CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Originating Department

Council Meeting Of: January 2, 2018

Doug Elliott
Prepared By

Account Code No. #: N/A

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).

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 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

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 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

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:	DRE	12/22/17

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:

	Initial	Date
Department Head:	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"

Address	Direction	Street Name	Property Owner	Parcel #	Bid Quantity: Lineal Ft Curb	Bid Quantity: Square Feet Sidewalk	Bid Quantity: Square Feet Sidewalk thru driveway	Bid Quantity: Square Ft Drive Apron	Bid Quantity: Estimated Cost	Submitted Quantity: Lineal Ft Curb	Submitted Quantity: Square Feet Sidewalk	Submitted Quantity: Square Feet Sidewalk thru	Submitted Quantity: Square Ft Drive Apron	Submitted Quantity: Cost	$ Above Estimate
406	W	Chestnut	MELISSA A & MAURICE L NELSON	H4100122000001	40	0		0	$ 1,800.00	42.5				$ 1,827.50	$ 27.50
812	S	Locust	ROGER CRAIG	H4100122000024	5	110		0	$ 995.00	5	135			$ 1,430.00	$ 435.00
811	S	Locust	ROBERT G & ROSEMARY J PELPHREY	H4000105000109	15	0		0	$ 675.00	15				$ 645.00	$ (30.00)
805	S	Locust	JOANNE H HARPER	H4100105000014	50	0		0	$ 2,250.00	50				$ 2,150.00	$ (100.00)
718	S	Locust	THELMA JANE DAWLEY	H4100122000046	45	75		0	$ 2,550.00	50	75			$ 2,825.00	$ 275.00
627	S	Locust	HOELZER/HOELZER RENTALS INC	H4100105000111	60	75		0	$ 3,225.00	60	75			$ 3,255.00	$ 30.00
621	S	Locust	HOELZER/HOELZER RENTALS INC	H4100105000110	88	0		0	$ 3,960.00	88				$ 3,784.00	$ (176.00)
550	S	Locust	CORE MT OXFORD OH LLC	H4100119000072	197	125		0	$ 9,740.00	191.5	125			$ 9,359.50	$ (380.50)
BISHOP SQUARE			EVR INVESTMENTS LLC	H4100104000088, H4100104000087, & H4100104000085	200	0		0	$ 9,000.00	235				$ 10,105.00	$ 1,105.00
300	S	Locust	SSC OXFORD LLC	H4100119000079	160	50		44	$ 7,902.00	160	44		44	$ 7,782.00	$ (120.00)
331	W	Withrow	BRIAN J KNOWLES	H4100008000068	0	50		0	$ 350.00		50			$ 450.00	$ 100.00
330	W	Withrow	STEVEN D BROWN	H4000008000067	16	275		0	$ 2,645.00	16	280			$ 3,208.00	$ 563.00
400	W	Vine	WILLIAM & SUSAN MCGRATH	H4000015000024	15	300		0	$ 2,775.00	6	295			$ 2,913.00	$ 138.00
330	W	Vine	NICOLE AND JONATHAN VIVODA	H4100008000043 & H4100008000048	47	275	75	143	$ 5,784.00	49	270	70	176	$ 7,366.00	$ 1,582.00
333	N	Locust	RODBRO & MYERS INVESTMENTS LLC	H4100015000026	0	240		0	$ 1,680.00		212			$ 1,908.00	$ 228.00
335	N	Locust	JUDITH E BERNHEIM	H4000015000027	0	25		0	$ 175.00					$ -	$ (175.00)
340	N	Locust	LESHING LI	H4100008000002	12	125		0	$ 1,415.00	12	155		6	$ 1,980.00	$ 565.00
341	N	Locust	ERIC W & JANET L FEAZELL	H4000015000029 & H4000015000030	85	0		60	$ 4,305.00	70			48	$ 3,562.00	$ (743.00)
344	N	Locust	TERRY DUDLEY	H4100008000001 & H4100008000004	98	125		42	$ 5,621.00	106	40	90	55.5	$ 6,591.25	$ 970.25
5032		CC Pike	PARKVIEW ARMS LLC	H4100015000037	35	0		0	$ 1,575.00	40				$ 1,720.00	$ 145.00
333	W	Sycamore	CHRISTOPHER R WOLFE & SHARI L WADE	H4000008000007, H4000008000008, & H4000008000009	93	25		45	$ 4,720.00	93	25		42	$ 4,707.00	$ (13.00)
327	W	Sycamore	JR ZIMMERMAN PROPERTIES LLC	H4100008000010, H4000008000011, & H4000008000012	31	50	65	45	$ 2,625.00	32	47.5	72.5	47.25	$ 3,180.63	$ 555.63
240	W	Sycamore	MEYER BENNETT MEYER	H4000012000013	5	75	50	0	$ 1,150.00	6	75		50	$ 1,508.00	$ 358.00
230	W	Sycamore	OXFORD RESIDENTIAL & MIAMI STUDENTS RENTALS LLC	H4000012000014	15	25	0	0	$ 850.00	11	25			$ 698.00	$ (152.00)
220	W	Sycamore	ROGER PERRY	H4100012000015	16	75	50	45	$ 2,005.00	17	75	52.5	38.25	$ 2,449.63	$ 444.63
219	W	Sycamore	SAGUARO PROPERTIES LLC	H4100008000138	40	25	55	30	$ 2,655.00	47	47.5	60	39.75	$ 3,595.63	$ 940.63
217	W	Sycamore	IRENE PIERCE	H4000008000136 & H4000008000137	5	20	0	0	$ 365.00	7				$ 301.00	$ (64.00)
130	W	Sycamore	PATE & GRUBBS PROPERTIES LLC	H4100011000065	42	50	25	30	$ 2,680.00	26	25	50	44.25	$ 2,426.88	$ (253.13)
327	N	College	YELLOW BRICK VENTURES LLC	H4100008000207	86	25	0	30	$ 4,285.00	78	27.5		41.25	$ 4,075.88	$ (209.13)
321	N	College	HOF GROUP LLC	H4100008000208	20	50	75	39	$ 2,162.00	21	70	67.5	45.75	$ 2,835.38	$ 673.38
117	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4100008000209	30	155	90	54	$ 3,587.00	18	187.5	90	59.25	$ 4,177.88	$ 590.88
111	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4100008000250	60	25	0	0	$ 2,875.00	61	40			$ 2,983.00	$ 108.00
110	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4100011000099	5	30	0	0	$ 435.00	5	57.5			$ 732.50	$ 297.50
105	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4100008000251	46	325	0	0	$ 4,345.00	45	327.5			$ 4,882.50	$ 537.50
100	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4100011000098	30	25	0	0	$ 1,525.00	35				$ 1,505.00	$ (20.00)
20	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4000011000077	10	25	0	0	$ 625.00	10.5	25			$ 676.50	$ 51.50
16	W	Sycamore	OXFORD MIAMI PROPERTIES LLC	H4000011000079	24	25	75	54	$ 2,287.00	29		97.5	57.75	$ 3,032.38	$ 745.38
15	W	Sycamore	TODD E NIERHEYER	H4100007000071	30	0	50	42	$ 2,086.00	31		47.5	38.25	$ 2,319.13	$ 233.13
10	W	Sycamore	MORRISON RENTALS LLC	H4100011000033	5	150	0	0	$ 1,275.00	5.5	147.5			$ 1,564.00	$ 289.00
322	N	Main	TONY MILLER BUILDERS LLC	H4100007000072	27	25	0	48	$ 1,774.00	31			44.25	$ 1,841.88	$ 67.88
28	W	Walnut	TRES WALNUT LLC	H4100003000036	5	0	0	0	$ 225.00	5				$ 215.00	$ (10.00)
115	W	Walnut	WALNUT ST PROFESSIONAL	H4000004000158	21	16	0	0	$ 1,057.00	19	32			$ 1,105.00	$ 48.00
129	W	Walnut	TRES WALNUT LLC	H4100004000127	22	0	0	0	$ 990.00	21.5				$ 924.50	$ (65.50)
231	W	Walnut	MATZETTI LLC	H4100004000066	15	25	0	0	$ 850.00	15.5	25			$ 891.50	$ 41.50

Address	Direction	Street Name	Property Owner	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru driveway	Square Ft Drive Apron	Estimated Cost	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru	Square Ft Drive Apron	Cost	$ Above Estimate
6160		Fairfield	Yerbro or Jennifer Turner	H4100017000075	0	25			$ 175.00		25			$ 225.00	$ 50.00
45	E	High	45 East	H4000003000152	38	66			$ 2,172.00	to be done w/ parking meter work					
405	W	Chestnut	Christopher & Mary Mullins	H4000118000089	10	48	100		$ 1,586.00	10	16	32	115	$ 2,264.50	$ 678.50
909	S	Locust	Jeffrey A & Rebecca L Maglich	H4100118000108	30	224	220		$ 4,678.00	30	272	30	215	$ 6,555.50	$ 1,877.50
308	W	Church	VERUKA SALT PROJECT LLC	H4100008000081		45			$ 315.00		55			$ 495.00	$ 180.00
521	S	Main	Main Ride LLC	H4100103000041	20	80			$ 1,460.00	22	88			$ 1,738.00	$ 278.00
22		Linden	Dennis C Beery	H4100103000039	25	20			$ 1,265.00	25.5	20			$ 1,276.50	$ 11.50
25		Linden	Hollis Anne Borders	H4100103000036 & H4100103000035	96	428			$ 7,316.00	97	444			$ 8,167.00	$ 851.00
26		Linden	Lottie B Brown	H4100103000037	31	24	36		$ 1,851.00	31	14		38	$ 1,896.00	$ 45.00
22	E	Rose	Jason A and Stephanie G Reynolds	H4100106000065	30	40			$ 1,630.00	31	40			$ 1,693.00	$ 63.00
405		Pamela	Dennis L & Carol I Hesselbrock	H4100118000052		144			$ 1,008.00		420			$ 3,780.00	$ 2,772.00
			*Actual higher due to owner requested additional work												
									$ 139,311.00					$ 153,580.50	

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Originating Department

Council Meeting Of: January 2, 2018

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

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:

	Initial	Date
Department Head:		
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
City of Oxford

Rev. 6/16

CITY OF OXFORD
HOME OF MIAMI UNIVERSITY

☐ REQUEST FOR PUBLIC PARK PERMIT

☐ REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

Date(s) of Event: 6 / 7 / 18 through 9 / 27 / 18 (Thursdays) **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	Organization:	Enjoy Oxford
Address:	14 W. Park Place	Advisor:	Jessica Greene
	Suite C	Address:	14 W. Park Place, Suite C
Telephone:	513-523-8687		
Cellular:	513-461-6779	Telephone:	513-523-8687
Fax:		Cellular:	513-461-6779
Email:	jessicagreene@enjoyoxford.org	Fax:	
		Email:	jessicagreene@enjoyoxford.org
* *Person in charge - Primary contact*		Non-Profit:	☑ Yes ☐ No

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

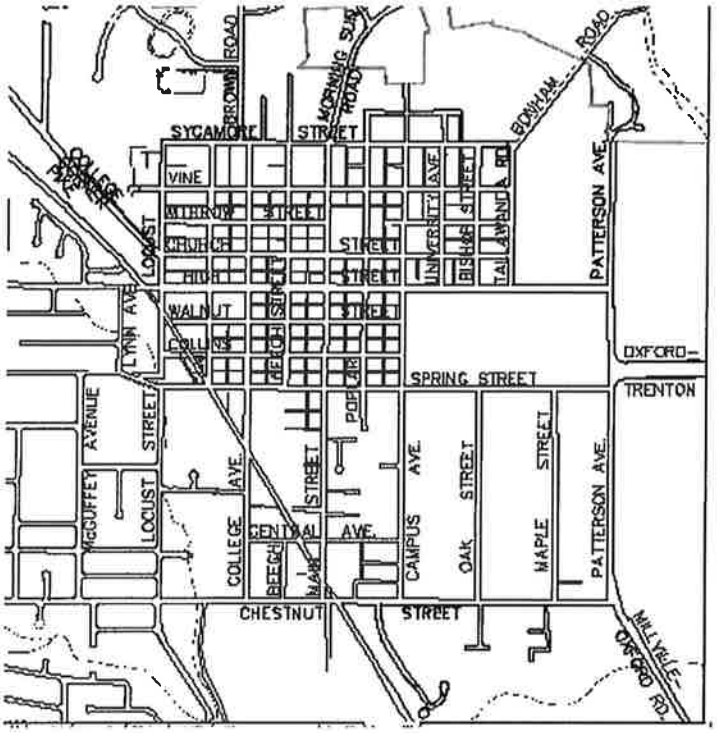
Place a description of the event, along with additional requests, on the appropriate attachment. If request is **only** for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.

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.

Rev. 6/16

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

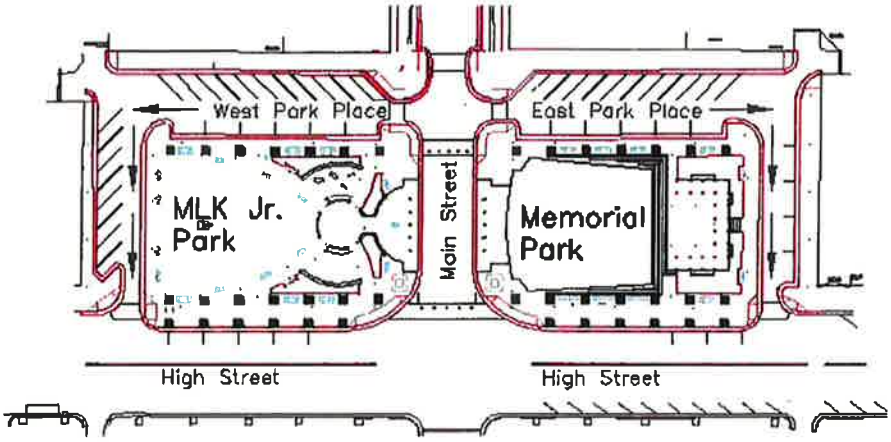
Additional Requests:
(Include details in narrative)

- [x] No Parking Signs*
- [x] Detour(s)
- [ ] Police Assistance

**Generally the responsibility of the applicant.*

Time Details

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



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)

- [x] Pavilion
- [x] Extra trash cans*
- [ ] Sound system (with operator)**
- [x] Stage lighting*
- [x] Special power requirements (explain in narrative)**
- [x] Street Closure**
- [x] 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

Rev. 6/16

CITY OF OXFORD
HOME OF MIAMI UNIVERSITY

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

_____ Date: _____

City Manager's Signature

Reason(s) event not approved:

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of: January 2, 2018

Account Code No. #: N/A

Budgeted Amount: N/A

City Manager
Originating Department

Doug Elliott
Prepared By

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:	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 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

Community Development
Originating Department

Council Meeting Of: January 2, 2018

Account Code No. #:

Jung-Han Chen
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: jhc / 12/21/17
City Attorney: /
City Manager: 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

CITY OF
OXFORD
HOME OF MIAMI UNIVERSITY

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 we 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

CITY OF OXFORD
HOME OF MIAMI UNIVERSITY

PC-2017-34
Surrounding Property Owners Notifications Map

Legend

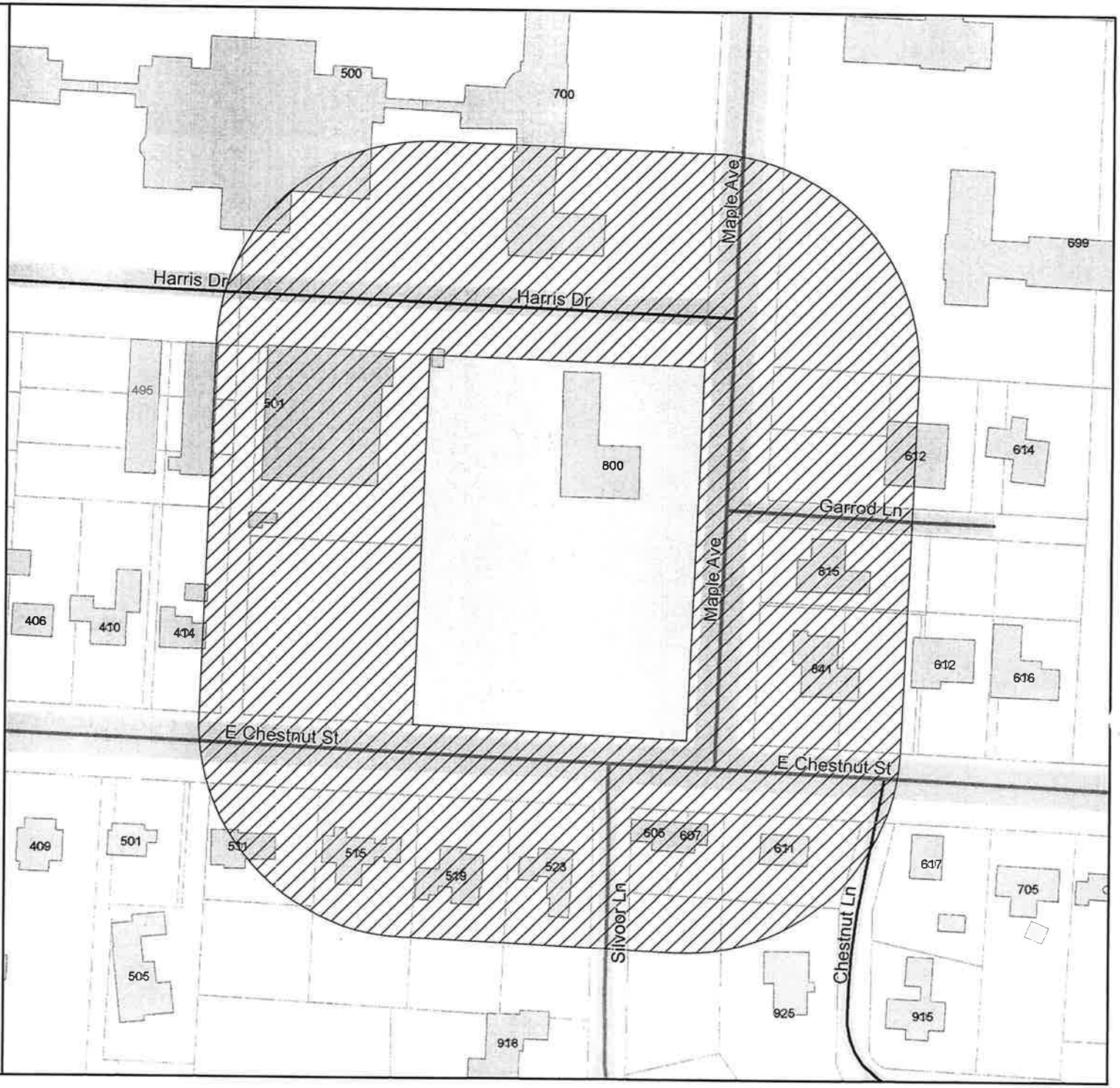
- Subject Parcel
- 200 Ft. Buffer
- Oxford Corp. Limit
- Address Point
- Parcel
- 16.5' Vacated ROW
- Building Footprint
- Paved Roadway

N

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

CITY OF OXFORD
HOME OF MIAMI UNIVERSITY

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 #H1100-108-000-038

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.

A. Application Fee.

B. Description of Use and Site.

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

1. The name, mailing address, and telephone number of the applicant and the property owner.
2. If the applicant is not the owner, a statement from the owner that the applicant is entitled to apply on his or her behalf.
3. 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/

bayer becker

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

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 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.

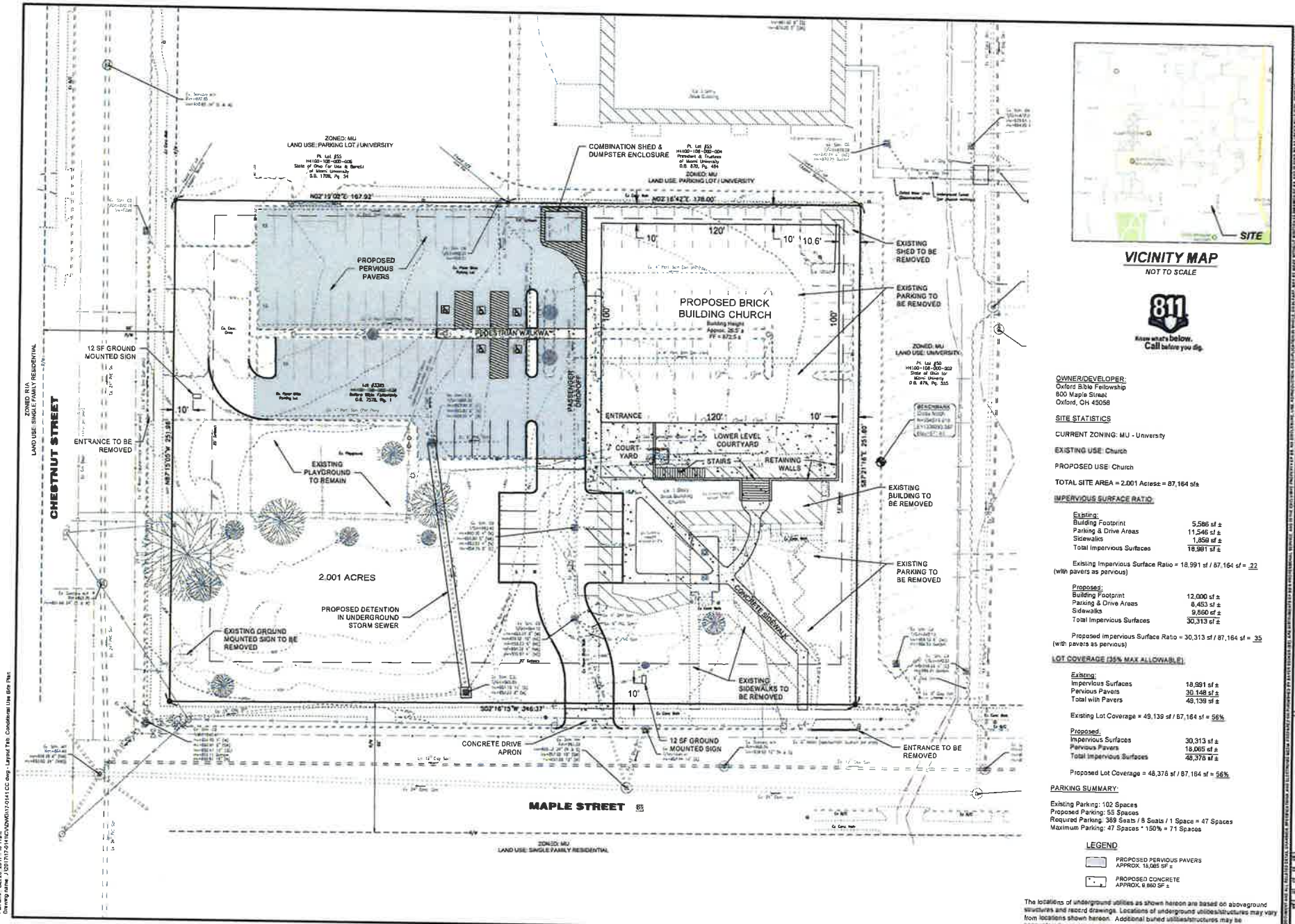
4) Section 1151.05(b)(1) - No more than 1 permanent sign per development site.
Oxford Bible Fellowship Church has frontage and access drives along both Maple and Chestnut Streets. Since an individual can access the site from 2 different roadways, the Church requests a waiver to allow the installation 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



VICINITY MAP

NOT TO SCALE

811 Know what's below. Call before you dig.

OWNER/DEVELOPER:
Oxford Bible Fellowship
800 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 sf±

IMPERVIOUS SURFACE RATIO:

Existing:	
Building Footprint	5,586 sf ±
Parking & Drive Areas	11,546 sf ±
Sidewalks	1,859 sf ±
Total Impervious Surfaces	18,981 sf ±

Existing Impervious Surface Ratio = 18,991 sf / 87,164 sf = .22 (with pavers as pervious)

Proposed:	
Building Footprint	12,000 sf ±
Parking & Drive Areas	8,453 sf ±
Sidewalks	9,860 sf ±
Total Impervious Surfaces	30,313 sf ±

Proposed Impervious Surface Ratio = 30,313 sf / 87,164 sf = .35 (with pavers as pervious)

LOT COVERAGE (35% MAX ALLOWABLE):

Existing:	
Impervious Surfaces	18,991 sf ±
Pervious Pavers	30,148 sf ±
Total with Pavers	49,139 sf ±

Existing Lot Coverage = 49,139 sf / 87,164 sf = 56%

Proposed:	
Impervious Surfaces	30,313 sf ±
Pervious Pavers	18,065 sf ±
Total Impervious Surfaces	48,378 sf ±

Proposed Lot Coverage = 48,378 sf / 87,164 sf = 56%

PARKING SUMMARY:

Existing Parking: 102 Spaces
Proposed Parking: 55 Spaces
Required Parking: 369 Seats / 8 Seats / 1 Space = 47 Spaces
Maximum Parking: 47 Spaces * 150% = 71 Spaces

LEGEND

PROPOSED PERVIOUS PAVERS
APPROX. 18,065 SF ±

PROPOSED CONCRETE
APPROX. 9,860 SF ±

The locations of underground utilities as shown hereon are based on aboveground structures and record drawings. Locations of underground utilities/structures may vary from locations shown hereon. Additional buried utilities/structures may be encountered.

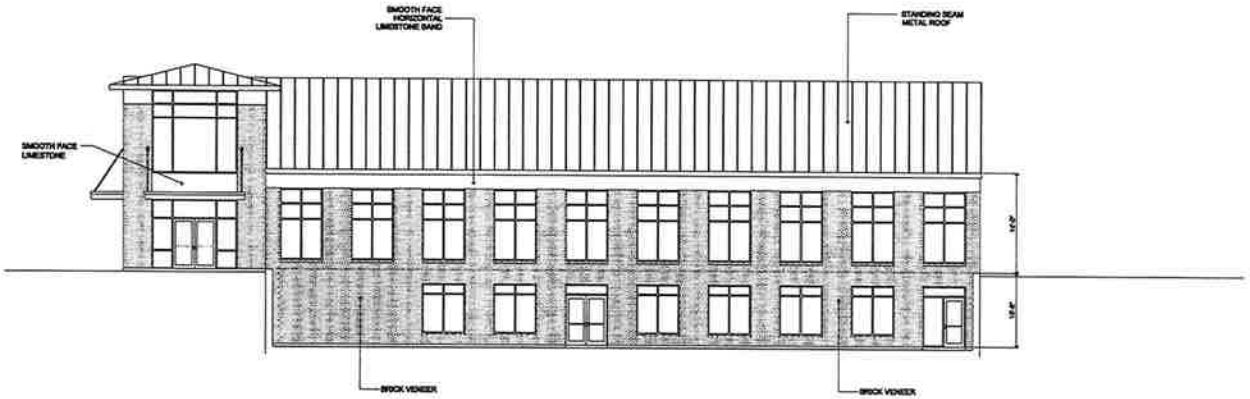
Basis of Bearing
NAD83 MONUMENTS (HS)
SCALE: 1" = 20'

OXFORD BIBLE FELLOWSHIP
PROPOSED EXPANSION
LOT #3393
CITY OF OXFORD
BU
CONDITIONAL USE - SITE PLAN

bayer becker
www.bayerbecker.com
315 W. Court Street
Cincinnati, OH 45202 513 621 4010

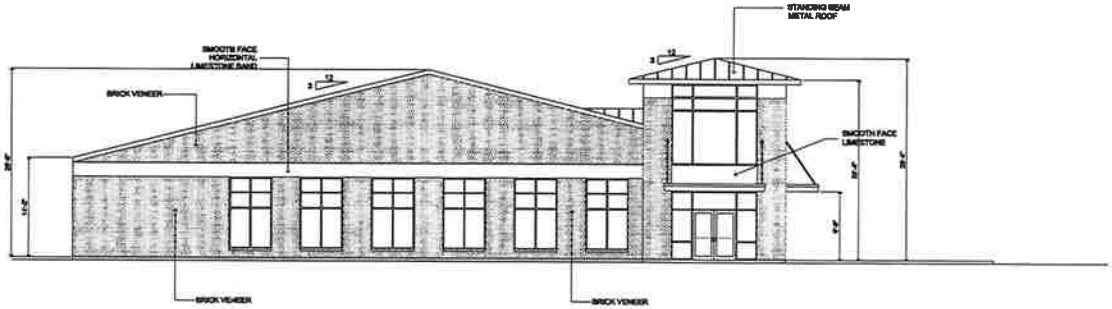
Drawing: 17-0141 CC
Drawn By: JAD
Checked By: EMR
Issue Date: 10-27-17
Sheet: 1

Plot time: Oct 26, 2017 - 10:11am
Drawing name: J:\2017\17-0141\CAD\MGV\17-0141 CC dwg - Layout Tab: Conditional Use Site Plan



EAST ELEVATION

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



SOUTH ELEVATION

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

Sproles™ Corp.
COMMERCIAL BUILDING CONTRACTORS
NEW CASTLE, INDIANA

New Religious Facility For

Oxford Bible Fellowship Church

800 South Maple Ave.
Oxford, Ohio
45056

JOHN D. HICKS ASSOCIATES ARCHITECT
1107 N. BALSAM DRIVE
MUNCIE, IN 47304
765 . 749 . 3000
jhicksarch@aol.com

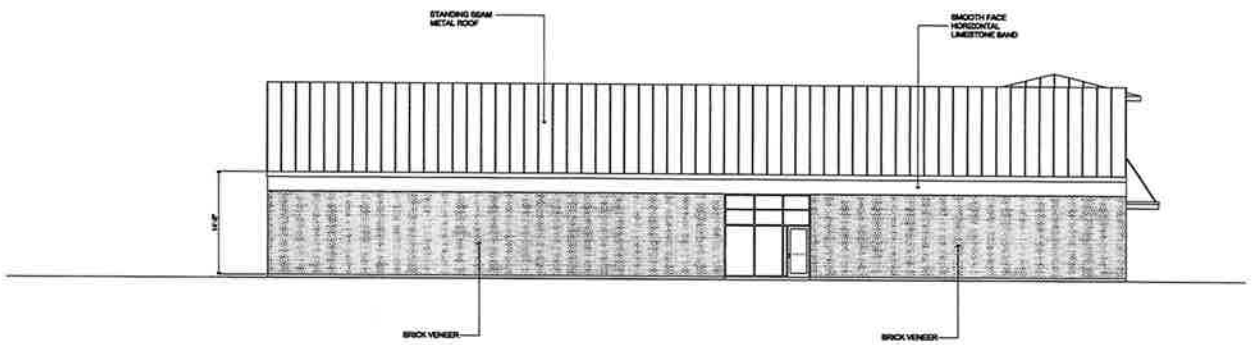
Drawing Date: October 27, 2017
Drawn By: John D. Hicks
Checked By: John D. Hicks
Revision Dates:

STATE OF OHIO JOHN D. HICKS REGISTERED ARCHITECT

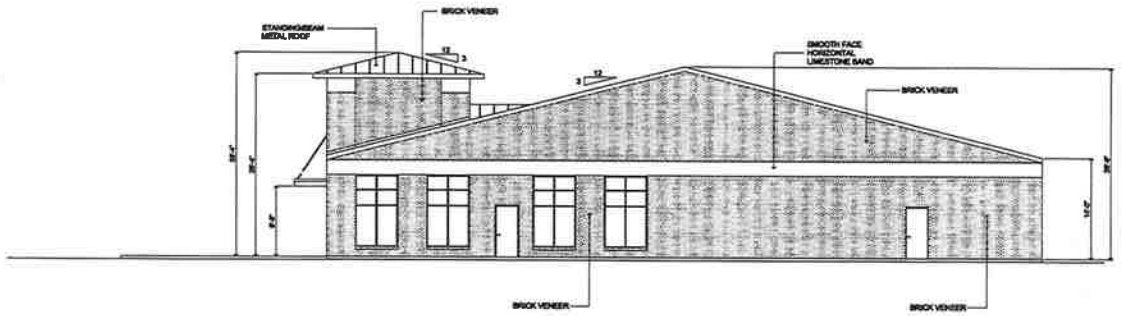
Sheet Number: A3

Exterior Elevations

PDF created with FinePrint pdfFactory trial version www.pdffactory.com



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



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

Sproles Corp.
COMMERCIAL BUILDING CONTRACTORS
NEW CASTLE, INDIANA

New Religious Facility For

Oxford Bible Fellowship Church

800 South Maple Ave.
Oxford, Ohio
45056

JOHN D. HICKS ASSOCIATES ARCHITECT
1107 N. BALSAM DRIVE
MUNCIE, IN 47304
765 . 748 . 3000
jhicksarch@aol.com

Drawing Date: October 27, 2017
Drawn By: John D. Hicks
Checked By: John D. Hicks
Revision Dates:

STATE OF OHIO
JOHN D. HICKS
REGISTERED ARCHITECT

Sheet Number:
A4
Exterior Elevations

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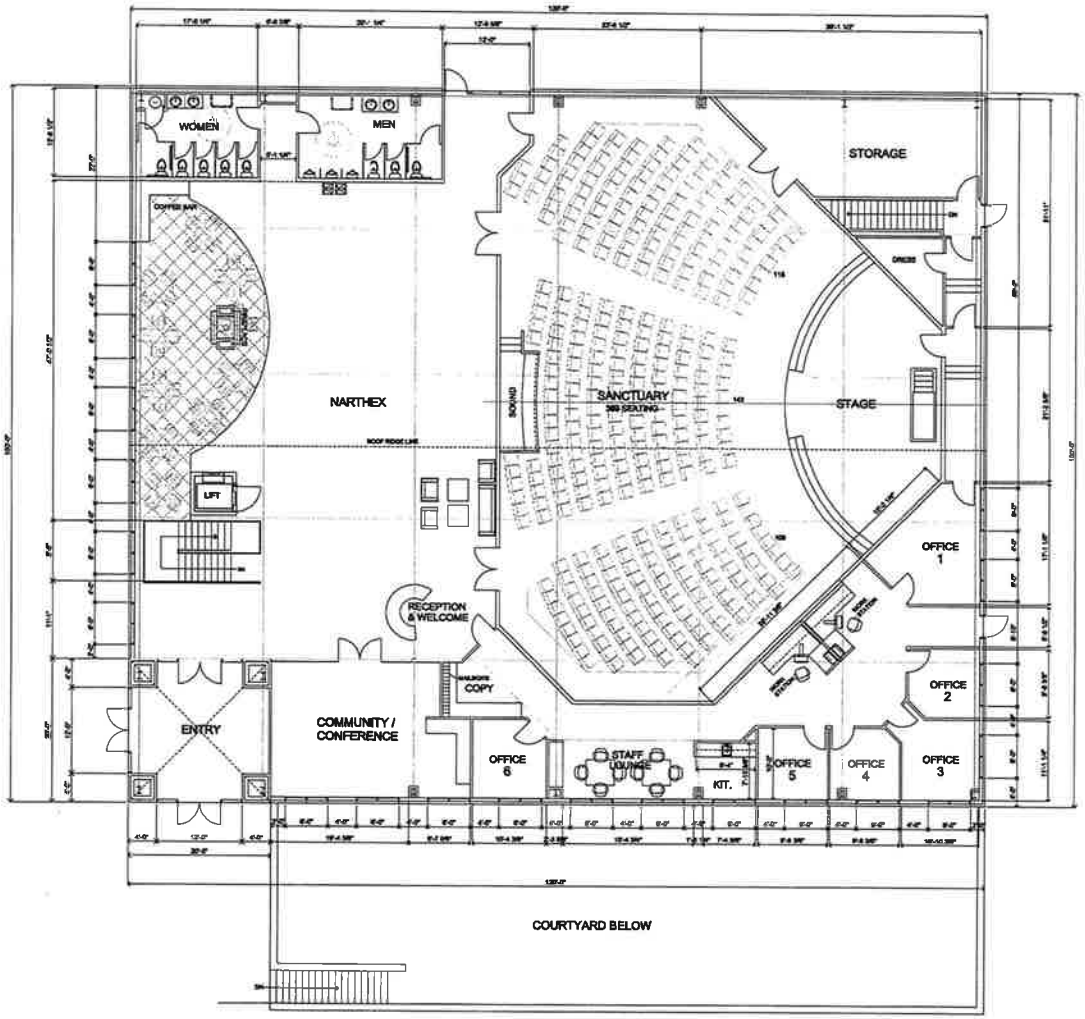


12,000 SQUARE FEET

FIRST FLOOR PLAN

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

NORTH

Sproles Corp.
COMMERCIAL BUILDING CONTRACTORS
NEW CASTLE, INDIANA

New Religious Facility For

Oxford Bible Fellowship Church

800 South Maple Ave.
Oxford, Ohio
45056

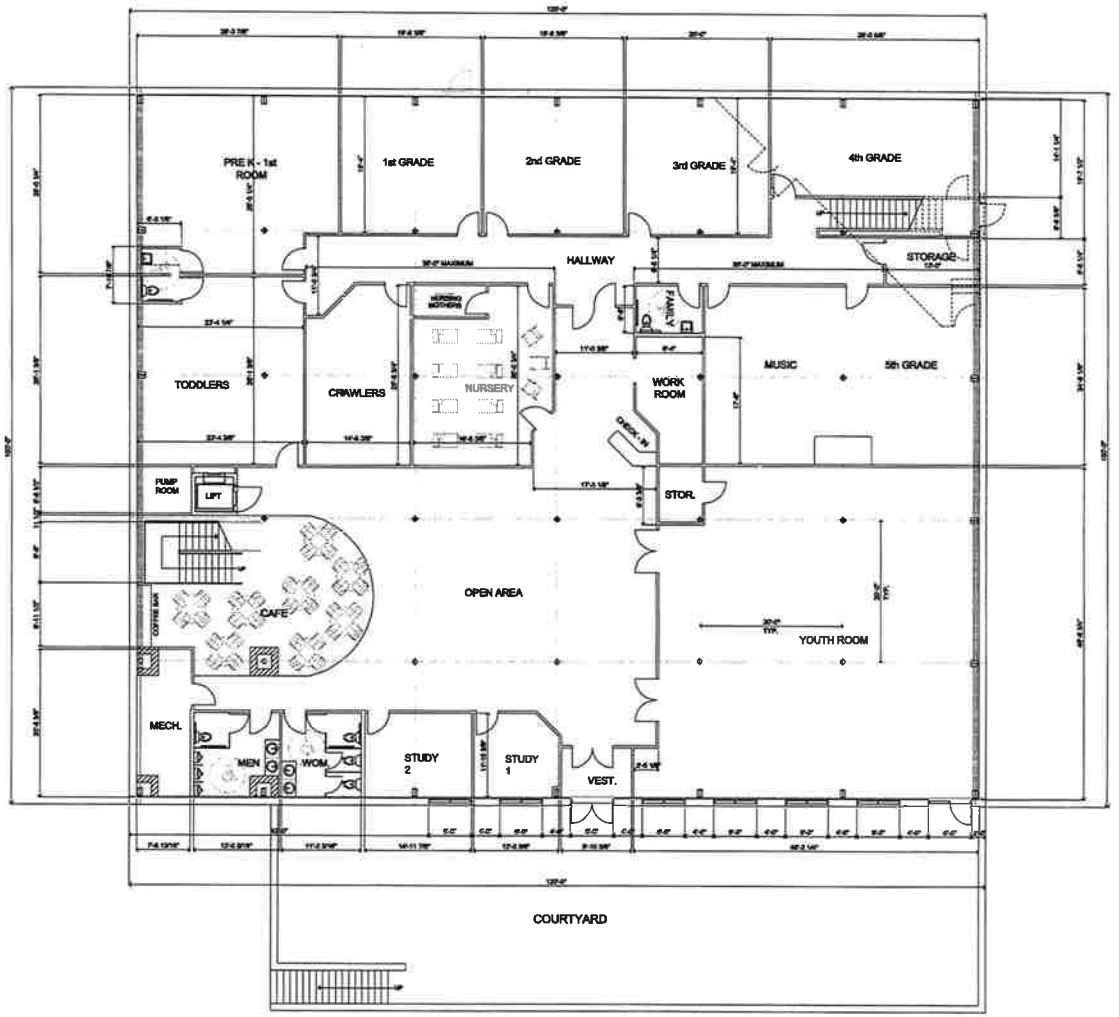
JOHN D. HICKS ASSOCIATES ARCHITECT
1107 N. BALSAM DRIVE
MUNCIE, IN 47304
765 . 749 . 3000
jhicksarch@aol.com

Drawing Date: Continuously 2017
Drawn By: John D. Hicks
Checked By: John D. Hicks
Revision Dates:

STATE OF OHIO JOHN D. HICKS REGISTERED ARCHITECT

Sheet Number: A1
First Floor Plan

PDF created with FinePrint pdfFactory trial version www.pdffactory.com



BASEMENT FLOOR PLAN

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

NORTH

Sproles Corp.
COMMERCIAL BUILDING CONTRACTORS
NEW CASTLE, INDIANA

New Religious Facility For

Oxford Bible Fellowship Church

800 South Maple Ave.
Oxford, Ohio
45056

JOHN D. HICKS ASSOCIATES ARCHITECT
1107 N. BALSAM DRIVE
MUNCIE, IN 47304
765 . 748 . 3000
jhickasarch@aol.com

Drawing Date: October 25, 2017
Drawn By: John D. Hicks
Checked By: John D. Hicks
Revision Dates:

STATE OF OHIO JOHN D. HICKS REGISTERED ARCHITECT

Sheet Number: A1
Basement Plan

PDF created with FinePrint pdfFactory trial version www.pdffactory.com

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**;

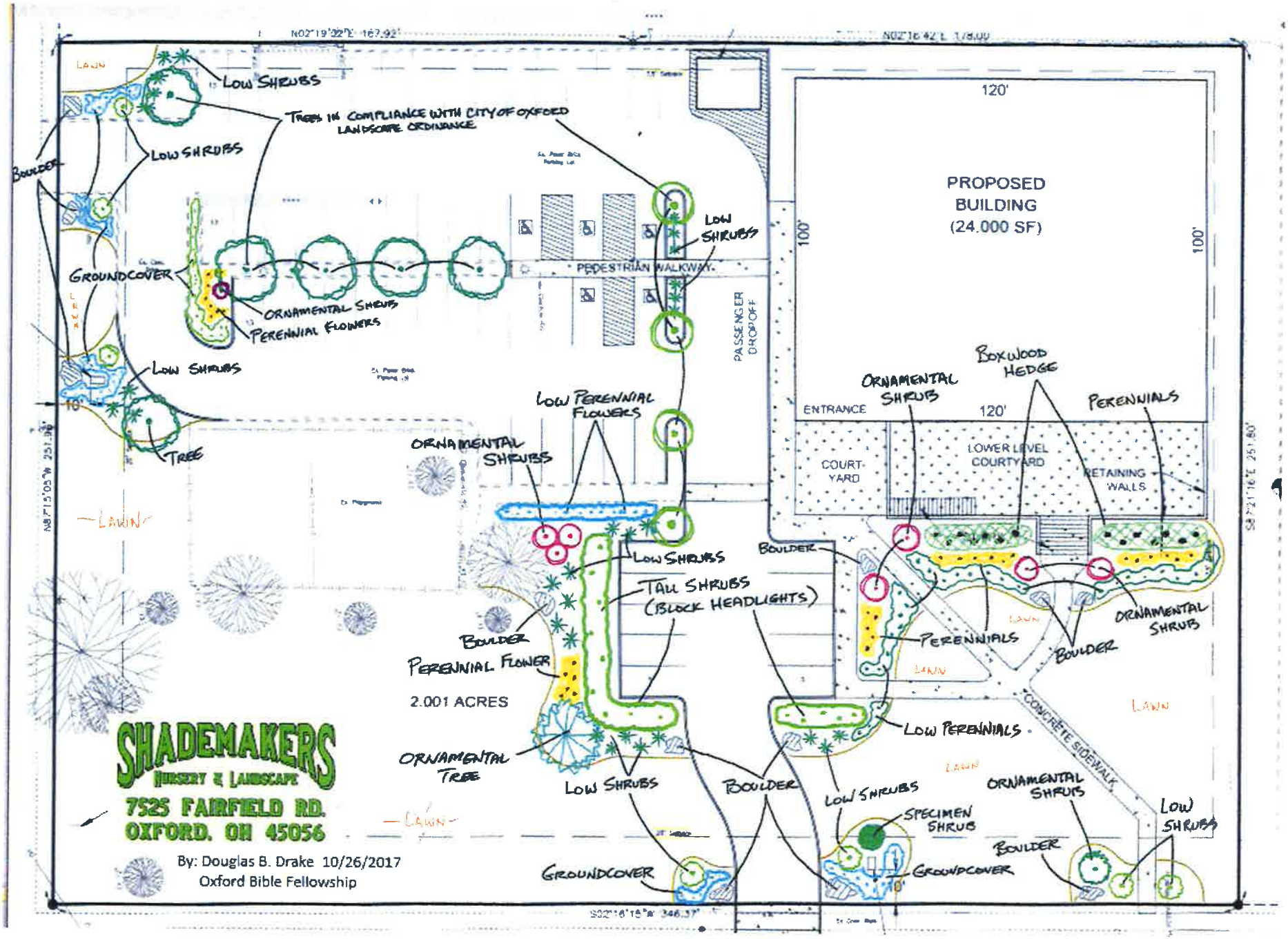
thence, leaving said southeast corner of said Lot #3393 and with said northerly right of way of Chestnut Street, North 87° 15' 05" West, 251.96 feet to the southwest corner of said Lot #3393;

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.


LOW SHRUBS
TREES IN COMPLIANCE WITH CITY OF OXFORD LANDSCAPE ORDINANCE
BOULDER
LOW SHRUBS
GROUNDCOVER
ORNAMENTAL SHRUBS
PERENNIAL FLOWERS
LOW SHRUBS
TREE
LAWN
PEDESTRIAN WALKWAY
LOW SHRUBS
PASSENGER DROP OFF
PROPOSED BUILDING (24.000 SF)
120'
100'
100'
ENTRANCE
120'
COURT-YARD
LOWER LEVEL COURTYARD
RETAINING WALLS
BOXWOOD HEDGE
ORNAMENTAL SHRUBS
PERENNIALS
LOW PERENNIAL FLOWERS
ORNAMENTAL SHRUBS
LOW SHRUBS
TALL SHRUBS (BLOCK HEADLIGHTS)
BOULDER
PERENNIAL FLOWER
2.001 ACRES
ORNAMENTAL TREE
LOW SHRUBS
BOULDER
BOULDER
PERENNIALS
ORNAMENTAL SHRUBS
BOULDER
LOW PERENNIALS
CONCRETE SIDEWALK
LOW SHRUBS
SPECIMEN SHRUB
GROUNDCOVER
GROUNDCOVER
ORNAMENTAL SHRUBS
BOULDER
LOW SHRUBS
SHADEMAKERS
NURSERY & LANDSCAPE
7525 FAIRFIELD RD.
OXFORD, OH 45056
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

Finance
Originating Department

Council Meeting Of : 1/2/2018

Account Code No. : see below

Budgeted Amount :

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 oif 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: Initials / Date 12/22/17

City Manager: DRE / 12/29/17

F:\General Accounting\2018\Ordinances\Supplementals\Staff Report SB 1.xlsx

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)