - CANCELED	Courthouse	5:30 p.m.
	May 26 City Offices CLOSED		
	May 27 Board of Zoning Appeals	Courthouse	6:30 p.m.
	June 3 City Council	Courthouse	7:30 p.m.
	June 5 Housing Advisory Commission - CANCELED	Municipal Building	5:00 p.m.
	June 9 City Council Special Meeting - CANCELED		
	June 10 Oxford Parking & Transportation Advisory Board	Municipal Building	8:30 a.m.
	June 10 Planning Commission	Courthouse	7:00 p.m.
	June 17 City Council Capital Improvement Plan Work Session	Courthouse	6:30 p.m.
	June 17 City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:21 p.m.

(Voice Vote) 1st 2nd

AYE # 6

NAY # 0

ABS # 0

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

Phone

* I am a...

☐ Visitor

☒ Resident (i.e. must live within the corporate boundaries)

☐ Business Manager

☐ Business Owner

☒ Employee in Oxford

☐ Student

☐ Other

* Comment(s)

It is my understanding that Oxford is in a contract with Flock (<https://oxfordobserver.org/14378/community/oxford-to-add-cameras-license-recognition-software-along-major-roads/>) to have license plate readers along certain roads. Recent reporting (<https://www.404media.co/license-plate-reader-company-flock-is-building-a-massive-people-lookup-tool-leak-shows/>) has revealed that Flock plans on using these cameras as a way to track individuals and sell this information to the police. I am concerned about the privacy violation that these cameras represent. I hope that the city council will consider the privacy implications of these cameras whenever the contract with Flock ends.

Thank you, Kevin Reuning

History



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:	5/28/2025
COUNCIL MEETING DATE:	June 3, 2025
AGENDA TITLE:	A Report Regarding the Environmental Commission meetings on May 7th and 13th. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Sustainable Oxford
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	
CITY MANAGER/DEPT HEAD APPROVAL:	JG DRE

DISCUSSION:

May 7th, 2025

Environmental Commission members present were Jon Ralinovsky, Chair, Chantel Raghu, Vice-Chair and City Council Representative, Peggy Branstrator, Anna Abey, and Jim Vinch. A quorum was present.

Members of the public in attendance were David Gorchov and SOPEC staff members, Phil Leppla, Deputy Director and General Council, and Jennifer O'Donnell, Regional Director for Southwest Ohio.

Motion to approve the agenda: Mrs. Branstrator

Second: Mr. Vinch

Vote: Unanimous approval

Motion to approve the minutes: Mrs. Branstrator

2nd: Mr. Vinch

Vote: Unanimous approval

SOPEC

Motion to open a public hearing: Mr. Ralinovsky

2nd: Ms. Branstator
Vote: Unanimous approval

Sustainable Ohio Energy Council (SOPEC) staff members provided an overview of their organization, their aggregation program, and other membership benefits.

SOPEC is a council of governments and membership is free to the City. SOPEC provides an alternative to private brokers for aggregation pricing. Membership would provide Oxford with annual community grants, opportunities to collaborate with other municipalities for federal grant applications, legal assistance for energy projects, and a vote on the council of governments. SOPEC provided examples of cities using community grants for a new energy-efficient pool motor, to fund an environmental fellowship, and to support the purchase of an electric bus. For collaborative grant applications with other municipalities, SOPEC was awarded \$12.5 million for Electric Vehicle infrastructure under the Dept. of Transportation's Charging and Fueling Infrastructure Grant. The funding will be used to install charging stations in ~16 communities connecting Dayton to Athens.

SOPEC membership would also require Oxford to utilize their aggregation program and aggregate with AEP energy. SOPEC and AEP Energy's Government Aggregation Master Retail Electric Supply Agreement requires AEP Energy to provide SOPEC with three market representative price quotes when providing new pricing for member communities to ensure transparency and competitiveness. SOPEC shared that they have negotiated full transparency from AEP Energy on price components.

SOPEC also provides an optional public pricing program for city electric usage and any non-profits within Oxford.

Furthermore, SOPEC and Oxford share a long term goal to support renewable energy generation in the state and region to strengthen the resilience of our regional grid.

The commission asked questions regarding the rate and the fee structure of SOPEC. SOPEC shared that the energy rates depend on when a community "locks in" their energy rate. Additionally, there is no fee to the city to join SOPEC. SOPEC does charge a 0.002\$/kWh administrative fee (~\$1.78 per month per account), which is incorporated into the rate.

The commission also asked SOPEC their capacity for technical assistance to the city, especially with purchase power agreements. SOPEC shared they have 19 staff members and the capacity to assist cities. Additionally, the commission asked if Oxford would be in competition with other cities for SOPEC community grants. SOPEC shared that the community grant funding is not competitive and that grant applications for federal awards would be collaborative based on interested communities.

Motion to close the public hearing: Mr. Ralinovsky
2nd: Mr. Vinch
Vote: Unanimous

The commission then discussed SOPEC membership for Oxford. The commission understood the benefits to SOPEC membership but had remaining questions regarding the community grants, confirming rates are competitive with private brokers, and clarification on technical assistance opportunities with purchase power agreements, and staff opinion. The commission decided to table the vote to recommend to council to Tuesday, May 13th.

Member and Staff Updates

No updates from City Council, Planning, or OCASC. Mr. Ralinovsky shared the OPTAB updates that Phase 5 of OATS is going out to bid and there is a 150k grant through BCRTA for bike and pedestrian safety to transit stops. The City's Bike and Pedestrian Safety Survey currently in circulation is part of the grant.

Staff shared a memo from the Environmental Affairs Division. Highlights include:

- Methane flare at landfill is still operating well
- GV-8 was struck by lightening
- 3 trees removed and replaced in 2025 YTD
- Oxford was certified as a Tree City USA for the 29th consecutive year
- Food scraps are averaging 602 lbs per week from Jan-May 2025

Motion to adjourn: Ms. Raghu

2nd: Mr. Vinch

Vote: Unanimous approval

The commission concluded at 9pm.

May 13th, 2025

Members of the Environmental Commission present were Jon Ralinovsky, Chantel Raghu, Jim Vinch, and Michael Vanni.

Motion to approve the agenda: Ms. Raghu

2nd: Mr. Vinch

Vote: Unanimous approval

Staff provided an update regarding the questions the Environmental Commission had at the end of the May 7th meeting. Staff confirmed:

- SOPEC's market repressive quotes ensure competitive quotes
- SOPEC provided an estimate for community grant funding
- SOPEC confirmed support regarding PPA is community and project-specific

Motion to recommend to join SOPEC to Council: Mr. Ralinovsky

2nd: Ms. Raghu

Vote: Unanimous approval

Motion to adjourn: Ms. Raghu

2nd: Mr. Ralinovsky

Vote: Unanimous approval

The commission concluded at 4:25pm.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Kim Newton
DATE PREPARED:	5/22/2025
COUNCIL MEETING DATE:	June 3, 2025
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into An Agreement With Canon Solutions America, Inc. For A 63-Month Lease Of A Canon IR Advance DX C5860i Color Copier For Use By The Oxford Municipal Building. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	\$23,000
ACCOUNT CODE:	Printing and Reproduction: 110.408.52370 (60%); 321.816.52370 (20%); 331836.52370 (20%)
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD DRE

DISCUSSION:

Our current Canon copier lease expired in August 2023. The Canon IR Advance DX C5860i color copier from Canon Solutions America will replace the current Canon IR Advance C5560i copier.

The current copier costs \$472 per month, which includes 10,000 B&W copies and 3,500 color copies per month. The maintenance (overage) agreement is 0.0044 per B&W copy and \$0.0392 per color copy.

A new 63-month lease for the Canon IR Advance DX C5860i would be \$442.49 per month, which includes 10,000 B&W copies and 2000 color copies per month with a maintenance (overage) agreement of .0048 per B&W copy and \$0.038 per color copy.

This offer also lets us keep our current Canon copier, which will be relocated to the Water Treatment Plant, with a \$40 monthly maintenance agreement.

Please see the attached proposal and cost analysis for additional details.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CANON SOLUTIONS AMERICA, INC. FOR A 63-MONTH LEASE OF A CANON IR ADVANCE DX C5860i COLOR COPIER FOR USE BY THE OXFORD MUNICIPAL BUILDING.

WHEREAS, the City Manager has reviewed information submitted for the replacement of the existing copier equipment at the Oxford Municipal Building and has recommended that the current copier equipment be replaced with the Canon IR Advance DX C5860i color copier; and

WHEREAS, the current Canon IR Advance C5560i color copier will be relocated to the Water Treatment Plant at a monthly cost of \$40.00; and

WHEREAS, the City Manager recommends that the City enter into a 63-month lease agreement with Canon Solutions America, Inc. for leasing the Canon IR Advance DX C5860i color copier for use by the Oxford Municipal Building at a monthly cost of \$442.49.

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

SECTION 1: Council, having reviewed the City Manager's recommendation, hereby authorizes the City Manager to enter into an Agreement with Canon Solutions America, Inc. for a 63-month lease of the Canon IR Advance DX C5860i color copier for use by the Oxford Municipal Building at a monthly cost of \$442.49.

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)

ADVANCING BUSINESS OPPORTUNITIES

Equipment Solution Proposal

Prepared For:



Jonathan Gaffney

*Canon Solutions America, Inc.
Senior Account Executive*

*4900 Parkway Drive, Suite 170
Mason, OH 45040*

513-229-8045

May 9th, 2025

CITY OF OXFORD

Dear Kim,

Thank you for your interests in Canon Solutions America. I appreciate the opportunity to review your business needs and to propose a solution designed to help you achieve your business goals. It is indeed a pleasure and an honor to work with you on this opportunity.

Per our recent conversations, and an analysis of your needs, the following proposal is presented for your review and approval. I have included information on recommended products, services, support, and pricing based on your needs.

We are driven by the needs of our customers and at Canon Solutions America, we're pleased to offer innovative solutions to help you unleash your organization's potential, now and in the future. Our comprehensive, integrated lineup of business imaging solutions—tailored to your specific needs and budget—can empower you to help achieve outstanding levels of productivity.

Canon Solutions America is dedicated to providing you with outstanding service and support. Throughout every phase of our collaboration, our team of highly trained professionals has one goal—helping you maximize your investment and enhance your core business processes.

Please take time to review this proposal in detail. If you have any questions or comments, please contact me at your first convenience. Thanks again, and I look forward to speaking to you again soon.

Sincerely,

Jonathan Gaffney
Senior Account Executive

Canon

New Equipment Recommendations

- Proposed New Solution -

Canon imageRUNNER ADVANCE
DX C5860i

Equipment Recommendation

Canon ImageRunner Advance DX C5860i



DX

imageRUNNER
ADVANCE DX

Canon

Equipment Summary- *Canon IR Adv. DX C5860i*

Canon imageRUNNER Advance DX C5860i - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX C5860i Features Include:

60 pages per minute Color & Black & White

200 Sheet 'Single-Pass' Automatic Document Feeder

1200 x 1200 dpi Print Resolution

(**1.75** GHz Processor, **3** GB MB Memory RAM, **250** GB HDD)

Enhanced Security – Authentication, Data, Network & Document Security

Create up to 100 User Inboxes for Print Job Management & File Storage

50-Sheet Floor Stapling Booklet Finisher w/ Hole Punch & Tri-Fold

USB Memory Media Support (Scan-to & Print-from USB)

4 Seconds Warm Up Time w/ New Quick Startup Mode

Auto-Meter Read Support (MFP will report Meter Reads automatically)

New Mobile Print w/ Canon PRINT Business App

New Standard Wireless LAN & Remote Operators Software

Paper Trays:

- (4) 550 Sheet Cassette's
- (1) 2,700 Sheet Paper Deck Unit (LTR Size Paper Only)
- 100 Sheet Stack Bypass

Total Paper Capacity= 5,000 sheets of paper capacity

NEW Soft Close Paper Drawers

Network Scanning

- Scan to **Email**, FTP, SMB, WebDav, HDD (User Boxes), & USB
- Color Universal Send Standard File Formats: TIFF, JPEG, PDF, Compact PDF, PDF/A-1b, XPS, Compact XPS, Searchable PDF & OOXML (**Microsoft Word & Power Point**)
- Scans up to **270** images per minute & **COLOR SCANNING !!!!!**
- **"Skip" Blank Page Originals & Digital Skew Correction**
- **NEW Feeder Media Support (For Checks, Business Cards, & Receipts)**

Fax

Super G3 Compatibility

33.6 Kbps Modem Speed

PC Fax + Resolutions up to 400 x 400 dpi

Capability to designate Incoming Faxes to E-Mail Addresses ***



NEW 10.1"
Color LCD



Scanning
Up to 69% Faster!
Market-leading Speed

Canon

Equipment Summary- *Canon IR Adv. DX C5860i*

Canon imageRUNNER Advance DX C5860i - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX C5860i Features Include:

NEW – Floor Booklet Finisher A2 with Tri-Fold *INCLUDED

- 2 Trays, 3,250 Sheets of Output Capacity
- Corner & Double Stapling up to 50 Sheets
- Supports Staple Free Stapling (Up to 8 pages) & Staple On Demand
- Saddle Stitch Finishing up to 20 Sheet Booklets
- Includes 2-Hole and 3-Hole Punch
- Includes C-fold up to 5 sheets and V-fold up to 3 sheets without staple.



Canon

Equipment Summary- *Canon IR Adv. DX C5860i*

Canon imageRUNNER Advance DX C5860i - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX C5860i Features Include:

NEW – Paper Deck Unit F2INCLUDED***

- 2,700 Sheets of Capacity
- 14 lb. Bond to 140 lb. Index
- Supports Letter Size Paper Only

Increases Total Paper Capacity to 5,000 Sheets!!



Canon

New *DX* Series

Product Highlights

imageRUNNER ADVANCE DX

DX: Digital Transformation

“Supporting our customers’ digital transformation initiatives through Advanced Scan functionality and Cloud-Ready capabilities.”

DIGITIZE

Identify remaining analog information and processes and integrate them into digital workflows. For example, an invoice that needs to be passed over from one department to another can be easily digitized and sent with Canon's imageRUNNER ADVANCE DX scanning capabilities.

MANAGE

Gain stronger control over processes and information to control costs and gain insights. With Canon's imageRUNNER ADVANCE DX platform, users can manage the usage of their device in order to better track costs and make effective business decisions.

OPTIMIZE

Leverage insights to implement changes that help achieve workflow efficiency and systems integration. If a specific department has a habit of printing in black and white only, administrators can enable authentication to restrict that department to only use black and white, minimizing overall print-related costs.

AUTOMATE

Leverage advanced technologies, such as AI and Machine Learning, to transform business processes. Streamline with the use of Timeline, a quick and easy recall of previously completed job settings - without the need to set it up again.

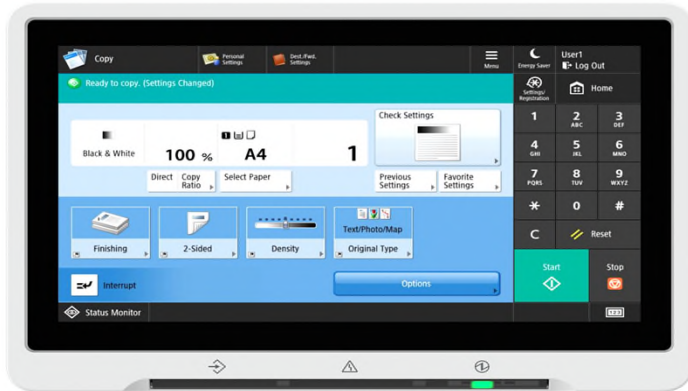
Equipment Summary- *Canon IR Adv. DX Series*

Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX Series Features Include:

Brilliant New User Experience

10.1" SVGA Full-Color TFT Touch Screen



Click

- Switch pages and scroll lists by swiping finger up/down and left/right

Similar to a smartphone all operations can be carried out with a simple touch...

Pinch

- Enlarge main menu or function screens using two fingers
- Zoom in and out of documents in the preview screen



Canon

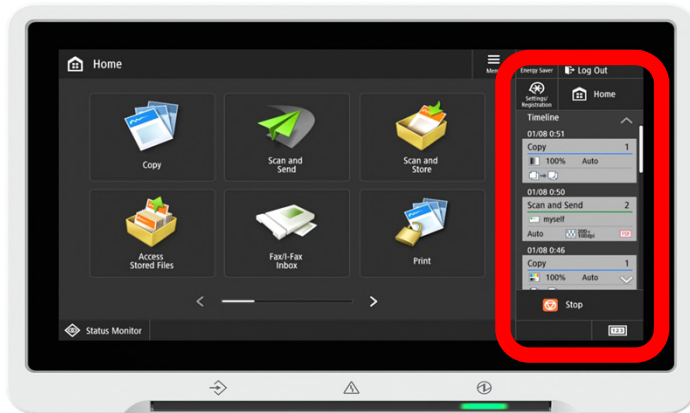
Equipment Summary- Canon IR Adv. DX Series

Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX Series Features Include:

BRAND NEW

New Home Screen with Time Line



Integrated Menu

- Combines the Main Menu and the Quick Menu
- NEW** Soft Key Numeric Keypad

Timeline

- Automatically adds previous job settings to the Timeline for quick and easy recall.
- Can be personalized for each user when using authentication.

New Home Screen

- Create Home Screen buttons from previous jobs on the Timeline for even easier recall.
- Move position of Home Screen buttons with long press.

Numeric Keypad-A1



New Numeric Keypad-A1

A **NEW** Optional numeric keypad is available to support Voice Guidance and Voice operation kits for customers who want improved accessibility on the devices.

Canon

Equipment Summary- *Canon IR Adv. DX Series*

Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX Series Features Include:

NEW – 'SKIP' Blank Page Originals

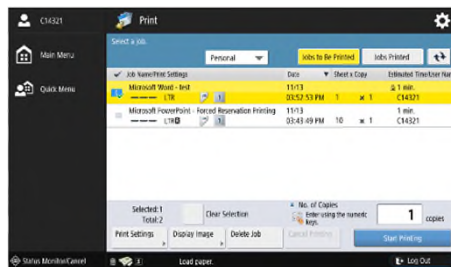
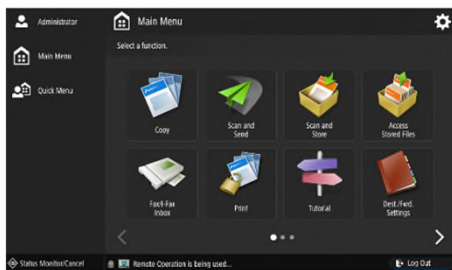
-Automatically detects blank pages when scanning originals and removes them from the generated file

NEW - Expanded OOXML Support

-Standard Scan to Microsoft® Word and PowerPoint® on all models

NEW - Forced Reservation Printing

-Enhancement of "Secure Print" function to help with document security and reduce costs due to unnecessary prints



NEW – Standard HDD Encryption

-Enables the device to automatically encrypt data stored on the main unit's HDD to help prevent data leaks
-FIPS 140-2 Level 2 Validated (security standard established by the U.S. government)

Equipment Summary- *Canon IR Adv. DX Series*

Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX Series Features Include:

BRAND NEW

NEW – UNIFIED FIRMWARE PLATFORM



UNIFIED FIRMWARE PLATFORM

New Updates Include:

V3.12

New Visual Message Feature & Improved Notifications

NEW Timeline Support for Access Stored Files

Scan & Send Usability Improvements

Fax Improvements

Force Hold Printing Improvements

NEW Security Enhancements (FTPS Support & TLS 1.3 Support)

SIEM Integration

McAfee Embedded Control

NEW Hot Folders

& More...

Canon

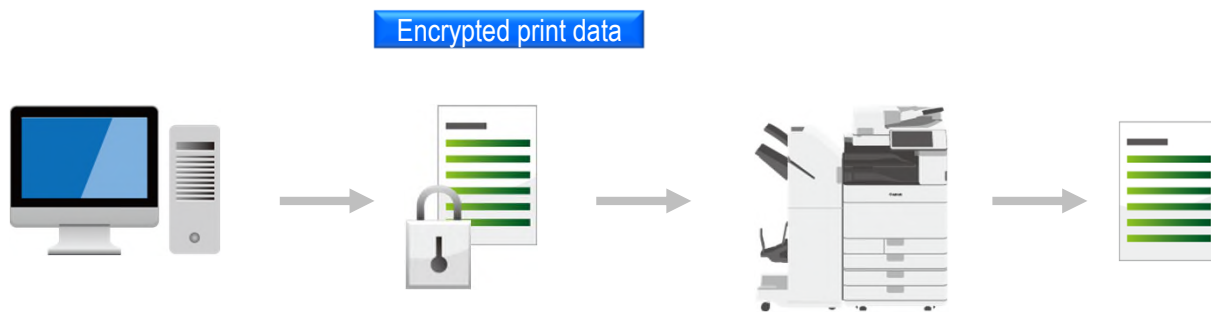
Equipment Summary- *Canon iR Adv. DX Series*

Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX Series Features Include:

NEW – Encrypted Secure Print

-Users can set a password for print jobs and hold their print jobs in the iR ADV device. The held job cannot be printed until the user enters the password, helping to increase the security of confidential documents. This feature also enables encryption of print data from a user's PC to the iR ADV, reducing the risk of information leakage and tampering while the job traverses the network.



When transmitting a print job, enter the password. Then the print job is encrypted.

A print job is held until the user wants to print. The device decrypts and prints the job after the user enters the password.

NEW – Secure Watermark

-When copying, embed a stamp, date, number of copies, serial number, or ID/user name that will appear in the background when the resulting document is copied. This feature helps deter unauthorized copying and is designed to prevent information leakage.



Equipment Summary- *Canon IR Adv. DX Series*

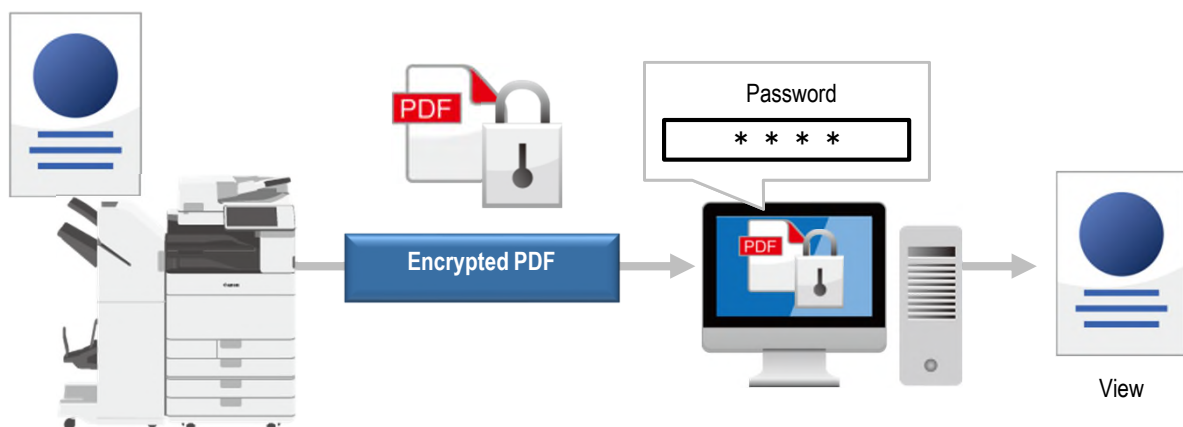
Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX Series Features Include:

NEW – Encrypted PDF

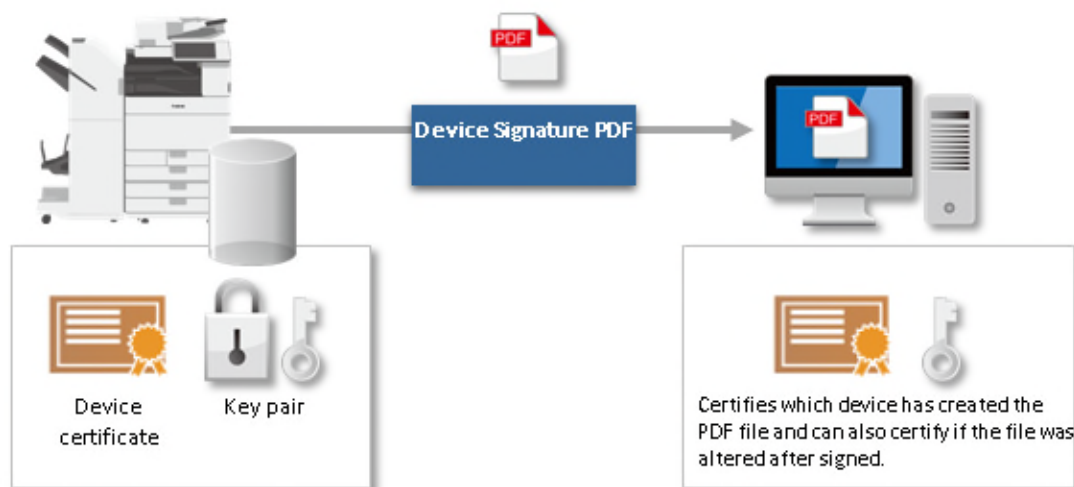
-The user can create an encrypted PDF file in Scan and Send by creating a password for the document. To open an encrypted file, the password is required, helping to restrict access to the information.

Original document



NEW – Device Signature PDF

-Enables the recipient of a scanned document to verify, with a device signature certificate and key pair, which device scanned the document. The recipient can also check to see whether the document has been altered.



A partnership that enhances security for your multifunction printers.

Canon

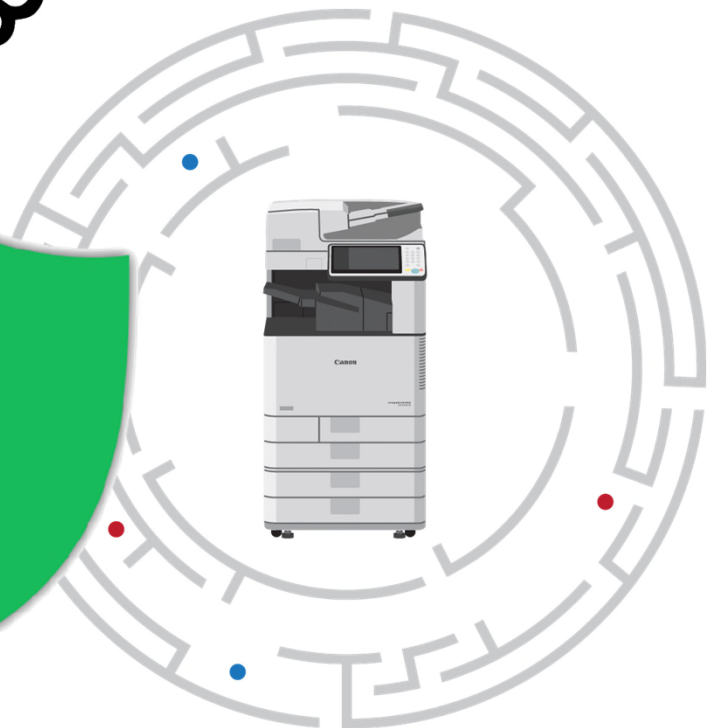
Trellix

Formerly..

McAfee™



MFPs share many of the same characteristics as a PC - and some of the same security risks



As the number of connected devices grows,
so do the risks from malware and attacks.

Canon

Equipment Summary- Canon IR Adv. DX Series

McAfee Embedded Control helps protect Canon imageRUNNER ADVANCE devices from malware execution and tampering of approved firmware and applications.



This new level of protection is one component of the many built-in security features helping to secure devices and communications & manage and monitor MFP security policies.



Equipment Summary- Canon IR Adv. DX Series

Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX Series Features Include:

BRAND NEW

SECURITY

imageRUNNER ADVANCE DX Models support a multi-layered security approach with a host of standard features including:

Trellix

McAfee Embedded Control

Help Protect Against Cyberthreats

Uses whitelisting to help prevent execution of unrecognized malware or tampering of existing firmware/applications.



Verify System at Startup

Help Protect Against Tampering While Not in Use

At device start-up, verifies that the boot process, firmware, and applications have not been altered or tampered with.



SIEM Integration

Threat Detection and Notification (Security Information & Event Monitoring)

Integrate with customers' existing security and event monitoring systems to include printers in this threat detecting measure.



Canon

Equipment Summary- Canon IR Adv. DX Series

Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

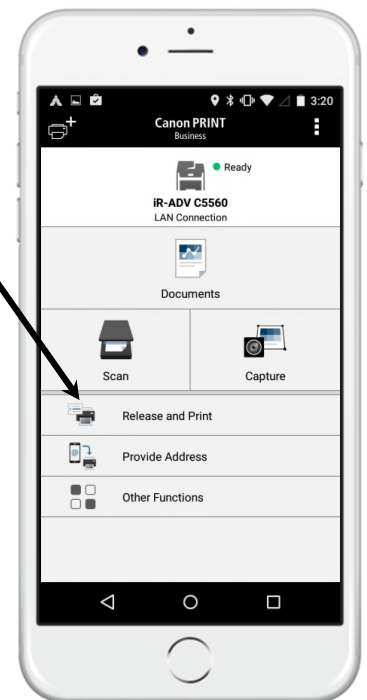
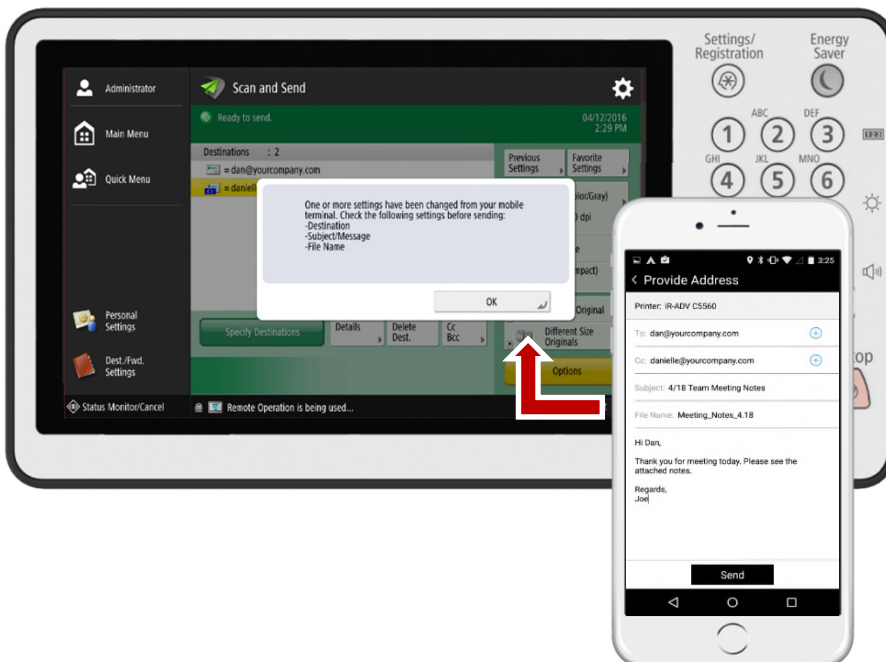
imageRUNNER Advance DX Series Features Include:

NEW – Mobile Device Integration

- Use a compatible mobile device to connect with the imageRUNNER ADVANCE device using the Canon PRINT Business app
- Allows operation of certain functions through the user's mobile device



- Access your print queue to release print jobs
- Reprint from Job History
- Add send destinations from your phone/tablet contacts
- Use the phone's keypad to add subject, file name, and body of email



Must be logged in with your mobile device when using authentication

Canon

Equipment Summary- *Canon IR Adv. DX Series*

Canon imageRUNNER Advance DX Series - Digital Copier/Printer/Scanner/Fax

imageRUNNER Advance DX Series Features Include:

NEW – Enhanced Image Quality

New V² Color Profile

-Vividness

- Expands the color reproduction range (gamut) of the device
- Enhances color reproduction within dark areas

-Vibrance

- Increases the visual sharpness of printed documents
- Delivers sharp clarity of documents, especially photos
- Prints appear crisp and well-defined

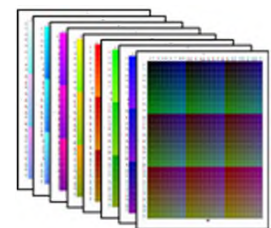
V² COLOR



New Benefits

Create a profile and adjust color without any additional tools.

1. Download and print color chart
2. Adjust color values
3. Save as new profile



**Improved Quality for Printing on Rough Paper as well.*

Canon

EQUIPMENT PRICING

Proposed Solution

What you're getting...

(1) Canon imageRUNNER ADVANCE DX C5860i

10.1" Full Color LCD Touch User Interface, 1200 x 1200 DPI Printing , 1.75 GHz Intel Pentium Processor, 200 Sheet "Single-Pass" Document Feeder, 256 GB SSD, **5,000 Sheets of Paper Capacity**, **50-Sheet Booklet Stapling Finisher w/ Tri-Fold, Staple Free Stapling, & Staple On-Demand, Hole Punch**, Scanning up to 270 IPM, 'Skip' Blank Page Scanning, Scanning to Microsoft Word, Microsoft PowerPoint, Searchable PDF, & Encrypted PDF, Scanning w/ Precision OCR Accuracy, New Feeder Media Support for Checks, Receipts, & Business Cards, Digital Skew Correction, **Fax, PC Fax, Fax Forwarding to E-Mail**, USB Memory Media Support, Wireless Capability, Mobile Print, New v2 Color Mode., New Security Features, NEW Unified Firmware Platform, Trellix Embedded Protection, Remote Operator Software, Automatic Meter Read & Toner Support & More!!!!

63 Month FMV Lease

\$442.49 / Per Month

'FIXED' Maintenance Contract

Product	Monthly Cost	B&W Copies Included Per Month	Color Copies Included Per Month	Cost Per Copy B&W After Allowance	Cost Per Copy Color After Allowance
DX C5860i	INCLUDED	10,000	2,000	\$0.0048	\$0.038

Includes: New Equipment, Maintenance, Delivery, Installation, & Training. Canon technician will install up to 3 workstations for printing & scanning per machine. Toner will be automatically shipped. (w/ IWR Activated)
Contract includes Toner !!

***This allowance will be reconciled Quarterly which means the actual allowance will be 30,000 B&W and 6,000 Color Per Quarter before any overage charges would ever be charged.

INCLUDED WITH THIS OFFER

Your current lease & maintenance agreement will be terminated and closed out.

BONUS OFFER

Canon Financial Services will let the City of Oxford **KEEP the following machine with a New Maintenance Agreement:**

**Model: IRADVC5560IV2
Serial #: XTZ03252**

By keeping this machine, it can replace the older machine at the Water Treatment Facility.

****Canon will also pick up, handle relocating the machine, and then handle the install of it at the Water Treatment Facility + remove the old device for disposal – Model: IRADVC7065 / Serial #: HJY50653.**

New Maintenance Agreement

**The New Maintenance Agreement that has been
Approved for this machine is as follows:**

Model: IRADVC5560IV2

Serial #: XTZ03252

Monthly Payment:

\$40.00

Included Allowance Per Month

1,000 B&W and 500 Color

Overage Usage Rates

B&W \$0.007

COLOR \$0.065



CONTRACT DETAILS

INCLUDED WITH THIS OFFER

	OMNIA Contract
Documentation Fee(s)	Waived
Late Fees	Waived
Payment Terms	Net 30
Fiscal Funding Out Clause	Included
Staples	Included
Lease Payment	Fixed for Term
Service Cost Per Copy	Fixed for Term
Toner Shipment Fee	No Charge
Scanning	No Charge
Relocation of Equipment	No Charge*
Canon Helpdesk	Included

Pricing Includes OMNIA Partners Price Contract

- The OMNIA Partners contract is pre-competed, publicly awarded contract
- It is a national contract to help support State and Local Government, School Districts, Cities/Municipalities, Counties, etc.
- It is competitively-bid volume discount pricing
- Contract pricing is locked for the term of the agreement
- No charge to move each unit on contract once per contract term*
- Contracts are awarded utilizing industry best practices, processes, and procedures
- Contracts are actively monitored through third-party compliance reviews
- OMNIA Partners is the largest national cooperative-with no membership fees, no minimum purchase



- NEW TOOL -

24/7 Online Device Management Portal

MyCanon Business

MyCanon Business provides customers a simple and convenient solution to managing their devices.

myCanon Business is a complimentary secure account management portal that lets users submit meter reads, place service requests, sign up for automated toner replenishment and retrieve account information.

mycanonbusiness.usa.canon.com



imageRUNNER
ADVANCE

DX

Thank you!!

This Quotation does not constitute a binding offer and is provided for informational purposes only. Pricing in this Quotation is subject to change or correction. Canon Solutions America, Inc. ("CSA") will be legally bound only if and at such time as CSA enters into a separate agreement with you for the products and services described in this Quotation. Lease pricing will be subject to a lease agreement with CSA's affiliate, Canon Financial Services, Inc. ("CFS"). Any such separate agreements, including a lease agreement, will be governed by and subject to Contract Terms and Conditions, which are available for your review at ess.csa.canon.com/CUSTOMERDOCUMENTS. You are strongly encouraged to review those Contract Terms and Conditions carefully. As part of the separate agreement between you and CSA and CFS, you will be required to acknowledge that you have reviewed, and to agree to, the Contract Terms and Conditions.

CURRENT SITUATION



Equipment List	Location	Lease Payment Per Month	Maintenance Payment Per Month	B&W Allowance Per Month	Color Allowance Per Month	B&W Volume Per Month	Color Volume Per Month	B&W CPC Overages	Color CPC Overages	B&W Usage Costs	Color Usage Cost
1 IRADVCS560IV2	Admin	\$ 530.44	Inc.	10,000	3,500	0	0	0.00582	0.05184	\$ -	\$ -
1 IRADVCS7065	Water Treatment	OWN	\$ 96.00	1,500	500	0	0	0.024137	0.120682	\$ -	\$ -
Total:		\$ 530.44	\$ 96.00	11,500	4,000	0	0	-	-	\$ -	\$ -

CURRENT TOTAL MONTHLY COST
\$ 626.44

PROPOSED SITUATION

Equipment List	Location	Lease Payment Per Month	Maintenance Payment Per Month	B&W Allowance Per Month	Color Allowance Per Month	B&W Volume Per Month	Color Volume Per Month	B&W CPC Overages	Color CPC Overages	B&W Usage Costs	Color Usage Cost
1 Canon IR ADV DX C5860i	Admin	\$ 442.49	Inc.	10,000	2,000	0	0	0.0048	0.038	\$ -	\$ -
1 IRADVCS560IV2	Water Treatment	OWN	\$ 40.00	1,000	5,00	0	0	0.007	0.065	\$ -	\$ -
Total:		\$ 442.49	\$ 40.00	11,000	11,482	0	0	-	-	\$ -	\$ -

60 MONTH OPTION

NEW TOTAL MONTHLY COST
\$ 482.49

Monthly Cost Savings:
\$ 143.95

- * Proposed Pricing includes Delivery, Installation, Connectivity, & Training !!
- * Monthly Maintenance Agreement includes On-Site Service, Parts, Labor, & Toner.
- * Maintenance also includes Staples and is FIXED for the term of the Contract.
- * Current Lease Agreement will be terminated. Current Equipment will be returned to the leasing company.





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

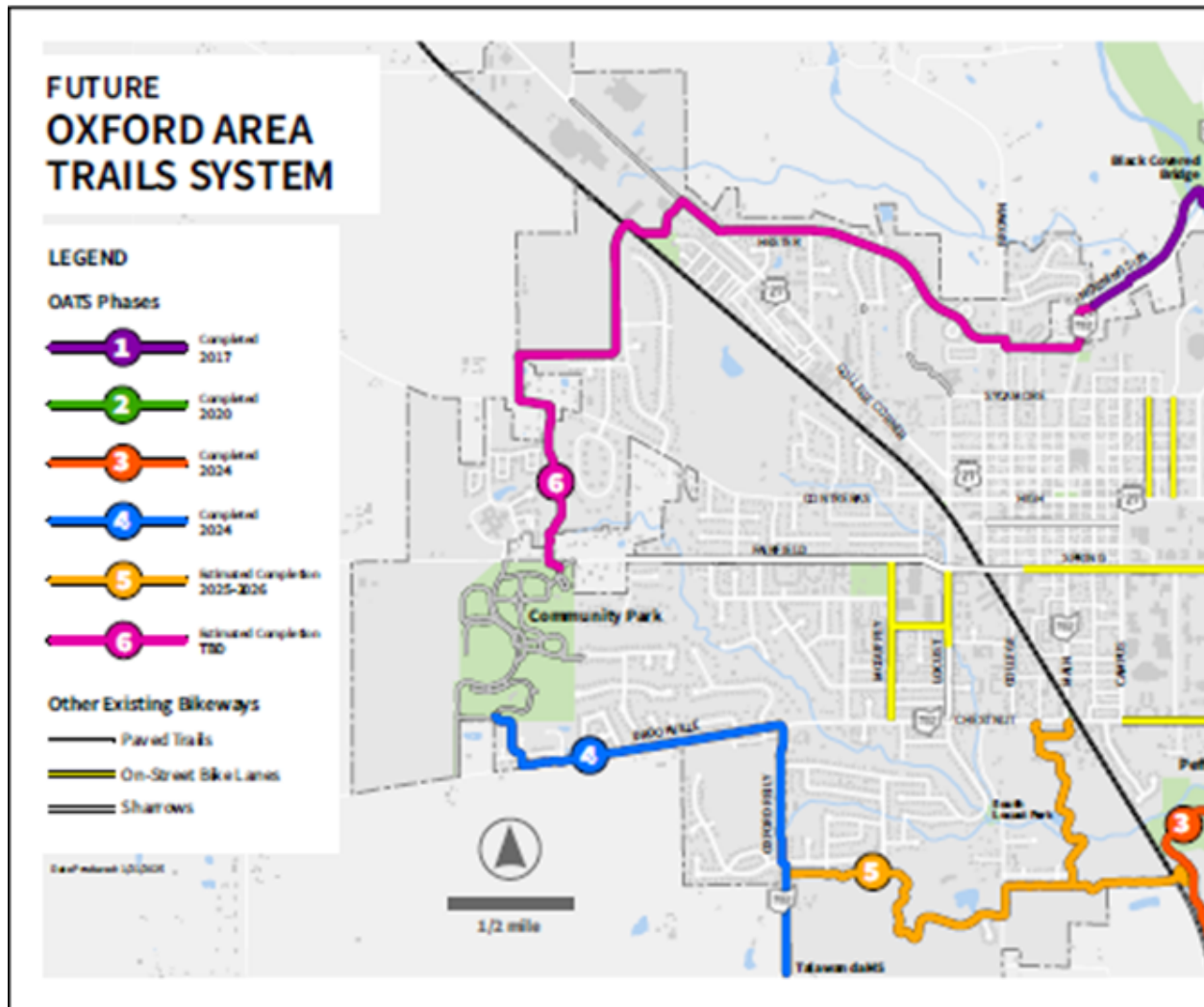
STAFF REPORT

ORIGINATING DEPARTMENT:	Service
PREPARED BY:	Mike Dreisbach
DATE PREPARED:	5/13/2025
COUNCIL MEETING DATE:	June 3, 2025
AGENDA TITLE:	A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into A Contract With Brumbaugh Construction, Inc. For Construction Of The Oxford Area Trail System (OATS) Phase V Improvements At A Cost Of \$5,375,000.00 Plus A Contingency In The Amount Of Ten Percent (10%) Of The Contract Price Or \$537,500.00 For A Total Cost Not To Exceed \$5,912,500.00. (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 5/23/25 DRE

DISCUSSION:

The City has budgeted approximately \$6.6M for the construction of Oxford Area Trail System (OATS) - Phase V. This phase will connect Talawanda High School (US27) with Talawanda Middle School (SR732) and will also have a northern connector to connect the OATS trail to Chestnut Street and the City's sidewalk network, Chestnut Fields, Butler County RTA's multi-modal station, and the planned Amtrak platform at S. Main St. The east/west segment connecting the Talawanda Schools is approximately 9,100 linear feet, and the northern connection to Chestnut St. is approximately 3,500 linear feet. This phase of the OATS system will add 12,569 feet of paved trail to the system, and includes a steel bridge over the CSX railroad right of way and two other steel bridges to span Collins Run and its tributary. Trailhead improvements will also be established at David Drive, Cobblestone Church, and Chestnut Street. This phase also includes additional landscaping where the trail abuts established neighborhoods.

With the completion of Phase V, there will be an uninterrupted path from SR732 and the Black Covered Bridge to Leonard Howell Park, Miami University, SR73 and Ditmer Field, Talawanda High School, Pepper Park, US27, Talawanda Middle School, SR732, and the Oxford Community Park and Aquatic Center. An easement has also been secured through the Knolls of Oxford to connect OATS to Contreras Road.





The City worked with Bayer Becker Engineers to design Phase V improvements and specifications. The project was advertised for bids in the Journal News and several plan clearinghouses on May 9 and May 16, 2025. Four bids were received and publicly read aloud on May 23, 2025, with the following results:

Brumbaugh Construction:	\$5,375,000.00
Sunesis Construction:	\$5,613,595.20
V3 Construction:	\$6,487,280.00
Majors Enterprises:	\$6,844,813.60

The City has not had direct experience with Brumbaugh Construction, Inc., but has checked numerous references, all with excellent finished projects. Brumbaugh is also ODOT pre-qualified as required for the project.

This Resolution will authorize the City Manager to enter into an Agreement with Brumbaugh Construction, Inc. for the construction of Oxford Area Trail System - Phase V Improvements at a cost of \$5,375,000. Staff is also requesting a 10% contingency of \$537,500. Therefore, the total not to exceed for this contract shall be **\$5,912,500.00**.

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH BRUMBAUGH CONSTRUCTION, INC. FOR CONSTRUCTION OF THE OXFORD AREA TRAIL SYSTEM (OATS) PHASE V IMPROVEMENTS AT A COST OF \$5,375,000.00 PLUS A CONTINGENCY IN THE AMOUNT OF TEN PERCENT (10%) OF THE CONTRACT PRICE OR \$537,500.00 FOR A TOTAL COST NOT TO EXCEED \$5,912,500.00.

WHEREAS, the City advertised for bids in the *Journal-News* and with multiple clearinghouses on May 9, and May 16, 2025. Four (4) sealed bids were received and opened on May 23, 2025. Brumbaugh Construction, Inc. provided the lowest bid in the amount of \$5,375,000.00; and

WHEREAS, the City Manager and the Service Director recommend Council find the bid of Brumbaugh Construction, Inc. to be the lowest and best bid and accept the bid of Brumbaugh Construction, Inc. for the construction of the Oxford Area Trail System (OATS) Phase V Improvements at a cost of \$5,375,000.00 plus a contingency amount of ten percent (10%) of the contract price or \$537,500.00 for a total cost not to exceed \$5,912,500.00.

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

SECTION 1: Council hereby finds the bid of Sunesis Construction Co. to be the lowest and best bid and accepts the recommendation of the City Manager and the Service Director and accepts the bid of Brumbaugh Construction, Inc. for the construction of the Oxford Area Trail System (OATS) Phase V improvements at a cost of \$5,375,000.00 plus a contingency amount of ten percent (10%) of the contract price or \$537,500.00 for a total cost not to exceed \$5,912,500.00.

SECTION 2: Council further authorizes the City Manager to enter into a contract with Brumbaugh Construction, Inc. for the construction of the Oxford Area Trail System (OATS) Phase V Improvements at a cost of \$5,375,000.00 plus a contingency amount of ten percent (10%) of the contract price or \$537,500.00 for a total cost not to exceed \$5,912,500.00.

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)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Police Division
PREPARED BY:	Geoff Robinson
DATE PREPARED:	5/20/2025
COUNCIL MEETING DATE:	June 3, 2025
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into An Agreement With Chapman Ford For The Purchase Of Two (2) 2025 Ford Interceptor Utility Vehicles With Specified Manufacturer Installed Options At A Cost Not To Exceed \$88,430.00. (Geoff Robinson, Police Lieutenant)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	\$144,000.00
ACCOUNT CODE:	140.110.61104
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE // JAJ

DISCUSSION:

The 2025 Capital Improvement Budget includes appropriations for the purchase of two (2) new police vehicles to replace two (2) 2014 Dodge Chargers in the Police Division's fleet. Both 2014 Dodge Chargers are beyond their useful life as front-line patrol vehicles. The Division was able to secure pricing from Chapman Ford below state bid pricing for these vehicles. Montrose Ford, the state bid holder, has a listed price of \$175.00 per vehicle more than Chapman Ford's price per our specifications.

The vehicles as specified are expected to cost \$44,215 each for a total price not to exceed \$88,430.

This resolution will authorize the City Manager to enter into a contract with Chapman Ford for the purchase of two (2) 2025 Ford Interceptor Utility Vehicles with specified manufacturer installed options at Open Market pricing for an amount not to exceed \$88,430.00.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH CHAPMAN FORD FOR THE PURCHASE OF TWO (2) FORD INTERCEPTOR UTILITY VEHICLES WITH SPECIFIED MANUFACTURER-INSTALLED OPTIONS AT COST NOT TO EXCEED \$88,430.00

WHEREAS, the 2025 Capital Improvement Budget includes two (2) new police vehicles to replace aged-out vehicles (2014 Dodge Chargers) in the Police Division's fleet.; and

WHEREAS, Bob Chapman Ford is providing pricing below the current Ohio Contract (RSI023078); and

WHEREAS, the City Manager and the Police Chief recommend City Council authorize the City Manager to enter into a contract with Chapman Ford for the purchase of two (2) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at a cost not to exceed \$88,430.00.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Police Chief and accepts the pricing for the purchase of two (2) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at a cost not to exceed \$88,430.00.

SECTION 2: Council further authorizes the City Manager to enter into a contract with Chapman Ford for the purchase of two (2) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at a cost not to exceed \$88,430.00.

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)



1255 Industrial Parkway, Marysville Oh 43030
1.888.888.Ford 1.937-642-0015
Fax # 937-644-3653

DEALER QUOTE SHEET

Customer name CITY OF OXFORD
Address 15 SOUTH COLLEGE AVENUE, OXFORD, OH 45056
Phone number 513-524-5200
E-mail address GROBINSON@CITYOFOXFORD.ORG

Product Requested: (2) 2025 FORD EXPLORER POLICE INTERCEPTORS

Exact Specifications to Vehicle Being Quoted: Year: 2025

Make FORD Model: EXPLORER Body Style: SUV/AWD Color: BLACK
3.3 V6 ENGINE, KEY CODE B, WINDOWS/DOOR HANDLES INOP,
HEATED MIRRORS, DARK CAR.

Additional Requirements or comments from Seller:

Approximate Delivery Date: ON LOT - AS SOON AS NEEDED
(Production level could vary based on ie..Holidays and commodities, natural occurrences)

Quoted Amount: \$44,215⁰⁰ EACH

Dealer Disclaimer: Price excludes taxes, title, and license and dealer fees. All rebates to dealer.

WWW.CHAPMANFORD.COM



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	5/22/2025
COUNCIL MEETING DATE:	June 3, 2025
AGENDA TITLE:	An Ordinance Authorizing The Tax Budget For The Year 2026 And Directing That The Same Be Transmitted To The Butler County Auditor. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	HR DRE

DISCUSSION:

This is the annual Tax Budget to be submitted for the coming year to the Butler County Tax Commission, in accordance with requirements stipulated by Ohio Revised Code. Approval by the legislative body is required by July 15th and it is due to the County by July 20th.

The tax budget required for the County is essentially a preliminary budget estimate for next year. Beginning in August, we will undertake our normal detailed line-item budget analysis and preparation. We will spend approximately 3 months of intensive preparation on our detailed budget, and the final approved budget will then be submitted to the County Budget Commission to replace this preliminary estimate.

This tax budget provides our first glimpse at 2026's General Fund budget. We have prepared this budget with minimal change from the 2025 amended budget. See "Exhibit B" for the General Fund and "Exhibit C" for all other Funds.

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2026 AND DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY AUDITOR.

WHEREAS, the annual Tax Budget for the coming year shall be submitted to the Butler County Auditor pursuant to the Ohio Revised Code Section 5705.30; and

WHEREAS, approval by the legislative body of each political subdivision is required by July 15th of each year and it is due to the county by July 20th of each year.

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

SECTION 1: The year 2026 tax budget, attached hereto as Exhibit “A” for the City of Oxford is hereby adopted and the Finance Director is directed to transmit a copy of said budget to the Butler County Auditor.

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: LAW (STAFF)

City or
Village ofOxfordButler

County, Ohio

(Date) June 17, 2025
Year

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. **FAILURE TO COMPLY WITH SEC. 5705.30 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.**

To the auditor of said County:

The following Budget year beginning January 1, 2026, has been adopted by Council and is herewith submitted for the consideration of the County Budget Commission.

Signed _____

Title Finance Director**SCHEDULE A**

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION
AND COUNTY AUDITOR'S ESTIMATED RATES**

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND (Include only those funds which are requesting general property tax revenue)	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	Outside 10 Mill Limit Budget Year
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS					
GENERAL FUND	1,800,000				
SPECIAL REVENUE FUNDS	2,703,546				
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	4,503,546	0	0	0	0

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

[illegible]

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - A

DESCRIPTION (1)	For 2023 Actual (2)	For 2024 Actual (3)	Current Year Estimated for 2025 (4)	Budget Year Estimated for 2026 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	1,324,714.38	1,677,439.29	1,800,000.00	1,800,000.00
10% Rollback & Homestead	105,206.14	134,698.95	131,000.00	134,698.95
Tangible Personal Property Tax	-	-	-	-
Municipal Income Tax	9,853,037.16	10,230,621.94	10,050,000.00	10,639,846.82
Other Local Taxes	303,044.56	327,103.92	330,000.00	360,000.00
Total Local Taxes	11,586,002.24	12,369,864.10	12,311,000.00	12,934,545.77
Intergovernmental Revenues				
State Shared Taxes and Permits	-	-	-	-
Local Government	564,315.08	545,328.20	556,000.00	556,000.00
Estate Tax	-	-	-	-
Cigarette Tax	169.86	808.98	800.00	800.00
License Tax	-	-	-	-
Liquor and Beer Permits	5,921.30	72,154.81	38,000.00	38,000.00
Excise Tax	-	-	50,000.00	50,000.00
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	570,406.24	618,291.99	644,800.00	644,800.00
Federal Grants or Aid	16,842.56	91,146.53	12,055.04	12,055.04
State Grants or Aid	79,749.99	33,000.00	62,000.00	33,000.00
Other Grants or Aid	192,616.81	189,815.36	213,058.00	196,815.36
Total Intergovernmental Revenues	859,615.60	932,253.88	931,913.04	886,670.40
Special Assessments	-	-	-	-
Charges for Services	1,258,696.61	931,132.11	915,825.00	959,066.07
Fines, Licenses, and Permits	649,893.86	706,794.16	709,900.00	709,900.00
Miscellaneous	576,642.19	915,573.58	612,794.00	612,794.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	154,710.00	152,210.00	161,589.00	161,589.00
Advances	5,332,500.00	3,905,000.00	6,160,489.00	3,455,000.00
Other Sources				
TOTAL REVENUES	20,418,060.50	19,912,827.83	21,803,510.04	19,719,565.24

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - B

DESCRIPTION (1)	For 2023 Actual (2)	For 2024 Actual (3)	Current Year Estimated for 2025 (4)	Budget Year Estimated for 2026 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	5,299,744.95	5,616,514.46	6,308,654.00	6,561,000.16
Travel Transportation	-	-	-	-
Contractual Services	978,384.96	1,113,836.52	1,178,835.00	1,178,835.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Security of Persons and Property	6,278,129.91	6,730,350.98	7,487,489.00	7,739,835.16
Public Health Services				
Personal Services	40,355.24	52,876.36	92,625.00	96,330.00
Travel Transportation	-	-	-	-
Contractual Services	230,584.93	187,433.57	203,074.00	203,074.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	270,940.17	240,309.93	295,699.00	299,404.00
Leisure Time Activities				
Personal Services	1,386,802.05	1,490,728.77	1,553,471.00	1,615,609.84
Travel Transportation	-	-	-	-
Contractual Services	611,618.86	582,827.05	644,525.00	644,525.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,998,420.91	2,073,555.82	2,197,996.00	2,260,134.84
Community Environment				
Personal Services	726,862.72	764,955.40	896,378.00	838,264.36
Travel Transportation	-	-	-	-
Contractual Services	214,038.24	279,307.05	308,686.00	308,686.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	940,900.96	1,044,262.45	1,205,064.00	1,146,950.36
Basic Utility Services				
Personal Services				
Travel Transportation				
Contractual Services				
Supplies and Materials				
Capital Outlay				
Total Basic Utility Services	-	-	-	-

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - C

DESCRIPTION (1)	For 2023 Actual (2)	For 2024 Actual (3)	Current Year Estimated for 2025 (4)	Budget Year Estimated for 2026 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	1,111,760.06	1,169,423.24	1,221,697.00	1,270,564.88
Travel Transportation	-	-	-	-
Contractual Services	1,165,067.72	1,261,969.47	1,424,677.00	1,424,677.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total General Government	2,276,827.78	2,431,392.71	2,646,374.00	2,695,241.88
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	3,165,287.00	3,016,922.58	1,770,399.00	2,082,999.00
Advances	5,332,500.00	3,905,000.00	6,160,489.00	3,455,000.00
Contingencies	-	-	40,000.00	40,000.00
Other Uses of Funds				
Total Other Uses of Funds	8,497,787.00	6,921,922.58	7,970,888.00	5,577,999.00
TOTAL EXPENDITURES	20,263,006.73	19,441,794.47	21,803,510.00	19,719,565.24
Revenues over/(under) Expenditures	155,053.77	471,033.36	0.04	0.00
Beginning Cash Balance	8,609,424.92	8,764,478.69	9,235,512.05	9,235,512.47
Ending Cash Fund Balance	8,764,478.69	9,235,512.05	9,235,512.09	9,235,512.47
Rounding	(0.25)	1.07	0.38	-
Outstanding Advances to be repaid	-	-	-	-
Estimated Encumbrances (outstanding at year end)	127,736.53	65,508.11	-	-
Estimated Ending Unencumbered Fund Balance	8,636,741.91	9,170,005.01	9,235,512.47	9,235,512.47

EXHIBIT II -A

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2026	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2026
GOVERNMENTAL: SPECIAL SERVICE:							
Street	579,732.17	1,181,835.00	1,761,567.17	966,228.00	279,193.00	1,245,421.00	516,146.17
State Highway Improvement	142,199.31	38,377.00	180,576.31		20,200.00	20,200.00	160,376.31
Community Development Block Grant	231,024.60	245,000.00	476,024.60		255,898.00	255,898.00	220,126.60
Community Development Block Loan	580,903.72	31,216.00	160,000.00		160,000.00	160,000.00	0.00
Parking Meter	548,890.51	1,006,917.00	1,555,807.51	452,745.00	444,435.00	897,180.00	658,627.51
Life Squad	30,869.05	340.00	31,209.05			0.00	31,209.05
Affordable Housing Trust	78,780.06	28,816.00	107,596.06		39,200.00	39,200.00	68,396.06
Law Enforcement Trust	65,660.37	13,173.00	78,833.37		8,400.00	8,400.00	70,433.37
Enforcement & Education	72,915.04	3,393.00	76,308.04		37,000.00	37,000.00	39,308.04
FEMA	0.00		0.00			0.00	0.00
Fire/EMS	1,269,821.20	5,338,716.00	6,608,537.20	3,522,083.00	1,041,290.00	4,563,373.00	2,045,164.20
OVI Task Force	(456,929.97)	500,000.00	43,070.03	59,866.00	440,134.00	500,000.00	(456,929.97)
South Pointe TIF District 1	184,180.24	292,663.00	476,843.24		270,291.00	270,291.00	206,552.24
South Pointe TIF District 2	5,524.33	7,460.00	12,984.33		6,868.00	6,868.00	6,116.33
South Pointe TIF District 3	7,591.20	11,182.00	18,773.20		10,306.00	10,306.00	8,467.20
South Pointe TIF District 4	7,350.69	11,152.00	18,502.69		10,281.00	10,281.00	8,221.69
South Pointe TIF District 5	7,210.11	11,089.00	18,299.11		10,229.00	10,229.00	8,070.11
OAT Property Tax Fund	17,351.54	1,137,097.00	1,154,448.54		1,137,097.00	1,137,097.00	17,351.54
Fire Loss Claims	0.00		0.00			0.00	0.00
Small Business Loan Fund	1,004.88	5,165.00	6,169.88		5,000.00	5,000.00	1,169.88
Local Coronavirus Relief	0.00		0.00			0.00	0.00
Coronavirus Local Fiscal Recovery Fund	130,763.35	15,000.00	145,763.35		145,763.35	145,763.35	0.00
Opioid Settlement Fund	115,471.07	11,153.00	126,624.07			0.00	126,624.07
Fire/EMS Property Tax Levy Fund	10,000.00	1,280,000.00	1,290,000.00		1,270,000.00	1,270,000.00	20,000.00
Economic Development Fund	42,000.00	68,000.00	110,000.00		26,000.00	26,000.00	84,000.00
TOTAL SPECIAL REVENUE FUNDS	3,672,313.47	11,237,744.00	14,457,937.75	5,000,922.00	4,321,585.35	9,322,507.35	3,735,430.40

EXHIBIT II - B

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2026	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2026
DEBT SERVICE FUNDS							
Aquatic Center Debt Service Fund	0.00	307,400.00	307,400.00		307,400.00	307,400.00	0.00
Southpointe TIF Debt Service	0.00	304,875.00	304,875.00		304,875.00	304,875.00	0.00
TOTAL DEBIT SERVICE FUNDS	0.00	612,275.00	612,275.00		612,275.00	612,275.00	0.00
CAPITAL PROJECT FUNDS							
Capital Equipment	1,597,030.83	100,000.00	1,697,030.83		435,095.00	435,095.00	1,261,935.83
Capital Improvement	1,421,833.79	3,166,404.00	4,588,237.79		4,417,135.09	4,417,135.09	171,102.70
Parking Lot Improvement	0.31	15,000.00	15,000.31		15,000.00	15,000.00	0.31
Municipal Facilities Capital Improvement	133,126.04		133,126.04		70,000.00	70,000.00	63,126.04
Oxford Area Trails Capital Improvement Fund	51,237.40		51,237.40	40,444.56	0.00	40,444.56	10,792.84
Aquatic Center Capital Improvement Fund	500.00		500.00			0.00	500.00
Southpointe Roadway TIF Capital Improvement	0.00		0.00			0.00	0.00
TOTAL CAPITAL PROJECTS	3,203,728.37	3,281,404.00	6,485,132.37		4,937,230.09	4,977,674.65	1,507,457.72
Special Assessment	100,539.19	400,000.00	500,539.19		400,000.00	400,000.00	100,539.19
TOTAL SPECIAL ASSESSMENT	100,539.19	400,000.00	500,539.19	0.00	400,000.00	400,000.00	100,539.19

Form 2026 PROPRIETARY EXHIBIT-C Page 60

https://cityofoxfordoh.sharepoint.com/sites/Finance/Shared Documents/Budget/Budget 2026/Tax Budget/County Budget Tax Form 2026 PROPRIETARY EXH II-C Page 69 of 99

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2026	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2026
INTERNAL SERVICE FUNDS							
Internal Service Fund	55,180.29	319,914.00	375,094.29		319,914.00	319,914.00	55,180.29
Employee Benefits Fund	371,794.00	2,691,189.00	3,062,983.00		2,760,615.00	2,760,615.00	302,368.00
TOTAL INTERNAL SERVICE FUNDS	426,974.29	3,011,103.00	3,438,077.29	0.00	3,080,529.00	3,080,529.00	357,548.29
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	0.00	3,750.00	3,750.00		3,750.00	3,750.00	0.00
Hotel Tax Agency Fund	0.00	358,000.00	358,000.00		358,000.00	358,000.00	0.00
TOTAL TRUST AND AGENCY FUNDS	0.00	361,750.00	361,750.00	0.00	361,750.00	361,750.00	0.00
TOTAL FOR MEMORANDUM ONLY	21,604,823.53	28,186,835.00	49,339,538.81	9,231,556.00	19,638,077.44	28,910,078.00	19,029,460.81

BUDGET YEAR

[illegible]



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	5/13/2025
COUNCIL MEETING DATE:	June 3, 2025
AGENDA TITLE:	An Ordinance Repealing and Replacing The Entire Planning & Zoning Code Chapter 1141, Correcting An Inadvertent Error When Previously Adopting Ordinance 3801 On February 18, 2025. (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	Housing For All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve as recommended.
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

Staff recently discovered that Ordinance 3774 was overwritten by Ordinance 3801 on February 18, 2025. Ordinance 3774 was adopted on August 20, 2024 to add the primary residence requirement for Short Term Rentals. Ordinance 3801 was adopted on February 18, 2025 to add the new Site Plan Review process for Alley Development Regulations. Both sections are in the same chapter and this happened due to the fact that the drafting and discussion time periods were overlapping. The proposed ordinance attachment includes both sections and will correct the inadvertent error. No changes have been made to the actual wording of the original ordinances, which have been merged herewith.

ORDINANCE NO.

AN ORDINANCE REPEALING AND REPLACING THE ENTIRE PLANNING & ZONING CODE CHAPTER 1141, CORRECTING AN INADVERTENT ERROR WHEN PREVIOUSLY ADOPTING ORDINANCE 3801 ON FEBRUARY 18, 2025.

WHEREAS, City Council adopted Ordinance 3774 on August 20, 2024; and

WHEREAS, City Council adopted Ordinance 3801 on February 18, 2025; and

WHEREAS, the adoption of Ordinance 3801 inadvertently removed the new code sections from August 2024; and

WHEREAS, the attachment to this ordinance herewith includes the original wording from both ordinances in one, to correct the inadvertent error made on February 18, 2025.

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

SECTION 1: Council hereby accepts the recommendation of the Community Development Director and the City Manager in correcting the error in Oxford Zoning Code Chapter 1141.

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 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, unless the residential use is pre-existing and recognized as legally non-conforming. For example, a pre-existing single-family dwelling which is non-conforming in a commercial zoning district may be permitted for transient guest lodging as an accessory use.
- 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 one (1) Transient Guest Lodging Booking per dwelling unit at a time.
- E. The number of days booked per calendar year shall not exceed ninety (90) for the entire structure, inclusive of all dwelling units. The maximum number of days is cumulative across any one calendar year period. In order to be potentially allowed more than ninety (90) total days per year, the use ceases to be considered an accessory use for Transient Guest Lodging; instead, a Conditional Use Permit must be sought for a principal use as a Bed & Breakfast.
- F. For Transient Guest Lodging accessory uses in the R-1A, R-1B, R-2A and R-3 districts, at least one (1) of the dwelling units within the structure must be the owner's primary residence. "Primary residence" is as defined in subsection (G) below. In order to demonstrate that a unit is a primary residence, owners shall provide to the Community Development Department a signed and notarized affidavit attesting to this fact. The Department also reserves the right at any time to request copies of one or more of the following documents to further assist in proving ownership and residency: (1) motor vehicle registration; (2) driver's license; or (3) voter registration.
- G. For purposes of applying the standards of this subsection (6), "primary residence" shall be defined as the main home of an individual. An individual has only one primary residence at a time. If an individual owns and lives in just one dwelling unit, then that dwelling unit is their primary residence. If an individual owns or lives in more than one dwelling unit, then the individual must apply a "facts and circumstances" test to determine which dwelling unit is their primary residence. While the most important factor is where the individual spends the most time, other factors are relevant as well. The more of these factors that are true of a home, the more likely that it is a primary residence. Factors include, but are not limited to, the address listed on an individual's Ohio-issued driver's license or identification card, voter registration, federal and state tax returns, and/or vehicle registration.

- H. A Transient Guest Lodging use that cannot meet the standards provided above in subsections (A) – (G) may seek approval of a Conditional Use Permit for a principal use as a Bed & Breakfast in accordance with Chapter 1147.
- I. All dwellings being utilized for Transient Guest Lodging shall be registered with the City pursuant to Chapter 743 of the Oxford Codified Ordinances.

(Ord. 3429. Passed 9-19-17. Subsection (c)(6) added by Ord. 3582, passed 9-15-20. Subsections (a)(3) & (c)(4) amended by Ord. 3610, passed 1-19-21. Subsection (c)(6) amended by Ord. 3774, passed 8-20-24.)

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.

(Ord. 3204. Passed 3-19-13.)

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.

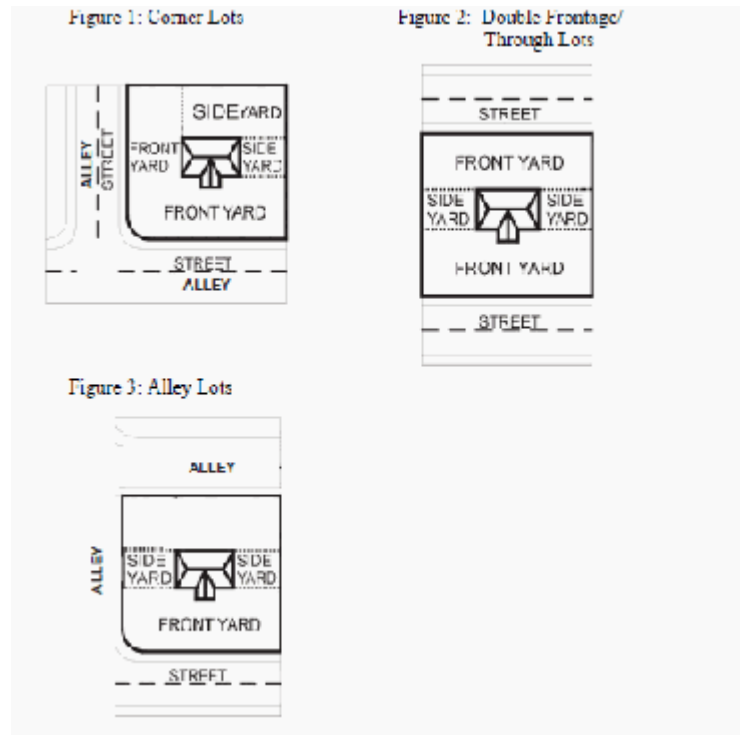
- A. Buildings on lots having frontage on two streets (double frontage lots) need not have a rear yard setback; however, the required front yard shall be provided on both streets as illustrated in Figure 2.
- B. On a double frontage lot, accessory buildings may be located in the front yard located to 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.

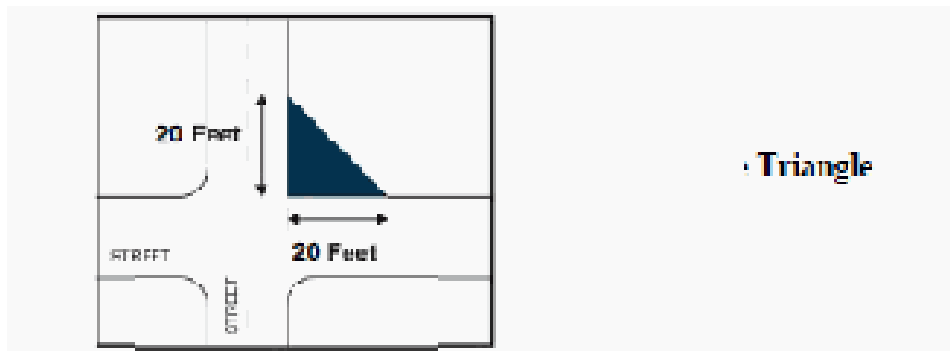


(d) Projection into Right-of-Way in the UP Uptown District.

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.

(Ord. 3430. Passed 9-19-17. Subsections (a), (c)(3), and (h) amended by Ord. 3610, passed 1-19-21. Subsection (j) added by Ord. 3801, passed 2-18-25.)

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.

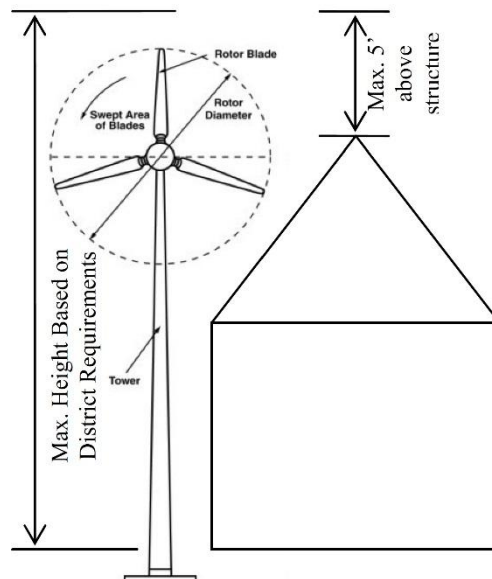
- A. Areas for storage of trash and recyclable materials shall be adequate in capacity, number and distribution to serve the development, whether commercial, multi-dwelling or a combination thereof.
- B. The amount of space provided for the collection and storage of recyclable materials shall be designed 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.

(Ord. 3226. Passed 8-20-13.)