



**AGENDA**  
**PLANNING COMMISSION**  
**TUESDAY, August 12, 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 June 10, 2025 1
- IV. Public Comments Related to Items Not on the Agenda
- V. Reports from Commissions, Boards, Committees & Staff
- VI. New Business
  - PC-2025-09, 1701 Lake Forest Drive, ZONING MAP AMENDMENT, 17.95 acres from Multi-Family Residential (R-4) District to Single- and Two-Family Residential (R-2A) District, Jim Clawson, Applicant 5**
  - PC-2025-10, 1701 Lake Forest Drive, PRELIMINARY SUBDIVISION, 34 single-family lots, Jim Clawson, Applicant 5**
  - PC-2025-11, 10 N Beech Street, CONDITIONAL USE, indoor entertainment facility, Scott Webb, Architect, Applicant/Agent 62**
- VII. Adjournment



## OXFORD PLANNING COMMISSION

Meeting Minutes

Tuesday, June 10, 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: 11:27

A regular meeting of the Oxford Planning Commission was called to order by Vice Chair Shana Rosenberg on Tuesday, June 10, 2025 at 7:08 p.m.

Members in attendance were Ann Kaufman Webster, David Prytherch, Jason Bracken, Jeffrey Kruth,

Members excused: Corey Watt, Matt Arbuckle

### Staff Members in Attendance

Mr. Sam Perry, Director, Community Development, Mr. Christopher Conard, Law Director, Ms. Eunike Miller, Administrative Assistant

### Staff Members Excused

Mr. Zachary Moore, City Planner/GIS Coordinator

**Approval of the Agenda**

**Time: 11:39**

**Motion – To Approve the Agenda**

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

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

AYE: (5)

NAY: (0)

ABS: (0)

**Approval of Minutes of May 13, 2025**

**Time: 11:55**

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

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

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

AYE: (5)

NAY: (0)

ABS: (0)

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

**Time: 12:12**

*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: 12:35**

**New Business**

**PC-2025-04 & PC-2025-05**

**Time: 16:35**

**Page 5 of the Agenda Packet**

1. 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
2. 6099 Fairfield Road, PRELIMINARY AND FINAL PLANNED DEVELOPMENT for senior housing, Scott Webb Architect, Applicant/Agent

**Motion – To Enter into Public Hearing**

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

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

AYE: (5)

NAY: (0)

ABS: (0)

Mr. Sam Perry presented the staff report and answered questions from the Commission members.

Mr. Scott Webb, Architect, spoke on behalf of the property owner and addressed the questions from the Commission members.

**Comments from the Public**

*Cathy Chaffin, 6022 Fairfield Rd*

Ms. Chaffin stated she supports senior housing. Ms. Chaffin emphasized if there is a senior housing it needs to be subsidized. Ms. Chaffin wondered if all who wish to live there needs to be 55 years old or over. Ms. Chaffin was concerned that the green space on Fairfield Road would be taken away by parking.

*Steve Chaffin, 6022 Fairfield Rd*

Mr. Chaffin quoted the Fire Chief's comments and was concerned about the increased stress on the fire department. Mr. Chaffin was also concerned about the increased traffic. Mr. Chaffin explained that the drainage along Fairfield Road is not good, and the proposed parking would make the existing conditions worse. Mr. Chaffin stated both him and his wife are against the rezoning request.

*Patricia Brindle, 6135 Fairfield Rd*

Ms. Brindle is the President of the Owners Association for Oxford View Condominiums. Ms. Brindle spoke in favor of the proposed development. Ms. Brindle agreed there is a need for senior housing. Ms. Brindle emphasized they would like to see the character of the neighborhood being maintained. Ms. Brindle expressed strong support for the inclusion of the deed limiting the age of the occupants to 55 and older.

**Motion – To Close Public Hearing**

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

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

AYE: (5)

NAY: (0)

ABS: (0)

**Motion – To Approve the rezoning with adopting staff findings for the property at 6099 Fairfield Road**

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

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

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

NAY: None (0)

ABS: None (0)

**Motion – To Approve the preliminary and final planned development for the property at 6099 Fairfield Road with staff recommended conditions and waivers**

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

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

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

NAY: None (0)

ABS: None (0)

**Motion to Adjourn Meeting at 8:32 p.m.**

**Time: 1:35:41**

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

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

AYE: (5)

NAY: (0)

ABS: (0)

# STAFF REPORT

## Community Development | Planning Commission

### APPLICATION DETAILS

<b>Applicant</b>	4 Leaf Development LLC, c/o Jim Clawson
<b>Owner</b>	4 Leaf Development LLC, c/o Jim Clawson
<b>Engineer</b>	Bayer Becker, c/o Etta Reed
<b>Action Request</b>	PC-2025-09: Zoning Map Amendment, R-4 to R-2A PC-2025-10: Preliminary Subdivision
<b>Location</b>	1701 Lake Forest Drive (Parcel ID H4100-143-000-006)
<b>Site Area</b>	18 acres
<b>Site Frontage</b>	816 feet, along Lake Forest Drive
<b>Current Zoning</b>	R-4 Multi-Family Residential District
<b>Proposed Zoning</b>	R-2A Single- and Two-Family Residential District
<b>Current Land Use</b>	Vacant/undeveloped land
<b>Future Land Use</b>	Urban Neighborhood
<b>Proposal</b>	Open Space Residential Development consisting of 34 single-family lots
<b>Surrounding Land Uses</b>	Single-family residential (Annex) to the west; Multi-family residential (Annex) to the northwest; Vacant/undeveloped land in all other directions
<b>Staff Recommendation</b>	<b>Approval</b> , subject to recommended conditions

### PROPOSAL SUMMARY

4 Leaf Development LLC currently owns approx. 97 acres of land located due east and south of the Annex housing complex, and accessed most directly from Lake Forest Drive. This acreage is entirely within the City of Oxford corporate limits and presently zoned as follows: approx. 30 acres is R-1A (Single-Family Residential), approx. 30 acres is R-2A (Two-Family Residential), and approx. 37 acres is R-4 (Multi-Family Residential). 4 Leaf proposes rezoning an 18-acre portion of this land from R-4 to R-2A, thereby enabling the developer to qualify for potential approval of an Open Space Residential Development as allowed under the City's Subdivision Regulations. The subdivision proposed to occupy the 18 acres is to be named "Lake Forest

Cove” and comprise 34 lots for new single-family homes, as well as 2 large parcels devoted to open space & conservation.

A summary of the cases involved is as follows:

Case No.	Application Type & Description
PC-2025-09	<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-4 to R-2A. <i>Section 1101.5(501)(E)</i> of the Oxford Subdivision Regulations stipulates that Open Space Residential Developments, while voluntary, can only be approved on land totaling at least 5 acres in sizes that is zoned as a single-family or two-family zoning district. Since the developer wishes to pursue the option for an Open Space Residential Development, this necessitates a zone change from the current multi-family district (R-4) to a two-family district (R-2A).
PC-2025-10	<b>Preliminary Subdivision</b>  Submitted pursuant to <i>Section 1101.2</i> of the Subdivision Regulations. Any new “major subdivision” proposed in the City of Oxford is required to complete Preliminary Subdivision and Final Subdivision approvals before being recorded and constructed. The purpose of a Preliminary Subdivision review is to check a submitted plan for consistency with the design standards laid out in <i>Section 1101.4</i> , reviewing the overall suitability and efficiency of the design as well as any potential adverse effects to neighboring properties. A voluntary option for a conservation-oriented subdivision – an “Open Space Residential Subdivision” – is also provided in <i>Section 1101.5</i> ; when a developer exercises this option, they are afforded extra flexibility in meeting typical zoning requirements in exchange for reserving a minimum percentage of open space. The development pattern resulting from this type of subdivision can sometimes be referred to as “cluster design,” since zoning flexibility often results in the shrinking and clustering of lots, with leftover land reserved as green space.

## PUBLIC COMMENTS

Public notices were mailed to surrounding property owners and a sign was posted at the front of the property on Lake Forest Drive. No public comments have been received as of the writing of this report.

## SITE HISTORY

The site has been involved in numerous past applications and approvals by entities including the City of Oxford, as well as Butler County prior to annexation. A summary of relevant case history is provided below:

- **16 Dec 2004, Preliminary PUD Approval:** Butler County Commissioners approve application from 4-Leaf Development LLC to rezone approximately 174 acres of land from A-1 to B-PUD & R-PUD, by Res. 04-12-3188. A few notable requirements included a boulevard connector road, density cap of 12 du/ac, screening/mounding to block view of the PUD from US 27 and adjoining properties, and a minimum 50-foot wide perimeter buffer. Originally the area was planned as a combination of residential and office “tech park” uses.
- **23 May 2006, Development Agreement:** City of Oxford enters into a Development Agreement with 4-Leaf Development LLC and OXO1 Ltd. The agreement provided that the property would be zoned consistent with the prior-approved PUD.

- **7 Aug 2007, Annexation & Zoning Map Amendment: City Council accepts annexation petition by Ord. No. 2965 and rezones PUD property to Oxford zoning classifications OI, R3, R1A, and R2A by Ord. No. 2966.** These zoning classifications were found to most closely align with the PUD previously approved by the County. The Planning Commission minutes and staff report at the time reflected staff’s position that all areas rezoned to City zoning classifications should have a PUD overlay; however, the official adopted Ordinance did not give any mention to a PUD being retained.
- **8 Aug 2013, Zoning Map Amendment: City Council by Ord. No. 3228 approves a rezoning of the property from R3 to R4.** Earlier in 2013, the R-4 district had been developed as a new multi-family district intended to be applied to the outskirts of Oxford, with the R-3 multi-family district being retained for inner/developed portions of the city. This rezoning, initiated by the City, rezoned 66 acres of land inclusive of the Indian Trace and Level 27 apartment complexes as well as the subject property.
- **2 Mar 2021, Planned Development: City Council by Ord. No. 3613 approves a Preliminary Planned Development for South Forest Edge Section 1.** This development was to be located along the north and west sides of Lake Forest Drive (falling outside the area now under consideration), and consist of 36 detached landminium units on 12 acres. Although Final Subdivision approval has expired as of October 2024, the Planned Development approval is still technically valid until August 2026.
- **2 Mar 2021, Zoning Map Amendment: City Council by Ord. No. 3616 approves a Preliminary Subdivision for South Forest Edge Section 2.** This development was to be located on the east side of Lake Forest Drive (immediately south of the area now under consideration), and consist of 21 single-family lots on 18 acres. Preliminary and Final Subdivision approvals for South Forest Edge Section 2 have since expired as of April 2025. The primary obstacle preventing development was the cost to either extend sewer mains to the site via a lengthy route from the treatment plant, or provide a lift station to tap into existing mains near the Annex.
- **17 Oct 2023, Sanitary Sewer Construction Agreement: City Council by Res. No. 7533 authorizes the City Manager to enter into a revised Agreement with 4 Leaf Development LLC.** This agreement allowed for the contribution of \$746,000 of public funds – made up of TIF revenue plus SE Quadrant wastewater capacity benefit charges – to go toward funding sewer and other improvements in lieu of an obligation outlined in the 2006 Development Agreement to fund construction of a Lake Forest Drive extension.

**DEPARTMENT COMMENTS**

Below are comments from City departments:

Department	Respondent	Response
<b>Economic Development</b>	Seth Cropenbaker, Economic Development Specialist	Not Returned
<b>Engineering</b>	Scott Otto, City Engineer	Returned with Comments
<ul style="list-style-type: none"> <li>• <i>Further review of detailed construction plans may require revisions to proposed storm water, water, and sanitary sewer main locations. [...Comments continue on next page]</i></li> </ul>		

Department	Respondent	Response
<b>Engineering</b>	Scott Otto, City Engineer	Returned with Comments
<ul style="list-style-type: none"> <li>• <i>The developer shall provide analysis of the downstream sanitary sewer mains to the Wastewater Treatment Plant to ensure capacity is available for expected flow.</i></li> <li>• <i>A Public Improvement Bond will be required for infrastructure improvements.</i></li> <li>• <i>The proposed development will have low volume, low speed, local roads that should not discourage bicyclists. Sidewalks are proposed along all streets for pedestrian connectivity. A multi-use trail is planned along the east side of Lake Forest Drive that will connect to the existing trail along the south side of Southpointe Parkway, and also to the development amenities such as the clubhouse, mail kiosk and pond. The proposed development follows the vision of the Complete Streets Policy and provides safe alternatives for all road users.</i></li> </ul> <p>[<b>Note:</b> CD staff relayed the City Engineer’s request for a sanitary sewer analysis to the applicant. In response, Bayer Becker prepared an analysis confirming adequate capacity was available to service the development.]</p>		
<b>Fire</b>	John Detherage, Fire Chief	Returned without Comments
<b>Police</b>	John Jones, Police Chief	Returned with Comments
<p><i>While there is nothing particular concerning with this development and I believe it fits in well with the character of that area, as growth continues on the southern end of the City, public safety demands will grow. Considerations for location of fire stations, police sub-stations, and increase in public safety staffing would be prudent. Traffic will also increase as a result.</i></p>		

**COMMENTARY**

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

- **Density:** In an Open Space Residential Development (OSRD), the density is capped at whatever the underlying district density is, unless the project qualifies for a density bonus based on a point system. If the project were successfully rezoned to R-2A, the maximum density for the 18 acres being subdivided would be 209 dwelling units (18 acres x 43,560 sq ft per acre, ÷ 3,750 sq ft minimum per unit, = 209.088). Of course, this crude calculation does not account for portions of the 18 acres that would be devoted to roads and infrastructure, nor does it account for other practical constraints of the site such as steep slopes, sensitive environmental features, etc. With a proposed density of 34 units/lots, this is way under the normal cap, let alone what potential density increase could be allowed under the point system prescribed in the Subdivision Regulations. For the present applicant, the primary incentive in pursuing an OSRD is clearly not related to density, but rather the ability to deviate from zoning standards (such as lot size, coverage, etc.) inherent to the R-2A district.
- **Landscaping, Tree Preservation & Open Space:** Any OSRD with a base density of less than 3 dwelling units per acre (du/ac) is required to set aside at least 35% of the site as open space. With 34 total units proposed, the resulting density is 1.8 du/ac. The submitted plan includes approx. 9.1

acres devoted to open space, which is 2.8 acres more than the minimum required (50.5% vs. 35%). Observing the proposed subdivision design closely, it is clear the most environmentally robust features of the landscape have been thoughtfully reserved within the designated open space. Features that would be preserved within the open space include Lick Run (which is a USGS blue line stream), mature woodland, and some of the steepest terrains present on the site. No doubt, some mature trees will need to be removed in order to accommodate development activity, and many of these trees are situated in areas deemed exempt from surveying or protection under **Section 1148.05(a)(2)** of the Zoning Code. Therefore, it is staff’s recommendation to grant a waiver to the tree survey requirement so that the developer can avoid this unnecessary expense. Submitted plans include details for seventy two (72) large street trees planted in accordance with **Chapter 935** of the Codified Ordinances, as well as front yard trees – one per lot – which are required by **Section 1148.04** and checked for planting at the time of final inspection.

- **Lighting:** Streetlights will be required along all new public streets in accordance with **Section 1101.4(406)** of the Subdivision Regulations.
- **Lot Dimensions & Setbacks:** OSRDs are exempt from minimum lot size requirements; therefore, the 6,000 square foot minimum lot size requirement that normally applies to single-family dwellings in the R-2A district does not need to be observed. Despite this exemption, every lot within the subdivision exceeds 6,000 sq ft in size, with the smallest being 6,650 sq ft and the largest being 13,964 sq ft. The OSRD section of the Subdivision Regulations further stipulates that other dimensional lot requirements default to whatever is typically required in the district, unless waived/modified by the Planning Commission. The table below lists minimum code requirements alongside the adjusted standards proposed for Lake Forest Cove; any variations would require the granting of waivers:

Standard	Required	Proposed
Lot Frontage*	60 feet min.	~ 47.35 feet min. (Lot 30 has narrowest frontage. Frontage not observed on cul-de-sac lots.)
Lot Width*	60 feet min.	~ 49.53 feet min. (Lot 14 has narrowest width)
Lot Coverage*	35% max.	54% max.
Building Coverage	25% max.	47% max.
Front Yard Coverage	25% max.	38% max.
Front Yard Setback*	30 feet min.	25 feet min.
Side Yard Setback*	7.5 feet min.	7.5 feet min.
Rear Yard Setback*	30 feet min.	20 feet min.
Rear Yard Setback from subdivision boundary**	50 feet min.	20 feet min. (Lots 14-16 require the waiver)
Setback from Existing City or County Road**	35 feet min.	25 feet min. (Lots 1, 27-28, & 33-34 require the waiver due to being adjacent to Lake Forest Drive)

\*R-2A District Requirement

\*\*OSRD Requirement

- **Non-Vehicular Mobility:** The development plan includes five-foot wide concrete sidewalks along new public streets, as well as a ten-foot wide multi-use trail along the east side of Lake Forest Drive. The west side of Lake Forest Drive, currently devoid of a sidewalk or bike path, is considered “out of bounds” with respect to the subdivision now under consideration; a sidewalk had previously been required along this portion of the road as a condition of approving the South Forest Edge Section 1 project.
- **Parking:** Each lot will be required to provide space for at least two (2) off-street parking spaces; spaces housed in garages can count toward this requirement. Additionally, it is intended for the two new public streets – E Southpointe Parkway and Timber Cove Trail – to offer on-street parking on one side of the street. A small parking lot is planned to be constructed adjacent to a planned community clubhouse near the eastern side of the pond, and accessed from Lake Forest Drive.
- **Signage:** Details on any proposed gateway/entry signs are not yet known. Should any such signs be proposed in the future, standard limitations as found in *Section 1151.05(d)(2)* will apply, including a maximum height of 6 feet, a maximum width of 12 feet, and a maximum sign face of 48 square feet. Additionally, if gateway signs are to be installed at the corner of private lots, easements will need to be established such that the HOA has clear control over sign presentation and maintenance.
- **Streets:** Lake Forest Drive, which has already been constructed using Tax Incremental Financing (TIF) funds, is 28 feet wide as measured from back-of-curb to back-of-curb and has a dedicated right-of-way 60 feet in width. Two new public streets – E Southpointe Parkway (an extension of Southpointe Parkway) and Timber Cove Trail – are proposed to match the 28-foot wide street profile of Lake Forest Drive and possess 50 feet of right-of-way width. While the 28-foot street width varies slightly from the 30-foot minimum required by the Subdivision Regulations, the City Engineer has approved this reduced specification for past projects, such as the South Forest Edge Section 2 project. The narrative from Ms. Etta Reed explains that on-street parking is intended for only one side of E Southpointe Parkway and Timber Cove Trail; the final decision for on-street parking arrangement will rest with the City Manager, and is not under the purview of Planning Commission. Lastly, the proposed street network does not conform to the Subdivision Regulations’ minimum required connectivity index of 1.2; the index is calculated by dividing the number of “links” (i.e., street segments) by the number of “nodes” (i.e., intersections and cul-de-sac heads). The proposed subdivision scores an index of 0.75. Staff is in support of a waiver to allow for a reduced index, seeing as how the site is bound by a number of environmental barriers (steep slopes, stream, pond, etc.) that deter connectivity.
- **Stormwater Management:** The project will be required to demonstrate compliance with the Oxford Stormwater Design Manual, which is administered by the Service Department. The existing pond on the north end of the site is to be utilized for stormwater retention and water quality purposes.
- **Utilities:** Comments on individual utility services are provided below:
  - **Garbage Collection:** As a single-family development, garbage is to be picked up on-street in front of residences.
  - **Mail delivery:** A mail kiosk is planned to be located at the clubhouse facility, thus offering combined mail delivery consistent with USPS policy for new subdivisions.
  - **Water & Wastewater:** Existing City utilities are available near the intersection of Southpointe Parkway and Lake Forest Drive. Since wastewater will be able to gravity flow to the treatment plant, a pump or lift station will not be needed.

## DECISION CRITERIA

Any request for a Map Amendment must satisfy at least one of the criteria spelled out in *Section 1135.02(c)(1)*. The criteria found in this section are below with staff analysis provided for each:

- 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.** The request at hand would significantly downzone the property in the interest of allowing for an Open Space Residential Development, an alternate method for subdivision approval available as a voluntary developer option within the Subdivision Regulations. The site is designated as a future “Urban Neighborhood” character type, which the Plan defines as development embracing the qualities of New Urbanism and *characterized by a variety of housing types, mixture of land uses, walkable design, and meaningful green and open spaces*. While the downzoning may deprive the site of some of its development potential consistent with the plan vision, it does embrace some of the desired characteristics and will help create additional housing inventory within the city.
- 3. There has been a substantial change in area conditions that necessitates the amendment.** Yes. 4 Leaf Development LLC has spent a substantial amount of time and financial resources pursuing residential development in this region of the city, in proximity to Lake Forest Drive. In the case of the “South Forest Edge” land to the south, funding the extension of sewer service has proven to be a significant challenge in developing this area. The area to the south is classified as a lower density residential district (R-2A), and various single-family products have been sought for those sites in the past, but none have materialized due to the sewer issue. By rezoning the subject site as the same zoning district (R-2A), this essentially extends possibility for lighter intensity development character further north than originally planned or anticipated. By doing so, it will more feasibly permit the construction of new residential housing stock.
- 4. There is a legitimate need for additional land area in the zoning district that will be expanded.**  
Yes, for reasons as already stated in #3 above.

## STAFF RECOMMENDATION

Based upon a review of the relevant Decision Standards, staff recommends **approval** of the Map Amendment request to rezone the property from R-4 to R-2A so as to qualify for an Open Space Residential Development.

Additionally, staff recommends **approval** of the Preliminary Subdivision application subject to the following conditions and waivers:

### Conditions

1. Consistent with recommendations from the Butler County Soil & Water Conservation District, the developer is advised to take precautions for Lots 1-16 by having geotechnical foundation studies performed prior to the submission of Building Permits.
2. The following note shall be affixed to the final record plat: “High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure basements stay dry.”
3. The final record plat shall establish a conservation easement for the southernmost open space parcel wherein Lick Run is situated. The easement terms shall stipulate that the land remain undeveloped and undisturbed, though the terms shall not preclude the establishment of a walking trail.

4. The final landscaping plan shall be revised to include street trees south of Timber Cove Trail.
5. All driveways for Lots 1-34 shall be accessed from either East Southpointe Parkway or Timber Cove Trail. With the exception of the clubhouse, no new driveways shall be permitted from Lake Forest Drive.
6. HOA documentation shall be reviewed by the City Law Director prior to recording.

**Waivers**

7. A waiver to **Section 1101.4(403)** is hereby granted to allow new public streets (E Southpointe Pkwy and Timber Cove Trl) to be 28 feet wide as opposed to 30 feet wide per the Typical Section in Attachment H.
8. A waiver to **Section 1101.4(404)(D)** is hereby granted to reduce the street network connectivity index from 1.2 to 0.75.
9. A waiver to **Section 1101.5(504)(B)(1)** is hereby granted to reduce the required setback from Lake Forest Drive from 35 feet to 25 feet, thus matching front yard setbacks to be required along the other public streets in the subdivision.
10. A waiver to **Section 1101.5(504)(B)(2)** is hereby granted to permit Lots 14-16 to reduce the rear yard setback required adjacent to the subdivision boundary from 50 feet to 25 feet, thus matching rear yard setbacks for other Lots.
11. Waivers to R-2A district standards as found in **Section 1143.04(c)** are hereby granted as follows:
  - a. Minimum lot width/frontage reduced from 60 feet to 47 feet
  - b. Maximum lot coverage increased from 35% to 60%
  - c. Maximum building coverage increased from 25% to 50%
  - d. Maximum front yard coverage increased from 25% to 40%
  - e. Minimum front yard setback reduced from 30 feet to 25 feet
  - f. Minimum rear yard setback reduced from 30 feet to 20 feet

SUBMITTED BY:



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

**DATE:** August 5, 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 1101.4** in the Subdivision Regulations sets forth design and construction standards for subdivisions; and **Section 1101.5** governs Open Space Residential Developments.

### 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

**1101.4 – Design standards and construction standards.**

**400 – General Statement**

- (A) In laying out a subdivision, the subdivider shall comply with the following design standards and requirements. The regulations contained herein, the Zoning Ordinance, Comprehensive Plan, Stormwater Drainage Plan, Water System Master Plan, and the City of Oxford Thoroughfare Plan shall control the manner in which streets, lots, and other elements of a subdivision are arranged on the land. These design controls shall help ensure:
  - (1) Convenient and safe streets;
  - (2) Creation of useable lots;
  - (3) Provision of space for public utilities;
  - (4) Reservation of land for recreation uses;
  - (5) To minimize the impact on natural resources and the environment, and
  - (6) To ensure that planning of attractive, connected and functional neighborhoods shall be promoted, minimizing the undesirable features of unplanned, unconnected, undirected, haphazard growth.
- (B) The Planning Commission has the responsibility for reviewing the layout of each future subdivision early in its design development. The development shall be laid out
  - (1) To minimize
    - (a) The effect on ground water and aquifer recharge;
    - (b) Excavation and embankment;
    - (c) Unnecessary impervious cover; and
    - (d) The complete removal of mature trees.
  - (2) To provide adequate access to lots and sites; and
  - (3) To mitigate adverse effects of noise, odor, traffic, drainage, utilities and increased storm water runoff on neighboring properties.

**401 – Suitability of Land**

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

**402 – Sensitive Development Areas**

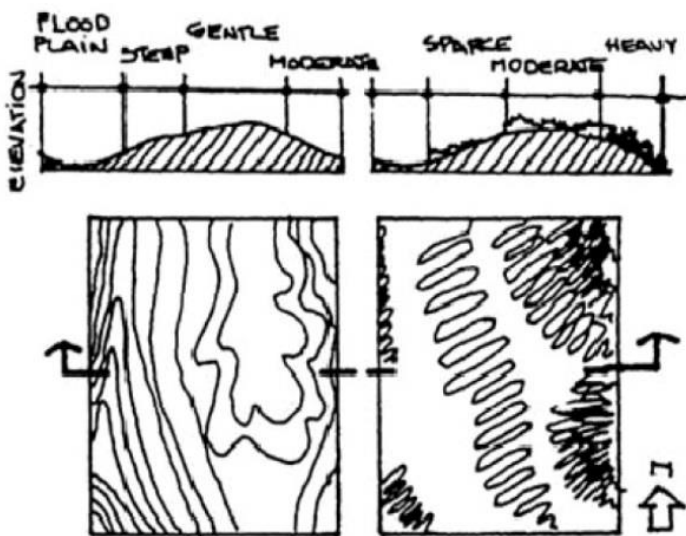
- (A) A Sensitive Development Area is defined as any land(s) or soil(s) proposed to be subdivided that, if subjected to improper use or management, is otherwise determined to be incapable

or unsuitable of urban use. Sensitive Development Areas can also be considered those lands that pose special hazards to development or the environment, consisting of lands or soils of such sensitive character that they may require special use, design and engineering restrictions.

- (B) For the Preliminary Subdivision Plat, the applicant must create an inventory of sensitive areas identified in Section 402 (d) 1-8 from publicly available resources such as OEPA, ODNR, HAPC, FEMA, USFWS, OHPO, OKI, Butler County Soil and Water Conservation District, and other public entities. This information shall be provided with the preliminary application. Design of the subdivision shall be based on a site analysis provided by the applicant.
- (C) After the approval of the Preliminary Subdivision Plat, the applicant must develop a detailed site analysis of sensitive environmental areas on the site, conducted by firm(s) specialized in the areas, at a minimum: Ecological Survey, and Environmental Site Assessment. Other documentation may be required based on the site and the discretion of the Planning Commission, including, but not limited to: Stream and Wetland Mitigation, Water Way Permits, Archaeological Inventory, Historic Architecture Inventory. The applicant must also provide report of the analyses following current professional norms for the discipline. It will be the Planning Commission's role to review information submitted by the applicant on each discipline to make the recommendations to City Council
- (D) Design of the subdivision shall be based on the site analysis provided by the applicant. To the maximum extent practicable, development shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative impacts and alterations of natural features. The following specific areas shall be preserved as undeveloped open space, and in accordance with the U.S. and Ohio Constitutions and state or federal regulations:
  - (1) Unique and/or fragile areas, including wetlands, as may be defined in Section 404, Federal Clean Water Act, as amended; and in Ohio Environmental Protection Agency standards.
  - (2) Land in the floodway as identified and mapped using the Federal Emergency Management Agency's Flood Hazard Boundary Maps. Federal Emergency Management Agency in scientific and engineering reports entitled 'Flood Insurance Study for Butler County, Ohio and Incorporated Areas' effective 12/17/2010, with accompanying Flood Insurance Rate Maps for Butler County, Ohio and Incorporated Areas effective 12/17/2010 and any revisions thereto are hereby adopted by reference and declared to be part of this chapter.
  - (3) Steep slopes fifteen (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account.
  - (4) Habitats of endangered wildlife, as identified on federal and state lists.
  - (5) Historically and culturally significant structures and sites, as listed on, but not limited to, the National Register of Historical Places or on the local inventory of historic places maintained by the City of Oxford's Historic Architectural Preservation Commission.
  - (6) Aquifers and tributary drainage systems.
  - (7) Tree growth areas or urban forested areas containing native mature trees.
  - (8) Any area as identified on Map 3.3 of the Comprehensive Plan.
- (E) The development shall be laid out to avoid adversely affecting groundwater and aquifer recharge; to reduce excavation and embankment; to avoid unnecessary impervious cover; to prevent flooding; to provide adequate access to lots and sites; and, to mitigate adverse effects of noise, odor, traffic, drainage, and utilities on neighboring properties. The

placement of buildings shall take into consideration topography, building height, orientation and drainage. Storm Water Best Management Practices and Low Impact Development Designs are desirable and encouraged. City guidelines for these practices and designs can be found in the City of Oxford Storm Water Management Design Manual.

- (F) If the Planning Commission, or its designated representative, may require the applicant to submit a statement in order to demonstrate that satisfactory efforts have been made to mitigate any special hazards posed to the site if these sensitive lands are subjected to improper use or management. The statement, if required, shall be submitted in one or more of the following forms:
- (1) The statement shall describe in detail the extent of encroachment on any Sensitive Development Area, the extent and nature of the proposed alteration, the environmental impacts resulting from the proposed alteration, and the proposed methods of mitigation.
  - (2) A Geotechnical Report and/or a Wetlands Assessment/Delineation, prepared by a professional engineer, licensed in the State of Ohio, or by a specialist in Streams and Wetland. This report can be in lieu of a development narrative.



#### 403 – Typical Sections

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

- (A) Principal Arterial street typical section;
- (B) Minor Arterial street typical section;
- (C) Major Collector street typical section;
- (D) Minor Collector street typical section;
- (E) Local street typical section;
- (F) Alley typical section;
- (G) Typical cul-de-sac details;
- (H) Temporary turn around;
- (I) Dead End/ Stub Street typical section (Hammerheads);

- (J) Multi-Use Path typical section;
- (K) Utility typical section; Utility locations;
- (L) Tree Protection Detail
- (M) Tree Survey
- (N) Typical Lot Consolidation/Split;
- (O) Standard Plat of Survey;
- (P) Record Plats
- W.1: Standard Record Plat Title Sheet;
- W.2: Standard Record Plat.

#### 404 – Streets

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

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

#### (A) Relation to Adjoining Street System

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

#### (B) Street Classifications

- (1) The classification of all proposed streets shall be determined by the Planning Commission and shall conform to the Official City Thoroughfare Plan. The

proposed use of the street, type of traffic and future traffic volume shall also be considered in determining the classification of a street.

Street Classifications:

- (a) Principal Arterial
- (b) Minor Arterial
- (c) Major Collector
- (d) Minor Collector
- (e) Local streets
- (f) Alleys

(C) Street Improvements

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

(D) Street Connectivity

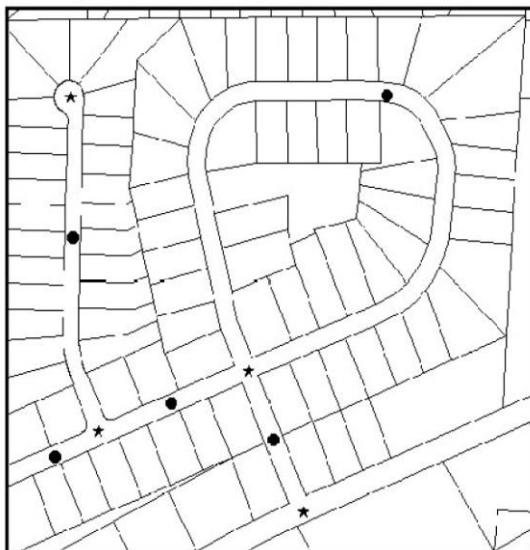
The purpose of this section is to support the creation of a highly connected transportation system within the City in order to enhance traffic circulation efficiency for drivers, pedestrians, and bicyclists; promote various modes of transportation; connect neighborhoods to each other and to local destinations such as schools and parks; reduce

emergency response times; reduce vehicle miles of travel and travel time; increase effectiveness of municipal services delivery.

(1) The following standard shall be met in all new residential development in order to increase connectivity.

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

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



(E) Private Streets

(1) No primary access into a subdivision shall be a private road.

(2) Private streets shall conform to the minimum street standards, including construction materials, unless otherwise approved by the Planning Commission upon the City Engineer's recommendation.

(a) Sidewalks are required along a private street as required on public streets.

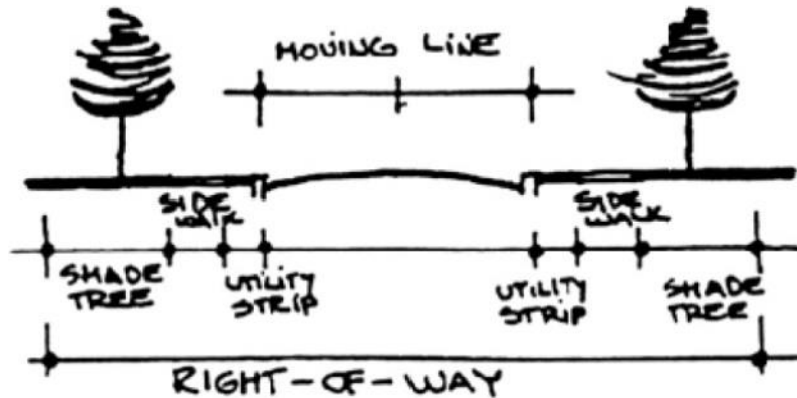
(3) Any proposed private street shall serve a minimum of six (6) lots in order to be platted and recorded as a private street.

(4) All lots utilizing a private street for access shall be provided with an access easement and maintenance agreement, to be noted on the Record Plat and to be outlined with the appropriate covenants and restrictions as to ensure that the private street is appropriately maintained. Such maintenance agreement shall be acceptable to the Planning Commission and Law Director.

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

(F) Rights-of-Way

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



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

(G) Street Signage

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

(H) Parking

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

- (A) Sidewalks
  - (1) Concrete sidewalks, not less than five feet in width, shall be constructed along both sides of all streets, both private and public, and shall be in accordance with the City of Oxford's Curb, Gutter & Sidewalk Specifications Manual unless otherwise determined by the Planning Commission.
  - (2) Sidewalks shall be required as a continuation of any existing sidewalk adjoining the lands to be subdivided.
  - (3) It shall be the responsibility of the subdivider, prior to the release of the performance bond, to install any missing sidewalk segment on any undeveloped lots and in accordance with Section 106.
- (B) Bike Paths/ Walking Trails
  - (1) All bike paths or walking trails shall be elevated and/or distinguished from driving surfaces through the use of durable, low maintenance, hard surface materials such as asphalt, concrete, or other material approved by the City Engineer, to enhance pedestrian safety and comfort, as well as the attractiveness of the walkways.
  - (2) Bike paths shall be installed in accordance with these regulations, the City of Oxford Comprehensive Plan, Thoroughfare Plan and Typical Section Drawings in Attachment H.
  - (3) All proper easements, dedication and maintenance shall be recorded on the Record Plat.
  - (4) Cul-de-sacs that exceed 300 feet in length shall provide a multi-use path and easement at the end of such cul-de-sac. The purpose of this is to provide connectivity to neighboring subdivisions as well as emergency access.

406 – Infrastructure

- (A) Water Lines
 

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

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

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

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

Items of work which pertain to underground utilities, such as gas mains, electric lines and telephone cables, shall be constructed according to the standards and specifications of the

utility company involved. Every effort shall be made to have all utilities provided underground.

(F) Street Lights

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

(G) Sedimentation and Erosion Control

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

407 – Driveways

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

408 – Blocks

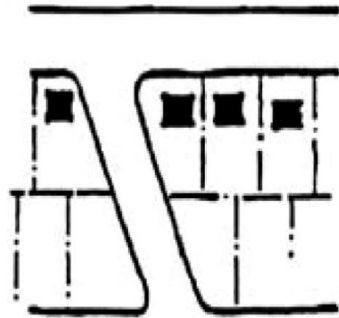
Blocks shall be arranged to accommodate lots and building sites of the size and character required by these Regulations and the applicable zoning district, to provide for adequate community facilities, and with regard of the limitations and opportunities of topography. Irregularly shaped

blocks, blocks intended for dead end/stub and loop streets, and blocks containing interior parks and playgrounds may be approved by the Planning Commission if properly designed and located.

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

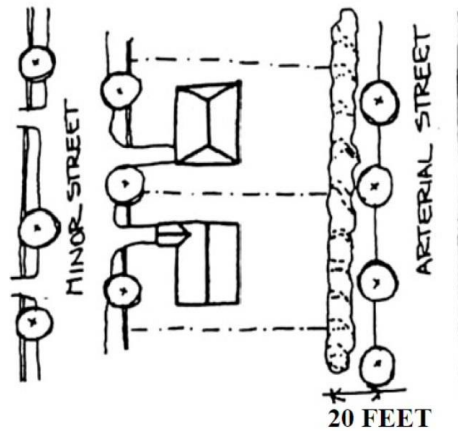
#### 409 – Lots

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



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

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



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

#### 410 – Landscape Plan

- (A) A landscape plan shall be submitted with each plat application for proposed developments in accordance with Chapter 1149 of the Zoning Code and Chapter 935 of the City of Oxford Codified Ordinance, unless an exception is granted by the Planning Commission pursuant to these Regulations.
- (1) The landscape plan shall identify existing and proposed trees, shrubs, and ground covers; natural features such as rock outcroppings; and other landscaping elements.
  - (2) Where existing plants are to be retained, the applicant shall include in the plans proposed methods of protecting them during construction such as but not limited to the Tree Protection Detail.
  - (3) The landscape plan shall demonstrate compliance with the requirements of Chapter 1148.
- (B) Buffering
- Buffering is the provision of an area between different land uses that attempts to minimize negative environmental impacts from one to the other. Buffers shall provide a year-round visual screen in order to minimize adverse impacts. They may consist of fencing, evergreens,

berms, rocks, boulders, mounds, or combinations thereof to achieve the same objectives. Multi-use paths are permitted in the buffer area. Every subdivider shall provide sufficient buffering or additional lot depth when topographical or other barriers do not provide reasonable screening and when the Planning Commission determines that there is a need to shield;

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

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

#### 411 – Maintenance of Improvements

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

#### 412 – Deed Restrictions and Covenants

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

#### 1101.5 – Open space residential developments.

##### 500 – Purpose

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

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

501 – Property Requirements

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

502 – Permitted Density

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

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

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

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

### 503 – Allowable Uses

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

### 504 – Modifications to Regulations

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

- (A) Lot Area Requirements:

There are no minimum lot sizes. Lots included in a development plan shall be of sufficient size and shape to accommodate dwelling units in compliance with the spacing and yard requirements defined herein.
- (B) Minimum Yard Depths and Setbacks:
  - (1) Individual buildings in a proposed development shall be setback a minimum of 10 feet from a proposed right-of-way and 35 feet from an existing City or county road.
  - (2) Individual buildings shall be setback a minimum of 50 feet from any lot line that represents the boundary of the proposed Open Space Residential Development.
  - (3) There shall be a minimum separation of 60 feet between the rears of two principal buildings.
  - (4) A 7.5 foot minimum side yard setback shall be maintained.
- (C) Flexibility of Zoning Code Requirements:
  - (1) To encourage flexibility and creativity consistent with the open space community concept, deviation from compliance with the standards provided for in the zoning ordinance may be granted at the discretion of the Planning Commission as part of the Open Space Subdivision approval process. Such variation may be authorized on the condition that there are features, amenities or planning mechanisms deemed adequate by the Planning Commission designed into the project for the purpose of achieving the objectives intended to be accomplished with respect to each of the regulations from which a departure is sought. Any deviations from zoning ordinance standards will require the Applicant to provide substitute safeguards for each regulation for which there is noncompliance, in whole or in part, in the development plan.
    - (a) Any regulatory modification shall be approved through a finding by the Planning Commission that the deviation shall result in a higher quality of development than would be possible using conventional zoning standards. Regulatory modifications are not subject to variance approval of the Zoning Board of Appeals. This provision shall not preclude an individual lot owner from seeking a variance following final approval of the Open Space Residential Development, provided such variance does not involve alterations to open space areas as shown on the approved Open Space Residential Development site plan.
    - (b) A table shall be provided on the site plan which specifically details all deviations from the established zoning area, height and setback regulations, off-street parking regulations, general provisions, which would otherwise be applicable to the uses and development proposed in the absence of this Open Space Subdivision Chapter. This specification

should include Ordinance provisions from which deviation are sought, and the reasons and mechanisms to be utilized for the protection of the public health, safety, and welfare in lieu of the regulations from which deviations are sought. Only those deviations consistent with the intent of this Ordinance shall be considered.

(D) Modifications to Infrastructure and Street Sections

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

505 – Open Space Residential Development

(A) Mandatory Open Space Requirements:

- (1) A site analysis shall be conducted identifying all mandatory preserved land as listed in Section 505(A)(2) below and the subdivision shall be laid out to avoid adversely affecting such areas. Said analysis shall be submitted with the Preliminary and Final Development Plan.
- (2) The following areas shall be preserved in their natural state as part of the open space requirements:
  - (a) Wetlands found within a site proposed to be developed as an Open Space Residential Development must remain in a natural state, and no off-site mitigation of wetlands shall be permitted; and
  - (b) Steep slopes fifteen (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account; and
  - (c) Any area as referenced in Section 402 Sensitive Development Areas, of these regulations.
- (3) In the case of phased development, open space shall satisfy Section 505 (D)(1) and be provided in a proportional manner with a developed area. To the greatest degree practicable, common open space shall be designated as a single block and not divided into unconnected small parcels located in various parts of the development;
- (4) The following areas shall not count toward the minimum open space requirements:
  - (a) Private and public roads and associated rights-of-way.
  - (b) Public or private parking areas, access ways, and driveways.
  - (c) Required setbacks between buildings, parking areas, and project boundaries.
  - (d) Required setbacks between buildings and streets.
  - (e) Private yards, including front, back and sides.
  - (f) Above-ground buildings, pipes, apparatus, and other equipment for community or individuals, septic, or sewage disposal systems.
  - (g) Any area less than 50 by 50 feet.
- (5) Open Space shall be required as listed in Table 3. All Open Space Residential Developments shall include a minimum of the total site acreage as required open space based on the underlying base zoning density.

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

- (6) Any development that meets or exceeds its minimum preserved open space requirement upon the site analysis that includes areas as specified in Section 505(A)(2) above, shall not be required to provide any additional open space and is entitled to a density bonus as outlined in Section 502 above.
- (B) Use of Required Open Space:
- (1) Open space shall be designed and intended for the use and/or enjoyment of all residents of the proposed development and shall be accessible.
  - (2) Areas designated for required open spaces shall be preserved in their natural state unless otherwise permitted as follows:
    - (a) They are designated to be utilized for farming when authorized in a conservation easement or in a homeowners' association's covenants and restrictions; or
    - (b) They are designated to be utilized as wet or dry storm water management ponds or basins. These ponds or basins may be located partially or entirely within the required open space. Easement shall be required to enable the maintenance of these facilities or
    - (c) They are designated to be used as passive recreation areas (i.e. multi-purpose paths and pedestrian trails) designed and intended for the use and/or enjoyment of residents of the development and/or the general public. These active recreation areas shall be located in areas with the least impact on natural amenities and wildlife habitats, of a useable size and shape for the intended purpose. Such uses shall not include:
      - i. Structures under a roof;
- (C) Reclamation:
- (1) Any areas to be designated as required open space that are disturbed during construction or otherwise not preserved in its natural states, shall be landscaped with indigenous vegetation, excluding noxious plant life, which appeared in those respective areas of the required open space immediately prior to being disturbed during construction or otherwise not preserved in their natural states.
- (D) Future Subdivision and Development of Open Space
- (1) All required open space approved in the Final Development Plan shall be restricted from further subdivision or development by deed restriction, conservation easement, or other agreement in a form acceptable to the City of Oxford, and duly recorded in the office of the Butler County Recorder.

506 – Ownership and Maintenance of Open Space

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

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

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

(B) Conservation Easement.

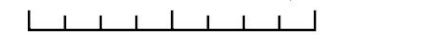
With the permission of City, the owner(s) of required open space may in accordance with the provisions of Section 5301.67-70 of the ORC, grant or transfer a conservation easement to any entity described in Section 5301.68 of the ORC, provided that the entity and the provisions of the conservation easements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

(C) An Open Space Management Entity.

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

# Aerial Map


 Site

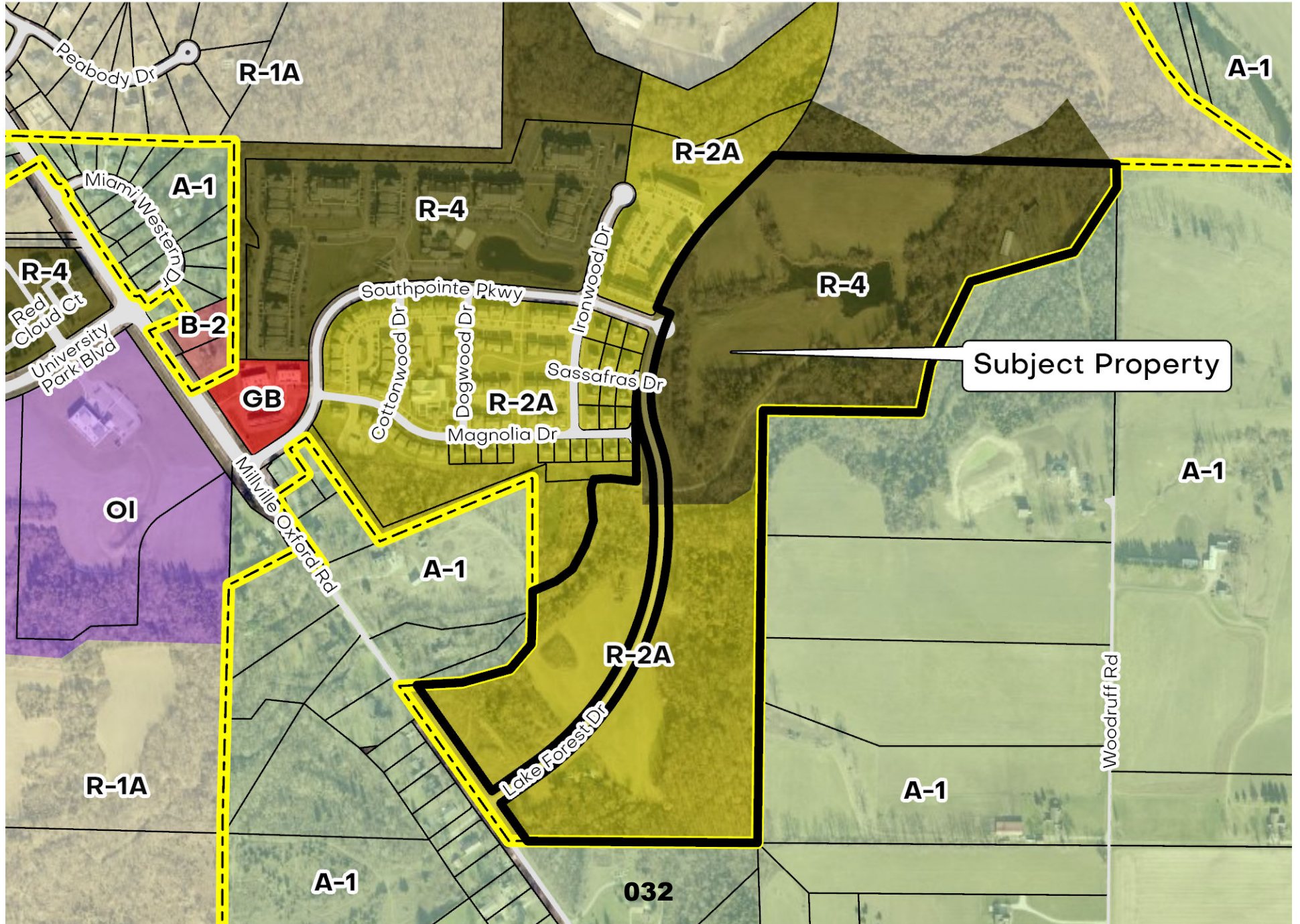
0 250 500 1,000 Feet  




# Current Zoning


 Site

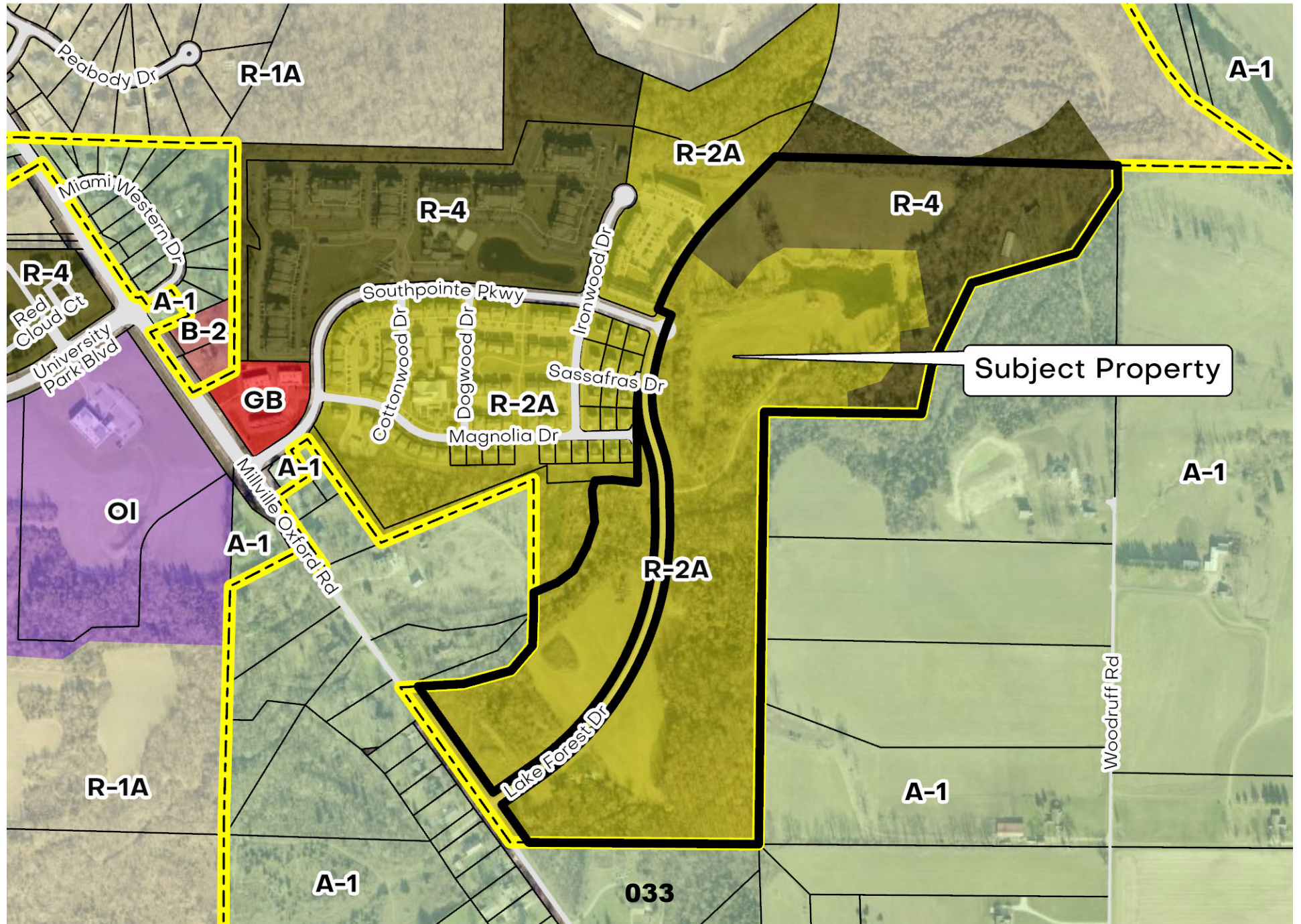
0 250 500 1,000 Feet  




# Proposed Zoning




 Site

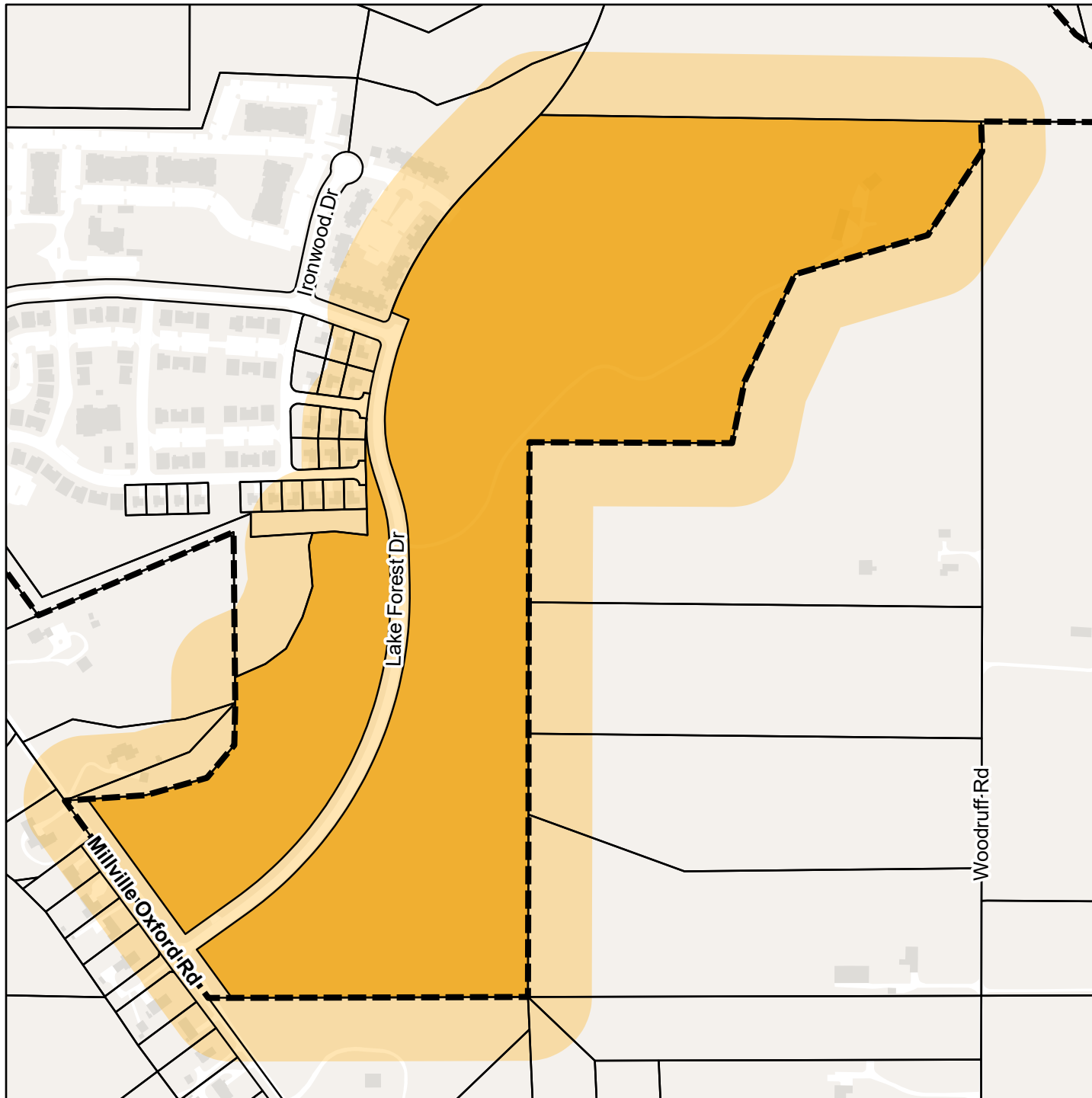
0 250 500 1,000 Feet  





# PC-2025-09/10


## Surrounding Property Owners Map

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



400  
Feet



Date: 7/2/2025 4:07 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.



**Memo**  
Service Department  
Engineering Division  
513/524-5208

TO: Community Development Department

FROM: Scott Otto, P.E.  
City Engineer

RE: Application #PPC-2025-10  
1701 Lake Forest Drive – Lake Forest Cove Preliminary Plat

DATE: July 1, 2025

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The Engineering Division offers the following comments:

- Further review of detailed construction plans may require revisions to proposed storm sewer, water, and sanitary sewer main locations.
- The developer shall provide analysis of the downstream sanitary sewer mains to the Wastewater Treatment Plant to ensure capacity is available for expected flow.
- A Public Improvement Bond will be required for infrastructure improvements.
- The proposed development will have low volume, low speed, local roads that should not discourage bicyclists. Sidewalks are proposed along all streets for pedestrian connectivity. A multi-use trail is planned along the east side of Lake Forest Drive that will connect to the existing trail along the south side of Southpointe Parkway, and also to the development amenities such as the clubhouse, mail kiosk and pond. The proposed development follows the vision of the Complete Streets Policy and provides safe alternatives for all road users.



*Butler Soil and Water Conservation District*  
1802 Princeton Road Suite 300  
Hamilton, Ohio 45011  
Telephone: (513) 887-3720  
Fax: (513) 785-6668  
www.butlerswcd.org

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August 1<sup>st</sup>, 2025  
15 South College Ave  
Oxford, OH 45056

RE: Lake Forest Cove Preliminary Plat PC-2025-09

Dear Zachary Moore (City of Oxford),

This letter is to provide you with a summation of the Natural Resources Review conducted by Butler Soil and Water Conservation District for the planned development application for **Lake Forest Cove PC-2025-09**. Butler SWCD is not a regulatory agency and therefore, the following information is solely technical advice.

## **SOILS**

According to USDA-NRCS Web Soil Survey, there are 14 soil groups within the proposed development of Lake Forest Cove subdivision. Lot numbers 1-16 are situated in soil groups XeB and EcE2, which are rated for high water tables, 15-25% slopes (EcE2), and prone to soil slippage. Due to the high slopes and soil slippage potential, a representative geotechnical study is recommended prior to construction drawing approval for lots 1-16. The results of the study may warrant additional studies prior to the building permit being issued.

Lot numbers 17-27 are situated in soil groups XeB and MsC2, which are rated for high water tables, ponding, and 6-12% slopes. It is recommended to add the following note to the final plat: "High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure the basements stays dry."

Lot numbers 28-31 are situated in soil groups UXeA and XeB, which are rated for high water tables and prone to ponding. Due to high water tables the following note should be added to the final plat: "High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure the basements stays dry."

Lot numbers 32-34 are situated in soil groups URvB and RvB, which have no limitations in building developments with constructed basements. Lot #32 is situated in RvB, which are limited by 2-6% slopes; however, no geotechnical study should be needed.

## **WATER RESOURCES**

Based on desktop review, there are several water resources on the property. The first water resource identified is a freshwater pond that will be designated as a water quality and retention pond. This pond should meet all specifications of the City of Oxford stormwater regulations.

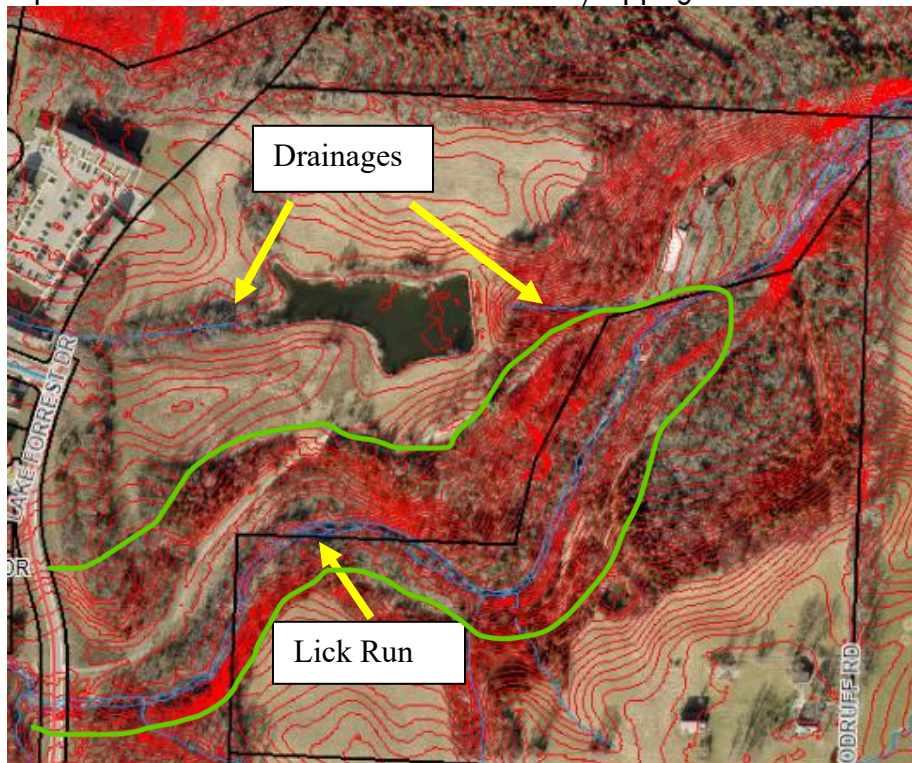
Several smaller drainages were found within the parcel of land as well (see Figure 1) This map was created using the Butler County GIS mapping. This map indicates a smaller drainage possibly

flowing from across Lake Forest Drive and into the pond. There is also another smaller drainage near the dam of the pond. These drainages were not identified on USGS National Hydrography Dataset as a blue-lined stream. The developer should ensure that these drainages are not considered Waters of the United States and are not determined jurisdictional. U.S. Army Corps of Engineers (USACE) Section 404 permit or Ohio EPA Section 401 Water Quality Certification or Ephemeral Stream General Permit may be required if jurisdictional and/or other regulated waters are found on the site if there are proposed impacts (culverts/bridges/etc.) The developer/engineer should be aware of all the water resources on site and determine if permits would be needed due to proposed impacts if the water resources are found to be regulated. If not, it is still recommended that natural drainages courses are maintained.

Lick Run, a blue lined perennial stream based on the USGS NHD (Figure 2), runs from the southwest to the northeast along the property into Four Mile Creek. It appears as if Lick Run will remain undisturbed except for a proposed walking trail adjacent to the stream valley. It is highly recommended to leave as large of a buffer as possible for Lick Run on both sides to maintain the health of the stream. It appears that lot 14 will be the closest in proximity to Lick Run, but lots 1-13 appear to abut the stream valley as well. Since a physical site visit was not conducted, we are unable to determine the state of the streambanks when it comes to erosion. However, depending on how close lots 1-14 are to the streambanks of Lick Run, erosion could be a concern in the future. The soils within the stream valley consist of EcE2 (Eden silty clay loams) soils, which typically have 15-25% slopes. These soils are prone to slippage if fill is placed on top or if the toe is undercut. Erosion can be prevalent in the soils, particularly in subdivisions where stream channels are involved. The developer/engineer should ensure that there is a large enough buffer between the lots and Lick Run.

There are no listed wetlands on the National Wetlands Inventory and no visible hydric/wetland soils on the soils map produced by Web Soil Survey.

**Figure 1:** Topography map created using Butler County GIS from Auditor's office. Green line represents area with EcE2 soils where erosion/slippage could be a concern.



**Figure 2:** USGS NHD map for Lake Forest Cove.



**PLANTS**

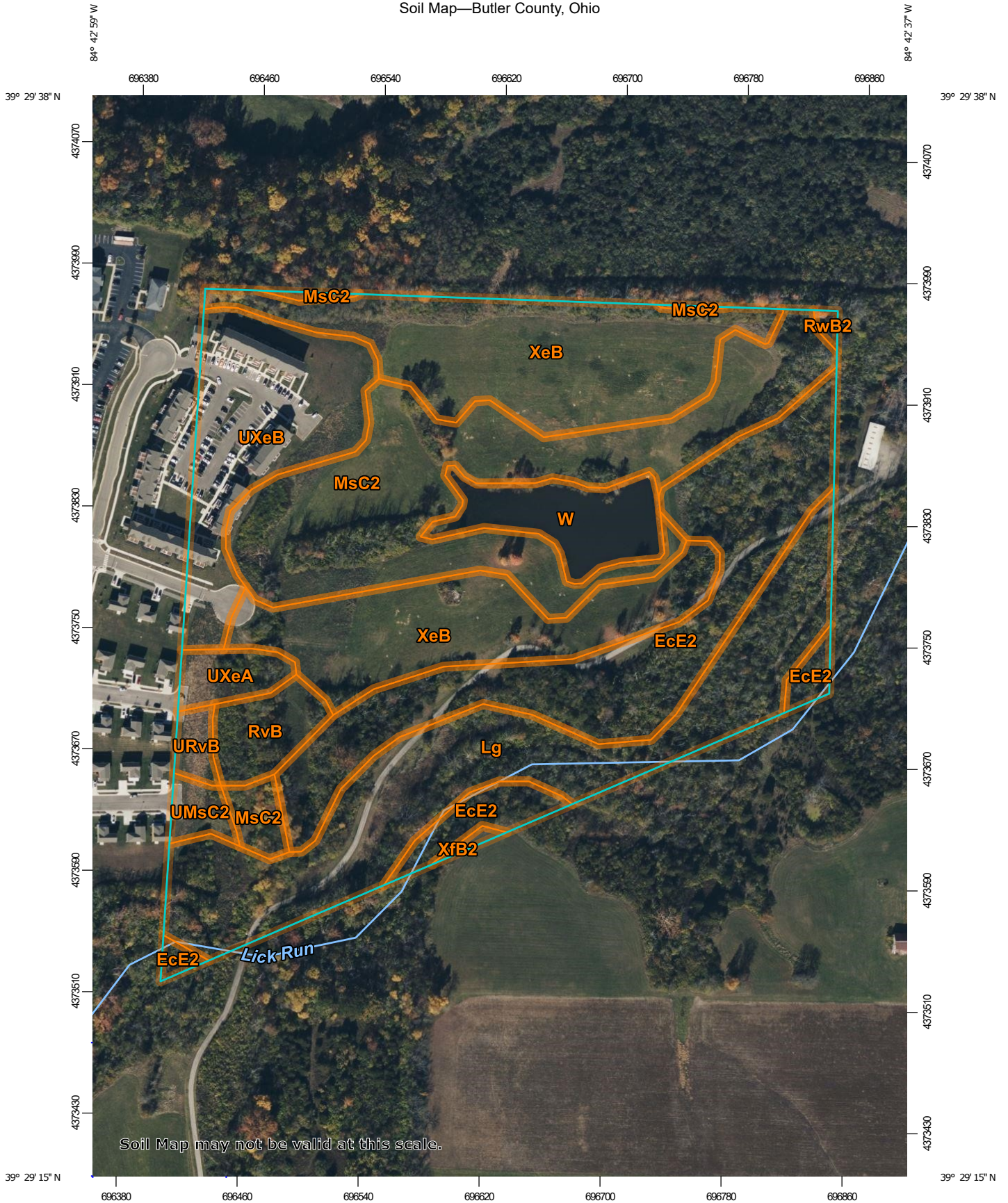
The street trees listed appear to be all native; Butler SWCD has no comments on the plant species list.

Sincerely,

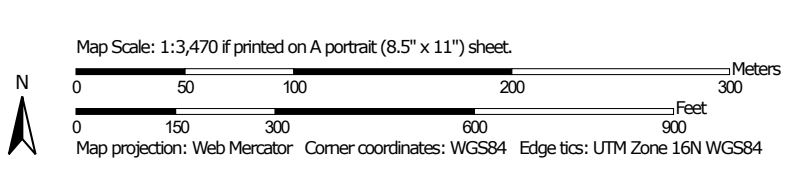
A handwritten signature in black ink that reads 'Ashlee Widener'. The signature is written in a cursive, flowing style.

Ashlee N. Widener  
Water Resource Specialist,  
Butler Soil and Water Conservation District

Soil Map—Butler County, Ohio



Soil Map may not be valid at this scale.



## MAP LEGEND

- Area of Interest (AOI)
- Area of Interest (AOI)
- Soils
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points
- Special Point Features**
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features
- Water Features**
- Streams and Canals
- Transportation**
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads
- Background**
- Aerial Photography

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
 Web Soil Survey URL:  
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Butler County, Ohio  
 Survey Area Data: Version 24, Aug 27, 2024

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Oct 28, 2019—Dec 5, 2019

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
EcE2	Eden silty clay loam, 15 to 25 percent slopes, moderately eroded	6.8	18.2%
Lg	Lanier fine sandy loam	6.6	17.6%
MsC2	Miamian-Russell silt loams, 6 to 12 percent slopes, eroded	7.8	20.8%
RvB	Russell-Miamian silt loams, 2 to 6 percent slopes	0.9	2.4%
RwB2	Russell-Miamian silt loams, bedrock substratum, 2 to 6 percent slopes, moderately eroded	0.1	0.2%
UMsC2	Urban land-Miamian-Russell complex, 6 to 12 percent slopes, eroded	0.4	1.0%
URvB	Urban land-Russell-Miamian complex, 2 to 6 percent slopes	0.3	0.8%
UXeA	Urban land-Xenia, Southern Ohio Till Plain, complex, 0 to 2 percent slopes	0.6	1.6%
UXeB	Urban land-Xenia, Southern Ohio Till Plain, complex, 2 to 6 percent slopes	3.6	9.6%
W	Water	1.6	4.2%
XeB	Xenia silt loam, Southern Ohio Till Plain, 2 to 6 percent slopes	8.8	23.5%
XfB2	Xenia silt loam, bedrock substratum, 2 to 6 percent slopes, moderately eroded	0.1	0.2%
<b>Totals for Area of Interest</b>		<b>37.4</b>	<b>100.0%</b>



# 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	1701 Lake Forest Drive
Total Site Acreage	17.95 Acres
Parcel ID Number(s)	H4100-143-000-006
Current Zoning District	R-4 PD & R-2A PD
Proposed Zoning District	R-2A

## BOX 2 | APPLICANT INFORMATION

Is the applicant also the current property owner? <input checked="" type="checkbox"/> Yes (You may skip Box 3) <input type="checkbox"/> No (Do not skip Box 3, and include a <u>Letter of Agency</u> with your submittal)	
Applicant Name	Jim Clawson
Applicant Company Name	4 Leaf Development LLC
Mailing Address	125 W. Spring St., Oxford OH 45056
Email Address	Jim@Hoteldevelopment.net
Telephone Number	513-524-9500

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

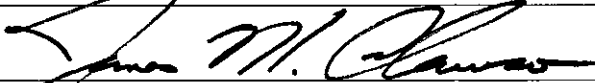
Property Owner Name
Property Owner Company Name
Mailing Address
Email Address
Telephone Number

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

<input checked="" type="checkbox"/> <b>Narrative/Cover Letter</b> addressing all components required by <u>Section 1135.02(b)(1)</u> – more information on Page 2
<input checked="" type="checkbox"/> <b>Legal Description</b> of the area/property being rezoned (use the <u>Butler County Recorder website</u> to search existing property records)
<input checked="" type="checkbox"/> <b>Vicinity Map</b> showing property lines, streets, existing and proposed zoning
<input checked="" 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)	<b>James M. Clawson</b>
Applicant Signature	
Date	<b>6/25/25</b>

**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.

June 26, 2025

Mr. Zach Moore  
City Planner  
City of Oxford  
15 South College Avenue  
Oxford, Ohio 45056

Re: 1701 Lake Forest Drive  
Lake Forest Cove  
Zoning Map Amendment Application

Dear Mr. Moore:

Enclosed please find the following items in support of 4 Leaf Development LLC's Application for a Zoning Map Amendment to 17.95 acres of Parcel Number H4100-143-000-006, located at 1701 Lake Forest Dr. Please see the attached documents for details.

- 1) Digital copies of each of the following:
  - a. Executed Zoning Map Amendment Application.
  - b. Legal description of the property.
    - i. Vicinity Map
  - c. Rezoning Plat.
  - d. Photos of the site.

- 2) Applicant & Owners:

*4 Leaf Development, LLC  
125 W Spring Street  
Oxford, Ohio 45056  
513-524-9500*

- 3) Design Professionals:

*Engineer, Surveyor & Landscape Architect:  
Bayer Becker  
110 S. College Ave., Suite 101  
Oxford, OH 45056  
513-336-6600*

The subject property is zoned R-4 Multifamily Residential District Planned Development, as well as R-2A Single and Two Family Residential District Planned Development. 4 Leaf Development LLC requests that the subject property of 17.95 acres be rezoned to R-2A Single and Two Family Residential District. Under separate cover, 4 Leaf Development LLC has submitted a Preliminary Subdivision Plat for an Open Space Residential Subdivision, under separate cover.

The subject property is bordered by R-2A zoning districts to the west and south, R-4 to the north, and the A-1 Agricultural District of Oxford Township to the east. To the west, across Lake Forest Drive, the R-2A parcels include single-family homes and to the northwest multi-family buildings, all which are part of the Annex development, which serves as student housing. The parcels to the north, east, and south remain undeveloped, consisting primarily of agricultural and forested land. Given its adjacency to R-2A districts on two sides, proximity to A-1 zoning, and the surrounding natural landscape, the property is well-positioned to complement the existing development pattern and zoning context.

After evaluating development options for the subject property, the site's physical constraints proved challenging. The limited space between the existing lake and the steep topography to the south significantly restricts viable design alternatives. Given these limitations, single-family homes emerged as a more practical and cost-effective solution, particularly in terms of grading requirements.

The site also features a substantial amount of existing forest. To address the development challenges while preserving portions of this natural landscape, an R-2A Open Space Residential Subdivision presents an ideal middle-ground approach—balancing feasibility with conservation.

The City's Comprehensive Plan is supportive of the proposed development in several areas, as detailed in the Lake Forest Cove Preliminary Subdivision Application, made possible only by a rezoning of the property to R-2A. A stated goal of the Comprehensive Plan is to provide housing for everyone, and the Oxford, Ohio 2020 Housing Needs Assessment showed that all categories of both rental and owner-occupied units are in moderate to critical need. This development will contribute to alleviating some of Oxford's housing needs, as well as improve the significant jobs-housing imbalance that requires many people to commute to work in Oxford from outside the city's boundaries. The Comprehensive Plan also shows that the subject property is located within the existing urban service boundary, as shown on pg. 128.

A priority goal, L2-A1, of the Comprehensive Plan is to “*ensure new developments include adequate green and open space.*” Allowing the site to be rezoned as R-2A will allow for the more efficient, smaller lot sizes required to preserve 45% of the site as open space. Another goal, M3, that is supported by the proposed subdivision is to “*foster an environment and culture of active transportation.*” With a 10' trail located along Lake Forest Drive, trails throughout the site, and sidewalks provided along both sides of all proposed streets, the Open Space Residential Subdivision will support walkability and bike ability within the site and for future developments along Lake Forest Drive, eventually connecting to US 27.

The Comprehensive Plan states that it is a priority for the city to “favor traditional, urban neighborhood qualities over conventional, auto-oriented designs,” which is reinforced by its Connectivity Index regulations. The intent behind a traditional urban grid is to enhance walkability. However, implementing such a grid on this site would require extensive grading due to the challenging topography. While it may be a negative consequence to not be able to provide the traditional, urban street grid, the proposed plan compensates by providing wooded trails and a 10' walk along Lake Forest Drive - features that support walkability despite a more conventional street layout. Approval of the rezoning request to R-2A would enable the creation of an Open Space Residential Subdivision. This approach offers a balanced solution—respecting the site's natural landscape while aligning with the City's broader planning goals for walkability and conservation.

Please place this item on the August 12<sup>th</sup> Planning Commission Meeting agenda.

Should you have any questions, or need any additional information, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink that reads 'Etta Reed'.

Etta M. Reed, PE

Enclosures

Cc: 4 Leaf Development LLC



# PRELIMINARY SUBDIVISION 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 1701 Lake Forest Drive	
Subdivision Name Lake Forest Cove	
Total Site Acreage 17.95 Acres	Proposed Number of Lots/Parcels 34 Res., 3 Open Sp

## BOX 2 | APPLICANT INFORMATION

Is the applicant also the current property owner? <input checked="" type="checkbox"/> Yes (You may skip Box 3) <input type="checkbox"/> No (Do not skip Box 3, and include a <u>Letter of Agency</u> with your submittal)
Applicant Name Jim Clawson
Applicant Company Name 4 Leaf Development LLC
Mailing Address 125 W. Spring Street, Oxford OH 45056
Email Address Jim@Hoteldevelopment.net
Telephone Number 513-524-9500

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

Property Owner Name
Property Owner Company Name
Mailing Address
Email Address
Telephone Number

## BOX 4 | ENGINEER/SURVEYOR INFORMATION Check if same as Applicant

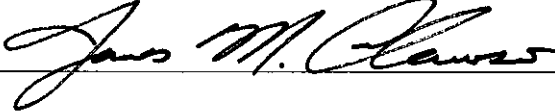
Architect/Engineer Name Etta Reed
Company Name Bayer Becker
Mailing Address 110 S. College Ave., Oxford OH 45056
Email Address ettareed@bayerbecker.com
Telephone Number 513-336-6600

## BOX 5 | ATTACHMENT CHECKLIST Submit all contents in PDF format. No printed copies are necessary.

<input checked="" type="checkbox"/> Narrative/Cover Letter providing a written, detailed description of the request <input checked="" type="checkbox"/> Preliminary Plat including all pertinent details as required by <u>Attachment B</u> of the Oxford Subdivision Regulations – more information on Page 3 <input checked="" type="checkbox"/> Landscaping Plan showing proposed location, size, and species of trees and other plantings, including street trees  <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 6 | 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)	James M. Clawson	
Applicant Signature		Date 6/25/25

**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.

## **Preliminary Plat Requirements** For source text, see Oxford Subdivision Regulations Attachment B

- A. The location of present property and section lines, streets, buildings, lakes and watercourses
- B. Boundary lines, size and tract of whole site and each individual lot in square feet and/or acres
- C. Any existing water mains, culverts, sewer lines, railroads, easements, parks, permanent buildings, power poles, other underground structures and streets within the tract or immediately adjacent thereto, including the location, dimension and size of the nearest water main and sewer line
- D. The proposed location and width of streets, alleys, lots, parking areas, pedestrian walks, ingress/egress, setback lines and easements
- E. The title under which the proposed subdivision is to be recorded and the name of the subdivider and owner if other than the subdivider platting the tract
- F. The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including mailing addresses and parcel numbers within 200 feet of the site
- G. North point, scale and date
- H. Existing contours with intervals of five feet or less referred to U.S.G.S. datum and obtained from a field survey
- I. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat
- J. The plan should evaluate existing watercourses, channels, storm sewers, culverts and proposed improvements pertaining to drainage and flood control in regard to their ability to handle the anticipated greater volume of run-off and peak flows
- K. Any existing building(s) to remain or be razed
- L. Location of any wooded areas, topographic and natural features that are within and adjacent to the proposed project area to be preserved
- M. If and how the proposed subdivision will be subdivided in Phases
- N. Site Analysis as stipulated in Section 402(B)
- O. Landscaping Plan
- P. Building Concepts, as applicable
- Q. Lighting Concepts, as applicable
- R. Any other information that may be necessary as determined by Staff

## **Design Standards** For source text, see Oxford Subdivision Regulations Section 1101.4

### **Design standards applicable to subdivisions include, but are not limited to, the following:**

- Compliance with Typical Sections as provided in Attachment H
  - Any deviation from the standards contained in Attachment H shall be established per the recommendation of the City of Oxford Engineer and approved by the Planning Commission.
- Compliance with the City of Oxford Water and Sanitary Sewer Improvement Specifications Manual
- Compliance with the City of Oxford Storm Water Management Design Manual
- Compliance with the City of Oxford Curb, Gutter & Sidewalk Specifications Manual. Concrete sidewalks not less than 5 feet in width must be constructed on both sides of all streets.
- The City Engineer may require a traffic impact study, based upon the level of impact on surrounding traffic flow and safety.
- Proposed streets shall intersect one another at right angles as topography and other limiting factors allow.
- A cul-de-sac, dead-end/stub street or loop street shall not exceed 500 feet in length.
- Maximum block length is 800 feet; where blocks exceed 600 feet, a public walkway traversing the block may be required.
- Block depth should not exceed 350 feet.
- One street light must be installed within 50 feet of every intersection, at the end of a cul-de-sac or dead end/stub street, and at intervals not exceeding 400 feet.
- All subdivisions shall have at least two (2) entrances to an existing street system.
- Shared driveways shall serve a maximum of three (3) lots and shall not exceed three hundred (300') feet.
- Any residential development shall be required to achieve a connectivity index of 1.2 or greater, unless the Planning Commission determines this is impractical due to topography, existing development, and/or natural features.
  - A connectivity index is a ratio of the number of street links (road sections between intersections and cul-de-sacs) divided by the number of street nodes (intersections and cul-de-sac heads). Stub outs shall also be considered as links.
- Cul-de-sacs exceeding 300 feet in length shall provide a multi-use path and easement at the end of such cul-de-sac.
- No primary access into a subdivision shall be a private road. Any private street must serve a minimum of 6 lots, and must conform to the minimum street standards unless otherwise approved by the Planning Commission upon the City Engineer's recommendation.
- Panhandle or flag lots are specifically prohibited.
- Lots may not be created in a new, proposed subdivision, by dividing land at the end of stub streets in existing subdivision(s).
- Buffering may be required per the standards of Section 1101.4(410).
- Deed restrictions or covenants running with the land may be included to provide for the creation of a Homeowners Association, Condominium Association, or Board of Trustees in which individual owners share common financial responsibilities.

June 26, 2025

Mr. Zach Moore  
City Planner  
City of Oxford  
15 South College Avenue  
Oxford, Ohio 45056

Re: 1701 Lake Forest Drive  
Lake Forest Cove  
Preliminary Subdivision Application

Dear Mr. Moore:

Enclosed please find the following items in support of 4 Leaf Development LLC's Application for Preliminary Subdivision approval for Lake Forest Cove to be located on the east side of Lake Forest Drive, opposite Southpointe Parkway:

- 1) Digital copies of each of the following:
  - a. Executed Preliminary Subdivision Application.
  - b. List of property owners within 200 feet of the site.
  - c. Legal description of the property.
  - d. Preliminary Subdivision Plat.
    - i. Site Analysis included
  - e. Firetruck Autoturn Analysis Exhibit.
  - f. Preliminary Landscape Plan.

2) Applicant & Owners:

*4 Leaf Development, LLC  
125 W Spring Street  
Oxford, Ohio 45056  
513-524-9500*

3) Design Professionals:

Engineer, Surveyor & Landscape Architect:  
*Bayer Becker  
110 S. College Ave., Suite 101  
Oxford, OH 45056  
513-336-6600*

The subject property is zoned R-4 Multifamily Residential District. Under separate cover, 4 Leaf Development LLC has requested that City Council rezone the property to R-2A Single and Two-Family Residential District.

Lake Forest Cove is an Open Space Residential Subdivision consisting of 34 single family lots along proposed public streets, East Southpointe Parkway and Timber Cove Trail. With a substantial provision of 45% open space, the property shall be developed under Open Space Subdivision standards. Although there are no lot size requirements under the Open Space Residential Subdivision standards, all lots meet the 6,000 sq ft minimum lot size requirement of the R-2A district. Additionally, all lots adhere to a minimum of 25 ft front yard setbacks, 7.5 ft side yard setbacks, and 20' rear yard setbacks. Driveway access for all lots shall be located along East Southpointe Parkway and Timber Cove Trail.

5 ft wide sidewalks shall be constructed along both sides of East Southpointe Parkway and Timber Cove Trail, as well as along the extension of Lake Forest Drive. A 10 ft wide trail will be located along the east side of Lake Forest Drive within the project boundary.

The development will be served by City of Oxford utilities. An 8" water main and storm sewer is located within Lake Forest Drive and an 8" sanitary main will be constructed from the east end of Southpointe Parkway. Retention and water quality will be provided via expansion of the existing lake which will serve as a retention and water quality basin. Maintenance of the retention basin and open space shall be the responsibility of the Homeowners Association.

In November, 2017 a traffic impact study (TIS) was prepared for the intersection of US 27 and Lake Forest Drive. The purpose of the TIS was to determine what improvements, if any, would be required for the development of Lake Forest Drive and the adjacent land within the Southpointe Crossings development. The TIS was prepared assuming the construction of 116 single family homes and 90 senior adult housing units and was approved by both ODOT and the City in early 2018. The analysis within the TIS recommended the construction of a southbound left turn lane on US 27. Said turn lane was constructed concurrently with the construction of Lake Forest Drive. The development of the proposed 34 single family residential lots within Lake Forest Cove were accounted for in the TIS, as part of the 116 single family homes.

In addition to the request for approval of the Preliminary Subdivision Plat, 4 Leaf Development LLC requests that the following waivers be granted:

- 1) Section 1101.404(D)(1)(a) of the City's Subdivision Regulations states "*Any residential development shall be required to achieve a connectivity index of 1.2 or greater unless the Planning Commission determines that this requirement is impractical due to topography, existing development or natural features.*"... The proposed development consists of 4 links and 4 nodes, which results in a connectivity index of 1.0. A connectivity index of 1.2 is not practical due to the existing topography and lake. The developable land between the topography on the southern edge of the site and the lake on the northern half of the site does not allow enough width to create a grid that meets the connectivity index of 1.2. It is also not practical, due to topography, to create a ring road around the lake. Therefore, the only available solution is to provide a cul-de-sac at the end of East Southpointe Parkway.

Section 1101.404(D) of the City's Subdivision Regulations states that "*The purpose of this section is to support the creation of a highly connected transportation system within the City in order to enhance traffic circulation efficiency for drivers, pedestrians and bicyclists; promote various modes of transportation, connect neighborhoods to each other ..reduce emergency response time...*" Lake Forest Drive was constructed to serve as a collector roadway connecting the various neighborhoods/developments within the Southpointe Crossings development and distributing the vehicular, pedestrian and bicycle traffic to US 27. Lake Forest Cove is a proposed neighborhood to be served by Lake Forest Drive. Sidewalk is to be constructed along both sides of East Southpointe Parkway and Timber Cove Trail to connect all residential units to Lake Forest Drive. Additionally, a 10-foot trail will be provided along Lake Forest Drive for the length of the property boundary. With the construction of the remaining neighborhoods/developments along Lake Forest Drive, the remainder of the trail will connect the development, south to US 27. Thereby creating a highly connected transportation system of public roadways and sidewalks.

Additionally, Timber Cove Trail and East Southpointe Parkway provide 2 connected access points to the residential lots, thus improving the emergency response time.

4 Leaf Development LLC requests that the connectivity index requirement be waived, as Lake Forest Cove is a neighborhood within a much larger development, Southpointe Crossings, which upon full build out will be a highly connected transportation system.

- 2) Per Section 1143.04(c)(4)A. of the City's Zoning Ordinance, lots with vehicular access from a public street shall have the following lot coverage maximums: 1. Lot total = 35%; 2. All enclosed buildings = 25%; 3. Front yard = 25%. However, the purpose of the Open Space Residential

Development, per the City's Subdivision Regulations, is to "encourage creative and flexible site design," "protect functional and attractive open space," and "promote efficient land development." To accomplish these goals, smaller lot sizes are required to preserve the open space. If the required lot coverage maximums are met, the lot sizes would have to be at least twice as large as proposed. This would require a significant reduction in the proposed open space, which would neither protect the natural resources nor promote efficient land development.

4 Leaf Development LLC requests that the lot coverage maximums be waived to allow for the preservation of open space and natural resources. This request is in alignment with the underlying design intent of the Open Space Residential Subdivision, as articulated by Section 1101.5.500 of the City's Subdivision Regulations.

- 3) Section 504(B)(2) of the City's Subdivision Regulations states that "individual buildings in a proposed development shall be setback a minimum of 50 feet from any lot line that represents the boundary of the proposed Open Space Residential Development." Lots 14-16 provide a rear yard setback of 20 feet from the boundary. Given that the adjacent property is heavily forested and contains steep terrain, 4 Leaf Development LLC requests that the 50-foot rear yard setback requirement along the boundary to be waived. The existing forest and topography will provide a significant landscape buffer to the adjacent parcel, which is currently undeveloped.
- 4) Section 504(B)(1) of the City's Subdivision Regulations states that "individual buildings in a proposed development shall be setback a minimum of 10 feet from a proposed right-of-way and 35 feet from an existing City or county road." With limited space between Lake Forest Drive and the steep topography to the southern portion of the site, a building setback of 25 feet has been provided to avoid locating the proposed residential buildings down the steep grade, as this would cause significant grading issues. Additionally, as Lake Forest Drive is extended, a setback of only 10 feet is required, although 25 feet is provided. Therefore, all units along Lake Forest Drive will adhere to the same setback requirement.

4 Leaf Development LLC requests that the 35-foot setback requirement along Lake Forest Drive be waived to allow for less grading and environmental impact to the site, as well as design consistency.

- 5) Per the City's Subdivision Regulations, all subdivisions shall be designed and constructed to conform to the Typical Sections incorporated in the Subdivision Regulations. The City of Oxford's Local Street Typical Section requires either a 30 ft. wide (back of curb to back of curb) street within a 50 ft right of way or a 35 ft. wide street (back of curb to back of curb) within a 60' right of way. 4 Leaf Development LLC requests approval to construct East Southpointe Parkway and Timber Cove Trail as 28 ft. wide back of curb to back of curb within a 50 ft. right of way. The 28 ft. width is proposed as it matches the width of all the streets which will be utilized to serve the development – Lake Forest Drive and Southpointe Parkway. On-street parking is proposed to be restricted to only one side of East Southpointe Parkway and Timber Cove Trail. Per the attached Autoturn analysis, the proposed roadway can accommodate the needs of the fire department.

Please place this item on the August 12<sup>th</sup> Planning Commission Meeting agenda.

Should you have any questions, or need any additional information, please do not hesitate to contact us.

Sincerely,



Etta M. Reed, PE

Enclosures

Cc: 4 Leaf Development LLC



# PRELIMINARY SUBDIVISION PLAT LAKE FOREST COVE

SECTION 36, TOWN 5 NORTH, RANGE 1 EAST  
CITY OF OXFORD  
BUTLER COUNTY, OHIO

### OWNER/APPLICANT

4 LEAF DEVELOPMENT LLC  
125 W SPRING STREET  
OXFORD, OH 45056  
513-524-9500

### SITE ANALYSIS

- THE SITE DOES NOT CONTAIN MAPPED FLOODPLAIN AND IS DENOTED AS ZONE X PER FEMA COMMUNITY PANELS.
- PER THE NRCS WEB SOIL SURVEY MUCH OF THE DEVELOPMENT AREA ON THE SITE CONTAINS SOILS DENOTED AS XENA SILT LOAM (X6B) AND MANAWKUSSELL SILT LOAM (M2C).
- THE PROJECT SITE IS NOT LOCATED WITHIN AREAS NOTED BY THE CITY OF OXFORD HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION.
- THE SITE IS NOT LISTED ON THE NATIONAL REGISTER OF HISTORIC PLACES.
- THE OH ENVIRONMENTAL RESOURCES AND GREENSPACE FEATURES MAPPING DOES NOT LIST ANY WETLANDS WITHIN THE SITE. TREE CANOPY COVER IS SHOWN THROUGHOUT THE SITE.
- THE SITE CONTAINS APPROXIMATELY 42.74 ACRES (OR 15% OF THE SITE) WITH SLOPES GREATER THAN 15%.

### PROJECT SUMMARY

EXISTING ZONING: R-4 MULTIFAMILY RESIDENTIAL  
PROPOSED ZONING: R2A SINGLE AND TWO-FAMILY RESIDENTIAL DISTRICT  
OPEN SPACE SUBDIVISION

TOTAL SITE AREA	17.95 ACRES
REQUIRED OPEN SPACE	6.28 ACRES (35%)
PROPOSED OPEN SPACE	8.08 ACRES (45%)

LOT COUNT:  
SINGLE FAMILY LOTS = 34 (1.89 D.U./ACRE)  
OPEN SPACE LOTS = 2  
TOTAL LOTS = 36

### OPEN SPACE SUBDIVISION ZONING TABLE: R-2A DEVIATIONS

ZONING ORDINANCE	R-2A REQUIREMENT	PROPOSED DEVIATION	JUSTIFICATION
1143.04(1)(B) Minimum Lot Width	60 feet	50 feet	To accomplish the goals of a Open Space Subdivision, which are to "protect functional and attractive open space" and "promote efficient land development," lot widths have decreased and therefore lot size has decreased to allow for additional preserved open space.
1143.04(1)(C) Minimum Lot Frontage	60 feet	50 feet	To accomplish the goals of a Open Space Subdivision, which are to "protect functional and attractive open space" and "promote efficient land development," lot frontages have decreased and therefore lot size has decreased to allow for additional preserved open space.
1143.04(1)(2A) Minimum Front Yard Depth	30 feet	25 feet	To accomplish the goals of a Open Space Subdivision, which are to "protect functional and attractive open space" and "promote efficient land development," front yard setbacks have decreased and therefore lot size has decreased to allow for additional preserved open space. Additionally, Open Space Residential Subdivision Regulations allow for a 10 foot minimum front yard.
1143.04(1)(2B) Minimum Rear Yard Depth	30 feet	20 feet	To accomplish the goals of a Open Space Subdivision, which are to "protect functional and attractive open space" and "promote efficient land development," rear yard setbacks have decreased and therefore lot size has decreased to allow for additional preserved open space.
1143.04(4)(1) Lot Coverage	Lot Total - 35% Max. All Enclosed Buildings - 25% of Lot Max. Front Yard - 25% of Front Yard Max.	Lot Total - 54% Max. All Enclosed Buildings - 47% of Lot Max. Front Yard - 38% of Front Yard Max.	To accomplish the goals of a Open Space Subdivision, which are to "protect functional and attractive open space" and "promote efficient land development," lot sizes have decreased and lot coverage has increased to allow for additional preserved open space.

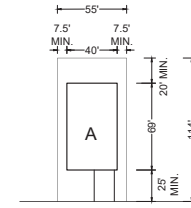
### NOTES

- ELECTRIC TO BE PROVIDED BY DUKE ENERGY.
- GAS TO BE PROVIDED BY GLENEWOOD ENERGY.
- SANITARY SEWER, STORM SEWER AND WATER MAIN SHALL BE CONNECTED TO EXISTING CITY OF OXFORD SYSTEMS AND CONSTRUCTED PER CITY OF OXFORD STANDARDS AND SPECIFICATIONS.
- 3-FOOT INTERNAL CONTOURS PROVIDED BY BUTLER COUNTY GIS, DATED 2017, AND BASED ON NAD83 (HARN) GEOGRAPHIC COORDINATE SYSTEM.
- STREET LIGHTING TO BE PROVIDED ALONG ALL STREETS.
- ON STREET PARKING SHALL BE RESTRICTED TO ONE SIDE OF ALL STREETS.
- OPEN SPACE TO BE OWNED AND MAINTAINED BY HOMEOWNERS ASSOCIATION.

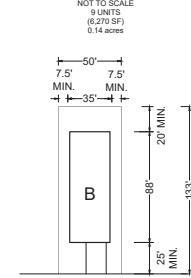
### LEGEND

- OPEN SPACE
- 5' CONCRETE WALK

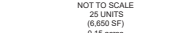
### TYPICAL LOT DETAILS



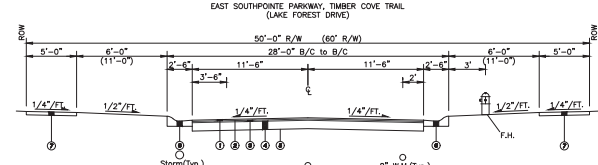
### TYPICAL LOT A



### TYPICAL LOT B



### 50' (60') PUBLIC STREET TYPICAL SECTION

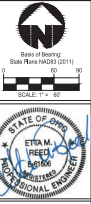
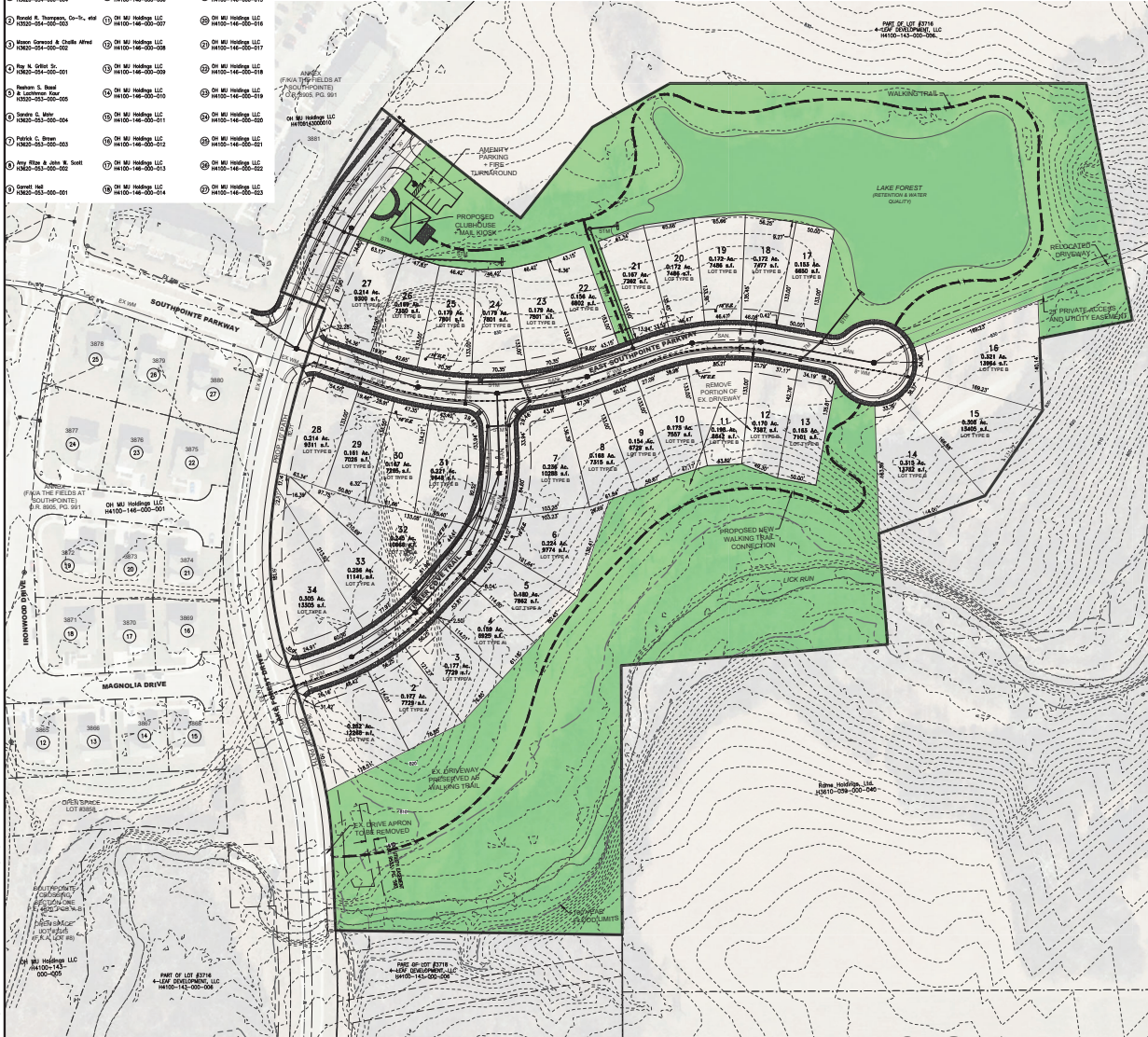


### LEGEND

- ① Item 448 - (1 1/2") Asphalt Concrete, Surface Course, Type 1, PG 64-22
- ② Tack Coat MS-2, RS-1, or RC-250
- ③ Item 445 - (1 3/4") Asphalt Concrete, Intermediate Leveling Course, Type 1, PG 64-22
- ④ Item 304 - (1 1/2") aggregate Base (2-5" Courses)
- ⑤ Item 204 Subgrade Compaction (8-8.50 SF)
- ⑥ Item 605 - Rolled Face Cub & Gutter, City of Oxford Standard
- ⑦ Item 608 - 4" thick concrete sidewalk, width as shown, to be 1/2" higher than finished grade.

### ADJOINERS:

- ① Zone Ridge & Royal Street
- ② Donald S. Thompson, Dr., R., and
- ③ Brent Corneil & Charles Alfred
- ④ Joe N. Cohen
- ⑤ Robert S. Bond
- ⑥ Dennis S. Miller
- ⑦ Jeffrey S. Schmitt
- ⑧ Daniel Hill
- ⑨ OH MI Holdings, LLC
- ⑩ OH MI Holdings, LLC
- ⑪ OH MI Holdings, LLC
- ⑫ OH MI Holdings, LLC
- ⑬ OH MI Holdings, LLC
- ⑭ OH MI Holdings, LLC
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- ㉒ OH MI Holdings, LLC



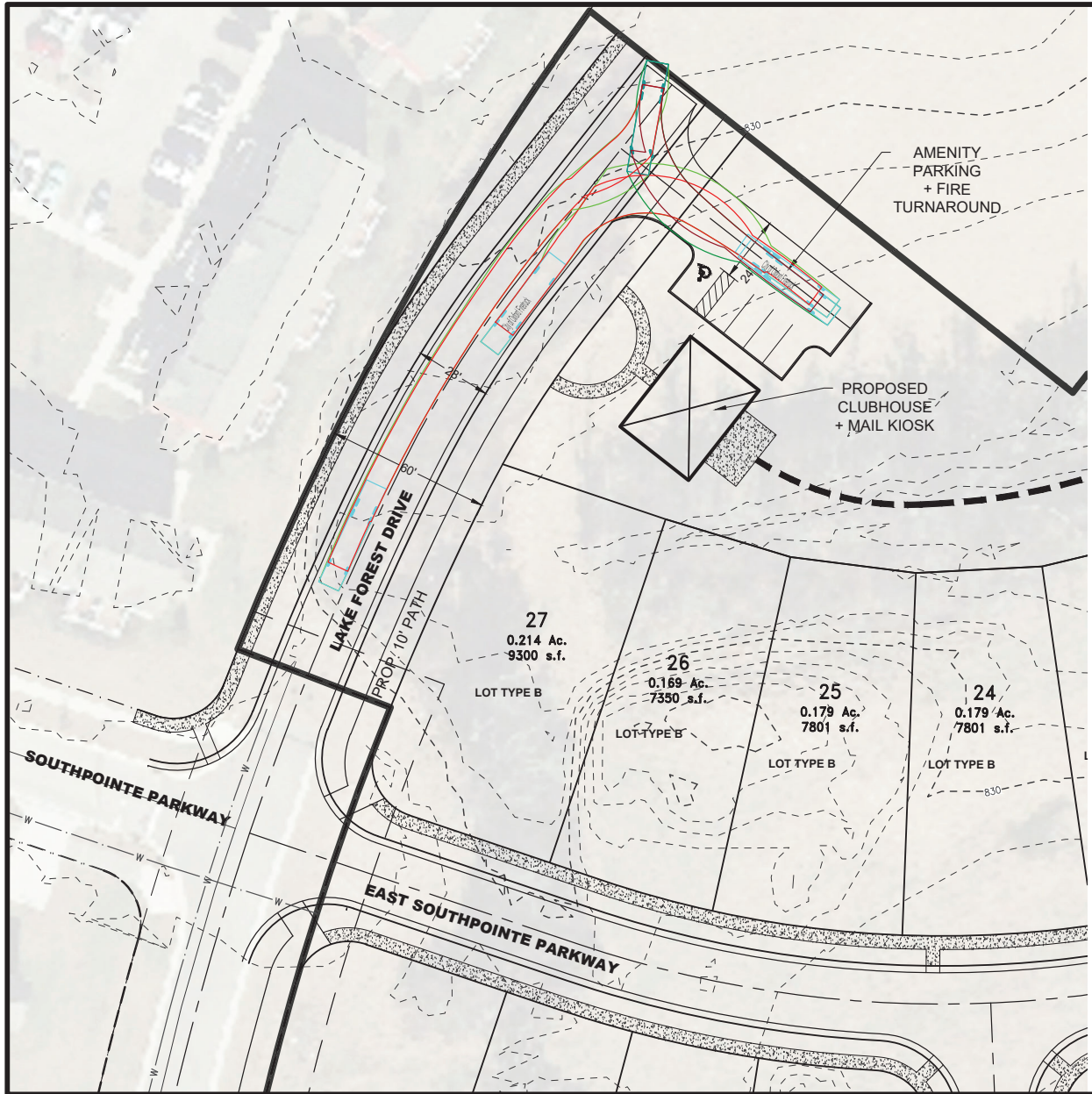
LAKE FOREST COVE  
1701 LAKE FOREST DRIVE  
CITY OF OXFORD, BUTLER COUNTY, OHIO 45056  
SECTION 36, TOWN 5 NORTH, RANGE 1 EAST  
WEST OF THE GREAT HAWK  
PRELIMINARY SUBDIVISION PLAT



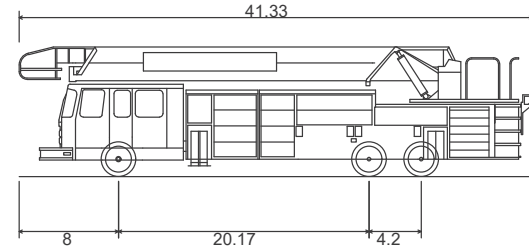
Drawing No. 24-0257-01  
Drawn by: CDD  
Checked by: ER  
Issue Date: 06-28-25

PL1.0





## AUTOTURN VEHICLE



City of Oxford Firetruck	
Overall Length	41.330ft
Overall Width	8.000ft
Overall Body Height	10.432ft
Min Body Ground Clearance	0.862ft
Track Width	8.000ft
Lock-to-lock time	6.00s
Max Steering Angle (Virtual)	32.10°



**LAKE FOREST COVE**  
 1701 LAKE FOREST DRIVE  
 CITY OF OXFORD, BUTLER COUNTY, OHIO  
 SECTION 36, TOWNSHIP 5 (NORTH), RANGE 1 (EAST)  
 FIRE TRUCK AUTOTURN EXHIBIT

Drawing:	24-0257 PLA
Scale:	1"=40'
Drawn by:	ODW
Checked By:	ER
Issue Date:	06-26-26



View from southwest property corner on Lake Forest Dr. facing north.



View from the southeast portion of development facing northwest.



View from the north side of pond facing south.



View from the northwest corner of pond facing southwest.



View from Lake Forest Dr. facing south.

JEREMY & JACOB SCHULTE  
3898 WOODRUFF RD  
OXFORD OH 45056 9036  
H3510039000002

SANDRA D & DALE R BURGER CO TR  
3907 WOODRUFF RD  
OXFORD OH 45056 9036  
H3510039000003

HOPEDALE UNITARIAN  
UNIVERSALIST COMMUNITY  
PO BOX 625  
OXFORD OH 45056 0740  
H3510039000021

ROBERT & TAMI S KUGINSKIE  
3926 OXFORD MILLVILLE RD  
OXFORD OH 45056 8916  
H3510039000046

ROBERT & TAMI S KUGINSKIE  
3926 OXFORD MILLVILLE RD  
OXFORD OH 45056 8916  
H3510039000051

DALE R & SANDRA D BURGER CO TRS  
3907 WOODRUFF RD  
OXFORD OH 45056 9036  
H3510039000054

SHERRY BOURQUEIN ETAL  
3845 WOODRUFF RD  
OXFORD OH 45056 9036  
H3510039000060

CONNIE WILLIAMS & GREGORY SCOTT SHAW  
4800 WALLACE RD  
OXFORD OH 45056 9548  
H3510039000061

JEREMY SCHULTE  
3898 WOODRUFF RD  
OXFORD OH 45056 9036  
H3510039000081

RESHEM S BASSI & LACHHMAN KAUR  
7700 WHARTON CT  
WEST CHESTER OH 45069 4934  
H3520053000005

RONALD R & CHELSEA E THOMPSON CO TRS  
3825 MILLVILLE OXFORD RD  
OXFORD OH 45056 9045  
H3520054000003

DIRK & AMY HINES  
3956 MILLVILLE OXFORD RD  
OXFORD OH 45056  
H3610039000007

ROY JR & KATHY MILLS  
3925 OXFORD MILLVILLE RD  
OXFORD OH 45056 9045  
H3610039000011

KYLE J & SUMMER L HAUGHEY CO TRS  
3891 MILLVILLE OXFORD RD  
OXFORD OH 45056 9045  
H3610039000012

JAMES R II & BRIENNE A BURNS  
4720 WALLACE RD  
OXFORD OH 45056 9048  
H3610039000022

RAMS HOLDINGS LTD  
676 MUREX DR  
NAPLES FL 34102  
H3610039000040

GARRET HEIL  
3871 MILLVILLE OXFORD RD  
OXFORD OH 45056 9045  
H3620053000001

AMY RITZIE & JOHN W SCOTT  
3732 CONLEY BOTTOM CT  
HAMILTON OH 45013  
H3620053000002

PATRICK C BROWN  
3857 MILLVILLE OXFORD RD  
OXFORD OH 45056 9045  
H3620053000003

SANDRA G MOHR  
3849 MILLVILLE OXFORD RD  
OXFORD OH 45056 9045  
H3620053000004

RAY N GRILLIOT SR  
3841 MILLVILLE OXFORD RD  
OXFORD OH 45056  
H3620054000001

MASON GARWOOD & CHALLIS ALFRED  
3833 MILLVILLE OXFORD RD  
OXFORD OH 45056  
H3620054000002

SHANE FUDGE & RACHEL DILLHOFF  
3819 OXFORD MILLVILLE RD  
OXFORD OH 45056 9045  
H3620054000004

SSC OXFORD APARTMENTS LLC  
PO BOX 11277  
CHICAGO IL 60611  
H4100109000010

4 LEAF DEV LLC  
125 W SPRING ST  
OXFORD OH 45056 1768  
H4100109000011

SSC OXFORD APARTMENTS LLC  
PO BOX 11277  
CHICAGO IL 60611  
H4100143000005

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H4100143000010

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H4100146000006

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SSC OXFORD APARTMENTS LLC  
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H4100146000022

SSC OXFORD APARTMENTS LLC  
PO BOX 11277  
CHICAGO IL 60611  
H4100146000023

4 LEAF DEV LLC  
125 W SPRING ST  
OXFORD OH 45056 1768  
H4100143000006

# STAFF REPORT

Community Development | Planning Commission

## APPLICATION DETAILS

<b>Applicant</b>	Scott Webb, Architect
<b>Location</b>	10 N Beech Street
<b>Action Request</b>	Conditional Use
<b>Requested Use</b>	Entertainment Facility
<b>Property Owner</b>	Rodbro Myers Rodbro Wood LLC, c/o Matt Rodbro
<b>Business Owners</b>	Tyler Storer & Jackson Trester
<b>Current Use</b>	Mixed Use Building / Vacant Commercial Space on First Floor
<b>Current Zoning</b>	UP Uptown District
<b>Site Area</b>	8,272 square feet
<b>Site Frontage</b>	66 feet on N Beech Street
<b>Surrounding Land Uses</b>	Vacant two-family dwelling to the north; commercial & mixed use in all other directions
<b>Staff Recommendation</b>	<b>Approval</b> , subject to recommended conditions

## PROPOSAL SUMMARY

The subject property is the mixed use building at 10 N Beech St, previously the site of the Princess Theater. The proposal at hand is to establish a new indoor entertainment facility to occupy the entire ground floor of the existing building.

Local entrepreneurs Tyler Storer and Jackson Trester are looking to establish a golf-themed entertainment venue which would house a total of nine (9) golf simulator bays along with an accessory bar and beverage offerings. All activities associated with the business are planned to be contained to an indoor setting (no new patios, garage doors, or other openings to the outside exterior are anticipated).

The Oxford Zoning Code specifies that in the Uptown (UP) District, any night club, discotheque, or “other entertainment facility” is required to obtain Conditional Use approval as a prerequisite to filing for building

permits. Mr. Storer and Mr. Trester have retained Scott Webb Architect as agent to assist in requesting Conditional Use approval from the City.

## CASE HISTORY

Below is a brief summary of notable board/commission cases pertaining to the property:

- **BZA-1984-01 – Variance to Front Yard Setback:** A variance to the 16.5-foot front yard setback was required in order to expand the movie theater lobby closer to N Beech Street. The variance was approved, and the addition was constructed.
- **BZA-2025-01 – Variance to Front Yard Setback to Add Four-Story Addition:** The first redevelopment plan for the theater building involved demolishing the one-story portion on the north end of the site, while leaving the original two-story portion on the south end of the site intact. Since the original portion already encroached into the 16.5-ft setback, a Variance was required in order for the addition to match up with the older façade. The Board approved the request.
- **BZA-2015-10 – Variance to Front Yard Setback to Replace Entire Structure:** The redevelopment plan was later revised substantially to instead propose demolition of the entire existing structure and replace with a new three-story building that would imitate characteristics of the original building. This included the construction of a replacement canopy and reinstallation of a marquee-style projecting sign. The Board approved the requested Variance in July, the original building was demolished by November, and a building permit for the new mixed use building was submitted in December.
- **BZA-2015-16 – Variances to Sign Type, Height and Illumination:** These three Variances were sought in order to reproduce a projecting sign with similar styling and dimensions to the original movie theater sign, albeit with an electronic message board (EMB) instead of manual changeable copy. The image below from Google Street View depicts the original movie theater building and sign as they were in August 2013. In the interest of resurrecting this sign, the Board approved the Variances for sign type and height, but not the Variance needed to allow “directly illuminated” elements like the EMB and neon tube lighting.



- **BZA-2022-04 – Variance to Minimum Building Height for New Patio:** The first floor commercial space has yet to be occupied/leased since construction of the new mixed use building. As part of an effort to secure a tenant, a new covered patio addition was proposed for the north side of the building along the adjacent public alley. Due to the patio being only one-story tall, it did not meet the UP District’s requirement for a minimum of two stories and thus needed a Variance in order to proceed. The Board voted 3-1 to approve the request, but ultimately the proposal did not materialize. It should be noted, when the HAPC reviewed the Certificate of Appropriateness (COA) request for the patio, they re-emphasized the desire for the reproduced projecting sign to be pursued.

**PUBLIC COMMENTS**

Public notices were mailed to surrounding owners within 200 feet of the subject property, and a sign was posted on the site. No comments have been received from the public as of the writing of this report.

**DEPARTMENT COMMENTS**

Below are comments received from other City departments:

Department	Respondent	Response
<b>Economic Development</b>	Seth Copenbaker Economic Development Specialist	Not Returned
<b>Engineering</b>	Scott Otto City Engineer	Returned without Comments
<b>Fire</b>	John Detherage Fire Chief	Returned without Comments
<b>Police</b>	John Jones Police Chief	Returned without Comments

**DECISION CRITERIA**

- A. The proposed use is in fact a Conditional Use appropriate in the zoning district in which it is proposed.**

The site is zoned UP Uptown District. *Section 1143.10(b)* of the Oxford Zoning Code lists principal uses permitted by-right, as well as those potentially allowable under a Conditional Use review, within the UP District. Principal uses are divided into categories, those being: (1) *Retail Services*; (2) *Personal and Professional Services*; and (3) *Other Uses*. Within category #(2), *night clubs, discotheques and other entertainment facilities* is listed as a Conditional Use (**emphasis added**). The Planning Commission recently reviewed a proposal for another entertainment facility in a similar vein; this review had been for Oxford Puzzles & Putt located at 110 S Locust Street (Case No. PC-2024-13).

The most “entertainment-oriented” use which is expressly permitted in UP is for *theaters, not including drive-ins*. Clearly, there is an intent here to permit commercial entertainment usage, provided the activity is kept contained to an indoor setting. A mandate for Conditional Use approval of a “night club” or “discotheque” seems to imply an extra safeguard for controlling crowds, noise, or other activity exterior to the premises that could negatively impact surrounding uses. While entertainment is intended to be the primary focus, a bar is also included in the plan as a secondary/complementary piece to the business; if the serving of beverages was instead the primary focus or even sole focus, the use would be permitted under category #(1).

- B. The use and site will satisfy the general intent of the Zoning Code.**

*Section 1143.10(a)* describes the intent of the UP Uptown District is to *preserve and encourage the continued vitality of the City’s historic central business and civic activity area. Selected uses and regulatory*

*standards are provided to guide development so as to achieve a mixture of appropriate uses in a functional, aesthetic and pedestrian compatible manner.* Activation of this long-vacant commercial space appears to be very much in keeping with the general intent of the Code.

- C. The use and site will be compatible with the general intent of the Comprehensive Plan.**  
The Oxford Tomorrow Comprehensive Plan stresses a number of objectives related to economic development, including: Objective E1, to help attract new businesses and employment opportunities to diversify the local economy; Objective E2, to encourage entrepreneurship, innovation and start-up businesses; Objective E3, to support existing local businesses; and Objective E4, to attract visitors to Oxford year-round. It could be said the present proposal for a golf-themed entertainment venue, spearheaded by Miami grads with previous business success in Oxford, checks the boxes in some fashion for all four of these Plan Objectives.
- D. The use and shape of the site are sufficient for the proposed use.**  
Yes. The proposal essentially amounts to a proposed tenant finish and business startup. Floor plans have been provided illustrating the general layout anticipated, which appears to indicate ample room is available for this new use to be established.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.**  
With all business functions contained to an indoor setting, the use is not expected to produce impacts of a nature that would be any more negative or disturbing than any other commercial use within the vicinity.
- F. 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.**  
Staff does not believe the intended use will pose concerns of this nature.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.**  
As already mentioned, the bar use is expected to be ancillary and complementary to the primary use of the space for golf simulator bays. No other accessory uses are known or anticipated.
- H. 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.**  
Opportunity for comment was provided to Fire, Police, and Service Departments. No comments or concerns were returned. Given that the proposed use is to occupy an existing developed space, utility connections are already in place.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.**  
No additional public expenditure is anticipated.
- J. 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.**  
This criterion generally does not apply since the use is occupying an existing tenant space.

- K. 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.**  
This criterion generally does not apply since the site is already developed and traffic patterns have been pre-determined. No off-street parking is required for businesses locating in the Uptown district; therefore, any increased parking demand brought on by customer traffic will have to be absorbed by existing public parking offerings nearby.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.**  
The proposal involves an existing developed site with no significant construction impacts; therefore, this criterion does not apply.
- M. Proposed construction will not result in the complete elimination of existing mature trees on the site. Effort shall be made to direct disturbance and construction around or away from the existing mature trees without completely taking away use of the site or connectivity to existing infrastructure.**  
Not applicable.
- N. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.**  
Following Conditional Use approval, the business owners will need to obtain a Commercial Building Permit in order to authorize the new use of the space, from the perspective of State-level Building Code as well as local Zoning Code.

#### **STAFF RECOMMENDATION**

Based upon a review of the relevant Decision Standards, staff recommends **approval** of the Conditional Use request subject to the following conditions:

1. Any new exterior signage shall first require approval of a Certificate of Appropriateness and Sign Permit prior to installation.
2. Any exterior modifications which seek to expand the business use beyond the first floor interior of the building shall first require consideration of a Minor Amendment request.
3. A Building Permit authorizing the establishment of an entertainment/assembly use shall be obtained prior to the commencement of work.

**SUBMITTED BY:**



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

**DATE:** August 4, 2025

# APPENDIX A

## RELEVANT ZONING CODE PROVISIONS

Within the Oxford Zoning Code, *Section 1143.10* provides the base zoning standards for the GB General Business District. *Section 1147.02(c)-(d)* governs the Planning Commission’s decision making process on Conditional Uses. *Section 1147.03(b), subsections (12) & (25)* provide guidance specific to “indoor skating rinks, arcades, and similar recreational uses” and “gaming arcades” respectively, which out of all land uses expressly called out in the Conditional Chapter, have the closest similarity to the proposed use.

### 1143.10 – UP Uptown District.

- (a) Purpose.

The purpose of this district is to preserve and encourage the continued vitality of the City's historic central business and civic activity area. Selected uses and regulatory standards are provided to guide development so as to achieve a mixture of appropriate uses in a functional, aesthetic and pedestrian compatible manner.
- (b) Uses.
  - (1) Permitted uses.
    - A. Any combination of residential dwelling types as defined in Section 1159.05(8), A through E., on the second floor or higher.
    - B. Retail services shall not exceed 10,000 square feet of floor area on any given floor.
      - 1. Apparel and jewelry.
      - 2. Bars and establishments serving alcohol.
      - 3. Books, stationery, newspapers, magazines, office equipment and office supply stores.
      - 4. Drugs and pharmaceuticals.
      - 5. Food products, including groceries, meat, fish, baked goods, confectionary, and beverages.
      - 6. Flowers, potted plants, and garden supplies.
      - 7. Hardware, paint, home furnishings, and other home improvements products.
      - 8. Optical aids.
      - 9. Photography, bicycles, gifts and toys, pets, music, sporting goods, and other hobby and craft supplies.
      - 10. Restaurants, not including drive-in.
      - 11. Other similar establishments engaged in retail trade except those included as Conditional Uses in subsection (b)(2) hereof.
    - C. Personal and professional services shall not exceed 10,000 square feet of floor area on any given floor.
      - 1. Accounting, advertising, architectural, auditing, bookkeeping, legal, and medical offices, and offices for other similar professional service providers.
      - 2. Banks, credit agencies, investment firms, real estate, insurance offices, and other similar establishments engaged primarily in financial services.
      - 3. Barber and beauty shops.
      - 4. Cleaners, including dry cleaning and laundromats.
      - 5. Home improvement services, including carpentry, electrical, heating, plumbing, and decorating.
      - 6. Offices for nonprofit, charitable, labor, and other service organizations.
      - 7. Repair establishments for bicycles, household appliances, locksmiths, shoes, and motor vehicles (if no gasoline is sold).
      - 8. Theaters, not including drive-ins.
      - 9. Other similar personal and professional services, such as employment agencies, travel bureaus, and ticket offices.
    - D. Accessory buildings incidental to the principal use.
    - E. Sidewalk uses.

1. This section is intended to provide for active use of private and public property in the Uptown District for outdoor cafes and retail sales. A sidewalk use requires a permit, shall be operated according to the provisions of this section, and is valid for one year and only for the location, design, and use approved.
2. A sidewalk use may include outdoor activity on both private and public property as follows:
  - a. Private property in the front setback area or any courtyard or other partially enclosed area adjacent to a right-of-way may be utilized only for the same commercial activity as the principal use on the first floor of the principal structure.
  - b. The public sidewalk and other paved portions of the right-of-way that are designed and constructed to accommodate pedestrians may be utilized only for the same commercial activity as the principal use on the first floor of an immediately adjacent principal structure.
3. A sidewalk use permit application shall include a fee, a scaled site plan, and other information sufficient to determine compliance with all of the following provisions:
  - a. The use may not result in less than five feet of open and unobstructed public sidewalk adjacent to the sidewalk use; and
  - b. The adjacent property owner and the operator of the use have a liability insurance policy that covers accidents and injuries on the public right-of-way for a minimum of one hundred thousand dollars (\$100,000) per person and three hundred thousand dollars (\$300,000) per accident, premiums are fully paid for the calendar year of the permit, and the City of Oxford shall be named as an additional insured upon such liability policy; and
  - c. The use shall employ only displays, counters, tables, chairs, umbrellas, and planters that are moveable; and
  - d. Nothing related to the operation of the use shall be permanently installed on public or private property except anchors that do not protrude above the adjacent sidewalk surface and do not otherwise create a trip hazard; and
  - e. All materials shall be lightweight and easily removable; and
  - f. All roofs shall be made of a flame-resistant (per Ohio Basic Building Code and Ohio Fire Code), nonstructural material such as treated canvas or vinyl fabric; and
  - g. All illumination shall be confined within the perimeter of the use; and
  - h. All partitions shall be transparent 3 feet above the adjacent sidewalk surface.
4. The City Manager or designee shall require removal of anything or correction of any condition associated with a sidewalk use that threatens the public health, safety, or general welfare and shall revoke an approved permit if its holder fails to comply with any such order in a timely manner.
5. The City Manager shall reinstate a revoked permit if the holder removes the immediate threat and provides sufficient proof that the threat will not recur.
6. If a sidewalk use permit is revoked more than once during the year that the permit is valid, the permit shall not be reinstated and a new permit shall not be issued until after the original expiration date of the revoked permit.

(2) Conditional uses.

The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

- A. Retail services:

1. Any permitted retail use that exceeds 10,000 sq. ft. on any given floor.
  2. Bars and establishments serving alcohol.
  3. Banks with drive-through facilities.
  4. Temporary or outdoor sales of plants and garden supplies.
  5. Retail uses which do not provide a minimum ratio of 0.7:1 of the lot area.
  6. Additional retail uses above the street level which would cause the maximum permitted gross floor area ratio to exceed the 3:1 ratio.
- B. Personal and public services:
1. Any permitted personal or public service that exceeds 10,000 sq. ft. on any given floor.
  2. Cultural institutions, including libraries, art galleries and museums.
  3. Hotels and motels.
  4. Places of worship.
  5. Funeral homes.
  6. Night clubs, discotheques, and other entertainment facilities.
  7. Personal and Professional Services which do not provide a minimum of 0.7:1 of the lot area.
  8. Additional personal and professional services above the street level which would cause the maximum permitted gross floor area ratio to exceed the 3:1 ratio.
- C. Other uses.
1. Any combination of dwelling types as defined in Section 1159.05(8), A through E, on the first floor or basement.
  2. Community-Oriented Residential Social Service Facilities (CORSSF's)
  3. Shared Housing and Congregate Housing for the elderly.
  4. Government owned and/or operated parks and recreational facilities.
  5. Bed & Breakfasts.
  6. Publicly owned and operated neighborhood recreation centers.
  7. Day care facilities, including Day Care for child, Day Care Center for child, Day Care Home Type A family, and Day Care Home Type B family.
  8. Schools: primary, intermediate, and secondary, both public and private.
  9. Hospitals
- (c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)
- (1) Lot requirements.
    - A. Minimum Lot Area:
      1. Lots in the Uptown District shall be a minimum of three thousand (3,000) square feet.
  - (2) Yard requirements.

Front Yard	16.5 feet minimum except * On High Street – at least 70 percent of building must meet the right-of-way line
Rear Yard	none except * Adjacent to a residential district 10 feet minimum
Side Yard	none except * Adjacent to a residential district 6 feet minimum
  - (3) Structural requirements.
    - A. Building height:
 

Minimum – 23 feet and a minimum of 2 stories above street grade

Maximum – 48 feet and 4 stories maximum above street grade.
    - B. Gross Floor Area Ratio:
      1. The maximum permitted gross floor area ratio of a structure at or above grade in the Uptown District shall be 3. (Lot area x 3 = total bldg. sq. ft.)
        - a. Commercial space shall provide a minimum ratio of 0.7:1 of the lot area on the street level subject to the following:
          - i. The basement of a structure may be used for retail, personal and professional uses but shall not be computed into the minimum 0.7:1 ratio.
          - ii. Uncovered outdoor areas shall:

- a. Be associated with the first floor commercial occupant,
  - b. Be located on the property and/or on the public sidewalk, only with a valid sidewalk permit.
  - c. Be computed into the minimum 0.7:1 ratio, but not the overall 3:1 ratio.
- b. Residential space shall provide a maximum ratio of 2:1 of the lot area subject to the following:
    - i. Stairways, hallways, elevators, outdoor patios, decks, and balconies, for residential use shall be computed into the maximum 2:1 ratio.
- (4) Maximum Residential Density.
- A. Occupancy shall be limited to one person per 200 square feet of lot area.

**1147.02(c) – Planning Commission Review.**

The Planning Commission shall base its review of a proposed Conditional Use upon the complete application, upon any staff report, and upon any relevant and credible testimony presented during the public hearing.

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

- (1) Burden of Proof.
- A. Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use. This Zoning Code assumes that the uses listed in this section are not appropriate unless an applicant proves that the use will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.
  - B. 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.
- (2) General Decision Standards.
- All Conditional Uses shall satisfy these General Decision Standards.
- A. The proposed use is in fact a Conditional Use appropriate for in the zoning district in which it is proposed.
  - B. The use and site will satisfy the general intent of this Zoning Code.
  - C. The use and site will be compatible with the general intent of the Comprehensive Plan.
  - D. The size and shape of the site are sufficient for the proposed use.
  - E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
  - F. 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.
  - G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
  - H. 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.
  - I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
  - J. 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.

- K. 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.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. Proposed construction will not result in the complete elimination of existing mature trees on the site. Effort shall be made to direct disturbance and construction around or away from existing mature trees without completely taking away use of the site or connectivity to existing infrastructure.
- N. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

**1147.02(d) – Action by Planning Commission.**

- (1) 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.
- (2) The Planning Commission shall base its recommendation to Council upon how well the application satisfies the General Decision Standards and the Decision Standards for the proposed use. In its recommendation, Planning Commission 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.

**1147.03(b)(12) – Indoor Sports and Recreation Facilities such as Bowling Alleys, Skating Rinks, Tennis and Racquetball Courts, Soccer Fields, and Swimming Pools.**

- A. Potential Concerns
  - 1. Traffic volume during group or league events.
- B. Regulations
  - 1. Entrance to structure shall not be located in a yard adjacent to a residential zoning district.
  - 2. Parking spaces shall not be located in a yard adjacent to a residential zoning district.
  - 3. Structure shall be set back a minimum of 30 feet from a residential zoning district.

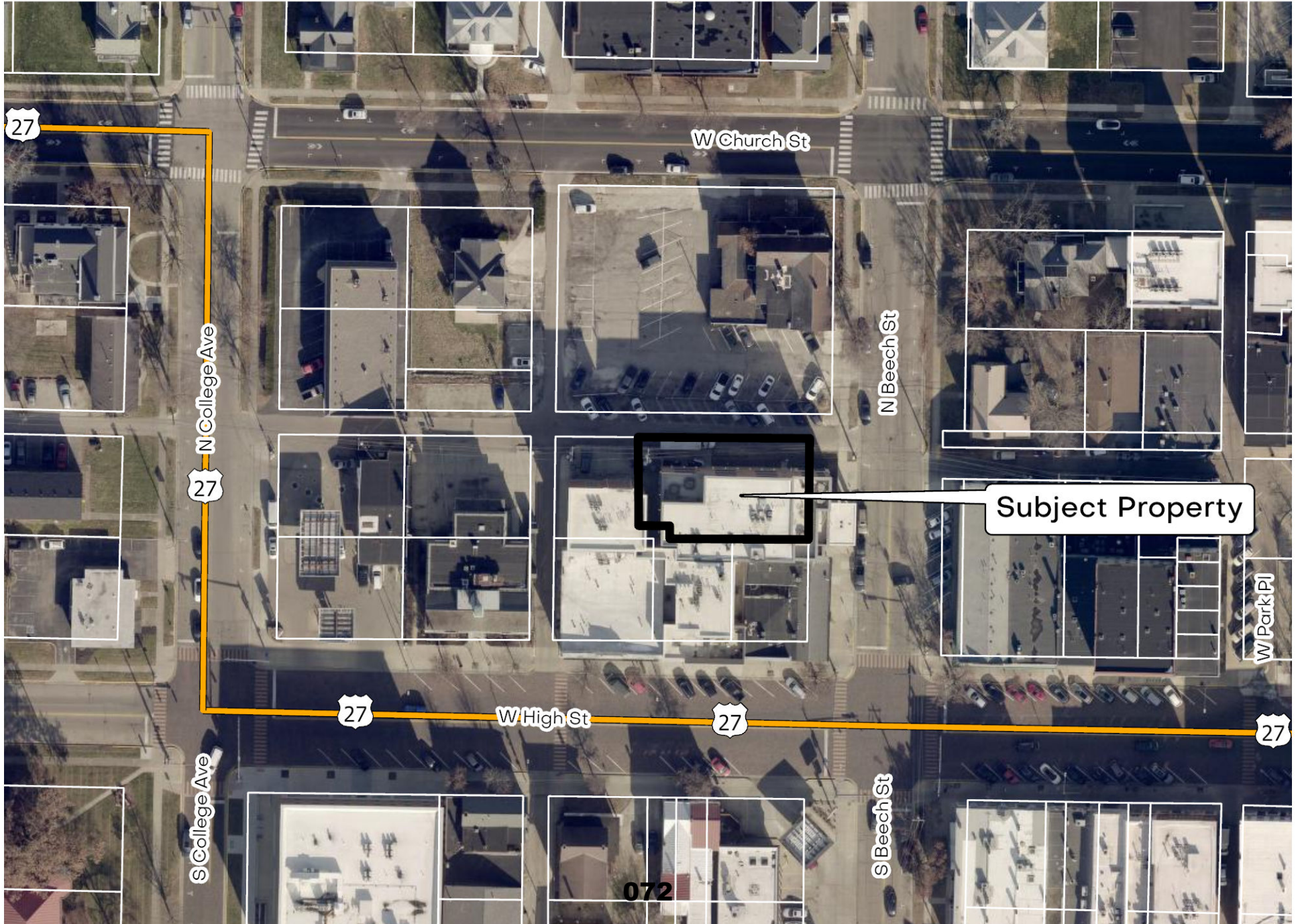
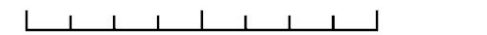
**1147.03(b)(25) – Gaming Arcades.**

- A. Potential Concerns.
  - 1. Proximity to schools, churches, and establishments serving alcohol.
  - 2. Proximity to residential zoning district.
  - 3. Adequate screening of parking and outdoor gathering areas.

# Aerial Map

 Site

0 50 100 200 Feet

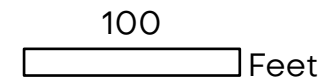





# PC-2025-11

## Surrounding Property Owners Map

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



Date: 7/2/2025 4:50 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.



# CONDITIONAL USE 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 10 N Beech Street	
Total Site Acreage .1899	Total Building Square Footage
Existing Use Description Unfinished Ground Floor Tenant Area	
Proposed Use Description New indoor Golf Entertainmant Facility	

## BOX 2 | APPLICANT INFORMATION

Is the applicant also the current property owner? <input type="checkbox"/> Yes (You may skip Box 3) <input checked="" 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
Property Owner Company Name Rodbro Myers Rodbro Wood LLC
Mailing Address 21 N Poplar Street, Oxford OH 45056
Email Address matt@redbrickproperty.com
Telephone Number

## BOX 4 | ARCHITECT/ENGINEER INFORMATION Check if same as Applicant

Architect/Engineer Name
Company Name
Mailing Address
Email Address
Telephone Number

## BOX 5 | ATTACHMENT CHECKLIST Submit all contents in PDF format. **No printed copies are necessary.**


<input checked="" type="checkbox"/> <b>Narrative/Cover Letter</b> addressing all components required by <a href="#">Section 1147.02(a)(1)(B)</a> – more information on Page 3
<input checked="" type="checkbox"/> <b>Site Plan(s)</b> including all details and information required by <a href="#">Section 1147.02(a)(1)(C)</a> – more information on Page 3
<input checked="" type="checkbox"/> <b>Building Elevations</b> of any proposed or modified structures, including dimensions and exterior material details
<input checked="" type="checkbox"/> <b>Floor Plans</b> of building interior(s), and/or typical floor plans if the project involves multiple residential units
<input checked="" type="checkbox"/> <b>Photos</b> 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 6 | 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 6/26/25

### 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 1147.02\(a\)\(1\)\(B\)](#)

- A description of the existing uses on the site.
- The zoning district in which the site is located.
- A description of the proposed use, including hours of operation, type of goods sold, services performed, and expected number of customer, clientele, delivery, and service vehicles.
- A narrative statement that evaluates the compatibility of the proposed use with the general vicinity and adjacent properties.
- A statement about why the location proposed is more appropriate for the use than other locations.
- A statement of the necessity or desirability of the proposed use to the neighborhood or community.
- Separate, detailed statements that individually address each of the items listed as potential concerns for the proposed use. See Oxford Zoning Code [Section 1147.03](#) for use-specific regulations.
- Such other information regarding the proposed use, site, or surrounding area as may be pertinent to the request. It is recommended the applicant also address each of the Decision Standards as listed in the box below, and also specify any waivers to Zoning Code requirements being requested.

**Site Plan Requirements** For source text see Oxford Zoning Code [Section 1147.02\(a\)\(1\)\(C\)](#)

- 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, height, and use of all proposed and existing structures
- Location and design of all proposed vehicle management areas
- Location, size, and type of all proposed signs
- Location, height and type of all proposed screening and landscaping
- 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
- Other information as may be required by the Planning Commission

**Decision Standards** All Conditional Uses shall satisfy these decision standards, per [Section 1147.02\(c\)\(2\)](#)

- A. The proposed use is in fact a Conditional Use appropriate for the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. 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.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. 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.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. 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.
- K. 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.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature or major importance.
- M. Proposed construction will not result in the complete elimination of existing mature trees on the site. Effort shall be made to direct disturbance and construction around or away from existing mature trees without completely taking away use of the site or connectivity to existing infrastructure.
- N. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

# LETTER OF AGENCY

To Whom It May Concern:

Please be advised that

10 N Beech St, LLC - Tyler Storer & Jackson Trester

(Applicant Name)

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

CONDITIONAL USE APPLICATION FOR 10 N. BEECH

(Application Description)

located at

10 N. BEECH ST.

(Property Address/Location)

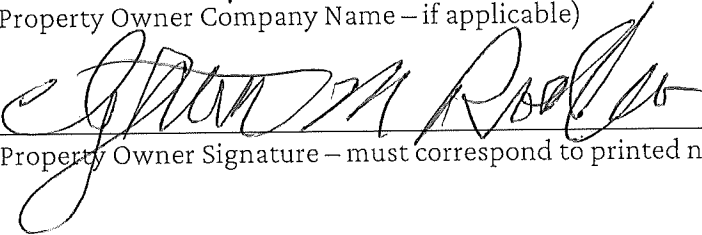
Thank you,

CHRIS ROBERTO

(Property Owner Printed Name – must be a person)

ROBERTO MYERS ROBERTO WOOD, LLC

(Property Owner Company Name – if applicable)



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

\_\_\_\_\_  
(Date)

# 10 North Beech Street

## Adjacent Property Owners

Parcel #	Address	Property Owner
H4000008000179	21 N College Avenue	Blackburn Family Irrevocable Trust Melissa Blackburn 4368 Kehr Road Oxford, OH 45056
H4000008000183	127 W Church Street	Blackburn Family Irrevocable Trust Melissa Blackburn 4368 Kehr Road Oxford, OH 45056
H4100008000182	117 W Church	Terry M Dudley ETAL 6744 Contreras Road Oxford, OH 45056
H4100008000181	117 W Church	Terry M Dudley ETAL 6744 Contreras Road Oxford, OH 45056
H4100008000180	W Church Street (Alley)	Kit Curry LLC 6164 Contreras Road Oxford, OH 45056
H4000008000264	101 W Church Street	Terry M Dudley ETAL 6744 Contreras Road Oxford, OH 45056
H4100007000026	29 N Beech Street	Rodbro & Myers Investments LLC 21 N Poplar Street Oxford, OH 45056
H4100007000030	15 N Beech Street	Todd M & Monica L Spohn 111 Saratoga Ave Apt #2311 Santa Clara CA 95051
H4100007000029	17 N Beech Street	Roger & Julie Perry 1294 Orchard Park Drive Liberty IN 47353
H4000003000251	38 W High Street	Myers Cameron LLC 5020 College Corner Pike Ste B Oxford, OH 45056
H4100003000005	32 W High Street	Dollar Investments LLC 116 E High Street Oxford, OH 45056
H4100003000278	28 W High Street	Dollar Investments LLC 116 E High Street Oxford, OH 45056
H4100004000143	100 W High Street	Hiwoo Real Estate LLC 5435 College Corner Pike Oxford, OH 45056
H4100008000180	104 W High Street	Kit Curry LLC 6164 Contreras Road Oxford, OH 45056

H4100004000145	112 W High Street	4 D Investments Inc 125 W Spring Street Oxford, OH 45056
H4000004000137	18 W High Street	City of Oxford 101 E High Street Oxford, OH 45056
H4000004000140	18 W High Street	City of Oxford 101 E High Street Oxford, OH 45056
H4100004000138	11 N College Avenue	S & B Miller LLC 20247 Longview Drive Lawrenceburg IN 47025
H4100004000139	11 N College Avenue	S & B Miller LLC 20247 Longview Drive Lawrenceburg IN 47025
H4100003000026	39 W High Street	Oxford Enterprises LLC c/o Christy Monroe 332 Berry Drive Naperville IL 60540
H4100004000149	101 W High Street	United Dairy Farmers Inc. 3955 Montgomery Road Norwood OH 45212
H4000004000148	109 W High Street	John J Corso Jr. PO Box 203 Oxford OH 45056
H4100004000147	111 W High Street	Margaret L Corso Trust 6190 Contreras Road Oxford OH 45056
H4100004000146	115 W High Street	Sous Le Ciel Investments LLC 21 N Poplar Street Oxford OH 45056
H4000004000136	121 W High Street	Charles J Peterka Trust 1217 Albert Circle Oxford OH 45056

Zachary Moore  
City 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 Conditional Use  
Indoor Recreation Facility  
10 N Beech Street

June 26, 2025

Dear Mr. Moore,

Please accept this letter as a formal request for a review hearing by the City of Oxford Planning Commission and Oxford City Council for a Conditional Use for an Indoor Entertainment Facility, in the original Princess Theater location. The proposal at hand would occupy the entire ground floor of the building, which has been unfinished since the construction of the building in 2016.

The proposed new business provides indoor Golf Simulators and refreshments to provide new entertainment opportunities serving the student population and the community at large.

In response to the items listed in 1147.02, we offer the following:

A. *A description of the proposed use.*

B. *Description of Use and Site*

A written, detailed description shall include the following information. A separate response is required for each subsection.

1. *Description of Use and Site*

The name, mailing address, and telephone number of the applicant and the property owner.

Property Owners:

Rodbro Myers Rodbro Wood LLC  
21 N Poplar Street  
Oxford, Ohio 45056

Business Owner:

Tyler Storer & Jackson Trester  
6301 Big Wood Circle  
Oxford, Ohio 45056

Architect:

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

2. *A statement from the owner that the applicant is entitled to apply on his or her behalf.*

A letter of Agency has been provided from the property owners and the new business owners.

3. *A legal description of the site, including all separate lots.*

Parcel Number: H4100004000198 was developed in 2016. Surveys & Legal Descriptions are on file.

4. *A description of the existing uses of the site.*

Replacing the original Princess Theater, the site was developed in 2016 under the Uptown Zoning District's F.A.R. regulations for Mixed-Use Buildings. Providing leasable (10) Residential Apartments on floors 2-4, the ground floor commercial space has remained unfinished since the building was completed.

5. *The zoning district in which the site is located.*

The site is zoned UP – Uptown Zoning District.

6. *A description of the proposed use.*

The proposal at hand is to allow for a new entertainment facility, providing indoor digital Golf Simulators and refreshments.

- a. *A description of operations, including type of goods sold, services performed, and expected number of customer, clientele, delivery & service vehicles*

The proposed new business provides entertainment as described above. Goods sold will be limited to branded t-shirts & golf accessories. While a bar is included for the guests, no food service or preparation is provided. Customers are limited the number of simulators available with few deliveries anticipated.

- b. *Hours of operation*

Open daily to serve the community and local youth, with extended evening hours to accommodate Uptown student traffic. The business owners anticipate opening most days at 8:00 AM, and staying open long into the evening like other uptown businesses.

7. *A narrative statement that evaluates the compatibility of the proposed use with the general vicinity and adjacent properties;*

- a. *How is the use similar to or different from existing area uses and if there will be any interaction between the proposed and existing uses.*

The Uptown District provides a variety of Commercial Uses on the ground floors. The property is directly adjacent to a Barber Shop. You're Fired Pottery follows with the Bike Center across Beech Street. While a theater was anticipated in 2016, an operator was never secured, and the ground floor has remained unfinished. The community has been looking for unique entertainment opportunities Uptown to supplement the restaurants as retail continues to decline.

With no food service provided, the owners intend to allow guests to bring in, or have food delivered from other local business. Additionally, the owners may offer food service from one of their other uptown businesses, OxVegas Chicken.

- b. *How any existing structures, proposed structures, and the site design relate to adjacent structures and sites.*

The proposal at hand is a tenant finish in an existing building.

- c. *If the use will involve any operations that create potential nuisances, such as excessive noise, lighting, odor, fumes, vibration, or emissions.*

The proposed use will not create potential nuisances, with all activity taking place inside the building in small groups.

- d. *How any potential negative effects on adjacent land will be mitigated.*

No negative effects are anticipated or need mitigation.

8. *A statement about why the location proposed is more appropriate for use than other locations;*

The Uptown District location is ideal for this business, attracting students and community residents to a new activity. Indoor golf can operate year-round for golfers of all levels and remain open to provide new nightlife opportunities to the Uptown District as well.

9. *A statement of the necessity or desirability of the proposed use to the neighborhood or community.*

This large ground floor commercial space has remained unfinished for nearly 10 years. The community has been looking for unique entertainment opportunities Uptown to supplement the restaurants as retail continues to decline. Unique to the larger surrounding area could draw customers from outside the City as well.

10. *Separate detailed statements that individually address each of the items listed as potential concerns for the proposed use.*

**1147.03 (12) Indoor Sports and Recreation Facilities such as Bowling Alleys, Skating Rinks, Tennis and Racquetball Courts, Soccer Fields, and Swimming Pools.**

**A. Potential Concerns:**

1. *Traffic volume during group or league events.*

The type and limited size of the operation will limit peak demands.

**B. Regulations:**

1. *Entrance to structure shall not be located in a yard adjacent to a residential zoning district.*

The new business is proposed in a fully developed UP District, where residential is provided on upper floors.

2. *Parking spaces shall not be located in a yard adjacent to a residential zoning district.*

No parking is required for individual businesses in the Uptown District.

3. *Structure shall be set back a minimum of thirty (30) feet from a residential zoning district*

As an existing building in a Mixed-Use District, this standard would not apply.

11. *A list of the names and mailing addresses of all land owners within 200 feet of the site.*

List of adjacent property owners is attached.

12. *Such other information regarding the proposed use, site, or surrounding area as may be pertinent to the application or required by Planning Commission.*

The proposal at hand represents new investment uptown, with the added benefit of being a destination business west of Main Street, drawing pedestrians and community members to help support other businesses on the western side of Uptown.

**C. Site Plan**

A Site Plan, created for the construction of the Mixed-Use building, is included with this application. The Site Plan acknowledges the likely installation of an additional exit from the ground floor, near the current trash area as is required for this use.

Additionally, the building Architect's ground floor plan is provided for reference, also addressing the likely need for an additional exit.

**D. Elevations of proposed structures, or typical elevations if structures are not yet designed, shall be required by the Zoning Administrator if the proposed location, height, or bulk of the structure is such that it may negatively affect an adjacent use.**

Photographs of the existing buildings are provided with no changes proposed.

**E. Other. Photographs of the existing use and its surroundings**

Photos are included with this application.

**In response to the Decision Standards outlined in 1147.2(c), we offer the following:**

**A. The proposed use is in fact a Conditional Use appropriate for the Zoning District in which it is proposed;**

While 1147.03 (12) seems to anticipate larger uses, Staff has advised the business owner that a conditional use is required as an indoor Recreation Facility.

**B. The use and site will satisfy the general intent of the Zoning Code;**

As a Conditional Use, the Zoning Code anticipates businesses of this type in the UP District. The concerns outlined for this use are mitigated by it's limited size.

**C. The use and site will be compatible with general intent of the Comprehensive Plan;**

The Comprehensive Plan, specifically the "Economy" section encourages new business throughout the City and provide opportunities to attract visitors year round. With the popularity of golf across all ages, providing a year round indoor opportunity should attract visitors from nearby communities as well.

**D. The size and shape of the site are sufficient for the proposed use.**

The size and shape of the existing tenant area is adequate for the proposed use.

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

The proposal at hand is located in the Uptown District, which our Zoning Code and Comprehensive Plan anticipate as our entertainment district, providing a variety of like uses. The proposed indoor entertainment facility is very compatible and will not be hazardous or disruptive to existing or future uses in this district

**F. 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 use will not be detrimental to people, property, or the general welfare of the area.

- G. *The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.*

No accessory uses are proposed with this application.

- H. *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 available at the proposed location. No special provisions are required.

- I. *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.

- J. *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.

- K. *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.*

Parking is not required for individual businesses in the Up District. Street parking and pedestrian connectivity will be adequate and inappropriately impact traffic.

- L. *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

- M. *All Necessary permits and licenses for the Conditional Use and its operation have been obtained or can be obtained for the use at the proposed location.*

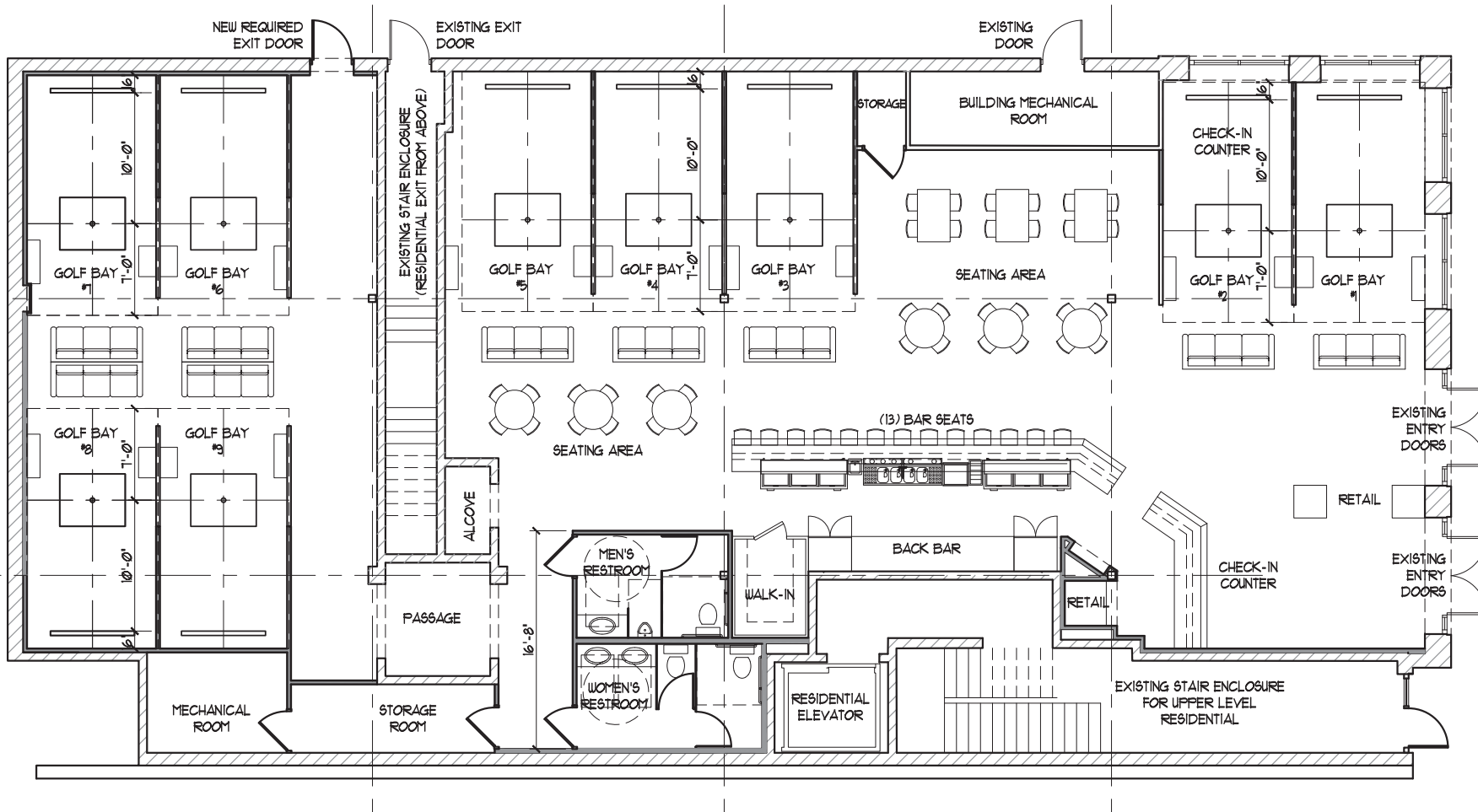
All permits will be secured for the tenant finish of the ground floor of this building.

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

Respectfully,



Scott Webb, Architect



PRELIMINARY FIRST FLOOR PLAN 1/8" = 1'-0"

APPROXIMATE LEASE AREA: 4650 s.f.



**SCOTT WEBB**  
ARCHITECT  
103 West Walnut Street  
Oxford, Ohio 45056  
(513) 523-3838  
www.scottwebbarchitect.com

PROPOSED NEW GOLF ENTERTAINMENT CENTER  
**10 North Beech Street**  
OXFORD, OHIO 45056

DATE	June 26, 2025
REVISIONS	

A-1

# 10 North Beech Street Site Pictures



Site Location



Front Façade Facing Beech Street



Covered Entry Detail Under Portico Over Sidewalk



Front Façade & North Side Facing Alley



North Façade along Alley



View From High Street Looking North Along Beech Street