



**AGENDA
OXFORD CITY COUNCIL REGULAR
MEETING**

COURTHOUSE

**TUESDAY, SEPTEMBER 2, 2025 AT 7:30
PM**

William Snavelly, Mayor

Chantel Raghu, Vice-Mayor
Jason Bracken
Michael Smith

Amber Franklin
Alex French
David Prytherch

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

1. Roll Call.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Public Participation.
 - A. Appointments to Boards and Commissions
 - B. CARES Program Presentation
 - C. Public Comments

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

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

- A. Minutes from the August 19, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. Summary from the August 6th, 2025, Environmental Commission Meeting (Reena Murphy, Sustainability Coordinator)
- C. A Resolution Approving Then And Now Certificates For Purchase Orders Issued Above \$3,000 Where An Invoice Was Received Prior To The Purchase Order Date, As A Requirement Of Ohio Revised Code 5705.41 (d). (Heidi Ridenour, Finance Director)

6. Resolutions.

- A. A Resolution Accepting The Amounts And Rates As Determined By The Budget Commission Of Butler County, Ohio, And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor. (Heidi Ridenour, Finance Director)

7. Ordinances.

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

A. First Reading

- 1. An Ordinance Repealing Ordinance No. 1897 And Dissolving The Student Community Relations Commission (SCRC). (Jessica Greene, Assistant City Manager)

2. An Ordinance Amending The Official Zoning Map Of The City Of Oxford Ohio For Approximately 18 Acres Of Land Generally Located At 1701 Lake Forest Drive From Multi-Family Residential (R-4) District To Single And Two-Family Residential (R-2A) District. (Sam Perry, Community Development Director)
3. An Ordinance Approving A Preliminary Subdivision Named "Lake Forest Cove," Submitted By 4 Leaf Development LLC For 34 Single-Family Residential Lots To Be Situated On 17.947 Acres Currently Addressed As 1701 Lake Forest Drive, Oxford Ohio 45056, With Conditions. (Sam Perry, Community Development Director)
4. An Ordinance Approving A Conditional Use For A Golf Simulator Indoor Entertainment Facility Located At 10 N Beech Street, Oxford Ohio 45056, With Conditions. (Sam Perry, Community Development Director)

B. Second Reading

1. An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)

8. Discussion

A. Amtrak Project

9. Announcements & Communications.

A. Remarks from City Council and City staff.

The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE

Meeting

- | | | | |
|----------|-----------------------------|--------------------|------------|
| 1. Sep 3 | Environmental Commission | Municipal Building | 7:00 p.m. |
| Sep 4 | Housing Advisory Commission | College@Elm | 5:00 p.m. |
| Sep 8 | Recreation Board | Municipal Building | 12:00 p.m. |

Sep 8	City Council Community Assistance Grant Sub-Committee	Municipal Building	3:00 p.m.
Sep 8	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
Sep 8	City Council CIP Budget Work Session	Courthouse	6:30 p.m.
Sep 9	Planning Commission-CANCELED	Courthouse	7:00 p.m.
Sep 10	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Sep 11	Civil Rights Commission	Municipal Building	4:00 p.m.
Sep 16	City Council Work Session	Courthouse	6:30 p.m.
Sep 16	City Council	Courthouse	7:30 p.m.
Sep 17	Board of Building Appeals	Courthouse	5:30 p.m.
Sep 17	Oxford Parking & Transportation Advisory Board	Oxford Lane Library	6:30 p.m.
Sep 23	Board of Zoning Appeals	Courthouse	5:00 p.m.
Oct 2	Housing Advisory Commission	Municipal Building	5:00 p.m.

10. Adjourn.



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, AUGUST 19, 2025 AT 7:30 PM

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

1. Roll Call.

Motion – To Enter Executive Session at 7:15 p.m. O.R.C. 121.22 (G)(1) To Consider Appointments to Boards and Commissions.

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

AYE # 6

Ms. Franklin, Ms. French, Ms. Raghu, Mr. Prytherch, Mr. Smith, and Mayor Snavelly

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:30 p.m. O.R.C. 121.22 (G)(1) To Consider Appointments to Boards and Commissions.

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

AYE # 7

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, August 19, 2025, at 7:30 p.m. Members in attendance were Michael Smith, Amber Franklin, Chantel Raghu, David Prytherch, Alex French, and Jason Bracken.

Staff Members in Attendance

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

Director; Mr. Chad Smith, Parks and Recreation Director; Mr. Ben Mazer, Assistant Law Director and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the Agenda.

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

AYE # 7

NAY # 0

ABS # 0

4. Public Participation.

A. Appointments to Boards and Commissions

Motion – To nominate Ms. Ann Fuehrer to fill an unexpired term ending June 2028 on the Housing Advisory Commission.

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

AYE # 7

NAY # 0

ABS # 0

B. Oxford Seniors Update, Ms. Emily Liechty

Ms. Liechty, Executive Director of Oxford Seniors. Ms. Liechty began her presentation by sharing the Oxford Seniors' mission and vision statements (slides included in minutes). Ms. Liechty presented updates focusing on the programs that the City helps to fund, including transportation, outreach, programs, Meals on Wheels, luncheons, support groups, community adult day services, and a lending closet. Ms. Liechty shared upcoming events and invited everyone to International Games Night. Ms. Liechty thanked many organizations and donors for making all the programs and services possible. Ms. Liechty also thanked the board members in attendance and addressed questions from the Council. Mayor Snavelly thanked Ms. Liechty for her presentation.

C. Public Comments

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

Public Comment - Mr. Lee Fisher, 88 Whitetail Run - Mr. Fisher began speaking about the OTPAB recommendation for the budget line titled Complete Streets Improvements. Mayor Snavely asked Mr. Fisher to wait to address this item when it was read.

Public Comment - Mr. Wyatt Holmes, 616 South College Ave. - Mr. Holmes mentioned looking over the 2025 City Council Goals and requested an update on goal 3. H. Other category, it was a proposed measure of success that by December 2025, the HAC will explore ways to prevent corporate purchases of homes. Mr. Holmes asked if the Council had received a report yet. Mr. Holmes noted he had also looked over the economic development plan, and one of the recommended industries to invest in is agricultural technology. Mr. Holmes asked if there would be any interest in working with 80 acres farms. Mr. Holmes asked if the City had any roundabout projects being worked on or planned. Mayor Snavley mentioned that City Staff would reach out to address Mr. Holmes questions.

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Motion – To Approve the Consent Agenda.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

A. Minutes from the August 5, 2025, City Council Work Session. (Heather Barbour, Clerk of Council)

B. Minutes from the August 5, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)

6. Resolutions.

- A. A Resolution Affirming The City Of Oxford's Policy Commitment To Safe, Accessible, And Complete Neighborhood Streets. (David Prytherch, Councilor)

Motion – To Adopt Resolution No. 7736.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 2
NAY # 5
ABS #

Public Comment - Mr. T.J. Meloy and Dusty (service dog), Old Farm Road - Mr. Meloy would submit to the Council that streets are not complete or accessible if there are no sidewalks. Mr. Meloy shared that he has a significant stretch of his commute that he takes almost daily that does not have a sidewalk. Mr. Meloy noted a six-house stretch that has a sidewalk, and the rest of Old Farm Road, which he travels until he reaches Contreras Road, does not. Mr. Meloy shared that he fortunately has a guide dog to help him, but imagine trying to walk down a street or navigate it with your eyes closed without a good frame of reference to feel curbs while walking on the side of the road. Mr. Meloy explained that his wife is also blind, and she's afraid to walk in the neighborhood because of the lack of sidewalks. Mr. Meloy mentioned it is a big safety issue, and he appreciates and respects the improvements that have been made in other places, but people need to be able to get out of the neighborhoods to connect to the trail and go to the other places where accessible pedestrian improvements have been made. Mr. Meloy concluded by encouraging a yes vote on this Resolution.

Public Comment - Ms. Carla Blackmar-Rice, 211 Northridge Drive - Ms. Blackmar-Rice has served on the parking and transportation advisory board, or OPTAB, since its inception. Ms. Blackmar-Rice currently serves as chair of that board. Ms. Blackmar-Rice asked for the Council's support of this Resolution affirming Oxford's commitment to safe, accessible, and complete neighborhood streets. Ms. Blackmar-Rice shared that the City has come a long way since she arrived in 2017, adding sidewalks and safety improvements throughout the network. Ms. Blackmar-Rice continues to notice that parts of town where there are not sidewalks on one or both sides of the street. Ms. Blackmar-Rice mentioned our complete streets policy focuses on a network approach, understanding that there may be some areas where other circumstances, like cost or grade, may make it impossible to serve as a complete street. Ms. Blackmar-Rice stated that those situations should be the exception made by the Council, not the rule. Ms. Blackmar-Rice noted that since the adoption of the complete streets policy in 2019, OPTAB has worked to integrate street completion into the annual repaving program. Ms. Blackmar-Rice mentioned that

adding sidewalks, curbs, and gutters where they do not exist can be best and most efficiently and affordably done when it is done in conjunction in concert with repaving. Ms. Blackmar-Rice noted that the repaving assessment gives us an opportunity to evaluate the completeness of our street network according to our policy. Ms. Blackmar-Rice shared that in December, OPTAB recommended to the Council that there be more integration between the repaving process and the completion of streets, both by ensuring funding and by tying street completion to repaving. Ms. Blackmar-Rice stated that OPTAB is asking that the streets be completed within two years of repaving with sidewalks or treatments that are determined to make them complete. Ms. Blackmar-Rice noted that repaving has taken place once again this summer on several streets that currently lack sidewalks, without any public discussion of the incompleteness of those streets. Ms. Blackmar-Rice mentioned that it is possible that sidewalks are not the right answer for these streets for a variety of reasons, but if that is the case, there should be a public process by which those streets are exempted after taking into account the needs of stakeholders. Ms. Blackmar-Rice stated that simply ignoring the policy will not do, and if we don't discuss how to keep all of our users safe.

Public Comment - Ms. Amy Macechko, Health and Wellness Coordinator for the Talawanda School District and the Director of the Coalition for a Healthy Community- Ms. Macechko thanked the City of Oxford for the many improvements that have been made in active transportation in the city limits to make it easier for both students and adults alike. Ms. Macechko mentioned years ago surveying Talawanda families about the barriers that exist to walking and biking to school as part of the safe routes to school initiative. Ms. Macechko noted that one of the top concerns was the intersection at 732 and Dana Drive. Ms. Macechko shared that today we have a traffic light that ensures students can safely cross that intersection even in the dark winter months in the mornings and eases caregivers' concerns. Ms. Macechko noted that she has never seen so many bicycles on the bike rack at Talawanda Middle School as she has this year. Ms. Macechko expressed her happiness to see so many students walking and biking to school each day. Ms. Macechko also remembers meeting at Kramer Elementary to train community members to conduct walk audits along North Locust and Sycamore Streets. Ms. Macechko mentioned that from that activity, data was compiled and shared with the City. Ms. Macechko noted that now, twice a year, she celebrates National Walk, Bike and Roll to School Day at Kramer, and she stands on the corner to greet families and students. Ms. Macechko stated she is incredibly grateful for the engineering changes that have taken place to ensure that students and families can safely walk, bike and roll to school. Ms. Macechko shared that the Coalition seeks to build a healthier community by making the healthiest choice the easiest choice, and when the physical design of a community allows for individuals of all ages and abilities to engage in active transportation and community members are incentivized for making healthier choices, we are contributing to the overall health and well-being of the community. Ms. Macechko shared that a sedentary lifestyle can contribute to many chronic health conditions, such as heart disease, which was recently identified as one of the top concerns by McCullough-Hyde Memorial Hospital's health needs assessment. Ms. Macechko stated, as Mark Fenton reminded us when he visited our community many years ago, encouragement and education alone on the benefits of physical activity will not work; other strategies must be used. We need to seek to make the healthiest choice, the easiest choice.

Councilor Prytherch presented his staff report and began the discussion. Ms. Greene presented slides and addressed questions and comments from the Council (slides included in minutes).

- B. A Resolution Accepting The Recommendation Of The Oxford Parking & Transportation Advisory Board To Create A Budget Line Titled Complete Streets Improvements (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7737

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

AYE # 7

NAY # 0

ABS # 0

Public Comment - Mr. Lee Fisher, 88 Whitetail Run - Mr. Fisher is a member of OPTAB. Mr. Fisher stated the Resolution before you is a fairly easy administrative decision, and that is to create a budget line item for the Parking and Transportation Board. Mr. Fisher expressed his appreciation for being appointed to the Board, but this issue came up a few months ago, does OPTAB have a budget line item? Mr. Fisher asked why OPTAB doesn't have a budget line item. Mr. Fisher noted that creating the budget line item would allow the Board some leeway for future funding to flow in there that is separate from paving. Mr. Fisher mentioned that there are dozens of ancillary services surrounding parking and transportation, other than paving.

Public Comment - Ms. Carla Blackmar-Rice, 211 Ridge Drive - Ms. Blackmar-Rice is the chair of OPTAB. Ms. Blackmar-Rice mentioned that Mr. Fisher represented the opinion of OPTAB pretty well. Ms. Blackmar-Rice expressed appreciation for the detailed discussion on the previous Resolution. Ms. Blackmar-Rice wanted to reiterate that sidewalk assessments are one of the main ways that people in our city interact with government. Ms. Blackmar-Rice noted that there are a lot of opportunities to do that process right and to seek input in advance of how that process is going to go, so it doesn't feel arbitrary when it comes people's way. Ms. Blackmar-Rice mentioned opportunities to give notice and is grateful to have a reporter here today to make sure this kind of thing ends up in the press as a discussion. Ms. Blackmar-Rice shared that she thinks this is worth investing in, but we have to change our modality a little bit. Ms. Blackmar-Rice praised the Service Department for the incredible way the department is able to leverage each dollar into incredible results. Ms. Blackmar-Rice explained that this happens because they move quickly, and sometimes public process is a slowing down effect. Ms. Blackmar-Rice stated that she thinks it would be worth it to invest a little more in the approach to ensure that we do have a process by which, if we're not going to be completing streets, we tell people we're not going to complete this street. Ms. Blackmar-Rice shared that she would like to see an intentionality and a process brought to all of our complete streets and our sidewalk conversations. Ms. Blackmar-Rice mentioned the benefit of taking this action and having this line item.

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

- C. A Resolution Accepting The Recommendation of the Public Arts Commission For A Mural Installation On The Uptown Parking Garage (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7738.
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

Ms. Greene presented her staff report updating the budgeted amount to reflect \$19,869.00 and addressed questions and comments from the Council.

7. Ordinances.

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

A. First Reading

1. An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)

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

Public Comment - None.

B. Second Reading

None.

8. Announcements & Communications.

A. Remarks from City Council and City staff.

The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE	Meeting		
1. Aug 20	Board of Building Appeals - CANCELED	Courthouse	5:30 p.m.
Aug 26	Board of Zoning Appeals	Courthouse	6:30 p.m.
Sep 1	City Offices - CLOSED		
Sep 2	City Council	Courthouse	7:30 p.m.
Sep 4	Housing Advisory Commission	Municipal Building	5:00 p.m.
Sep 8	Recreation Board	Municipal Building	12:00 p.m.
Sep 8	City Council Community Assistance Grant Sub-Committee	Municipal Building	3:00 p.m.
Sep 8	City Council CIP Budget Work Session	Courthouse	6:30 p.m.
Sep 9	Planning Commission	Courthouse	7:00 p.m.
Sep 10	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Sep 11	Civil Rights Commission	Municipal Building	4:00 p.m.
Sep 16	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 9:36 p.m.
(Voice Vote) 1st Ms. Raghu 2nd Ms. French
AYE # 7

NAY # 0
ABS # 0

oxford seniors



C R E A T I N G C O M M U N I T Y S I N C E 1 9 5 3

922 Tollgate Drive, Oxford OH 45056

513-523-8100

www.oxfordsenior.org

Our Mission

**Oxford Seniors is Dedicated to
Serving Seniors and
Strengthening Community.**

Our Vision

We strive for a Greater Oxford community where no older adult is unsupported or lacks for food, transportation, or opportunities to live a purposeful, connected, and vibrant life.

What's new...

Great things are happening!

Transportation

Two new vehicles!

- **OKI Regional Council of Governments has recommended our 5310 grant request for approval, final decision will be made in the fall by the Federal Transportation Administration.**

Door-to-door transport to medical or therapy appointments, dialysis, grocery, pharmacy or other personal destinations. Wheelchair transportation available, open to adults 60 years of age or older, or disabled at any age. Suggested donation of \$1.50 each way.

FYTD (10/24 thru 9/25), we have provided 4127 rides to 195 people.

Outreach

Medicare Open Enrollment Period is October 15th thru December 7th

- **Partnering with the Ohio Department of Insurance to host two upcoming events. Both events are free and open to the public.**
 - **Welcome to Medicare, 9/23 at 4pm**
 - **Medicare Part D Checkup, 10/30, appointments from 10-3**

One-on-one help with:

- Medicare and Medicaid health care plan selection
- Understanding retirement options
- Low income housing applications and grants for home repairs
- AARP Tax preparation
-

**During Medicare Open Enrollment 2024 we helped 233 people
save a total of \$148,000**

Programs

New Programs!

- **Yoga, Cardio Fitness, Ceramics, Craft Classes, Pickleball, Line Dancing**

Bible Study

Bowling

Cardio Fitness

Ceramics

Craft Class

Crochet/Knitting

Duplicate Bridge

Ecology Club

Euchre

Fitness Cardio

French Club

Golf Cards

Hand and Foot

Massage

Morning Exercise

Pickleball

Pinochle

Pool

Sewing

Songbirds

Stained Glass

Yoga

FYTD (10/24 thru 9/25), 327 people attended 8,894 events.

Meals on Wheels and Lunch

Working with TriHealth McCullough Hyde Memorial Hospital on menu changes!

- **Updating current menu and adding 5 new meals**

Community Luncheons: Lunch is provided at Oxford Seniors Monday through Friday. Suggested donation of \$2.50

Meals On Wheels: Home delivered hot meals Monday through Friday, with two frozen meals on Friday

FYTD (10/24 thru 9/25), we have delivered 8749 meals to 101 people and served 2949 lunches to 136 people at Oxford Seniors.

Support Groups

- **Grief Support Group on the second and fourth Wednesday of each month at 4:30pm. Open to anyone who has experienced a loss.**
- **Caregivers Support Group meets every 2nd and 4th Monday of each month at 2pm. Open to any caregivers 50 and over.**

Community Adult Day Service

Program has been busy with an average of 10 clients a day

- **Regular local field trips**
- **Great partnerships with Miami, Lane Library, and community members**

Our program provides supervision and enrichment for adults that cannot be left alone because of cognitive or physical limitations. Monday through Friday from 9am - 4pm with transportation available.

Located in the lower level of the Faith Lutheran Church.

FYTD (10/24 thru 9/25), 3346 days of safe and supportive interaction, supervision, and friendship.

Lending Closet

We're not just for seniors! Anyone is welcome to borrow free medical equipment.

- Oxford Seniors offers various aids and devices such as wheelchairs, canes, walkers, shower chairs, and bedside commodes. Items are lent at no cost but donations are encouraged.
- Oxford Seniors accepts donations of good condition used and new convalescent devices for use in the Lending Closet.

Upcoming Events

A vibrant green poster for an intergenerational game night. The title 'INTERGENERATIONAL GAME NIGHT' is in large, bold, black letters with a white outline. Below it, the date and time 'THURSDAY AUGUST 21, 2025 6:00 - 8:00 PM' are in white text on a blue background. The location 'OXFORD SENIORS 922 TOLLGATE DR. OXFORD, OH 45056' is also in white text on a blue background. A list of bullet points describes the event: 'PLAY YOUR FAVORITE BOARD GAMES OR LEARN NEW ONES', 'GAMES PROVIDED, OR BRING YOUR OWN', 'MEET NEW PEOPLE AND HAVE FUN!', and 'OPEN TO ALL AGES*'. A pink box states 'LIGHT REFRESHMENTS PROVIDED.' and another pink box states '*CHILDREN 12 & UNDER MUST BE ACCOMPANIED BY AN ADULT.' The poster is decorated with various board game icons: a checkers board, a card game, dice, Scrabble tiles, a board with question marks, and a chess board. The bottom of the poster features logos for 'Age-Friendly Oxford' and 'oxford seniors'.

HOSTED BY:



Upcoming Events

MIAMI UNIVERSITY NUTRITION STUDENTS, OXFORD SENIORS, AND FAITH COMMUNITIES OF OXFORD HOST:

FREE MONDAY MEALS

Oxford Seniors: 922 Tollgate Dr. Oxford, OH, 45056

5:30-6:30 pm:
Drive-through and dine-in options available

8 SEPTEMBER	Pulled Chicken or Pork BBQ Sandwich
13 OCTOBER	Soup and Sandwich Wraps
10 NOVEMBER	Pasta w/ Tomato and Meat Sauce
8 DECEMBER	Ham Slices w/ Mac & Cheese

PRIVATE DONATIONS



Oxford Presbyterian Church U.S.A.



COALITION For a Healthy Community, Oxford Area



BODEGA DELICATESSEN



Butler Rural Electric Cooperative, Inc. Your Touchstone Energy® Partner



oxford seniors CREATING COMMUNITY SINCE 1953

Upcoming Events

COMMUNITY TOWN HALL

Friday, September 5, 2025
Oxford, Ohio

The Ohio Department of Aging is developing its State Plan on Aging to guide how to best support older Ohioans, adults with disabilities, and their caregivers. We invite you to join a community town hall and share your experiences, needs, and ideas to help shape programs and services that matter. Your voice is essential in building a stronger, more supportive Ohio for all.



WHEN
Friday, Sept. 5, 2025
2-4 p.m.



WHERE
Oxford Seniors
922 Tollgate Drive,
Oxford, OH 45056

Registration is required and space is limited.

For registration, please scan the QR code please visit:
<https://bit.ly/SPOAtownhall>



Upcoming Events



Join Us!
Welcome to Medicare

- Will you be eligible for Medicare soon?
- Are you on Medicare but still have questions?
- Do you help a family member with Medicare issues?

Then this **FREE Medicare Event** is for you!

Where:	Oxford Seniors 922 Tollgate Dr. Oxford, Ohio 45056
When:	September 23rd at 4pm

Learn about Medicare Part A and Part B benefits, the prescription drug benefit (Part D), Medicare Advantage plans, and Medicare Supplement Insurance.

Questions?
Call OSHIIP **800-686-1578**

This event, presented by the Ohio Senior Health Insurance Information Program (OSHIIP), is a service of the Ohio Department of Insurance. OSHIIP staff are trained by the state and do not sell or promote any insurance companies, policies or agents.



Join Us!
For Our FREE
Medicare Checkup Event!

- Review and compare 2026 Part D plans
- Learn ways to save on Rx and Medicare costs

Where:	Oxford Seniors 922 Tollgate Dr. Oxford, OH 45056 Call 513-523-8100 to schedule an appointment
When:	October 30th from 10-3pm

Find out how the Oct 15 - Dec 7 Medicare Open Enrollment Period can work for you. Get tips on how to enroll for 2026 coverage in a Medicare prescription drug plan (Part D). See if you qualify to SAVE an average of \$6,200 on your prescription drug costs.

Questions?
Call OSHIIP **800-686-1578**

Upcoming Events

Senior Health Fair, October 17th, over 20 vendors!

- Free Health Screenings
- Wellness & Fitness
- Local Health Vendors
- Senior Living Community Information
- Housing & Support Services Resources
- Caregiver Resources
- Nutrition Tips
- Light Refreshments

Free and open to : Seniors in the Community • Caregivers • Community Members

- Bring a friend, loved one, or caregiver — and explore new ways to stay healthy, informed, and connected.

Out in the Community

It's been a busy summer! We've participated in:

- The Oxford Bee Festival
- The Fresh Air Fair
- Two Red Brick Fridays
- The Back to School Bash

And we're still going strong, you will see us at:

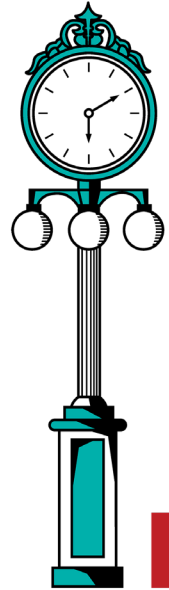
- Red Brick Friday-Streets and Eats, with an opportunity to participate in a community art project.
- Oxtoberfest where we will be part of a "Beer Academy" tent.
- Farm and Flea where we will have a free opportunit to make a gift-able craft.

Thank You!

Our programs and services are made possible by support from:

- City of Oxford
- Oxford Community Foundation
- McCullough Hyde Foundation
- Oxford Kiwanis
- Oxford Rotary
- Oxford Masons,
- Council on Aging of Southwestern Ohio
- Ruder Bever Family
- Fitton Center Foundation
- Molyneaux Foundation
- United Way of Butler County
- The generous citizens of Oxford and surrounding communities!

Complete
Streets
Discussion

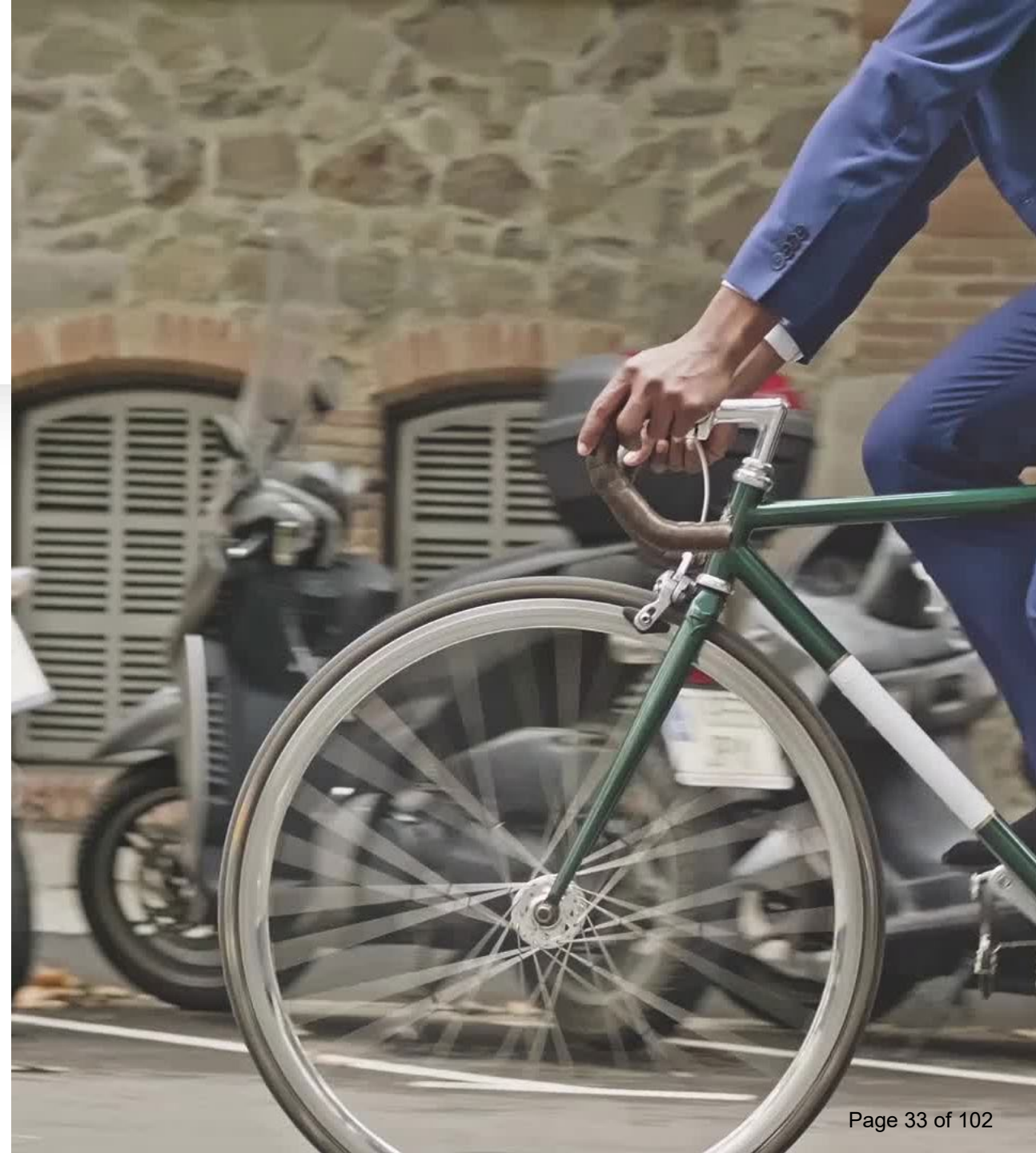


City of
Oxford OHIO

HOME OF MIAMI UNIVERSITY

Agree on the importance of bike & pedestrian infrastructure.

- But disagree on the approach of this policy.
- This legislation requires a council vote to not pay for complete streets improvements (ie new sidewalks) for **any** street resurfacing project.
- This approach is out of alignment with the budget cycle and may limit bike & ped improvements in other areas.



The Budget Cycle

- We have developed a thorough budgeting process with Council.
- **January-** Council- Staff Retreat
- **June-** presentation on staff research and recommendations
 - This is a key time for Council input. What did we miss etc.
- **August-September-** creation of the Capital Improvement Plan
- ***This year:***
 - We reviewed the street resurfacing areas, and staff recommend that there are more important safety improvements elsewhere.
 - Used data and prior council input to make these recommendations
 - But Council can disagree and make changes within this process.



OSTATS - Crash Dashboard

Crashes by Severity

Data Source: ODP's Electronic Crash System
Design and Layout: OSHP Statistical Analysis Unit
Ohio State Highway Patrol
Data Updated: Monday, August 11, 2025



User Guide

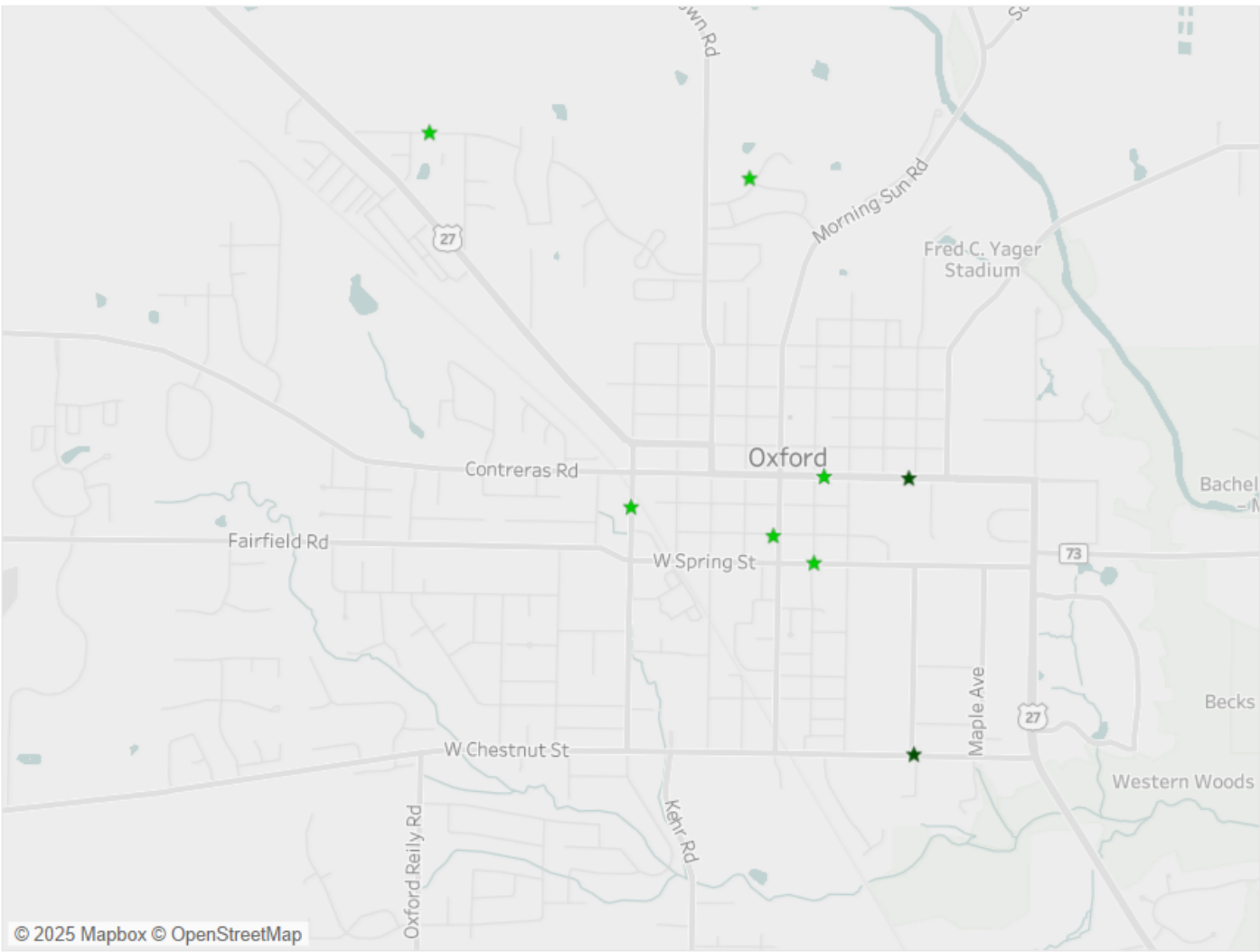
Select County
Butler

From Date (≥) 1/1/2020 To Date (<) 8/11/2025

Select Map
Crash Point

Select NCIC
00907 - OXFORD PD

Serious Injury Sus.. ★
Minor Injury Suspe.. ★



Top Crash Routes

US-27	2
SR-732	1

Crashes by Hour

8 - 8:59 AM	1
2 - 2:59 PM	1
4 - 4:59 PM	1
5 - 5:59 PM	1
8 - 8:59 PM	1
9 - 9:59 PM	2
10 - 10:59 PM	1

Crash Variables

Bicycle-Related	★ 8
Failure To Yield-Related	4
Mature-Related	1
Ran Red Light/Stop Sign-..	1
Speed-Related	3
Teen-Related	2
Unbelted-Related	1
Youth-Related	6

Crashes by Day

Sunday	2
Wednesday	1
Thursday	1
Friday	3
Saturday	1

Crashes by Month and Year



Crashes by Severity and Year

Severity	2020	2022	2023	2025
Serious Injury Su..		1	1	
Minor Injury Sus..	2	1	2	1
Total	2	2	3	1



OSTATS - Crash Dashboard

Crashes by Severity

Data Source: ODPS Electronic Crash System
Design and Layout: OSHP Statistical Analysis Unit
Ohio State Highway Patrol
Data Updated: Monday, August 11, 2025



User Guide

Select County
Butler

From Date (≥) 1/1/2020 To Date (≤) 8/11/2025

Select Map
Crash Point

Select NCIC
00907 - OXFORD PD

Serious Injury Sus..

Minor Injury Suspe..

Injury Possible

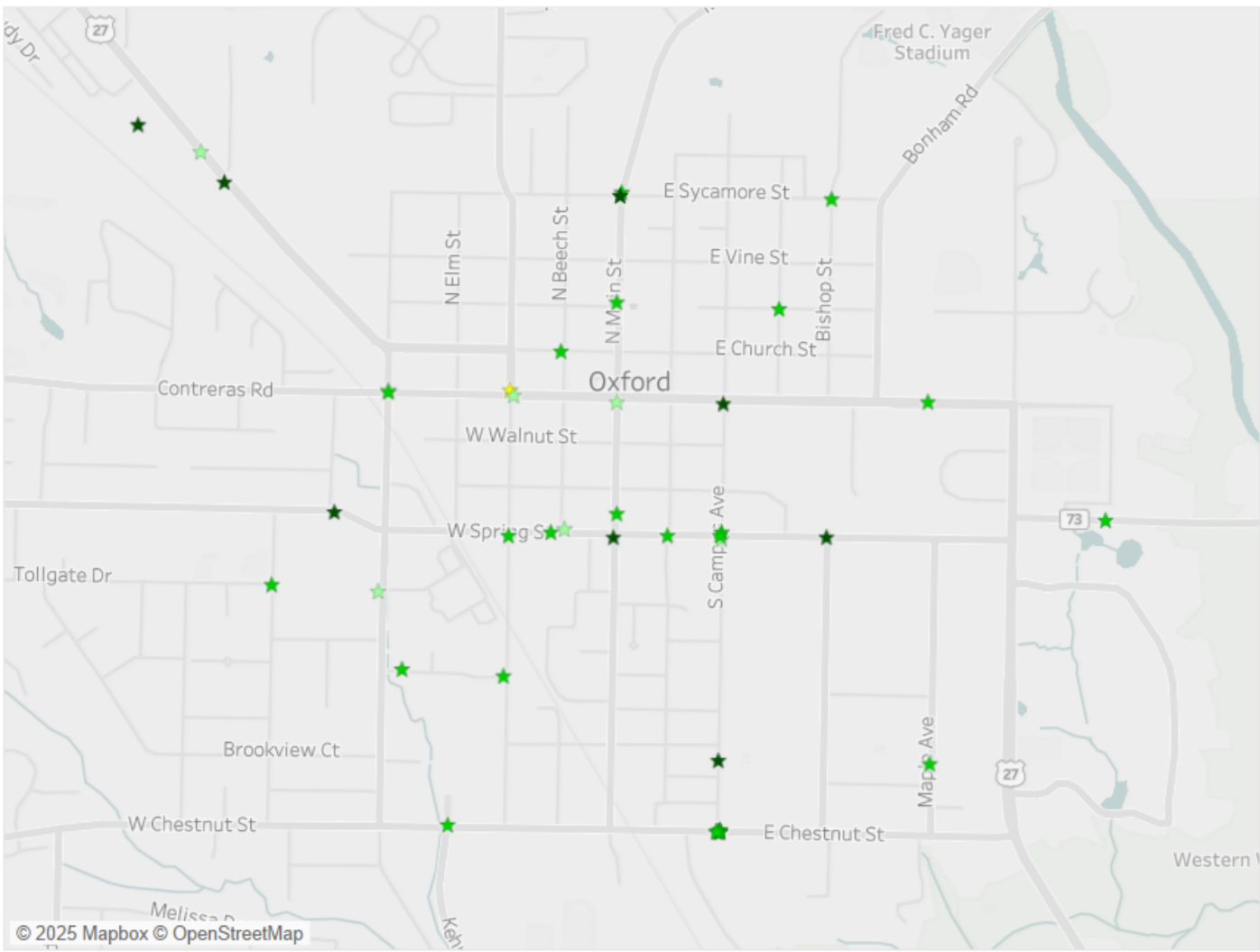
Property Damage ..

★

★

★

★



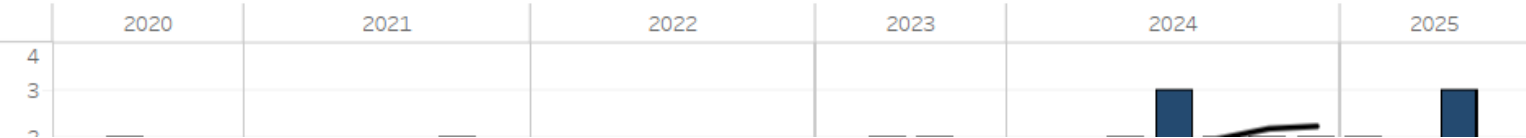
Top Crash Routes	
SR-732	8
US-27	6
SR-73	1

Crash Variables	
Alcohol-Related	1
Failure To Yield-Related	33
Mature-Related	10
OVI-Related	1
Pedestrian-Related	44
Ran Red Light/Stop Sign-..	1
Speed-Related	2
Teen-Related	6
Unbelted-Related	12
Youth-Related	19

Crashes by Hour	
2 - 2:59 AM	1
7 - 7:59 AM	1
8 - 8:59 AM	3
9 - 9:59 AM	6
10 - 10:59 AM	3
11 - 11:59 AM	1
12 - 12:59 PM	4
1 - 1:59 PM	1
2 - 2:59 PM	2
3 - 3:59 PM	3
4 - 4:59 PM	5
5 - 5:59 PM	2
6 - 6:59 PM	2
7 - 7:59 PM	5
8 - 8:59 PM	1
9 - 9:59 PM	1
10 - 10:59 PM	2
11 - 11:59 PM	1

Crashes by Day	
Monday	8
Tuesday	8
Wednesday	10
Thursday	7
Friday	4
Saturday	7

Crashes by Month and Year



Crashes by Severity and Year

Severity	2020	2021	2022	2023	2024	2025
Serious Injur..	1	2		1	4	
Minor Injury ..	2	4	6	4	5	5
Injury Possib..	2	1			3	
Property Da					1	



PEDESTRIAN AND TRAFFIC
SAFETY PLANNING
IN OXFORD, OHIO'S

Mile Square

MIAMI UNIVERSITY
ADVANCED URBAN
& REGIONAL
PLANNING



Mile Square Safety Plan Work Session May 6, 2025

Upcoming Capital Improvement recommended improvements

2 new ADA audible crosswalk signals

CCP, where there were 3 pedestrian accidents this year

- Study for the new traffic signal
- New crosswalks with rapid flash beacon

Walnut Street intersections- curb bump outs

- 3 intersections: Campus, Poplar, and Main Streets-Pedestrian safety curb bump-outs from the Mile Square Safety Plan.

\$50K for undesignated other bike/ped improvements

- may be used for crosswalks/sharrows etc.

Oxford Area Trail-

- All of phase 5, pending grant for phase 6 from OCP to Contreras, and pending grant for planning from Contreras to Merry Day.

Council Input:

- If we get it wrong and the Council wants other priorities for Bike/Pedestrian improvements, this is the meeting to make that recommendation and seek Council support.
- City Manager will then make modifications based on input.



Current Bike & Pedestrian Improvement Efforts



Invested \$150K in 2025 to create a Bike & Pedestrian Improvement Plan.



Public Input, safety data review, OPTAB recommendations, etc.



Will be presented to Council in spring 2026.

Conclusion

- Let's continue the work of expanding the Bike & Pedestrian infrastructure, but staff recommends a no vote on these Complete Street Policy Changes.
- Use the current budget planning process.
- OPTAB or Councilors make recommendations in June during the budget research review meeting or at the CIP Work Session.
 - Request that the City Manager dedicate more resources to these efforts, recognizing that it may mean a cut elsewhere.
- Use the upcoming Bike & Ped improvement plan as a guide and leverage for future grants.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Reena Murphy
DATE PREPARED:	8/26/2025
COUNCIL MEETING DATE:	September 2, 2025
AGENDA TITLE:	Summary from the August 6th, 2025, Environmental Commission Meeting (Reena Murphy, Sustainability Coordinator)
COUNCIL GOAL AREA:	A Sustainable Oxford
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JG DRE

DISCUSSION:

Members present were: Jon Ralinovsky, Chantel Raghu, Jason Bracken, Peggy Branstrator, Jim Vinch, and Ken Vincent.

Staff present: Reena Murphy

Members of the public present: Kate Kozak, Green Umbrella Fellow

The meeting began at 7:03.

Motion to approve the agenda: Mr. Bracken

2nd: Ms. Branstrator

Vote: Unanimous approval

Motion to jointly approve both minutes and summary: Mr. Vinch

2nd: Mr. Bracken

Vote: Unanimous approval

Discussion

Staff presented the 2023 greenhouse gas inventory, conducted in partnership with PCFO. The slides are included in the EC minutes. The commission briefly discussed the reporting requirements for the Global Covenant of Mayors and its nuances with clean energy purchasing.

Kate presented the work that she and Oluwaseun have completed throughout their summer fellowship in Oxford. Slides are included in the EC minutes. The commission discussed the importance of addressing stormwater and flooding in our community, as it related to the fellows' research for a stormwater revenue fund. Mr. Vinch said he believes the most cost-effective way to address stormwater is to require buffer strips for construction near stream banks.

City Council discussed Deer Management in a work session on August 5th. OPTAB shared that they are working through the bike and pedestrian safety plan and that there will be an open house in the fall. Planning commission shared that there is a zoning subcommittee that is actively exploring ways to advance our climate goals through zoning. OCASC had the same presentation from the Fellows at their last meeting.

There were no additional staff updates beyond the content of the presentations.

Motion: Ms. Raghu

2nd: Mr. Vincent

Vote: Unanimous approval.

The commission adjourned at 8:04pm.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	8/26/2025
COUNCIL MEETING DATE:	September 2, 2025
AGENDA TITLE:	A Resolution Approving Then And Now Certificates For Purchase Orders Issued Above \$3,000 Where An Invoice Was Received Prior To The Purchase Order Date, As A Requirement Of Ohio Revised Code 5705.41 (d). (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	HR DRE

DISCUSSION:

Staff is requesting Council to approve the then and now certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date. After discussing the issue with the Auditors, they requested we begin bringing any purchase orders meeting this criteria, to Council for approval for compliance with the O.R.C. 5705.41 (d).

RESOLUTION NO.

A RESOLUTION APPROVING THEN AND NOW CERTIFICATES FOR PURCHASE ORDERS ISSUED ABOVE \$3,000 WHERE AN INVOICE WAS RECEIVED PRIOR TO THE PURCHASE ORDER DATE, AS A REQUIREMENT OF OHIO REVISED CODE 5705.41 (d).

WHEREAS, Council in accordance with Ohio Revised Code, shall approve any purchases made over \$3,000 where an invoice is dated prior to the purchase order date; and

WHEREAS, at the time the merchandise was purchased and at the time the purchase order was executed to cover the purchase, a sufficient sum was appropriated for the purpose of such contract and in the treasure or in process of collection to the credit of an appropriated fund free from any previous encumbrances; and

WHEREAS, there is a sufficient sum appropriated for the purpose of such contract and in the treasure or in process of collection to the credit of an appropriated fund free from any previous encumbrances; and

WHEREAS, the City Manager and the Finance Director recommend Council approve authorizing such certificates, as set forth in Exhibit "A" attached hereto and incorporated herein by reference.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Finance Director approving Then and Now Certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

Appendix A

P.O. Number	P.O. Date	Vendor	Amount	Purpose
5431	07/16/25	Pioneer	\$ 4,546.75	White Field Marking Paint
5435	07/17/25	Target Solutions Learning, LLC	\$ 10,274.25	Annual License for Frontline Safety Suite
5451	08/04/25	Rawdon Myers, Inc	\$ 5,500.00	Work on Flow meter and Actuators



The City of Oxford
(513) 524-5200
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Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	8/26/2025
COUNCIL MEETING DATE:	September 2, 2025
AGENDA TITLE:	A Resolution Accepting The Amounts And Rates As Determined By The Budget Commission Of Butler County, Ohio, And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	HR DRE

DISCUSSION:

Staff recommends Council approve the resolution as it is the annual standard resolution sent to us from the Butler County Auditor.

The purpose is to legally adopt the Oxford property tax rate for next year as approved by the Auditor's office.

RESOLUTION NO.

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION OF BUTLER COUNTY, OHIO, AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

WHEREAS, Council in accordance with Ohio Revised Code, and having previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2026; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part is within the ten mill tax limitation.

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

SECTION 1: The amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

SECTION: 2: There is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation, as set forth on Schedule A attached hereto and incorporated herein by reference:

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR
(VILLAGE COUNCIL)

Rev. Code, Secs. 5705.34, 5705.35

The Council of the CITY of **OXFORD** , Butler County, Ohio, met in

_____ session on the _____ day of _____, 20_____, at the
(regular or special)

office of _____ with the following members present:

_____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax
Budget for the next succeeding fiscal year commencing January 1, 2026; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to this
Council together with an estimate by the County Auditor of the rate of each tax necessary to be
levied by this Council, and what part thereof is without, and what part within the ten mill tax
limitation; therefore be it

RESOLVED, By the Council of the **CITY OF OXFORD**, Butler County, Ohio, that the
amounts and rates, as determined by the Budget Commission in its certification, be and the same are
hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Village the rate of
each tax necessary to be levied within and without the ten mill limitation as follows:

=====

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

=====

FUND	AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	AMOUNT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
			=====	=====
			INSIDE 10 MILL LIMIT	OUTSIDE 10 MILL LIMIT
=====	=====	=====	=====	=====
GENERAL FUND	1,814,000.00		3.65	
GENERAL BOND RETIREMENT FUND				
PARK FUND		1,131,000.00		3.25
RECREATION FUND				
FIRE LEVY		1,290,000.00		2.60
POLICE LEVY				
TOTAL	1,814,000.00	2,421,000.00	3.65	5.85
=====	=====	=====	=====	=====

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	COUNTY AUDITOR'S ESTIMATE OF YIELD OF LEVY (Carry to Schedule A)	MAXIMUM RATE AUTHORIZED TO BE LEVIED
GENERAL FUND:		
Current expense levy authorized by voters on not to exceed years.	,20	
Current expense levy authorized by voters on not to exceed years.	,20	
Current expense levy authorized by voters on not to exceed years.	,20	
Current expense levy authorized by voters on not to exceed years.	,20	
TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION	0.00	0.00
SPECIAL LEVY FUNDS:		
Park & Recreation Levy authorized by voters on May 8, 2018 not to exceed years.	1,131,000.00	3.25
Levy authorized by voters in 2024 not to exceed years.	Fire & EMS 1,290,000.00	2.60
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	

and be it further

RESOLVED, That the Clerk of this Council be, and he/she is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

_____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

_____, _____
_____, _____
_____, _____
_____, _____
_____, _____
_____, _____
_____, _____

Adopted the _____ day of _____, 20____.

PRESIDENT OF COUNCIL

CLERK OF COUNCIL

=====

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio, Butler County, ss.

I, _____, Clerk of the Council of the Village of _____,
within and for said County, and in whose custody the Files and Records of said Council are required
by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and
copied from the original _____

now on file, that the foregoing has been compared by me with said original document, and that the
the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, 20_____

CLERK OF COUNCIL

NOTE: A copy of this Resolution must be certified to the County Auditor before the first day of
October in each year, or at such later date as may be approved by the Board of Tax appeals.

=====

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION
AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.
(VILLAGE COUNCIL)

ADOPTED _____, 20_____ FILED _____, 20_____

CLERK OF COUNCIL

COUNTY AUDITOR

DEPUTY AUDITOR

=====



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	8/26/2025
COUNCIL MEETING DATE:	September 2, 2025
AGENDA TITLE:	An Ordinance Repealing Ordinance No. 1897 And Dissolving The Student Community Relations Commission (SCRC). (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	Jessica Greene DRE

DISCUSSION:

The Student Community Relations Commission (SCRC) was created in 1986 to foster communication and understanding between Miami University students and the broader Oxford community. Over the years, the SCRC has undergone changes in membership and structure. However, the commission has consistently struggled with achieving quorum and producing actionable recommendations for City Council. At the same time, the City of Oxford has significantly strengthened its direct working relationships with Miami University, including the President's Office, the Office of Student Life, Miami Activities & Programming, and the Associated Student Government. These partnerships have proven effective in addressing student-community issues and fostering open dialogue. While the SCRC is proposed to be ended, the City remains committed to maintaining strong collaboration with Miami University students and staff.

To ensure this:

- The City will meet quarterly with Miami University student representatives and staff.
- The City will conduct an annual education campaign encouraging student applications for other City advisory boards and commissions.

These steps will ensure continued student engagement in Oxford's civic life without the need for a separate commission.

ORDINANCE NO.

AN ORDINANCE REPEALING ORDINANCE NO. 1897 AND DISSOLVING THE STUDENT COMMUNITY RELATIONS COMMISSION (SCRC).

WHEREAS, the Student Community Relations Commission (SCRC) was established in 1986 to foster communication and understanding between Miami University students and community members; and

WHEREAS, despite changes over the years, the SCRC has continued to struggle with maintaining quorum and producing actionable recommendations; and

WHEREAS, the City of Oxford has developed strong working relationships with the Miami University President's Office, the Office of Student Life, Miami Activities & Programming, and the Associated Student Government; and

WHEREAS, the City of Oxford commits to meeting quarterly with Miami University student representatives and staff to ensure continued collaboration; and

WHEREAS, the City of Oxford also commits to conducting an educational campaign to encourage students to volunteer for other City advisory boards and commissions.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, OHIO:

SECTION 1: Ordinance No. 1897, establishing the Student Community Relations Commission, is hereby repealed in its entirety.

SECTION 2: The Student Community Relations Commission (SCRC) is hereby dissolved, and all prior provisions related to its authority, duties, and membership are repealed.

SECTION 3: This Ordinance shall take effect and be in full force from and after the earliest period allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	8/26/2025
COUNCIL MEETING DATE:	September 2, 2025
AGENDA TITLE:	An Ordinance Amending The Official Zoning Map Of The City Of Oxford Ohio For Approximately 18 Acres Of Land Generally Located At 1701 Lake Forest Drive From Multi-Family Residential (R-4) District To Single And Two-Family Residential (R-2A) District. (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	"Housing Opportunities for Everyone" & "Thriving and Resilient Year-Round Economy"
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve as Recommended
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

Background:

The complete August 12, 2025 Planning Commission packet information can be downloaded [here](#). There are two Council agenda items for this project. This item is pertaining to the Zoning Map Amendment.

The subject property falls within a portion of Oxford that has gone through a complex history of approvals and rezonings. This history began in 2004, when the Butler County Commissioners approved 174 acres of land as a mixed use Planned Unit Development (PUD) containing a combination of residential and office “tech park” uses. The City of Oxford entered into a Development Agreement with 4 Leaf Development LLC in 2006, which led to annexation and rezoning to City-specific zoning classifications in 2007. In 2013, the City comprehensively rezoned 66 acres – entailing the Indian Trace Apartments and Level 27 sites, as well as 37 acres of the subject property – to a newly created R-4 multi-family district.

In 2021, 4 Leaf Development was successful in obtaining two major planning approvals for the southern portion of the property: (1) South Forest Edge Section 1, consisting of 36 condominiums; and (2) South Forest Edge Section 2, consisting of 21 single-family lots; while the former is still technically valid until August 2026, the latter has since expired. Ultimately, sewer service provision has been the main impediment to bringing the South Forest Edge projects to fruition.

Most recently, in 2023, the City entered into a new agreement with 4 Leaf Development LLC to allocate \$746,000 in public funds for sewer and infrastructure improvements; this allocation is in lieu of earlier obligations expressed in the 2006 Development Agreement for the City to eventually fund/construct an extension to Lake Forest Drive.

Proposal Summary:

4 Leaf Development LLC, c/o Jim Clawson, currently owns approx. 97 acres of land located due east and south of the Annex housing complex, and accessed most directly 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” (OSRD), which is a voluntary option provided in the City of Oxford Subdivision Regulations. To staff’s knowledge, this is the first time a developer has sought to exercise the OSRD option.

The subdivision proposed to occupy the 18 acres is to be named “Lake Forest Cove” and comprise 34 lots for new single-family homes, plus 2 large parcels devoted to open space & conservation. The residential lots would be accessed via two new public streets: East Southpointe Parkway (an eastward extension of Southpointe Parkway), and Timber Cove Trail. Planned pedestrian infrastructure includes new sidewalks along both sides of the two new public streets, along with a 10-foot multi-use path on the east side of Lake Forest Drive. An existing manmade pond located in the center of the site is to be retained, not only as a subdivision amenity, but also as a device for managing stormwater quantity and quality. To the west of the pond, a clubhouse facility is planned to be constructed and would serve as a central location for mail delivery & pickup.

Planning Commission Discussion & Recommendation:

The Planning Commission held a public hearing on August 12, 2025 to consider the requests for Lake Forest Cove. During the hearing, the Commission heard from staff, the project engineer (Bayer Becker, c/o Etta Reed) on behalf of the applicant, as well as the following individuals:

- Scott Webb, Architect, 103 W Walnut Street: Mr. Webb offered explanation on the differences between the R-2A and R-4 zoning districts and why it is difficult to develop this land if it remains R-4.
- Jacob Schulte, 3898 Woodruff Road: Mr. Schulte spoke on behalf of the neighboring properties on Woodruff Road. Mr. Schulte spoke in favor of the proposal supporting the future development. Mr. Schulte mentioned how this proposal is in agreement with the Comprehensive Plan. Mr. Schulte mentioned that the conservation parcels are large, supporting a lot of the green space and water ways. Mr. Schulte thought this development would be a good fit for the area.

Upon closure of the public hearing and following further discussion, the Commission voted unanimously 5-0-0 (2 members absent) two times, the first time to recommend **approval** of the Map Amendment (R-4 to R-2A) and a second time to recommend **approval** of the Preliminary Subdivision. Moreover, the motion on the Preliminary Subdivision accepted staff's eleven (11) suggested conditions contained in the staff report, plus an additional condition to waive the tree survey requirement (which staff had mistakenly omitted from the report). Five (5) of these conditions expressly grant specific waivers to zoning standards, which is an acceptable practice for an OSRD.

The final list of recommended conditions is as follows:

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.
7. A waiver to **Section 1104.04 (403)** 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 20 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

12. A waiver to ***Section 1148.04(b)(2)*** is hereby granted to relieve the developer from the tree survey requirement.

ORDINANCE NO.

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF OXFORD OHIO FOR APPROXIMATELY 18 ACRES OF LAND GENERALLY LOCATED AT 1701 LAKE FOREST DRIVE FROM MULTI-FAMILY RESIDENTIAL (R-4) DISTRICT TO SINGLE AND TWO-FAMILY RESIDENTIAL (R-2A) DISTRICT.

WHEREAS, in accordance with Section 1135 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on August 12, 2025, on the application of 4 Leaf Development LLC for a Zoning Map Amendment for approximately 18 acres of land generally located at 1701 Lake Forest Drive, Oxford, Ohio, rezoning the land from Multi-Family Residential (R-4) District to Single- and Two-Family Residential (R-2A) District; and

WHEREAS, a Preliminary Subdivision request submitted by 4 Leaf Development LLC is also pending before the Oxford City Council for precisely 17.947 acres of the land presently under consideration for a Zoning Map Amendment, with such request being contingent on approval of the Zoning Map Amendment; and

WHEREAS, the Oxford Planning Commission, after public hearing and due deliberation, recommended approval of the Zoning Map Amendment, finding that the application complies with the Decision Standards of Oxford Codified Ordinance Chapter 1135.

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

SECTION 1: Planning Commission held a hearing on August 12, 2025 to consider the amendment. The Commission voted 5-0-0 (2 members absent) to recommend approval of the Zoning Map Amendment to City Council, thus amending the Official Zoning Map.

SECTION 2: Based on the Planning Commission recommendation, the City Manager and Community Development Director also recommend that the Official Zoning Map be amended to R-2A for approximately 18 acres of land generally located at 1701 Lake Forest Drive.

SECTION 3: Council accepts the recommendation of the City Manager and Community Development Director to amend the Official Zoning Map to R-2A.

SECTION 4: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: COMMUNITY DEVELOPMENT STAFF

CHECKED BY: LAW



ZONING MAP AMENDMENT APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to 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?	
☒ Yes (You may skip Box 3) ☐ 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.

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

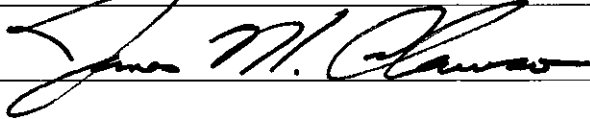
BOX 5 | APPLICANT SIGNATURE

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)

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.

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 12th 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

Date: June 25, 2025
Description: Southpointe Parkway & Lake Forest Drive
Rezoning R-4 PD to R-2A
& R-2A PD to R-2A
Location: City of Oxford
Butler County, Ohio



Situated in Section 36, Town 5, Range 1, Congress Lands West of the Miami River, City of Oxford, Butler County, Ohio and being part of Lot 3716 of said City of Oxford and part of 4-Leaf Development, LLC as recorded in Official Record 7669, Page 950 of the Butler County Recorder's Office, containing 17.947 acres of land and being further described as follows:

Beginning at the northeast corner of Lake Forest Drive as dedicated by Official Record 9533, Page 593 and being on its east right of way and north terminus and being the **True Point of Beginning**;

thence, from the True Point of Beginning, departing the east right of way of said Lake Forest Drive and with its north terminus, North 66° 13' 53" West, 60.01 feet to the northwest corner of said Lake Forest Drive and being on Lot 3881 of Annex (f/k/a The Fields at Southpointe) as recorded in Official Record 8905, Page 991 and Official Record 8905, Page 1046;

thence, departing said Lake Forest Drive and with said Lot 3881, with a curve to the right, having a central angle of 13° 57' 50", a radius of 1100.00 feet, an arc length of 268.09 feet, and a chord bearing North 31° 43' 03" East, 267.42 feet;

thence, departing said Lot 3881 and through said 4-Leaf Development, LLC for the following ten courses:

- 1) South 48° 50' 18" East, 226.07 feet;
- 2) North 41° 09' 42" East, 148.50 feet;
- 3) North 63° 24' 52" East, 113.88 feet;
- 4) South 87° 08' 51" East, 532.49 feet;
- 5) South 08° 09' 35" East, 308.73 feet;
- 6) South 81° 50' 25" West, 120.99 feet;
- 7) South 00° 27' 11" West, 92.46 feet;
- 8) South 36° 52' 22" West, 131.72 feet;
- 9) South 73° 17' 34" West, 144.06 feet;
- 10) South 01° 41' 36" East, 142.11 feet to Rams Holdings, Ltd. as recorded in Official Record 9516, Page 1759 and being on the corporation line of said City of Oxford;

thence, with said Rams Holdings, Ltd. and said corporation line for the following two courses: South 88° 18' 24" West, 341.96 feet;

thence, South 02° 38' 43" West, 344.49 feet;

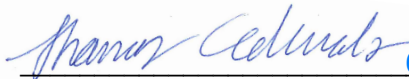
thence, departing said Rams Holdings, Ltd. and said corporation line and through said 4-Leaf Development, LLC, North 86° 18' 54" West, 366.72 feet to the existing east right of way of said Lake Forest Drive;

thence, with the existing east right of way of said Lake Forest Drive for the following five courses:

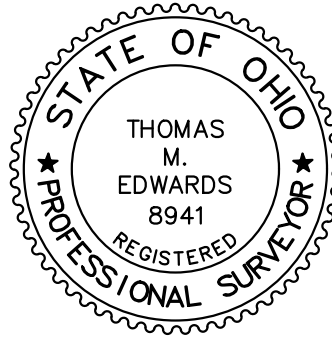
- 1) North 00° 28' 30" East, 105.39 feet;
- 2) with a curve to the left, having a central angle of 16° 25' 18", a radius of 532.50 feet, an arc length of 152.62 feet, and a chord bearing North 07° 44' 09" West, 152.10 feet;
- 3) North 15° 56' 48" West, 82.73 feet;

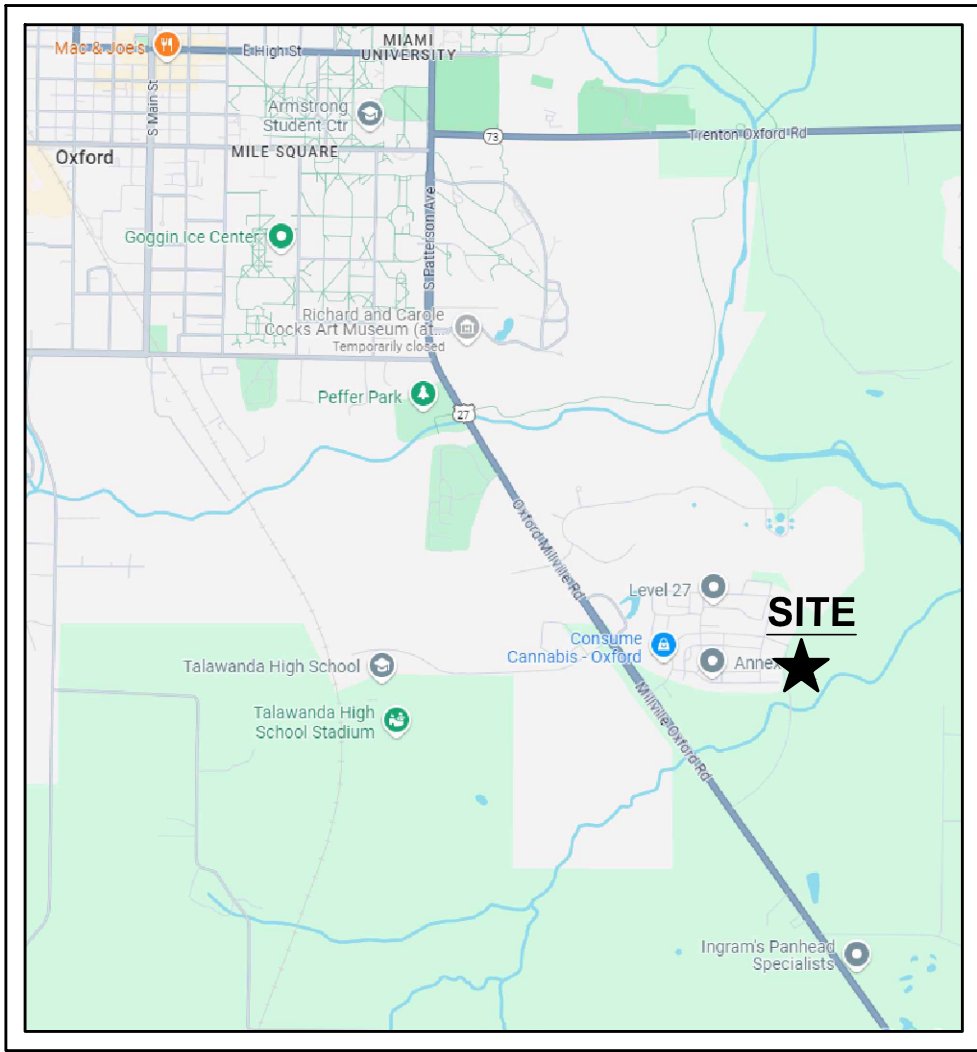
- 4) with a curve to the right, having a central angle of $26^{\circ} 28' 24''$, a radius of 467.50 feet, an arc length of 216.01 feet, and a chord bearing North $02^{\circ} 42' 36''$ West, 214.09 feet;
- 5) with a curve to the right, having a central angle of $14^{\circ} 15' 53''$, a radius of 1040.00 feet, an arc length of 258.93 feet, and a chord bearing North $17^{\circ} 39' 32''$ East, 258.26 feet to the **True Point of Beginning**, containing 17.947 acres of land, more or less, to be rezoned.

I hereby certify that the above description is a complete, proper and legal description of the property to be rezoned.

 6/25/2025

Thomas M. Edwards
Professional Surveyor #8941
In the State of Ohio





VICINITY MAP
NOT TO SCALE

REZONING OWNERSHIP:

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

ADJOINERS:

- | | | |
|---|---|---|
| ① Shane Fudge & Rachel Dillhoff
H3620-054-000-004 | ⑩ OH MU Holdings LLC
H4100-146-000-016 | ⑲ OH MU Holdings LLC
H4100-146-000-015 |
| ② Ronald R. Thompson, Co-Tr., et al
H3520-054-000-003 | ⑪ OH MU Holdings LLC
H4100-146-000-007 | ⑳ OH MU Holdings LLC
H4100-146-000-016 |
| ③ Mason Garwood & Chellis Alfred
H3620-054-000-002 | ⑫ OH MU Holdings LLC
H4100-146-000-008 | ㉑ OH MU Holdings LLC
H4100-146-000-017 |
| ④ Roy N. Grillot Sr.
H3620-054-000-001 | ⑬ OH MU Holdings LLC
H4100-146-000-009 | ㉒ OH MU Holdings LLC
H4100-146-000-018 |
| ⑤ Fresham S. Bossi
& Lochman Kaur
H3520-053-000-005 | ⑭ OH MU Holdings LLC
H4100-146-000-010 | ㉓ OH MU Holdings LLC
H4100-146-000-019 |
| ⑥ Sandra G. Mohr
H3620-053-000-004 | ⑮ OH MU Holdings LLC
H4100-146-000-011 | ㉔ OH MU Holdings LLC
H4100-146-000-020 |
| ⑦ Patrick C. Brown
H3620-053-000-003 | ⑯ OH MU Holdings LLC
H4100-146-000-012 | ㉕ OH MU Holdings LLC
H4100-146-000-021 |
| ⑧ Amy Ritze & John W. Scott
H3620-053-000-002 | ⑰ OH MU Holdings LLC
H4100-146-000-013 | ㉖ OH MU Holdings LLC
H4100-146-000-022 |
| ⑨ Garrett Heil
H3620-053-000-001 | ⑱ OH MU Holdings LLC
H4100-146-000-014 | ㉗ OH MU Holdings LLC
H4100-146-000-023 |

CURVE TABLE				
Curve	Delta	Radius	Length	Chord
C-1	13°57'50"	1100.00'	268.09'	N31°43'03"E 267.42'
C-2	16°25'18"	532.50'	152.62'	N07°44'09"W 152.10'
C-3	26°28'24"	467.50'	216.01'	N02°42'36"W 214.09'
C-4	14°15'53"	1040.00'	258.93'	N17°39'32"E 258.26'

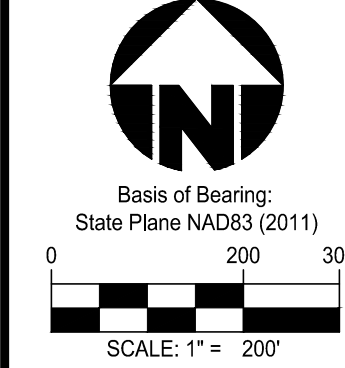
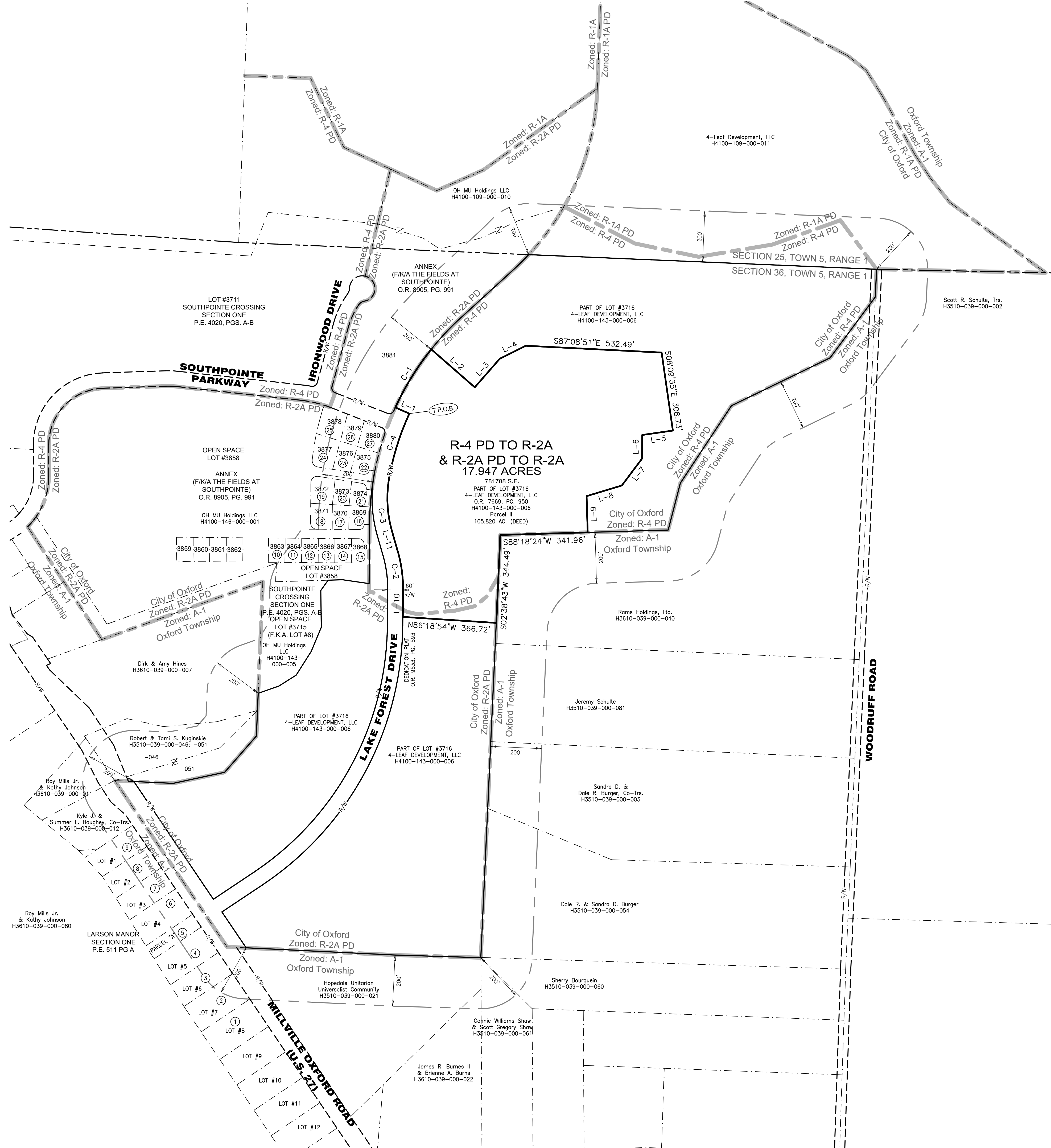
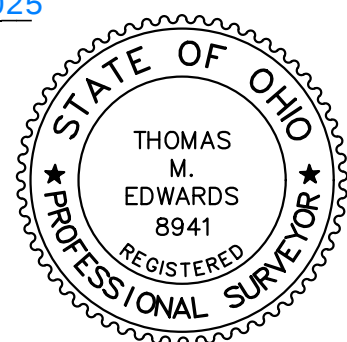
LINE TABLE		
Line	Direction	Distance
L-1	N66°13'53"W	60.01'
L-2	S48°50'18"E	226.07'
L-3	N41°09'42"E	148.50'
L-4	N63°24'52"E	113.88'
L-5	S81°50'25"W	120.99'
L-6	S00°27'11"W	92.46'
L-7	S36°52'22"W	131.72'
L-8	S73°17'34"W	144.06'
L-9	S01°41'36"E	142.11'
L-10	N00°28'30"E	105.39'
L-11	N15°56'48"W	82.73'

SURVEYOR CERTIFICATION

THIS MAP WAS PREPARED FROM EXISTING DEEDS AND PLATS OF RECORD AND DOES NOT REPRESENT A BOUNDARY SURVEY.

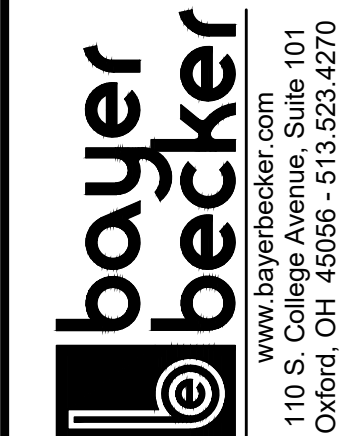
Thomas M. Edwards
THOMAS M. EDWARDS
PROFESSIONAL SURVEYOR #8941
IN THE STATE OF OHIO

DATE: 6/25/2025



Date	Drawn	Chk
Item	Revision Description	

R-4 PD TO R-2A
& R-2A PD TO R-2A
SECTION 36, TOWN 5, RANGE 1
CONGRESS LANDS WEST OF THE MIAMI RIVER
CITY OF OXFORD
BUTLER COUNTY, OHIO
REZONING PLAT



Drawing: 24-0257 RZ
Drawn by: PAH
Checked by: TME
Issue Date: 06-25-25
Sheet:

1/1

Aerial Map

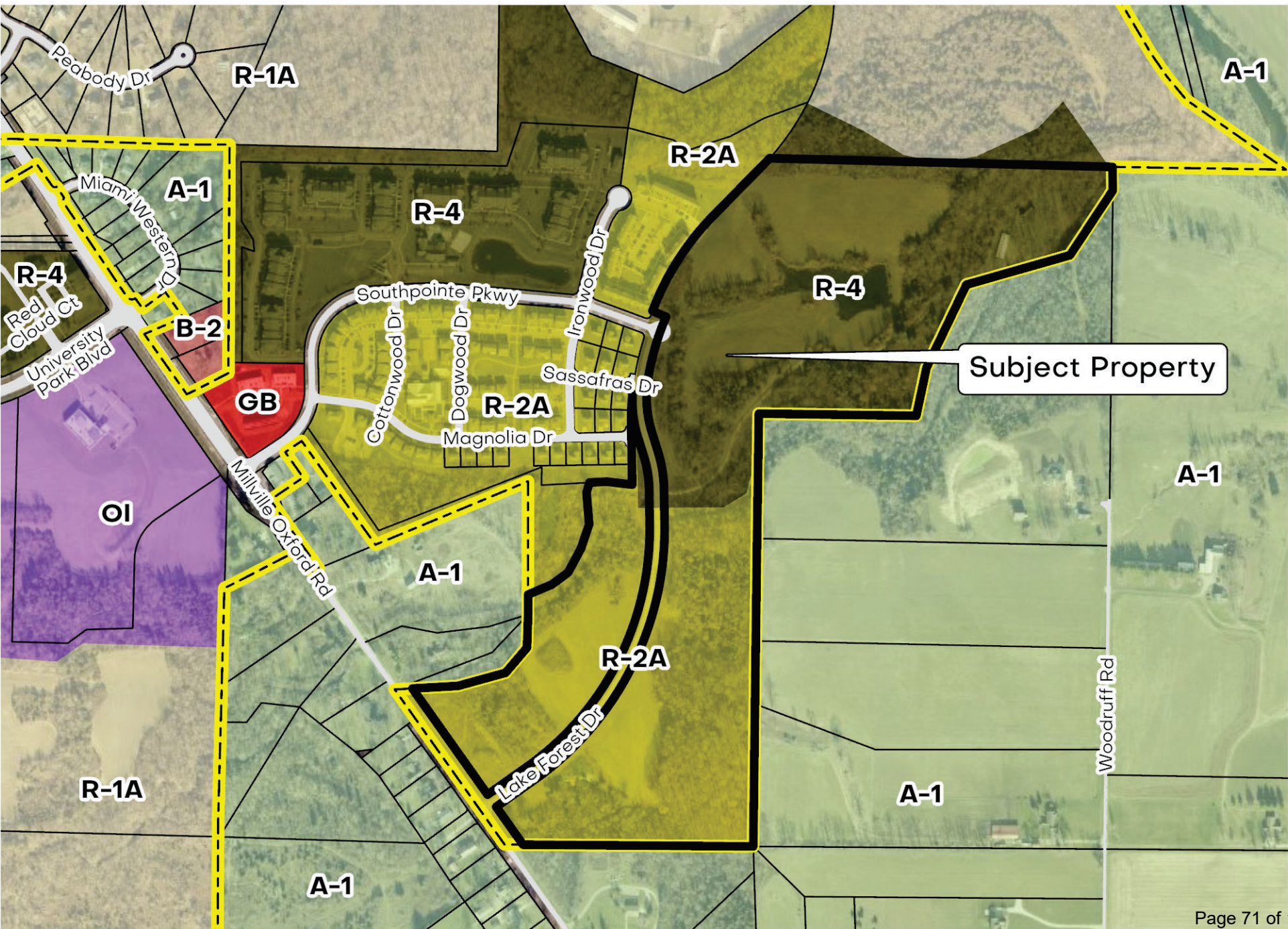
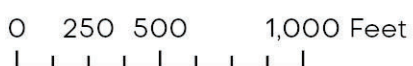
 Site

0 250 500 1,000 Feet



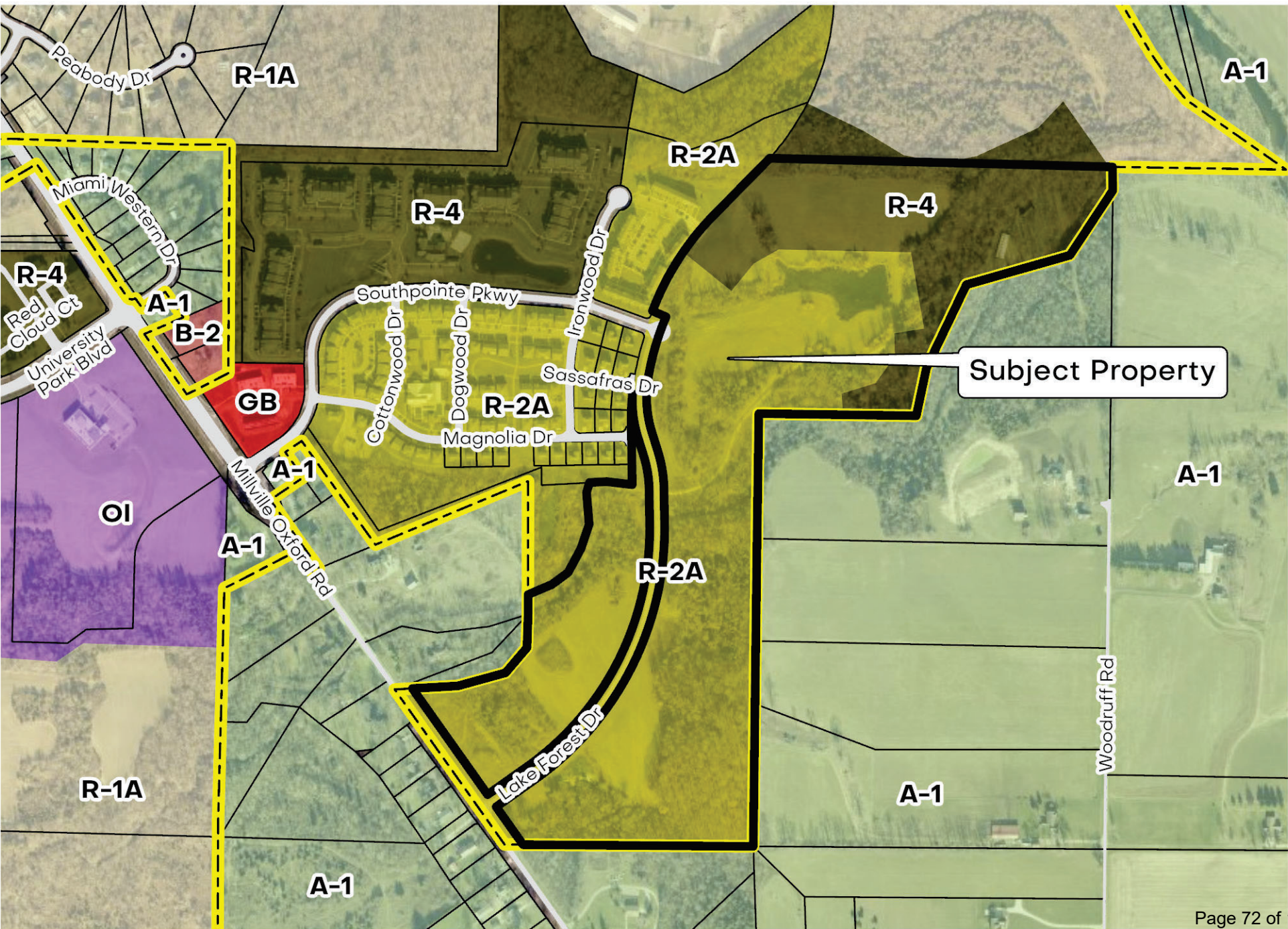
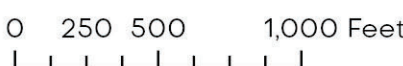
Current Zoning

 Site



Proposed Zoning

 Site





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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	8/26/2025
COUNCIL MEETING DATE:	September 2, 2025
AGENDA TITLE:	An Ordinance Approving A Preliminary Subdivision Named "Lake Forest Cove," Submitted By 4 Leaf Development LLC For 34 Single-Family Residential Lots To Be Situated On 17.947 Acres Currently Addressed As 1701 Lake Forest Drive, Oxford Ohio 45056, With Conditions. (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	"Housing Opportunities for Everyone" & "Thriving and Resilient Year-Round Economy"
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve as Recommended
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

Background:

The complete August 12, 2025 Planning Commission packet information can be downloaded [here](#). There are two Council agenda items for this project. This item is pertaining to the Preliminary Subdivision.

The subject property falls within a portion of Oxford that has gone through a complex history of approvals and rezonings. This history began in 2004, when the Butler County Commissioners approved 174 acres of land as a mixed use Planned Unit Development (PUD) containing a combination of residential and office “tech park” uses. The City of Oxford entered into a Development Agreement with 4 Leaf Development LLC in 2006, which led to annexation and rezoning to City-specific zoning classifications in 2007. In 2013, the City comprehensively rezoned 66 acres – entailing the Indian Trace Apartments and Level 27 sites, as well as 37 acres of the subject property – to a newly created R-4 multi-family district.

In 2021, 4 Leaf Development was successful in obtaining two major planning approvals for the southern portion of the property: (1) South Forest Edge Section 1, consisting of 36 condominiums; and (2) South Forest Edge Section 2, consisting of 21 single-family lots; while the former is still technically valid until August 2026, the latter has since expired. Ultimately, sewer service provision has been the main impediment to bringing the South Forest Edge projects to fruition.

Most recently, in 2023, the City entered into a new agreement with 4 Leaf Development LLC to allocate \$746,000 in public funds for sewer and infrastructure improvements; this allocation is in lieu of earlier obligations expressed in the 2006 Development Agreement for the City to eventually fund/construct an extension to Lake Forest Drive.

Proposal Summary:

4 Leaf Development LLC, c/o Jim Clawson, currently owns approx. 97 acres of land located due east and south of the Annex housing complex, and accessed most directly 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” (OSRD), which is a voluntary option provided in the City of Oxford Subdivision Regulations. To staff’s knowledge, this is the first time a developer has sought to exercise the OSRD option.

The subdivision proposed to occupy the 18 acres is to be named “Lake Forest Cove” and comprise 34 lots for new single-family homes, plus 2 large parcels devoted to open space & conservation. The residential lots would be accessed via two new public streets: East Southpointe Parkway (an eastward extension of Southpointe Parkway), and Timber Cove Trail. Planned pedestrian infrastructure includes new sidewalks along both sides of the two new public streets, along with a 10-foot multi-use path on the east side of Lake Forest Drive. An existing manmade pond located in the center of the site is to be retained, not only as a subdivision amenity, but also as a device for managing stormwater quantity and quality. To the west of the pond, a clubhouse facility is planned to be constructed and would serve as a central location for mail delivery & pickup.

Planning Commission Discussion & Recommendation:

The Planning Commission held a public hearing on August 12, 2025 to consider the requests for Lake Forest Cove. During the hearing, the Commission heard from staff, the project engineer (Bayer Becker, c/o Etta Reed) on behalf of the applicant, as well as the following individuals:

- Scott Webb, Architect, 103 W Walnut Street: Mr. Webb offered explanation on the differences between the R-2A and R-4 zoning districts and why it is difficult to develop this land if it remains R-4.
- Jacob Schulte, 3898 Woodruff Road: Mr. Schulte spoke on behalf of the neighboring properties on Woodruff Road. Mr. Schulte spoke in favor of the proposal supporting the future development. Mr. Schulte mentioned how this proposal is in agreement with the Comprehensive Plan. Mr. Schulte mentioned that the conservation parcels are large, supporting a lot of the green space and water ways. Mr. Schulte thought this development would be a good fit for the area.

Upon closure of the public hearing and following further discussion, the Commission voted unanimously 5-0-0 (2 members absent) two times, the first time to recommend **approval** of the Map Amendment (R-4 to R-2A) and a second time to recommend **approval** of the Preliminary Subdivision. Moreover, the motion on the Preliminary Subdivision accepted staff's eleven (11) suggested conditions contained in the staff report, plus an additional condition to waive the tree survey requirement (which staff had mistakenly omitted from the report). Five (5) of these conditions expressly grant specific waivers to zoning standards, which is an acceptable practice for an OSRD.

The final list of recommended conditions is as follows:

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.
7. A waiver to **Section 1104.04 (403)** 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 20 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

12. A waiver to ***Section 1148.04(b)(2)*** is hereby granted to relieve the developer from the tree survey requirement.

ORDINANCE NO.

AN ORDINANCE APPROVING A PRELIMINARY SUBDIVISION NAMED “LAKE FOREST COVE,” SUBMITTED BY 4 LEAF DEVELOPMENT LLC FOR 34 SINGLE-FAMILY RESIDENTIAL LOTS TO BE SITUATED ON 17.947 ACRES CURRENTLY ADDRESSED AS 1701 LAKE FOREST DRIVE, OXFORD OHIO 45056, WITH CONDITIONS.

WHEREAS, the Planning Commission met pursuant to Oxford Codified Ordinance Section 1101.2 on August 12, 2025 for the purpose of considering a Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 single-family lots situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056; and

WHEREAS, the Planning Commission, after a public hearing and discussion, voted and approved a motion recommending approval of the Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 single-family lots situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056 with the following 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.
7. A waiver to Section 1104.04 (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 20 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
12. A waiver to Section 1148.04(b)(2) is hereby granted to relieve the developer from the tree survey requirement.

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

SECTION 1: Council hereby accepts the action of the Planning Commission, and further grants the approval of a Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 townhomes situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056 with the following 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.
7. A waiver to Section 1104.04 (403) 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 20 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
12. A waiver to Section 1148.04(b)(2) is hereby granted to relieve the developer from the tree survey requirement.

SECTION 2: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: PLANNING STAFF

CHECKED BY: LAW



PRELIMINARY SUBDIVISION APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to 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?	
☒ Yes (You may skip Box 3) ☐ 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.

☒ Narrative/Cover Letter providing a written, detailed description of the request
☒ Preliminary Plat including all pertinent details as required by <u>Attachment B</u> of the Oxford Subdivision Regulations – more information on Page 3
☒ Landscaping Plan showing proposed location, size, and species of trees and other plantings, including street trees
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.

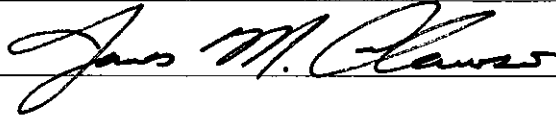
BOX 6 | APPLICANT SIGNATURE

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)

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 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 12th 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

ADJOINERS:

- 1. Duke Ridge & Royal Street
- 2. Donald B. Thompson, Dr., et al
- 3. Green General & Charles Alfred
- 4. Joe A. Goff
- 5. Johnson S. Bond
- 6. Joseph S. Bond
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OWNER/APPLICANT
4 LEAF DEVELOPMENT, LLC
125 W SPRING STREET
OXFORD, OH 43086
513-524-9500

SITE ANALYSIS

- THE SITE DOES NOT CONTAIN MAPPED FLOODPLAIN AND IS DESIGNATED 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 XENIA SILT LOAM (XAS) AND MANAWKUSSEL SILT LOAM (MGC).
- 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 6.08 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(c)(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(c)(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(c)(2)(A) 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.
1143.04(c)(2)(B) 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(c)(4) 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 all lot coverage has increased to allow for additional preserved open space.

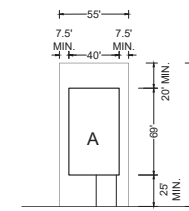
NOTES

- ELECTRIC TO BE PROVIDED BY DUKE ENERGY.
- GAS TO BE PROVIDED BY GLENWOOD 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

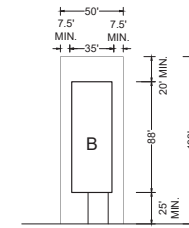
- OPEN SPACE
- 5' CONCRETE WALK

TYPICAL LOT DETAILS



TYPICAL LOT A

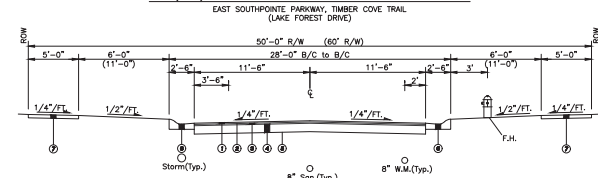
NOT TO SCALE
9 UNITS
(6,270 SF)
0.14 acres



TYPICAL LOT B

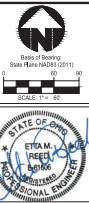
NOT TO SCALE
25 UNITS
(6,800 SF)
0.15 acres

50' (60') PUBLIC STREET TYPICAL SECTION



LEGEND

- Item 448-(1 1/2") Asphalt Concrete, Surface Course, Type 1, PG 64-22
- Tack Coat MS-2, RS-1, or RC-250
- Item 448-(1 3/4") Asphalt Concrete, Intermediate Leveling Course, Type 1, PG 64-22
- Item 304-(117) Aggregate Base (3-5" Courses)
- Item 204 Subgrade Compaction
- Item 605 - Rolled Face Curb & Gutter, City of Oxford Standard
- Item 608 - 4" thick concrete sidewalk, widths as shown, to be 1/2" higher than finished grade.



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



PL1.0



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	8/26/2025
COUNCIL MEETING DATE:	September 2, 2025
AGENDA TITLE:	An Ordinance Approving A Conditional Use For A Golf Simulator Indoor Entertainment Facility Located At 10 N Beech Street, Oxford Ohio 45056, With Conditions. (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	A Thriving And Resilient Year-Round Economy
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve as Recommended
CITY MANAGER/DEPT HEAD APPROVAL:	SP DRE

DISCUSSION:

Background:

The complete information from the August 12, 2025 Planning Commission packet can be accessed [here](#).

The subject property was previously the home of a movie theater called the Princess Theater, which closed in 2014. The original building was demolished in 2015 to make way for a new mixed use building that emulates some of the architectural characteristics of the original theater, such as the canopy entrance. Since completion of the new building in 2016, the ground-floor commercial space has remained vacant.

Proposal Summary:

Entrepreneurs Tyler Storer and Jackson Trester – who are also behind other local ventures including OxVegas Chicken and Fitness on High – are looking to establish a golf-themed entertainment venue which would house a total of nine (9) golf simulator bays paired with an accessory bar. This new indoor entertainment facility would occupy the entire ground floor space at 10 N Beech Street. All activities associated with the business are planned to be contained to an indoor setting. From an exterior point of view, the only change anticipated is the addition of a third emergency exit door on the north side of the

building adjacent to the public alley.

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 Architect Scott Webb as agent to assist in requesting Conditional Use approval from the City.

Planning Commission Recommendation:

The Planning Commission held a public hearing on August 12, 2025 to consider the Conditional Use request. During the hearing, the Commission heard from staff and the applicant. There were no comments from the public.

Upon closure of the public hearing, the Commission voted unanimously 5-0-0 (2 members absent) to recommend **approval** of the Conditional Use 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.

ORDINANCE NO.

AN ORDINANCE APPROVING A CONDITIONAL USE FOR A GOLF SIMULATOR INDOOR ENTERTAINMENT FACILITY LOCATED AT 10 N BEECH STREET, OXFORD, OHIO 45056, WITH CONDITIONS.

WHEREAS, the Planning Commission met pursuant to Oxford Codified Ordinance Section 1147.02 on August 12, 2025 for the purpose of considering the request of applicant Architect Scott Webb, for a Conditional Use permit to allow for the establishment of an indoor entertainment facility at 10 N Beech Street, Oxford, Ohio 45056; and

WHEREAS, the Planning Commission, after a public hearing and discussion, voted and approved a motion recommending approval of a Conditional Use permit to allow for the establishment of an indoor entertainment facility at 10 N Beech Street, Ohio 45056 with 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.

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

SECTION 1: Council hereby accepts the action of the Planning Commission, and further grants the Conditional Use permit to allow for the establishment of an indoor entertainment facility at 10 N Beech Street, Oxford, Ohio 45056 with 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.

SECTION 2: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: PLANNING STAFF

CHECKED BY: LAW

Zachary Moore
City Planner
City of Oxford
Municipal Building
15 South College Ave.
Oxford, Ohio 45056



SCOTT
WEBB

A R C H I T E C T

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

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 its 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.*

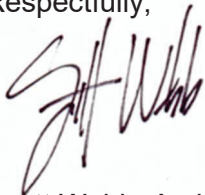
No construction is proposed and there are no scenic or natural resources in this area

- 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.*

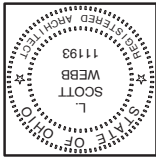
All permits will be secured for the tenant finish of the ground floor of this building.

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

Respectfully,

A handwritten signature in dark ink, appearing to read 'Scott Webb', is written over a light blue horizontal line.

Scott Webb, Architect

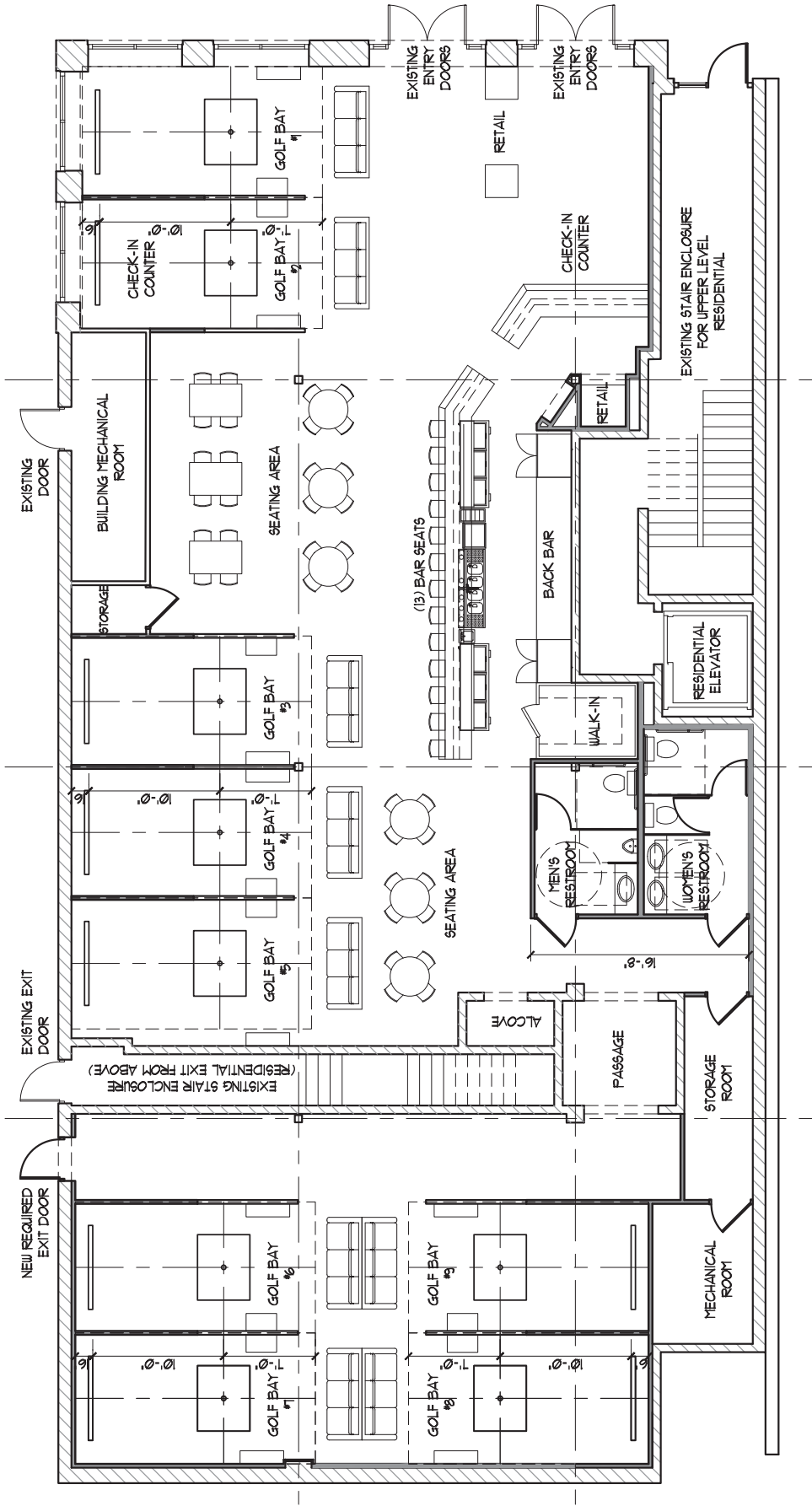


SCOTT WEBB ARCHITECT
 103 West Main Street
 Oxford, Ohio 45056
 (513) 523-8838
 www.scottwebbarchitect.com

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

DATE	June 26, 2025
REVISIONS	

A-1



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

APPROXIMATE LEASE AREA: 4,650 s.f.

10 North Beech Street Site Pictures



Site Location



Front Façade Facing Beech Street



Covered Entry Detail Under Portico Over Sidewalk



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	8/13/2025
COUNCIL MEETING DATE:	September 2, 2025
AGENDA TITLE:	An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	\$206,430.00
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	HR DRE

DISCUSSION:

Issue 1: \$100,000.00 – General Fund 110

To make adjustment to budgeted revenue and appropriations to account for quicker than expected development of Owl's Landing. Permits revenue will exceed budget as well as the inspection cost to NIC.

Issue 2: \$6,430 – General Fund 110

To make adjustment to budgeted appropriation to account for emergency repair of municipal building air conditioning unit.

Issue 3: \$50,000 – Municipal Facilities Fund 143

To make adjustment to budgeted appropriations to account for replacement of the failed air conditioning units at the courthouse, as well as emergency replacement of the impound garage roof. The \$50,000 budgeted appropriation in 2025 for the courthouse study was used for these emergency replacements. We would like to increase the appropriation in order to conduct the study this year as planned.

Issue 4: \$50,000 – ARPA Fund 429

To make adjustment to budgeted revenue and appropriations for the addition of ADA audible accessible traffic signal improvements. ARPA interest will be used for funding.

Issue 5: \$404,000 – OATS Fund 144

To make adjustment to budgeted revenue of \$132,294 and appropriation of \$404,000. The revenue is the return of deposit from the Butler County Clerk of Courts for easements needing negotiated. The appropriation is the amount to be paid after negotiation of easement settlement amounts.

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3783 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 5 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2025.

WHEREAS, additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds.

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

SECTION 1: Additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds;

SECTION 2: The following increase/(decrease)in revenue be made:

General Fund 110	100,000.00
American Rescue Plan Act Fund 429	50,000.00
OATS Fund 144	132,294.00

SECTION 2: The following increase/(decrease)in expenditures be made:

General Fund 110	100,000.00
General Fund 110	6,430.00
Municipal Facilities Fund 143	50,000.00
American Rescue Plan Act Fund 429	50,000.00
OATS Fund 144	404,000.00

SECTION 3: In all other respects, Ordinance No. 3783 shall remain in full force and effect.

SECTION 4: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)