



Agenda

Oxford City Council

Court House

TUESDAY, FEBRUARY 2, 2016

EXECUTIVE SESSION

None.

1. Roll call. Kate Rousmaniere, Mayor; Mike Smith, Vice-Mayor; Glenn Ellerbe; Bob Blackburn; Kevin McKeehan; Steve Dana; Edna Southard

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

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

A. Public Comments.

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

4. Consent Agenda.

- A. Minutes of the January 19, 2016 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. Report regarding the January 12, 2016 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)



Report

- C. Report regarding the January 20, 2016 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director).



Report

- D. Report regarding the January 27, 2016 Civil Service Commission Meeting. (Candi Turpin Human Resources Director)



Report

- E. A Resolution declaring certain City property no longer needed for municipal purposes as surplus and authorizing its advertisement and sale to the highest bidder at public auction or internet auction. (John Jones, Acting Police Chief)



Staff Report/Resolution

5. Resolutions.

1. A Resolution rescinding Resolution number 4962 and authorizing the City Manager to accept the Ohio Bureau of Workers' Compensation Safety Grant in an amount not to exceed \$16,622.50 with a 25% match by the City in an amount not to exceed \$5,540.83 plus local funds of \$8,580.77 for the purchase of one (1) Ferno iNX Intellegent Transport Loading System (EMS Cot) designed to reduce injuries to firefighters and emergency medical technicians. (John Detherage, Fire Chief).



Staff Report/Resolution

2. A Resolution accepting the Facilities Assessment and Programming Report prepared by MSA Architects for City owned property located at 15 S. College Avenue and 101 E.

High Street and directing staff to obtain Requests for Qualifications from a design professional for the necessary drawings, specifications and estimates for the rehabilitation of City owned property located at 15 S. College Avenue and 101 E. High Street. (Mike Dreisbach, Service Director)



Staff Report/Resolution

6. Ordinances.

A. First Reading.

1. An Ordinance Accepting The Planning Commission's Recommendation For Final Plan Approval Of A Planned Development On Thirty Seven (37) Acres Of Vacant Land On Southpointe Parkway To Allow A Development For Residential Use With One Condition. (Jung-Han Chen, Community Development Director).



Staff Report/Ordinance

2. An Ordinance Amending Ordinance No. 3335 And Declaring It An Emergency. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2016. (Joe Newlin, Finance Director)



Staff Report/Ordinance

B. Second Reading - None.

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

1. Remarks from City Council and City Staff.

8. Adjourn to Executive Session

9. Return from Executive Session

B. Future Meetings.

WED - Feb 3 Historic and Architectural Preservation Commission Meeting Cancelled

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

TUES - Feb 9 Planning Commission Work Session 6:30 p.m.

TUES - Feb 9 Planning Commission Meeting and 2nd Work Session 7:30 p.m.

FRI - Feb 12 Student Community Relations Commission Meeting 2:30 p.m. LCNB

MON - Feb 15 Holiday - City Offices Closed

MON - Feb 15 Housing Advisory Commission Meeting Cancelled

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

WED - Feb 17 Board of Zoning Appeals Meeting Cancelled

THUR -Feb 18 Police Community Relations & Review Commission Meeting 6:00 p.m.

FRI - Feb 26 Student Community Relations Commission Meeting 2:30 p.m. LCNB

8. Adjourn.

A Regular meeting of the Oxford City Council was called to order by Mayor Kate Rousmaniere on Tuesday, January 19, 2016 at 7:00 p.m. Those members present were Bob Blackburn, Steve Dana, Glenn Ellerbe, Kevin McKeehan, Mike Smith and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. John Jones, Acting Police Chief; Mr. Joe Newlin, Finance Director; Mr. John Detherage, Fire Chief; Ms. Gail Brahier, Parks and Recreation Director; Mr. Casey Wooddell, Sports Supervisor; Mr. Jung-Han Chen, Community Development Director; Mr. Alan Kyger, Economic Development Director; Ms. Amy Blankenship, Acting Law Director and Ms. Kim Newton, Acting Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. Dana moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22 (G)(1) for the purpose of discussing appointments to boards and commissions. Mr. Ellerbe seconded. The motion passed by the following roll call:

AYE: Ms. Southard, Mr. Smith, Mr. McKeehan, Mr. Ellerbe, Mr. Dana, Mr. Blackburn
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ADJOURN FROM EXECUTIVE SESSION

Mr. McKeehan moved to adjourn from Executive Session at 7:39 p.m. Mr. Dana seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor Rousmaniere requested the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PUBLIC PARTICIPATION

RECOGNITION **GAIL BRAHIER**

Mayor Rousmaniere recognized Ms. Gail Brahier noting she was a beloved City employee retiring from the City as the Parks and Recreation Director after 17 years.

Mayor Rousmaniere read and presented a Resolution to Ms. Brahier from the Ohio Parks and Recreation Association recognizing her accomplishments and wishing her well in retirement.

Ms. Gail Brahier thanked City Council and Mr. Elliott for the opportunity to serve the City noting it had been her absolute pleasure to work for the City of Oxford and it had been a wonderful journey. Ms. Brahier advised all Department Heads, community members, civic groups and businesses worked together to make Oxford great and that was why she enjoyed her job so much. Ms. Brahier introduced the new Director, Casey Wooddell, noting Casey was very detail oriented and always looked to see what he could do to make things better. Ms. Brahier noted Casey was a graduate of Shawnee State with a sports management degree and he almost had his masters degree. Ms. Brahier advised Casey recently became a Certified Parks and Recreation Professional and had two young boys noting it was good to have someone with young kids in the profession.

Mr. Casey Wooddell thanked Mr. Elliott for the opportunity to become the Parks and Recreation Director and for trusting him to lead the department as it moved forward. Mr. Wooddell thanked Ms. Brahier for the last 8 years noting she was an incredible leader and he appreciated everything she had done. Mr. Wooddell advised he would take much of what Ms. Brahier taught him into the future as he looked to grow the department and looked for new opportunities. Mr. Wooddell noted he looked forward to being a community leader and to working alongside everyone.

Mayor Rousmaniere congratulated Mr. Wooddell on his new position.

Mr. Elliott advised it had been his pleasure to work with Ms. Brahier noting she was a great leader as evidenced by the Resolution from the Ohio Parks and Recreation Association. Mr. Elliott advised Ms. Brahier had been with the City over 17 years and the programming she had done added to the quality of life in Oxford. Mr. Elliott personally thanked Ms. Brahier for her efforts and noted he looked forward to Mr. Wooddell's contributions as the new Director. Mr. Elliott invited everyone to a reception for Ms. Brahier on Tuesday, January 26, 2016 from 4-6 p.m. at the Oxford LaRosas.

PRESENTATION **OXFORD VISITORS BUREAU**

Ms. Jessica Greene, Oxford Visitors Bureau, extended her congratulations to Ms. Brahier and to Mr. Wooddell noting they had both been great to work with the three years she had been with the Visitors Bureau. Ms. Greene noted she couldn't ask for better community partners in doing good things for Oxford.

Ms. Greene provided a PowerPoint presentation and discussed what the Visitors Bureau had done in 2015 and what was planned for 2016. Ms. Greene noted the Visitors Bureau was small but mighty and employed two fulltime staff members including herself and Kim and had a full staff of students including Matt, Elizabeth, Will, Lexi and Dan. Ms. Greene advised the Visitors Bureau worked really hard to do what they could for Oxford to be as welcoming to visitors as possible and they worked hard to bring more people to Oxford for the economy of Oxford because visitors spent their dollars here. Ms. Greene discussed the various partnerships the Visitors Bureau had including the Oxford Parks and Recreation Department, Miami University, the Butler County Visitors Bureau, the Oxford Community Arts Center and the Oxford Chamber of Commerce.

Ms. Greene noted the Visitors Bureau had a bid in to host the 2017 International Town Gown Conference in Oxford and she would keep Council informed of the progress on that initiative. Ms. Greene thanked Council for their support and noted she was always open to their ideas for what can make Oxford better.

APPOINTMENTS TO BOARDS AND COMMISSIONS

CHARTER ADVISORY COMMISSION

Mr. Ellerbe moved to nominate Steve Dana, Edna Southard, Richard Keebler and Steve Snyder to the Charter Advisory Commission. Mr. McKeehan seconded. The motion passed 7-0-0.

Mayor Rousmaniere noted additional members would be appointed to this commission at a later date.

POLICE COMMUNITY RELATIONS AND REVIEW COMMISSION

Ms. Southard moved to nominate the following citizens to the Police Community Relations and Review Commission for three year terms: Deirdre DeLong, Jonathon Joseph, Patrick Meade and Aimin Wong and Shana Rosenberg, Amber Franklin, and Jacqueline Rioja Velarde for two year terms. Mr. Dana seconded. The motion passed 7-0-0.

Mayor Rousmaniere thanked all of those who applied for the newly created Police Community Relations and Review Commission and encouraged those not appointed this evening to apply for other City Boards and Commissions.

PUBLIC COMMENTS

David Moore, Boy Scout Pack 937 noted he and his friends were here to talk about litter in the community.

Owen King, Anthony and Douglas, introduced themselves.

The Boy Scouts read the following: 'We are concerned about litter in Oxford outside dorms, houses and on the streets. The reason we are concerned is to help our environment. We vote to solve this problem by helping pick up litter. We hope City Council will help schedule a volunteer service. Also we hope they will send out a newsletter on litter dangers. We thank you for coming out. Keep our environment safe and clean.'

Mayor Rousmaniere inquired if the Boy Scouts would help write the newsletter if Council decided to send one and the Boy Scouts replied yes.

CONSENT AGENDA

MINUTES

Minutes of the January 5, 2016 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORT

Report regarding the January 6, 2016 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTIONS

RESOLUTION
WAIVE FEES

A Resolution No. 4960 authorizing the City Manager to waive the fees adopted in the Fee Ordinance for the street closures for the Visitors Bureau for the 2016 Annual Music Festival. (Doug Elliott, City Manager)

RESOLUTION
SALVAGE VEHICLES

A Resolution No. 4961 authorizing the sale of salvage, junk and/or abandoned motor vehicles. (John Jones, Acting Police Chief)

RESOLUTION
FIRE DEPARTMENT PURCHASE

A Resolution No. 4962 authorizing the Oxford Division of Fire to purchase one (1) Ferno iNX Intelligent Transport Loading System (EMS Cot) utilizing funds from the Bureau of Workers' Compensation Safety Grant and local funds for a total cost not to exceed \$25,200.00. (John Detherage, Fire Chief)

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

RESOLUTIONS

RESOLUTION
SCHOOL RESOURCE
OFFICER AGREEMENT

A Resolution No. 4963 authorizing the School Resource Officer Program Agreement between the Talawanda City School District and the City of Oxford and authorizing the City Manager to sign the agreement of behalf of the City. (John Jones, Acting Police Chief)

Acting Chief Jones noted this initiative had been in the works for a couple of years. Acting Chief Jones advised he and Sergeant Varley attended quarterly public safety meetings with the Talawanda School District and often there had been a need for a second School Resource Officer. Acting Chief Jones noted he felt this would be positive as the OPD already did a lot of things at the schools. Acting Chief Jones advised he felt the work at the Middle School, Kramer and the High School justified adding another School Resource Officer. Acting Chief Jones noted the Oxford Police Officer would work in partnership with the Butler County Sheriff's Office who had a deputy assigned to the school district's 5 buildings. Acting Chief Jones advised the school district would subsidize an Oxford fulltime officer and he hoped this would create positive interactions with students and staff noting it would certainly improve safety in the learning environment.

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

Mayor Rousmaniere inquired where the Oxford officer would be assigned and Acting Chief Jones advised primarily at the Middle School but he would also cover Kramer and the High School sharing duties with the Deputy.

Ms. Southard inquired which officer would be assigned to the school district and Acting Chief Jones advised interviews were scheduled for tomorrow.

Mr. Ellerbe recommended the Oxford officer be assigned to the High School as opposed to the Middle School because the High School seemed to have a more defined need. Acting Chief Jones advised the Deputy was assigned to the High School and the Talawanda School District requested assistance at the Middle School.

Mr. McKeehan moved to adopt Resolution No. 4963. Mr. Blackburn seconded. The motion passed 7-0-0.

RESOLUTION **INVESTMENT MANAGEMENT**

A Resolution No. 4964 authorizing the City Manager and the Finance Director to contract with RedTree Investment Group Services for the management of the City's investable funds. (Joe Newlin, Finance Director)

Mr. Newlin advised RedTree Investment Group had provided investment management services for the City of Oxford for the last three years and had proven to be an asset to the City in regard to active asset management. Mr. Newlin noted the current contract would expire April 24, 2016 and it allowed for two one year extensions. Mr. Newlin advised staff would like to extend the contract for the additional one year term. Mr. Newlin noted RedTree Investment Group's monthly fee was computed based on 8 basis points and they would continue to pay the City's custodial fee to US Bank which was a savings of approximately \$4,000 annually.

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

Mr. Dana inquired if there would be an advantage to compare RedTree to other institutions that supplied these services to show they were clearly in the top tier.

Mr. Newlin advised the City published a Request for Proposals 3 years ago and chose RedTree. Mr. Newlin noted the analysis was made in 2013.

Mr. Dana moved to adopt Resolution No. 4964. Mr. Smith seconded. The motion passed 7-0-0.

ORDINANCES
SECOND READING

ORDINANCE
OVERLAY DISTRICT

An Ordinance No. 3343 Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment To Establish A Neighborhood Conservation Overlay District In A R-1A (Single Family Low Density Residential) District For 45 Parcels Located On Hidden Creek Drive, Deer Trail Circle, And Fox Run Circle, In The City Of Oxford, Ohio. (Jung-Han Chen, Community Development Director)

Mr. Chen advised he had no new information since the first reading of the proposed Ordinance. Mr. Chen noted the boundaries for the proposed district were delineated on page 45 of Council's packet.

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

Mayor Rousmaniere advised this would be the 12th Neighborhood Conservation Overlay District to be established.

Mr. Dana moved to adopt Ordinance No. 3343. Mr. Smith seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. McKeehan, Mr. Smith, Ms. Southard, Mr. Blackburn, Mr. Dana, Mr. Ellerbe
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
CONDITIONAL USE PERMIT

An Ordinance No. 3344 Approving A Conditional Use Permit To Allow For Alcohol Service At A Nano Brewery At The Property Located At 5958 Fairfield Road In The General Business District With Conditions And Waiving The Fifty (50) Foot Setback Requirement. (Jung-Han Chen, Community Development Director)

Mr. Chen referred to page 68 of Council's packet and noted the only change from the first reading was the first condition related to the hours of operation based on Council's amendment at the last meeting.

Ms. Emily Savage, advised she and her husband were very excited to open a Nano brewery and noted they were passionate about sharing information and being a source of a constant variety of well crafted beers. Ms. Savage advised in the time she and her husband spent securing a location for the brewery they got acquainted with Oxford and found it to be a charming City. Ms. Savage advised they would remember how special Oxford was as they operated their business and they looked forward to hearing Council's comments so everyone could be comfortable with the conditions to give Seville Brew Company a home in Oxford.

Ms. Kathleen Zien, Joseph Drive, read the following into the record (in part) 'As a working craftsman I promote shop small, shop local, in small batch production. I wish them well but perhaps not at this corner. I'm aware they've been apprised of a few locations currently available. Perhaps there's a spot more appropriate for a brewery than banking up to 3 homes on Vereker and Fairfield 9 feet from residential lot lines. When a business asks to open that is not part of a strip mall without connectivity to other businesses, has streets separating them from other commercial use and abuts residential lot lines it is a big deal. This corner property which looks like a house was built in 1975 as a home and is a lone soldier zoned GB. It doesn't matter it's across the street from commercial nor is it back to back or side to side as is U.S. Bank, the vet and Pizza Hut or Arby's, Monroe Muffler and Taco Bell in a row. It can't compare with Kroger long grocery hours in a strip mall. Bell's late hours are drive through only not walk in sit down and Bell has a buffer of 90' with a creek from the home to the south. Unlike 3 previous commercial uses at this building with 2 primarily appointment only with limited hours the ultimate use of this house is a touchy issue for home owners around it in R1B single family residential. The couple who bought the home immediately to the west at 5966 Fairfield only last May rightfully did not expect to be living next to a brewery with 2 small children when they purchased. The corner remains a questionable location. To me it makes sense to consider 339 Foxfire across from McDonalds parking lot as a candidate. With 2,100 square feet it was large enough for a previous micro brewery with tanks. Despite good intentions it closed within 6 months. There's good visibility on Foxfire and Locust and more on site parking without infringing on neighboring businesses to meet requirements, more than 10' from residential lot lines, student rentals to the east and west, and food businesses to the north and south. Another better and larger option is vacated 5500 College Corner Pike just before Wal-Mart, what was the Planning Forum then Bill's Art Store. More than adequate parking, good frontage and road setback, no cause to worry about noise or odors from brewing, 3853 square feet of interior space, enough for tables, tanks, tastings, beer sales and even a stage, .67 acres allows for outdoor seating without distraction to passing traffic. This is a location where adults and students would drive to, they'd drive to an empty corn field to find good beer. Mr. Kyger might be the intermediary with Zeus Management in Springfield for that location. The wish that any brewery or bar would cater to responsible drinkers and adult focused audiences is not really a reality. Anyone of legal drinking age can't be turned away. I suggest an eye opening weekend Police Ride Along or visit on Green Beer Day. Oxford Press headlines in the past month were "Underage Man Found Passed Out" and "Intoxicated Woman Carried Off". Six dollar beers are no deterrent or too expensive for students. Assuming they've done their homework on Miami University and I know they've researched the City well, they'd know primarily upper middle class families top of the income chain many with privileged backgrounds money is not an issue.

Beers could be \$16 and they'd still have a captive audience with expendable income. I suggest Council approve Planning's recommendation for 10:30 p.m. weekday closing and midnight weekends and holidays, not 1:00 a.m. on weekends. There are families and residents living on 2 sides. Better to be initially cautious with hours Planning recommended. You might increase later but you'll rarely scale back. Planning suggested the applicant and 3 home owners communicate every 6 months about conditions and if changes were necessary. It's not enough, particularly in the first year of operation. It should be every 4 months, more appropriately quarterly during the start-up year before concerns may get out of hand when they could be controlled from the get go as this was not an expected use by homeowners. Conditions in a college town change with every season and semester. Too much can happen in a half year, particularly with a school year and transient residency. Although I asked twice already, if you, Mr. Chen might advise what would and should be the appropriate number of parking spaces on site for 2,068 square feet. If it is assumed parking might be provided in the neighboring insurance business on the east side of Lynn Street get it in writing. It should be a formal agreement with copy in City records and on file with this application. Make no assumptions or gentlemen's agreement with a handshake. December Planning minutes noted Mr. Dana wanted it spelled out who was accountable and for what. Please be specific tonight and get all concerns out and in the Ordinance even if Council adds more conditions or changes what's there. Unless this is tabled while the applicant continues to weigh options. Perhaps other locations will open up in the future, better for the applicant. Fifteen vehicle trips per hour is unpredictable and unenforceable and unless you have neighbors posted to monitor I think it's sort of a moot point but it would be nice to know how many are there during peak hours.

Mr. Smith noted Council discussed the Foxfire location at one point and it was not available. Mr. Kyger advised the Foxfire location was owned by McDonald's for employee parking.

Mr. McKeehan moved to adopt Ordinance No. 3344. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Smith, Ms. Southard, Mr. Blackburn, Mr. Dana, Mr. Ellerbe, Mr. McKeehan
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

Mayor Rousmaniere congratulated Mr. Scales and Ms. Savage and welcomed them to the community.

ORDINANCE

SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3335. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2016. (Joe Newlin, Finance Director)

Mr. Newlin advised the only change from the first reading was due to Resolution E. passed earlier this evening to purchase an additional power cot for the Fire Department.

Mr. Newlin noted the adjustment reflected the Workers' Compensation grant Chief Detherage was able to acquire from the bureau. Mr. Newlin advised the BWC liked to see grant money spent in a timely manner and Chief Detherage had done a good job in securing BWC funds. Mr. Newlin noted being responsible with the grant money would help increase the City's chance for securing additional grants.

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

Mr. Ellerbe inquired if this was the first power cot purchase of two and Mr. Newlin advised yes.

Mr. Dana moved to adopt Ordinance No. 3335. Ms. Southard seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Southard, Mr. Blackburn, Mr. Dana, Mr. Ellerbe, Mr. McKeehan, Mr. Smith
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott reminded residents it was their responsibility to keep their sidewalks free from ice and snow. Mr. Elliott noted the City would appreciate the community's assistance with this matter.

Mr. Elliott thanked Council for appointing members to the Police Community Relations and Review Commission noting letters would be sent congratulating the appointees. Mr. Elliott advised he would schedule the first meeting in February which would be an organizational meeting for the group to elect a chairperson and other officers.

Mr. Elliott advised he and Mr. McHugh met with County Prosecutor, Mike Gmoser last week to discuss his proposal to abolish the three Butler County area courts. Mr. Elliott noted Mr. Gmoser looked to establish an Oxford Municipal Court and two Butler County Municipal Courts with three full-time judges handling the same case loads. Mr. Elliott advised his initial analysis indicated it would cost the City of Oxford between \$200,000 and \$300,000 annually to support a municipal court. Mr. Elliott noted the City could instead use one of the Butler County Municipal Courts and this option would avoid the additional cost to the City although it would require police officers to travel to Hamilton if they needed to appear in Court. Mr. Elliott advised at this time he was recommending the utilization of the Municipal Court in Hamilton.

Mayor Rousmaniere suggested letters be sent to applicants not appointed to the Police Community Relations and Review Commission encouraging them to apply for other City Boards and Commissions and particularly the Community Relations Commission. Mr. Elliott agreed and noted there were vacancies on several commissions.

Mr. Kyger welcomed Mercy Orthopedics to the former Radio Shack location and Mercy Physical Therapy to a new storefront at Bishop Square. Mr. Kyger noted the closing of Dakota's at Stewart Square.

Mr. Kyger thanked Ms. Brahier for her service to the City of Oxford and for her commitment to Oxford and to recreation. Mr. Kyger noted he had worked with Ms. Brahier for 18 years while serving on the Recreation Board and on the TRI Board. Mr. Kyger advised the greatest thing Ms. Brahier brought to the table was her smile and good nature. Mr. Kyger again thanked Ms. Brahier for all of her efforts.

Mr. McKeehan echoed Mr. Kyger's comments and thanked Ms. Brahier for her years of dedication and service noting she had done a great job for the City.

Mr. Ellerbe congratulated Ms. Brahier on her retirement and congratulated Mr. Scales and Ms. Savage on their brewery endeavors.

Mr. Ellerbe noted a winter storm advisory was issued beginning at 4:00 a.m. and encouraged everyone to be safe especially if they were traveling. Mr. Ellerbe advised if anyone was traveling north on Kehr Road into Oxford there was a 2 foot pothole that needed attention.

Mr. Dana congratulated Ms. Brahier on her retirement noting she had been a fine employee.

Mr. Dana referred to an article in the Ohio Municipal League's recent publication of Cities and Villages regarding the History of the Local Government Fund and advised the State of Ohio had repeatedly cut local government funding. Mr. Dana noted his hope Council could be informed so when decisions were made in Columbus they had knowledge and understanding of the importance of local government funding.

Mr. Smith congratulated Ms. Brahier on her retirement and noted she would be missed.

Mr. Smith thanked Mr. Dreisbach for having the roads pre-treated and noted his hope Oxford would get the light end of the predicted snowfall.

Ms. Southard advised the Joint Parks and Recreation and TRI Board meeting took place last week and Ms. Brahier presented the 2015 Annual Report. Ms. Southard noted it was an impressive report and the budgeted revenue goals were exceeded. Ms. Southard advised Ms. Brahier would be missed and she felt good things would continue under Mr. Wooddell's direction.

Ms. Southard advised the Rev. Dr. Martin Luther King celebration took place yesterday at the Oxford Community Arts Center and the ballroom was packed. Ms. Southard noted Dr. Yvette Harris delivered a very inspiring talk and it was wonderful to see the community come together for such an important event.

Mr. Blackburn thanked Ms. Brahier for her service to the City. Mr. Blackburn noted Ms. Brahier never said 'no' she always said 'I think we can get it done' and she did.

Mayor Rousmaniere reminded everyone of the Work Session on February 2, 2016 at 6:30 p.m. prior to the City Council Meeting. Mayor Rousmaniere noted this was a joint Work Session with the Planning Commission to discuss their goals.

Mayor Rousmaniere noted there had been talk of changing the City Council meeting time from 7:30 p.m. to an earlier time such as 6:30 or 7:00 p.m. Mayor Rousmaniere advised she would be interested to hear thoughts from Council and staff regarding obstacles or advantages to doing so.

ADJOURN

Mr. McKeehan moved to adjourn at 8:43 p.m. Ms. Southard seconded. The motion passed 7-0-0.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 2, 2016

Account Code No. #:

Jung-Han Chen
Prepared By

Budgeted Amount:

January 19, 2016
Date Prepared

Agenda Title: Planning Commission Meeting Report –January 12, 2016

Election of officers: The 2016 election of officers took place to select the following individuals for various offices during the January regular meeting:
David Prytherch, Chair; Robert Bell, Vice Chair; Kate Rousmaniere, Executive Secretary; Robert Benson, HAPC Representative; Richard Daniel, CIC Representative; Robert Bell, Environmental Commission Representative.

Zoning Items

PC-2016-01, FINAL PLANNED DEVELOPMENT, The Fields of Southpointe, Southpointe Crossings, Southpointe Parkway, 37.08 acres, Damian VanMatre, Trinitas Development LLC, Applicant, Agent

The applicant is seeking approval for a Final Planned Development, 37 acres of R2A-zoned land fronting on Southpointe Parkway and Corporate Woods Lane. The Preliminary Planned Development was approved by City Council on October, 6, 2015. The Applicant is proposing 202 dwelling units consisting of a mix of single, two and multi-family structures and on-site recreational amenities for the residents. The breakdown of the development is as follows: 22 single family lots, 54 two-family buildings for 108 units and 6 townhouses for 72 units, as indicated in the table below.

	App. Prelim Bldgs	Final Buildings	App. Prelim Units	Final Units
Unit Type	#Buildings	#Buildings	#Units	#Units
Single Family	22	22	22	22
Two Family	54	54	108	108
Townhouse	6	6	64	72
Total	82	82	194	202

The Planning Commission voted 6-0-0 to recommend approval of the proposed Final Planned Development since the proposed Final Plan substantially conforms to the approved Preliminary Planned Development and the settlement agreement. The Commission wanted to ensure that the applicant provide a multi-use path connection from the site to US 27 during the 1st reading of the City Council.

Approved by:

	Initial	Date
Department Head:	<u>hc</u>	<u>1/27/16</u>
City Attorney:		
City Manager:	<u>DRE</u>	<u>1/29/16</u>

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 2, 2016

Sam Perry
Prepared By

Account Code No. #:

January 27, 2016
Date Prepared

Budgeted Amount:

Agenda Title:	Board of Zoning Appeals Meeting Report – January 20, 2016
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Adjudication Hearings

BZA-2016-01, 495 White Oak Drive, Variance to Section 1143.01(c)(2) rear yard setback, **Bryan Price, Strait Gate Homes, LLC, Applicant**

This variance request was to allow a home to be built within 10 feet of the rear lot line instead of the 35 feet required. This was the only vacant lot within the area. The request was made based on the physical constraints of the lot: the stream ravine and the angled rear lot line. An adjacent property owner spoke with concern of erosion and maintaining the existing character of the subdivision. Granting the variance would potentially allow more space between the home and the stream. The BZA deliberated using the decision criteria and found that there was substantial evidence to grant the variance. The variance was granted with a vote of 4-0-0.

BZA-2016-02, 9 W. Walnut Street, Variance to Section 1143.09(c)(2)(B) rear yard setback; Section 1143.09(c)(2)(C) side yard setback, **Scott Webb, Applicant/Agent**

This variance request was to allow a side yard setback of 0.5 feet instead of 7.5 feet and a rear yard setback of 23 feet instead of 35 feet. The house is an existing one-story house to be converted to two-story on the same footprint. The nonconforming setbacks are an existing condition. Two-story houses are common on West Walnut Street. The essential character of the neighborhood would not be negatively altered by this. Using the decision criteria, the BZA found that there was substantial evidence to grant the variances. The variances were granted with a vote of 4-0-0.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial	Date
<u>JHC</u>	<u>1/27/16</u>
<u>DRE</u>	<u>1/29/16</u>

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Human Resources

Originating Department

Council Meeting Of: February 2, 2016

Kim Newton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

January 28, 2016

Date Prepared

Agenda Title:

Report regarding the January 27, 2016 Civil Service Commission Regular Meeting.

Recommendation:

Discussion: The Civil Service Commission held a regular meeting on Wednesday, January 27, 2016. Those members present were: Karen Martino, Chair; James Burchyett, Vice-Chair; Greg Smith; Brian Martin and Bill Brewer.

Candi Turpin, Human Resources Director; Kim Newton, Recording Secretary; and Casey Wooddell, Sports Activity Supervisor were in attendance for the City of Oxford.

The Commission reviewed and approved the Police Lieutenant Eligibility list. The Commission also reviewed and approved the promotional opportunity for Jake Richardson to the Sports Activities Supervisor position in the Parks and Recreation Department as well as the protocol for the Sports Coordinator position in the Parks and Recreation Department.

The next Civil Service Commission meeting is scheduled for Wednesday, March 2, 2016 at 5:30 p.m.

Approved By:

Initial Date

Department Head:

City Manager:

CH 1/28/16
DRE 1/29/16

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott

Police

Originating Department

Council Meeting Of: February 2, 2016

John A. Jones

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

January 25, 2016

Date Prepared

Agenda Title: Authorization to Dispose of Surplus Property

Recommendation: Approve

Discussion: The following vehicles have reached the end of their useful service to the Police Department. Staff requests authorization to declare the following vehicles as surplus so they may be taken out of service and auctioned to the highest bidder:

#136	1996 Kawasaki Motorcycle
#142	2004 Ford Crown Victoria marked police cruiser
#143	2005 Ford Crown Victoria marked police cruiser
#144	2005 Ford Crown Victoria marked police cruiser
#169	1995 Kawasaki Motorcycle
#6589	1996 Kawasaki Motorcycle
#7420	1997 Jeep Cherokee (unmarked)

This Resolution will authorize the City Manager to dispose of the above referenced vehicles by public auction, including Internet electronic auction, at the earliest convenience of the City.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

JAE \ 1-25-16

DBE \ 1-29-16

RESOLUTION NO.

A RESOLUTION DECLARING CERTAIN CITY PROPERTY NO LONGER NEEDED FOR MUNICIPAL PURPOSES AS SURPLUS AND AUTHORIZING ITS ADVERTISEMENT AND SALE TO THE HIGHEST BIDDER AT PUBLIC AUCTION OR INTERNET AUCTION.

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

SECTION 1: The vehicles set forth in Exhibit 'A' attached hereto and incorporated herein, are hereby declared surplus for City purposes and no longer needed for municipal purposes, and that said property is hereby declared to be surplus.

SECTION 2: Council hereby authorizes the sale of said vehicles at public auction or internet auction to the highest bidder with proceeds thereof deposited in the General Fund.

SECTION 3: 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)

EXHIBIT “A”

#136	1996 Kawasaki Motorcycle
#142	2004 Ford Crown Victoria marked police cruiser
#143	2005 Ford Crown Victoria marked police cruiser
#144	2005 Ford Crown Victoria marked police cruiser
#169	1995 Kawasaki Motorcycle
#6589	1996 Kawasaki Motorcycle
#7420	1997 Jeep Cherokee (unmarked)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott, Jr.

Fire

Originating Department

Council Meeting Of: February 2, 2016

John Detherage

Account Code No. #: 210.151.52520

Prepared By

Budgeted Amount: \$30,744.10

January 20, 2016

Date Prepared

Agenda Title: A Resolution authorizing the Oxford Division of Fire to purchase one (1) Ferno iNX Intelligent Transport Loading System (EMS Cot) with the Bureau of Workers Compensation Safety Grant and local funds.

Recommendation: Adopt the Resolution.

Discussion: Due to a mathematical error this report is being resubmitted for approval with the correct information.

The fire division applied for and received a grant from the BWC for equipment designed to reduce firefighter injuries. The item described below will assist with patient movement, traditionally in areas that produce a significant amount of injuries.

This powered cot will replace an older design that only lifted and lowered the patient. The powered unit removes the stress placed on the operator by not only lifting and lowering the patient, it also maintains the weight of the cot and patient during the loading and unloading process. The operator carries none of the weight while moving the unit in and out of the ambulance.

This project will use the recent allocation of \$16,622.50 left in the 2014 BWC grant cycle. The remaining \$14,121.60 which includes the 25% local match of \$5,540.83 will be paid from the Life Squad Gift Fund for a total of \$30,744.10. This also includes a trade-in credit of \$3,500.00 on the unit to be removed from service.

Approved By:

Department Head:

Initial Date

JPH 1/26/16 *MAC*

City Manager:

DRE 1/29/16

RESOLUTION NO.

A RESOLUTION RESCINDING RESOLUTION NO. 4962 AND AUTHORIZING THE CITY MANAGER TO ACCEPT THE OHIO BUREAU OF WORKERS' COMPENSATION SAFETY GRANT IN AN AMOUNT NOT TO EXCEED \$16,622.50 WITH A 25% MATCH BY THE CITY IN AN AMOUNT NOT TO EXCEED \$5,540.83 PLUS LOCAL FUNDS OF \$8,580.77 FOR THE PURCHASE OF ONE (1) FERNO INX INTELLEAGENT TRANSPORT LOADING SYSTEM (EMS COT) DESIGNED TO REDUCE INJURIES TO FIREFIGHTERS AND EMERGENCY MEDICAL TECHNICIANS.

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

SECTION 1: The City Manager and the Fire Chief recommend the City Manager be authorized to accept the Ohio Bureau of Workers' Compensation Safety Grant in an amount not to exceed \$16,622.50 with a 25% match by the City in an amount not to exceed \$5,540.83 plus local funds of \$8,580.77 for the purchase of one (1) Ferno iNX Intellegent Transport Loading System (EMS Cot)designed to reduce injuries to firefighters and emergency medical technicians.

SECTION 2: The City Manager is hereby authorized to accept the Ohio Bureau of Workers' Compensation Safety Grant in an amount not to exceed \$16,622.50 with a 25% match by the City in an amount not to exceed \$5,540.83 plus local funds of \$8,580.77 for the purchase of one (1) Ferno iNX Intellegent Transport Loading System (EMS Cot)designed to reduce injuries to firefighters and emergency medical technicians.

SECTION 3: The twenty five percent (25%) match by the City and the additional \$8,580.77 shall be paid from the Life Squad Gift Fund.

SECTION 4: 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)



**Bureau of Workers'
Compensation**

13430 Yarmouth Drive
Pickerington, OH 43147

Governor **John R. Kasich**
Administrator/CEO **Stephen Buehrer**

www.bwc.ohio.gov
1-800-644-6292
Phone: 614-995-8622
Fax: 614-365-4974

November 02, 2015

John Detherage
City of Oxford Fire Department
101 E. High St.
Oxford, OH 45056

Policy number: 30905402
Application number: 525344790

Dear Mr. John Detherage:

Congratulations! We have approved City of Oxford Fire Department application requesting \$16,622.50 for the safety intervention item(s) listed below. Your matching amount is \$5,540.83.

- One patient loading system.

BWC is required to issue an IRS 1099 form for all unused and/or unverified funds received in the current calendar year. Your safety intervention grant award will be processed the first of next year, 2016, to avoid the issuance of a 1099.

When you **receive your grant funds**, you must complete the action steps as listed below.

- ◇ **Purchase and implement** the approved intervention equipment within 90 days after the date on the grant check or electronic fund transfer (EFT).
- ◇ Forward itemized invoice(s) pertaining to **all approved equipment purchased** showing either "Stamped" Paid in Full or "Typed-Written" Paid in Full within 120 days of receiving BWC grant check or electronic fund transfer (EFT).
- ◇ Contact the BWC Division of Safety & Hygiene consultant who signed your application for a follow-up visit.
- ◇ Submit eight quarterly reports over the course of two years. The first report is due 90 days after implementation of your intervention. Additionally, submit an annual case study and cost benefit analysis due at the end of the first year of quarterly reporting.

Please see the enclosed *Employer Action Steps* for details on the above items.

Employers participating in the BWC SIG program as of July 1, 2013, may be eligible to apply for up to \$40,000 per eligibility cycle as outlined in the grant application. Based on review of your payroll information for the last full year, your eligibility cycle is **5** years. For employers who previously received grant funds, the eligibility cycle will begin on the date of the earliest check date. Your eligibility cycle began on 8/28/2014.

After distribution of the grant funds for this request, you have \$0.00 available in your current eligibility cycle.

BWC stands ready to assist you with your safety needs. If you would like to speak with a Division of Safety & Hygiene consultant or have questions about the SIG program, please call 1-800-644-6292, and listen to the options.

Sincerely,

A handwritten signature in black ink, appearing to read 'I. Tarawneh', with a stylized flourish at the end.

Ibraheem (Abe) Tarawneh, PhD
Superintendent
Division of Safety & Hygiene

Enclosure

cc: BWC Finance Division
BWC Field Operations
File

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: February 2, 2016

Account Code #: N/A

Budgeted Amount: \$ N/A

Service Department

Originating Department

Michael B. Dreisbach

Prepared By

January 19, 2016

Date Prepared

Agenda Title: A Resolution Accepting a Facilities Assessment & Programming Report Prepared by MSA Architects for Sites at 15 S. College Ave. and 101 E. High St.

Recommendation: Approve

Discussion: The Oxford City Council conducted a Work Session on May 5, 2015 to discuss facility planning in anticipation of purchasing the former Lane Library building at 15 S. College Ave. Existing infrastructure and departmental space needs for the future were discussed, and Council directed staff to hire an architectural firm to analyze the former Lane Library building and prepare a Facility Assessment and Programming report. The firm was also tasked with examining the original *Space Needs Analysis* study by MSA Architects in October 2005 to determine if any changes are warranted. Subsequently, the City has acquired the property at 15 S. College for future municipal needs.

On May 28, 2015, the City contracted with MSA Architects (MSA) to perform an assessment of the College Ave. property as well as the existing Municipal Building. The assessments included issues such as building code compliance, accessibility, building condition, structural analysis, and overall conditions of mechanical, heating / air conditioning, electrical, plumbing, and fire protection systems. Existing floor plan conditions are shown on page 6 of the report for 15 S. College Ave, and on page 8 for the Municipal Building. Discussion of the buildings' conditions is detailed on pages 9-16 of the report.

MSA made recommendations for future uses of the facilities on page 17 of the report. Based on current building codes and stricter requirements for "critical facilities" (such as police facilities), MSA recommends that the existing Municipal Building be converted for use exclusively by the Police Division. MSA also recommends the relocation of the following departments to 15 S. College Ave.: City Manager, Economic Development, Human Resources, Finance, Community Development, and Service.

The MSA report also recommended space planning concepts for the facilities beginning on page 32 of the report. These concepts take space needs analysis data and departmental functions and interactions into consideration and graphically show possible configurations.

Beginning on page 35 of the MSA report, there is also a discussion of cost estimates based on very general data based on square footage and building use. These numbers are only industry estimates and a more detailed estimate of probable costs will be prepared as more detailed plans are developed.

This Resolution will accept the conclusions and recommendations of the MSA Architects report dated October 2015. It will also direct Staff to move forward in obtaining Requests for Qualifications so that a design professional may be contracted to prepare necessary drawings, specifications, and estimates for the rehabilitation of City facilities at 15 S. College Ave. and 101 E. High St.

Approved By:

Department Head:

Initial

Date

MBD

1/19/16

City Manager:

DRE

1/29/16

RESOLUTION NO.

A RESOLUTION ACCEPTING THE FACILITIES ASSESSMENT AND PROGRAMMING REPORT PREPARED BY MSA ARCHITECTS FOR CITY OWNED PROPERTY LOCATED AT 15 S. COLLEGE AVENUE AND 101 E. HIGH STREET AND DIRECTING STAFF TO OBTAIN REQUESTS FOR QUALIFICATIONS FROM A DESIGN PROFESSIONAL FOR THE NECESSARY DRAWINGS, SPECIFICATIONS AND ESTIMATES FOR THE REHABILITATION OF CITY OWNED PROPERTY LOCATED AT 15 S. COLLEGE AVENUE AND 101 E. HIGH STREET.

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

SECTION 1: Oxford City Council hereby accepts the Facilities Assessment and Programming Report prepared by MSA Architects for city owned property located at 15 S. College Avenue and 101 E. High Street.

SECTION 2: The City Manager and the Service Director recommend staff be authorized to obtain Requests for Qualifications from a design professional for the necessary drawings, specifications and estimates for the rehabilitation of City owned property located at 15 S. College Avenue and 101 E. High Street.

SECTION 3: Oxford City Council hereby accepts the recommendation of the City Manager and the Service Director and further directs staff to obtain Requests for Qualifications from a design professional for the necessary drawings, specifications and estimates for the rehabilitation of City owned property located at 15 S. College Avenue and 101 E. High Street.

SECTION 4: 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)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 2, 2016

Sam Perry

Account Code No. #:

Prepared By:

Budgeted Amount:

January 20, 2016

Date Prepared:

PC-2015-17 FINAL PLANNED DEVELOPMENT, The Fields at Southpointe, Southpointe Crossings, Southpointe Parkway, 37.08 acres, **Trinitas Development LLC, Applicant, Agent**

Recommendation by the Planning Commission: Approval

Discussion:

The applicant is seeking approval for a Final Planned Development, 37 acres of R2A-zoned land fronting on Southpointe Parkway and Corporate Woods Lane. The Preliminary Planned Development was approved by City Council on October, 6, 2015. The Applicant is proposing 202 dwelling units consisting of a mix of single, two and multi-family structures and on-site recreational amenities for the residents. The breakdown of the development is as follows: 22 single family lots, 54 two-family buildings for 108 units and 6 townhouses for 72 units, as indicated in the table below.

	App. Prelim Bldgs	Final Buildings	App. Prelim Units	Final Units
Unit Type	#Buildings	#Buildings	#Units	#Units
Single Family	22	22	22	22
Two Family	54	54	108	108
Townhouse	6	6	64	72
Total	82	82	194	202

This is the final step of the Planned Development, as well as the litigation settlement from the denial of a subdivision application. The development is designed with 643 beds, which is under the 668 beds as agreed in the settlement agreement.

The Planning Commission reviewed the proposed Final Planned Development, based on the conditions of the approved Preliminary Planned Development, along with the decision standards outlined in the Oxford Zoning Code. The Commission discussed the proposal of public transportation, secondary means of ingress/egress, all modes of transportation and a multi-use path connection from the development site to US27.

The Commission found that the proposed Final Planned Development has substantially conformed to the approved preliminary plan and the conditions of approval, as well as the settlement agreement as a result of litigation and voted 6-0-0 to recommend approval with one clarification to be provided by the Applicant during the 1st reading before City Council. The applicant is going to show a multi-use path along the southern side of Southpointe Parkway, wider than 5 feet of sidewalk to connect to US 27.

Approved By:

Department Head:

City Attorney:

City Manager:

JHC 1/27/16
DRE 1/29/16

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE PLANNING COMMISSION'S RECOMMENDATION FOR FINAL PLAN APPROVAL OF A PLANNED DEVELOPMENT ON THIRTY SEVEN (37) ACRES OF VACANT LAND ON SOUTHPOINTE PARKWAY TO ALLOW A DEVELOPMENT FOR RESIDENTIAL USE WITH ONE CONDITION.

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

SECTION 1: Council hereby finds the Planning Commission held a public hearing on January 12, 2016 in accordance with Section 1145 of the Codified Ordinances of the City of Oxford, on the application of Damian VanMatre, Trinitas Development, LLC for approval of a Final Planned Development on thirty seven (37) acres of vacant land on Southpointe Parkway to allow a Planned Development for residential use.

SECTION 2: The Planning Commission, after due deliberation found the application satisfies the code requirements in Chapter 1145 of the Oxford Zoning Code and substantially conforms to the approved preliminary plan, meets the thirteen (13) conditions set forth for Preliminary Plan approval and conforms with the settlement agreement and recommended approval of the Final Planned Development application for thirty seven (37) acres of vacant land on Southpointe Parkway with one condition.

SECTION 3: Council hereby accepts the recommendation of the Planning Commission and further approves the Final Planned Development application for thirty seven (37) acres of vacant land on Southpointe Parkway to allow a development for residential use based on the submittals of the applicant that are incorporated herein and made a part of this approval with the following condition:

1. An asphalt path no less than seven feet wide shall be installed along the southern side of Southpointe Parkway connecting the development site to U. S. 27.

SECTION 4: 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)

Certification of Action

Oxford Planning Commission

Recommendation to City Council

<u>Report Date</u>	February 2, 2016
<u>Case Number</u>	PC-2016-01
<u>Applicant Information</u>	Trinitas Development, LLC 4-Leaf Development
<u>Requested Action</u>	Final Planned Development
<u>Summary of Request</u>	To allow for a Planned Development on 37 acres of vacant land located at Southpointe Parkway.
<u>Public Hearing Information</u>	A Public Hearing took place at 118 W. High Street on January 12, 2016. A Public Hearing notice was published in the Journal News on December 13, 2015. Courtesy notices were mailed to adjacent property owners on December 11, 2015. Signage was posted at the site on January 5, 2016.
<u>Commission Action</u>	The Planning Commission voted 6-0-0 recommending approval with the condition that there be a widened sidewalk extension to US 27
<u>Commission Findings and Conclusions</u>	The Final Planned Development was recommended for approval since it substantially conformed to the approved Preliminary Planned Development and the settlement agreement.
<u>*Exhibits Included</u> <u>(Please note: plans and elevations are excerpts only)</u>	1. Staff Report Dated January 4, 2016 2. Ordinance No. 3329 Approval of a Preliminary Plan 3. Sidewalk Extension to US 27 4. Final Plan 5. Site Layout Plans 6. Townhome Exterior Elevations 7. Duplex Exterior Elevations 8. Single-Family Exterior Elevations 9. Clubhouse Exterior Elevations

City of Oxford
Community Development Department
STAFF REPORT

Planning Commission

Case # PC-2016-01

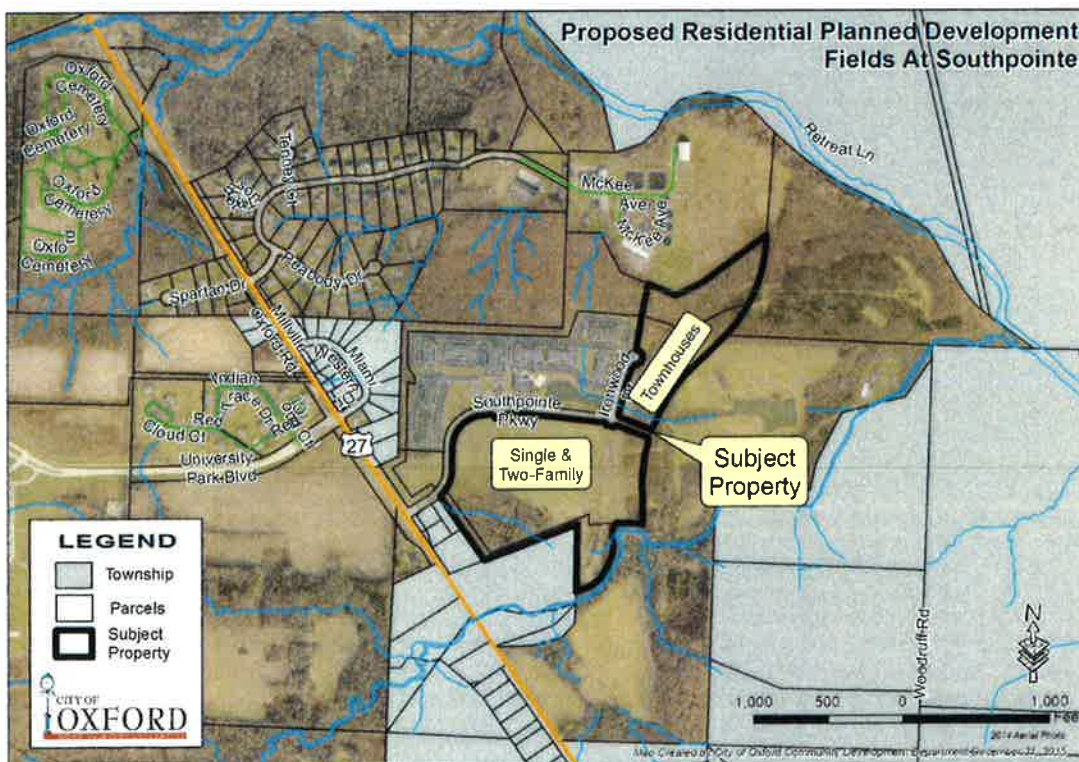
Date – January 12, 2016

APPLICATION

Applicant:	Damian VanMatre, Trinitas Development
Location:	37 acres vacant land on Southpointe Parkway
Proposed Owner:	Trinitas Development LLC
Current Owner:	4-Leaf Development
Action Request:	Recommendation for Final Planned Development – To forward a recommendation to City Council regarding proposed plans
Current Use:	Vacant Agricultural
Surrounding Existing Land Uses:	Multi-Family Residential, Vacant Agricultural and Low Density Residential

DESCRIPTION

This application is a follow-up to the October 6, 2015 approval of the Preliminary Plan by City Council. The request is for a positive recommendation from the Planning Commission regarding the proposed Planned Development (PD) on Southpointe Parkway within a portion of the 37 acres they are in the process of purchasing from 4-Leaf Development. The applicant proposes a 202 dwelling unit housing development on the vacant land. The development is to be a mixture of single, two and multi-family structures and includes on-site recreational amenities for the residents. Below is a general location map:



There are 82 residential buildings proposed, as well as a substantial clubhouse common area. The proposed final plan is substantially similar to the preliminary plan presented to the Planning Commission on September 8, 2015. It meets the requirements for dwelling unit density, setbacks and open space. The purpose of the final planned development process is to formalize the preliminary approval and tie up any loose ends of details that were not yet fleshed out during the preliminary. The broad decisions of public infrastructure capacity, land use, unit density and building type should have already been determined. However, any outstanding issues unaddressed can still be handled at the final plan stage. Below is a table comparing the **Approved** Preliminary to the Proposed Final Plan:

	App. Prelim Bldgs	Final Buildings	App. Prelim Units	Final Units
Unit Type	#Buildings	#Buildings	#Units	#Units
Single Family	22	22	22	22
Two Family	54	54	108	108
Townhouse	6	6	64	72
Total	82	82	194	202

The development is designed with 643 bedrooms which is under the 668 previously agreed to.

SITE HISTORY

- A planned unit development was approved in 2004 by the Butler County Planning Commission
 - The subject property portion was labeled as a Business Planned Unit Development (B-PUD)
- A final Residential PUD, College Suites, 29 acres, was approved in 2005 for a portion of the area
 - “Level 27” Apartment buildings were built 2006-07
- The overall development (172 acres) was annexed/zoned into the City of Oxford in 2007
 - The zoning class for the subject property was set as “OI” in August 2007
- A condominium planned unit development was approved by the City of Oxford in 2007 on land east of the subject property.
 - Adjacent vacant portion currently zoned R-4 (re-labeled from R-3)
 - Did not move forward, therefore plan expired after 5 years per plan ordinance
- The subject property was rezoned from OI to R2A by Ordinance in April 2014
- A Planned Development was reviewed by the Planning Commission for this site in September and October 2014
- The Planned Development request was withdrawn from City Council agenda prior to 2nd reading
- A Preliminary Subdivision Plat was reviewed by Planning Commission and City Council and was denied in May 2015. The applicant appealed the denial and the City and the applicant held court-appointed mediation in August 2015 to seek a settlement of the case. The settlement was finalized in September 2015.
- The Preliminary Planned Development was reviewed by Planning Commission on September 8, 2015 and approved by City Council on October 6, 2015.

The staff’s review is based upon:

- (1) City of Oxford Zoning Code;
- (2) October 6, 2015 Preliminary Plan Ordinance #3329 [See attached Exhibit A];
- (3) September 24, 2015 Settlement Agreement [See attached Exhibit B]

DECISION STANDARDS

The Planning Commission and City Council must review a request for a planned development approval based upon Section 1145.06 of Oxford Zoning Code. Bolded sections set the framework for review discussion.

1145.06 PLANNING COMMISSION AND COUNCIL REVIEW

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

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

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

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

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

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

- (b) **General Decision Standards.** All planned developments shall satisfy these general decision standards:

- (1) The proposed planned development is in fact permitted in the zoning districts in which it is proposed.
- (2) If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied.
- (3) The uses and site plan will satisfy the general intent of this Zoning Code.
- (4) The uses and site plan will be compatible with the general intent of the Comprehensive Plan.
- (5) The size and shape of the site are sufficient for the proposed planned development.
- (6) The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- (7) The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- (8) Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.
- (9) The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- (10) Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- (11) The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- (12) The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public streets.
- (13) Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.

PURPOSE STATEMENTS

Below are purpose statements from both applicable sections of Zoning Code:

R2A Underlying Zoning: Section 1143.04(a) Purpose: This district is designed to provide and preserve neighborhoods of smaller single-family residences within and adjacent to areas of similar development. This district also provides for a limited number of two-family residences.

Planned Development Overlay Zoning: Section 1145.01 Purpose:

(a) Purpose. Planned developments incorporate land uses and development patterns that are intended to permit and encourage creative and flexible land development that is not permitted by-right under the administrative regulations of underlying zoning districts. The planned development is particularly well suited to address two distinct goals of the Comprehensive Plan: to provide for environmentally sensitive and cohesive developments that are an attractive alternative to traditional subdivision and infill development that fully utilizes available land and existing utility resources where they already exist.

(1) Planned developments share these common goals:

- A. Protect the neighbors of a planned development and the City in general to at least the same degree normally inherent in the Zoning Code.
- B. Produce a development equal to or better than that resulting from single-use or traditional subdivision
- C. Have a site and situation that permits comprehensive planning both on the site and relative to its immediate surroundings
- D. Result in a design in which the placement, height, and uses of buildings, vehicle management areas, and open spaces efficiently utilize potentials of the site
- E. Include covenants, easements, and other private measures that will help ensure the long-term administrative viability of a development
- F. Be functional within a time period that helps ensure a viable development

(2) **Infill** development also satisfies the following goals:

- A. Fully utilize sites that could not be fully utilized because of their shape or because of their location relative to available public access.
- B. Increase geographic efficiencies of existing utilities such as public streets, water, sewer, electric, telephone, and cable by using them where they are already available.
- C. Help keep development from sprawling to and beyond the municipal boundaries of Oxford.

(3) Open Space development also satisfies the following goals:

- A. Retain natural areas and landscapes.
- B. Protect environmentally sensitive land and water features.
- C. Retain or create active and passive open spaces that serve the recreation needs of the development or the City generally.
- D. Lessen the land area devoted to vehicle management.
- E. Preserve natural scenic views that contribute to the Oxford setting.

DESIGN REQUIREMENTS

Below are the design requirements for Planned Developments:

Section 1145.12

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

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

(c) Land Use.

- (1) The following land uses are permitted in proportion to those portions of a planned development that overlay an existing residential zoning district:
 - A. Any land use permitted in any residential zoning district in this Code, except Mobile Homes.
 - B. Institutional, public, and semi-public land uses that serve the planned development or the general public.
 - C. Commercial land uses, if the total land area of the planned development is greater than 10 acres and if the commercial land use is intended to serve the planned development only. Such commercial land uses shall be limited as follows:
 1. No signs that are visible from outside of the development.
 2. No direct vehicular access to a public thoroughfare.
 3. No less than 95 percent of the total land area shall be devoted to residential land uses.
 4. No separate structure intended to be used, in whole or part, for commercial land uses shall be constructed prior to the construction of not less than 50 percent of the dwelling units.
- (2) The following land uses are permitted in proportion to those portions of a planned development that overlay an existing commercial zoning district:
 - A. Any land use permitted in the underlying zoning district.
 - B. Any land use permitted in any residential zoning district in this Code, except Mobile Homes.
- (3) The following land uses are permitted only in the portions of a planned development that overlay an existing industrial zoning district:
 - A. Any land use permitted in the underlying zoning district.
- (4) The land uses permitted in a planned development may be distributed as follows:
 - A. If a single planned development overlays more than one zoning district, then the land uses permitted according to this Section may be distributed throughout the entire planned development site.
 - B. If a planned development includes land uses permitted only in an industrial zoning district, then those land uses may only be located in that portion of the planned development that overlays the industrially zoned land.

- (d) Residential Density. Residential density shall not exceed 110 percent of the density permitted in the underlying zoning district. Residential land uses in a planned development that overlays a commercial zoning district shall not exceed the density of the R1B Single-Family Medium-Density Residential Zoning District. Area devoted entirely to non-residential land uses, including buildings, vehicle management areas, and other associated land use elements shall be excluded from the area used to calculate residential density.

(e) Dimensional Regulations.

- (1) Building Heights shall be limited as in the underlying zoning district, regardless of land use.
- (2) Front setbacks shall be limited as in the underlying zoning district.
- (3) All buildings and vehicle management areas shall be setback from the perimeter of a planned development no less than:
 - A. Residential zoning district – 25 feet.
 - B. Commercial zoning district – 25 feet.
 - C. Industrial zoning district – 50 feet.

(f) Open Space.

- (1) No planned development shall have less than 20 percent open space, which includes any area not less than 50 by 50 feet, not including the required setbacks, and includes nothing other than natural area.
- (2) Lot coverage shall be regulated according to the underlying zoning district, except that lot coverage for the residential portion of any planned development shall not exceed 40 percent.

- (g) Environmental. A 100 foot natural buffer shall be maintained adjacent to all permanent and natural surface waters, springs, and wetlands. Development of this area is regulated as follows:

- (1) Natural vegetation shall be maintained.
- (2) No structures shall be built or improvements made, except as follows:

- A. Walking paths, bicycling paths, and the like, including infrastructure necessary to facilitate their development are permitted anywhere within the buffer.
- B. Roads and associated infrastructure are permitted in the buffer to facilitate crossing such water elements.
- C. Any improvements approved in a final plan.
- D. Any public safety or public utility improvements not associated with the planned development, but deemed necessary by the Service Director or Chief of Police.

(h) Landscaping and Screening.

- (1) A planned development shall satisfy all landscaping elements required by other sections of this Code.
- (2) The required perimeter setback area shall be retained in natural woods or suitably landscaped with grass, ground cover, shrubs, trees, or earthen mound.
- (3) A planned development that overlays a commercial or industrial zoning district that is adjacent to a residential zoning district shall be screened from the residential zoning district by a dense evergreen hedge a minimum of 8 feet tall and 10 feet wide at planting and that will maintain at least 90 percent opacity over time.

(i) Access and Mobility.

- (1) At residential densities greater than would be permitted in the R-1A District, have direct and principal access from a collector or arterial road.
- (2) Bicycle rack spaces shall be provided at all planned developments that overlay a commercial zoning district at a rate of 3 per acre.
- (3) Adequate pedestrian connectivity shall be provided to and through a planned development.

(j) Utilities and Infrastructure. Electric and telephone facilities, street light wiring, and other wiring conduits and similar facilities shall be located underground.

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

COMMENT FORMS

All property owners within 200 feet have been notified by letter, a sign has been posted on the property and a notice has been placed in the newspaper. No public comments have been received as of this writing.

AGENCY REVIEWS

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

Police:	Returned with comment (see attached email Exhibit E)
Fire:	Returned with comment
Service/Engineering:	Returned with comment (see attached memo Exhibit D)
Econ. Dev.	Returned with no comments

ANALYSIS

As stated above, the final plan is substantially similar to the preliminary plan; therefore the plan can move forward after any outstanding details are clarified. Planning staff has presented questions and comments, dated December 28 [**See attached Exhibit C**], to the applicant, for consideration. Several topics simply require revisions to plans and some are new details which require discussion by the Commission. The City Engineer has also forwarded comments to the applicant, dated December 30 [**See attached Exhibit D**], for consideration. Responses to these two documents should form the context of discussion for the Commission, in their review. Satisfactory responses and any additional information can result in the conclusion that the final plan meets both the General Decision Standards and the Planned Development Design Requirements. Any outstanding issues can be dealt with by staff and City Council. For efficiency, Planning staff has divided the issues raised by staff into two categories: 1) Requires discussion and 2) Awaiting revisions/additional information:

- 1) Discussion items:
 - a. Multi-modal transportation
 - i. Non-motorized modes personal safety
 - ii. Mass transit plan
 1. Site design
 2. Operation
 - b. Open space
 - i. Townhouse common open space
 - ii. Access plan to peripheral open space
 - c. Potential waivers from code
 - i. Drainage channel setback
 - ii. Lighting fixture height
 - iii. Parking lot lighting level
- 2) Items awaiting revisions/additional information:
 - a. Performance and Maintenance Bonding Agreement
 - b. Revisions/additional information satisfactory to City Engineer
 - c. Revision to Southpointe Parkway cul-de-sac easement
 - d. Additional signage details
 - e. Additional parking lot or building mounted lighting
 - f. Drawing showing lot lines with access easements to 22 single family lots
 - g. Corrections to labeling as noted
 - h. Corrections to building orientation and windows on facades
 - i. Screening for mechanical units along back of townhouses
 - j. Corrections for trash and recycling plan
 - k. Any plans for storm shelter provisions
 - l. Evidence of acceptable tree variety distribution
 - m. Evidence of acceptance of plan from Fire Chief

No building permits can be issued until a final plan is approved and the City Engineer is satisfied with the street and utility improvements adjacent to the proposed building. A Final Plan approval by City Council is valid for one year. Trinitas LLC plans to build the development all in one phase.

RECOMMENDATION

Planning staff recommends that the Commission discuss the items listed in the Discussion Category above, before forwarding a recommendation to City Council. After discussion, the Commission should review the Decision Standards herein and the Preliminary Plan Approval, to ensure all items have been addressed. At the time of this writing, a recommendation of approval can be forwarded based upon these conditions:

- 1.) The establishment of a Performance and Maintenance Bonding Agreement satisfactory to the City Engineer and approved by the City Council.
- 2.) The outstanding items in Category 2 above, awaiting additional information or revisions, be satisfactorily addressed by the particular City Department

SUBMITTED

BY:



Sam Perry, AICP, Planner

DATE: January 4, 2016

ORDINANCE NO. 3329

AN ORDINANCE ACCEPTING THE PLANNING COMMISSION'S RECOMMENDATION FOR PRELIMINARY PLAN APPROVAL OF A PLANNED DEVELOPMENT ON THIRTY SEVEN (37) ACRES OF VACANT LAND ON SOUTHPOINTE PARKWAY TO ALLOW A DEVELOPMENT FOR RESIDENTIAL USE WITH CONDITIONS.

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

SECTION 1: Council hereby finds that the Planning Commission held a public hearing on September 8, 2015, in accordance with Section 1145 of the Codified Ordinances of the City of Oxford, on the application of Travis Vencel, Trinitas Development, LLC for approval of a Preliminary Plan on thirty seven (37) acres of vacant land on Southpointe Parkway to allow a Planned Development for residential use.

SECTION 2: The Planning Commission, after due deliberation found the application satisfies the code requirements in Chapter 1145 of the Oxford Zoning Code and recommended approval of the Preliminary Plan application for thirty seven (37) acres of vacant land on Southpointe Parkway.

SECTION 3: Council hereby accepts the recommendation of the Planning Commission and further approves the Preliminary Plan application for thirty seven (37) acres of vacant land on Southpointe Parkway to allow a development for residential use based on the submittals of the applicant that are incorporated and made a part of this approval with the following conditions:

- a. The Petitioner shall work with City staff in choosing street names similar to those in the Mile Square, preferably traditional tree names.
- b. A secondary means of emergency ingress/egress, as recommended by the City Fire Chief shall be considered.
- c. The Petitioner shall work with City staff, the Butler County Regional Transit Authority and adjacent property owners to provide regular, year-round public transit.
- d. The Petitioner shall design end units to include windows on all sides of buildings facing streets.
- e. The Petitioner shall work with the City to ensure pedestrian connectivity through the maintenance of a minimum unobstructed five (5) foot sidewalk clearance where technically feasible throughout the entire development, and installation of a multi-use path along the southern side of Southpointe Parkway. Additionally, all of the sidewalks and multi-use paths shall be completed concurrent with adjacent building occupancy as well as bonded public improvements.
- f. The Petitioner shall work with City staff regarding multi-family parking maximums to reduce the number of parking spaces in their Final Plan design, below the maximums specified in the City of Oxford ordinance.

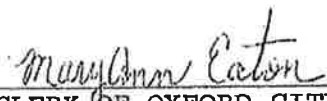
- g. The Final Plan shall provide a traffic impact study including a Transportation Demand Management evaluation and implementation plan for all modes of transportation to achieve a balanced mode split that does not rely primarily on single occupancy vehicular trips.
- h. The Final Plan shall include a commitment to maintain the private streets within the development as publicly-accessible ways for local and through travel.
- i. The Petitioner shall coordinate with the City of Oxford to ensure safe off-site connectivity for non-motorized transportation to US 27 be provided, including installation of either a multi-use path or a bicycle lane along Southpointe Parkway.
- j. The Petitioner shall work with City staff to install a variety of tree species, found in the most recent approved City tree list.
- k. The Petitioner shall address all City Engineer comments found on pages 16-17 of the Planning Commission agenda of September 8, 2015.
- l. The twenty two (22) single family lots shall be built in conjunction with the first sixty (60) percent of the development that takes place.
- m. The existing stub streets off of Southpointe Parkway shall be vacated and taken over by the developer.

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


MAYOR

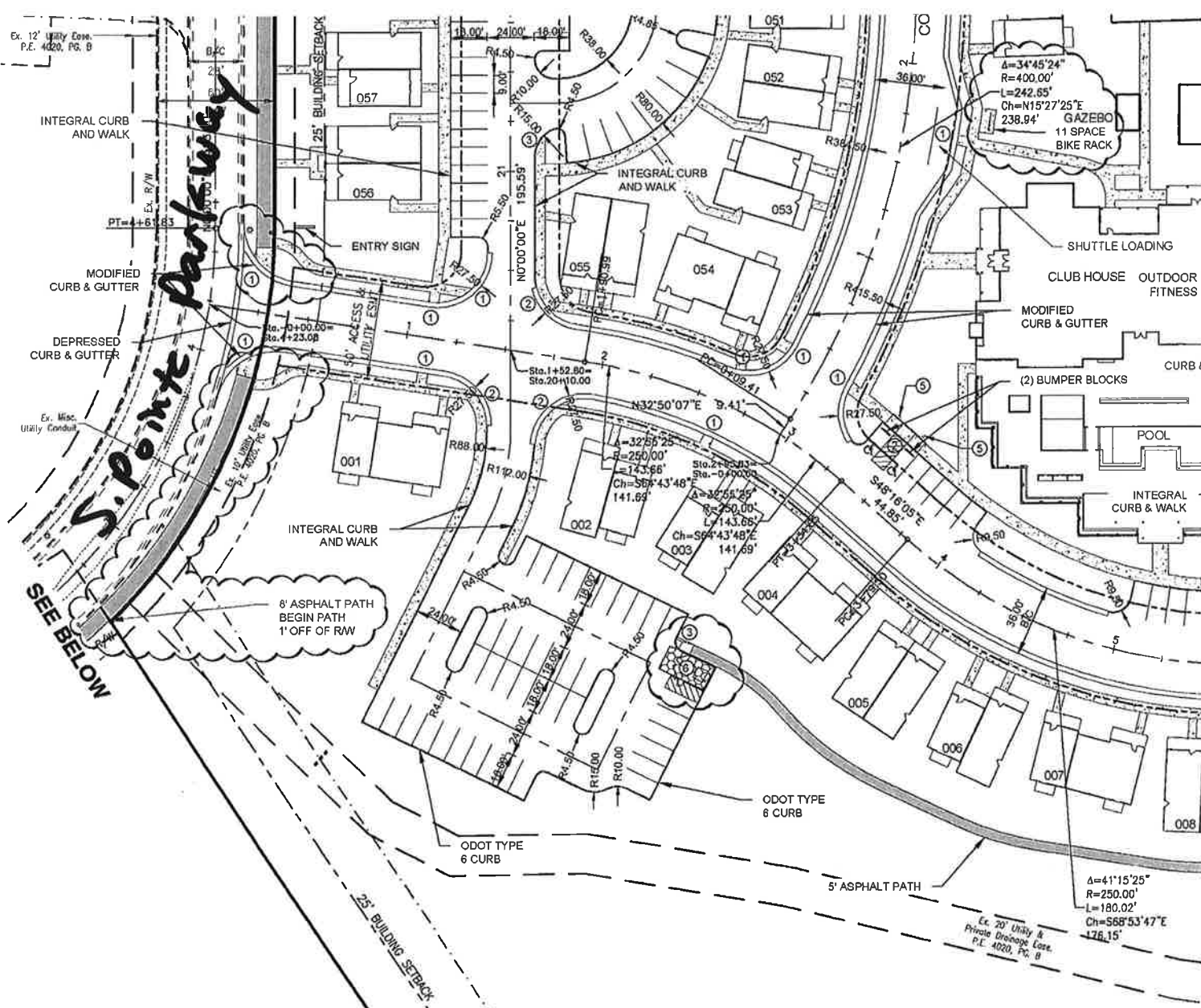
ADOPTED: October 6, 2015

ATTEST:

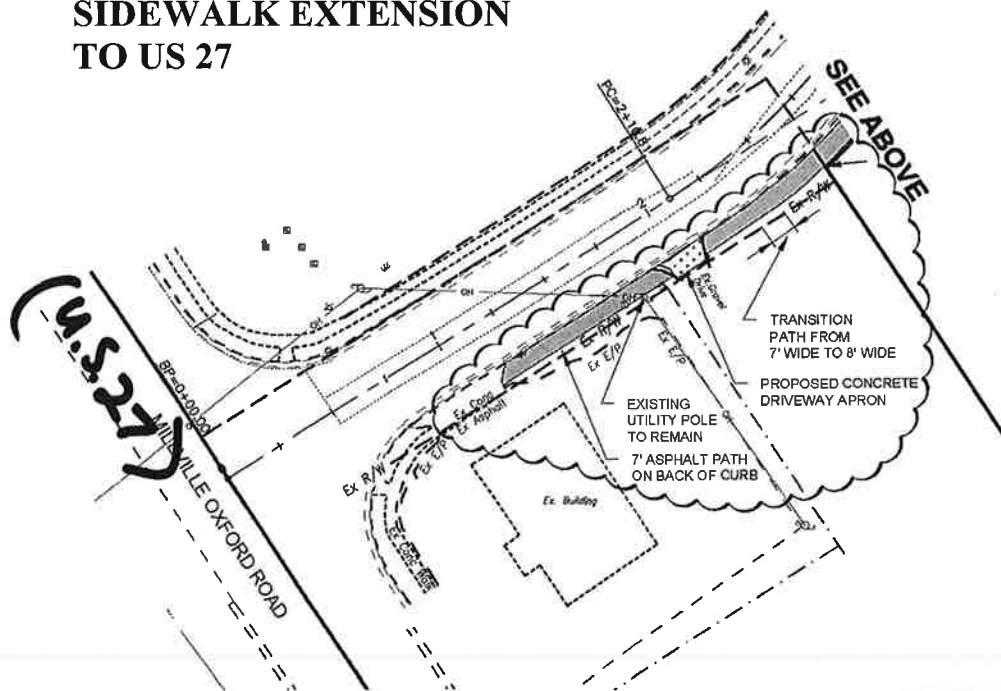

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW(STAFF)



SIDEWALK EXTENSION TO US 27



SITE LAYOUT LEGEND

- ① ODOT TYPE A2 CURB RAMP. SEE DETAIL ON SHEET E110 FOR
- ② ODOT TYPE B2 CURB RAMP. SEE DETAIL ON SHEET E110 FOR
- ③ ODOT TYPE B3 CURB RAMP. SEE DETAIL ON SHEET E110 FOR
- ④ HANDICAP ACCESSIBLE PARKING SPACE WITH SIDEWALK
- ⑤ HANDICAP VAN ACCESSIBLE PARKING SPACE WITH SIDEWALK
- ⑥ DUMPSTER ENCLOSURE, SEE SHEET E110 FOR

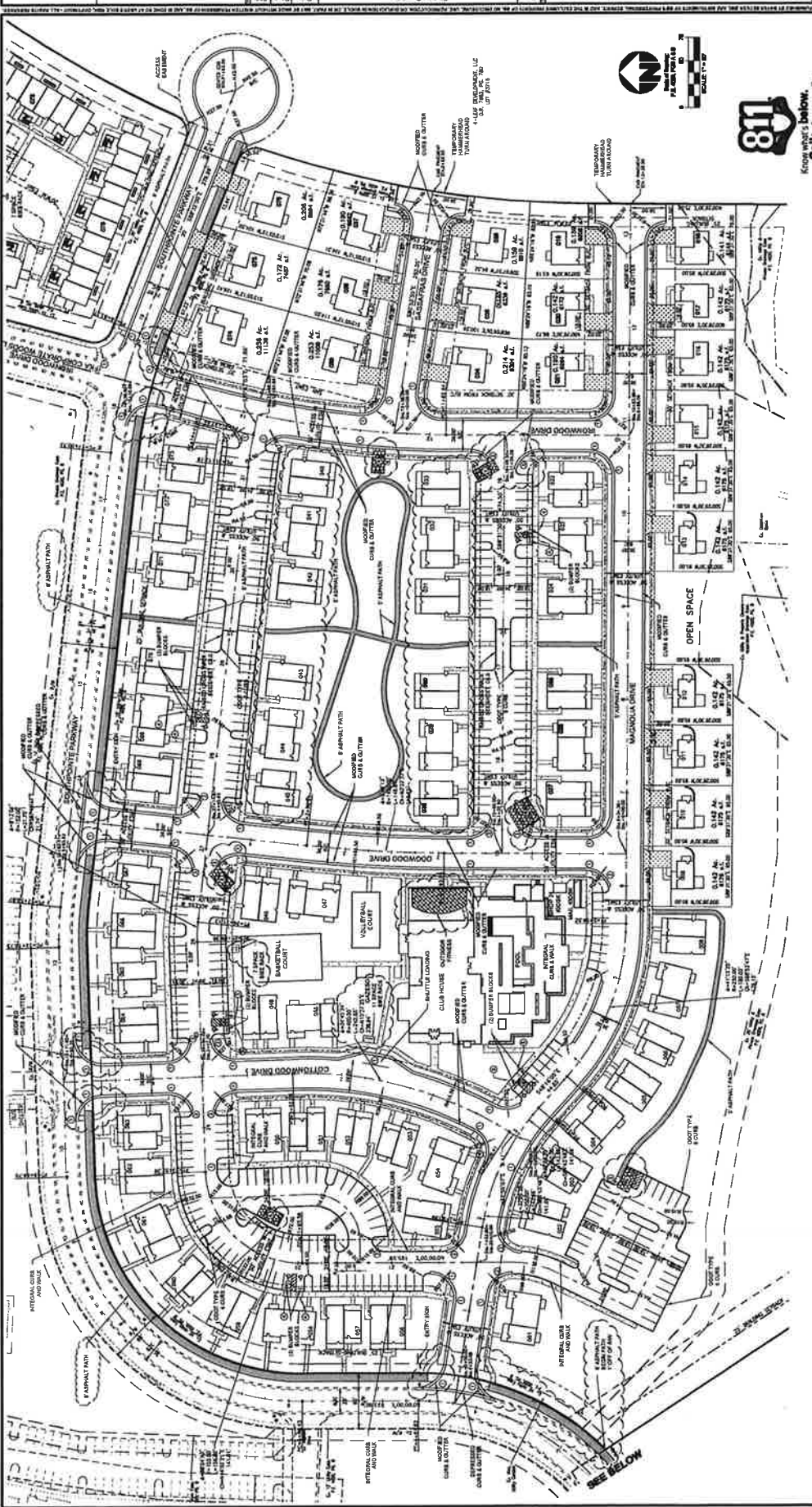
FILE FOR RECORD
RECORDED
PLAY ENVELOPE
RECORDED
FILE

FINAL PLAN
NO.
BY CHASMAN

LIST OF COPIES

Name J:\01418\019-0000\CVMCH\1-DOIS 006 CD.dwg Layout Tab C 176x Short
Date 25-10-16 11:16am





SITE LAYOUT LEGEND

- 1 DOOT TYPE AT CURB RAMP. SEE DETAIL ON SHEET C-2.
- 2 DOOT TYPE AT CURB RAMP. SEE DETAIL ON SHEET C-2.
- 3 DOOT TYPE AT CURB RAMP. SEE DETAIL ON SHEET C-2.
- 4 DOOT TYPE AT CURB RAMP. SEE DETAIL ON SHEET C-2.
- 5 HANDICAP ACCESSIBLE PARALLEL SPACE WITH BENCH AND POST. SEE DETAIL ON SHEET C-2.
- 6 HANDICAP VAN ACCESSIBLE PARKING SPACE WITH BENCH AND POST. SEE DETAIL ON SHEET C-2.
- 7 QUANTITIES ENCLOSED. SEE SHEET C-11 FOR EXCLUSIVE DETAILS.

SITE LAYOUT NOTES

1. ALL CHANGES MUST BE MADE ON A SHEET OF AVAILABILITY. UNLESS OTHERWISE NOTED ON THE SHEET, ALL CHANGES MUST BE MADE ON A SHEET OF AVAILABILITY. UNLESS OTHERWISE NOTED ON THE SHEET, ALL CHANGES MUST BE MADE ON A SHEET OF AVAILABILITY.
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SITE SUMMARY

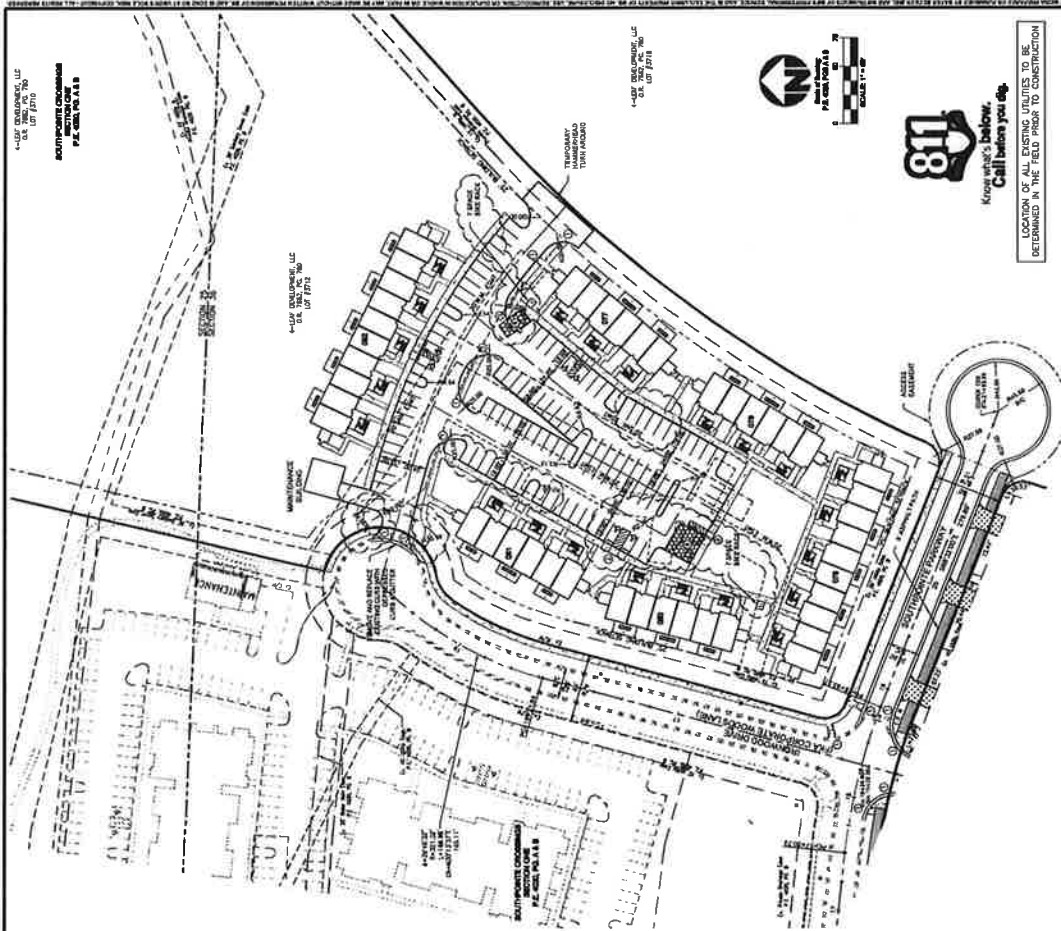
EXISTING ZONING:	ACREAGE	NUMBER OF UNITS:	RECREATIONAL PLANNED DEVELOPMENT	37.08 ACRES
		BUILDING TYPE	BUILDINGS	UNITS
		COTTAGE	22	101
		CONDO	22	22
		TOWNHOUSE	22	22
		TOTAL UNITS	66	202
PARKING:			231-461	SPACES
		COTTAGE OFF-STREET	216	SPACES
		CONDO OFF-STREET	22	SPACES
		HOUSES DRIVEWAY	22	SPACES
		TOWNHOUSE OFF-STREET	103	SPACES
		SHARED DRIVEWAY (22-461)	22	SPACES
		TOTAL	481	SPACES

LEGEND

- | | |
|---|--|
|  | 5' AND 6' MULTILANE ASPHALT PATH
SEE PLAN FOR WIDTH |
|  | CONCRETE PAVEMENT (DRIVEWAY) |
|  | CONCRETE PAVEMENT (DUMPSTER PAD) |
|  | PROPOSED CONCRETE WALK |

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



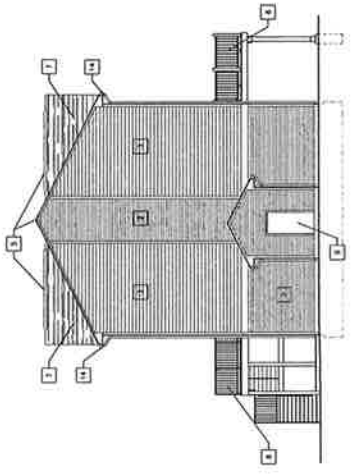


SITE LAYOUT NOTES

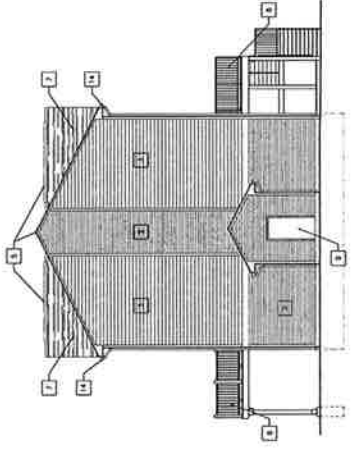
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SITE LAYOUT LEGEND

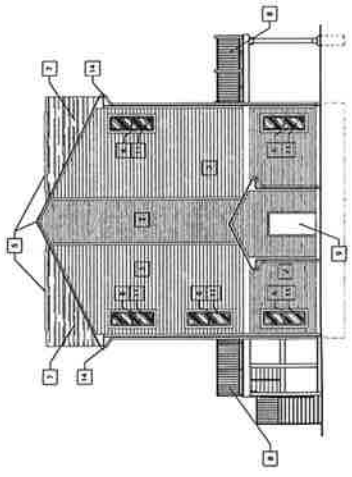
- 1 GOOST TYPE A3 CURB RAMP. SEE DETAIL ON SHEET C3.1.
- 2 GOOST TYPE B3 CURB RAMP. SEE DETAIL ON SHEET C3.1.
- 3 GOOST TYPE B3 CURB RAMP. SEE DETAIL ON SHEET C3.1.
- 4 HANDICAP ACCESSIBLE PARKING SPACE WITH SIGN AND POLE. SEE DETAIL ON SHEET C3.2.
- 5 HANDICAP VAN ACCESSIBLE PARKING SPACE WITH SIGN AND POLE. SEE DETAIL ON SHEET C3.2.
- 6 HANDICAP VAN ACCESSIBLE PARKING SPACE WITH SIGN AND POLE. SEE DETAIL ON SHEET C3.2.
- 7 DUMPER PAD.



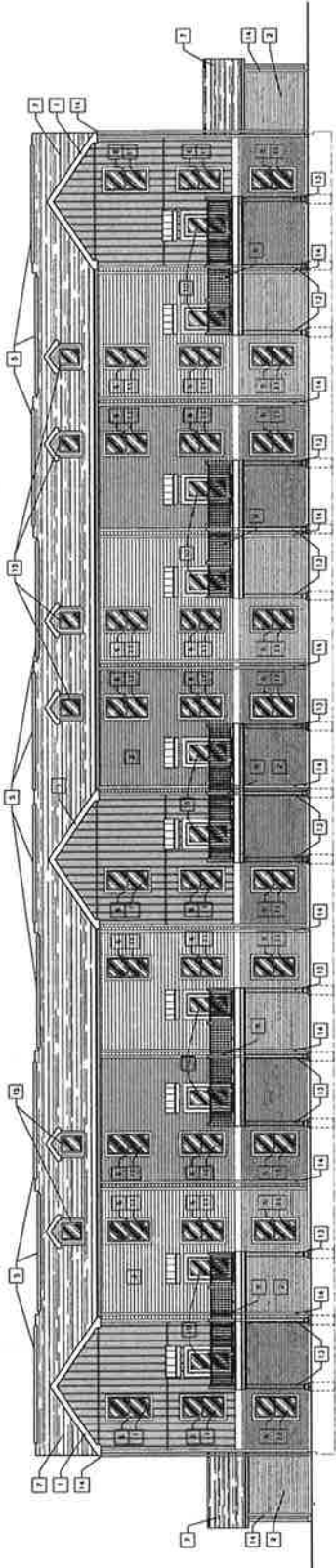
TOWNHOME BUILDING T1/T2 SIDE ELEVATION B
 SCALE: 1/8" = 1'-0"



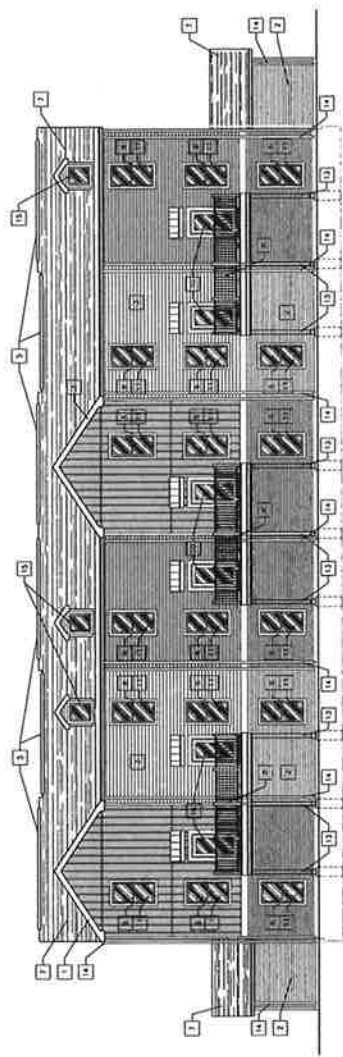
TOWNHOME BUILDING T1/T2 SIDE ELEVATION B
 SCALE: 1/8" = 1'-0"



TOWNHOME BUILDING T2 ALTERNATE SIDE ELEVATION B
 SCALE: 1/8" = 1'-0"



TOWNHOME BUILDING T2 REAR ELEVATION B
 SCALE: 1/8" = 1'-0"



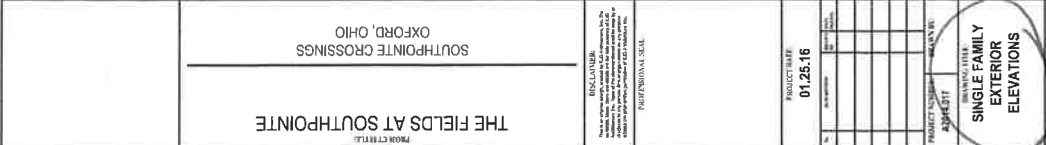
TOWNHOME BUILDING T1 REAR ELEVATION B
 SCALE: 1/8" = 1'-0"

ELEVATION NOTES

1. TYPICAL FASCIA TRIM 2 X 8 ALUM. CLAD
2. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
3. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
4. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
5. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
6. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
7. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
8. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
9. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
10. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
11. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"
12. CORNER RIPS-CONCRETE W/SHIMMER, 1/4"

KEYNOTES:

1. PRESSURE TREATED (OR CEDAR) WOOD
2. ALUM. CLAD CUTTING & DOWNSPOUTS
3. ALUM. CLAD CUTTING & DOWNSPOUTS
4. ALUM. CLAD CUTTING & DOWNSPOUTS
5. ALUM. CLAD CUTTING & DOWNSPOUTS
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11. ALUM. CLAD CUTTING & DOWNSPOUTS
12. ALUM. CLAD CUTTING & DOWNSPOUTS



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**SINGLE FAMILY
EXTERIOR
ELEVATIONS**



**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to City Manager

Finance

Originating Department

Council Meeting Of : 2/2/2016

Joe Newlin

Prepared By

Account Code No. : see below

1/22/2016

Date Prepared

Budgeted Amount : _____

Agenda Title: **2016 Supplemental Budget #2**

Recommendation: **Approve**

Issue 1

To make adjustment to amended budget the purchase of an additional power cot, miscalculation on the first

Action Needed:

Revenue Side

N/A

Expense Side

Life Squad Gift (210) 5,544.10 Appropriation from unencumbered balance for power cot purchase

Net Effect on Fund Balance/(s) (5,544.10)
Increase/(Decrease)

Total Net Effect on Fund Balance/(s) (5,544.10)
Increase/(Decrease)

Breakdown by Fund

Life Squad Gift (210) (5,544.10)

Net Effect on Fund Balance/(s) (5,544.10)
Increase/(Decrease)

Approved By:

Department Head:

Initials Date

City Manager:

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3335 AND DECLARING IT AN EMERGENCY. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 2 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2016.

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

Life Squad Gift Fund 210	5,544.10
--------------------------	----------

SECTION 3: In all other respects, Ordinance No. 3335 shall remain in full force and effect.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)