



Agenda

Oxford City Council

Court House

TUESDAY, JANUARY 2, 2018

EXECUTIVE SESSION

None.

1. Roll call. Kate Rousmaniere, Mayor; Steve Dana - Vice Mayor; Chantel Raghu; Glenn Ellerbe; Mike Smith; David Prytherch; Edna Southard

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, proceed to the podium, 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.

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

This facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements, please notify the City Manager's office 48 hours in advance so that reasonable accommodations can be made.

3. Public Participation.

A. Public Comments.

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. 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.

4. Consent Agenda.

- A. Minutes of the December 19, 2017 City Council Work Session. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. Minutes of the December 19, 2017 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- C. Report regarding the December 12, 2017 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)



Report

- D. Report regarding the December 19, 2017 Recreation Board Meeting. (Casey Wooddell, Parks and Recreation Director)



Report

- E. A Resolution authorizing the City Manager to waive the fees adopted in the Fee Ordinance for the street closures for the Visitors Bureau for the 2018 Annual Summer Music Festival. (Doug Elliott, City Manager)



Staff Report/Resolution

5. Resolutions.

1. A Resolution determining the total cost of the assessment by lot, authorizing the list of assessments by lot to be filed with the Clerk of Council and ordering the same be opened for public inspection and authorizing the Clerk of Council to publish notice in a newspaper of general circulation that the list of assessments by lot is available for public inspection. (Mike Dreisbach, Service Director).



Staff Report/Resolution

2. A Resolution determining the necessity of levying an additional tax in excess of the ten- mill limitation for Parks and Recreational purposes as authorized by the Ohio Revised Code which levy shall be two and five tenths mills (2.5) which is an additional

levy of two and five tenths mills (2.5), to run for ten (10) years, pursuant to Section 5705.19 and Subsection 5705.19(H) as amended, of the Ohio Revised Code, and requesting the County Auditor to certify matters in connection therewith. (Doug Elliott, City Manager).



Staff Report/Resolution

3. A Resolution determining the necessity of levying an additional tax in excess of the ten- mill limitation for Parks and Recreational purposes as authorized by the Ohio Revised Code which levy shall be three and twenty five hundredths mills (3.25) which is an additional levy of three and twenty five hundredths mills (3.25) to run for ten (10) years, pursuant to Section 5705.19 and Subsection 5705.19(H) as amended, of the Ohio Revised Code, and requesting the County Auditor to certify matters in connection therewith. (Doug Elliott, City Manager).



Staff Report/Resolution

4. A Resolution determining the necessity of levying an additional tax in excess of the ten- mill limitation for Parks and Recreational purposes as authorized by the Ohio Revised Code which levy shall be three and sixty five hundredths mills (3.65) which is an additional levy of three and sixty five hundredths mills (3.65), to run for ten (10) years, pursuant to Section 5705.19 and Subsection 5705.19(H) as amended, of the Ohio Revised Code and requesting the County Auditor to certify matters in connection therewith. (Doug Elliott, City Manager).



Staff Report/Resolution

6. 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 Approving A Conditional Use Permit To Allow For The Expansion Of A Place Of Worship In The MU (Miami University) District At 800 Maple Street, Oxford, Ohio 45056 With Conditions. (Jung-Han Chen, Community Development Director).



Staff Report/Ordinance

2. An Ordinance Amending Ordinance No. 3449. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2018. (Joe Newlin, Finance Director).



Staff Report/Ordinance

B. Second Reading - None.

7. A. Announcements & Communications.

1. Remarks from City Council and City Staff.

B. Future Meetings.

WED - Jan 3 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - Jan 3 Environmental Commission Meeting 7:00 p.m. Municipal Building

FRI - Jan 5 City Council Strategic Planning Retreat 12:00 p.m. Hueston Woods Lodge

MON - Jan 8 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

TUES - Jan 9 Planning Commission Work Session 6:00 p.m.

TUES - Jan 9 Planning Commission Meeting Cancelled

THUR- Jan 11 Civil Rights Commission Meeting 4:00 p.m.

MON - Jan 15 Holiday - City Offices Closed

TUES - Jan 16 City Council Work Session 6:30 p.m.

TUES - Jan 16 City Council Meeting 7:30 p.m.

WED - Jan 17 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - Jan 18 Recreation Board/TRI Board Meeting 12:00 p.m. LCNB

FRI - Jan 19 Community Improvement Corporation Meeting 12:00 p.m. LCNB

8. Adjourn.

A Work Session of the Oxford City Council was called to order by Mayor, Kate Rousmaniere on Tuesday, December 19, 2017 at 6:00 p.m. Council members present were Steve Dana, Glenn Ellerbe, David Prytherch, Mike Smith and Edna Southard. Chantel Raghu arrived at 6:10 p.m.

Staff members present: Doug Elliott, City Manager; Joe Newlin, Finance Director; Casey Wooddell, Parks and Recreation Director; Jung-Han Chen, Community Development Director; John Jones, Police Chief; Steve McHugh, Law Director and Mary Ann Eaton, Clerk of Council.

Recreation Board members present: Ken Bogard, Craig Bennett, Shaunna Tafelski, Kevin Ackley, Wesley Cole and Councilor Southard.

Jessica Greene from Enjoy Oxford was also present.

PURPOSE

The purpose of the Work Session was to discuss financing options for the new aquatic center and for completing the Oxford Area Trail.

INTRODUCTORY COMMENTS

Mr. Elliott advised this Work Session was a follow-up to the Work Session held in October and he, staff and Ms. Greene of Enjoy Oxford would present information and answer any questions. Mr. Elliott provided a PowerPoint and discussed various funding options for the new aquatic center and for finishing the recreational trail. Mr. Elliott advised if a tax levy was proposed for any of the funding, Miami University would prefer a property tax be levied. Mr. Elliott noted if Council wished to place a levy on the May 2018 ballot, legislation would need to be filed with the Board of Elections by February 7, 2018. Mr. Elliott advised he preferred utilizing a tax levy for the recreational trail and issuing debt to pay for a new aquatic center since the Oxford Community Park would be paid for in 2019.

PRESENTATIONS

Joe Newlin, Finance Director, provided a handout and discussed the reasons he recommended utilizing a dedicated revenue stream (such as a tax levy) to pay for both the new aquatic center and the recreational trail.

Mr. Casey Wooddell, Parks and Recreation Director, provided a PowerPoint and displayed a 2017 concept map update of the proposed new aquatic center. Mr. Wooddell noted the Recreation Board preferred utilizing existing funds not a tax levy to fund the proposed aquatic center. Mr. Wooddell informed Council that the TRI Board did not wish for the proposed aquatic center to be built on the TRI grounds and that they preferred to establish additional gymnasium space in the City of Oxford.

Mayor Rousmaniere inquired if “existing funds” meant paying off the debt for the Uptown and Community Parks and Mr. Elliott advised yes.

Jessica Greene, Enjoy Oxford, recapped Phase I and Phase II of the recreational trail project and noted Miami University offered to assist with some of the funding if a property tax not an income tax was proposed. Ms. Greene discussed various trail funding options and noted the OATs committee recommended funding the trail with a levy and placing the levy on the May 2018 ballot.

After discussion, the majority of Council favored funding the recreational trail with a tax levy and incurring debt to fund the aquatic center.

ADJOURNMENT

Mr. Dana moved to adjourn at 7:25 p.m. Mr. Smith seconded. The motion carried 7-0-0.

A regular meeting of the Oxford City Council was called to order by Mayor Kate Rousmaniere on Tuesday, December 19, 2017 at 7:30 p.m. Those members present were Steve Dana, Glenn Ellerbe, David Prytherch, Chantel Raghu, Mike Smith and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. John Jones, Police Chief; Mr. Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Mr. Casey Wooddell, Parks and Recreation Director; Mr. John Detherage, Fire Chief; Mr. Steve McHugh, Law Director and Ms. Mary Ann Eaton, Clerk of Council.

PLEDGE OF ALLEGIANCE

Mayor Rousmaniere requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Southard moved to approve the agenda. Mr. Dana seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

MINUTES

Minutes of the December 5, 2017 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the December 6, 2017 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Mr. Dana moved to approve the Consent Agenda. Mr. Ellerbe seconded. The motion passed 7-0-0.

RESOLUTIONS

RESOLUTION

LEASE AGREEMENT

A Resolution No. 6029 authorizing the City Manager to enter into a lease agreement a copy of which is attached hereto as Exhibit "A" with the Oxford Community Choice Pantry Board of Directors to lease a portion of the city owned premises known as Merry Day Park for an initial term of twenty five (25) years. (Doug Elliott, City Manager)

Mr. Elliott advised the proposed lease agreement would permit the construction and ownership of a 3,500 square foot structure to be utilized for the collection, storage and distribution of food items by the Oxford Community Choice Pantry (OCCP). Mr. Elliott noted the proposed lease was for 25 years with 10 year renewable options and if the structure is no longer utilized by the OCCP ownership would revert to the City of Oxford or the OCCP would be required to restore the site to its original condition. Mr. Elliott advised he provided in Council's packet an example of the proposed lease and a copy of the site plan. Mr. Elliott noted he felt this was a good use of the property and advised Councilor Southard was the President of the OCCP Board of Directors.

Ms. Edna Southard, 807 Melinda Drive, advised she had been the President of the Board for the OCCP for the last 5 years and spoke enthusiastically in favor of the proposed lease of land to the pantry. Ms. Southard noted she was thrilled this was happening now and advised it was the culmination of a considerable amount of work and team effort. Ms. Southard noted the OCCP opened as an independent organization 10 years ago in the white building on the cemetery land owned by St. Mary's and advised St. Mary's had been very generous to the OCCP. Ms. Southard noted St. Mary's generosity has allowed the OCCP to consider the possibility of constructing a new building. Ms. Southard advised she felt volunteers get more in renewal of human spirit than they give and noted she became involved as soon as she returned from a sabbatical in Chicago of that year first as a volunteer, then as a Board Member, Vice President, and now President. Ms. Southard noted the land at the Merry Day Park is located in the currently under-utilized public park located close to many of the people who walk to use the food pantry's services. Ms. Southard advised people who deal with hunger and food insecurity are scattered throughout the Talawanda School District although a majority of them live in the N. US27 part of town so the proposed location for the pantry is ideal. Ms. Southard noted the pantry serves approximately 1,000 people per month depending on the season and the proposed new location is also close to the Family Resource Center. Ms. Southard advised the park land was originally donated to the City by the Day family and she was glad to know that members of the Day family support this project which is so beneficial to the City. Ms. Southard noted in May, City Council adopted a Resolution authorizing the City Manager to work with the pantry on the proposed lease and tonight the proposed lease comes before Council. Ms. Southard advised she felt this was a milestone of exemplary cooperation between a city and its community. Ms. Southard noted in July she presented a poster session called "Heads Up To Hunger" at the Ohio Town Gown Association meeting in Oxford and advised before any problem can be solved it has to be acknowledged as a problem and food insecurity is real in this community. Ms. Southard advised she felt the proposed Resolution is groundbreaking because it is an amazing cooperation between the City and the citizens it serves. Ms. Southard thanked City staff members who have been instrumental in the planning of the proposed new pantry including Doug Elliott, Casey Wooddell, John Detherage, Jung-Han Chen and Mike Dreisbach. Ms. Southard also thanked Scott Webb for donating his architectural services to this point. Ms. Southard thanked Bob Ratterman, Director of the OCCP and Board Members: Ann Fuehrer, Lara Osborne, Chris Shoker, Annie Farrell, Walt Vanderbush, Dawna Peterson and Erin Ogden noting a fund raising campaign would begin with their assistance and the assistance of new Board Members Ray Mock and Mary Jane Berman with the adoption of the proposed Resolution. Ms. Southard advised she felt together we can improve the lives of our friends and neighbors and thanked Council for supporting the proposed Resolution.

Mr. Bob Ratterman, Director, Oxford Community Choice Pantry, advised all four words in their name “Oxford Community Choice Pantry” mean something, and if he had to choose, he felt the word community was the most important one. Mr. Ratterman noted the pantry has had immense donations recently which are piled and stacked everywhere in the current facility. Mr. Ratterman advised one of the big benefits of a new facility will be having storage space in addition to the benefits Ms. Southard commented on. Mr. Ratterman noted he appreciated Council’s support the proposed Resolution.

Mr. Dana expressed his gratitude for the vision and hard work that Ms. Southard and Mr. Ratterman have devoted to this project. Mr. Dana inquired what the current square footage of the pantry was and Mr. Ratterman advised approximately 2000 square feet.

Ms. Southard noted the electrical system in the current building was not adequate and advised all building plans, etc. would come before the Planning Commission and other boards as necessary

Mr. Prytherch noted the question before Council was whether to change the use of land at Merry Day Park from public park to a food pantry facility.

Ms. Southard moved to adopt Resolution No. 6029. Mr. Dana seconded. The motion passed 7-0-0.

RESOLUTION **BOND REDUCTION**

A Resolution No. 6030 authorizing A \$2,647,164.92 reduction of a \$2,941,294.35 Letter of Credit Performance Bond for Trinitas Global Holdings, LLC & OH-MU Holdings, LLC, and accepting a new Letter of Credit Performance Bond in the amount of \$294,129.43. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised Trinitas constructed the Annex development on Southpointe Parkway and the work is complete. Mr. Dreisbach noted Trinitas has asked the City to reduce their bond for the public improvements associated with the project noting the City was currently holding an irrevocable letter of credit in the amount of 2.9 million dollars. Mr. Dreisbach advised Trinitas requested that the City release 90% of that and hold 10% for one more year as a maintenance and guarantee bond for the project. Mr. Dreisbach noted this was a typical request for a project of this nature.

Mayor Rousmaniere inquired if there were any comments from the public or from Council and there were none.

Mr. Dana moved to adopt Resolution No. 6030. Mr. Smith seconded. The motion passed 7-0-0.

RESOLUTION
AGREEMENT WITH
FRIENDS SERVICE COMPANY, INC.

A Resolution No. 6031 authorizing the City Manager to enter into agreements with Friends Service Company, Inc. for the purchase of specified furnishings for the new Municipal Building located at 15 S. College Avenue through State and National contract pricing at a cost not to exceed \$158,137.08. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised in a few months six City departments would move into the former Lane Library building which needs to be furnished. Mr. Dreisbach noted staff worked with interior designers to create an inventory of furnishings that can be moved as well as what is necessary to purchase to equip the building. Mr. Dreisbach advised the proposed Resolution covers almost all of the needed furnishings including desks, lobby seating, partition panels, bookcases and file cabinets. Mr. Dreisbach noted the major item the proposed agreement does not cover is fire proof cabinets as they were very expensive through state contract pricing and staff would look at other ways to procure them.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Ms. Southard inquired what the City was doing now for fire proof cabinets. Mr. Dreisbach advised the City currently had two fire proof cabinets which was inadequate for the number of records that need protected.

Mr. Dreisbach advised time was of the essence to purchase the furnishings as there would be a significant price increase on the state contract in January.

Mr. Dana inquired if any competitive bidding was involved or if the National Intergovernmental Purchasing Alliance had standard best pricing. Mr. Dreisbach advised both of these were state contracts one of which was the National Intergovernmental Purchasing Alliance and the other was the State of Ohio Department of Administrative Services and they already obtained competitive bids for these products.

Mayor Rousmaniere advised the City's new address would be 15 S. College Avenue as of the end of February.

Mr. Prytherch referred to Mr. Dreisbach's staff report and noted staff was trying to match the existing furniture of good quality with the items being purchased.

Mr. Smith advised he met with Mr. Dreisbach last week and reviewed the specs and the plans and he felt Mr. Dreisbach approached the proposed purchases in an excellent manner. Mr. Dreisbach noted he appreciated Mr. Smith's input and advise on fabrics and furnishings.

Mr. Ellerbe moved to adopt Resolution No. 6031. Mr. Smith seconded. The motion passed 7-0-0.

ORDINANCES
SECOND READING

ORDINANCE
EASEMENT AGREEMENT

An Ordinance No. 3454 Authorizing The City Manager To Enter Into An Easement Agreement With The Butler County Board Of Commissioners For An Ingress/Egress Access Easement To Allow Access To A Communication Tower/Antennae Facility. (Mike Dreisbach, Service Director)

Mr. Dreisbach requested Council's consideration to slightly modify the proposed Ordinance by inserting the words "and utility" after the word "Access".

Mr. Dana moved to substitute the Ordinance with Ordinance No. 3454. Mr. Smith seconded. The motion passed 7-0-0.

Mr. Dreisbach advised since the first reading of the proposed Ordinance staff has learned through Butler County officials and the Prosecutors Office that they are close to negotiating a contract to place private carriers on the County owned antennae that is located on City owned property. Mr. Dreisbach noted this was a revenue opportunity for the City and advised an ingress/egress assess **and utility** easement was needed to allow the private carriers to locate on the antennae.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mr. Prytherch inquired if this was still a second reading Ordinance and Mr. McHugh advised yes, since the amended language was very minor.

Ms. Southard moved to adopt Ordinance No. 3454. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Smith, Ms. Southard, Mr. Dana, Mr. Ellerbe
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
FINAL PLANNED
DEVELOPMENT

An Ordinance No. 3455 Accepting The Planning Commission's Recommendation For Final Plan Approval Of A Planned Development For Gaslight Avenue At Stewart Square On Approximately 6.45 Acres Of Land Formerly Known As The Miami Valley Lumber Site And Associated Properties To Allow A Development For Residential Use With Conditions. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the applicant provided Council with a letter addressing the concerns raised by the City Engineer as requested by Council at the last meeting. Mr. Chen noted the applicant was still seeking relief from the Planning Commission's recommendation to deny Building #42 being located in the setback area. Mr. Chen advised the Planning Commission recommended waiving the perimeter setback encroachment for several buildings except for Building #42 because it would be located more than halfway into the setback.

Ms. Etta Reed, Bayer Becker, noted her hope Councilor's had the opportunity read the memo she provided which was Bayer Becker's response to the City Engineer's comments and offered to answer any questions on that matter. Ms. Reed referred to the issue of Building #42 and provided a slide which showed the proposed property line noting the applicant was asking for the edge of Building #42 to be setback 13 feet from the north property line. Ms. Reed advised just over the property line on the Hampton Inn site is a 7 foot wide landscaped area and noted the edge of Building #42 was 69 feet to the rear of the Hampton Inn. Ms. Reed noted there was 20 feet from the edge of Building #42 to the edge of the parking lot, it was buffered with evergreen trees and Building #42 is 69 feet from the adjacent commercial building. Ms. Reed asked Council to consider the request to allow Building #42 to be located within the setback for the reason it was adjacent to commercial property and there is already a landscaped buffer between Building #42 and the Hampton Inn property. Ms. Reed offered to answer any questions.

Mayor Rousmaniere if there were any comments from the public and there were none.

Mr. Prytherch noted for clarification that at the last meeting he asked about the connectivity at the entrances of Heather Lane and Rose Avenue and was told they would be provided with crosswalks and curb cuts and inquired if there would be full pedestrian connectivity at those entrances. Ms. Reed advised sidewalk would be installed on the south side of Heather Lane and on Rose there will be no sidewalk, pedestrians would use existing pavement to get to the Main Street sidewalk. Ms. Reed noted the existing pavement on Rose Avenue would be milled and new asphalt applied.

Ms. Southard thanked Ms. Reed for her response to the City Engineer's concerns. Ms. Southard noted she heard the reasons from the applicant regarding Building #42 being located in the setback and advised she felt the Planning Commission's reasons not to waive the setback requirement for Building #42 were also compelling.

Mr. Prytherch noted Council's ability to approve the Final Planned Development was based on whether or not it was in substantial conformance with what was approved as a Preliminary. Mr. Prytherch advised what was approved as a Preliminary is the design and conditions outlined by the Planning Commission's recommendations to Council. Mr. Prytherch noted the Planning Commission and Council were specific about what could be waived and what could not be waived. Mr. Prytherch advised he felt the Final Planned Development application absent Building #42 was in substantial conformance with the Preliminary Plan approval.

Mr. Dana noted he felt the Final Planned Development application was not in substantial conformance with the Preliminary Planned Development approval.

Mayor Rousmaniere advised she liked the project in general but in general does not like to make exceptions. Mayor Rousmaniere noted she relied on the Planning Commission to provide good reasons for making exceptions. Mayor Rousmaniere advised the setback requirement was waived for the corners of 3 buildings already and waiving the setback requirement for Building #42 would allow half of a building to be located in the setback. Mayor Rousmaniere noted she would approve the Planning Commission's recommendation.

Mr. Smith noted he walked the area near the proposed Building #42 and there was landscape screening although the trees were fairly far apart. Mr. Smith advised the lowest level at that end of the hotel property was a parking garage so it has no effect on the ground floor of the hotel it was the upper floor rooms that would look out onto it. Mr. Smith noted with the elevation changes from the parking lot, and Building #42 being so close to the property line, he felt ascetically it did not look that great.

For clarification Mayor Rousmaniere referred to the conditions for approval of the proposed Ordinance as outlined on page 53 of Council's packet, specifically #2 which states "The perimeter setback encroachment shall be waived as submitted, with the exception of Building #42 which shall not be located in the perimeter setback."

Mr. Smith moved to adopt Ordinance No. 3455. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Raghu, Mr. Smith, Ms. Southard, Mr. Dana, Mr. Ellerbe, Mr. Prytherch
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

Mr. Dana referred to the memo provided by Ms. Reed and inquired if there was a problem with the West Rose Avenue 6" sanitary main and Mr. Dreisbach advised the existing infrastructure was adequate.

ORDINANCE **ZONING MAP AMENDMENT**

An Ordinance No. 3456 Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For 2.4 Acres Of Land Located In Front Of 5475 College Corner Pike, Oxford, Ohio, And Rezoning The Property From General Business (GB) District To Light Industrial (LI) District. (Jung-Han Chen, Community Development Director)

Mr. Chen advised he had no new information since the first reading and asked for Council's approval of the proposed rezoning.

Mr. Jay Bennett, on behalf of the petitioner, noted he felt the proposal was thoroughly discussed at the last meeting and offered to answer any questions.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mr. Prytherch advised the Planning Commission works through all of the decision standards when making recommendations to Council to leave a public record of the justification of the recommendation and inquired if Council did the same. Mr. McHugh advised Council accepts the decision standards as reviewed and proposed by the Planning Commission.

Mr. Dana noted he felt the proposal was an ideal project, was precisely what Oxford needs and he was strongly in favor of it.

Ms. Raghu inquired if the expansion would add jobs to the community or if new machines would take away jobs.

Mr. Marc Biales, Owner, noted new equipment would not reduce jobs and advised the business has grown slowly to date and they were at a point they needed more room to grow. Mr. Biales advised he hoped with twice the equipment he would eventually have twice the employees.

Mayor Rousmaniere inquired if there was a timeline for the construction of the new building and Mr. Biales advised he was meeting with the builder on Thursday.

Mr. Smith moved to adopt Ordinance No. 3456. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Smith, Ms. Southard, Mr. Dana, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ORDINANCE **SUPPLEMENTAL BUDGET**

An Ordinance No. 3457 Amending Ordinance No. 3381. Supplemental Budget Ordinance Number 9 To Make Supplemental Appropriations For Fiscal Year 2017. (Joe Newlin, Finance Director)

Mr. Newlin advised he had nothing to add since the first reading of the proposed Ordinance and offered to answer any questions.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mr. Dana referred to \$45,000 of additional expenditures for National Inspection Corp. (NIC) and inquired if there was an under estimation of the initial payment to NIC. Mr. Newlin advised a lot of inspections came due towards the end of the year due to student housing remodeling and new construction.

Mr. Dana moved to adopt Ordinance No. 3457. Mr. Ellerbe seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Southard, Mr. Dana, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Smith
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
DENY PRELIMINARY
PLANNED DEVELOPMENT
APPLICATION

An Ordinance No. 3458 Accepting The Planning Commission's Recommendation To Deny The Preliminary Planned Development For Stadium Apartments On 1.55 Acres Of Land On East Sycamore Street, University Avenue, And Homestead Avenue. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the Planning Commission recommended denial of the proposed Preliminary Planned Development.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mr. Dana referred to pages 125-126 of Council's packet and advised it was very clear that the dwelling unit density doubled what was allowed by the Zoning Code.

Mr. Smith moved to adopt Ordinance No. 3458. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Dana, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Smith, Ms. Southard
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
DENY ZONING MAP
AMENDMENT

An Ordinance No. 3459 Accepting The Planning Commission's Recommendation And Denying A Zoning Map Amendment For Certain Properties Located On The Eastern Side Of The 200 Block Of North Campus Avenue From Single And Two Family Mile Square Residential (R-2MS) District To Single, Two And Three Family Mile Square Residential (R-3MS) District. (Jung-Han Chen, Community Development Director)

Mr. Chen noted at the last meeting Council requested a large map depicting the recent zoning map amendment be provided and showed the map with shaded areas already rezoned by Council as well as the proposed areas to be rezoned. Mr. Chen advised the Planning Commission recommended Council not approve the additional proposed zoning map amendment. Mr. Chen offered to answer any questions.

Mr. Scott Webb, noted there was hesitancy on the part of the Planning Commission and Council to approve the proposed zoning map amendment and reminded Council that wanting to and what Council has done recently is not one of the decision standards. Mr. Webb advised the property owners represented in this application believe the half block should have been included in the recent map amendment put forth by the Planning Commission. Mr. Webb noted the decision standards the Planning Commission used in the recent map amendment should apply similarly to the half block in question and specifically decision standard B. "The proposed amendment will make the map conform more closely with the Comprehensive Plan". Mr. Webb referred to decision standard A. "There is an error on the Official Zoning Map or in the delineations between districts thereon" and noted prior to 2003 the property in question was zoned R5 University District. Mr. Webb advised the 2003 Zoning Map Amendment made every property in the proposed area nonconforming and not a single property of the 6 in question meet the standard for the current R2 MS zoning. Mr. Webb noted 4 of the 6 properties in question are currently nonconforming uses. Mr. Webb advised the owners would like the same consideration as Council gave to the property owners across the street. Mr. Webb noted he represented all 6 property owners and advised Council has approved 15 overlay districts put forth by members of the community and only 2/3's of the community members signatures were required. Mr. Webb advised he felt the same consideration to protect property values should be given to the 6 owners in question. Mr. Webb noted he felt this application meets the same decision standards used in the Planning Commission's recommendation for the recent large map amendment.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mr. Prytherch noted zoning changes were one of the most profound decisions Council makes and it was a decision guided by the big picture goals in the community. Mr. Prytherch advised eliminating nonconformities was no where in the Comprehensive Plan and therefore not a big picture goal that should be guiding Council. Mr. Prytherch noted the Planning Commission recommended and Council rezoned a substantial portion of the Mile Square drawing the lines in a rational manner by following the goals of the Comprehensive Plan to encourage infill development and protect small town character.

Mr. Dana advised the Planning Commission started out looking at nonconformities and then switched their focus to dimensional standards. Mr. Dana noted in the recent rezoning the Planning Commission intentionally focused along major roadways adjacent to Miami's campus.

Mayor Rousmaniere advised she was on the Planning Commission when this process began, a consultant was brought in and a number of public Work Sessions took place as well as at least two public walkabouts. Mayor Rousmaniere noted Mr. Webb participated in some of those activities. Mayor Rousmaniere inquired where the 6 property owners were during this long and careful deliberative process.

Mayor Rousmaniere noted Council relied on the Planning Commission and she felt they did a good job with the recent map amendment.

Mr. Prytherch noted he felt Council needed to maintain consistency in their process and rezoning here and there creates a chaotic environment. Mr. Prytherch advised he felt Council and the Planning Commission needed to proceed with zoning in a methodical and careful manner.

Mr. Ellerbe advised Council appoints Planning Commission members and he trusts them to make recommendations to Council. Mr. Ellerbe noted he had no other option but to believe and trust the Planning Commission's recommendations in this process.

Ms. Southard noted last year at Council's Strategic Planning Retreat they talked about the necessity for a zoning study and the zoning study was implemented in a very methodical manner. Ms. Southard advised she was also on the Planning Commission during this process. Ms. Southard noted she felt the Planning Commission worked hard and she endorses the points made by other Councilors.

Mr. Dana moved to adopt Ordinance No. 3459. Mr. Smith seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Smith, Ms. Southard, Mr. Dana
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott updated Council and the public on the Southpointe TIF process noting the required documents were filed with the Butler County Auditor's Office.

Mr. Elliott noted Council and stakeholders received a copy of the City of Oxford Court Services Options Analysis provided by Management Partners and advised a Work Session would take place on January 2, 2018 to discuss the report.

Mr. Elliott advised City Hall would be closed for the holiday on Monday and Tuesday of next week. Mr. Elliott wished everyone Happy Holidays.

Mr. Dreisbach wished everyone Happy Holidays.

Chief Jones reminded everyone of the free parking Uptown and encouraged everyone to take advantage of it. Chief Jones noted the two hour limit was still being enforced to increase parking turnover.

Chief Jones noted the Cops and Kids event would take place tomorrow at Wal-Mart for 25 less fortunate children. Chief Jones thanked Wal-Mart, a Miami parent and Ted Wood who donate to the program each year.

Chief Jones noted for 2 nights Police Officers were conducting warrant roundups which helps prevent burglaries during Miami's winter break.

Chief Jones advised Officer Pete Durkin suffered the devastating loss of his home due to a fire and noted an out pouring of support had been received for the Durkin family from the community. Chief Jones thanked everyone including the Oxford Fire Department who rescued a dog that ran back inside the home. Chief Jones advised a fundraiser for the Durkin family would take place on Saturday evening at Fiesta Charra restaurant from 6-9 p.m.

Mr. Newlin wished everyone Happy Holidays.

Mr. Chen wished everyone Happy Holidays.

Mr. Wooddell thanked the community for the Holiday Fest event noting Enjoy Oxford, Miami University, the Oxford Community Arts Center and the Talawanda Band Boosters all participated to make the event grow and evolve over the last 2-3 years.

Mr. Wooddell referred to the Work Session held earlier this evening and noted a Recreation Board member asked him if there was no trail project, would a levy be considered for the aquatic center. Mr. Wooddell noted the idea of a levy for the pool had not really come up until the recreational trail project did. Mr. Wooddell noted concern that the community had been told for years that a new pool would be built and now they might be asked to pay for it.

Ms. Eaton and Mr. McHugh wished everyone Happy Holidays.

Ms. Raghu noted Kramer Elementary School was closed today due to illness and advised she heard through a family member that some of the children were in tears because they lost their safe haven for two extra days. Ms. Raghu noted this situation further highlights how important food and security are in this area.

Ms. Raghu noted the Menorah in the Uptown Park was awesome and she felt it was awesome that more than one perspective on the holiday season was displayed there. Ms. Raghu noted her hope other cultures and religions could be included in the future.

Mr. Ellerbe wished everyone "Happy, whatever makes you happy".

Mr. Ellerbe noted the holidays can be quite traumatic for some people and encouraged everyone to be aware of that and to try to cheer up those who needed it.

Mr. Dana seconded Mr. Ellerbe's comment. Mr. Dana seconded Ms. Southard's comments regarding the Oxford Community Choice Pantry and the people in the community who are food insecure.

Mr. Dana advised his first Ride Along was with Officer Durkin and noted he was a wonderful officer who deserves everyone's support.

Mr. Smith noted donations for Officer Durkin can be made at the Dispatch Window in the Oxford Police Station.

Mr. Smith thanked City staff for the annual Holiday Luncheon held last week noting everyone had a great time.

Mr. Smith wished everyone Happy Holidays.

Ms. Southard referred to the “Turkeys for Touchdowns” program noting it was an incredible collaboration. Ms. Southard advised she and Mr. Ratterman picked up 108 turkeys at Kroger’s that the pantry would distribute in special holiday bags.

Ms. Southard noted this was the last night of Hanukkah and eight candles were lit this evening. Ms. Southard wished everyone Merry Christmas, Happy Hanukkah, Merry Kwanzaa and whatever else folks want to celebrate and a Happy New Year.

Mr. Prytherch expressed his thanks to all the people who provide service as employees of the City of Oxford noting the City was blessed to have a lot of great employees who make the City as well managed as it is. Mr. Prytherch thanked all of those who serve on Boards and Commissions for the City noting they serve without compensation and spend their evenings selflessly because they want Oxford to be as good as it can be. Mr. Prytherch advised he was thankful to live in a community like Oxford and thanked everyone who has put service towards others above their own needs noting it was hard work and that was why Oxford was so wonderful. Mr. Prytherch wished everyone Happy Holidays and Happy New Year.

Mayor Rousmaniere advised a day after his house fire, Officer Durkin and his wife Desi participated with OPD in the Christmas Caravan to drop off supplies for holiday dinners and toys for families in need.

Mayor Rousmaniere noted the following meetings:

January 2, 2018 – Work Session to discuss Municipal Court Options

January 5, 2017 – Council and Staff Retreat

January 16, 2018 – Joint Work Session with the HAPC

February 6, 2018 – Joint Work Session with the Planning Commission

ADJOURN

Mr. Dana moved to adjourn at 9:00 p.m. Ms. Southard seconded. The motion passed 7-0-0.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: January 2, 2018

Jung-Han Chen
Prepared By:

Account Code No. #:

Budgeted Amount:

December 19, 2017
Date Prepared:

Agenda Title: Planning Commission Meeting Report- December 12, 2017

PC-2017-34, CONDITIONAL USE, 800 Maple Street, to allow for the expansion of an existing church upon 2.001 acres, **Oxford Bible Fellowship, Applicant**

This application is seeking approval to allow for the expansion of an existing church at 800 Maple Street. The proposal is to demolish the existing 8,500 square foot building and to build a new building with the footprint of approximately 12,000 square feet. The new location of the proposed building is to be on the northwest corner of the lot. There was a similar application before the Planning Commission that was formally withdrawn.

The applicant requested the following waivers from the City of Oxford Planning and Zoning Code.

1. The Code allows for 35% total coverage. The existing site coverage is 56%. The applicant proposes to keep the lot coverage at 56%.
2. The Code requires two loading spaces. The church will not receive deliveries from large vehicles, so the two loading spaces are unneeded.
3. The Code requires a circulation system for pedestrian safety. The applicant believes its parking lot plan is adequate for pedestrian safety.
4. The Code allows for no more than one sign in a residential district. The applicant wants to have two signs.

Many nearby residents attended the meeting and spoke in favor of some aspects of the proposed expansion and against others. Residents voiced concerns about the proposed reduction in parking and parking issues that already affect Chestnut Street on Sundays. Residents also spoke out against the proposed second sign, and asked that lights be turned off at night and for there to be no overnight parking. Church members spoke in favor of the plan.

After the public hearing, the Planning Commission discussed this Conditional Use and voted 7-0-0 with conditions to City Council.

1. The comments and concerns from the City Engineer shall be incorporated into the building construction phase as stated in their November 30, 2017 memo.
2. The Planning Commission waives the loading space requirement, as well as the lot coverage limitation.
3. A sidewalk connection to Chestnut Street is required.

5990 Contreras Road, request for an extension of an approved Preliminary Plan, Peter and Connie McCarthy, Property Owners

The McCarthy's asked to extend their approved Preliminary Planned Development, PC-2015-23, for 5990 Contreras Road. After a short discussion, the Planning Commission granted their extension request, per Section 1145.09(a) and 1145.09(c) for one year.

Approved By:

Department Head:

City Attorney:

City Manager:

JHC, 12/19/17
DRE, 12/29/17

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Parks and Recreation

Originating Department

Council Meeting Of: Jan. 2, 2018

Account Code No. #: N/A

Prepared By: Casey D. Wooddell

Budgeted Amount: N/A

Date Prepared: Dec. 21, 2017

Agenda Title: Oxford Recreation Board Meeting, 12/19/17

Recommendation: Approve

Attendance: Members: Ken Bogard, Shaunna Tafelski, Kevin Ackley, Craig Bennett, Wes Cole and Edna Southard, City Council

Liaisons: Casey Wooddell, City Staff; Deanna Barbour, Secretary

Discussion:

Oxford Recreation Board (ORB) members met Thursday, December 19 at 4:00pm at the Oxford Seniors Center. Mr. Wooddell provided ORB members with an update on the Talawanda representatives of the Board, stating that Holli Morris has indicated her willingness to serve when the current term of Ms. Tafelski expires in June 2018. Talawanda Board of Education will have to make the official recommendation, with Council approval.

Mr. Wooddell provided ORB members with an updated concept map of the new aquatic center, explaining some of the updates and enhancements compared to previous concepts.

ORB members engaged in discussions concerning the Council Work Session for that evening, 12/19/17 at 6:00pm. Mr. Wooddell presented information to the board regarding the location of the new facility, and the recent decision passed by the TRI Board. The TRI Board has voted not to allow the construction of the new facility on the grounds of the TRI Community Center, as that organization wishes to have expansion opportunities for additional gym space.

ORB members discussed the main items to be presented at the Work Session; those items agreed upon were the location issue noting the TRI board decision, and the recommendation of the ORB to split the aquatic center and recreation trail projects in terms of funding. ORB members agreed Mr. Wooddell would speak for the group, but that board members would speak up or answer additional questions if necessary.

Next board meeting scheduled for Thursday, January 18 at LCNB Community Room. 12:00-1:00pm with lunch provided. This will be a joint meeting of the TRI and Recreation Boards to review OPRD annual reports and discuss 2018 projects, plans and programs.

Meeting adjourned 4:55 p.m.

Approved By:

Initial Date

Department Head:

CDW \ 12/21/17

City Manager:

DRA \ 12/21/17

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: January 2, 2018

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

December 22, 2017

Date Prepared

Agenda Title: Resolution authorizing the City Manager to waive the fees adopted in the Fee Ordinance for the street closures for the Visitors Bureau for the 2018 annual Summer Music Festival.

Recommendation: n/a

Discussion:

Council has approved this request every year since 2005. The fee for each street closure is \$135.00.

Approved By:

Department Head:

Initial Date

City Manager:

DRE

12/29/17

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO WAIVE THE FEES
ADOPTED IN THE FEE ORDINANCE FOR THE STREET CLOSURES FOR THE VISITORS
BUREAU FOR THE 2018 ANNUAL SUMMER MUSIC FESTIVAL.

WHEREAS, The Oxford Visitors Bureau has requested Council to consider waiving the
fees for the street closures for the 2018 Annual Summer Music Festival; and

WHEREAS, Oxford City Council has approved this request every year since 2005. The
fee for each street closure is \$135.00.

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

SECTION 1: Council having considered the request determined that the Summer Music
Festival is a benefit to the entire community and that waiving the fees for the street closures is in
the best interest of the community, hereby authorizes the City Manager to waive the fees for the
street closures for the 2018 Annual Summer Music Festival.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW(STAFF)

RECEIVED

DEC 19 2017

Rev. 6/16



City of Oxford

REQUEST FOR PUBLIC PARK PERMIT

REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

Thursdays

Date(s) of Event: 6 / 7 / 18 through 9 / 27 / 18 From: 6 PM AM To: 10 30 PM AM

Today's Date: 12 / 19 / 17

☐ Emergency Utility Repair (check box, if applicable)

--- Applicant shall allow a minimum of 3 business days for processing ---

Responsible Adult:
(18 years of age or older)*

Jessica Greene

Address:

14 W. Park Place

Suite C

Telephone:

513-523-8687

Cellular:

513-461-6779

Fax:

Email:

jessicagreene@enjoyoxford.org

Organization: Enjoy Oxford

Advisor: Jessica Greene

Address: 14 W. Park Place, Suite C

Telephone: 513-523-8687

Cellular: 513-461-6779

Fax:

Email: jessicagreene@enjoyoxford.org

Non-Profit: ☒ Yes ☐ No

* Person in charge - Primary contact

PARK REQUESTED

- ☐ Merry Day Park (adjacent to the Miami Mobile Home Park, Reagh Way Drive)
☐ Leonard Howell Park (Bonham Road)
☐ Oxford Community Park (Fairfield Road) – Contact 523-6314 to confirm date(s)
☒ Memorial Park (E. Park Place & N. Main Street – has pavilion)
☒ Martin Luther King Jr. Park (W. Park Place & N. Main Street – animal sculptures & fountain)
☐ Other: _____

TITLE OF EVENT (be specific and include projected attendance)

Oxford (Summer) Concert Series

Projected Attendance: 500-1000 Has this event been held previously? ☒ Yes ☐ No If "YES", when? Annual

Will food, goods, services or merchandise be sold at the event? ☒ Yes ☐ No

If "YES", please see Section 729.05, Sales on Certain Municipal Property Prohibited (attached to last page of application.)

Note: If you or your organization are handing out information on the public sidewalk, no permit is required.

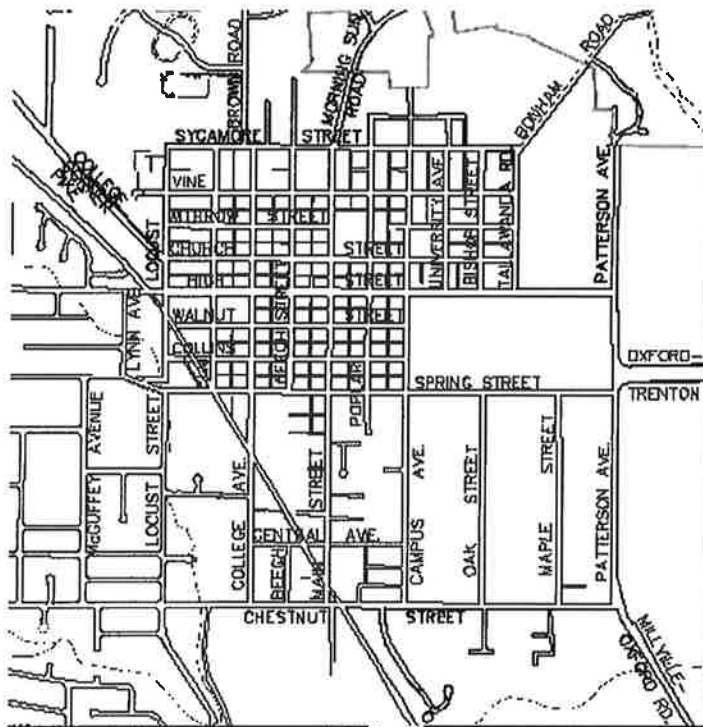
DESCRIPTION OF EVENT

Place a description of the event, along with additional requests, on the appropriate attachment. If request is only for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.

Applicant's Signature: Jessica Greene Date: 12 / 19 / 17

I have read and understand the rules, guidelines and conditions. Furthermore, I understand that acceptance of them is a condition of approval; and, if approval is granted, it is only for the event specified above. I also understand that the request will be reviewed by various City of Oxford officials and additional conditions may be required before final approval is granted. If additional conditions are required, I agree to meet with the appropriate officials and/or the Oxford Community Event Coordinating Committee.

Note
If your event is outside the boundaries of this map, either attach a separate map or contact the City for assistance.



CITY OF OXFORD / RIGHT-OF-WAY REQUEST DETAILS

Instructions for Applicant: Please clearly denote the parade route, streets and/or sidewalk areas being requested. Place a concise narrative explanation on the following lines. Attach additional pages if necessary.

Main Street closed from Church St to High St

No Parking near stage for Band & Sound Tech beginning at 11 am

Enjoy Oxford will print & post No Parking Signs

Additional Requests:

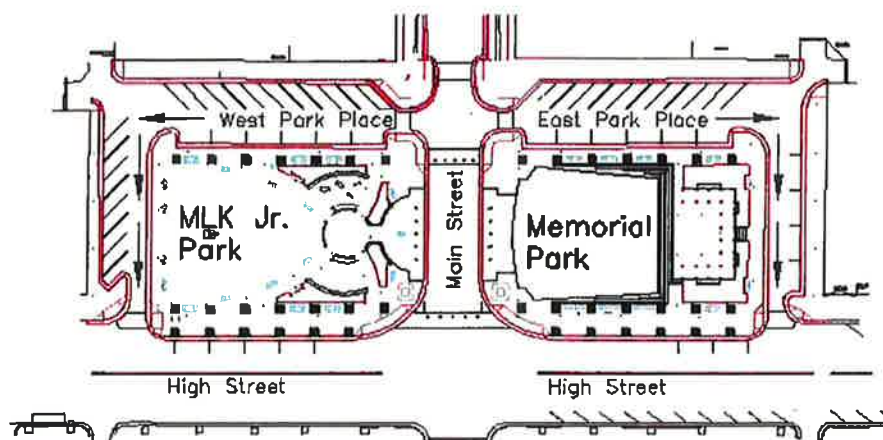
(Include details in narrative)

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

Time Details

	Start	End
Setup	6 PM	7 PM
Event	7 PM	9:30 PM
Breakdown	9:30 PM	10:30 PM

*Generally the responsibility of the applicant.



OXFORD MEMORIAL PARK & MARTIN LUTHER KING JR. PARK

Instructions for Applicant: Please clearly denote (1) the sections of the parks that you are requesting, (2) parking spots needed and (3) proposed street closures. Place a concise narrative explanation on the following lines. Attach additional pages if necessary.

Requesting use of both parks on Thursdays.

**Community Picnic will be August 30th from 6-9 PM.

**September Concerts will run a shorter duration from 7-8:30 PM.

**Additional concert on July 3rd from 7-9:30 PM following the Freedom Festival Parade (ROW- Oxford Parks & Rec)

Will occasionally need electric at trees.

Requesting that businesses may sell items if they desire.

Requesting waiver of fees.

Additional Requests:

(Include details in narrative)

- ☒ Pavilion
- ☒ Extra trash cans*
- ☐ Sound system (with operator)**
- ☒ Stage lighting*
- ☒ Special power requirements (explain in narrative)**
- ☒ Street Closure**
- ☒ Other: Vendors to sell (potentially), power at trees

Time Details

	Start	End
Setup	6 PM	7 PM
Event	7 PM	9:30 PM
Breakdown	9:30 PM	10:30 PM

*See fee sheet

**** Contact the Streets & Maintenance Division 3 days prior to the event at 513-523-8412**

NOTE: Street closures will be at the discretion of the Oxford Police Department



Stipulations and Fees

Note: FULL PAYMENT REQUIRED BEFORE THE EVENT

RIGHT-OF-WAY

Applicants should allow a minimum of **three (3) business days** for the request to be processed from the time it is submitted to city officials. *(Please provide the City with as much lead time as possible. Events requiring road closures and staffing will require additional processing time. Large event requests shall be submitted no less than fourteen (14) days in advance of the event.)*

1. Applicant shall manage all work zones in the Right-of-Way in compliance with the Ohio Manual of Uniform Traffic Control.
2. Large events (estimated at over 500 people, including all concerts and performances, will require a pre-meeting with the Police (524-5247) and Service Department (524-5206) prior to approval. *Note: Requests **WILL NOT** be approved prior to the pre-meeting.*
3. The period of use may not exceed two (2) days without city council approval.
4. At least one legally responsible adult must sign the request.
5. The usage may not discriminate for or against a given class of people.
6. All ordinances that regulate noise **shall** be observed.
7. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within the public right-of-way.
8. The requestor is responsible for cleanup. Failure to cleanup may result in subsequent requests being denied or a deposit being required. In addition, a cleaning charge may be assessed.
9. Safety staffing levels will be determined by the Oxford Police Division and the requestor may be required to hire police officers.
10. All special conditions specified by department heads must be complied with. Fees may be assessed for special services – see below.
11. Miami University approval is required for student events.
12. NO markings may be made on streets or sidewalks within the public right-of-way.

USE OF PARKS (ALL THOSE ABOVE, PLUS)

1. No motor vehicles may be parked within the area of the park or on any sidewalk.
2. Banners are only permitted on the stage area during the function and must be removed immediately after the event. Tying is the only acceptable way of affixing a banner to the stage area.
3. No signs are permitted.
4. The requestor is responsible for damage to grass, shrubs or trees as a result of the event and agrees to compensate the City of Oxford the cost of repairs and/or replacement.
5. No structure shall be defaced and no structure shall be erected within four (4) feet of the base of a tree or shrub.
6. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within the public right-of-way.

FEE INFORMATION

No Parking Signs \$.35 ea.
Metered Parking \$10.00/ea
Trash Boxes \$5.00/ea.

Personnel

Police Officer(s) Contact OPD
Sound Technician \$25.00/hr
Street Dept. Personnel \$25.00/hr
Electrician \$100.00
Park & Rec Personnel Contact OPRD

Road Closures

Main Street \$135.00**
US 27 Detour \$135.00**

****Includes labor**

Sports Fields/Gazebo

Contact OPRD – 523-6314

APPLICANT'S ASSURANCE

I have reviewed the estimated cost for the event and agree to compensate the City for services rendered as specified above. If the event runs past the stated end time, I understand that additional charges will accrue and agree to compensate the City accordingly.


Applicant's Signature

Date: 12/19/17

CITY USE ONLY

	Service	Hours	Rate	Estimate	Final
1			\$	\$	\$
2			\$	\$	\$
3			\$	\$	\$
4			\$	\$	\$
5			\$	\$	\$
Total			\$	\$	\$

	Applicant's Initials	Review Date
Police Department		
1		
2		
3		
4		
Fire Department		
1		
2		
3		
4		
Service Department		
1		
2		
3		
4		
Recreation Department (if applicable)		
1		
2		
3		
4		
City Manager		
1		
2		
3		
4		

Pre-Meeting (if applicable): Reviewed with _____ on _____.

Reviewer(s): _____

APPROVAL SECTION (with conditions)

Police Chief:	☐ Approved	☐ Not Approved	_____/____
Fire Chief:	☐ Approved	☐ Not Approved	_____/____
Service Director:	☐ Approved	☐ Not Approved	_____/____
Recreation Director:	☐ Approved	☐ Not Approved	_____/____
City Manager:	☐ Approved	☐ Not Approved	

City Manager's Signature

Date: _____

Reason(s) event not approved:

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: January 2, 2018

Account Code #: N/A

Budgeted Amount: N/A

Service Department

Originating Department

Michael B. Dreisbach

Prepared By

Dec. 20, 2017

Date Prepared

Agenda Title: Notice of Actual Costs for Special Assessment Improvements

Recommendation: Approve

Discussion:

On April 18, 2017, the Oxford City Council passed Resolution No. 5059 declaring the necessity to improve portions of certain properties on multiple streets in the City of Oxford. An exhibit with this Resolution identified properties that required improvements to the property's curb, gutter, sidewalk and/or driveway apron in the Right of Way (ROW).

On July 18, 2017, the Oxford City Council passed Resolution No. 5079 authorizing a construction contract with W.G. Stang, LLC (Stang) for the removal and replacement of substandard curb, gutter, sidewalk, and driveway aprons. Stang has completed all work necessary associated with this contract.

Since receiving notice of City's intention to move forward with improvements, several property owners elected to have the work done under their own control and at their own cost. Sixty-eight parcel owners elected to have the City construct the required improvements. Per Ohio Revised Code 729.07, the attached Exhibit "A" details the actual costs incurred by the City for each property electing improvements via special assessment on their property taxes.

Upon approval of this Resolution, these costs will be filed with the Clerk of Council for public inspection. The City will also publish a notice weekly for three consecutive weeks in the *Hamilton Journal* detailing the parcels involved and the actual costs of the work performed. If an owner objects to the assessment, they must file their objection in writing with the Clerk of Council within two weeks after the expiration of the notice.

The City Council will have the opportunity to review any objection and then consider adopting an Ordinance levying the costs of improvements upon the parcels as detailed in Exhibit "A". The Ordinance must detail the number of annual installments, in this case five (5), with City assessed interest on deferred payments at a rate of 5%. The owner may also pay cash for the assessment within 30 days after passage of the Assessing Ordinance.

Staff recommends Council authorize the Clerk to make said assessment costs available for public inspection and to publish such weekly in the *Hamilton Journal* for a period of three consecutive weeks. The Clerk shall then report to Council any objections to the assessments that may be received prior to an assessment authorizing Ordinance.

Approved By:

Department Head:

Initial

Date

MBD 12/21/17

City Manager:

DRE 12/29/17

RESOLUTION NO.

A RESOLUTION DETERMINING THE TOTAL COST OF THE ASSESSMENT BY LOT, AUTHORIZING THE LIST OF ASSESSMENTS BY LOT TO BE FILED WITH THE CLERK OF CITY COUNCIL AND ORDERING THE SAME BE OPENED FOR PUBLIC INSPECTION AND AUTHORIZING THE CLERK OF CITY COUNCIL TO PUBLISH NOTICE IN A NEWSPAPER OF GENERAL CIRCULATION THAT THE LIST OF ASSESSMENTS BY LOT IS AVAILABLE FOR PUBLIC INSPECTION.

WHEREAS, Pursuant to Ohio Revised Code 729.07, the City of Oxford Clerk of Council has reported to the Oxford City Council that the final cost of construction and repair of sidewalks, curbs and gutters was \$153,580.50; and

WHEREAS, Pursuant to Ohio Rev. Code 729.07, Oxford City Council authorized the creation of a list of estimated assessments ("Exhibit A"), which includes the total cost of construction, repair or installation to each lot or land abutting such construction, repair or installation.

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

SECTION I: Pursuant to Ohio Rev. Code 729.07, Council authorizes Exhibit A to be filed with the Clerk of Council and be made available for public inspection.

SECTION 2: Pursuant to Ohio Rev. Code 729.08, Council authorizes the Clerk of Council to publish a notice in the *Journal News* for three (3) consecutive weeks stating that Exhibit A is on file with the Clerk of Council and is available for public inspection. The notice shall further state that any person who objects to an assessment listed on Exhibit A must file his/her objections in writing with the Oxford Clerk of Council within two (2) weeks after the expiration of the notice.

SECTION 3: Pursuant to Ohio Rev. Code 729.09, the Clerk of Council shall deliver any written objections to City Council for review and City Council will adopt an ordinance levying upon the lots and lands listed in Exhibit A the final assessment amounts with such changes or corrections as Council deems proper. The ordinance shall state that the assessments are payable over no more than five (5) annual installments, with interest on deferred payments at the rate of 5%. The ordinance shall also state that assessments can be paid in full in cash within 30 days after passage of the ordinance.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

2017 CGS Assessment WG Stang Property List

EXHIBIT "A"

Direct		Property Owner		Parcel #		Bid Quantity		Submitted Quantity		Cost		\$ Above Estimate	
Address: Loc	Street Name					Linear Ft	Curb	Square Feet	Sidewalk	Thru	Square Feet	Sidewalk	Thru
406	W	Chesnut	MELISSA A & MAURICE NELSON	H4100122000001		40	0	0	0	0	0	0	0
812	S	Locust	ROGER CRAIG	H4100122000024		5	110	0	0	0	0	0	0
811	S	Locust	ROBERT G & ROSEMARY J PELPHNEY	H4000105000109		15	0	0	0	0	0	0	0
805	S	Locust	JOANNE H HARPER	H4100105000014		50	0	0	0	0	0	0	0
718	S	Locust	THELMA JANE DAWLEY	H4100122000046		45	75	0	0	0	0	0	0
621	S	Locust	HOELZER/HOELZER RENTALS INC	H4100105000111		60	0	0	0	0	0	0	0
550	S	Locust	HOELZER/HOELZER RENTALS INC	H4100105000110		88	0	0	0	0	0	0	0
			CORE MT OXFORD OH LLC	H4100119000072		197	125	0	0	0	0	0	0
			EVA INVESTMENTS LLC	H4100104000088, H4100104000087, H4100104000085		200	0	0	0	0	0	0	0
			BISHOP SQUARE										
300	S	Locust	SSC OXFORD LLC	H4100119000079		160	50	0	0	0	0	0	0
331	W	Withrow	BRIAN J KNOWLES	H410008000068		0	50	0	0	0	0	0	0
330	W	Withrow	STEVEN D BROVYN	H400008000067		16	275	0	0	0	0	0	0
400	W	Vine	WILLIAM & SUSAN MCGRATH	H400015000024		15	300	0	0	0	0	0	0
380	W	Vine	NICOLE AND JONATHAN VIVODA	H410008000043		47	275	75	143	0	0	0	0
333	N	Locust	RODRIGO & MYRES INVESTMENTS LLC	H410008000048		0	240	0	0	0	0	0	0
335	N	Locust	JUDITH E BENNHEIM	H400015000027		0	25	0	0	0	0	0	0
340	N	Locust	LESHING LI	H410008000002		12	125	0	0	0	0	0	0
341	N	Locust	ERIC W & JANET L FEAZELL	H400015000029		85	0	0	60	0	0	0	0
344	N	Locust	TERRY DUDLEY	H400015000030		98	125	0	42	0	0	0	0
5032		CC Pkge	PARKVIEW ARV'S LLC	H410008000004, H410015000037		35	0	0	0	0	0	0	0
333	W	Sycamore	CHRISTOPHER R MOORE & SHARIL VLADE	H400008000008, H410008000009		93	25	0	45	0	0	0	0
327	W	Sycamore	JR ZIMMERMAN PROPERTIES LLC	H400008000011, H400008000012		31	50	65	45	0	0	0	0
240	W	Sycamore	MEYER BENNETT MEYER	H400008000013		5	75	50	0	0	0	0	0
230	W	Sycamore	OXFORD RESIDENTIAL & MIAMI STUDENTS RENTALS LLC	H400012000014		15	25	0	0	0	0	0	0
219	W	Sycamore	ROGER PERRY	H410001200015		16	75	50	45	0	0	0	0
210	W	Sycamore	SAGUARO PROPERTIES LLC	H410008000138		40	25	55	30	0	0	0	0
217	W	Sycamore	IRENE PIERCE	H400008000136		5	20	0	0	0	0	0	0
190	W	Sycamore	PAVE & GRUBBS PROPERTIES LLC	H400008000137		42	50	25	30	0	0	0	0
327	N	College	YELLOW BRICK VENTURES LLC	H4100011000065		86	25	0	30	0	0	0	0
321	N	College	HOF GROUP LLC	H410008000207		20	75	0	30	0	0	0	0
117	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H410008000208		30	155	90	54	0	0	0	0
110	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H410008000209		60	25	0	0	0	0	0	0
111	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4100011000079		5	30	0	0	0	0	0	0
106	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H410008000251		46	325	0	0	0	0	0	0
100	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4100011000078		10	25	0	0	0	0	0	0
20	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4100011000077		10	25	0	0	0	0	0	0
16	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4000011000079		24	25	75	54	0	0	0	0
15	W	Sycamore	TODD E NIERHOFER	H4100011000071		30	0	0	42	0	0	0	0
10	N	Sycamore	MORRISON RENTALS LLC	H4100011000033		5	150	0	0	0	0	0	0
322	N	Main	TONY MILLER BUILDERS LLC	H4100007000072		27	25	0	48	0	0	0	0
28	W	Walnut	TRES WALNUT LLC	H4100003000035		5	0	0	0	0	0	0	0
115	W	Walnut	WALNUT ST PROFESSIONAL	H4000004000158		21	16	0	0	0	0	0	0
129	W	Walnut	TRES WALNUT LLC	H4100004000127		22	0	0	0	0	0	0	0
231	W	Walnut	MAITZETT LLC	H4100004000056		15	25	0	0	0	0	0	0

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: January 2, 2018

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

December 27, 2017

Date Prepared

Agenda Title: A Resolution determining the necessity of levying an additional tax in excess of the ten-mill limitation for Parks and Recreational purposes as authorized by the Ohio Revised Code and requesting the County Auditor to certify matters in connection therewith. (2.5)

Recommendation: Approve

Discussion:

At the December 19, 2017 Work Session City Council discussed funding for the Oxford Area Trail. As the result of discussion at the Work Session, Mayor Rousmaniere has requested proceeding with legislation to place an additional property tax levy on the May 8, 2018 ballot. The purpose of the proposed levy is for the Oxford Area Trail. The proposed language for the levy is stated for "Parks and Recreational Purposes" which follows ORC Section 5705.19 (H). This Section of the Ohio Revised Code gives the purposes for which a tax levy in excess of the 10-mill limitation may be adopted by a municipality. The Resolution of Necessity must be adopted by a vote of two-thirds of the City Council members. The proposed levy will be voted outside millage and a fixed rate. If adopted by the voters, it will be subject to tax reduction factors. Tax reduction factors are calculated on each voted tax levy. Its purpose is to eliminate inflationary revenue growth that would result from increased property values due to reappraisals (HB 920 adopted in 1976).

The first step in the process is to adopt a Resolution requesting that the Butler County Auditor provide and certify certain information. The Butler County Auditor will provide a certificate that will provide the revenue that will be produced by a specific rate, as well as, information necessary for the ballot. The auditor must issue the certification within 10 days of receipt of the request. The auditor's certification must be submitted to the Butler County Board of Elections along with the Resolution of Necessity requesting the issue be placed on the ballot. I have placed on the agenda three resolutions for Council to consider. The first is a resolution with a rate of 2.5 mills for 10 years. The second has a rate of 3.25 mills for 10 years. The third is for 3.65 mills for 10 years. It is estimated that the first levy option will generate \$7,432,932 over 10 years. The second will generate \$9,662,811 over 10 years. The third will generate \$10,852,080 over 10 years. All three of these figures are city estimates. If Council chooses to adopt all three resolutions, they will be submitted to the Butler County auditor for certification. Once the certifications with the estimated revenue are received, City Council can determine which of the three to adopt in the final Resolution of Necessity. This final legislation must be adopted and submitted to the Butler County Board of Elections before February 7, 2018.

Approved By:

Initial Date

Department Head:
City Manager:

DRE 12/29/17

RESOLUTION NO.

RESOLUTION DETERMINING THE NECESSITY OF LEVYING AN ADDITIONAL TAX IN EXCESS OF THE TEN-MILL LIMITATION FOR PARKS AND RECREATIONAL PURPOSES AS AUTHORIZED BY THE OHIO REVISED CODE WHICH LEVY SHALL BE TWO AND FIVE TENTHS MILLS (2.5) WHICH IS AN ADDITIONAL LEVY OF TWO AND FIVE TENTHS MILLS (2.5), TO RUN FOR TEN (10) YEARS, PURSUANT TO SECTION 5705.19 AND SUBSECTION 5705.19(H) AS AMENDED, OF THE OHIO REVISED CODE, AND REQUESTING THE COUNTY AUDITOR TO CERTIFY MATTERS IN CONNECTION THEREWITH.

WHEREAS, this Council anticipates an additional tax levy in excess of the ten-mill limitation as described herein; and

WHEREAS, pursuant to Section 5705.03 of the Ohio Revised Code, this Council is required to certify to the Butler County Auditor a resolution requesting the County Auditor to certify certain matters in connection with such a tax levy.

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

- SECTION I: That, in accordance with the provisions of the Ohio Revised Code, Council determines it necessary that an additional tax be levied in excess of the ten-mill limitation for the benefit of this City, for the purpose, as stated in Section 5705.19(H), as amended, of the Ohio Revised Code, of parks and recreational purposes as authorized by the Ohio Revised Code at a rate not exceeding Two and Five Tenths Mills (2.5) for each One Dollar (\$1.00) of valuation, which amounts to Twenty Five Cents (\$0.25) for each One Hundred Dollars (\$100.00) of valuation, for a ten (10) year period of time.
- SECTION II: That Council seeks to have the question of the passage of said additional tax levy submitted to the electors of the City at an election to be held on May 8, 2018. If approved by the electors, said tax levy shall first be placed upon the 2018 tax list and duplicate, for first collection in calendar year 2019.
- SECTION III: That pursuant to Section 5705.03 of the Ohio Revised Code, the Butler County Auditor is hereby requested to certify to this Council within ten (10) days after receiving this resolution, the total current tax valuation of the City and the dollar amount of the revenue that would be generated by the number of mills specified in Section 1 hereof, and the Clerk of Council is hereby directed to certify forthwith a copy of this Resolution to the County Auditor at the earliest possible time so that said County Auditor may certify such matters in accordance with said Section 5705.03 of the Ohio Revised Code.

SECTION IV: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

SECTION V: This Resolution shall take effect immediately upon passage.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: January 2, 2018

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

December 27, 2017

Date Prepared

Agenda Title: A Resolution determining the necessity of levying an additional tax in excess of the ten-mill limitation for Parks and Recreational purposes as authorized by the Ohio Revised Code and requesting the County Auditor to certify matters in connection therewith. (3.25)

Recommendation: Approve

Discussion:

At the December 19, 2017 Work Session City Council discussed funding for the Oxford Area Trail. As the result of discussion at the Work Session, Mayor Rousmaniere has requested proceeding with legislation to place an additional property tax levy on the May 8, 2018 ballot. The purpose of the proposed levy is for the Oxford Area Trail. The proposed language for the levy is stated for "Parks and Recreational Purposes" which follows ORC Section 5705.19 (H). This Section of the Ohio Revised Code gives the purposes for which a tax levy in excess of the 10-mill limitation may be adopted by a municipality. The Resolution of Necessity must be adopted by a vote of two-thirds of the City Council members. The proposed levy will be voted outside millage and a fixed rate. If adopted by the voters, it will be subject to tax reduction factors. Tax reduction factors are calculated on each voted tax levy. Its purpose is to eliminate inflationary revenue growth that would result from increased property values due to reappraisals (HB 920 adopted in 1976).

The first step in the process is to adopt a Resolution requesting that the Butler County Auditor provide and certify certain information. The Butler County Auditor will provide a certificate that will provide the revenue that will be produced by a specific rate, as well as, information necessary for the ballot. The auditor must issue the certification within 10 days of receipt of the request. The auditor's certification must be submitted to the Butler County Board of Elections along with the Resolution of Necessity requesting the issue be placed on the ballot. I have placed on the agenda three resolutions for Council to consider. The first is a resolution with a rate of 2.5 mills for 10 years. The second has a rate of 3.25 mills for 10 years. The third is for 3.65 mills for 10 years. It is estimated that the first levy option will generate \$7,432,932 over 10 years. The second will generate \$9,662,811 over 10 years. The third will generate \$10,852,080 over 10 years. All three of these figures are city estimates. If Council chooses to adopt all three resolutions, they will be submitted to the Butler County auditor for certification. Once the certifications with the estimated revenue are received, City Council can determine which of the three to adopt in the final Resolution of Necessity. This final legislation must be adopted and submitted to the Butler County Board of Elections before February 7, 2018.

Approved By:

Initial Date

Department Head:
City Manager:

DRK 12/29/17

RESOLUTION NO.

RESOLUTION DETERMINING THE NECESSITY OF LEVYING AN ADDITIONAL TAX IN EXCESS OF THE TEN-MILL LIMITATION FOR PARKS AND RECREATIONAL PURPOSES AS AUTHORIZED BY THE OHIO REVISED CODE WHICH LEVY SHALL BE THREE AND TWENTY FIVE HUNDREDTHS MILLS (3.25) WHICH IS AN ADDITIONAL LEVY OF THREE AND TWENTY FIVE HUNDREDTHS MILLS (3.25), TO RUN FOR TEN (10) YEARS, PURSUANT TO SECTION 5705.19 AND SUBSECTION 5705.19(H) AS AMENDED, OF THE OHIO REVISED CODE, AND REQUESTING THE COUNTY AUDITOR TO CERTIFY MATTERS IN CONNECTION THEREWITH.

WHEREAS, this Council anticipates an additional tax levy in excess of the ten-mill limitation as described herein; and

WHEREAS, pursuant to Section 5705.03 of the Ohio Revised Code, this Council is required to certify to the Butler County Auditor a resolution requesting the County Auditor to certify certain matters in connection with such a tax levy.

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

- SECTION I: That, in accordance with the provisions of the Ohio Revised Code, Council determines it necessary that an additional tax be levied in excess of the ten-mill limitation for the benefit of this City, for the purpose, as stated in Section 5705.19(H), as amended, of the Ohio Revised Code, of parks and recreational purposes as authorized by the Ohio Revised Code at a rate not exceeding Three and Twenty Five Hundredths Mills (3.25) for each One Dollar (\$1.00) of valuation, which amounts to Thirty Two and One Half Cents (\$0.325) for each One Hundred Dollars (\$100.00) of valuation, for a ten (10) year period of time.
- SECTION II: That Council seeks to have the question of the passage of said additional tax levy submitted to the electors of the City at an election to be held on May 8, 2018. If approved by the electors, said tax levy shall first be placed upon the 2018 tax list and duplicate, for first collection in calendar year 2019.
- SECTION III: That pursuant to Section 5705.03 of the Ohio Revised Code, the Butler County Auditor is hereby requested to certify to this Council within ten (10) days after receiving this resolution, the total current tax valuation of the City and the dollar amount of the revenue that would be generated by the number of mills specified in Section 1 hereof, and the Clerk of Council is hereby directed to certify forthwith a copy of this Resolution to the County Auditor at the earliest possible time so that said County Auditor

may certify such matters in accordance with said Section 5705.03 of the Ohio Revised Code.

SECTION IV: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

SECTION V: This Resolution shall take effect immediately upon passage.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: January 2, 2018

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

December 27, 2017

Date Prepared

Agenda Title: A Resolution determining the necessity of levying an additional tax in excess of the ten-mill limitation for Parks and Recreational purposes as authorized by the Ohio Revised Code and requesting the County Auditor to certify matters in connection therewith. (3.65)

Recommendation: Approve

Discussion:

At the December 19, 2017 Work Session City Council discussed funding for the Oxford Area Trail. As the result of discussion at the Work Session, Mayor Rousmaniere has requested proceeding with legislation to place an additional property tax levy on the May 8, 2018 ballot. The purpose of the proposed levy is for the Oxford Area Trail. The proposed language for the levy is stated for "Parks and Recreational Purposes" which follows ORC Section 5705.19 (H). This Section of the Ohio Revised Code gives the purposes for which a tax levy in excess of the 10-mill limitation may be adopted by a municipality. The Resolution of Necessity must be adopted by a vote of two-thirds of the City Council members. The proposed levy will be voted outside millage and a fixed rate. If adopted by the voters, it will be subject to tax reduction factors. Tax reduction factors are calculated on each voted tax levy. Its purpose is to eliminate inflationary revenue growth that would result from increased property values due to reappraisals (HB 920 adopted in 1976).

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Approved By:

Initial Date

Department Head:

City Manager:

DRE 12/29/17

RESOLUTION NO.

RESOLUTION DETERMINING THE NECESSITY OF LEVYING AN ADDITIONAL TAX IN EXCESS OF THE TEN-MILL LIMITATION FOR PARKS AND RECREATIONAL PURPOSES AS AUTHORIZED BY THE OHIO REVISED CODE WHICH LEVY SHALL BE THREE AND SIXTY FIVE HUNDREDTHS MILLS (3.65) WHICH IS AN ADDITIONAL LEVY OF THREE AND SIXTY FIVE HUNDREDTHS MILLS (3.65), TO RUN FOR TEN (10) YEARS, PURSUANT TO SECTION 5705.19 AND SUBSECTION 5705.19(H) AS AMENDED, OF THE OHIO REVISED CODE, AND REQUESTING THE COUNTY AUDITOR TO CERTIFY MATTERS IN CONNECTION THEREWITH.

WHEREAS, this Council anticipates an additional tax levy in excess of the ten-mill limitation as described herein; and

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

- SECTION I: That, in accordance with the provisions of the Ohio Revised Code, Council determines it necessary that an additional tax be levied in excess of the ten-mill limitation for the benefit of this City, for the purpose, as stated in Section 5705.19(H), as amended, of the Ohio Revised Code, of parks and recreational purposes as authorized by the Ohio Revised Code at a rate not exceeding Three and Sixty Five Hundredths Mills (3.65) for each One Dollar (\$1.00) of valuation, which amounts to Thirty Six and One Half Cents (\$0.365) for each One Hundred Dollars (\$100.00) of valuation, for a ten (10) year period of time.
- SECTION II: That Council seeks to have the question of the passage of said additional tax levy submitted to the electors of the City at an election to be held on May 8, 2018. If approved by the electors, said tax levy shall first be placed upon the 2018 tax list and duplicate, for first collection in calendar year 2019.
- SECTION III: That pursuant to Section 5705.03 of the Ohio Revised Code, the Butler County Auditor is hereby requested to certify to this Council within ten (10) days after receiving this resolution, the total current tax valuation of the City and the dollar amount of the revenue that would be generated by the number of mills specified in Section 1 hereof, and the Clerk of Council is hereby directed to certify forthwith a copy of this Resolution to the County Auditor at the earliest possible time so that said County Auditor

may certify such matters in accordance with said Section 5705.03 of the Ohio Revised Code.

SECTION IV: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

SECTION V: This Resolution shall take effect immediately upon passage.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: January 2, 2018

Jung-Han Chen

Account Code No. #:

Prepared By:

Budgeted Amount:

December 21, 2017

Date Prepared:

PC-2017-34, Conditional Use, 800 Maple Street, to allow for the expansion of an existing church, Bayer Becker, Applicant

Recommendation: Approval with conditions

Discussion:

This application is seeking approval to allow for the expansion of an existing church at 800 Maple Street. The proposal is to demolish the existing 8,500 square foot building and to build a new building with the footprint of approximately 12,000 square feet. The new location of the proposed building is to be on the northwest corner of the lot. There was a similar application before the Planning Commission that was formally withdrawn.

Several deficiencies were identified by Staff during the plan review phase and reported to the Planning Commission for consideration: lot coverage, signage, loading and pedestrian safety circulation, along with other issues.

Nearby residents attended the meeting and spoke in support of some aspects of the proposed expansion. Residents also voiced concerns about the proposed reduction in parking and parking issues in general already affecting Chestnut Street on Sundays. Other issues raised were brought up relating to parking lot lighting and overnight parking issues.

After the public hearing, the Planning Commission discussed the Conditional Use and voted 7-0-0 with conditions to City Council for legislative action as follows:

1. The comments and concerns from the City Engineer shall be incorporated into the building construction phase as stated in the memo dated November 30, 2017.
2. The Planning Commission waives the loading space requirement as well as the lot coverage limitation.
3. A sidewalk connection to Chestnut Street is required.

Approved By:

Department Head:

City Attorney:

City Manager:

JHC / 12/21/17
DRE / 12/29/17

ORDINANCE NO.

AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO ALLOW FOR THE EXPANSION OF A PLACE OF WORSHIP IN THE MU (MIAMI UNIVERSITY) DISTRICT AT 800 MAPLE STREET, OXFORD, OHIO 45056 WITH CONDITIONS.

WHEREAS: the Planning Commission held a public hearing on December 12, 2017 in accordance with Section 1147.02 of the Codified Ordinances of the City of Oxford, on the application of Bayer Becker, Applicant, for a conditional use permit to allow for the expansion of a place of worship in the MU (Miami University) District at 800 Maple Oxford, Ohio 45056; and

WHEREAS, the Planning Commission, after a public hearing and discussion, voted to approve a motion recommending approval of the conditional use permit application to allow for the expansion of a place of worship in the MU (Miami University) District at 800 Maple Street, Oxford, Ohio 45056 with conditions

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

SECTION 1: Council hereby accepts the recommendation of the Planning Commission and accepts the recommendation report submitted by the Planning Commission and incorporates the same herein and further grants the conditional use permit application to allow for the expansion of a place of worship in the MU (Miami University) District at 800 Walnut Street, Oxford, Ohio 45056 in accordance with the following conditions:

1. The comments and concerns stated in the City Engineer's memo of November 30, 2017 shall be incorporated into the building construction phase.
2. A sidewalk connection to Chestnut Street shall be required.
3. The loading space requirement and the lot coverage limitation shall be waived.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-2017-34

Date –December 13, 2017

APPLICATION

Applicant:	Oxford Bible Fellowship
Location:	800 Maple Street
Owner:	Oxford Bible Fellowship
Agent:	Pastor Garrett Nates
Action Request:	Conditional Use Permit Application to allow for the expansion of an existing church
Current Use:	Church
Zoning:	MU (Miami University) District
Surrounding Existing Land Uses:	Single family, MU dormitories

GENERAL DESCRIPTION

This application is seeking approval to allow for the expansion of an existing church at 800 Maple Street. The proposal is to demolish the existing 8,500 square foot building and to build a new building with the footprint of approximately 12,000 square feet. The new location of the proposed building is to be on the northwest corner of the lot. This was a similar application before the Planning Commission that was formally withdrawn.

PUBLIC COMMENTS

Public notices were mailed to surrounding property owners. No comments were received.

AGENCY REVIEWS

Requests for review were made to the Police, Fire, Engineering and Economic Development Departments. The following comments have been received:

Police:	Received with no comments
Fire:	No comments received
Engineering:	Received with comments
Econ. Dev.:	No comments received

ZONING CODE CONSIDERATION

Chapter 1147 governs the Conditional Use Applications and outlines the potential concerns and use regulations for each permissible Conditional Use.

1147.02(c) Planning Commission Review: The Planning Commission shall base its review of a proposed Conditional Use upon the complete application, upon any staff report, and upon any relevant and credible testimony presented during the public hearing.

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

(1) **Burden of Proof.**

- A. Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use. This Zoning Code assumes that the uses listed in this section are not appropriate unless an applicant proves that the use will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.
- B. Applicants shall prove that potential negative impacts of elements such as location, size and extent of facilities and operations, site design, traffic generation, site access, and potential impact upon public facilities will be

adequately mitigated.

(2) General Decision Standards. All Conditional Uses shall satisfy these General Decision Standards.

- A. The proposed use is in fact a Conditional Use appropriate for in the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

(d) Action by Planning Commission.

- (1) The Planning Commission shall recommend to Council approval, approval with conditions, or denial of an application as presented and shall clearly state the findings upon which its recommendation is based.
- (2) The Planning Commission shall base its recommendation to Council upon how well the application satisfies the General Decision Standards and the Decision Standards for the proposed use. **In its recommendation, the Planning Commission may waive or modify dimensional regulations of the Zoning Code, or impose more strict regulations and any additional conditions, guarantees, and safeguards it deems necessary to satisfy the purposes of this Zoning Code.**

1147 03(b)(15) Churches, Libraries, Community and Recreation Centers.

- A. Potential Concerns
 - 1. Adequate lot size to permit future expansion.
 - 2. Location and screening of outdoor recreation areas.
 - 3. Bus or van storage.
 - 4. Lighting.
 - 5. Parking and traffic impact.
- B. Regulations.
 - 1. None.

ANALYSIS:

The applicant is proposing to demolish the existing 2 story structure, an approximately 8,500 square foot building, and build a new 12,000 square foot building footprint to be located on the northwest corner of the site, away from the intersection of Maple Street and E. Chestnut Street. The proposed building is a two-story building with outdoor courtyard at lower-level as well.

A similar proposal was presented to the Planning Commission in September of this year. Several concerns expressed were significant, relating to the placement of the proposed building at the time to cause the applicant to withdraw the application. This new application was an effort to address the concerns raised by the Planning Commission; mainly the placement of the, as well as the appearance of the proposed building in relations with the streetscape.

The new placement of the building would seem to be consistent with the setbacks similar to resident halls on Maple Street. Additionally, by placing the building to the interior of the lot would minimize the changes of the existing streetscape along E. Chestnut Street.

Earlier on, during the concept review before the Planning Commission, the Commission also pointed out parking, the proposed building in relationship with the street, a contractual agreement with Miami to use their parking located near the church, low impact design techniques, lot coverage, pedestrian movement, storm water management, compatibility to the residential area of the proposed expansion and environmental design would be the elements for reviewed.

Zoning Code Review:

The following items are related to this project based on the Oxford Zoning Code.

1143.Districts:

1143.11 Site Development Regulations: MU (Miami University) District

1143.11 (c)(2) A. Front yard: 20 feet: The placement of the proposed building meets the front yard setbacks on both streets: East Chestnut Street and Maple Street.

1143.11(c) (3)C.1 Lot coverage (total) : 35 %. Existing lot coverage, based on the information provided by the applicant is 56%. With the demolition and construction of the new building, the total lot coverage will be remained at 56%.

1147 Conditional Uses

1147.02(C). Site Plan.

8. Signage plans have been provided, with two free standing signs being proposed. Each one is to be 12 square feet in sign area.

Section 1151. 05(b) Nonresidential Land Use Signs in residential Zoning District

(1) No more than 1 sign per development site is permitted as follows:

- A. The sign may be either a wall or a free standing sign but not both.**
- B. No more than 12 square feet in area.**
- C. Indirect illumination only.**

1147.03(b)(15) Conditional Uses specific regulations and Concerns

b. Location and screening of outdoor recreation areas.

No changes to the outdoor recreation areas from the existing layout.

1149 Parking and Site Access

1149.02 Applicability of regulations:

a. Any new development, redevelopment, or change to a use or structure

1149.05 (e)(2) loading space. Two loading spaces are required.

(i) Space Requirements for Churches is 1 parking space for each 8 seat in main auditorium. The capacity of the main auditoriums 369 which requires 46 off-street parking spaces. The proposed project provides 55 spaces.

1149.05(e)4 Parking lot design

Q. Separate vehicular and pedestrian circulation systems shall be provided.

A sidewalk is planned from Maple Street, No separate pedestrian circulation is provided from E. Chestnut Street.

R. Pedestrian Safety:

1 The parking design should be laid out in a way to minimize the times pedestrians would typically have to walk between parked cars and then cross a drive aisle to get to a location on the site. Walkways should be incorporated into the median or landscape of some double loaded parking bays that terminate close to building entries.

2. Material and width. The walkway shall provide at least 5 feet of unobstructed width and be hard surfaced with a material that differs from the drive aisle by composition, texture, or through the use of a differing color that is integral to the material

3. Identification. Pedestrian walkways shall be clearly differentiated from driveways, parking aisles, and parking and loading spaces through the use of elevated changes, a different paving material, or similar method.

1149.05 Bicycle and Motorcycle parking: A.1. Space required: a. one parking for every 10 on-site vehicle parking spaces actually provided.

1149.05 B. Motorcycle and scooter parking is required: A maximum of 2 spaces for motorcycles and scooters.

ISSUES TO BE DELIBERATED:

Lot coverage issue: The proposed expansion will maintain the total lot coverage at 56% with the proposed new building to be placed on the existing parking spaces. It would appear that the applicant plans to utilize underground storm water detention to address storm water management issues. **Staff does not have any objection for the Planning Commission to waive the lot coverage requirement as well as the loading space requirement.**

The required loading space: This requirement can be waived by the Planning Commission.

The bike and other non-vehicular arrangements are not being addressed with this application and need to be worked out. The Code requires a minimum of 6 bike parking for this project and 2 motorcycle and scooter parking.

Parking lot design issue: Given the assumption of the proposed expansion is to accommodate more patrons to the facility, whether it is community members or Miami students, some internal pedestrian circulation system is proposed to safeguard pedestrians in the parking lot. No clearly defined pedestrian pathway to separate the vehicle traffic from pedestrians from E. Chestnut Street.

General Decision Standards for Conditional Uses — Section 1147.02(c)(2)

(2) General Decision Standards. All Conditional Uses shall satisfy the General Decision Standards.

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

Yes, the use can be allowed as a conditional use.

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

Yes, the proposed use will satisfy.

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

Yes, the proposed use would be compatible with the general intent of the Comp Plan.

- D. The size and shape of the site are sufficient for the proposed use.**
The size and shape of the site appears to be sufficient for the proposed expansion.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.**
None anticipated.
- 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.**
Not applicable.
- 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.**
None has been proposed.
- 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.**
See City Engineer's comments of November 30, 2017.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.**
Any additional expenditure for additional infrastructure or services should be borne by the development project. At this point, none is anticipated. No traffic impact study is required, as indicated by the City Engineer comments, 11-30-17.
- 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 placement of the proposed building would be somewhat consistent with MU residence halls.
- 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.**
The hours of operation is from Monday to Friday, between 9 am to 4 pm, with Sunday services, potentially numerous evening meetings/events may also be held at the location.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.**
No impact.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.**
It is expected that other permits and licenses could be obtained by the applicant for the proposed use at this location.

RECOMMENDATION:

Reviewing this proposed based on the Oxford Zoning Code related to the Conditional Use Permit and relevant chapter governing site development, parking and access, Staff would recommend the following for consideration:

1. A separate pedestrian circulation system needs be provided in the main parking lot to safeguard pedestrian movement. The applicant is seeking waiver of the safe pedestrian connection to E. Chestnut Street. Staff would recommend to consider providing a clearly marked pedestrian walkway from E. Chestnut Street to the proposed church building by extending the proposed pedestrian walkway currently planned for to accommodate handicapped individuals all the way to E. Chestnut to create a safe and separate pedestrian walkway from E. Chestnut Street to the proposed building.
2. The comments and concern from the City Engineer shall be incorporated into the building construction phase.
3. Planning Commission waives the loading space requirement, as well as the lot coverage limitation.
4. The required bike and motorcycle parking spaces shall be provided.
5. The 2nd ground sign proposed for this project would also need a waiver from the Commission. The Oxford Zoning Code only permits one ground sign for each development site.

SUBMITTED

BY:



Jung-Han Chen

Community Development Director

ATTACHMENT

(c) Planning Commission Review. The Planning Commission shall base its review of a proposed Conditional Use upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. If the Planning Commission finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

(1) Burden of proof.

- A. Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use. This Zoning Code assumes that the uses listed in this section are not appropriate unless an Applicant proves that the use will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.
- B. Applicants shall prove that potential negative impacts of elements such as location, size and extent of facilities and operations, site design, traffic generation, site access, and potential impact upon public facilities will be adequately mitigated.

(2) General decision standards. All Conditional Uses shall satisfy these General Decision Standards:

- A. The proposed use is in fact a Conditional Use in the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: November 3, 2017

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2017-34, CONDITIONAL USE, 800 Maple Street, to allow for the expansion of an existing church upon 2.001 acres, **Oxford Bible Fellowship, Applicant**

 X Review Revisions Other

Please return no later than: **December 1, 2017** Note: If no comments are received, we will assume the project meets your department's standards.

.....
Drawings are returned: w/comments without/comments

See memo dated 11/30/17

Drawings reviewed by: *Scott Otto* Date: 11/30/17

 Scott Otto

PRINTED NAME



Memo

Service Department
Engineering Division

513/524-5208 fax 513/524-5267

TO: Community Development Department

FROM: Scott Otto, P.E.

RE: PC-2017-34
Conditional Use - Oxford Bible Fellowship
800 S. Maple Street

DATE: November 30, 2017

The Engineering Division offers the following comments.

- Unnecessary exiting curb cuts and driveway aprons along the south and east frontage of the property shall be removed and replaced with curb. The curb type, to be installed, shall match the existing curb.
- As discussed in a meeting on October 11, 2017, the water and sanitary sewer services for the new building will be from Maple Street.
- The existing storm drainage system, within the limits of the proposed building, shall be removed and re-routed, if necessary.
- Fire protection (i.e. fire hydrants, FDC) shall be determined by the Fire Chief.
- The Development shall be responsible for the maintenance of the underground stormwater detention system and all stormwater management within the limits of the Development.
- Due to the limited use of the facility and the time of use, a traffic impact study would not be necessary.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: November 3, 2017

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2017-34, CONDITIONAL USE, 800 Maple Street, to allow for the expansion of an existing church upon 2.001 acres, **Oxford Bible Fellowship, Applicant**

 X Review Revisions Other

Please return no later than: **December 1, 2017** Note: If no comments are received, we will assume the project meets your department's standards.

.....

Drawings are returned: w/comments without/comments

Drawings reviewed by:  Date: 11/8/17

John A. Jones
PRINTED NAME



PC-2017-34

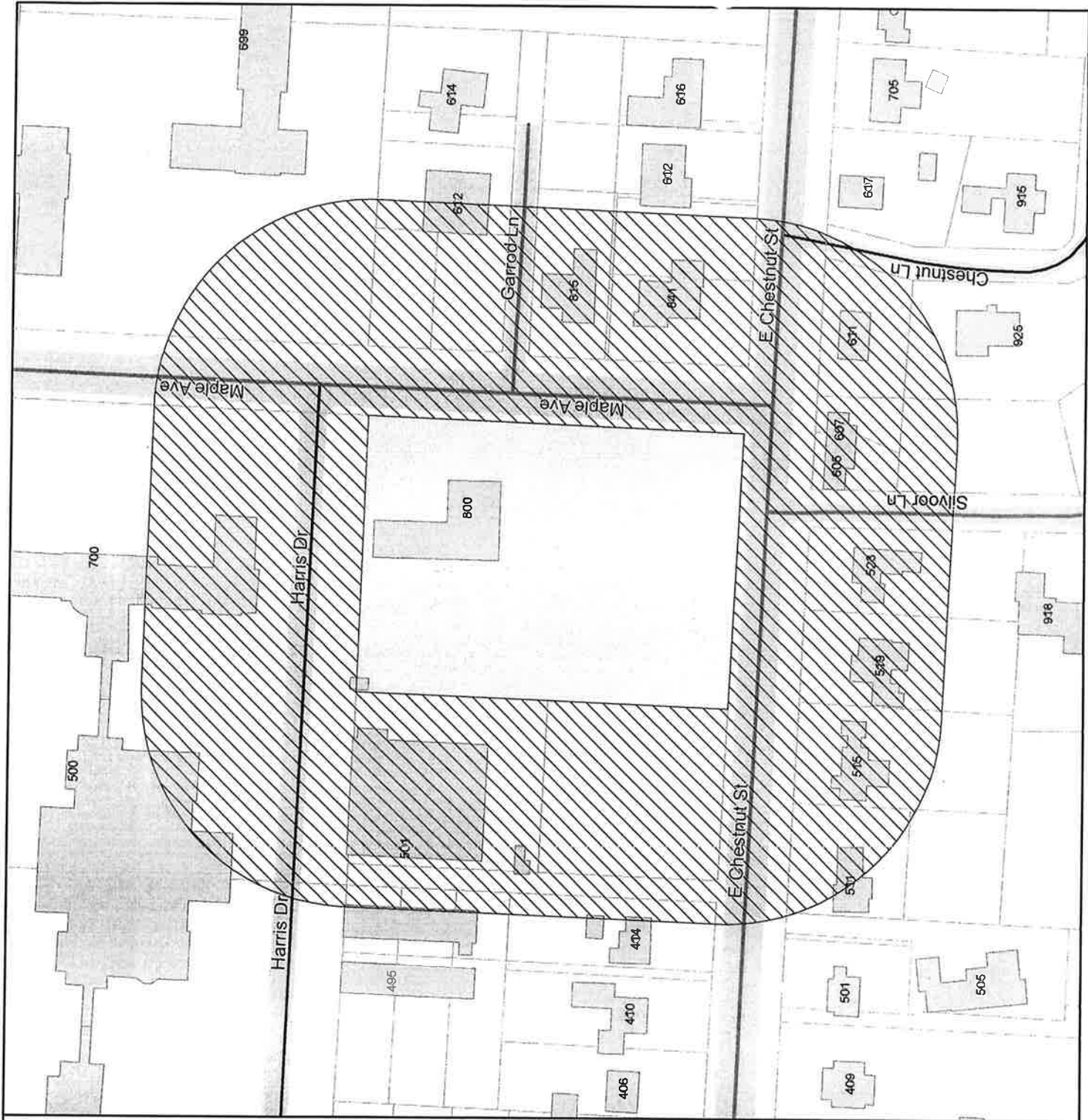
Surrounding Property Owners Notifications Map

Legend

-  Subject Parcel
-  200 Ft. Buffer
-  Oxford Corp. Limit
-  Address Point
-  Parcel
-  16.5' Vacated ROW
-  Building Footprint
-  Paved Roadway



1 inch = 125 feet



Prepared on Wednesday, November 29, 2017

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

Lynn Taylor

Letter of Agency

From: Garrett Nates <gnates@obf.org>
Sent: Thursday, December 07, 2017 11:28 AM
To: Lynn Taylor
Subject: Oxford Bible Fellowship Conditional Use Application

Dear Lynn:

I am writing to inform you that Etta Reed from Bayer Becker will be presenting our conditional use application to the city of Oxford at the planning commission meeting on December 12, 2017.

Thank you and please let me know if you have any questions or comments.
warmly,

Garrett Nates
Lead Pastor



Internal Use Only:

Case No.

PC-2017-34

Date Filed

10/27/17

Conditional Use Permit Application

Applicant Information

Attach a Letter of Agency if the Applicant is not the property owner.

Name * Oxford Bible Fellowship

Mailing Address * 800 S. Maple Street

City, State & Zip Code * Oxford, Ohio 45056

Telephone Number(s) * 513-523-5300

Email Address gnates@obf.org

Owner Information

Name * Oxford Bible Fellowship

Mailing Address * 800 S. Maple Street

City, State & Zip Code * Oxford, Ohio 45056

Telephone Number(s) * 513-523-5300

Email Address gnates@obf.org

Location and Lot Information

Location of Property * 800 S. Maple Street

Legal Description * Lot 3393 - Parcel #H4100-108-000-038

Zoning District * MU - University District

Total Area * 2.001 → Check One * Acres ☒ Square Feet ☐

Existing Use Description * Church

Proposed Use Description * Church

Submission Requirements and Documentation

From Section 1147.02(a)¹.

- (1) Contents of application for conditional use permit. Thirteen complete sets of all information shall be submitted with an application. The Zoning Administrator may modify this requirement based upon the type of materials included. Please contact the Zoning Administrator prior to submitting an application to discuss the submission requirement. If any information is submitted in color or on non-standard paper, more copies may be required.
- Application Fee.
 - Description of Use and Site.

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

 - The name, mailing address, and telephone number of the applicant and the property owner.
 - If the applicant is not the owner, a statement from the owner that the applicant is entitled to apply on his or her behalf.
 - A legal description of the site, including all separate lots.

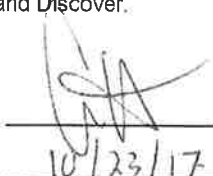
- A. The proposed use is in fact a Conditional Use appropriate for the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

Fees & Receipt

The required fees are \$400.00 plus \$10.00 for postage. You may write a \$410.00 check payable to **City of Oxford**. You may also pay in-person using Visa, MasterCard, and Discover.

Sign and Date

Applicant Signature *



Garrett Nates

Date *

10/23/17

Submit Application, Submission Requirements and Documentation, and Fees

We will not accept incomplete applications and/or plans and documentation.

Send or drop off this application with required plans and documentation as attachments and a check for fee and postage made payable to **City of Oxford**, to Community Development Director, 101 East High Street, Oxford, OH 45056.

Direct questions to the Community Development Dept. at (513) 524-5204. The application will be placed on the next possible agenda.

Note: You must adhere to notification and publication requirements. Submit materials 45 days prior to the Planning Commission meeting on which the action is requested. City Staff will place a public hearing sign on the subject property. **The Applicant is responsible for removing the signage at the completion of the hearing(s).**

For Staff Use Only

Fee Paid Date *

10/27/17

Receipt Number *

11173623

¹ City of Oxford Codified Ordinances: <http://www.cityofoxford.org/fees-ordinances-and-charter/>

² Butler County Auditor Real Estate Search: <http://www.butlercountyauditor.org/>



*Where Creativity
Meets Functionality*

Civil Engineers | Transportation Engineers | Landscape Architects | Planners | Land Surveyors

October 26, 2017

Mr. Jung Han Chen
Community Development Director
City of Oxford
101 East High Street
Oxford, Ohio 45056

Re: Oxford Bible Fellowship Church
Conditional Use Submittal

Dear Mr. Chen:

Enclosed please find the following items in support of Oxford Bible Fellowship's Application for Conditional Use approval of the construction of a 24,000 SF building on the property located at 800 South Maple Street:

- 1) Executed Conditional Use Permit Application.
- 2) Check in the amount of \$410.00 made payable to the City of Oxford for the application fee.
- 3) CD containing a pdf of all the submitted documents.
- 4) Thirteen individual packets containing one (1) copy of each of the following:
 - a. Planned Development Application.
 - b. List of property owners within 200 feet of the site.
 - c. Legal description of the property.
 - d. Site plan.
 - e. Landscape plan.
 - f. Preliminary Building Elevations and Floor Plans.
 - g. Color Building Rendering.
 - h. Photometric Plan, with cut sheets for the light poles and light fixtures.
 - i. Photos of the subject site and surrounding area.
- 5) Applicant and Owner:
*Oxford Bible Fellowship
800 South Maple Street
Oxford, Ohio 45056
513-523-5300*
- 6) Design Professionals:
 - a. Architect:
*John D. Hicks Associates
1107 N. Balsam Drive
Muncie, IN 47304
765-748-3000*

6900 Tylersville Road, Suite A
Mason, OH 45040
513-336-6600

110 S. College Ave., Ste. 101
Oxford, OH 45056
513-523-4270

1404 Race Street, Suite 204
Cincinnati, OH 45202
513-834-6151

209 Grandview Drive
Fort Mitchell, KY 41017
859-261-1113

<http://www.bayerbecker.com>

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

- 7) A legal description of the boundary of the property is enclosed.
- 8) The property currently contains the Oxford Bible Fellowship Church, along with a playground, shed and associated parking.
- 9) The property is zoned MU – University District.
- 10) Description of proposed use:
 - a) A description of operations, including types of goods sold, services performed, and expected number of customers, clientele, delivery, and service vehicles.

The proposed building will contain offices, classrooms, gathering space and a 369 seat sanctuary. Upon construction of the new building, the existing building and shed will be removed.
 - b) Hours of operation.

Normal business hours during the week are Monday thru Friday 9:00 a.m. to 4:00 p.m. However, the building is open on Sunday mornings for worship services and numerous times in the evenings during the week for meetings and other events.
- 11) A narrative statement that evaluates the compatibility of the proposed use with the general vicinity and adjacent properties.
 - a) How the use is similar to or different from existing area uses and if there will be any interaction between the proposed use and existing uses.

The proposed building will replace the existing Church facility and will be located in the northwest corner of the property. Individuals will be able to access the Church from the existing parking lot to the south, and sidewalk will be constructed so individuals can access the building from the adjacent streets. The existing connection to the Miami University parking lot to the west will remain.
 - b) How any existing structures, proposed structures, and the site design relate to adjacent structures and sites.

The proposed building will be located in the northwest corner of the property, adjacent to the institutional uses and distant from the residential land uses. The single story building will be constructed of brick with large windows, which will complement the surrounding buildings located on the Miami University Campus. Additionally, the site will be beautifully landscaped providing an aesthetically pleasing view for all passing by.
 - c) If the use will involve any operations that create potential nuisances such as excessive noise, lighting, odor, fumes, vibrations or emissions.

The proposed building will not involve any operations that create potential nuisances.
 - d) How any potential negative effects on adjacent land will be mitigated.

The additional building will not have a negative effect on adjacent land, as the use of the property will remain the same. Construction of the new building will result in the elimination of the easternmost access point on Chestnut Street, which will improve safety along Chestnut Street. Furthermore, landscaping will be installed throughout the site.

- 12) A statement about why the location proposed is more appropriate for the use than other locations.

The proposed site is an ideal location for the redevelopment of the church facility for the following reasons:

- a) *The use will remain the same. Currently, the property contains a church with associated parking.*
- b) *Due to the close proximity to the Miami University campus and within the Mile Square, it is an ideal and convenient location for students and residents to worship.*
- c) *The infrastructure is currently in place to support the redevelopment.*

- 13) A statement of the necessity or desirability of the proposed use to the neighborhood or community.

Due to recent and projected growth, the Oxford Bible Fellowship Church is in need of additional facilities. The proposed building will allow the Church to expand to meet the growing needs and interests of their members.

- 14) Separate, detailed statements that individually address each of the items listed as potential concerns for the proposed use.

- a) Adequate lot size to permit future expansion.

The property currently contains the Oxford Bible Fellowship Church. The lot size is adequate to permit the proposed redevelopment. The possibility for future expansion on the property would be minimal.

- b) Location and screening of outdoor recreation areas.

The existing playground will remain untouched at the south end of the property. The playground is currently enclosed with a fence, and does not include screening.

- c) Bus or van storage.

The Oxford Bible Fellowship Church does not own any vans or buses which must be parked on site. They do however allow The Bridge, which is a church in Oxford that does not have a permanent facility, park a van and mini bus on their property.

- d) Lighting.

The existing site lighting is proposed to be replaced with LED fixtures located on 14' tall poles. Enclosed please find a photometric plan and cut sheets for the light poles and fixtures.

- e) Parking and traffic impact.

With the construction of the new building, the easternmost access point on Chestnut Street will be eliminated, thus improving the safety of Chestnut Street. Also, the access point on Maple Street will be shifted to the west approximately 120 feet.

Per the Zoning Code, 47 parking spaces are required for the site. The site currently contains 102 parking spaces. With the construction of the new building 47 parking spaces will be eliminated, resulting in 55 spaces. The Church has a verbal agreement with Miami University which allows them to park in the parking lots to the north and west of the site. Additionally, on street parking is available on Maple Street. So, while parking on the site has been reduced, the Church does have additional parking available off site.

Oxford Bible Fellowship would like to request the following waivers from the City of Oxford Zoning Code:

- 1) Section 1143.11(c)(3)C.1 - Lot Coverage – 35% total

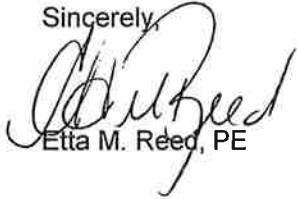
The existing site contains 56% lot coverage. Oxford Bible Fellowship Church requests a waiver in order to re-develop the site and maintain the 56% lot coverage.

- 2) Section 1149.05(e)(2) - 2 loading spaces are required.
The Oxford Bible Fellowship Church does not receive deliveries from vehicles larger than an UPS truck, therefore they do not have the need for loading spaces.
- 3) Section 1149.05(e)(4)R(1) - Pedestrian circulation internal to the parking lot.
Oxford Bible Fellowship Church requests a waiver to the requirement to provide a defined pedestrian route internal to the parking lot south of the proposed church building. The proposed site plan calls for the construction of 2 concrete walkways crossing the drive aisle immediately south of the church. The easternmost walkway will tie into the existing walk along the east side of the parking lot. While the westernmost walkway connects the walk adjacent to the building to the median island in the parking lot. The Church believes the 2 proposed walkways provide adequate routes for pedestrians to walk from their vehicle to Church.
- 4) Section 1151.05(b)(1) - No more than 1 permanent sign per development site.
Oxford Bible Fellowship Church has frontage and access drives along both Maple and Chestnut Streets. Since an individual can access the site from 2 different roadways, the Church requests a waiver to allow the installation of 2 ground mounted signs on the site, one on Chestnut Street and the other on Maple Street.

Please place this item on the December 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



Scale 1" = 20'



VICINITY MAP
NOT TO SCALE



OWNER/DEVELOPER:
OXFORD BIBLE Fellowship
12511 Maple Street
Oxford, OH 45056

SITE STATISTICS

CURRENT ZONING: MU - University

EXISTING USE: Church

PROPOSED USE: Church

TOTAL SITE AREA = 2.001 Acres = 87,164 sq ft

IMPERVIOUS SURFACE RATIO

Existing:	5,596 sq ft
Building Footprint	11,546 sq ft
Paving & Drive Areas	18,981 sq ft
Total Impervious Surfaces	36,123 sq ft
Existing Impervious Surface Ratio = 18,981 sq ft / 87,164 sq ft = 22%	
Proposed:	12,000 sq ft
Building Footprint	8,453 sq ft
Paving & Drive Areas	9,680 sq ft
Total Impervious Surfaces	30,313 sq ft
Proposed Impervious Surface Ratio = 30,313 sq ft / 87,164 sq ft = 35%	
(with pavers as pervious)	

LOT COVERAGE (35% MAX ALLOWABLE)

Existing:	19,991 sq ft
Impervious Surfaces	30,148 sq ft
Total with Pavers	48,139 sq ft
Existing Lot Coverage = 48,139 sq ft / 87,164 sq ft = 55%	
Proposed:	30,313 sq ft
Impervious Surfaces	19,991 sq ft
Total Impervious Surfaces	48,378 sq ft
Proposed Lot Coverage = 48,378 sq ft / 87,164 sq ft = 56%	

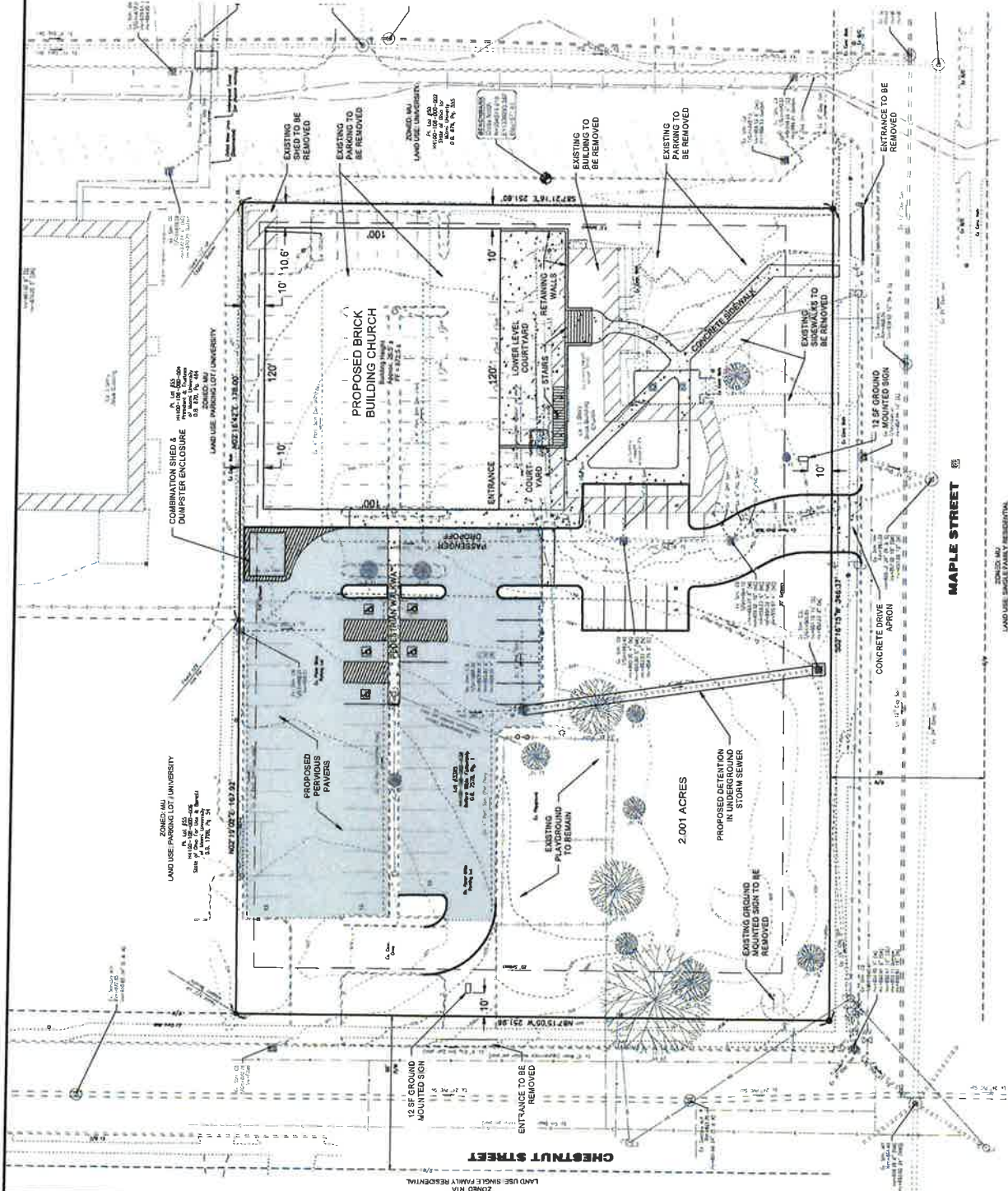
PARKING SUMMARY:

Existing Parking: 102 Spaces
Proposed Parking: 55 Spaces
Required Parking: 300 Spaces / 8 Seats / 1 Space = 47 Spaces
Minimum Parking: 47 Spaces / 100% = 47 Spaces

LEGEND

- PROPOSED PERVIOUS PAVERS
- PROPOSED CONCRETE
- APPROX. 15.00% OF 1
- APPROX. 8.00% OF 1

The location of underground utilities as shown herein are based on background research and record drawings. Locations of underground utilities may vary from those shown herein. Additional buried utilities may be encountered.



LAND USE: SINGLE-FAMILY RESIDENTIAL

LAND USE: SINGLE-FAMILY RESIDENTIAL

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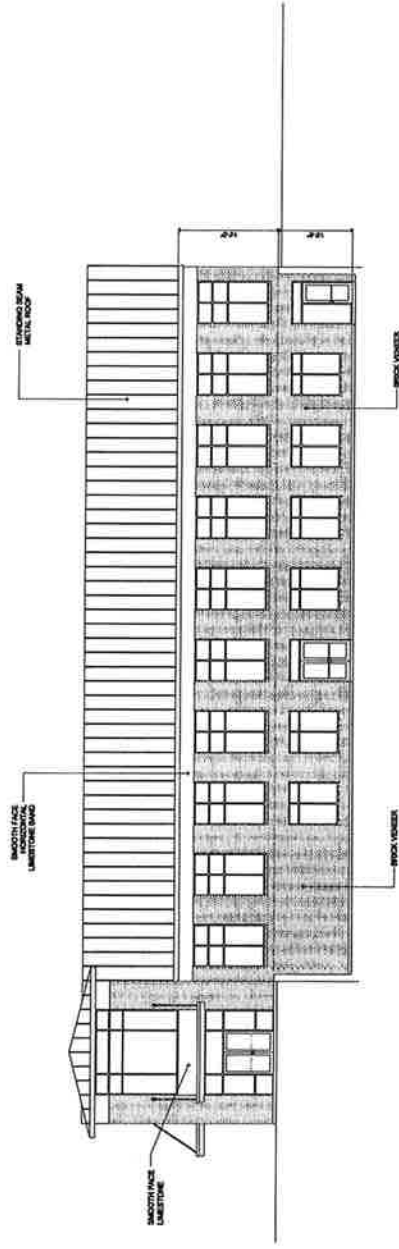
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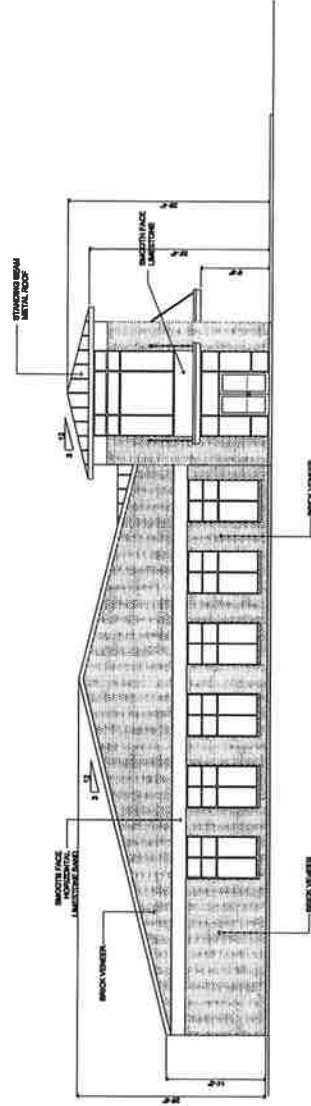
LAND USE: SINGLE-FAMILY RESIDENTIAL

LAND USE: SINGLE-FAMILY RESIDENTIAL

LAND USE: SINGLE-FAMILY RESIDENTIAL



EAST ELEVATION
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



New Religious
Facility
For

Oxford Bible Fellowship Church

800 South Maple Ave.
Oxford, Ohio
45056



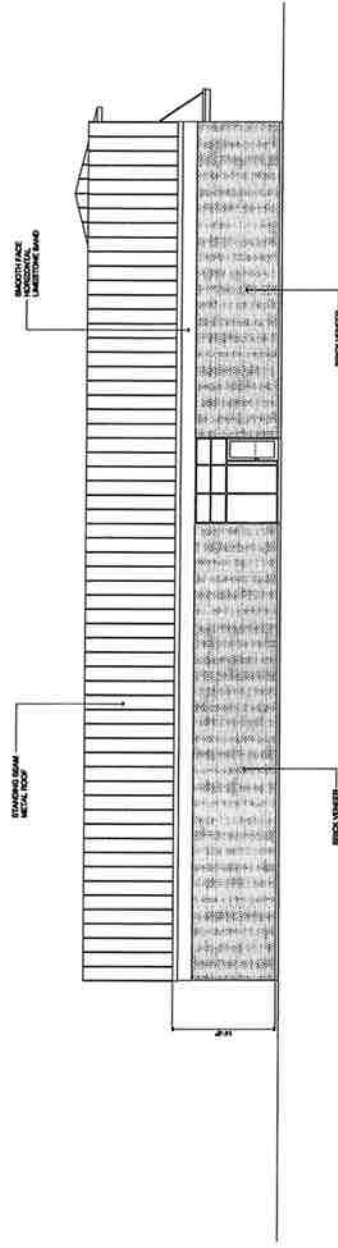
1107 N. HALLAM DRIVE
MARIETTA, OHIO 45750
Phone: 614.426.1100
Fax: 614.426.1101
www.jdhicks.com

Drawing Date: October 21, 2012
Drawn By: John D. Hicks
Checked By: John D. Hicks
Revision Dates:

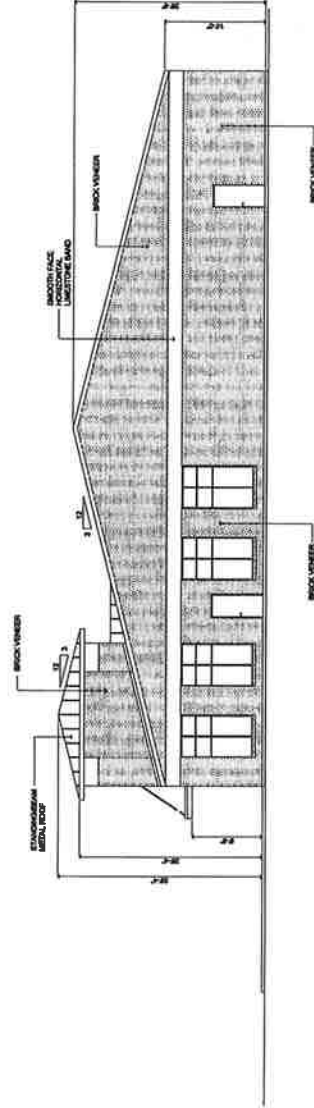


Sheet Number:
A3
Exterior Elevations





WEST ELEVATION
SCALE: 1/8" = 1'-0"



NORTH ELEVATION
SCALE: 1/8" = 1'-0"

sproles Corp.
COMMERCIAL
BUILDING CONTRACTORS
NEW CASTLE, OHIO
33022-2000

New Religious
Facility
For

**Oxford Bible
Fellowship Church**

800 South Maple Ave.
Oxford, Ohio
45056

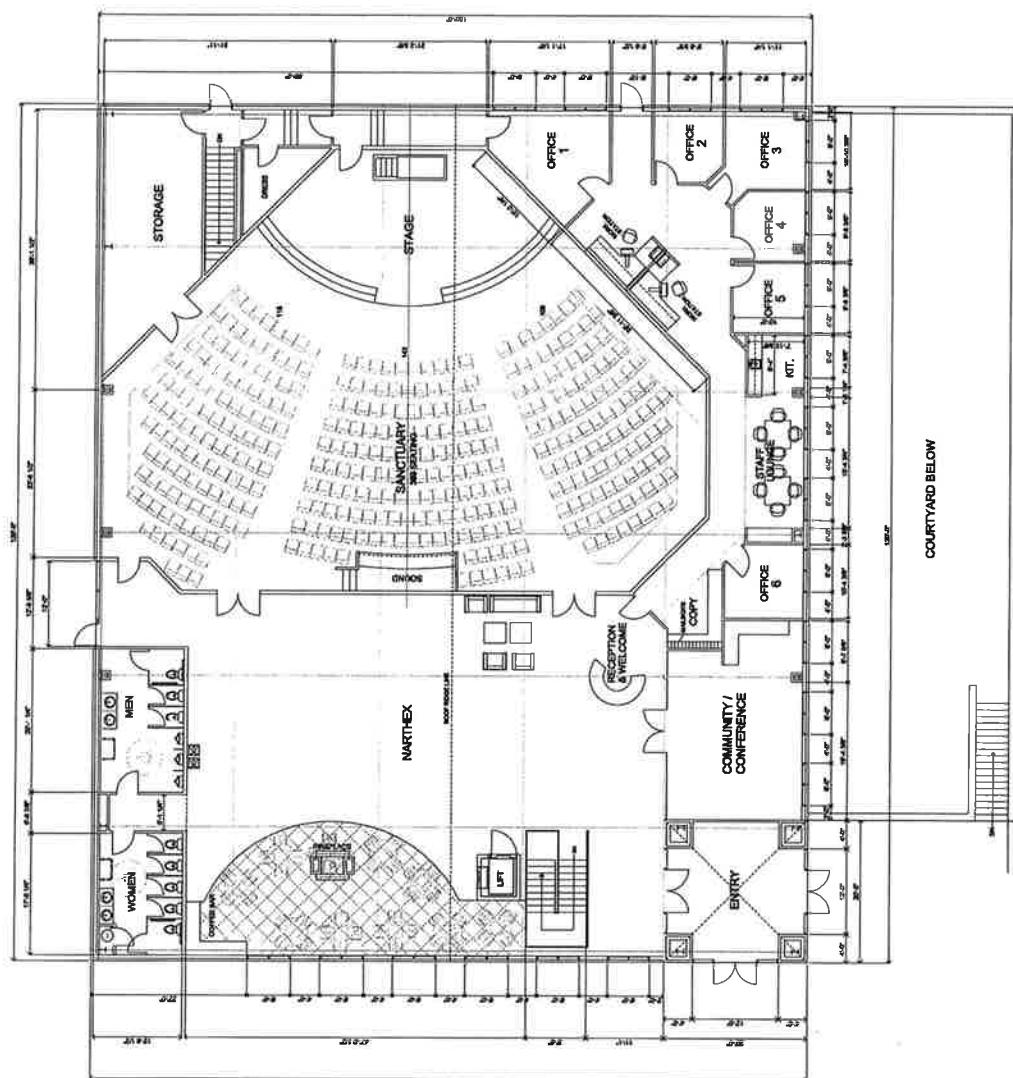
**JOHN D. HICKS
ASSOCIATES
ARCHITECT**

1127 N. BALDWIN DRIVE
OXFORD, OHIO 45056
TEL: 313.300.3000
P: 313.300.3000

Project Name: Oxford Bible Fellowship Church
Owner: John D. Hicks
Architect: John D. Hicks
Project Status: Pending

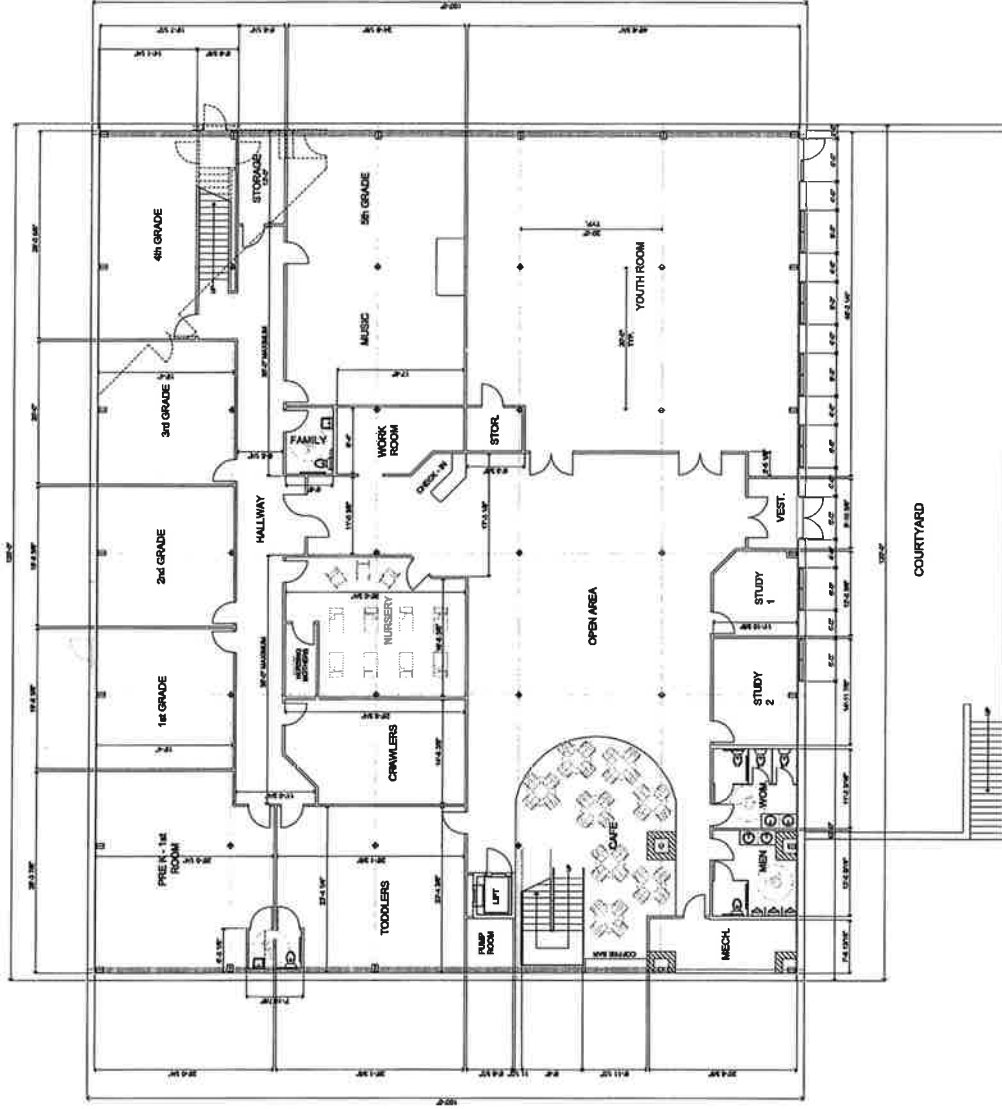


A4
Exterior Elevations



12,000 SQUARE FEET
FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

Sproles Corp. COMMERCIAL BUILDING CONTRACTORS NEW CASTLE, INDIANA 731.226.2525	New Religious Facility For Oxford Bible Fellowship Church 800 South Maple Ave. Oxford, Ohio 45056	JOHN D. HICKS ASSOCIATES ARCHITECT 100 AL BILSAM DRIVE MARIETTA, GA 30067 404.477.0000 Working Date: 08/08/2017 Drawn By: John D. Hicks Checked By: John D. Hicks Reviewed By: [Signature]	Sheet Number: A1 First Floor Plan
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BASEMENT FLOOR PLAN
SCALE: 1/8" = 1'-0"
NORTH

sproles Corp.
COMMERCIAL
BUILDING CONTRACTORS
NEW CASTLE, INDIANA
800.252.2522

New Religious
Facility
For

Oxford Bible Fellowship Church

800 South Maple Ave.
Oxford, Ohio
45056

**JOHN D. HICKS
ASSOCIATES
ARCHITECT**

1007 N. SULLY DRIVE
MAY, MO. 64044
Phone: 816.434.0000
Fax: 816.434.0001

Drawing Date: October 15, 2017
Drawn By: John D. Hicks
Checked By: John D. Hicks
Project Name:



Sheet Number:
A1
Basement Plan

Date: July 12, 2017

Description: Lot #3393

Location: City of Oxford
Butler County



Situated in City of Oxford, Butler County, Ohio, being entire Lot #3393 of said City of Oxford and being the lands of Oxford Bible Fellowship as recorded in Official Record 7578, Page 1 of the Butler County Ohio Recorder's Office and being further described as follows:

Beginning at the southeast corner of said Lot #3393, being the intersection of the northerly right of way of Chestnut Street and the westerly right of way of Maple Street and being the **True Point of Beginning**;

thence, leaving said southeast corner of said Lot #3393 and with said northerly right of way of Chestnut Street, North 87° 15' 05" West, 251.96 feet to the southwest corner of said Lot #3393;

thence, leaving said northerly right of way of Chestnut Street and with the westerly boundary of said Lot #3393, North 02° 19' 02" East, 167.92 feet;

thence, continuing with the westerly boundary of said Lot #3393, North 02° 16' 42" East, 178.00 feet to the northwest corner of said Lot #3393;

thence, leaving said westerly boundary of Lot #3393 and with the northerly boundary of said Lot #3393, South 87° 21' 16" East, 251.80 feet to the westerly right of way of a said Maple Street and being the northeast corner of said Lot #3393;

thence, leaving said northerly boundary of Lot #3393 and with the westerly right of way of said Maple Street, South 02° 16' 15" West, 346.37 feet to the **True Point of Beginning**, containing 2.001 acres of land, more or less and being subject to all legal highways, easements, restrictions and agreements of record.

17-0143 2.001 Acres.doc

6900 Tylersville Road, Suite A
Mason, Ohio 45040
513-336-6600

209 Grandview Drive
Fort Mitchell, Kentucky 41017
859-261-1113

110 South College Avenue, Suite 101
Oxford, Ohio 45056
513-523-4270

1404 Race Street, Suite 204
Cincinnati, OH 45202
513-834-6151

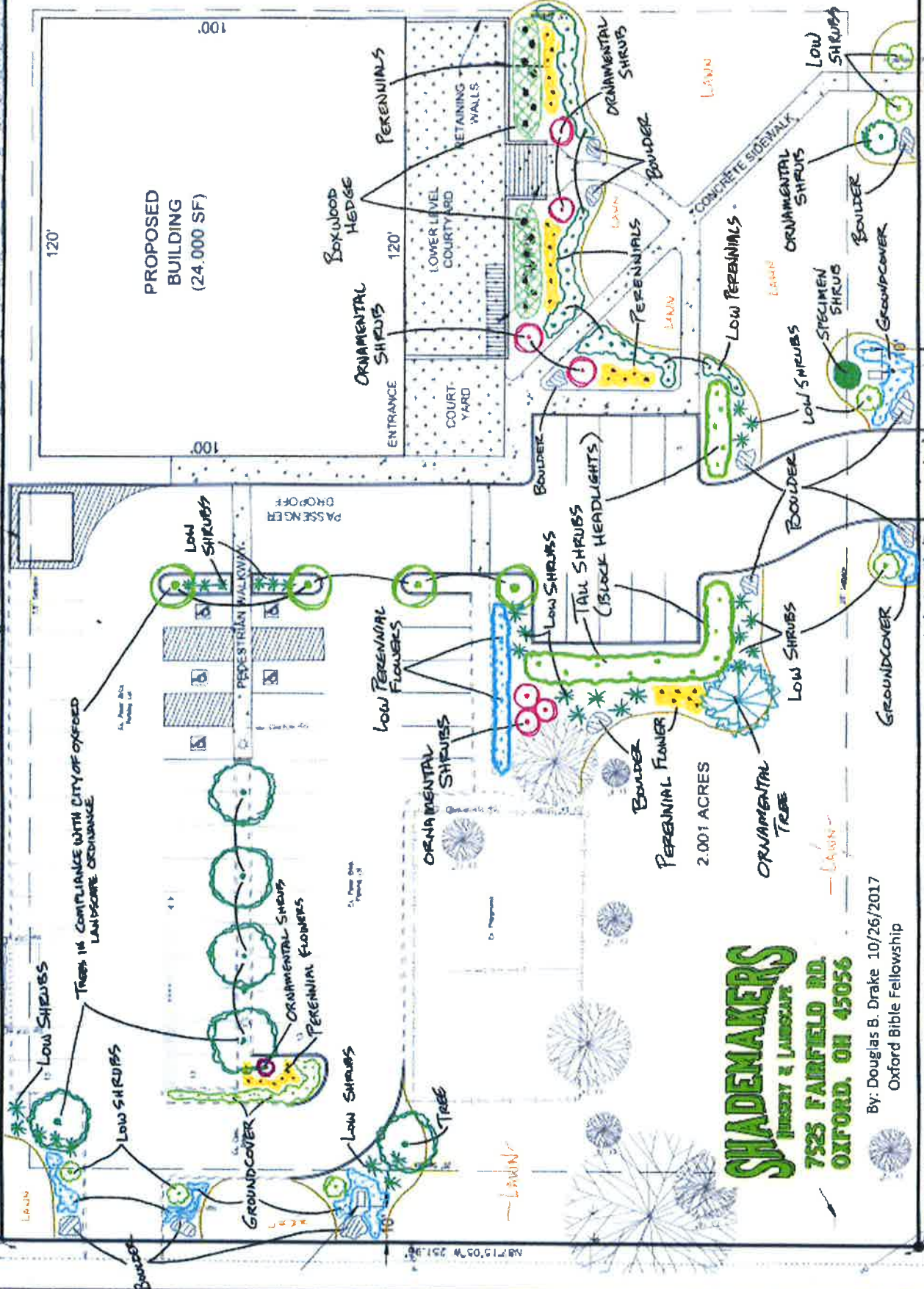
Engineering – Surveying – Landscape Architecture – Planning
www.bayerbecker.com

NOV 16 4:21 PM 2017

NOV 19 2017 1:57:52

NOV 19 2017 1:57:52

NOV 19 2017 1:57:52



THIS IS COMPLIANCE WITH CITY OF OXFORD LANDSCAPE ORDINANCE

SHADEMAKERS
HARDY & LANDSCAPE

7525 FARFIELD RD.
OXFORD, OH 43056

By: Douglas B. Drake 10/26/2017
Oxford Bible Fellowship



1)View from the southeast property corner facing west along E. Chestnut St.



2)View from the southeast property corner facing northwest.



3) View from the southeast property corner facing north along Maple St.



4) View from the east property line along Maple St. facing west.



5) View from the east property line along Maple St. facing west.



6) View from the northeast property corner facing south along Maple St.



7) View from the northeast property corner facing southwest.



8) View from the northeast property corner facing west along Harris Dr.



9) View from the northeast property along Harris Dr. facing south.



10) View from the northwest property corner facing east along Harris Dr.



11) View from the northwest property corner facing southeast.



12) View from the northwest property corner facing south along the west property line.



13) View from the west property line facing east.



14) View from the west property line facing east.



15) View from the southwest property corner facing north along the west property line.



16) View from the southwest property corner facing northeast.



17) View from the southwest property corner facing east along E. Chestnut St.



18) View from the south property line along E. Chestnut St. facing North.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to City Manager

Council Meeting Of :

1/2/2018

Account Code No. :

see below

Budgeted Amount :

Finance

Originating Department

Joe Newlin

Prepared By

12/22/2017

Date Prepared

Agenda Title: 2018 Supplemental Budget #1

Recommendation: Approve

Issue 1

To make adjustment to budget for contracted cleaning of the TRI facility from personnel expenditures to operating expenditures

Action Needed:

Revenue Side

NA

Expense Side

General (110)	(19,026.00)	Decrease personnel expenditures
General (110)	19,026.00	Increase operating expenditures

Net Effect on Fund Balance/(s)
Increase/(Decrease)

-

Issue 2

To make adjustment to budget for revenue in the OAT Fund for anticipated ODNR Grant reimbursements advance funds from General Fund prior to the anticipated receipt of Grant funding and repayment of advance

Action Needed:

Revenue Side

OAT (144)	60,000.00	Advance from General Fund
General (110)	60,000.00	Repayment of advance from OAT Fund

Expense Side

General (110)	60,000.00	Advance to OAT Fund
OAT (144)	60,000.00	Repayment of advance to General Fund

Net Effect on Fund Balance/(s)
Increase/(Decrease)

-

Total Net Effect on Fund Balance/(s)
Increase/(Decrease)

-

Breakdown by Fund

General (110)	-
OAT (144)	-

-

-

Net Effect on Fund Balance/(s)
Increase/(Decrease)

-

Approved By:

Department Head:

City Manager:

Initials Date
[Signature] 12/22/17
DRE 12/29/17

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO.3449. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2018.

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

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, and changes to estimated revenues;

SECTION 2: The following increase/(decrease)in appropriations from unencumbered balances be made:

General Fund 110	(19,026.00)
General Fund 110	19,026.00
General Fund 110	60,000.00
Oxford Area Trail Fund 144	60,000.00

SECTION 4: The following advance(s) be executed:

Advance from:	
General Fund 110	60,000.00
Oxford Area Trail Fund 144	60,000.00

Advance to:	
Oxford Area Trail Fund 144	60,000.00
General Fund 110	60,000.00

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

Oxford Area Trail Fund 144	60,000.00
General Fund 110	60,000.00

SECTION 4: In all other respects, Ordinance No. 3449 shall remain in full force and effect.

SECTION 5: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____
ATTEST: _____

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)