



**AGENDA**  
**PLANNING COMMISSION**  
**TUESDAY, June 10, 2025**  
**7:00 P.M.**

**Oxford Courthouse**  
**118 E High Street**

**MEMBERS**

Corey Watt, Chair, HAPC Rep.

Shana Rosenberg, Vice Chair, HAC Rep.

Ann Kaufman Webster, CASC Rep.

Jason Bracken, Council & Environmental Commission Rep.

Matt Arbuckle, OPTAB Rep.

David Prytherch, Council Rep.

Jeffrey Kruth, CIC Rep.

**STAFF**

Sam Perry, Director, Community Development

Zachary Moore, City Planner / GIS Coordinator

Christopher Conard, Law Director

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

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes of May 13, 2025 1
- IV. Public Comments Related to Items Not on the Agenda
- V. Reports from Commissions, Boards, Committees & Staff
- VI. New Business
  - PC-2025-04, 6099 Fairfield Road, ZONING MAP AMENDMENT, 2.71 acres from Single- and Two-Family Residential (R-2A) District to Multi-Family Residential (R-3) District, Scott Webb Architect, Applicant/Agent 5**
  - PC-2025-05, 6099 Fairfield Road, PRELIMINARY AND FINAL PLANNED DEVELOPMENT for senior housing, Scott Webb Architect, Applicant/Agent 5**
- VII. Adjournment



## OXFORD PLANNING COMMISSION

Meeting Minutes

Tuesday, May 13, 2025

[Link for website video here](#)

### Roll Call

Corey Watt, Chair

Shana Rosenberg, Vice Chair

Ann Kaufman Webster

David Prytherch

Jason Bracken

Jeffrey Kruth

Matt Arbuckle

### Time: 3:12

A regular meeting of the Oxford Planning Commission was called to order by Chair Corey Watt on Tuesday, May 13, 2025 at 7:00 p.m.

Members in attendance were Ann Kaufman Webster, David Prytherch, Jason Bracken, Shana Rosenberg, and Matt Arbuckle

Members excused: Jeffrey Kruth

### Staff Members in Attendance

Mr. Sam Perry, Director, Community Development, Mr. Zachary Moore, City Planner/GIS

Coordinator, Ms. Eunike Miller, Administrative Assistant

### Staff Members Excused

**Approval of the Agenda**

**Time: 3:19**

**Motion – To Approve the Agenda**

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

2<sup>nd</sup> Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

**Approval of Minutes of March 11, 2025**

**Time: 3:47**

**Motion – To Approve the minutes as written**

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

2<sup>nd</sup> Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

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

**Time: 4:21**

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

There were no comments from the public.

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

**Time: 4:53**

Time:

**New Business**

**PC-2025-03**

**Time: 12:53**

**Page 5 of the Agenda Packet**

1. 5234 Hester Road, ZONING MAP AMENDMENT, 2.1 acres, from Single-Family Medium Density Residential (R-1B) District to Single- and Two Family Residential (R-2A) District, City of Oxford, Applicant

**Motion – To Enter into Public Hearing**

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

2<sup>nd</sup> Ms. Webster

AYE: (6)

NAY: (0)

ABS: (0)

Mr. Zachary Moore presented the staff report and answered questions from the Commission members.

**Comments from the Public**

*Mark Radlinski, 6203 Hester Road*

Mr. Radlinski spoke in favor of the proposal. Mr. Radlinski expressed some concerns about safety since US 27 is a busy road. Mr. Radlinski suggested the use of solar flashing beacons at the crosswalk on US 27. Access to public transportation is not much, stated Mr. Radlinski. Mr. Radlinski also expressed his concerns whether the re-zoning would change the character of the neighborhood by these houses becoming rentals.

*Alice Radlinski, 6203 Hester Road*

Ms. Radlinski expressed concerns about adjusting the zoning for this property.

**Motion – To Close Public Hearing**

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

2<sup>nd</sup> Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

**Motion – To Approve the rezoning for the property at 5234 Hester Road**

(Roll Call) 1<sup>st</sup> Mr. Bracken

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

AYE: Mr. Arbuckle, Ms. Webster, Mx. Rosenberg, Mr. Bracken, Mr. Prytherch (5)

NAY: Mr. Watt (1)

ABS: None (0)

**Other Business**

**Unified Development Code Update**

**Time: 55:43**

Mr. Perry gave a brief update on the progress. An in-depth update will be discussed at a work session following tonight's meeting.

**Motion to Adjourn Meeting at 7:59 p.m.**

**Time: 1:02:23**

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

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

AYE: (6)

NAY: (0)

ABS: (0)

# STAFF REPORT

Community Development | Planning Commission

## APPLICATION DETAILS

<b>Applicant</b>	Scott Webb, Architect
<b>Owner</b>	Terry & Katherine Dudley
<b>Action Request</b>	<b>PC-2025-04:</b> Zoning Map Amendment, R-2A to R-3 <b>PC-2025-05:</b> Preliminary & Final Planned Development
<b>Location</b>	6099 Fairfield Road (Parcel ID H4100119000009)
<b>Site Area</b>	Including ROW: 135,675 square feet (3.115 acres) Excluding ROW: 117,920 square feet (2.71 acres)
<b>Site Frontage</b>	335 feet
<b>Current Zoning</b>	R-2A Single- and Two-Family Residential District
<b>Proposed Zoning</b>	R-3 Multi-Family Residential District
<b>Current Land Use</b>	Vacant Structure (former nursing home)
<b>Future Land Use</b>	Transitional Suburban Neighborhood
<b>Proposal</b>	Adaptive reuse to convert existing structure to 44 senior housing units
<b>Surrounding Land Uses</b>	Detached single-family residential to the north; attached condominiums to the west (Oxford View); TRI Community Center to east; multi-family senior housing to the south (Talaford Manor)
<b>Staff Recommendation</b>	<b>Approval</b> , subject to recommended conditions

## PROPOSAL SUMMARY

On behalf of the property owner, Architect Scott Webb is requesting a rezoning of the subject property at 6099 Fairfield Road in order to up-zone from R-2A, a two-family district, to R-3, a multi-family district. This rezoning request is intended to be reviewed concurrently alongside a request for Planned Development approval that would utilize the increased density provisions inherent to the R-3 district.

The subject property had been occupied for a number of years by the Oxford Healthcare Center, a nursing home facility, but stands vacant today. The previous nursing home use had been considered legally

grandfathered under the current R-2A zoning, as nursing homes are typically only allowed via the Conditional Use process in the R-3 and R-4 zoning districts.

The purpose of the proposed Planned Development is to permit an adaptive reuse of a former nursing home facility into forty four (44) dwelling units for independent senior living. Of the 44 total units, thirty seven (37) are proposed as one-bedroom units with the remaining seven (7) as two-bedroom units. Administrative and shared amenity spaces are also planned, including a shared kitchen, activity room, and mail pickup area serving the residents. The project would largely take advantage of the existing developed state of the site, keeping much of the existing structure intact as well as utilizing existing off-street parking wrapping around the eastern and southern edges. Redevelopment would involve removal of common interior corridors to create new private exterior entrances to the 44 dwelling units.

A summary of the cases involved is as follows:

Case No.	Application Type & Description
<b>PC-2025-04</b>	<b>Zoning Map Amendment</b>
	Submitted pursuant to <i>Section 1135</i> of the Zoning Code. This would approve only the change in base zoning classification from R-2A to R-3. While R-2A only permits single-family dwellings and two-family dwellings as principal uses, the R-3 District permits multi-family residential use with up to 24 units maximum per structure. However, in order to allow more than one multi-family building on a single site, the district standards mandate that a Planned Development process be pursued. Additionally, the R-3 District imposes minimum floor area requirements based on unit type (for example, a minimum of 600 sq ft for 1-BR units), 50% maximum lot coverage, and a maximum residential density of 1 person per 450 square feet of lot area.
<b>PC-2025-05</b>	<b>Preliminary &amp; Final Planned Development (PD)</b>
	Submitted pursuant to <i>Section 1145.05</i> of the Zoning Code. The purpose of Planned Developments is to encourage creative and flexible development that cannot otherwise comply with the typical regulations of one or more underlying zoning districts. Planned Developments require at least one (1) acre of overall land in order to be considered, and their designs are typically required to set aside at least twenty (20) percent of their territory as open space. Uses and setbacks can be flexible, provided the overall density does not exceed 110% of the underlying zoning district. In this case, the PD application would essentially serve as the mechanism to approve the actual proposal to convert the former nursing home structure into senior housing.

**PUBLIC COMMENTS**

Public notices were mailed to surrounding property owners and a sign was posted at the front of the property on Fairfield Road.

On June 2, the Community Development Department experienced a walk-in visit by Pat Brindle, President of the Owners Association for Oxford View Condominiums. Staff had an impromptu meeting with Ms. Brindle and explained the proposed plan and upcoming approval procedures. Ms. Brindle expressed support for additional senior housing at the proposed location, which is immediately east of Oxford View. Ms. Brindle also indicated that several of the mature trees on the west side of the subject property were dead and should be replaced as part of the redevelopment.

As of the writing of this staff report, no other calls or communications have been received.

## DEPARTMENT COMMENTS

Below are comments from City departments:

Department	Respondent	Response
<b>Economic Development</b>	Seth Copenbaker, Economic Development Specialist	Returned without Comments
<b>Engineering</b>	Scott Otto, City Engineer	Returned with Comments
<ul style="list-style-type: none"> <li><i>The existing area of the proposed new parking off Fairfield Rd. includes storm sewer infrastructure and a swale to properly drain the area. Future detailed storm sewer and grading design plans will need to be developed and reviewed to make sure storm water is properly conveyed per the City of Oxford Storm Water Management Design Manual.</i></li> </ul> <p>[<b>Note:</b> CD staff spoke with the City Engineer about the concern for stormwater drainage. It was determined this concern may be dealt with during the Building Permit stage, when detailed civil design plans are submitted. In other words, the Planning Commission may proceed under the assumption that the proposed half-circle parking lane in front of the building can be accomplished in a way that is compliant with applicable stormwater specifications.]</p>		
<b>Fire</b>	John Detherage, Fire Chief	Returned with Comments
<ul style="list-style-type: none"> <li><i>The proposed project would create a significant strain on the already taxed Fire/EMS Department. Comparing Talaford Manor and its 31 residents with an average of 33 calls per year, this project would equate to about 109 additional EMS calls per year. There would also be fire calls to consider.</i></li> <li><i>The income and property tax revenue generated from this property will likely not cover the increase in calls.</i></li> </ul>		
Department	Respondent	Response
<b>Police</b>	John Jones, Police Chief	Not Returned

## CASE HISTORY

A summary of relevant past case history for this site is provided below:

Case No.	Application	Decision
<b>BZA-13-2003</b>	<b>Variance</b>	Board of Zoning Appeals voted 3-0-0 to approve an increase in lot coverage to 66%
<p>The request came from Mr. Greig Rutherford, an architect with Robert Treadon Associates. At the time, the Oxford View Nursing Center was pursuing an expansion to their facility and parking area which required a variance hearing in order to permit an increase in lot coverage from 60% to 66%. Due to a recent change in zoning to the R-2A District – which stipulated a maximum of 35% lot coverage as part of the district standards – the existing property configuration had been rendered non-conforming.</p>		

## COMMENTARY

Staff comments on site conditions and a number of key development aspects are provided below:

- **Density:** Oxford Zoning Code *Section 1145.12(d)* provides that for any Planned Development (PD), *residential density shall not exceed 110 percent of the density permitted in the underlying zoning district.* Moreover, while dimensional standards can be – and often are – waived as part of a PD process, the Code expressly prohibits waivers to dwelling unit density in *Section 1145.07(b)*. However, it is not clear whether this waiver prohibition should apply universally to all forms of residential use, inclusive of shared housing configurations or other “non-traditional” residential uses.

The usable area of the site comprises 2.71 acres, equivalent to 117,920 square feet. Within the R-2A district, a minimum lot size of 7,500 square feet is normally required in order to establish a two-family dwelling, equating to 3,750 square feet of area per unit.  $117,920 \div 3,750 = 31$  units possible under R-2A. With a 10% bonus, the absolute max under a PD would be 34 units.

A rezone of the property to R-3 increases the resulting density calculation because a lesser area of 3,000 sq ft is required per unit (the Code specifies 9,000 sq ft minimum for three-family dwellings; dividing this number by three equals 3,000).  $117,920 \div 3,000 = 39$  units possible with a PD under R-3. With a 10% bonus, this boosts the figure to an absolute max of 42 units. This calculation was shared with the applicant in a Preliminary Zoning Review dated March 17, 2025 (letter included as an attachment to this report).

Given that the desired proposal is for 44 units – a mere difference of 2 units based on the typical method of calculation when observing underlying zoning standards – staff and the applicant discussed potential options, at least procedurally speaking (without guarantee of approval), for seeking the proposed level of density.

Staff first suggested the applicant could seek a rezoning to the R-4 Multi-Family District instead of the R-3, as under R-4 the absolute maximum density would increase substantially to 63 total units. To the applicant’s credit, the argument was made that the R-4 classification was most appropriate for outlying areas of town – areas suited for larger, more sprawling apartment complexes – rather than in-town areas being densified with infill or adaptive reuse projects.

The applicant also argued the Code offered another mechanism for controlling density which could serve as a more effective substitute for the unit count restriction, that being the provision for a maximum residential density of no more than 1 person per 450 square feet of lot area (in this case, equating to 262 persons maximum for the subject property). With a majority of the dwelling units proposed as one-bedroom configurations, it seems very likely the resulting “density of persons” would be well below the maximum figure, possibly by as much as half.

Staff is of the mind that the intended reuse of the building as senior-exclusive housing can legitimately hold sway over determining its acceptability under zoning parameters. The R-3 District – as well as the R-2A District, for that matter – both permit “Shared Housing and Congregate Housing for the elderly” as Conditional Uses. The Zoning Code defines “**Congregate Residences**” as *apartments and dwellings with communal dining facilities and services, such as housekeeping, organized social and recreational activities, transportation services, and other support services appropriate for the residents.* While this definition does not appear to be an exact match with the independent senior living setup proposed (i.e., less of an emphasis on collective support services such as communal dining), the degree of expected impacts to the surrounding area is likely comparable to what would result if the use aligned more strictly with the definition. When Congregate Residences are pursued as a Conditional Use, the Code in *Section 1147.03(b)(23)(B)* restricts density to a maximum of 1 unit per 3,000 square feet, essentially mirroring the density cap of PDs in the R-3 District.

Accounting for all facts and circumstances, staff believes a condition requiring the development to be deed-restricted to only house senior-aged occupants could serve as an acceptable mechanism for achieving the overall spirit and intent of the Code’s density restrictions.

- **Landscaping & Tree Preservation:** This proposal is exempt from the requirements of Chapter 1148 (the “Tree Ordinance”) because the proposed redevelopment does not qualify as a *substantial expansion* as defined. Trees are required, however, for the existing off-street parking area due to a change of use from a nursing home to multi-family residential. **Section 1149.07(e)(6)(B)** requires a total of 2 trees per parking facility plus 1 tree for every 5 parking spaces or fraction thereof. With 72 confirmed spaces total, this amounts to 17 required trees. The proposed plan provides for the planting of 31 new trees, along with the preservation of existing mature trees in places such as the western buffer and in the center courtyard. Trees planted along the southern edge of the site are proposed to be of an evergreen variety, thus offering year-round screening for the residents of Talaford Manor to the south, which is more than what is currently present.
- **Lot Coverage:** Oxford Zoning Code **Section 1145.12(f)(2)** provides that *lot coverage for the residential portion of any planned development shall not exceed 40%*. As mentioned previously, circa 2003 the Board of Zoning Appeals had permitted the former nursing home to increase its overall lot coverage to 66%. Staff estimates the proposed developed surface coverage to now be around 1.89 acres, which is approx. 70% of the 2.71 acre site.
- **Setbacks:** As an adaptive reuse project, the structure and associated off-street parking are existing features and will largely remain in place as they are today, with little to no adjustment to existing setbacks. Nevertheless, **Section 1145.12(e)(3)** of the Oxford Zoning Code requires Planned Developments to adhere to a 25-foot perimeter setback for all buildings and vehicle management areas; this standard will need to be waived in order to permit reuse as a multi-family complex. Estimates of existing setbacks are as follows:

Property Line Location	Existing Setback Distances
East Property Line	14 feet to parking lot edge
North Property Line	30 feet to structure
South Property Line	10.83 feet to parking lot edge; 20.5 feet to structure
West Property Line	26 feet to structure

- **Lighting:** Due to the change in use, the Zoning Code would normally require a minimum security lighting level of one (1) footcandle across the entire off-street parking area. Historically, the former nursing home facility did not make use of parking lot pole lights. Instead, the facility has made use of some canopy lights and wall pack lights, which can still be found on the building. The Code standards in place today require shielded and/or recessed lights, such that light sources are as concealed as possible from neighboring properties. Staff recommends a condition that, at minimum, all existing wall pack fixtures be replaced with fixtures meeting the current shielding requirement.
- **Non-Vehicular Mobility:** A pedestrian walkway linking the front entrance of the building to public sidewalk along Fairfield Road already exists, and is planned to be retained. The plan also shows two new walkways serving units with front entrances and associated stoops/porches facing Fairfield Road.
- **Open Space:** **Section 1145.12(f)(1)** provides that *no planned development shall have less than 20 percent open space, which includes any area not less than 50 by 50 feet, not including the required setbacks, and includes nothing other than natural area*. In this language, “required setbacks” refers to a 25-foot

perimeter setback that is normally required for residential Planned Developments. No region of the site, sparing perhaps the central courtyard, can contribute toward this requirement; therefore, a waiver is needed.

- Parking:** The applicant claims that the proposed site plan accommodates a total of 77 off-street parking spaces, inclusive of 8 new spaces accessed from a one-way half circle drive off Fairfield Road. When georeferencing the plan in GIS, this led to discrepancies between the parking spaces depicted and those actually present as part of the existing parking area; therefore, staff can only confidently say that 72 total spaces can be accommodated, assuming the existing parking area is to be left largely unmodified (sparing a couple locations near the rear of the building which will most definitely experience modifications). In addition to off-street parking, on-street parking on Fairfield Road is also available for any overflow. Of course, the installation of two new curb cuts for the half circle drive will reduce the amount of space available for parking cars on the street (a new yellow zone will be needed for the egress curb cut to ensure adequate sight distances for motorists exiting). A summary of off-street parking is provided in the table below:

PARKING SPACE TYPE		SPACES
New Off-Street Parking		8
Existing Off-Street Parking to be Preserved		64
<b>TOTAL</b>		<b>72</b>
<b>REQUIRED</b>		<b>51</b>
		1 space per 2 occupants required in R-3 District

Additionally, the existing parking lot does not meet the current Zoning Code requirement for 6-inch high concrete curbing. Some asphalt “wedge-style” curbing does exist in the southernmost portions of the lot. The condition of the eastern edge of the lot is particularly egregious, with many concrete wheel stops shifted out of place and at different angles. Staff is recommending, at minimum, new concrete curb be installed along the eastern edge of the lot (asphalt wedge curbs may remain in place as a grandfathered feature).

- Signage:** Remnants of a freestanding sign structure are still present near the existing entrance to the facility. No signage plans have been submitted as part of the present application. Plans for a new freestanding sign may still be entertained at a later time, provided there is conformance with standard Zoning Code requirements for multi-family property identification, including: (1) a maximum of 2 sign faces; (2) no more than 24 square feet of sign per face; (3) overall sign structure height limitation of 6 feet; and (4) overall sign structure width limitation of 12 feet.
- Stormwater Management:** The City of Oxford Service Department administers the requirements and specifications of the Stormwater Design Manual. The City Engineer has commented about the drainage situation at the front of the site where a new half-circle drive is planned; currently, a drainage swale and culvert are present in this location. Civil drawings accounting for changes to stormwater systems will need to be prepared by a registered engineer and submitted at the Building Permit stage.
- Utilities:** Comments on individual utility services are provided below:
  - Garbage Collection:** A new refuse enclosure is to be constructed in the southeastern corner of the site and accessed from the off-street parking area. The enclosure will more or less take the place of a storage shed that currently sits in this location. The new enclosure will need

to meet Rumpke specifications and also be designed in accordance with the standards of **Section 1141.04(j)**, including provisions for durable gates (metal or composite), masonry walls, and enough space to accommodate trash and recycling needs.

- **Mail delivery:** Resident mailboxes will be accessed via a common room serving the entire development.
- **Water & Wastewater:** The existing building already has water and wastewater utility connections in place. However, the conversion of the structure to multi-family may very well require new configurations and upgrades to these utilities. The Service Department typically reviews details of this nature at the Building Permit stage.

#### **DECISION CRITERIA**

Any request for a Map Amendment must satisfy at least one of the criteria spelled out in **Section 1135.02(c)(1)**. All Planned Developments shall satisfy the General Decision Standards provided in **Section 1145.06(b)**. Additional Decision Standards also apply to Final Planned Developments, per **Section 1145.06(c)**. The standards found within these sections are below with staff analysis provided for each:

#### **Map Amendment: Decision Standards**

1. **There is an error on the Official Zoning Map or in the delineations between districts thereon.** No, there is no evidence of an error. This criterion does not apply.
2. **The proposed amendment will make the map conform more closely with the Comprehensive Plan.** Yes. The subject property is part of the Transitional Suburban Neighborhood character area, which encourages attached residential units such as duplexes and townhomes. The proposed senior housing community will also help to fulfill a number of objectives in the Oxford Tomorrow Comprehensive Plan, including: Objective H1, to expand housing options for all life stages; and Objective H2, to ensure housing affordability and attainability for all income levels. Even more specifically, Action H1-A8 calls for recognizing and supporting senior living developments, and Action H2-A7 recommends the City explore ways to incentivize the creation and maintenance of housing types and arrangements that help fulfill community needs.
3. **There has been a substantial change in area conditions that necessitates the amendment.** Yes. The former nursing home facility has remained vacant for the past couple of years. The use and scale of this facility was never properly accounted for under the R-2A base zoning classification originally applied in 2003. The present owner now wishes to reactivate the property and put it to economic use, which could be a beneficial change for the area in general.
4. **There is a legitimate need for additional land area in the zoning district that will be expanded.** Yes. All other regions of the city zoned R-3 are already developed. The rezoning of the subject property to an R-3 classification will more accurately reflect the intended usage and planned level of density. R-3 zoning already exists to the southeast of the property, corresponding to The Commons, McGuffey Village, and Oxford West Apartments. The continuation of R-3 zoning in a northerly direction to incorporate the subject property is viewed as a natural extension of a pre-existing multi-family residential area of town. Additionally, multi-family use is already present directly to the south (Talafor Manor) and west (Oxford View Condominiums), despite the mismatch of R-2A two-family zoning to these developments.

## Planned Development: General Decision Standards

1. **The proposed planned development is in fact permitted in the zoning districts in which it is proposed.**  
Yes, this is a residential Planned Development being proposed in a residential zoning district. The planned density of 44 units – 2 extra units above the maximum allowed for conventional residential – can be accommodated through a Code waiver. In exchange for a waiver to this regard, the applicant has agreed to deed restrict the property for seniors-only occupancy.
2. **If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied.**  
This criterion does not apply.
3. **The uses and site plan will satisfy the general intent of this Zoning Code.**  
Yes. The Zoning Code specifies that the R-3 Multi-Family Residential District is *intended to accommodate multi-family structures suited to the lifestyles of individuals and families, generally located in areas adjacent to major thoroughfares and commercial areas.*
4. **The uses and site plan will be compatible with the general intent of the Comprehensive Plan.**  
Yes. The property is classified as a **Transitional Suburban Neighborhood** character area. The planned reuse of the subject property and building will be in keeping with the intended character.
5. **The size and shape of the site are sufficient for the proposed planned development.**  
Yes. This is an adaptive reuse of an existing building, along with an expansion to on-site parking.
6. **The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.**  
It is expected that a multi-family residential use geared toward senior residents will coexist in relative harmony with other multi-family uses surrounding the site.
7. **The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.**  
This criterion is generally meant for business and/or industrial scale operations, and therefore has little applicability to the matter at hand.
8. **Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.**  
Accessory uses include communal activity and kitchen spaces, as well as flex space for offices such as lawyers, accountants, etc. These uses are expected to be reasonably ancillary to the primary use of the property as multi-family residential geared toward seniors.
9. **The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.**  
The Fire Chief has commented that the proposed development would put an additional strain on the Oxford Fire/EMS Department. Chief Detherage states, “Comparing Talaforde Manor and its 31 residents with an average of 33 calls per year, this project would equate to about 109 additional EMS calls per year. There would also be fire calls to consider.” The City of Oxford has not historically charged impact fees for new developments to help offset expected service-related impacts.
10. **Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.**

Undue strain or expenditure for public infrastructure is not expected as an outcome. All costs to configure and connect the necessary utility, storm, and vehicular infrastructure are to be borne by the owner/builder.

11. **The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.**  
Staff agrees with the applicant that the essential character of the area will not change.
12. **The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public streets.**  
The project will involve the addition of two new curb cuts onto Fairfield Road. Discussing this with the City Engineer, he did not voice any objection to this change in traffic pattern. All other vehicular traffic will utilize the existing curb cut and parking lot. A pedestrian connection to the main entrance is already in place, and two new pedestrian walkways are to be added to serve units with entrances planned to face Fairfield Road.
13. **Proposed construction will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.**  
No, this type of outcome is not expected.
14. **Proposed construction will not result in the complete elimination of existing mature tree canopy. Effort shall be made to direct disturbance and construction around or away from existing mature tree canopy without completely taking away use of the site or connectivity to existing infrastructure.**  
A few mature trees currently present on site are dead and should be replaced as part of the reuse.

#### **Planned Development: Additional Final Plan Decision Standards**

1. **The final planned development shall substantially conform to the preliminary plan.**  
Preliminary and final approvals are being considered together, so this criterion is met.
2. **Any substantial changes from the preliminary plan improve the plan or were requested by Planning Commission or Council as part of the preliminary plan approval process.**  
Preliminary and final approvals are being considered together, so this criterion does not apply.
3. **If the final plan seeks approval of only a portion of the approved preliminary plan, the elements of the proposed phase are sufficient to stand alone if the remainder of the planned development is abandoned.**  
Preliminary and final approvals are being considered together. This PD is only for rehabilitation of one structure and associated parking, so this criterion does not apply.

## STAFF RECOMMENDATION

Based upon a review of the relevant Decision Standards, staff recommends **approval** of the Map Amendment request TOGETHER with the combined Preliminary/Final Planned Development application subject to the following conditions and waivers:

### Conditions

1. The Planned Development approval shall be valid for two (2) years. All necessary permits must be secured, and construction begun, within this time period. Should additional time be needed, the applicant/owner may request an extension to this timeframe within six (6) months of expiration.
2. If permits are not obtained and construction has not begun within the timeframe established in #1 above, the zoning of the property shall revert back to R-2A. This condition shall not be enforced should the property be rezoned to another classification as part of the City's ongoing process to craft and adopt a unified development code (i.e., "Oxford Today"), a process which applies to the entire municipal jurisdiction.
3. In fulfilling the spirit of *Section 1149.07(e)(4)(E)*, 6-inch curbing (with openings as necessary for stormwater management) shall be installed along the eastern edge of the existing parking lot to deter vehicles from driving onto the grass. All existing wheel stops shall be removed from the site.
4. All existing wall pack light fixtures shall be replaced with new fixtures with shielded light sources. Additional parking lot lighting shall not be required, unless otherwise determined by the Planning Commission.
5. A landscaping plan with tree size and species details shall be provided at the Building Permit stage. Any existing dead/diseased trees – including those along the west side of the property – shall be removed and replaced with new plantings that will grow to comparable size. Tree species shall be selected from the City Tree List.
6. Civil plans for parking, storm, and other site-related modifications shall be prepared by a registered engineer and submitted as part of the future Building Permit application.

### Waivers

7. In exchange for granting waivers as appropriate to *Sections 1145.07(b), 1145.12(d), 1147.03(b)(23), and 1159.04(21)* for the purpose of permitting 44 multi-family residential housing units occupied by seniors, the owner shall deed restrict the property to allow only for occupancy by those aged 55 or older. The Law Director shall approve any such restrictions as to form prior to recording.
8. A waiver to *Section 1141.03(b)* is hereby granted to permit the exterior entrances of certain dwellings to not be situated directly upon a street. This waiver is acceptable due to the nature of the proposal being an adaptive reuse of an existing structure as multi-family residential.
9. A waiver to *Section 1143.06(c)(4)(B)* is hereby granted to permit front yard coverage in excess of the 25% maximum for R-3 zoned property, to allow for approx. 35% as conveyed by the submitted plans.
10. A waiver to *Section 1145.12(e)(3)(A)* is hereby granted to relieve the applicant from the required 25-foot perimeter setback, provided no aspect of the existing developed character (structure, parking, etc.) is extended any further toward neighboring properties.

11. A waiver to **Section 1145.12(f)(2)** is hereby granted to permit proposed lot coverage in excess of the 40% maximum, to allow for approx. 70% coverage as conveyed by the submitted plans.

SUBMITTED BY:



---

**Zachary Moore, AICP**  
City Planner / GIS Coordinator

**DATE:** June 4, 2025

# APPENDIX A

## RELEVANT PROVISIONS FROM THE PLANNING & ZONING CODE

Within the Oxford Zoning Code: **Section 1143.04** provides the base zoning standards for the R-2A zoning district; **Section 1143.06** provides the base standards for the R-3 zoning district; **Chapter 1145** governs Planned Development applications; and **Section 1147.03(b)(23)** provides regulations for “Elderly Housing, Congregate Housing” if pursued as a Conditional Use.

### 1143.04 – R-2A Single- and Two-Family Residential District.

- (a) Purpose.  
 This district is designed to provide and preserve neighborhoods of smaller single-family residences within and adjacent to areas of similar development. This district also provides for a limited number of two-family residences.
- (b) Uses.
- (1) Permitted uses.
- A. Single-family dwellings.
  - B. Two-family dwellings.
  - B. Accessory buildings and uses incidental to the principal use as provided in Chapter 1141.
  - C. Day Care Home Type B family.
- (2) Conditional uses.  
 The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.
- A. Community-Oriented Residential Social Service Facilities (CORSSF’s).
  - B. Shared Housing and Congregate Housing for the elderly.
  - C. Government owned and/or operated parks and recreation facilities.
  - D. Bed & Breakfasts.
  - E. Private and publicly owned commercial and noncommercial recreational areas, uses and facilities of an open space nature, such as golf courses, tennis courts, parks, forests, wildlife preserves, etc.
  - F. Day care facilities, including Child Day Care, Child Day Care Center, and Day Care Home Type A family.
  - G. Schools: primary, intermediate, and secondary, both public and private.
  - H. Places of worship.
- (c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)
- (1) Lot requirements.
- |   | <u>1-family</u> | <u>2-family</u> |
|---|-----------------|-----------------|
| A. Minimum lot area   | 6,000 sq. ft.   | 7,500 sq. ft.   |
| B. Minimum lot width  | 60 feet         | 75 feet         |
| C. Minimum lot frontage                                       | 60 feet         | 75 feet         |
| (lot frontage requirements not applicable to cul-de-sac lots) |                 |                 |
- (2) Yard requirements.
- |                             | <u>1-family</u> | <u>2-family</u> |
|-----------------------------|-----------------|-----------------|
| A. Minimum front yard depth | 30 feet         | 30 feet         |
| B. Minimum rear yard depth  | 30 feet         | 30 feet         |
| C. Minimum side yard width  | 7.5 feet        | 7.5 feet        |
- (3) Structural requirements.
- | A. Maximum building height | 35 feet | 35 feet |
|----------------------------|---------|---------|
- (4) Lot coverage.
- A. Lots with vehicular access from a public street
    - 1. Lot total – Maximum 35 percent
    - 2. All enclosed buildings – Maximum 25 percent of lot

- 3. Front yard – Maximum 25 percent of front yard
- B. Lots with vehicular access from a rear or side alley, and no access from a public street
  - 1. Lot total – Maximum 40 percent
  - 2. All enclosed buildings – Maximum 25 percent of lot
  - 3. Front yard – Maximum 15 percent of front yard

**1143.06 – R-3 Multi-Family Residential District.**

(a) Purpose.

This zone is intended to accommodate multi-family structures suited to the lifestyles of individuals and families, generally located in areas adjacent to major thoroughfares and commercial areas.

(b) Uses.

(1) Permitted uses.

- A. Single-family dwellings.
- B. Two-family dwellings.
- C. Multi-family dwellings.
- D. Accessory buildings and uses incidental to the principal use as provided in Chapter 1141.
- E. Day Care Home Type B family.

(2) Conditional uses.

- A. Community-Oriented Residential Social Service Facilities (CORSSF's)
- B. Shared Housing and Congregate Housing for the elderly.
- C. Government owned and/or operated parks and recreation facilities.
- D. Bed & Breakfasts.
- E. Open space recreation areas that are privately or publicly owned, such as golf courses, tennis courts, parks, forests, or wildlife preserves.
- F. Day care facilities, including Child Day Care, Child Day Care Center, and Day Care Home Type A family.
- G. Schools: primary, intermediate, and secondary, both public and private.
- H. Places of worship.
- I. Nursing homes for convalescent patients.
- J. Professional Offices.

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements or Alley Development Provisions)

(1) Lot requirements.

- A. Minimum lot area
  - 1. One-family dwelling                      60 feet
  - 2. Two-family dwelling                      75 feet
  - 3. Three-family dwelling                    90 feet
  - 4. Four-family dwelling                     100 feet
  - 5. Five to 24-family dwelling            120 feet
- B. Maximum Residential Density – Occupancy shall be limited to one person per 450 square feet of lot area for multi-family dwelling use.
- C. Minimum Lot Width/Frontage
  - 1. One-family dwelling                      60 feet
  - 2. Two-family dwelling                      75 feet
  - 3. Three-family dwelling                    90 feet
  - 4. Four-family dwelling                     100 feet
  - 5. Five to 24-family dwelling            120 feet

(2) Yard requirements.

- A. Minimum front yard depth                      30 feet

- B. Minimum rear yard depth
  - 1. One, two, and three-family dwelling 35 feet
  - 2. Four-family dwelling 40 feet
  - 3. Five to 24-family dwelling 45 feet
- C. Minimum side yard width on each side
  - 1. One- and two-family dwelling 7.5 feet
  - 2. Three to 24-family dwelling 15 feet

(3) Structural requirements.

- A. Maximum building height 35 feet
- B. Number of Principal Buildings Per Lot or Development Site.  
The project shall follow the Planned Development process in Chapter 1145 in order to permit more than one principal building per lot.
- C. Minimum floor area per dwelling unit in multi-family dwellings
  - 1. Efficiency 400 sq. feet
  - 2. One-Bedroom 600 sq. feet
  - 3. Two-Bedroom 800 sq. feet
  - 4. Three-Bedroom 1,000 sq. feet
  - 5. Four-bedroom 1,200 sq. feet

(4) Lot coverage.

- A. Lot total 50 percent
  - a. Stormwater Reduction Incentive.  
Lot coverage up to 70% may be allowed if the stormwater management plan reduces projected runoff rate more than required. For every one percent reduction in the rate of stormwater runoff, the allowable lot coverage may be increased by one percent, up to 70% maximum lot coverage.
- B. Front yard 25 percent of front yard.

(d) Alley Development.

Any new construction, addition, or alteration which is proposed on a lot/parcel having frontage exclusively on one or more public alleys shall be subject to the additional alley development provisions as set forth in Section 1141.03(j).

**1145.06 Planning Commission and Council review.**

A preliminary plan shall be approved prior to approval of a final plan, although the processes can be concurrent for small, single phase developments. Both preliminary and final plan approval require a Planning Commission recommendation and Council approval.

The Planning Commission shall base its review of a proposed planned development upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. Council shall base its decision on the same materials and shall also consider the Planning Commission recommendation.

The general decision standards for approval of a preliminary and final planned development are substantially similar. The final plan requires greater detail and is subject to additional decision standards.

If, at any time, the Planning Commission or Council finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

(a) Burden of Proof.

Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a planned development. This Zoning Code assumes that a planned development is appropriate only if an applicant proves that the proposed uses and design will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.

Applicants shall prove that potential negative impacts of elements such as location, size and extent of facilities and operations, site design, traffic generation, site access, and potential impact upon public facilities will be adequately mitigated.

(b) General Decision Standards.

All planned developments shall satisfy these general decision standards:

- (1) The proposed planned development is in fact permitted in the zoning districts in which it is proposed
- (2) If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied.
- (3) The uses and site plan will satisfy the general intent of this Zoning Code.
- (4) The uses and site plan will be compatible with the general intent of the Comprehensive Plan.
- (5) The size and shape of the site are sufficient for the proposed planned development.
- (6) The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- (7) The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- (8) Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.
- (9) The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- (10) Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- (11) The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- (12) The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public streets.
- (13) Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- (14) Proposed construction will not result in the complete elimination of existing mature tree canopy. Effort shall be made to direct disturbance and construction around or away from existing mature tree canopy without completely taking away use of the site or connectivity to existing infrastructure.

**1145.07 Action by Planning Commission**

- (a) The Planning Commission shall recommend to Council approval, approval with conditions, or denial of an application as presented and shall clearly state the findings upon which its recommendation is based.
- (b) The Planning Commission shall base its recommendation and Council its decision upon how well the application satisfies the Decision Standards. Planning Commission, in its recommendation, and Council in its decision may waive or modify dimensional regulations of the Zoning Code, or impose more strict regulations and any additional conditions, guarantees, and safeguards it deems necessary to satisfy the purposes of this Zoning Code. Dwelling unit density cannot be waived.
- (c) Council may require the developer to file performance bonds with the City to guarantee completion of any public utilities associated with the planned development and any elements of the plan that are necessary to its success, if abandoned by the developer.

**1145.12 Design.**

(a) Arrangement.

The physical arrangement of a planned development is not subject to the specific dimensional regulations that apply in the underlying zoning district, except as specifically noted in this Chapter. Land uses may be distributed throughout the site and throughout individual buildings in whatever manner is best suited to a particular planned development. Structures, vehicle management areas, open spaces, landscaping, and other elements may be distributed throughout the site in whatever manner is best suited to a particular planned development and the surrounding area.

(b) Land Area.

A planned development shall be a minimum of 1 (one) contiguous acre or more.

(c) Land Use.

(1) The following land uses are permitted in proportion to those portions of a planned development that overlay an existing residential zoning district:

- A. Any land use permitted in any residential zoning district in this Code, except Mobile Homes.
- B. Institutional, public, and semi-public land uses that serve the planned development or the general public.
- C. Commercial land uses, if the total land area of the planned development is greater than 10 acres and if the commercial land use is intended to serve the planned development only. Such commercial land uses shall be limited as follows:
  - 1. No signs that are visible from outside of the development.
  - 2. No direct vehicular access to a public thoroughfare.
  - 3. No less than 95 percent of the total land area shall be devoted to residential land uses.
  - 4. No separate structure intended to be used, in whole or part, for commercial land uses shall be constructed prior to the construction of not less than 50 percent of the dwelling units.

(2) The following land uses are permitted in proportion to those portions of a planned development that overlay an existing commercial zoning district:

- A. Any land use permitted in the underlying zoning district.

- B. Any land use permitted in any residential zoning district in this Code, except Mobile Homes.
- (3) The following land uses are permitted only in the portions of a planned development that overlay an existing industrial zoning district:
  - A. Any land use permitted in the underlying zoning district.
- (4) The land uses permitted in a planned development may be distributed as follows:
  - A. If a single planned development overlays more than one zoning district, then the land uses permitted according to this Section may be distributed throughout the entire planned development site.
  - B. If a planned development includes land uses permitted only in an industrial zoning district, then those land uses may only be located in that portion of the planned development that overlays the industrially zoned land.
- (d) Residential Density.  
 Residential density shall not exceed 110 percent of the density permitted in the underlying zoning district. Residential land uses in a planned development that overlays a commercial zoning district shall not exceed the density of the R1B Single-Family Medium-Density Residential Zoning District. Area devoted entirely to non-residential land uses, including buildings, vehicle management areas, and other associated land use elements shall be excluded from the area used to calculate residential density.
- (e) Dimensional Regulations.
  - (1) Building Heights shall be limited as in the underlying zoning district, regardless of land use.
  - (2) Front setbacks shall be limited as in the underlying zoning district.
  - (3) All buildings and vehicle management areas shall be setback from the perimeter of a planned development no less than:
    - A. Residential zoning district - 25 feet.
    - B. Commercial zoning district - 25 feet.
    - C. Industrial zoning district - 50 feet.
- (f) Open Space.
  - (1) No planned development shall have less than 20 percent open space, which includes any area not less than 50 by 50 feet, not including the required setbacks, and includes nothing other than natural area.
  - (2) Lot coverage shall be regulated according to the underlying zoning district, except that lot coverage for the residential portion of any planned development shall not exceed 40 percent.
- (g) Sensitive Development Area.
  - A. A Sensitive Development Area is defined as any land(s) or soil(s) proposed to be developed that, if subjected to improper use or management, is otherwise determined to be incapable or unsuitable of urban use. Sensitive Development Areas can also be considered those lands that pose special hazards to development or the environment, consisting of lands or soils of such sensitive character that they may require special use, design and engineering restrictions.
  - B. For the Preliminary Planned Development, the applicant must create an inventory of sensitive environmental area identified in subsection (g)D.(1) to (8) from

publicly available resources such as Butler County Soil and Conservation District, OKI, OEPA, ODNR, HAPC, FEMA, USFWS, OHPO and other public entities. This information shall be provided with the preliminary application. Design of the site shall be based on site information obtained from those public entities. An existing landscape plan shall be submitted with each application. The landscape plan shall identify existing trees, natural features and other landscaping elements.

- C. After the approval of the Preliminary Planned Development, the applicant must develop a detailed site analysis of sensitive environmental areas on the site, conducted by firm(s) specialized in the areas, at a minimum: Ecological Survey, and Environmental Site Assessment. Other documentation may be required based on the site and the discretion of the Planning Commission, including, but not limited to: Stream and Wetland Mitigation, Water Way Permits, Archaeological Inventory, Historic Architecture Inventory. The applicant must also provide reports of the analyses following current professional norms for the discipline. It will be the Planning Commission's role to review information submitted by the applicant on each discipline to make the recommendations to City Council.
- D. Design of the proposed Planned Development site shall be based on the site information obtained from those public entities. To the maximum extent practicable, development shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative impacts and alterations of natural features. The following specific areas shall be preserved as undeveloped open space, and in accordance with the U.S. and Ohio Constitutions and state or federal regulations:
  - (1) Unique and/or fragile areas, including wetlands, as may be defined in Section 404, Federal Clean Water Act, as amended; and in Ohio Environmental Protection Agency standards.
  - (2) Land in the floodway as identified and mapped using the Federal Emergency Management Agency's Flood Hazard Boundary Maps. Federal Emergency Management Agency in scientific and engineering reports entitled 'Flood Insurance Study for Butler County, Ohio and Incorporated Areas' effective 12/17/2010, with accompanying Flood Insurance Rate Maps for Butler County, Ohio and Incorporated Areas effective 12/17/2010 and any revisions thereto are hereby adopted by reference and declared to be part of this chapter.
    - a. 100 foot natural buffer shall be maintained adjacent to all permanent and natural surface waters, springs, and wetlands. Development of this area is regulated as follows:
      - 1. Natural vegetation shall be maintained.
      - 2. No structures shall be built or improvements made, except as follows:
        - (a). Walking paths, bicycling paths, and the like, including infrastructure necessary to facilitate their development are permitted anywhere within the buffer.
        - (b). Roads and associated infrastructure are permitted in the buffer to facilitate crossing such water elements.
        - (c) Any improvements approved in a final plan.
        - (d). Any public safety or public utility improvements not associated with the planned development,

but deemed necessary by the Service Director, Police Chief or Fire Chief.

- (3) Steep slopes fifteen (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account.
  - (4) Habitats of endangered wildlife, as identified on federal and state lists.
  - (5) Historically and culturally significant structures and sites, as listed on, but not limited to, the National Register of Historical Places or on the local inventory of historic places maintained by the City of Oxford's Historic Architectural Preservation Commission.
  - (6) Aquifers and tributary drainage systems.
  - (7) Tree growth areas or urban forested areas as defined in Chapter 935, of the Codified Ordinances of Oxford.
  - (8) Any area as identified on Map 3.3 of the Comprehensive Plan.
- E. The development shall be laid out to avoid adversely affecting groundwater and aquifer recharge; to reduce excavation and embankment; to avoid unnecessary impervious cover; to prevent flooding; to provide adequate access to lots and sites; and, to mitigate adverse effects of noise, odor, traffic, drainage, and utilities on neighboring properties. The placement of buildings shall take into consideration topography, building height, orientation and drainage. Storm water Best Management Practices in Low Impact Development Designs are desirable and encouraged. City guidelines for these practices and designs can be found in the City of Oxford Storm Water Management Design Manual
- F. If the Planning Commission, or its designated representative, may require the applicant to submit a statement in order to demonstrate that satisfactory efforts have been made to mitigate any special hazards posed to the site if these sensitive lands are subjected to improper use or management. The statement, if required, shall be submitted in one or more of the following forms:
- (1) The statement shall describe in detail the extent of encroachment on any Sensitive Development Area, the extent and nature of the proposed alteration, the environmental impacts resulting from the proposed alteration, and the proposed methods of mitigation.
  - (2) A Geotechnical Report and/or a Wetlands Assessment/Delineation, prepared by a professional engineer, licensed in the State of Ohio, or by a specialist in Streams and Wetland. This report can be in lieu of a development narrative.
- (h) Landscaping and Screening.
- (1) A planned development shall satisfy all landscaping elements required by other sections of this Code.
  - (2) The required perimeter setback area shall be retained in natural woods or suitably landscaped with grass, ground cover, shrubs, trees, or earthen mound.
  - (3) A planned development that overlays a commercial or industrial zoning district that is adjacent to a residential zoning district shall be screened from the residential zoning district by a dense evergreen hedge a minimum of 8 feet tall and 10 feet wide at planting and that will maintain at least 90 percent opacity over time.
- (i) Access and Mobility.
- (1) At residential densities greater than would be permitted in the R-1A District, have direct and principal access from a collector or arterial road.

- (2) Bicycle rack spaces shall be provided at all planned developments that overlay a commercial zoning district at a rate of 3 per acre.
- (3) Adequate pedestrian connectivity shall be provided to and through a planned development.

(j) Utilities and Infrastructure.

Electric and telephone facilities, street light wiring, and other wiring conduits and similar facilities shall be located underground.

(k) Plan-Specific.

Any other design elements deemed necessary by Planning Commission and Council to ensure that a planned development satisfies the decision criteria of this Chapter.

**1147.03(b)(23) Elderly Housing, Congregate Housing.**

A. Potential Concerns.

1. Proximity to existing or possible area uses that are potentially dangerous to elderly or handicapped occupants.

B. Regulations.

1. Maximum density of 1 dwelling unit per 3,000 square feet



## MEMORANDUM

Fire Department

513-523-6324

TO: Community Development

FROM: John Detherage  
Fire Chief

DATE: 05-08-2025

RE: Application #PPC-2025-05 / PPC-2025-04

6099 Fairfield Rd – Preliminary Planned Development/Zoning Amendment

- The proposed project would create a significant strain on the already taxed Fire/EMS Department. Comparing Talaforde Manor and its 31 residents with an average of 33 calls per year, this project would equate to about 109 additional EMS calls per year. There would also be fire calls to consider.
- The income and property tax revenue generated from this property will likely not cover the increase in calls.

**PC-2025-04/05**  
**Surrounding Property Owners Map**



-  Oxford Corporate Boundary
-  Parcels
-  Case Boundary
-  200 Foot Buffer

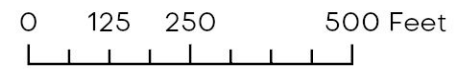
100  
Feet

Date: 6/4/2025 1:38 PM



The City of Oxford does not guarantee the dimensional accuracy of this map. Precise dimensional accuracy should be based upon recorded deeds, plats, or a professional survey.

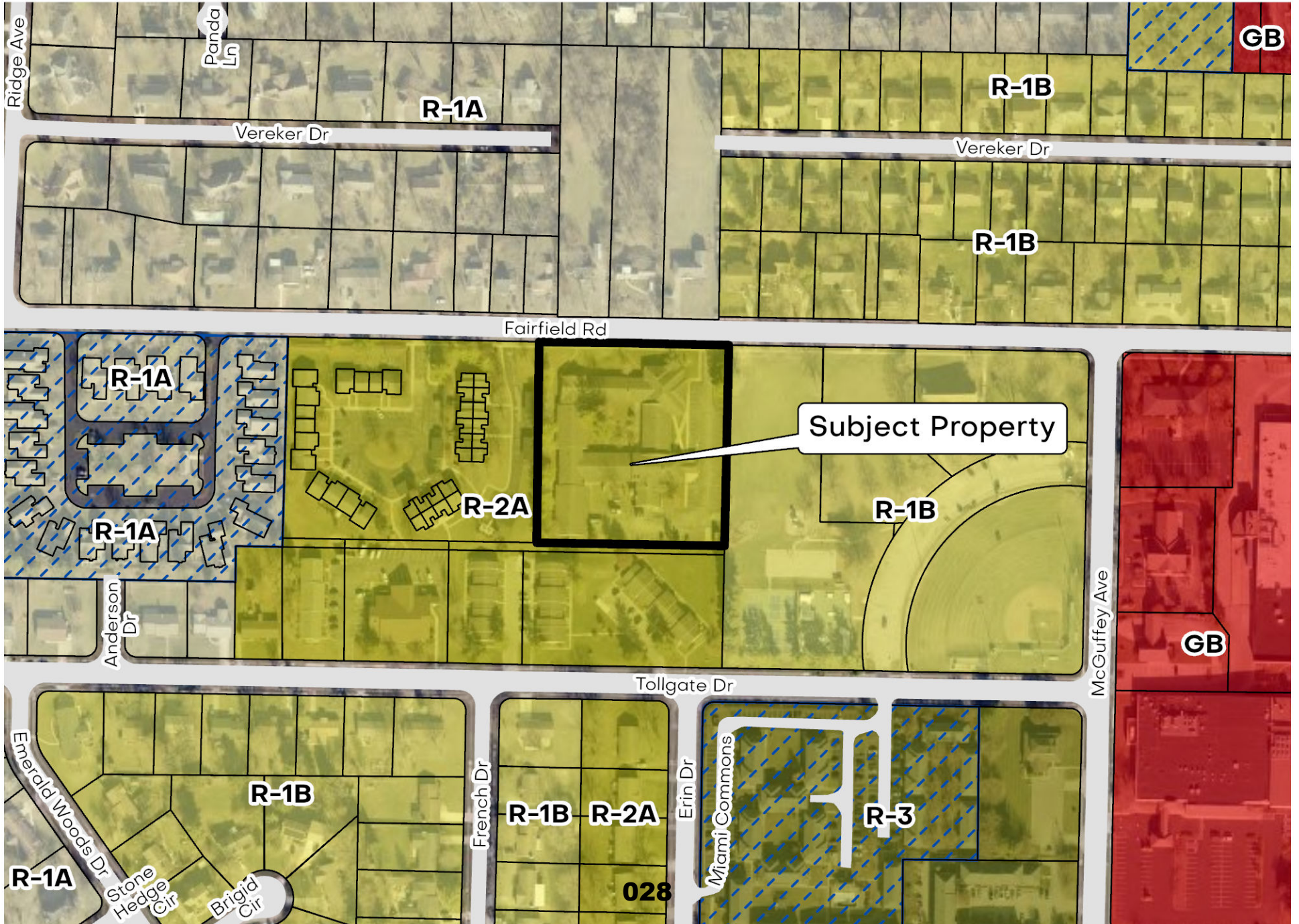

# Aerial Map



# Current Zoning

 Site

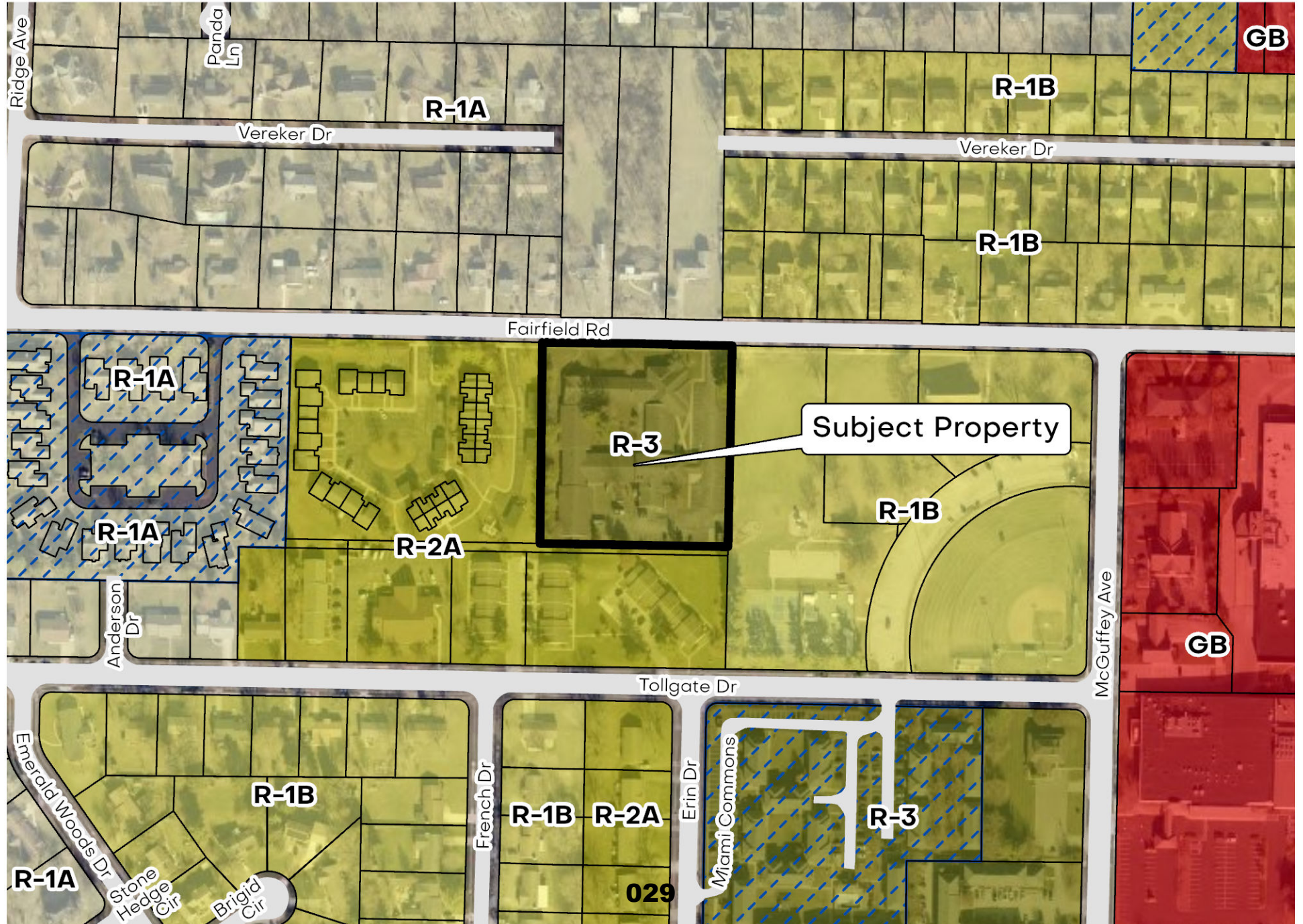

0 125 250 500 Feet



# Proposed Zoning

 Site

0 125 250 500 Feet





# ZONING MAP AMENDMENT APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to [commdev@cityofoxford.org](mailto:commdev@cityofoxford.org)

## BOX 1 | APPLICATION DETAILS

Property Address/Location	6099 Fairfield Road
Total Site Acreage	2.71 acres
Parcel ID Number(s)	Parcel # H4100119000009
Current Zoning District	R-2A
Proposed Zoning District	R-3

## BOX 2 | APPLICANT INFORMATION

Is the applicant also the current property owner?	<input type="checkbox"/> Yes (You may skip Box 3) <input type="checkbox"/> No (Do not skip Box 3, and include a <a href="#">Letter of Agency</a> with your submittal)
Applicant Name	Scott Webb
Applicant Company Name	Scott Webb, Architect
Mailing Address	103 W Walnut Street, Oxford, OH 45056
Email Address	scott@scottwebbarchitect.com
Telephone Number	(513) 523-3838

## BOX 3 | PROPERTY OWNER INFORMATION Check if same as Applicant

Property Owner Name	Terry & Katherine Dudley
Property Owner Company Name	
Mailing Address	6744 Contreras Rd. Oxford, OH 45056
Email Address	kathydudley@gmail.com
Telephone Number	(513) 523-8230

## BOX 4 | ATTACHMENT CHECKLIST Submit all contents in PDF format. No printed copies are necessary.

<input type="checkbox"/> <b>Narrative/Cover Letter</b> addressing all components required by <a href="#">Section 1135.02(b)(1)</a> – more information on Page 2
<input type="checkbox"/> <b>Legal Description</b> of the area/property being rezoned (use the <a href="#">Butler County Recorder website</a> to search existing property records)
<input type="checkbox"/> <b>Vicinity Map</b> showing property lines, streets, existing and proposed zoning
<input type="checkbox"/> <b>Photos</b> of existing site conditions and surroundings
<b>Note:</b> Upon checking an application for completeness, staff may require additional information and/or materials above and beyond the items listed above in order to perform a complete evaluation for compliance with relevant Code provisions. You are welcome to contact Community Development at 513-524-5204 ahead of submission to determine whether additional items may be required.

## BOX 5 | APPLICANT SIGNATURE

As the owner or owner's agent, I hereby agree all information contained in this application is true, accurate, and complete to the best of my knowledge. I acknowledge the application will first be checked by City staff for completeness prior to determining a first meeting date with the Planning Commission. I also acknowledge that one or more signs may be placed on the subject property advertising scheduled public hearings for this application, and assume responsibility for removing signs at the completion of the hearing(s).

Applicant Name (Print) Scott Webb

Applicant Signature

Date 4/24/25

## Processing Fee

The appropriate processing fee amount will be determined during a completeness check by Community Development staff. It may take 1-2 business days for a completeness check to be performed. The applicant will receive a digital copy of a processing fee invoice via email once it is ready. Fees may be paid in-person by check or credit card in the Community Development Department located on the first floor of the Oxford Municipal Building, 15 S College Avenue, Oxford OH 45056. For credit card payments, the City accepts Visa, MasterCard, or Discover, and such payments may also be taken over the phone by calling Community Development at 513-524-5204.

## Narrative/Cover Letter Requirements

 For source text see Oxford Zoning Code [Section 1135.02\(b\)\(1\)](#)

- A general description of the proposed amendment, including the current and proposed zoning of the area.
- A description of existing uses in the area.
- A narrative statement that describes how the proposed amendment relates to the [Comprehensive Plan](#).
- A statement that identifies potential negative consequences of the proposed amendment.
- Such other information regarding the proposed amendment as may be pertinent to the application.

## Decision Standards

 For source text see Oxford Zoning Code [Section 1135.02\(c\)](#)

The Planning Commission shall base its recommendation on a proposed Zoning Code amendment upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. Council shall base its decision on the same materials and shall also consider the Planning Commission recommendation.

If the Planning Commission or Council finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

A proposed amendment shall be approved if its benefits will likely outweigh any potential pitfalls, and if **at least one (1)** of the following criteria is met:

- A. There is an error on the Official Zoning Map or in the delineations between districts thereon.
- B. The proposed amendment will make the map conform more closely with the Comprehensive Plan.
- C. There has been a substantial change in area conditions that necessitates the amendment.
- D. There is a legitimate need for additional land area in the zoning district that will be expanded.

# LETTER OF AGENCY

To Whom It May Concern:

Please be advised that  
Scott Webb, Architect

---

(Applicant Name)

has permission to represent our interest with the City of Oxford regarding  
Zoning Map Amendment

---

(Application Description)

located at  
6099 Fairfield Road

---

(Property Address/Location)

Thank you,  
Terry Dudley

---

(Property Owner Printed Name – must be a person)

Dudley Prime Properties

---

(Property Owner Company Name – if applicable)

Terry Dudley

---

(Property Owner Signature – must correspond to printed name above)

4-24-25

---

(Date)

Sam Perry, Planner  
City of Oxford  
Municipal Building  
15 South College Ave.  
Oxford, Ohio 45056



SCOTT  
WEBB

ARCHITECT

103 West Walnut Street  
Oxford, Ohio 45056  
(513) 523-3838

[www.scottwebbarchitect.com](http://www.scottwebbarchitect.com)

Re: Application for Zoning Map Amendment  
Parcel # H4100119000009  
6099 Fairfield Road  
Oxford, Ohio 45056

April 24, 2025

Dear Mr. Perry,

Thank you for taking the time to meet with me to discuss the Adaptive Reuse and Redevelopment of the former nursing home facility at 6099 Fairfield Road into Independent Senior Housing.

The existing building was purpose-built as a nursing home, beginning around 1970, followed by a series of additions, the last of which in 2004. As shown on our concept drawings, the proposed Adaptive Reuse would convert the building to a series of Independent Senior Living Units (Apartments). The central common corridors would be abandoned, providing new private entrances to each new unit.

City Planner, Zach Moore's provided a Preliminary Zoning Review in his letter of March 17, 2025. In his review, he suggested that a Planned Development may allow what will become a multi-family building. Allowable units, however, are limited by the underlying Zoning District. The current R-2A designation limits the number of units to (34).

At over 37,000 s.f, the existing building can accommodate significantly more units. The current configuration lends itself well to an Adaptive Reuse design. By keeping the layout of existing plumbing walls, we are able to create modest, single bedroom apartments, replacing (2) former nursing care units. In doing so, the building can easily accommodate (44) units, prompting the necessity of a Map Amendment to redevelop this site.

#### **Statement responding to Decision Standards on the Application.**

In response to the decision standards outlined in the application, we offer the following:

*A. There is an error on the official Zoning Map or in the delineations between districts.*

While this is perhaps not an error on the map, the previous use was made non-conforming through various editions of the zoning map applied after the site was developed in 1970.

*B. The proposed amendment will make the map conform more closely with the Comprehensive Plan.*

The Comprehensive Plan speaks directly to the need for additional housing types with a particular interest in affordable and senior housing, encouraging aging in place and working with Age-Friendly Oxford to achieve these objectives.

The Implementation Matrix provides the following guidance:

Goal: Housing Opportunities for Everyone

The Objective is to “Expand housing opportunities for all life stages”.

Actions in support of the amendment include:

H1-A3 Identify areas in town which are appropriate for increased density allowance, housing diversity,...

H1-A4 Leverage land and other tangible assets to address housing supply gaps by boosting inventory.

H1-A5 Support developments and programs addressing supportive and transitional housing.

H1-A8 Recognize and support the valuable service assisted living and senior living developments provide to the community.

*C. There has been substantial change in the area conditions that necessitates the amendment.*

It would appear it is the Zoning Map that has changed. The South side of Fairfield Road begins with the Tri Recreation Center, built in 1977, in what is now an R-1B District. This former nursing home follows, built in 1970, in what is now an R-2A District. The R-2A District continues to include the Oxford View Condominiums built in 1984. The final development is Vereker Farms, built in 1996, with density far exceeding its current R-1A designation.

Amending the Zoning Map would more accurately reflect the uses in this area and allow the redevelopment of the former non-conforming nursing home into Independent Senior Housing as an allowable Multi-Family use.

*D. There is legitimate need for additional land area in the zoning district that will be expanded*

Affordable Senior Housing is an identified need in the City of Oxford. Small, independent living units are in short supply with waiting lists at other developments. With no offers to continue the 55 year old nursing home use, the current owner saw the opportunities for an Adaptive Reuse of this building in an ideal location for additional Independent Senior Housing.

The site offers proximity to commercial businesses, recreation, and the Senior Center, and is adjacent to other Senior Housing (Talaforde Manor) and near other multi-family developments as described above.

Thank you for your consideration of this proposal. If you have any questions or need any additional information, please call.

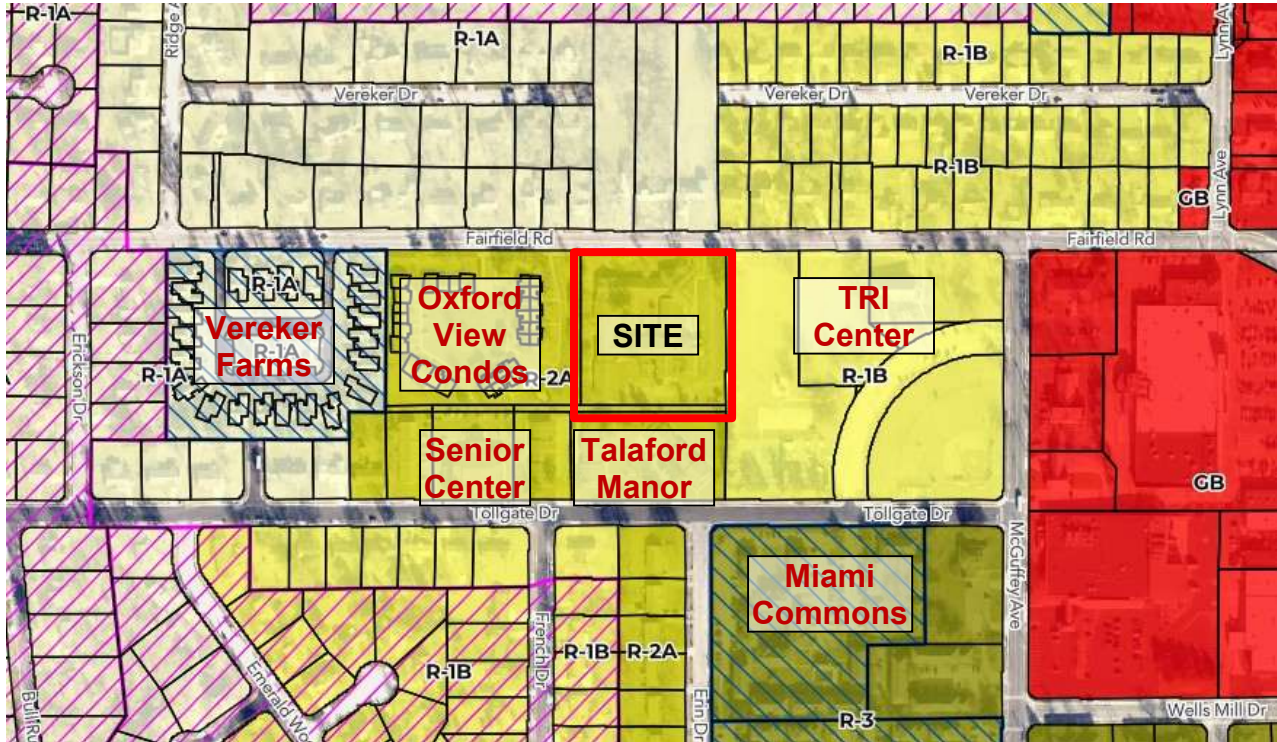
Respectfully,



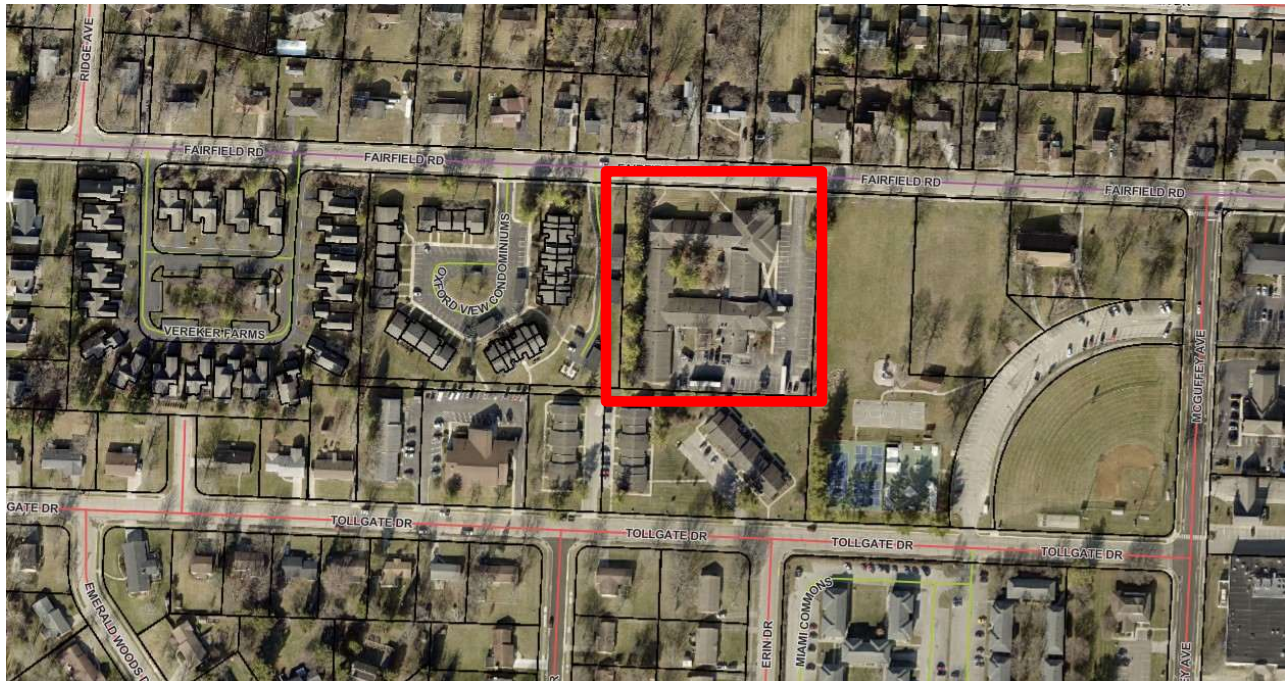
Scott Webb, Architect

# Zoning Area Map

## Showing Adjacent Zoning & Existing Uses



# Aerial Photograph





# PLANNED DEVELOPMENT APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to [commdev@cityofoxford.org](mailto:commdev@cityofoxford.org)

## BOX 1 | APPLICATION TYPE Select one

<input checked="" type="checkbox"/> Preliminary Planned Development
<input type="checkbox"/> Final Planned Development
<input type="checkbox"/> Preliminary + Final Planned Development

## BOX 2 | APPLICATION DETAILS

Property Address/Location 6099 Fairfield Road	
Total Site Acreage 2.71 acres	Total Building Square Footage 35,000
Existing Use Description Former Nursing Home	
Proposed Development Description Independent Senior Housing	

## BOX 3 | APPLICANT INFORMATION

Is the applicant also the current property owner?
<input type="checkbox"/> Yes (You may skip Box 4) <input checked="" type="checkbox"/> No (Do not skip Box 4, and include a <a href="#">Letter of Agency</a> with your submittal)
Applicant Name <b>Scott Webb</b>
Applicant Company Name <b>Scott Webb, Architect</b>
Mailing Address <b>103 W Walnut St. Oxford, OH 45056</b>
Email Address <b>scott@scottwebbarchitect.com</b>
Telephone Number <b>(513) 523-3838</b>

## BOX 4 | PROPERTY OWNER INFORMATION Check if same as Applicant

Property Owner Name <b>Terry &amp; Kathrine Dudley</b>
Property Owner Company Name
Mailing Address <b>6744 Contreras Road</b>
Email Address <b>kathydudley@gmail.com</b>
Telephone Number <b>(513) 52308230</b>

## BOX 5 | ARCHITECT/ENGINEER INFORMATION Check if same as Applicant

Architect/Engineer Name <b>Scott Webb</b>
Company Name <b>Scott Webb, Architect</b>
Mailing Address <b>103 W Walnut St. Oxford, OH 45056</b>
Email Address <b>scott@scottwebbarchitect.com</b>
Telephone Number <b>(513) 523-3838</b>

**BOX 6 | ATTACHMENT CHECKLIST** Submit all contents in **PDF format**. No printed copies are necessary.

- Narrative/Cover Letter** addressing all components required by [Section 1145.05\(a\)\(5\)](#) – more information on Page 3
- Site Plan(s)** including all details and information required by [Section 1145.05\(a\)\(6\)](#) – more information on Page 3
- Landscaping Plan** showing proposed location, size, and species of trees and other plantings, including street trees
- Building Elevations** of any proposed or modified structures, including dimensions and exterior material details
- Floor Plans** of building interior(s), and/or typical floor plans if the project involves multiple residential units
- Photos** of existing site conditions and surroundings


**Note:** Upon checking an application for completeness, staff may require additional information and/or materials above and beyond the items listed above in order to perform a complete evaluation for compliance with relevant Code provisions. You are welcome to contact Community Development at 513-524-5204 ahead of submission to determine whether additional items may be required.

**BOX 7 | APPLICANT SIGNATURE**

*As the owner or owner's agent, I hereby agree all information contained in this application is true, accurate, and complete to the best of my knowledge. I acknowledge the application will first be checked by City staff for completeness prior to determining a first meeting date with the Planning Commission. I also acknowledge that one or more signs may be placed on the subject property advertising scheduled public hearings for this application, and assume responsibility for removing signs at the completion of the hearing(s).*

Applicant Name (Print) **Scott Webb**

Applicant Signature



Date **4/21/25**

**Processing Fee**

**The appropriate processing fee amount will be determined during a completeness check by Community Development staff.** It may take 1-2 business days for a completeness check to be performed. The applicant will receive a digital copy of a processing fee invoice via email once it is ready. Fees may be paid in-person by check or credit card in the Community Development Department located on the first floor of the Oxford Municipal Building, 15 S College Avenue, Oxford OH 45056. For credit card payments, the City accepts Visa, MasterCard, or Discover, and such payments may also be taken over the phone by calling Community Development at 513-524-5204.

**Narrative/Cover Letter Requirements** For complete text see Oxford Zoning Code [Section 1145.05\(a\)\(5\)](#)

- Describe the existing uses of the site.
- Indicate the zoning district(s) in which the site is located.
- Describe the proposed development, including, as applicable, the number of housing units by size and type proposed within each phase.
- Describe any nonresidential operations, including hours of operation, type of goods sold, services performed, and expected number of customer, clientele, delivery, and service vehicles.
- Provide a phased development schedule, if applicable, that indicates the location and timing of phases and demonstrates that each completed phase would form a reasonably independent unit if succeeding phases were abandoned.
- Provide a narrative statement that evaluates the compatibility of the proposed development with the general vicinity and adjacent properties.
- Describe how the proposed uses are similar to or different from existing area uses and if there will be any interaction between the proposed site and adjacent sites.
- Describe how any existing structures, proposed structures, and the site design relate to adjacent structures and sites.
- Explain whether the proposed uses will involve any operations that create potential nuisances such as excessive noise, lighting, odor, fumes, vibration, or emissions.
- Describe how any potential negative effects on adjacent land will be mitigated.
- Provide a statement about why the location proposed is appropriate for the development.
- Provide a statement of the necessity or desirability of the proposed development to the neighborhood or community.
- Describe how the proposed mix of dwelling types and/or commercial uses advances community goals of diversity, affordability and market changes (e.g. adaptability of flats versus townhomes).
- Include information regarding the provision of public utilities and services, if insufficient or not immediately available for the development, or for the provision of suitable utilities and services privately.
- Provide a general analysis of expected traffic impact, including vehicular and pedestrian safety, resulting from the proposed development.
- Include the substance of proposed or relevant covenants, easements, and other restrictions on the land and structures.
- Such other information regarding the proposed uses, site design, or surrounding area as may be pertinent to the application. It is recommended the applicant also address each of the Decision Standards as listed on Page 4, and also specify any waivers to Zoning Code requirements being requested.

**Site Plan Requirements** For complete text see Oxford Zoning Code [Section 1145.05\(a\)\(6\)](#)

- North arrow, scale, and vicinity map
- All existing and proposed lot lines within the site
- Dimensions of all lots and the entire site and any adjacent rights-of-way
- Location and intended purpose of all open spaces
- Location, height, and use of all proposed and existing structures
- Location and design of all proposed vehicle and pedestrian routes and nonresidential vehicle management areas
- Location, size and type of all existing and proposed utilities that will serve the development
- Location, size, and type of all proposed signs
- Location, height and type of all proposed screening and landscaping, including any tree preservation (survey) information as may be required per [Section 1148.05](#)
- Distances to residential zoning districts if within 1,000 feet
- The use of land and location of structures on adjacent property and across adjacent rights-of-way
- The location of any nearby schools and commercial facilities
- Other information as may be required by the Planning Commission or Council

**Decision Standards** All Planned Developments shall satisfy these decision standards, per [Section 1145.06\(b\)](#)

**General Decision Standards:**

- (1) The proposed planned development is in fact permitted in the zoning districts in which it is proposed.
- (2) If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied.
- (3) The uses and site plan will satisfy the general intent of the Zoning Code.
- (4) The uses and site plan will be compatible with the general intent of the Comprehensive Plan.
- (5) The use and shape of the site are sufficient for the proposed planned development.
- (6) The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- (7) The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- (8) Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.
- (9) The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- (10) Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- (11) The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- (12) The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public streets.
- (13) Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- (14) Proposed construction will not result in the complete elimination of existing mature tree canopy. Effort shall be made to direct disturbance and construction around or away from existing mature tree canopy without completely taking away use of the site or connectivity to existing infrastructure.

**Additional Final Plan Decision Standards:**

- (1) The final planned development shall substantially conform to the preliminary plan.
- (2) Any substantial changes from the preliminary plan improve the plan or were requested by Planning Commission or Council as a part of the preliminary plan approval process.
- (3) If the final plan seeks approval of only a portion of the approved preliminary plan, the elements of the proposed phase are sufficient to stand alone if the remainder of the planned development is abandoned.

# LETTER OF AGENCY

To Whom It May Concern:

Please be advised that

Scott Webb, Architect

---

(Applicant Name)

has permission to represent our interest with the City of Oxford regarding  
a Planned Development for new Senior Housing

---

(Application Description)

located at

6099 Fairfield Road

---

(Property Address/Location)

Thank you,

Terry Dudley

---

(Property Owner Printed Name – must be a person)

Dudley Prime Properties

---

(Property Owner Company Name – if applicable)

Terry Dudley

---

(Property Owner Signature – must correspond to printed name above)

4-24-25

---

(Date)

Sam Perry  
Community Development Director  
City of Oxford  
Municipal Building  
15 South College Avenue  
Oxford, Ohio 45056

Re: Residential Planned Development  
Adaptive Reuse/Conversion to  
Independent Senior Housing  
6099 Fairfield Road  
Oxford, Ohio 45056

April 23, 2025

Sam,

Please accept this letter as a formal request for a review by the City of Oxford Planning Commission for a new Planned Development facilitating the Adaptive Reuse/Redevelopment of the former nursing home facility at 6099 Fairfield Road into Independent Senior Housing.

The project as presented is accompanied by a rezoning request to from R-2A to R-3 to allow the conversion of a nursing home/care facility to a multi-family senior housing development of (44) individual dwelling units with administrative and shared amenity spaces.

The existing building was purpose-built as a nursing home, beginning around 1970, followed by a series of additions, the last of which beginning in 2004. The existing building provides central common corridors in each residential wing, with sleeping units “back to back”, sharing a plumbing wall. The redevelopment design is based on removing the interior common corridors, but reusing these plumbing walls, creating new dwelling units with private entrances as shown on the drawings provided.

Various portions of the existing building will be removed, providing access from the parking areas to the private entrances in the common courtyard. Existing parking will be maintained and additional parking is proposed on the site, and utilizing an existing curb cut on Fairfield Road.

The attached proposal has been prepared for and with the help of the following:

Property Owners:

Terry & Katherine Dudley  
6744 Contreras Road  
Oxford, Ohio 45056

Architect:

Scott Webb, Architect  
103 West Walnut Street  
Oxford, Ohio 45056



SCOTT  
WEBB

ARCHITECT

103 West Walnut Street  
Oxford, Ohio 45056  
(513) 523-3838

[www.scottwebbarchitect.com](http://www.scottwebbarchitect.com)

**In response to the Application Requirements outlined in 1145.05(a)(5), we offer the following:**

(5) Description of Use and Site 1145.05 (7)

- A. An ALTA Survey from the previous use has been with this Preliminary Planned Development Application.
- B. The 2.71 acre Site currently contains an abandoned nursing facility, built in 1970.
- C. The property is currently zoned R-2A. An application for a Map Amendment accompanies this Planned Development application to allow the proposed number of dwelling units.
- D. Description of the Proposed Planned Development.
  - 1. The proposal at hand represents the conversion of a nursing to (44) separate dwelling units, providing (37) single bedroom units and (7) 2-bedrooms units.
  - 2. Redevelopment of this building is limited by the amount of perimeter it provides, allowing for entrances and egress windows from each dwelling unit. Though various portions of the building are to be removed for access, other parts are not usable for additional dwelling units. These parts of the existing building will be used for shared amenity space, and administrative functions. Additional office style shared/flex space is provided for resident services, such as lawyers, accountants, etc. The former commercial kitchen space is being reserved at this time.
  - 3. The use of the amenity and flex is directed toward the residents and will operate on a limited basis.
  - 4. The adaptive reuse of this building will happen in a single phase.
- E. Narrative statement evaluating the compatibility of the proposed Planned Development with the general vicinity and adjacent properties.
  - 1. The proposed adaptive reuse is ideal for this location. The site is near other multi-family developments including Oxford View Condominiums and Vereker Farms, and adjacent to other Senior Housing at Talafor Manor.
  - 2. The proposal contained herein is to adaptively reuse the former nursing home facility by turning it inside out, adding private entrances to create individual dwelling units, similar to the adjacent Talafor Manor Apartments to the south.
  - 3. The proposed residential use does not involve any operations that create potential nuisances such as excessive noise, lighting, odor, fumes, vibration, or emissions.
  - 4. Negative effects on adjacent land are not expected.
- F. The Planned Development in this location The site offers proximity to commercial businesses, recreation, and the Senior Center, and is adjacent to other Senior Housing (Talafor Manor) and near other multi-family developments as described above.
- G. The Planned Development is necessary and desirable for the neighborhood and the community at large. The former nursing home had been through a succession of owners while falling into disrepair. With no offers to continue the 55 year old nursing home use, the current owner saw the opportunities for an Adaptive Reuse of this building in an ideal location for additional Independent Senior Housing benefitting the neighborhood and the community at large
- H. The proposed adaptive reuse advances these community goals of expressed in The Comprehensive Plan, addressing the need for additional housing types with a particular interest in affordable and senior housing, encouraging aging in place and working with Age-Friendly Oxford to achieve these objectives.

- I. All public utilities are existing and/or available for the proposed development.
- J. Traffic will likely increase with additional residential development with independent seniors more active than those in nursing homes. This will perhaps be offset by the reduction in staff from the previous use and no recurring deliveries.
- K. Easements, covenants and restrictions are either in place or not required with this adaptive reuse.
- L. Mailing addresses of adjacent property owners will follow with the Preliminary Planned Development Application.
- M. Other pertinent information:

The Comprehensive Plan speaks directly to the need for additional housing types with a particular interest in affordable and senior housing, encouraging aging in place and working with Age-Friendly Oxford to achieve these objectives.

The Implementation Matrix provides the following guidance:

Goal: Housing Opportunities for Everyone

The Objective is to “Expand housing opportunities for all life stages”.

Actions in support of the amendment include:

- H1-A3 Identify areas in town which are appropriate for increased density allowance, housing diversity,...
- H1-A4 Leverage land and other tangible assets to address housing supply gaps by boosting inventory.
- H1-A5 Support developments and programs addressing supportive and transitional housing.
- H1-A8 Recognize and support the valuable service assisted living and senior living developments provide to the community.

**In response to the Decision Standards outlined in 1145.06(b), we offer the following:**

- (1) *The proposed planned development is in fact permitted in the zoning districts in which it is proposed;*

The Planned Development is allowed in this district, exceeding the min. lot requirements of 1145.12(b)

- (2) *If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied;*

While the previous use may have been considered conditional, the proposed planned development is specific to this use.

- (3) *The use and site will satisfy the general intent of this Zoning Code;*

The proposed Planned Development reflects the purpose statement of the zoning code, to “incorporate land uses and development patterns that are intended to permit and encourage creative and flexible land development...” and to address goals of the Comprehensive Plan: to provide for environmentally sensitive and cohesive developments that are an attractive alternative to traditional subdivision and infill development that fully utilizes available land and existing utility resources where they already exists.

- (4) *The use and site will be compatible with general intent of the Comprehensive Plan;*

The Comprehensive Plan speaks directly to the need for additional housing types with a particular interest in affordable and senior housing, encouraging aging in place and working with Age-Friendly Oxford to achieve these objectives.

- (5) *The size and shape of the site are sufficient for the development.*

The size and shape of the lot and existing tenant area is adequate for the proposed use. The accompanying Zoning map Amendment allows for increased density.

- (6) *The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.*

The original building was designed around an internal courtyard and provides steep grade separation to the condominiums to the north. The adaptive reuse maintains the courtyard orientation for the proposed senior housing.

- (7) *The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.*

The proposed residential use will not be detrimental to people, property, or the general welfare of the area.

- (8) *Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.*

The accessory uses described above are for the residents and the operation of the development.

- (9) *The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal or adequate provisions will be made to provide the same services privately.*

All utilities are existing/available at the proposed location. No special provisions are required.

- (10) *Development of the site and operation of the use will not require substantial public expenditure for infrastructure or services.*

No public expense is anticipated by this project.

- (11) *The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district*

The new use will not change the essential character of the area.

- (12) *The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.*

The site currently provides off-street parking with unused street parking available along Fairfield Road.

- (13) *Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.*

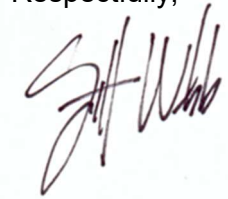
No construction is proposed and there are no scenic or natural resources in this area

(14) *Proposed construction will not result in the complete elimination of existing mature tree canopy. Effort shall be made to direct disturbance and construction around or away from existing mature tree canopy without completely taking away use of the site or connectivity to existing infrastructure.*

All permits will be secured for the adaptive reuse of this building.

Thank you for your consideration of this proposal. If you have any questions or need any additional information, please let us know.

Respectfully,

A handwritten signature in black ink, appearing to read "S. Webb", is written over a light blue rectangular background.

Scott Webb, Architect

# 6099 Fairfield Road

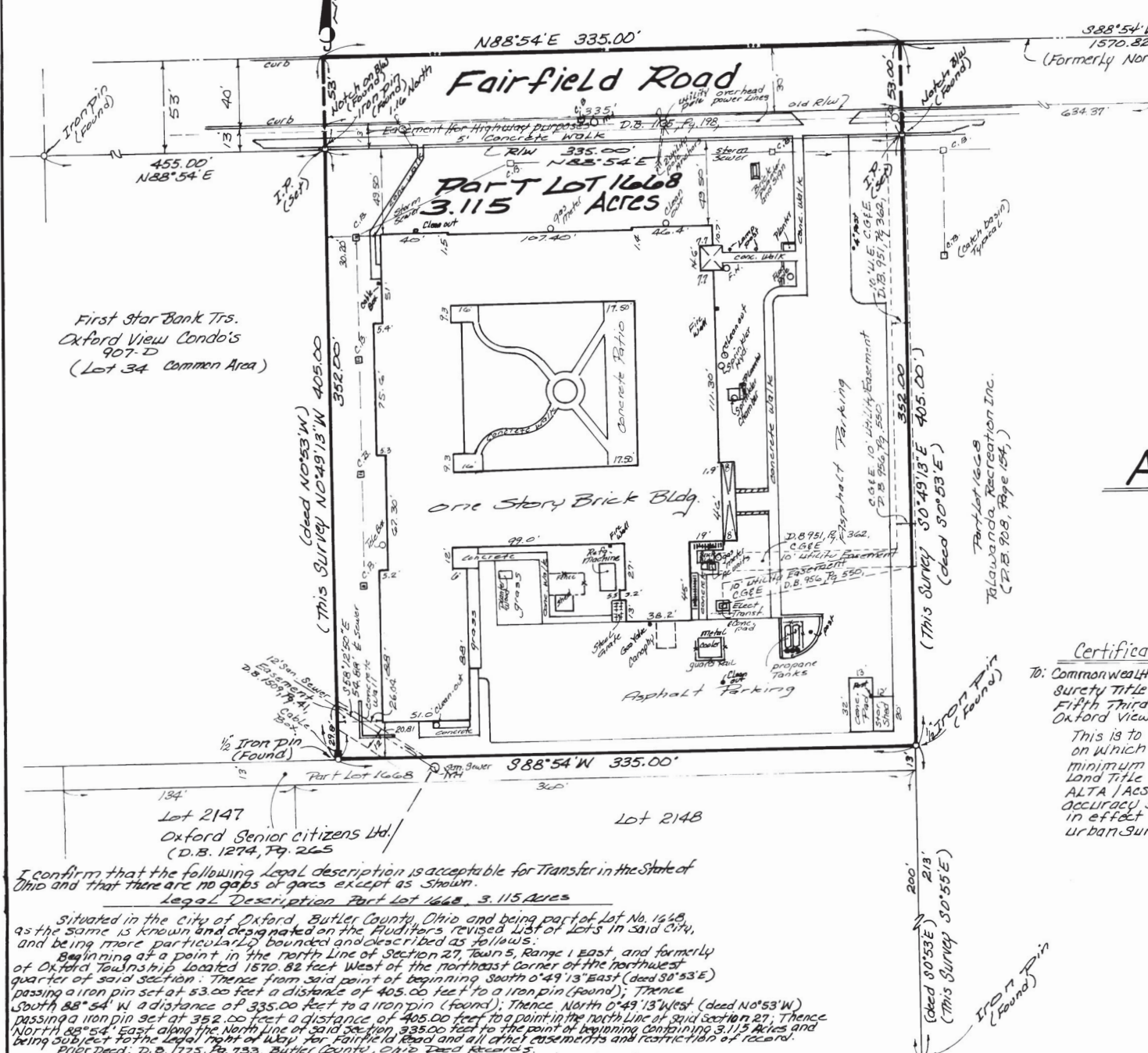
## Adjacent Property Owners

Parcel #	Address	Property Owner
H4100017000076	6150 Fairfield Rd.	Charles & Dulcinea Martin 6150 Fairfield Rd Oxford, OH 45056
H4100017000077	6144 Fairfield Rd.	Scott & Jeanne Johnston 6144 Fairfield Rd. Oxford, OH 56056
H4000017000078	6134 Fairfield Rd.	Lindsey C Myers Investments LLC 5020 B College Corner Pike Oxford, OH 45056
H4100017000079	6124 Fairfield Rd.	Kerry Cantwell 6124 Fairfield Rd. Oxford, OH 45056
H4100017000080	6114 Fairfield Rd.	Joseph & Chi Hong Thi Ransdell 6114 Fairfield Rd. Oxford, OH 45056
H4100017000081	6104 Fairfield Rd.	Jeffrey K & Sarah C Blakeley 6104 Fairfield Rd. Oxford, OH 45056
H4100017000082	6094 Fairfield Rd.	Thomas J & Teresa M Radomski Bomba 6094 Fairfield Rd. Oxford, OH 45056
H4000017000090	6084 Fairfield Rd.	Lisa Stover & Sara Schult 6084 Fairfield Rd. Oxford, OH 45056
H4100017000131	6078 Fairfield Rd.	GK Reese Rentals LLC 861 S Mountain Ave ASHLAND OR 97520
H4100017000132	6066 Fairfield Rd.	Virginia Osborne 6066 Fairfield Rd. Oxford, OH 45056
H4000119000008	6025 Fairfield Rd.	Talawanda Recreation Inc. 6025 Fairfield Rd Oxford, OH 45056
H4000119000037	McGuffey Ave.	Talawanda Recreation Inc. 6025 Fairfield Rd Oxford, OH 45056
H4100119000038	Fairfield Rd.	City of Oxford 15 S College Ave. Oxford, OH 45056
H4100124000048	900 Tollgate Drive	Talafor manor LLC PO BOX 498008 Cincinnati, OH 45249
H4100124000049	918 Tollgate Drive	Talafor manor LLC PO BOX 498008 Cincinnati, OH 45249
H4100124000079	922 Tollgate Drive (Senior Center)	City of Oxford 15 S College Ave. Oxford, OH 45056

Oxford View Condominiums		
H4100124000028	6025 Fairfield Rd. #15	Dale & Nancy Gross 6135 Fairfield Rd #15 Oxford, OH 45056
H4100124000029	6025 Fairfield Rd. #16	Carolyn Selke 6135 Fairfield Rd #16 Oxford, OH 45056
H4100124000030	6025 Fairfield Rd. #17	Daniel Wiley 6135 Fairfield Rd #17 Oxford, OH 45056
H4100124000031	6025 Fairfield Rd. #18	Fritzi Wellman 6135 Fairfield Rd #18 Oxford, OH 45056
H4100124000032	6025 Fairfield Rd. #19	WDP Properties LLC 6405 Todd Rd Oxford, OH 45056
H4100124000033	6025 Fairfield Rd. #20	Monica Glaser Et al 6135 Fairfield Rd #18 Oxford, OH 45056
H4100124000034	6025 Fairfield Rd. #21	Glenn G. Rymer Trust 5058 Evergreen Drive Cincinnati, OH 45215
H4100124000035	6025 Fairfield Rd. #22	Kenneth A Thacker Trust 3741 Darrtown Rd #22 Oxford, OH 45056
H4100124000036	6025 Fairfield Rd. #23	Jean Howell 6135 Fairfield Rd #23 Oxford, OH 45056
H4100124000037	6025 Fairfield Rd. #24	Sunnie Swallow 6135 Fairfield Rd #24 Oxford, OH 45056
H4100124000038	6025 Fairfield Rd. #25	Charles & Sandra Dunn 6135 Fairfield Rd #25 Oxford, OH 45056
H4100124000039	6025 Fairfield Rd. #26	Maxine Young 6135 Fairfield Rd #26 Oxford, OH 45056
H4100124000040	6025 Fairfield Rd. #27	Janet Miller 6135 Fairfield Rd #27 Oxford, OH 45056
H4100124000041	6025 Fairfield Rd. #28	Sylvia Kettlewell 6135 Fairfield Rd #28 Oxford, OH 45056
H4100124000042	6025 Fairfield Rd. #29	Ruby Karen Gesell 6135 Fairfield Rd #29 Oxford, OH 45056
H4100124000043	6025 Fairfield Rd. #30	Marilyn Robinson 6135 Fairfield Rd #30 Oxford, OH 45056
H4100124000044	6025 Fairfield Rd. #31	Donald & Mary Wilhelm 6790 Edgeworth Dr Liberty Township, OH 45011

H4100124000045	6025 Fairfield Rd. #32	Charles Smith 6135 Fairfield Rd #32 Oxford, OH 45056
H4100124000046	6025 Fairfield Rd. #33	Karen Rhoades Et al 6135 Fairfield Rd #32 Oxford, OH 45056
H4100124000047	6025 Fairfield Rd. #34	Sunday Weisbecker 6135 Fairfield Rd #34 Oxford, OH 45056

Bearings Shown hereon are based on an assumed meridian and are used to determine angles only.



- Notes**
- 1) Source documents are as shown hereon.
  - 2) Occupation in general fits Survey except as shown.
  - 3) Monumentation found is in good condition.
  - 4) — = Indicates 3/8" Iron Rod with I.D. Cap (set) unless otherwise noted.
  - 5) Present owner: Glass Family Limited Partnership (D.B. 1975, Page 733.)
  - 6) Flood Zone "C" Community - Panel Number 390731-0001C Map Revised Date: August 4, 1988
  - 7) No utilities were located within the R/L of Fairfield Road except as shown.
  - 8) No Trees or Shrubs were located or shown this Survey.

# ALTA Plot of Survey

Oxford View Nursing Center  
Part Lot #1668  
City of Oxford  
Butler County, Ohio  
For: Glass Family Limited Partnership  
Date: 12/19/02  
Scale: 1" = 40' Revised: 9/18/03 DRB

### Certification

To: Commonwealth Land Title Insurance Company  
By: Brosey Surveying Co. Hamilton, Ohio.  
Surety Title Agency, Inc.  
Fifth Third Bank  
Oxford View Realty, LLC (Commitment No. ST 28290.)

This is to certify that this map or plat and the survey on which it is based was made, (1) in accordance with minimum standard detail requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA/ACSM and NPS in 1997, and (2) Pursuant to the accuracy standards, as adopted by ALTA and ACSM and in effect on the date of this certification of a urban survey.

Daniel R. Brosey  
Registered Surveyor 6492 in Ohio



First Star Bank Trs.  
Oxford View Condo's  
907-D  
(Lot 34 Common Area)

one story Brick Bldg.

Asphalt Parking

049  
Tollgate Drive

I confirm that the following Legal description is acceptable for Transfer in the State of Ohio and that there are no gaps or gaps except as shown.

**Legal Description Part Lot 1668, 3.115 Acres**  
situated in the City of Oxford, Butler County, Ohio and being part of Lot No. 1668, as the same is known and designated on the Auditors' revised List of Lots in said City, and being more particularly bounded and described as follows:  
Beginning at a point in the north line of Section 27, Town 5, Range 1 East, and formerly of Oxford Township, located 1570.82 feet West of the northeast corner of the northwest quarter of said section; Thence from said point of beginning containing 3.115 Acres and being subject to the legal right of way for Fairfield Road and all other easements and restriction of record, passing a iron pin set at 53.00 feet a distance of 405.00 feet to a iron pin (found); Thence South 88°54' W a distance of 335.00 feet to a iron pin (found); Thence North 0°49'13" West (deed N0°53'W) passing a iron pin set at 352.00 feet a distance of 405.00 feet to a point in the north line of said section 27; Thence North 88°54' East along the north line of said section 335.00 feet to the point of beginning containing 3.115 Acres and being subject to the legal right of way for Fairfield Road and all other easements and restriction of record.  
Prior Deed: D.B. 1975, Pg. 733, Butler County, Ohio Deed Records.  
Bearing shown hereon are based on an assumed meridian and are used to denote angles only.  
A Plat of Survey of the herein property is recorded in Vol. 44, Pg. 40, of the Butler County Engineers' Record of Land Surveys.  
This description was prepared by Daniel R. Brosey Registered Surveyor 6492 in Ohio.









VIEW FROM ABOVE  
FROM NORTHEAST LOOKING INTO SITE



VIEW FROM ABOVE  
FROM SOUTHEAST LOOKING TOWARD FAIRFIELD ROAD



NO.	REVISIONS

PROPOSED ADAPTIVE REUSE  
**Independent Senior Housing**  
6093 FAIRFIELD ROAD  
OXFORD, OHIO 45056

April 24, 2025

A-4



COURTYARD VIEW  
FROM NEW SOUTH COURTYARD ENTRANCE



COURTYARD VIEW  
LOOKING TOWARD AMENITY AREA + NEW COURTYARD ENTRY FROM EAST



VIEW FROM SOUTH PARKING AREA  
LOOKING TOWARD NEW COURTYARD ENTRANCE



VIEW TOWARD COURTYARD  
FROM SOUTH PARKING AREA



VIEW FROM CONTRERAS  
SHOWING NEW PARKING + STREET FACING UNITS



REVISIONS	

PROPOSED ADAPTIVE REUSE  
**Independent Senior Housing**  
6093 FAIRFIELD ROAD  
OXFORD, OHIO 45056

April 24, 2025

A-5

# 6099 Fairfield Road

## Site Pictures



Overall Building from Fairfield Road



Overall Building from Fairfield Road Showing Existing Curb Cut to be Reused



Existing Building from Entrance Drive



Center "X" Ramps



Main Entry



Existing Main Lobby Entrance from South



South Exterior – showing typical Brick & Windows



South Exterior



Center Courtyard



Center Courtyard



Center Courtyard

# 6099 Fairfield Road - Independent Senior Housing Adaptive Reuse Planned Development

## Site Development Regulations

<b>Lot Area:</b>	3.12 Acres	135,689 s.f.
Less R/W	<u>0.41</u>	<u>17,755 s.f.</u>
	2.71	<b>117,934 s.f. Net Lot Area</b>

### Allowable Density

Density @ 1 Person per 450 s.f. Lot Area <b>1143.06@(1)B</b>	262 Max Persons
Max Proposed Occupancy	
37 Dbl. Occupancy 1-Bedroom Units	74
7 Dbl. Occupancy 2-Bedroom Units	<u>28</u>
	<b>102 Max Occupants</b>

Density @ 3,000 s.f. per Unit 1143.06@(1)A3.	39 Units
* +10% Density Bonus for PD	<b>43 Max. Units</b>
	<b>44 Proposed Units</b>

### Enclosed Building Lot Coverage

<b>34,958</b> Reconfigured Building	<b>29.64%</b> New Enclosed Building Coverage
-------------------------------------	--

### Total Lot Coverage

34,958 New Total Covered Building Area	50% Max Lot Coverage R-3
2,317 Total Porch Additions	66% Approved by 2003 Variance
31,368 Revised Parking & Drives	
8,288 Total Sidewalk Area	
<hr/> <b>76,931 Total Lot Coverage</b>	<b>65.23%</b> Total Lot Coverage

### Front Yard Lot Coverage

Existing Front Yard Lot Coverage	
1,156 s.f.	<b>11.51%</b> Existing Front Yard Lot Coverage
Proposed Front Yard Lot Coverage (New Parking)	
3,543 s.f.	<b>35.26%</b> New Parking Front Yard Lot Coverage

### Parking Requirements

R-3 = (1) Space per (2) Occupants	<b>51 Spaces Required</b>
Existing On Site Parking	69 Spaces
New Parking Area	<u>8</u>
	<b>77 Spaces</b>
Additional Street Parking, South Side Fairfield Rd	
9 Parallel Spaces	<b>77 On Site Spaces Provided</b>

# 6099 Fairfield Road - Independent Senior Housing Adaptive Reuse Planned Development

## Site Calculations

<b>Lot Area:</b>	3.12 Acres	135,689 s.f.	
Less R/W	<u>0.41</u>	<u>17,755 s.f.</u>	
	2.71		<b>Net Lot Area 117,934 s.f.</b>
<b>Existing Front Yard Area</b>			10,047 s.f.
<b>Existing Building</b>			
Building footprint	47,040 s.f.		
Courtyard	<u>9,700 s.f.</u>		
<b>Total Existing</b>	<b>37,340 s.f.</b>		<b>37,340 Total Existing</b>
			<b>31.66% Existing Building Coverage</b>
<b>Reconfigured Building</b>			
Existing Building	37,340 s.f.		
Enclosed Area 1 Removed	-1,001 s.f.		
Enclosed Area 2 Removed	-255 s.f.		
Enclosed Area 3 Removed	<u>-1,126 s.f.</u>		
<b>Total Enclosed Building Area</b>	<b>34,958 s.f.</b>		<b>34,958 Total Enclosed Building Area</b>
			<b>29.64% New Enclosed Building Coverage</b>
<b>Porch Additions</b>			
11 Dbl. Porch	125	1,375 s.f.	
4 Single	58	232 s.f.	
Shared 8-12		356 s.f.	
Shared 26-27		194 s.f.	
Shared 33-34		<u>160 s.f.</u>	
<b>Total Porch Additions</b>		<b>2,317 s.f.</b>	
			<u>2,317 Total Porch Additions</u>
			<b>37,275 New Total Covered Building Area</b>
			<b>31.61% Total Coverd Building Coverage</b>
<b>Parking &amp; Drives</b>			
Existing	29,491 s.f.		<b>25.01% Existing Parking &amp; Drives</b>
(@ Units 40-41)	-1,336 s.f.		
Dead End (@1-3)	<u>-171 s.f.</u>		
<b>Revised Parking &amp; Drives</b>	<b>27,984 s.f.</b>		<b>27,984 Revised Parking &amp; Drives</b>
<b>New Front Parking</b>		<b>3,384 s.f.</b>	
			<u>3,384 New Front Parking</u>
			<b>31,368 New Total Parking Area</b>
			<b>26.60% Total Lot Coverage w/New Parking</b>
<b>Existing Sidewalk Area</b>			
Rear	927 s.f.		
East Parking	1,485 s.f.		
Entry "X"	716 s.f.		
Northeast to street	215 s.f.		
Northwest to street	354 s.f.		
Courtyard X	1,154 s.f.		
Courtyard Patio	<u>1,597 s.f.</u>		
<b>Total Existing Sidewalk Area</b>	<b>6,448 s.f.</b>		<b>5.47% Existing Sidewalk Lot Coverage</b>

**New Sidewalk Area**

Existing Sidewalk Area	6,448 s.f.	
Rear Removed	-927 s.f.	
Northeast to Street Removed	-215 s.f.	
Northwest to Street Removed	-354 s.f.	2711
Original Courtyard Removed	-2,751 s.f.	1199
New Entrances & Courtyard	3,910 s.f.	3910
New South Parking Sidewalk	1,084 s.f.	
New North Parking Sidewalk	1,093 s.f.	
<b>Total Sidewalk Area</b>	<b>8,288 s.f.</b>	

**8,288** Total Sidewalk Area  
**7.03%** Revised Sidewalk Coverage

**Existing Front Yard Lot Coverage**

Existing NW Sidewalk	116 s.f.
Existing NE Sidewalk	170 s.f.
Existing Driveway Sidewalk	150 s.f.
Existing Entry Drive	720 s.f.
Existing Front Yard Coverage	<b>1,156 s.f.</b>

**11.51%** Existing Front Yard Lot Coverage

**New Parking Front Yard Lot Coverage**

Existing NW Sidewalk	-116 s.f.
Existing NE Sidewalk	-170 s.f.
Existing Driveway Sidewalk	150 s.f.
Existing Entry Drive	720 s.f.
New Front Parking	2,643 s.f.
New Front Parking Sidewalk NW	149 s.f.
New Front Parking Sidewalk NE	167 s.f.
	<b>3,543 s.f.</b>

**35.26%** New Parking Front Yard Lot Coverage