



Agenda

Oxford City Council

Court House

TUESDAY, FEBRUARY 4, 2020

EXECUTIVE SESSION

7:15 p.m.

1. Roll Call. Mike Smith, Mayor; William Snavely, Vice-Mayor; David Prytherch; Jason Bracken; Chantel Raghu; Glenn Ellerbe; 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. Proclamation – League of Women Voters 100th Anniversary.



Proclamation

- B. Presentation – Census 2020 – Andrew Devedjian

- C. Appointments to Boards and Commissions.

- D. 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 21, 2020 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. Report regarding the January 14, 2020 Planning Commission Meeting. (Sam Perry, Community Development Director)



Report

- C. Report regarding the January 16, 2020 Joint TRI Board and Recreation Board Meeting. (Casey Wooddell, Parks and Recreation Director)



Report

- D. Report regarding the January 23, 2020 Environmental Commission Special Meeting. (Mike Dreisbach, Service Director)



Report

5. Resolutions.

1. A Resolution authorizing the City Manager to apply for state and federal funding for the Technology, Entrepreneurship, Creativity Hub Project. (Doug Elliott, City Manager).



Staff Report/Resolution

2. A Resolution authorizing the City Manager to enter into an agreement with Environmental Design Group, LLC for the design of OATS Trail Phases III & IV at a cost of \$598,898.00 plus an environmental right-of-way allowance of \$25,000.00 and a

contingency in the amount of 10% of the agreement price or \$59,889.80 for a total cost not to exceed \$683,787.80. (Mike Dreisbach, Service Director)



Staff Report/Resolution

3. A Resolution authorizing the City Manager to enter into agreements with Dynegy Energy Service, LLC for the procurement of renewable electricity generation services for the City's consumption for a period of sixty months. (Mike Dreisbach, Service Director)



Staff Report/Resolution

4. A Resolution declaring that it is necessary to improve those portions of certain properties as shown on Exhibit "A" attached hereto in the City of Oxford, Ohio, by re-paving, re-curbng, and repairing the sidewalks, curbs, and gutters. (Mike Dreisbach, Service Director)



Staff Report/Resolution

6. Ordinances.

A. First Reading.

1. An Ordinance 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 90 Parcels Located On Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane And Jacob Drive In The City Of Oxford. (Sam Perry, Community Development Director)



Staff Report/Ordinance

B. Second Reading.

1. An Ordinance Amending Ordinance No. 3538. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2020. (Joe Newlin, Finance Director)



Staff Report/Ordinance

2. An Ordinance Amending The Codified Ordinances Of The City Of Oxford, Ohio, By Adding New Section 521.14 Entitled Expanded Polystyrene Ban To Chapter 521 Entitled Health, Safety And Sanitation. (Doug Elliott, City Manager). (Tabled)



Staff Report/Ordinance

7. A. Announcements & Communications.

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

- B. Future Meetings. (Note: Meetings will be held at the Court House unless otherwise indicated.)

WED - Feb 5 Environmental Commission Meeting 7:00 p.m. Municipal Building

TUES – Feb 11 Public Arts Commission of Oxford Meeting 4:30 p.m. Municipal Building

TUES – Feb 11 Planning Commission Meeting 7:00 p.m.

WED - Feb 12 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

THUR – Feb 13 Recreation Board Meeting 11:30 a.m. Municipal Building

MON - Feb 17 Holiday – City Offices Closed

TUES – Feb 18 Housing Advisory Commission Meeting 1:30 p.m. Municipal Building

TUES – Feb 18 City Council Meeting 7:30 p.m.

WED - Feb 19 Board of Zoning Appeals Meeting 6:30 p.m. Cancelled

8. Adjourn.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: February 4, 2020

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

January 24, 2020
Date Prepared

Agenda Title: Environmental Commission Special Meeting of January 23, 2020

Recommendation: For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, January 23, 2020 special meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Ms. Madeline Maurer; City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Jason Bracken; Mr. Jon Ralinovsky, and Mr. Steven Elliott. A quorum was present. Also in attendance were the City of Oxford's Mayor, Mr. Mike Smith, and Mr. Patrick Keck, a Miami University student and reporter for the *Oxford Observer*.

Prior to this meeting, Commissioners Ms. Maurer, Mr. Ralinovsky and Mr. Bracken had met as a sub-committee to research the questions and concerns from City Council regarding the potential expanded polystyrene foam (EPF) food container ban legislation. These questions and concerns had been provided to the Environmental Commission in an email from Councilor David Prytherch, dated January 8, 2020. Mr. Bracken provided a brief outline of the sub-committee's research and conclusions. A copy of Councilor Prytherch's January 8, 2020 email with the City Council's questions and concerns, and the sub-committee's written responses are included with this Staff Summary Report.

While the Commission agreed in principal that the EPF food container ban was a worthwhile endeavor, there were some concerns in regards to certain aspects of the ban. During the ensuing discussion, several questions were raised by Commissioners, including how many establishments would be impacted by the potential EPF container ban and what the impact to the greater community might be because of the ban (among others). Commissioners did agree that any reduction of EPF materials that are littered into the environment is of benefit since the EPF does not decompose. Other communities have had similar bans in place for extended periods of time, with no apparent devastating economic impacts reported. The train of thought was that it has worked elsewhere, and that it did not make sense to re-invent the wheel with additional studies or investigations here.

The voluntary approach of the potential EPF container ban was seen to reduce or eliminate potential demands of City Staff time dedicated to enforcement of the EPF ban. Also, the extended time period until it applied to the smaller, local establishments (December 31, 2021) should allow time for revising or amending the legislation if issues were encountered by these establishments in their attempts for compliance.

(Continued)

Approved By:

Department Head:
City Manager:

Initial Date

MBD | 1/24/20

DRE | 1-31-20

The concern that the proposed legislation was being hurried to get passage prior to pending State legislation prohibiting such a ban was raised. Ms. Raghu indicated that the initial proposal for the local EPF ban had been being worked on for a while, and that the timing of the local proposal and the State's legislative consideration was coincidental. Although it was preferential to have the local EPF ban enacted prior to the potential action by the State of Ohio on their legislation.

Mr. Gwyn requested that if the legislation is passed, any City of Oxford functions and/or activities be required to adhere to the EPF food container ban. Mr. Gwyn was also concerned with the potential EPF ban's impact to any charitable events, would like for a more in depth research into the number of businesses that could be impacted by the ban, and would like Oxford to extend outreach assistance to the local businesses to assist them in their compliance with the pending legislation.

Mr. Elliott proposed the following Motion. Ms. Maurer seconded the Motion:

Motion:

The Environmental Commission is to provide the City of Oxford City Council with the prepared findings of the sub-committee researching City Council's concerns and questions regarding a potential EPF food container ban, and that Council be provided with a summary of the Environmental Commission's discussion regarding the pending legislation.

The Motion passed unanimously.

Mr. Ralinovsky proposed the following Motion. Ms. Maurer seconded the Motion:

Motion:

The Environmental Commission supports the proposed EPF food container ban legislation.

The Motion passed with 5 yeas, 0 nays, and 1 abstention (Mr. Elliott).

Commissioners concluded discussions at 8:30 p.m. The next regularly scheduled monthly Environmental Commission meeting is scheduled for 7:00 p.m. on February 5, 2020 in the Municipal Building's First Floor Conference Room.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Parks and Recreation

Originating Department

Council Meeting Of: Feb. 6, 2020

Account Code No. #: N/A

Prepared By: Casey D. Wooddell

Budgeted Amount: N/A

Date Prepared: Jan. 17, 2020

Agenda Title: Oxford Recreation Board Meeting, 01/16/2020

Recommendation: Approve

Attendance: Rec Board: Mike Smith, Wes Cole, Kevin Ackley, Craig Bennett, Holli Morrish
TRI Board: Doug Curry, Tom Holmes, Dan Purcell, Rick Verst, Jay Bennett
OPRD: Casey Wooddell, Deanna Barbour, Ryan Himes, Dustin VanWinkle

Each year, the Oxford Recreation Board and the Talawanda Recreation, Incorporated (TRI) Board meet to discuss the previous year's accomplishments, as well as discuss how the two boards and collaborate for future projects. This meeting was held at LaRosa's in Oxford at 11:30am on Thursday, January 16, 2020.

Casey Wooddell provided a 2019 Annual Review presentation for Oxford Parks and Recreation. This presentation included information about the 2019 OPRD budget, Oxford Aquatic Center, goals and accomplishments and future outlook.

Ryan Himes, Program Supervisor, provided a brief synopsis about recreation programs from 2019 and a 2020 outlook, including preschool, youth programs and teen programs.

Dustin VanWinkle, Sports Coordinator for OPRD, provided a brief synopsis about sports programs from 2019 and a 2020 outlook, including tournaments, field reservations, local partnerships and OPRD sports leagues.

Casey Wooddell, along with the members of the TRI Board, provided a presentation outlining the results of the 2007 community survey about a new indoor recreation facility in Oxford. This presentation also outlined some necessary steps, with potential timeline included, for the TRI, with the assistance of the City and Oxford Recreation Board, to add onto the existing facility or build a new one.

After the joint meeting with the TRI Board concluded, the Oxford Recreation Board held a separate meeting and elected Ken Bogard to serve as the Chair of the Board for 2020, and Deanna Barbour to serve as the Secretary of the Board for 2020.

Next meeting: February 13, 2020 – Oxford Municipal Building; 11:30am.

Meeting adjourned 1:00pm

Approved By:

Initial Date

Department Head: CDW \ 1/17/2020

City Manager: DRE \ 1-30-20

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 4, 2020

Sam Perry
Prepared By

Account Code No. #:

Budgeted Amount: N/A

January 29, 2020
Date Prepared

Agenda Title: Planning Commission Meeting Report- January 14, 2020

The Commission adjourned to executive session to discuss officer roles. Corey Watt was elected as Vice-Chair. Bill Snavelly to continue as Chair.

Updates from Boards, Committees, and Staff were provided. Census 2020 awareness is underway.

PC-2020-01 ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford**,
Applicant

The petition was led by Elise Clerkin. Staff presented the request. The amendment would reduce the allowable rental occupancy from four unrelated to two unrelated for any new rental permits. The signatures exceeded the two-thirds requirement at 71%. The boundary met the block requirements and exceeded the minimum land parcel number of 10 parcels. This is the only such overlay in this part of Oxford. The Planning Commission held a hearing and determined that the proposed overlay met the standards of Section 1135 (map amendments) as well as 1146 (neighborhood overlays). Neighborhood residents spoke at the hearing about nearby rental properties on North Ridge Drive. The Commission voted 6-0 to recommend approval to City Council.

Tree Ordinance: Staff presented background on the steps that led up to the previous tree preservation and protection ordinance. A new version was presented which was intended to maintain the same goals as desired by the Environmental Commission without the complexity of enforcement and additional staff resource demand. The new version was comprehensive in connecting all landscaping and tree requirements throughout Zoning Code. The ordinance would apply to non-residential development, planned developments, major subdivisions and conditional uses. Wright Gwyn, Environmental Commission Chair, provided comments on the draft and asked for revisions. Commission members also provided comments for staff to consider prior to a potential vote at the February meeting.

Approved By:	Department Head: _____ / _____
	City Manager: <u>DRE</u> / <u>1-30-20</u>

A regular meeting of the Oxford City Council was called to order by Mayor Mike Smith on Tuesday, January 21, 2020 at 7:30 p.m. Those members present were Jason Bracken, Glenn Ellerbe, David Prytherch, Chantel Raghu, William Snavely and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Mike Dreisbach, Service Director; Mr. John Jones, Police Chief; Mr. Joe Newlin, Finance Director; Mr. Sam Perry, Community Development Director; Mr. Casey Wooddell, Parks and Recreation Director; Mr. Alan Kyger, Economic Development Director; Mr. John Detherage, Fire Chief; Mr. Chris Conard, Law Director and Ms. Mary Ann Eaton, Clerk of Council.

PLEDGE OF ALLEGIANCE

Mayor Smith requested the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PUBLIC PARTICIPATION

PUBLIC COMMENTS

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

CONSENT AGENDA

MINUTES

Minutes of the January 7, 2020 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the January 8, 2020 Historic and Architectural Preservation Commission Meeting. (Sam Perry, Community Development Director)

Report regarding the January 8, 2020 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTION

SURPLUS PROPERTY

A Resolution No. 7149 declaring certain property in the Police Division's possession as surplus and not needed for any municipal purpose and authorizing its advertisement and sale to the highest bidder by internet auction. (John Jones, Police Chief)

RESOLUTION
SALVAGE PROPERTY

A Resolution No. 7150 authorizing the sale of salvaged, junk and/or abandoned motor vehicles.
(John Jones, Police Chief)

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

RESOLUTIONS

RESOLUTION
CLIMATE ACTION
STEERING COMMITTEE

A Resolution No. 7151 creating a standing City of Oxford Climate Action Steering Committee and establishing its purpose, membership and structure. (Doug Elliott, City Manager)

Mr. Elliott advised in 2019 Council committed to climate action and a pathway towards carbon neutrality by signing the Global Covenant of Mayors for Climate and Energy. Mr. Elliott noted the Resolution discussed the need for a Steering Committee to be formed. Mr. Elliott advised the proposed Resolution outlines the purpose of the Steering Committee, membership and structure. Mr. Elliott offered to answer any questions.

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

Mr. Snavely referred to page 36 of Council's packet "Council and community appointees shall ensure representation of and liaison to the City of Oxford Planning Commission, Environmental Commission, Parking and Transportation Advisory Board; and key community organizations and stakeholder groups" and inquired if that can be done with 2 City Councilors or if it meant among the 5 community members there will be members of the Planning Commission, Environmental Commission and Parking Advisory Board. Mr. Prytherch advised it allowed flexibility noting if a Councilor is already on one of those boards it would kill two birds with one stone which would allow a community member to be from a different group. Mr. Prytherch advised this was meant to be high level with representatives from different divisions within the City that represent the different boards. Mr. Prytherch noted ideally they would meet quarterly focusing on policy.

Ms. Southard noted her hope a lot of community members will be engaged in this and advised even if they were not on the Steering Committee she hoped they will know what is going on, speak up and be involved.

Mr. Snavely noted he felt Council should be strategic in recruiting community members that are not on Council.

Mr. Prytherch advised there was enough space on the committee to include people who understand local construction and trades including the HVAC industry as that kind of collaboration would be necessary.

Ms. Southard moved to adopt Resolution No. 7151. Mr. Ellerbe seconded. The motion passed 7-0-0.

RESOLUTION
CONTRACT WITH CINTAS

A Resolution No. 7152 authorizing the City Manager to enter into a contract with Cintas Corporation to provide uniform rental, cleaning, and building services for the City of Oxford at pricing defined in the US Communities Government Purchasing Alliance Contract for a period of thirty six (36) months. (Mike Dreisbach, Service Director)

Mr. Dreisbach addressed his staff report as presented on page 38 of Council's Packet noting based on the new contract he forecasted the City saving approximately \$351 per week or \$18,000 annually for the services provided by Cintas.

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

Mayor Smith noted he felt this was a great money saving contract adding if staff was happy with Cintas he was all for it.

Ms. Southard moved to adopt Resolution No.7152. Mr. Ellerbe seconded. The motion passed 7-0-0.

RESOLUTION
BOND RELEASE

A Resolution No. 7153 authorizing the release of a public improvement bond in the form of a letter of credit in the amount of \$908,719.57 for Heritage Vineyard Subdivision and accepting a new public improvement bond in the form of a letter of credit in the amount of \$240,577.42. (Mike Dreisbach, Service Director)

Mr. Dreisbach addressed his staff report as presented on page 44 of Council's packet and offered to answer any questions.

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

Mayor Smith noted he felt the work that has been done on the subdivision looks very nice.

Mr. Prytherch inquired if the bond was for the first phase only and Mr. Dreisbach advised yes.

Ms. Southard referred to pages 46-47 of Council's packet and inquired if Mr. Dreisbach felt the costs were reasonable and Mr. Dreisbach advised staff felt the costs were covered amply by the amount of the new bond.

Mr. Snavelly moved to adopt Resolution No. 7153. Ms. Southard seconded. The motion passed 7-0-0.

RESOLUTION
CONTRACT WITH
LEBANON FORD

A Resolution No. 7154 authorizing the City Manager to enter into a contract with Lebanon Ford for the purchase of three (3) Ford Interceptor utility vehicles with specified options at state contract pricing at a cost not to exceed \$96,834.00. (John Jones, Police Chief)

Chief Jones advised OPD typically purchases three vehicles per year noting the 2020 Capital Equipment budget includes \$141,000 for these three vehicles. Chief Jones advised OPD currently has 7 Ford Interceptor vehicles in their fleet which they are very satisfied with. Chief Jones noted \$44,000 will remain to equip the vehicles and a Resolution will come before Council once those quotes are received.

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

Ms. Raghu inquired when the practice of purchasing 3 vehicles per year began or if it had been the practice for 30 years. Chief Jones advised it occurred under former Chief Schwein after a study had been performed noting the take home cruiser program was part of that. Chief Jones noted rather than running a vehicle 24-7 like many agencies do it was determined this was a better way to replace them. Chief Jones advised the vehicles being replaced were 2008 models that will have been in service more than 12 years. Chief Jones noted after the recession in 2008 the department did not buy cars for a few years. Chief Jones advised he felt OPD was finally back to the point they had well maintained cars. Ms. Raghu referred to the take home vehicle program and inquired if the City owned more cars now compared to before the program. Chief Jones advised it was before his time although he knew there was an extensive study done in the 1990's about this issue. Chief Jones noted back then there were a lot less Police Officers too. Chief Jones advised the City owned approximately 30 police vehicles.

Mr. Bracken inquired what the estimated mileage was for a vehicle being retired and Chief Jones advised approximately 100,000.

Mr. Elliott advised the take home program was only for officers living in Oxford or Oxford Township.

Mr. Snavelly moved to adopt Resolution No. 7154. Mr. Ellerbe seconded. The motion passed 7-0-0.

Mayor Smith read the following statement into the record "City Council values your comments and Council rules limit public comments to 5 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 are not accepted".

ORDINANCES
FIRST READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3538. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2020. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on page 52 of Council's packet with regard to the receipt of an EMS grant and subsequent purchases and updating the project cost for the High Street Pedestrian Safety Improvements.

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

Mr. Snavelly noted he was at a little disadvantage since he was not on Council when the High Street project was discussed. Mr. Snavelly advised the median installed on Patterson Avenue has made it difficult noting farmers can not get through there with large equipment so they are using High Street. Mr. Snavelly advised now medians were going to be installed on High Street and inquired why it was a good idea.

Mr. Dreisbach advised a few years ago Miami University commissioned to have a pedestrian study done to observe where and how pedestrians make their way about campus. Mr. Dreisbach noted over 10,000 pedestrian crossings per day over High Street were documented and advised High Street needed to be as safe as possible for the pedestrians and still keep traffic moving. Mr. Dreisbach noted the pros for someone in a vehicle is there will be fewer crosswalks and Miami University is redefining their sidewalks and points of entry to the sidewalk system and limiting the number of crosswalks. Mr. Dreisbach advised a con was how to get emergency apparatus through if there is nowhere to pull over because of the medians. Mr. Dreisbach noted as part of this contract Miami is paying for GPS preemption which uses computers and satellites to clear an intersection prior to a fire engine coming up to that area. Mr. Dreisbach advised efforts have been made to address concerns to make it as safe possible for the 10,000 crossings per day and still move traffic on a US highway.

Mr. Prytherch advised overall it was a traffic calming scheme noting the designated speed limit was 25 mph along those streets but the width of asphalt makes people want to drive 35 mph. Mr. Prytherch advised Miami was concerned about the safety of pedestrians and took into account the preemption for emergency vehicles although he was not sure they took into account farm equipment such as combines. Mr. Dreisbach advised he was not sure of the permitting requirements for farm equipment or whether they have to follow ODOT permitting requirements like an oversized truck would. Mr. Snavelly inquired how oversized loads were accommodated. Mr. Dreisbach advised loads over certain widths are required to have ODOT permitting and noted the City is contacted to try to accommodate them if necessary. Mr. Prytherch advised ODOT has reviewed and approved this design and noted it is a US Highway.

Mayor Smith advised the second reading of the Supplemental Budget would take place in two weeks.

ORDINANCES
SECOND READING

ORDINANCE
AMENDED FINAL
PLANNED DEVELOPMENT

An Ordinance Accepting The Planning Commission's Recommendation For Final Plan Approval Of A Major Change To An Existing Planned Development At 5990 Contreras Road With Conditions. (Sam Perry, Community Development Director)

Mr. Perry advised there were no changes regarding the proposed Ordinance from the first reading. Mr. Perry noted this was a recommendation from the Planning Commission that was discussed and forwarded to City Council. Mr. Perry advised this was an amendment to the previously approved Planned Development that would remove the commercial use and make it a short term rental or Bed and Breakfast instead and allow a lot split within two years. Mr. Perry advised there was a detached garage on the property that would not be allowed to remain if it was not a Planned Development. Mr. Perry noted there were questions at the first reading regarding alternative options and advised a Conditional Use permit would have been one option although it would not preserve the detached garage. Mr. Perry advised the applicant chose the Planned Development amendment option since they had a Planned Development approved previously. Mr. Perry noted the proposal is to adaptively reuse the building as a short term rental/Bed and Breakfast. Mr. Perry advised if regulations were adopted in the future regarding short term rentals they could only apply to this proposal in a limited way and they would pertain to safety measures not occupancy or number of beds.

Mr. Snavelly advised the current use is short term rental and two family dwelling and they are allowed a professional office noting the proposed use is the same thing except a lot split and no professional office. Mr. Snavelly advised Council's discussion this evening should be focused around those two items since the residential use is not changing.

Mr. Scott Webb, Applicant, advised he felt the discussion two weeks ago got sidetracked onto processes and not so much about the result he and his client are trying to achieve. Mr. Webb provided slides of the property in question and noted what was currently approved was a professional office plus two dwelling units or three dwelling units. Mr. Webb advised based on the zoning code two dwelling units would be for 8 unrelated occupants plus 2,500 feet of commercial space noting three dwelling units would be for 12 unrelated occupants. Mr. Webb advised the building has been operating as a Bed and Breakfast so he is not proposing a change except to create the single family R1-B lot, to eliminate the commercial use but to continue the Bed and Breakfast use as it is now. Mr. Webb noted at the last meeting some felt the Planned Development application should be abandoned and come back as a Conditional Use application. Mr. Webb advised he and his client absolutely had to pursue the Planned Development application for the first pass for the ability to have a commercial use that exceeded the home based business requirement. Mr. Webb noted they met the requirement of having a minimum of one acre and went through the entire process and received approval. Mr. Webb advised that would not have been possible as a Conditional Use noting through a Conditional Use process they could not have created a three unit building in the R-1B zone but the Planned Development allowed that to happen as well as the mixed use portion of it to happen.

Mr. Webb noted a lot of the conversation at the last meeting centered around the new proposal coming in as a Conditional Use rather than an Amended Planned Development and outlined in detail what the differences would be and why the Amended Planned Development application was submitted. Mr. Webb also discussed the fact that zoning codes are not retroactive noting should legislation be adopted in the future for short term rentals the existing uses would become nonconforming permitted uses that would be allowed to continue. Mr. Webb advised he and his client are asking Council to accept a less intense use within the umbrella of the already approved Planned Development noting no extra rights are granted by doing this and no rights are eliminated by doing this. Mr. Webb advised the decision standards in the zoning code for Planned Development approval and Conditional Use approval were exactly the same. Mr. Webb noted at the last meeting a Council member suggested restricting the new R-1B lot the same as Neighborhood Conservation Overlay Districts are restricted (no more than 2 unrelated occupants) and advised he and his client believe that condition to be arbitrary and a restriction on property rights that is not consistent with the underlying zoning district. Mr. Webb asked Council not to add additional restrictions to this property noting he and his client would appreciate Council's consideration.

Mr. Prytherch referred to a copy of the original ordinance on page 72 of Council's packet which contains the condition regarding no more than 2 unrelated persons.

Ms. Kathleen Zien, Joseph Drive, noted she was under the impression without the professional office the applicant was asking for 5 short term rental units. Mr. Perry advised the proposal is for 5 short term rental suites noting the two dwelling units will remain.

Ms. Zien noted the application or plan for this property should have officially ended when the deadline was up last month December 2019. Ms. Zien advised all previous plans, the most recent for mixed use residential and professional is done. Ms. Zien noted this was not an amendment major or otherwise reiterating the proposal expired last month and it should be started over if at all. Ms. Zien advised minutes from Council's first reading reflect Council's cautionary concerns noting in the past ten years there has been a changeover of three staff in the City Planning Department and a collective rollover of 57 Councilors, Planners and BZA members. Ms. Zien advised no one on a sitting board has been with this start to finish with consistent overlap of personnel since the initial concept meeting November 2009 to tonight noting this address has been in chambers over 123 months and 14 pounds of agendas. Ms. Zien advised more attempts than any case in the history of the City since she has attended 34 years of meetings. Ms. Zien noted the applicant should be embarrassed not proud of this record. Ms. Zien advised Council can not honor this new request as presented or as a convenience noting there were multiple resubmissions over a decade that came with a two year extension with every game plan. Ms. Zien advised the last plan extended to the absolute deadline of December 2019 was never fulfilled. Ms. Zien noted the applicant never got a buyer for the property not only because it was always overpriced to sell as single family and no one wanted the office option. Ms. Zien advised procedurally it is not an amendment and the case should be dropped at second reading. Ms. Zien noted it either goes back to an initial application with all the steps for new use with a new headcount with 5 short term units and a new purpose or it dies tonight. Ms. Zien advised this is all new use compared to what was agreed to in 2017 that expired last month noting it is not an amendment. Ms. Zien advised it was a new use of interior space without office option. Ms. Zien noted even the current 3 unit short term rental was not part of the PUD. Ms. Zien advised the short term rental use morphed out of the blue for income 4 years ago.

Ms. Zien noted other than Mayor Smith and Councilor David Prytherch who pass it daily the rest of Council would not know its been used as a short term rental for years. Ms. Zien advised B&B Plumbing has worked there for days perhaps prepping for additional units as they assume this will be uncontested. Ms. Zien noted if the lot is divided into 6/10 of an acre for the current house and 4/10 for another house is the investment carrot and a PUD status is officially off the table, no longer qualifying for special privilege. Ms. Zien advised this address has been called reuse and repurpose for 10 years noting the owners subjective statement on page 90 that it is in a barrier zone is false. Ms. Zien advised the historic plaque on the porch is a token gesture but does nothing to save the building. Ms. Zien noted in 9 years the home was never priced for single family ownership and has served as an excuse for asking for a rezone. Ms. Zien advised minutes reflect the owners would like to keep the building intact and transfer it to a new owner by finding an adaptive reuse for the property. Ms. Zien suggested the owners price the house right to sell as is noting it was not Council's problem to solve their misjudgment.

Mr. Prytherch noted as someone who has spent a fair amount of hours discussing this property that it does have a very long administrative history some of it due to the uniqueness of the property. Mr. Prytherch advised he felt the City has tried to work with the owner to find a use that is good for the neighborhood and respects the property. Mr. Prytherch noted he felt the Planning Commission evaluated this proposal and relative to some of the other proposed uses and the conditional use approach he felt this was a reasonable outcome for the property. Mr. Prytherch clarified that short term rentals are not in the zoning code and are not currently legal and suggested it be referred to as a Bed and Breakfast. Mr. Prytherch advised he was going to make a motion to maintain a previous condition for approval from Ordinance 3334 adopted November 17, 2015 regarding occupancy.

Ms. Southard agreed with referring to the property as a Bed and Breakfast.

Mr. Ellerbe agreed with referring to the property as a Bed and Breakfast noting he felt the end goal is going to be short term rental. Mr. Ellerbe advised the property left the market and several years later it reappeared with commercial pricing noting there was a big difference. Mr. Ellerbe noted residential pricing was based on comps and commercial pricing was based on income generated on the property. Mr. Ellerbe advised in his opinion this was a commercial property that resides in a residence. Mr. Ellerbe noted the only thing that fits is Bed and Breakfast right now and advised he felt it should read "Bed and Breakfast or other short term rental".

Mr. Snively advised the fact the owner wants to split the lot does not change the fact the whole thing is a PUD and can have several lots. Mr. Snively noted from the perspective of the Planning Commission it was a net advantage to remove the commercial and the office use and keep it residential. Mr. Snively noted if the lot is split he would like to see the historic garage remain and advised there could be a shared driveway either way. Mr. Snively advised the neighbor next door does not want another driveway next to her property and he felt this would solve that problem.

Mr. Prytherch referred to the second paragraph on page 57 of Council's packet and moved to replace short term rental with "Bed and Breakfast (or as may later be defined in this code as short term rental). Mr. Ellerbe seconded. The motion passed 7-0-0.

Mr. Prytherch moved to add a new condition as follows “the primary uses of the new lot shall be governed by the underlying zoning, and shall be limited in the following manner; maximum occupancy of any dwelling for which a rental permit is required shall be 4 persons, no more than 2 of which may be unrelated unless constituting a family as allowed in the Oxford Zoning Code Sections 1146.02(a) and 1146.02(b).

Mr. Snavely inquired why the amendment was necessary. Mr. Prytherch advised the original PUD contained that language noting there had been an attempt to rezone this property RO and advised the minute there are multiple dwelling units they could become occupied by 4 unrelated persons. Mr. Prytherch advised there was fear of this property becoming a high density investment property and that condition was placed on the units that could have been subdivided in the big house. Mr. Prytherch noted the big house is now going to be a short term rental but the split lot can be a single family home that be occupied by 4 unrelated persons.

Mr. Ellerbe referred to page 57 of Council’s packet and suggested changing condition 1. to read “The conditions of Ordinance 3334 and 3506 shall be void with the exception of 3334 condition b. and e. as revised”.

Mr. Perry suggested just limiting it to no more than 2 unrelated as noted in the Neighborhood Conservation Overlay Ordinance.

Mr. Snavely noted this sounds like trying to take Neighborhood Overlay which has been clearly defined as something people voluntarily petition for and now we are using it as a catchall. Mr. Snavely advised he felt this would be spot zoning against the wishes of the owner on one property that is not contiguous to any other area. Mr. Snavely noted he did not think Council wanted to change the intent of Neighborhood Overlay which is voluntary.

Ms. Connie McCarthy, noted she felt a compromise could be that the new lot maintains the same zoning as the lots adjacent to it and surrounding it but if in the future the neighborhood decides to create an overlay that the new lot becomes part of the overlay at that point.

Mr. Prytherch moved to amend the proposed Ordinance by adding the following: the primary use of the new lot shall be governed by underlying zoning, and residential uses shall be limited to not more than 2 unrelated persons. Mr. Ellerbe seconded.

A lengthy discussion ensued between Council, staff, the applicant and the owners.

The motion failed by the following roll call:

AYE: Ms. Southard, Mr. Ellerbe, Mr. Prytherch (3)

NAY: Ms. Raghu, Mr. Snavely, Mayor Smith (3)

ABS: Mr. Bracken (1)

Ms. Southard moved to adopt Ordinance No. 3548. Mr. Snavelly seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Raghu, Mr. Snavelly, Mr. Bracken, Mayor Smith (4)

NAY: Mr. Prytherch, Ms. Southard (2)

ABS: Mr. Ellerbe (1)

ORDINANCE
AMENDED FEES

An Ordinance No. 3549 Amending Fees And Charges For Fiscal Year 2020. (Casey Wooddell, Parks and Recreation Director)

Mr. Wooddell advised there have been no changes since the first reading of the proposed Ordinance. Mr. Wooddell noted he has received a couple of comments, one from the community and one from the local swim team both in favor of the new proposed fees. Mr. Wooddell offered to answer any questions.

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

Mr. Snavelly advised members of the public thanked Council for amending the Ordinance to make aquatic center passes more available and noted he felt it was pretty popular in the community.

Mr. Prytherch advised he felt it was a good idea that Council listened to people and gauged the market noting he thought the City might have better aquatic pass sales as a result.

Ms. Southard noted she felt the amendment accommodated multiple perspectives.

Ms. Southard moved to adopt Ordinance No. 3549. Mr. Snavelly seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Snavelly, Ms. Southard, Mr. Bracken, Mr. Ellerbe
Mayor Smith (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
NEW SECTION 521.14

An Ordinance Amending The Codified Ordinances Of The City Of Oxford, Ohio, By Adding New Section 521.14 Entitled Expanded Polystyrene Ban To Chapter 521 Entitled Health, Safety And Sanitation. (Doug Elliott, City Manager) **Tabled.**

Mayor Smith advised the proposed Ordinance would stay on the table until the next meeting after the Environmental Commission reviews it during their Special Meeting on January 23, 2020.

DISCUSSION

Alternative Strategies for Waste Reduction. (David Prytherch, Councilor)

Mr. Prytherch distributed a draft Resolution declaring Oxford, Ohio's Commitment to Zero Waste. Mr. Prytherch noted he felt Council had heartfelt and compassionate conversations that started from a place of shared concern about waste, plastics and harmful containers that motivated the polystyrene ban Councilor Raghu has proposed. Mr. Prytherch advised he felt some of Council wanted to get to that place but had concerns about the process of how to get there in terms of interacting with City Boards and Commissions and stakeholders. Mr. Prytherch noted the proposed Ordinance was tabled to allow time for the Environmental Commission to review it and provide their input. Mr. Prytherch advised he started reading about what people will go to if they stop using polystyrene and found that some of the other products have similar problems. Mr. Prytherch noted he created an alternative strategy that Council could hypothetically refer to the Environmental Commission for consideration along with the polystyrene ban. Mr. Prytherch advised his intent was to do some research on communities that have declared themselves to be zero waste communities noting it was similar to the climate commitment. Mr. Prytherch suggested Council think about not going for one solution immediately but stepping back to see where Council wants to get to. Mr. Prytherch inquired if Council could take time to articulate a goal to work with stakeholders as he felt they needed to be part of the solution to increase recycling, get away from single use plastics and ultimately phase out polystyrene. Mr. Prytherch noted that could be done straight up through an ordinance although he felt the waste reduction problems were significant. Mr. Prytherch advised the City currently only recycles approximately 18.5% of the waste stream. Mr. Prytherch noted many of the businesses and apartment complexes do not have recycling. Mr. Prytherch advised he felt the Resolution communicates Council's seriousness and commits Council to setting goals to research. Mr. Prytherch noted within this process Council could commit to a timeline for targeting not only polystyrene but looking at some of the other things. Mr. Prytherch advised his fear was targeting one thing and building ill will as people might have to do other things that might be harder. Mr. Prytherch noted he wanted to communicate to people a target to reach with Council's assistance. Mr. Prytherch advised this is like the Climate Action issue, it does not commit to discrete action right away but it commits to a process within a timeline and that Council will take action on these things starting with voluntary compliance which may end up back as a ban. Mr. Prytherch noted he would like Council and the Environmental Commission to consider this draft along with the polystyrene ban before one is done after the other.

Mr. Snavely inquired if this might be a topic for Council's Retreat on February 3 to discuss in more detail as one of Council's goals.

Ms. Southard advised she was in favor of a resolution noting it sets a goal of saving the planet. Ms. Southard suggested involving the university, the school district, the hospital and other stakeholders. Ms. Southard suggested getting everyone involved in finding ways to solve the problems and make a list of ways to reach zero waste.

Ms. Southard noted she felt there were many different steps to take and if everyone feels engaged that is the best way to achieve the goal.

Ms. Raghu advised she was a fan of zero waste and she did not think there was anything wrong with making big goals such signing on to the Mayors Covenant. Ms. Raghu noted she supported the draft resolution and advised it was not an alternative to passing policy. Ms. Raghu advised she felt we should always learn from other cities and what they have done. Ms. Raghu noted when we think about zero waste cities we think about San Francisco who passed a zero waste ordinance in 2002 to say they want to be zero waste by 2020. Ms. Raghu advised they did that and they passed other policy to restrict very dangerous substances noting in 2018 they passed a polystyrene ban. Ms. Raghu noted she felt we should learn from other cities and see what else they have done so Oxford does not wait 16 years to realize that it is not going to happen. Ms. Raghu reiterated her support for the draft legislation as well as adopting other policies.

Mr. Bracken noted he agreed with Ms. Raghu and advised he also agreed with the general sentiment although he felt it gets complicated due to competing interests outside of business concerns. Mr. Bracken noted when looking at zero waste, reducing waste and material pollution it is not always the same as reducing the carbon footprint which is not always the same as reducing habitat destruction or human health concerns. Mr. Bracken advised he did not see many complications when he researched the polystyrene ban. Mr. Bracken noted he felt the polystyrene ban was a simple modest step and advised in terms of sentiment this should be part of what Council adopts moving forward.

Mr. Snavelly inquired if Mr. Prytherch wanted the Environmental Commission to review the draft resolution and recommend back to Council. Mr. Prytherch referred to the polystyrene ban and noted before he wants to take an action for which there may be unintended consequences he wanted to run the scenarios. Mr. Snavelly inquired what impact the draft resolution would have on the Environmental Commission's discussion of the polystyrene ban. Mr. Prytherch advised he felt the Environmental Commission should have the draft resolution to consider along with the polystyrene ban. Mr. Snavelly noted he was concerned with what the state legislature will do and he felt Council was under the gun. Mr. Snavelly advised if Council does not get something done for the community the state will remove Council's ability to do anything. Mr. Snavelly noted he felt the draft resolution was a good way to go although he did not want it to prevent Council from acting on the polystyrene ban. Mr. Prytherch advised he envisioned having both items as agenda items and Council could vote yes on one of them or both of them.

Ms. Raghu noted she felt Council was trying to learn what other cities have done and advised a lot of cities have passed a zero waste policy and she felt Oxford should too. Ms. Raghu noted she felt it was not enough and the polystyrene ban was already on the table for the Environmental Commission to review at a Special Meeting on Thursday at 7:00 p.m. Ms. Raghu advised Council will consider the Environmental Commission's recommendation on February 4th.

Mr. Ellerbe advised he liked the draft resolution because it sets a goal which is zero waste. Mr. Ellerbe noted it was a lofty goal and it signals to everyone in the City that this is what Oxford is trying to do. Mr. Ellerbe advised it also allows all of the stakeholders and all of the Board and Commissions to know this is a goal to start working towards. Mr. Ellerbe referred to the polystyrene ban and noted he was more in favor of collaboration and voluntary compliance and advised he felt the public should be given that opportunity.

Mr. Ellerbe advised he would like to give people the opportunity to prove they can do it and that they want to help verses unilaterally doing something without any input on it and creating ill will. Mr. Ellerbe noted he likes the draft resolution as a first step of many to move towards the goal.

Mr. Bracken referred to the proposed polystyrene ban Ordinance and advised Council went through the normal process with a first reading then it was tabled and referred to the Environmental Commission. Mr. Bracken noted Council would not consider it again until February 4th. Mr. Bracken advised he felt the polystyrene ban was a very easy basic step to take and instead Council might sign something that says we will try but we are not actually going to move on it.

Mr. Ellerbe inquired if stakeholders had been asked if they would comply with the polystyrene ban and noted the answer was no. Mr. Ellerbe advised having discussions at meetings was not the same as going directly to the stakeholders and the Chamber of Commerce and asking for their input.

Additional discussion took place regarding what measures had been taken to inform the public of the proposed polystyrene ban.

Mayor Smith noted he felt Mr. Prytherch did a great job with the draft resolution and that Council supports it. Mayor Smith advised Council will discuss it further during their retreat on February 3, 2020.

ANNOUNCEMENTS

Mr. Elliott thanked Council for the adopting the amendment to the fees and charges for the pool passes noting he felt it was the right thing to do.

Mr. Elliott advised he shared with Cox Media Group that Council adopted the Unsolicited Written Material Ordinance which identifies where they can be placed noting his hope they intended to comply. Mr. Elliott advised the Ordinance becomes effective February 7th.

Mr. Elliott advised Council's annual Retreat was scheduled for Monday, February 3, 2020 from 4-8 p.m. at the Marcum Center.

Mr. Elliott reminded everyone by April 1 of this year every home in Oxford will receive an invitation to participate in the 2020 Census noting residents can respond online, by phone or by mail. Mr. Elliott encouraged everyone to respond for a complete count.

Mr. Wooddell referred to the new aquatic center being in operation for the full summer of 2020 and noted the school district was contemplating what their academic calendar will look like for 2020-2021. Mr. Wooddell noted if anyone was willing to urge the district not to start around August 12 it would definitely be beneficial to the operations of the aquatic center. Mr. Wooddell advised that concept has been pushing forward more and more each year. Mr. Wooddell noted he would encourage them to push farther away if they are willing.

Ms. Greene extended thanks to Oxford Parks and Recreation, Enjoy Oxford and the Chamber of Commerce for coordinating the Conquer Cabin Fever event this past weekend. Ms. Greene noted new events take a lot of time and energy and advised she thought it was very well done.

Ms. Greene thanked those who coordinated the Dr. Martin Luther King celebration that was held yesterday noting it was a very lovely event. Ms. Greene advised she liked their tag line this year of "Continuing the Dream 2020". Ms. Greene noted the City also values the commitment to peace, inclusion and justice.

Mr. Kyger noted the weather did not cooperate well for Conquer Cabin Fever Weekend and advised he felt the event showed the community is trying to come together, create some new events during winter term and get people out and about.

Mr. Kyger advised the annual Chamber of Commerce Awards Ceremony took place last week and noted Left Field Tavern and the Oxford Copy Shop & Letterman Printing were honored. Mr. Kyger advised Left Field Tavern does a lot of things for the community such as partner with OPD on the "Shop With A Cop" event and also provides meals for the event. Mr. Kyger noted Oxford Copy Shop does a lot for the community and for Miami's First Year Orientation each year. Mr. Kyger thanked the Council members who attended the Chamber event and encouraged Councilors to attend the Business After Hours events noting the business owners notice when Councilors show their support.

Ms. Raghu noted something she feels she has learned in life and with politics is that it seems there is always so much in-fighting, you can be on the same team but you can have this in-fighting, a competition between goals. Ms. Raghu advised we can have recycling and we can also not have polystyrene which is not recyclable. Ms. Raghu noted if something is achieving a similar goal and it is doing some amount of good she encourages it no matter what ways people do it whether it is in their life, in politics or in their job. Ms. Raghu encouraged everyone in whatever way they want to do good, whether it is being a great parent, a great teacher or a great politician to do whatever it is that makes them want to do good.

Mr. Ellerbe noted this weekend the town is about to triple in size because of the students coming back. Mr. Ellerbe advised everyone to take extra precautions this weekend because a lot of individuals will not be used to the cold and they will get agitated and make mistakes. Mr. Ellerbe asked everyone to be careful and noted his hope it will be a smooth weekend.

Mr. Snavelly noted a few meetings ago he mentioned the passing of Dr. Jack Gifford who was a member of Council from 1978-1981 and Vice Mayor. Mr. Snavelly advised Mr. Gifford's celebration of life event will be held Friday, February 21 from 3-5 p.m. at the Goggin Ice Arena Club Lounge. Mr. Snavelly noted Mr. Gifford also served at Miami University from 1972-2007. Mr. Snavelly advised Mr. Gifford was a big feature of the City of Oxford for many decades and noted his hope many Councilors can attend the event to represent Council for one of their own.

Ms. Southard advised the Dr. Martin Luther King observance yesterday was very inspiring and a wonderful event. Ms. Southard noted the event was a terrific collaboration between Miami University, the City of Oxford, the NAACP and other groups. Ms. Southard advised she was pleased the university made parking available for the community.

Ms. Southard noted everyone is concerned about the environment and advised one way to support the planet is to support local farmers. Ms. Southard noted the Oxford Farmers Market takes place every Saturday morning from 10:00 a.m. to noon in Lot 52 Uptown and on Tuesdays from 4-6 p.m. in the TJ Maxx parking lot.

Ms. Southard suggested when talking to people about the 2020 Census we should also encourage them to register to vote as she felt voting was so important. Ms. Southard also encouraged everyone to make sure their names have not been purged from the rolls so they can vote.

Mr. Bracken reiterated that everyone should make sure they have not been purged from the voting rolls as a lot of states were purging voters right now.

Mr. Prytherch referred to the newly created Climate Action Steering Committee and asked Councilors to think about who among Council would like to serve on the committee. Mr. Prytherch advised the City would post the openings for the committee and encouraged Councilors to recruit people as well. Mr. Prytherch noted he felt Council wanted a representative committee to help them tackle complicated problems.

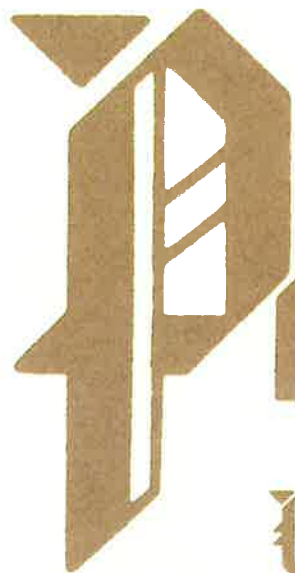
Mr. Prytherch advised he was very much looking forward to Council's Retreat noting he felt it was great that a facilitator would be utilized to make the most use of 4 hours which can go by very quickly.

Mr. Prytherch referred to Ms. Raghu's comments and advised he was a planner and he was comfortable thinking about long-range issues. Mr. Prytherch noted he was also somewhat of an impatient person who does not like talking about things if they can not be accomplished. Mr. Prytherch advised change was hard whether it dealt with bike lanes, polystyrene or anything else which was why he felt process was important in Council organizing themselves. Mr. Prytherch noted his hope a considerable amount of time could be dedicated during the retreat not only to articulate goals but to discuss how to organize as a Council working with staff and boards and commissions so everyone is on the same page and moving in the same direction.

Mayor Smith commended those who organized the Dr. Martin Luther King, Jr. celebration noting he was happy to be a part of it. Mayor Smith advised he looked forward to the event next year.

ADJOURN

Mr. Snavelly moved to adjourn at 9:40 p.m. Ms. Raghu seconded. The motion passed 7-0-0.



Office of the Mayor

Proclamation

Whereas:

on February 14, 1920, the League of Women Voters was formed by a grassroots group of women, six months prior to, but in anticipation of, ratification of the 19th Amendment that gave women the right to vote in the United States; and

WHEREAS, the League was a political experiment designed to help 20 million women carry out their new responsibilities as voters by educating them on issues; and

WHEREAS, from the beginning, the League determined that it would be nonpartisan, neither supporting nor opposing any political party or individual candidate; and

WHEREAS, the League continues today as a nonpartisan political organization that encourages informed and active participation in government, works to increase understanding of major policy issue, and influences public policy through education and advocacy; and

WHEREAS, today the League is composed of members in over 700 local, county, and state Leagues in all 50 states plus the District of Columbia and the US Virgin Islands; and

WHEREAS, among those Leagues is the League of Women Voters of Oxford that was organized on April 7, 1953 and since that date has continuously and faithfully served the people of the City of Oxford and the Talawanda School District and is composed of over 100 members and supporters; and

WHEREAS, the League among other activities, registers voters, educates voters by holding candidate forums and publishing voter guides, sponsors and funds Kids Voting in area schools, publishes public policy research, and holds meetings on key issues; and

WHEREAS, the League is a civic organization that has fought since 1920 to improve government and engage everyone in the decisions that impact their lives; and

WHEREAS, the League will celebrate its 100th anniversary on February 14, 2020.

NOW, THEREFORE, I, Mike Smith, Mayor of the City of Oxford, Ohio, declare February 14, 2020 as a date to celebrate the League of Women Voters and its vision of a democracy where every person has the desire, the right, the knowledge, and the confidence to participate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 4th day of February 2020.

Mike Smith
MIKE SMITH, MAYOR



CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: February 4, 2020

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

January 28, 2020

Date Prepared

Agenda Title: A Resolution authorizing the City Manager to apply for state and federal funding for the Technology, Entrepreneurship, Creativity Hub Project.

Recommendation: Adopt the Resolution.

Discussion:

The proposed Resolution is a follow-up to the November 18, 2019 meeting with President Crawford and Vice President Creamer. One of the initiatives discussed was an Elm Street innovation building. The bullet points included a pitch to the state for funding renovations as an incubator, recruiting an anchor company as tenant, and multiple campus possibilities.

The first step was to apply for capitol finding from the state's biennial Capital Budget. An application was submitted to meet the January 10, 2020 deadline. The next steps will include the City of Oxford reaching out for additional funding in partnership with Miami University.

This Resolution will authorize the City Manager to apply for additional state and federal funding to advance this proposed project in partnership with Miami University.

Approved By:

Department Head :

City Manager :

Initial

Date

DRE

1-31-20

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR STATE AND FEDERAL FUNDING FOR THE TECHNOLOGY, ENTREPRENEURSHIP, CREATIVITY HUB PROJECT.

WHEREAS, the City seeks to strengthen and diversify the local economy; and

WHEREAS, the 2008 Oxford Comprehensive Plan states an economic goal of attracting new businesses consistent with the skills of the local community, quality of life, and identified economic needs ; and

WHEREAS, the 2004 Economic Development Strategic Plan Update stated a goal of attracting and developing diverse business opportunities; emphasizing quality jobs to attract and retain skilled citizens; and

WHEREAS, Miami University proposes to establish a hub of creativity and innovation through the building of a Technology, Entrepreneurship, Creativity Hub (TECH) in the Elm Street Building; and

WHEREAS, the proposed Northwest Butler County College at Elm will provide a model for other small town rural economies to innovate and bolster their economic futures in the current knowledge economy.

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

SECTION 1: City Council authorizes the City Manager to apply for state and federal funding including an Ohio Capital Budget Request to advance this proposed project in partnership with Miami University.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: February 4, 2020

Account Code #: 144.490.64702

Budgeted Amount: \$770,000

Service Department

Originating Department

Michael B. Dreisbach, Service Director

Prepared By

January 24, 2020

Date Prepared

Agenda Title: Authorization for an Agreement with Environmental Design Group, LLC for Design Services Associated with Oxford Area Trails Phases III & IV.

Recommendation: Approve

Discussion:

In 2016, the City contracted with Environmental Design Group, LLC (EDG) to develop a Master Plan for the proposed Oxford Area Trail (OATS) system. Since then, Phase I (SR732 to Bonham Road) has been completed and Phase II (SR73 to US27) is currently under construction and should be completed in autumn 2020. While EDG completed the Master Plan, Bayer Becker was the engineering firm for the detailed design for Phases I and II.

The City has appropriated \$770,000 in the 2020 Capital Improvement Budget for the engineering and design of Phases III & IV of the OATS trail system. The City developed specifications for these phases and advertised in early January for proposals from ODOT pre-qualified engineering firms. Two proposals were received by the due date of January 17, 2020 including proposals from EDG and Bayer Becker. Phase III has been awarded a \$1.5M grant (Congestion Mitigation Air Quality), and Phase IV has been awarded a \$500,000 grant from OKI Transportation Alternatives funding. Both phases are programmed for construction to begin in 2022.

A review committee consisting of the Community Development Director, City Engineer, Assistant City Manager, and Service Director reviewed the proposals for several criteria including compliance with the published RFP, completeness, work plan and approach, successful completion of similar projects, qualifications, availability of key staff, and the ability to meet our project schedule and deadlines. The proposals, while including fees for the projects, were reviewed solely on the merits of the submittal with the following cumulative scores:

<u>Firm</u>	<u>Rating Points</u>	<u>Proposed Fee</u>		<u>Total</u>
		Ph. III	Ph. IV	
Environmental Design Group, LLC	349	322,566.40	276,331.60	598,898.00
Bayer & Becker, Inc.	334	347,653.00	339,270.00	686,923.00

(Continued)

Approved By:

Initial Date

Department Head:

MBD \ 1/24/20

City Manager:

DRE \ 1-31-20

While both firms have demonstrated they could successfully handle these projects, EDG has a very strong recreational trail background with demonstrated creative solutions balancing costs, constructability, and user experience. EDG is very knowledgeable of the Master Plan, has a significant focus on public input during the design process, and has partnered with local (Cincinnati) firms for additional surveying, engineering, and ROW support.

While the proposals received were comprehensive, there are still some unknown costs that may be associated with the final design. As the final alignment of the trail has not been finalized, significant variations from forecasted alignment will have a possible increase in environmental clearance costs as well as right of way or easement costs beyond those identified in the proposals. Staff is requesting an allowance for such costs in conjunction with a project contingency to minimize possible delays in engineering. It is critical to meet project deadlines and not place grant awards in jeopardy.

It is Staff's recommendation for the Oxford City Council to authorize the City Manager to enter into an Agreement with Environmental Design Group, LLC for the design of OATS trail Phases III & IV at a cost of \$598,898.00. Staff is also requesting an environmental / ROW allowance of \$25,000 and a 10% contingency in the amount of \$59,889.80, therefore the amount not to exceed for this Agreement shall be **\$683,787.80**.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH ENVIRONMENTAL DESIGN GROUP, LLC FOR THE DESIGN OF OATS TRAIL PHASES III & IV AT A COST OF \$598,898.00 PLUS AN ENVIRONMENTAL RIGHT-OF-WAY ALLOWANCE OF \$25,000.00 AND A CONTINGENCY IN THE AMOUNT OF 10% OF THE AGREEMENT PRICE OR \$59,889.80 FOR A TOTAL COST NOT TO EXCEED \$683,787.80.

WHEREAS, the City has appropriated \$770,000.00 in the 2020 Capital Improvement Budget for the engineering and design of Phases III & IV of the OATS trail system; and

WHEREAS, the City developed specifications for these phases and advertised in early January for proposals from ODOT pre-qualified engineering firms; and

WHEREAS, two proposals were received by the due date of January 17, 2020 and the review committee has determined that Environmental Design Group, LLC has provided the lowest and best proposal; and

WHEREAS, the City has been awarded grant funding the amount of \$2,000,000.00 for Phases III & IV which are programmed for construction to begin in 2022; and

WHEREAS, the City Manager and the Service Director recommend Council authorize the City Manager to enter into an agreement with Environmental Design Group, LLC for the design of OATS trail Phases III & IV at a cost of \$598,898.00 plus an environmental right-of-way allowance of \$25,000.00 and a contingency in the amount of 10% of the agreement price or \$59,889.80 for a total cost not to exceed \$683,787.80.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and hereby accepts the proposal of Environmental Design Group, LLC and further authorizes the City Manager to enter into an agreement with Environmental Design Group, LLC for the design of OATS trail Phases III & IV at a cost of \$598,898.00 plus an environmental right-of-way allowance of \$25,000.00 and a contingency in the amount of 10% of the agreement price or \$59,889.80 for a total cost not to exceed \$683,787.80.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: February 4, 2020

Account Code #: Multiple Accounts – All Funds

Budgeted Amount: \$675,000.00

Service Department

Originating Department

Michael B. Dreisbach, Service Director

Prepared By

January 24, 2020

Date Prepared

**Agenda Title: Purchase of Electricity Generation Supply for City of Oxford Municipal Accounts
Serviced by Duke Energy of Ohio**

Recommendation: Approve

Discussion: The 2020 operating budget includes approximately \$675,000 for the purchase of electricity for City operated buildings and structures, recreation areas, street lighting, and traffic control. The vast majority of City electrical needs are serviced by Duke Energy while a small portion of accounts are serviced by Butler Rural Electric. The City currently consumes approximately 5.9 million kilowatt hours of electricity annually for our operations.

In April 2017, the City renewed an agreement with Dynegy Energy Service, LLC (Dynegy) to provide for the generation or procurement of electrical power for City facilities and operations. This agreement provided pricing of \$0.0465 per kilowatt hour of electricity (\$0.0365 for street lighting) through April 2020.

City Staff requested new pricing from Dynegy to determine if the City should extend our current agreement for electric power generation. The City requested pricing for 100% renewable energy including wind and solar energy as well as traditional energy from fossil fuels. Dynegy provided new pricing, detailed in Exhibit A, guaranteed for a period of up to 60 months, of \$0.0430 per kilowatt hour (\$0.0345 for street lighting). This pricing is advantageous to the City compared to our current agreement. The new pricing should result in savings of approximately \$20,650 annually for City operations, or \$103,250 over the 60 month contract. This pricing was valid as of the writing of this report. Given the nature of the commodity markets, Dynegy will only hold this price for a 24 hour period. **Staff will obtain refreshed rates on the day of the next Council meeting, February 4, 2020. The amount of the refreshed rates may vary from what is stated in this report due to fluctuations in the market.**

The City continues to be able to purchase electricity (generation) at lower prices than in the previous three contracts. Exhibit B shows the history of pricing for electrical generation from 2011 through 2020. This trend would continue through 2025 should the City Council award the full 60 month contract.

It is Staff's recommendation that the City Council authorize the City Manager to sign agreements with Dynegy Energy Service, LLC for the procurement of **RENEWABLE** electricity generation services for a 60 month period beginning April 2020.

Approved By:

Department Head:

Initial Date

City Manager:

DRE 1-31-20

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AGREEMENTS WITH DYNEGY ENERGY SERVICE, LLC FOR THE PROCUREMENT OF RENEWABLE ELECTRICITY GENERATION SERVICES FOR THE CITY'S CONSUMPTION FOR A PERIOD OF SIXTY MONTHS BEGINNING APRIL 2020.

WHEREAS, as previously adopted by Council for the City of Oxford, the 2020 operating budget includes \$675,000.00 for the purchase of electricity for City buildings, structures, recreation areas, street lighting, and traffic control; and

WHEREAS, the City Manager and the Service Director recommend Council authorize the City Manager to sign agreements with Dynegy Energy Service, LLC for the procurement of renewable electricity generation services for the City's consumption for a period of sixty months beginning April 2020.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and hereby authorizes the City Manager to enter into agreements with Dynegy Energy Service, LLC for the procurement of renewable electricity generation services for the City's consumption for a period of sixty months beginning April 2020 at a kilowatt/hour rate not to exceed \$0._____ cents per kilowatt hour (kWh) and for street lighting accounts, at a cost not to exceed \$0._____ cents per kilowatt hour (kWh). The agreement shall be in a form acceptable to the City Law Director.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

Exhibit A

Facility Accounts - Brown

April 2020 – April 2022 - \$0.0427
April 2020 – April 2023 - \$0.0426
April 2020 – April 2024 - \$0.0425
April 2020 – January 2025 - \$0.0421

Facility Accounts – 100% Renewable

April 2020 – April 2022 - \$0.0434
April 2020 – April 2023 - \$0.0434
April 2020 – April 2024 - \$0.0434
April 2020 – January 2025 - \$0.0430

Lighting Accounts - Brown

April 2020 – April 2022 - \$0.0341
April 2020 – April 2023 - \$0.0339
April 2020 – April 2024 - \$0.0338
April 2020 – January 2025 - \$0.0336

Lighting Accounts – 100% Renewable

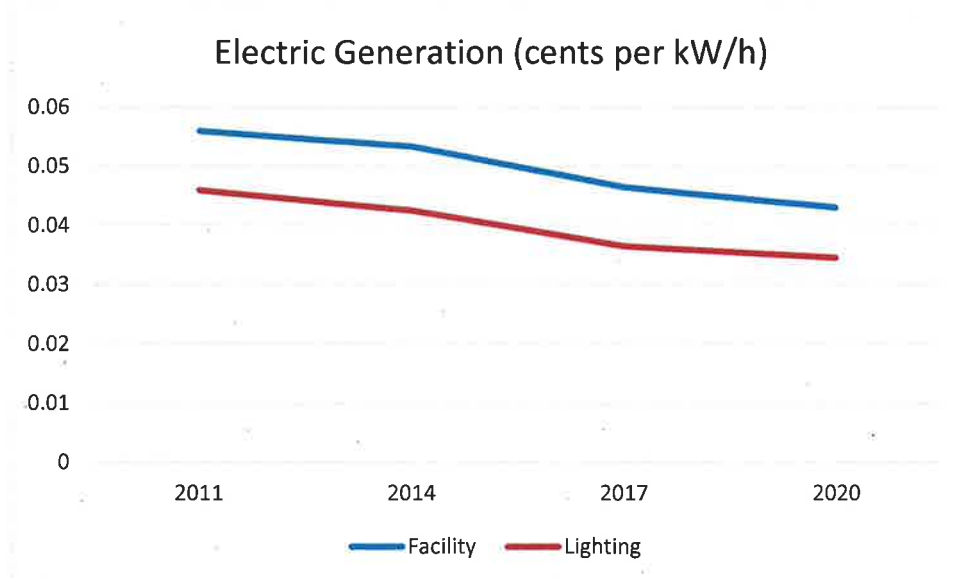
April 2020 – April 2022 - \$0.0348
April 2020 – April 2023 - \$0.0347
April 2020 – April 2024 - \$0.0347
April 2020 – January 2025 - \$0.0345

Accepting the 100% Renewable pricing will yield a 7.53% reduction in costs compared with our 2017 contract.

Accepting the Fossil Fuel rate would yield a 9.4% reduction in costs compared with our 2017 contract.

The annual cost for Renewable power over Fossil Fuel power for all City operations is ~ \$5,310 annually (based on 5.9M kWh).

Exhibit B



Generation Costs for City Facilities

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: February 4, 2020

Account Code #: Not Applicable

Budgeted Amount: Not Applicable

Service Department

Originating Department

Michael B. Dreisbach

Prepared By

January 27, 2020

Date Prepared

Agenda Title: Notice to Property Owners Declaring the Necessity to Improve Property.

Recommendation: Approve

Discussion:

As part of the City's capital improvement program for street resurfacing, Staff has identified properties with defective, missing, or sub-standard curb, gutter, sidewalks, and/or driveway aprons. Many of these deficiencies were identified as trip hazards and areas that contribute to lowering the expected lifespan of street improvements. Staff has already sent notices to property owners and informed them of the project and the need to repair defective sections of concrete. Staff also informed the owners that if the deficiencies were not corrected, the City would proceed to have the work done and charge the cost against the property. The City will follow the assessment process as defined in Ohio Revised Code Section 729. Staff has added 11 additional properties outside of the project limits to the listing based on public complaints or reports of persons injured while tripping over defective concrete areas.

Exhibit "A", attached to this report, shows a complete listing of the properties involved for these projects, the types of repairs that are necessary, and an estimate of probable cost for the improvements. A copy of plans and specifications for necessary repairs has been filed with the Clerk of Council's office, and are available for inspection. The total costs for the project, as well as the estimated costs to property owners, are as follows:

<u>Project</u>	<u>Total Est. Project Cost (Public)</u>	<u>Total Est. Costs to Property Owners</u>
Street and Sidewalk Improvements	\$ 450,000	\$ 209,122

By addressing the repairs at this time, the public investment in street resurfacing may be expected to retain its value for several additional years, eliminate significant hazards to pedestrians and cyclists, and improve the aesthetics of the community. It is Staff's recommendation that the City Council approve this Resolution so that the process to complete necessary repairs and improvements may begin. The City will serve notice to all property owners involved and they will have 30 days to make repairs from the date of service. Should a deadline extension be necessary, the City may extend the deadline to March 31, 2020. Should a property owner disagree with the City's order, they may appeal to the City Manager for a hearing on their property and the required improvements. A Resolution will then be required for the City to contract for the improvements. Once work is completed, a Resolution will need to be approved stating the total actual cost to each parcel owner, followed by an Ordinance levying special assessments to the parcels for the improvements.

Currently, \$150,000 has been appropriated for the City to contract for repairs and new sidewalk construction should the property owners choose not to have the work done. Should the City have to contract for repairs in excess of this amount, a transfer from other appropriations or a supplemental appropriation will be necessary.

Approved By:

Department Head:

Initial Date
MBD \ 1/28/20

City Manager:

DRE \ 1-30-20

RESOLUTION NO.

A RESOLUTION DECLARING THAT IT IS NECESSARY TO IMPROVE THOSE PORTIONS OF CERTAIN PROPERTIES AS SHOWN ON EXHIBIT "A" ATTACHED HERETO IN THE CITY OF OXFORD, OHIO, BY RE-PAVING, RE-CURBING, AND REPAIRING THE SIDEWALKS, CURBS, AND GUTTERS.

WHEREAS, it is necessary to improve certain properties listed on Exhibit "A" a copy of which is attached hereto and incorporated herein by reference, by re-paving, re-curbng and repairing the sidewalks, curbs, and gutters; and

WHEREAS, the plans, specifications and estimate of the cost of the improvements have been filed in the accordance with Ohio Revised Code Section 729.02 with the Clerk of Council; and

WHEREAS, it is hereby determined and declared that said improvements are conducive to the public health, convenience, safety and welfare of said City and the inhabitants thereof.

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

SECTION I: Council hereby approves the plans, specifications and estimate of cost of repair on file.

SECTION II: Notice of the passage of this resolution of necessity, in accordance with Section 729.03 of the Ohio Revised Code, shall be served by the Clerk of Council upon the owners of the lots or lands abutting upon the sidewalks, curbs, and gutters to be constructed or repaired in the same manner as service of summons in civil cases, or by certified mail addressed to such owner at his or her last known address or to the address to which tax bills are sent, or by a combination of the foregoing methods.

SECTION III: Those sidewalks, curbs, and gutters located on the properties described in Exhibit "A" shall be repaired by the owners of the lots or lands abutting thereon in accordance with the specifications on file in the office of the Clerk of Council no later than **forty five (45)** days after receipt of the notice described in Section II.

SECTION IV: In the event such owner does not construct or repair such sidewalks, curbs, and gutters in accordance with such specifications and within **forty five (45)** days after receipt of the notice described in Section II, the City will repair such sidewalks, curbs, and gutters, and assess the costs thereof against the owner of the lots or lands abutting thereon.

SECTION V: The costs of the sidewalks, curbs, and gutters improvements shall be assessed by the foot front of the property bounding and abutting on the improvement, upon the following described lots of land, to-wit: All lots and land bounding and abutting upon the proposed improvement between the termini aforesaid, which said lots and lands are hereby determined to be specifically benefited by said improvement; and the cost of said improvement shall not include the costs of preliminary and other surveys, plans, specifications, profiles and estimates of printing, serving, and publishing notices, resolutions and ordinances, the amount of damages resulting from the improvement assessed in favor of any owner of land affected by the improvement and the interest thereon, the costs incurred in connection with the preparation, levy and collection of the special assessments, but the cost of said improvement to be assessed shall include the expenses of legal services including obtaining an approving legal opinion, cost of labor and material and interest on bonds and notes issued in anticipation of the levy and collection of the special assessments together with all other necessary expenditures relative to expenses of financing, and relative to re-paving, re-curb-ing, or repairing the sidewalks, curbs, and gutters.

SECTION VI: The City Engineer is hereby authorized and directed to prepare and file in the office of the Clerk of Council the estimated assessments of the cost of the improvements described in this resolution. Such estimated assessments shall be based upon the estimate of cost of said improvement now on file in the office of the Clerk of Council, and shall be prepared pursuant to the provisions of this resolution.

SECTION VII: The assessments to be levied shall be paid in five (5) annual installments, with interest on deferred payments at rate of five percent (5%); provided, that the owner of any property assessed may, at his or her option, pay such assessment in cash within thirty (30) days after passage of the assessing ordinance.

SECTION VIII: The entire cost of said improvements, after application of the assessments herein provided for, shall be paid by the City of Oxford from funds available for this purpose in the Capital Improvement Fund.

SECTION IX: This resolution shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

Curb, Gutter, Sidewalk, for 2020 Resurfacing

Address	Direct Ion	Street Name	Property Owner	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru driveway	Square Ft Drive Apron	Square Ft Apron Remove Only	Date of Letter Expiration	Estimated Cost
704			JONATHAN L AND KARLA M PRICE	H4100120000015	50	25	0	0	0	4/5/2019	\$ 2,775.00
700			SEBASTIAN FELIPE & KELSEY N PAZ	H4100120000014	38	0	0	0	0	4/5/2019	\$ 1,900.00
612			STEVEN A & JENNIFER A LIPKE	H4100120000011	50	0	0	0	0	4/5/2019	\$ 2,500.00
617			RICHARD B THOMAS	H4100120000022	98	0	0	0	0	4/5/2019	\$ 4,300.00
719			KATHLEEN & WALLACE J BOLDUC	H4000120000058	71	0	0	76	0	4/5/2019	\$ 4,766.00
700			ALEXANDER RALPH W JR & KATHLEEN R	H4100120000024	166	75	0	0	0	6/20/2019	\$ 9,125.00
708			MARGARET T SACCO TR	H4000120000026	46	50	0	80	0	6/20/2019	\$ 4,130.00
405	E	CHESTNUT	KYLE V & AMY R LONGCAMP	H4000114000034	10	0	0	0	0	3/3/2020	\$ 500.00
519	E	CHESTNUT	SUZETTE & NEVERT SHAHIN	H4100113000042	7	25	0	0	0	3/3/2020	\$ 625.00
800	S	MAPLE	OXFORD BIBLE FELLOWSHIP	H4100108000038	67	125	0	0	0	3/3/2020	\$ 4,725.00
400	E	CHESTNUT	JEFFREY J & MOLLY J WANKO	H4100107000023 & H4100107000018	7	30	0	0	0	3/3/2020	\$ 680.00
819	S	OAK	KEITH LAWRENCE & JOANNA LYNN HOHN	H4100107000017	13	25	0	0	0	3/3/2020	\$ 925.00
605	E	CHESTNUT	THOMAS A FREDERICK & AMANDA LEWIS	H4100113000025	5	0	25	27	0	3/3/2020	\$ 1,107.00
607	E	CHESTNUT	THOMAS A FREDERICK & AMANDA LEWIS	H4100113000024	0	25	0	0	0	3/3/2020	\$ 275.00
611	E	CHESTNUT	LYNDI ANN GORDON	H4100113000023	0	25	0	0	0	3/3/2020	\$ 275.00
617	E	CHESTNUT	MILE SQUARE PRESERVATION LLC	H4100113000008	30	0	0	0	0	3/3/2020	\$ 1,500.00
709	E	CHESTNUT	MARLENE F HOFFMAN	H4100113000006	0	25	0	0	0	3/3/2020	\$ 275.00
713	E	CHESTNUT	JEFFREY YEN CHENG	H4000113000005	14	25	0	0	0	3/3/2020	\$ 975.00
841	S	MAPLE	MICHAEL E & GAYLE L MCCAFFERTY	H4000108000012 & H4000108000009	10	50	0	0	0	3/3/2020	\$ 1,050.00
211	S	ELM	JMH VENTURES LLC	H4100004000051 & H4100004000053	25	140	0	0	0	3/2/2020	\$ 2,780.00
231	W	COLLINS	DOLLAR INVESTMENT LLC	H4100004000054	39	0	0	0	0	3/2/2020	\$ 1,950.00
304	W	COLLINS	OXFORD FARM SERVICE AND WHISTLE STOP	H4100004000186	50	60	0	0	0	3/2/2020	\$ 3,160.00
230	W	COLLINS	DAVID M & STEPHANIE S MORTON	H4000004000058	38	0	0	0	0	3/2/2020	\$ 1,900.00
115	S	ELM	MILE SQUARE PRESERVATION LLC	H4100004000059	15	150	0	0	0	3/2/2020	\$ 1,900.00
113	S	ELM	RUSSELL J & MICHELLE M DOLEZAL	H4100004000060	25	125	0	0	0	3/2/2020	\$ 2,625.00
231	W	WALNUT	MATZETTI LLC	H4100004000055 & H4100004000066	41	0	0	0	0	3/2/2020	\$ 2,050.00
102	S	ELM	100-102 SOUTH ELM STREET LLC	H4100004000025	10	100	0	0	0	3/2/2020	\$ 1,600.00
106	S	ELM	RODBRO & MYERS INVESTMENTS LLC	H4100004000026	83	260	0	0	0	3/2/2020	\$ 7,010.00
118	S	ELM	FAITH ON ELM STREET RENTALS LLC	H4100004000028	40	0	0	0	0	3/2/2020	\$ 2,000.00
308	W	HIGH	D & B FAMILY LTD PRT	H4100004000010	5	150	0	0	0	3/2/2020	\$ 1,900.00
230	W	HIGH	RED HAWK HOMES LLC	H4100004000076 & H4100004000077	10	100	0	0	0	3/2/2020	\$ 1,600.00
11	N	ELM	ROGER PERRY	H4000004000078 & H4000004000079	40	0	25	72	0	3/2/2020	\$ 3,577.00
15	N	ELM	JASON A & STEPHANIE G REYNOLDS	H4000008000098	5	0	0	0	0	3/2/2020	\$ 250.00
231	W	CHURCH	DUDLEY PRIME PROPERTIES LLC	H4100008000100	50	275	0	0	0	3/2/2020	\$ 5,525.00
22	N	ELM	HOELZER/HOELZER RENTALS INC	H4100008000096	25	0	0	0	0	3/2/2020	\$ 275.00
16	N	ELM	OBW LLC ETAL	H4100008000097	13	0	0	0	0	3/2/2020	\$ 650.00
12	N	ELM	LOUISE A HAUTAU RENTALS LLC	H4100004000006	30	160	0	0	0	3/2/2020	\$ 3,260.00
302	W	HIGH	JAMES P & CAROL A STROTSMAN	H4000040000193	0	225	0	63	0	3/2/2020	\$ 3,483.00
4884		DICK	JOEL M ENGELHARD	H4100017000031	114	0	0	0	0	2/23/2020	\$ 5,700.00
4890		DICK	NED C HOELZER TR	H4100017000017	95	0	0	0	0	2/23/2020	\$ 4,750.00
6051		CONTRERAS	BETTY L & SCOTT K BARNHART	H4100017000018	65	0	0	0	0	2/23/2020	\$ 3,250.00
4892		JAMES	JOCK J & DEBORAH M PITTS	H4100017000134	229	0	0	0	0	2/23/2020	\$ 11,450.00
4903		JAMES	LAWRENCE H & AMY H BARTEL	H4100017000048	70	0	0	0	0	2/23/2020	\$ 3,500.00
4891		JAMES	DENNIS MATHEW & AMY EVELINE CHEATHAM	H4100017000047	55	0	0	0	0	2/23/2020	\$ 2,750.00
4883		JAMES	WILLIAM F FISHER & KALINDE C WEBB	H4100017000046	55	0	0	0	0	2/23/2020	\$ 2,750.00
6115		JOSEPH	ANN ELIZABETH ARMSTRONG & ROBERT R BELL	H4100017000045	25	0	0	0	0	2/23/2020	\$ 1,250.00
6107		JOSEPH	JEROME H & LANA KAY ROSENBERG	H4100017000044	70	0	0	0	0	2/23/2020	\$ 3,500.00
6089		JOSEPH	JENNIFER M BLUIE & JAY W MURDOCK	H4100017000042	90	0	0	0	0	2/23/2020	\$ 4,500.00
6061		JOSEPH	LOUIS DEBASIO	H4100017000039	85	0	0	0	0	2/23/2020	\$ 4,250.00
6051		JOSEPH	STANLEY W TOOPS & SIMONE A ANDRUS	H4100017000038	90	0	0	0	0	2/23/2020	\$ 4,000.00
6041		JOSEPH	RICHARD HAYNIE	H4100017000037	62	0	0	0	0	2/23/2020	\$ 3,100.00
6033		JOSEPH	WILLIAM I & DOROTHY A WOLKE	H4100017000036	60	0	0	0	0	2/23/2020	\$ 3,000.00
6025		JOSEPH	ELIZABETH M BERGMAN	H4100017000035	40	0	0	0	0	2/23/2020	\$ 3,000.00
6015		JOSEPH	SCOTT VAN DAM TR	H4100017000034	50	0	0	0	0	2/23/2020	\$ 2,500.00
6005		JOSEPH	SCOTT VAN DAM	H4100017000033	78	0	0	0	0	2/23/2020	\$ 3,900.00
6000		JOSEPH	LYNETTE HUDIBURGH	H4100017000014	71	0	0	0	0	2/23/2020	\$ 3,550.00
6010		JOSEPH	HOME ESTATES LLC	H4100017000087	35	0	0	0	0	2/23/2020	\$ 1,750.00
6020		JOSEPH	DONALD N NELSON TR	H4100017000032	80	0	0	0	0	2/23/2020	\$ 4,000.00
6060		JOSEPH	MICHAEL F BARICKMAN & KATHLEEN L ZIEN	H4100017000029	50	0	0	0	0	2/23/2020	\$ 2,500.00
6102		JOSEPH	CHRISTOPHER M & PAMELA S RODBRO	H4100017000135	60	0	0	0	0	2/23/2020	\$ 3,000.00
123	N	COLLEGE	JOHN D & MOLLY M SULLIVAN	H4100008000191	10	250	0	0	0	3/1/2020	\$ 3,250.00
117	W	WITHROW	NORDIYLAND INVESTMENT GROUP LLC	H4100008000257	20	0	0	0	0	3/1/2020	\$ 1,000.00
115	W	WITHROW	HARRY L & JOYCE DAVIS	H4100008000230	10	0	0	0	0	3/1/2020	\$ 500.00
111	W	WITHROW	REDHAWK RENTAL PROPERTIES LLC	H4100008000231	35	0	0	112	0	3/1/2020	\$ 3,542.00
120	N	BEECH	WILLIAM A PHILLIPS TR ETAL	H4100008000232	20	75	0	84	0	3/1/2020	\$ 3,169.00
200	N	BEECH	GSH PROPERTIES LLC	H4100008000227	10	0	40	60	0	3/1/2020	\$ 2,140.00
104	W	WITHROW	OXFORD RESIDENTIAL & MIAMI STUDENT TENTALS LLC	H4000008000228	0	0	0	48	0	3/1/2020	\$ 768.00
114	W	WITHROW	HARRY L & JOYCE DAVIS	H4100008000229	0	112	0	0	0	3/1/2020	\$ 1,232.00
116	W	WITHROW	MIAMI CAMPUS RENTS LLC	H4100008000258	0	125	50	72	0	3/1/2020	\$ 3,377.00
201	N	COLLEGE	TIMOTHY P & JENNIFER D ROGERS	H4100008000193	0	75	0	0	0	3/1/2020	\$ 825.00
123	N	BEECH	D & B FAMILY LTD PRT	H4100007000020	0	0	50	70	0	3/1/2020	\$ 1,970.00
19	W	WITHROW	GO PEARL PROPERTIES LLC	H4100007000019	10	75	0	0	0	3/1/2020	\$ 1,325.00
15	W	WITHROW	ANDREW J CRAMER & PATRICK GODFRAY	H4100007000053	0	145	0	0	0	3/1/2020	\$ 1,585.00
9	W	WITHROW	MIAMI CAMPUS RENTS LLC	H4100007000052	0	50	0	56	0	3/1/2020	\$ 1,446.00
8	W	WITHROW	LEONARD M & NANCY A GIAMBRA	H4100007000051	52	0	0	0	0	3/1/2020	\$ 2,600.00
200	N	MAIN	ANTHONY D MILLER	H4100007000056	10	75	90	126	0	3/1/2020	\$ 4,871.00
10	W	WITHROW	SUSAN E & ROY D & SAUNDRA S ACRES	H4100007000055	0	50	0	0	0	3/1/2020	\$ 550.00
12	W	WITHROW	DANIEL J & STEPHANIE M LAUDERBACK	H4100007000054	0	90	0	0	0	3/1/2020	\$ 990.00
20	W	WITHROW	CHRISTOPHER ADRYAN & ANN L LARSON ETAL	H4000007000018	10	25	0	0	0	3/1/2020	\$ 775.00
22	W	WITHROW	ALFRED S & AMY B KEIRLE	H4100007000017	0	100	25	0	0	3/1/2020	\$ 1,525.00
32	W	Church	North Sea Investment Group LLC	H4000007000022 & H4000007000025		125				12/31/2018	\$ 1,375.00
115	N	Beech	Dollar Investments LLC	H4100007000021		130				12/31/2018	\$ 1,430.00
215	N	Beech	T H Inc.	H4100007000014		70		30		12/31/2018	\$ 1,250.00
21-25	W	Vine	Rodbro and Myers Investments LLC	H4100007000013	35	325				12/31/2018	\$ 5,325.00
101-109	W	Church	Terry & Katherine S Dudley	H4000008000264	12	150	120	120	245	12/31/2018	\$ 6,455.00
117	W	Church	David L & Kristine M Winkler	H4100008000182	10	350				12/31/2018	\$ 4,350.00
127	W	Church	Robert L Blackburn Tr	H4100008000183	0	70		30		12/31/2018	\$ 1,250.00
20	W	High	JP Morgan Chase Bank NA	H4100003000266		25				2/25/2019	\$ 275.00
28	W	High	Dollar Investments LLC	H4100003000017		24				2/25/2019	\$ 264.00
325	W	Vine	Irene Pierce	H4100008000051	55	65		120		11/14/2019	\$ 5,385.00
328	W	Withrow	Steven R Elliott	H4100008000066	26	50				11/14/2019	\$ 1,850.00

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 4, 2020

Account Code No. #: N/A

Sam Perry
Prepared By

Budgeted Amount: N/A

January 28, 2020
Date Prepared

Agenda Title: PC-2020-01, ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels in North Ridge Subdivision, along streets: Dufour, Honor, Red Cedar, Miami Trail and portions of Jacob and North Ridge, **City of Oxford, Applicant**

Recommendation: Approval

Discussion:

The legislation for creating Neighborhood Conservation Overlay Districts was adopted by City Council in 2012 after review by the Housing Advisory Commission and Planning Commission. The goal was to protect residential neighborhoods, maintain an attractive community appearance, and to provide a desirable living environment. The ordinance restricts residential properties to be rented to no more than two unrelated individuals. Without the overlay, properties can be rented for up to four unrelated occupants. Families are not limited in number. The process to establish an overlay district begins by a petition with signatures of at least two-thirds of parcel owners within the proposed district. The petition then goes before City Council for acceptance and referral to the Planning Commission as a zoning map amendment. There have been nineteen (19) petitions that have come before the City Council since 2014.

The petition was organized by residents Elise Clerkin, April Smith and Margi Moul. There are a total of 90 parcels contained in the proposed overlay. Maps of the subject area and the overall city are attached. The signatures in the petition exceeded the two-thirds requirement at 71%. The boundary met the block requirements and exceeded the minimum land parcel number of 10 parcels. This is the only such overlay in this part of Oxford.

The Planning Commission held a hearing on January 14 and determined that the proposed overlay met the standards of Section 1135 (map amendments) as well as 1146 (neighborhood overlays). Neighborhood residents spoke at the hearing about nearby rental properties on North Ridge Drive. The Commission voted 6-0 to recommend approval to City Council.

Approved by:

Initial **Date**
Department Head: _____ / _____

City Manager: DRE / 1-31-20

ORDINANCE NO.

AN ORDINANCE 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 90 PARCELS LOCATED ON MIAMI TRAIL, NORTHRIDGE DRIVE, RED CEDAR CIRCLE, DUFOUR LANE, HONOR LANE AND JACOB DRIVE IN THE CITY OF OXFORD, OHIO.

WHEREAS, Council finds in accordance with Section 1146.03 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on January 14, 2020 on the City of Oxford's application for a Zoning Map Amendment to establish a Neighborhood Conservation Overlay District in a R-1A (Single Family Low Density Residential) District for 90 parcels located on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive in the City of Oxford, Ohio, a map of which is attached hereto and incorporated herein as Exhibit "A" and;

WHEREAS, the Oxford Planning Commission, after public hearing and deliberation, recommended granting the Zoning Map Amendment to establish a Neighborhood Conservation Overlay District, and found that the proposed request was in keeping with the intended characteristics of the neighborhood and was an appropriate classification for the properties in question.

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

SECTION 1: Council hereby accepts the recommendation of the Oxford Planning Commission, and after deliberation, finds for the granting of the Zoning Map Amendment, to establish a Neighborhood Conservation Overlay District in a R-1A (Single Family Low Density Residential) District for 90 parcels located on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive in the City of Oxford, Ohio, a map of which is attached hereto and incorporated herein as Exhibit "A".

SECTION 2: Council hereby grants the Zoning Map Amendment as requested, incorporating the application and documents submitted with the application as a term and condition of the granting of this Zoning Map Amendment and orders that the official zoning map be amended.

SECTION 3: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-2020-01

Date – January 14, 2020

APPLICATION

Applicant:	City of Oxford
Action Request:	ZONING MAP AMENDMENT to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, City of Oxford, Applicant

DESCRIPTION

The proposed map amendment is to establish a Neighborhood Conservation Overlay District in an existing R-1A (Single-Family Low Density Residential) District in the area of Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive. The effect would be an additional restriction on the underlying zoning that would limit the number of unrelated occupants in a rented unit from currently four, to two. Families are not restricted in number.

A petition to establish a neighborhood conservation overlay district was submitted by a group led by Elise Clerkin on September 20, 2019. City Council adopted a resolution on November 19, 2019 accepting the petition and referring this request to the Planning Commission. This is the 20th such overlay since 2014; and the first in this part of Oxford. There are no other overlays adjacent to it. Signatures were submitted by the petitioners for 71% of the 90 land parcels in the proposed district. This exceeds the 2/3 minimum requirement. The overlay includes households in Northridge Sections 1, 2 and 3, which were originally platted between 1994 and 2004. The crosshatched parcels of land in the attached map indicate that signatures were included for those parcels.

RECOMMENDATION

Staff finds that the application meets the requirements of both code sections and therefore that the Planning Commission should forward a recommendation of approval to City Council.

ZONING CODE

The Oxford Zoning Ordinance Chapter 1146 governs the establishment of the Neighborhood Conservation Overlay District.

COMPREHENSIVE PLAN

In the Overview Section of Chapter 7, Housing, in the Comprehensive Plan, residents echoed the same sentiments that Oxford has a unique housing market involving a large rental population that limits opportunities for family housing options and changes the community character, specifically within the Mile Square. The public input sessions also pointed out the lack of housing opportunities for families and the hope to encourage owner-occupied housing and promote the return of full-time residents to the area. Even the Comprehensive Plan does not implicitly point to the establishment of an overlay district to encourage owner-occupied neighborhoods, but several objectives and strategies are relevant to this idea of maintaining traditional neighborhoods and owner-occupied residential dwellings.

Objective Expand Housing options

H2.1 Update development regulations to allow for a variety of housing types in new developments.

H2.4 Provide financial assistance to increase homeownership opportunities for low and moderate income residents.

Objective: Expand homeownership opportunities

H5.1 Encourage local employers to provide homeownership incentives.

H5.2 Encourage rehabilitation of owner-occupied structures within the Mile Square.

H5.3 Create an urban homeownership incentive program such as homeownership grants to help offset the cost of housing.

H5.4 Develop a revolving loan fund.

H5.5 Establish an Oxford Homeownership Office in partnership with Miami University.

H5.6 Support the University loan program to increase homeownership opportunities within the Mile Square.

AGENCY REVIEWS

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

Police:	Received without comments
Fire:	Received without comments
Engineering:	Received without comments
Econ. Dev.	Not returned

PUBLIC NOTICE

Notification was placed in the newspaper, mailed to property owners and signs was placed in the neighborhood. Several responses to the mailed notice are included. One phone call from a resident outside the proposed district was received.

DECISION CRITERIA

A copy of the Decision Criteria for Overlay District is attached.

ANALYSIS

The idea of the neighborhood conservation overlay district was to preserve neighborhoods from converting to predominately rental property. The Planning Commission went through extensive discussion about this concept in 2012. It was designed to provide a mechanism for neighborhoods to initiate a grass roots movement to organize together petitioning City Council for the consideration of placing more restrictions on the underlying district. The additional restriction is to reduce the allowed number of unrelated occupants from four to two. This overlay does not prevent rentals; but it does further restrict rentals. Existing rentals are allowed to continue and rentals to families of unlimited size are not restricted.

The overlay district is not uncommon in the land use arena to put in place a specific set of regulations that are more stringent than the underlying district in order to accomplish specific objectives. The most commonly used overlay district is for historic areas. Others are used for specific design standards to promote some uniformity in the built environment.

Many neighborhoods have gone through this process since the adoption of this enabling legislation in 2013. As of today, there have been 19 different neighborhoods throughout the City that have obtained the overlay district designation. These neighborhoods are typically located outside of the Mile Square.

Based on the Neighborhood Conversation Overlay District requirements, the City Council accepted the petition on November 19, 2019 and referred the petition to the Planning Commission for Zoning Map Amendment consideration.

There are specific attached decision standards that the Planning Commission should reference in decision making. The Planning Commission also shall consider the purpose and objectives of the overlay district which are to achieve the privacy of residents and to minimize noise, congestion and nuisance impact by

excessive renters and to maintain an attractive community appearance and provide a desirable living environment and finally to prevent excessive traffic and parking problems in the neighborhood.

The petition met the boundary requirements as stipulated in the Chapter 1146.03(h). The petition also met and exceeded the minimum two-thirds requirements of owner signatures within the proposed boundary.

This process is a neighborhood driven process beginning with a petition to the City Council and followed by a public hearing before the Planning Commission for a Map Amendment recommendation. The City Council may waive certain requirements after a positive recommendation from the Planning Commission. This process is far lengthier than normal map amendment process and has additional decision standard thresholds to meet. It is a process that the neighborhood has taken seriously and has demonstrated their commitment to preserving their neighborhood by going through the extra steps required.

SUBMITTED

BY:

A handwritten signature in black ink, appearing to read "Sam Perry", with a long horizontal flourish extending to the right.

Sam Perry, AICP
Community Development Director

City of Oxford
Inter-Office Review Transmittal Sheet

Date: December 13, 2019

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2020-01, ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, City of Oxford, Applicant

 X Review Revisions Other

Please return no later than: **January 6, 2020** 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:


John Detherage, Fire Chief

PRINTED NAME

Date: 12-13-19

City of Oxford
Inter-Office Review Transmittal Sheet

Date: December 13, 2019

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2020-01, ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, City of Oxford, Applicant

 X Review Revisions Other

Please return no later than: **January 6, 2020** 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:

Scott Otto

Date:

12/20/19

Scott Otto

PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: December 13, 2019

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2020-01, ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, City of Oxford, Applicant

 X Review Revisions Other

Please return no later than: **January 6, 2020** 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: _____



John A. Jones
PRINTED NAME

Date: _____

12/27/19



PC-2020-01 Surrounding Property Owners Notifications Map

Legend

Subject Area

200 Ft. Buffer

Oxford Corp. Limit

Address Point

Parcel

16.5' Vacated ROW

Building Footprint

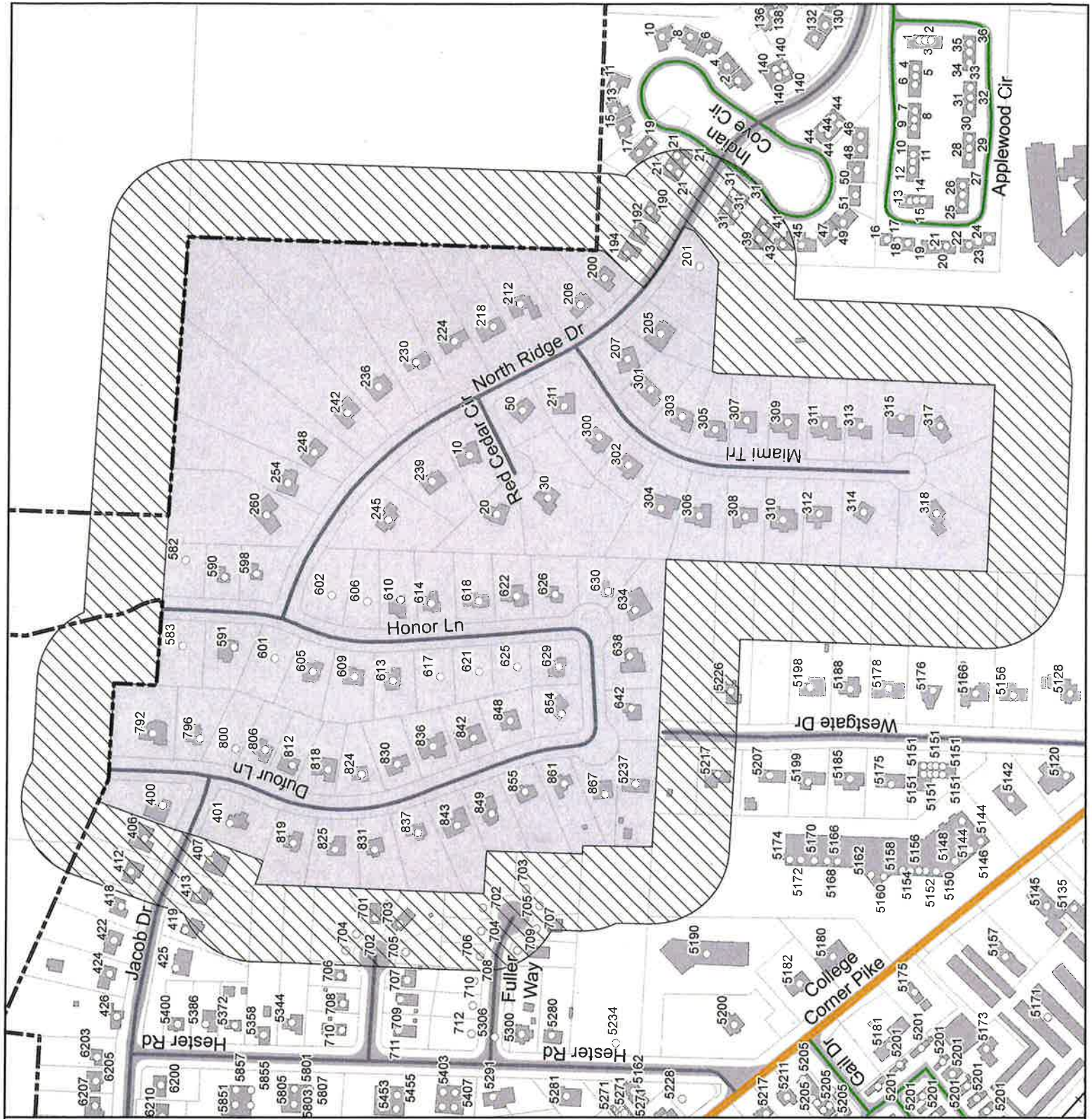
Paved Roadway



1 inch = 350 feet

Prepared on Monday, December 30, 2019

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.





**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Stephen Pasquale (Carly Pasquale)

642 Honor Lane

Oxford, OH 45056

Telephone:

Home: 513-805-5577

Work: _____

COMMENT:

We are very much in favor of having this amendment passed!

**RECEIVED
City of Oxford**

JAN 15 2020

Community Development

Signature

Stephen Pasquale
Carly Ryn

Date

1/12/20

1/12/20



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Connie Clements

848 Dufour Lane

Oxford, OH 45056

Telephone:

Cell

Home: 513-255-2974

Work: _____

COMMENT:

*We are thrilled with the overlay.
Although we love the students, we
also love our family focused neighborhood.*

Connie Clements

Signature

1-6-2020

Date



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Qianqian Wang

194 Northridge Dr

Telephone:

Home: 408-506-9380

Work: _____

COMMENT: Objection!

A lot of the properties in Northridge Drive are designed for student rental. A 4 bedroom house has a limit of 4 unrelated people living in it is reasonable. A limit of 2 would be a waste of resources, not sustainable to environment. Definitely hurting these property owners' interests. There are at least 20 ~ 30 properties along Northridge Drive are designed for rental, the floor plans are not ideal for families living. This amendment is NOT fair to these

Signature

Date

property
owners.



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Michael S. Huey

400 Jacob Drive

Oxford, OH 45056

Telephone:

Home:

937-380-2287

Work:

—

COMMENT:

I approve & support the Neighborhood Conservation Overlay in the Northridge Subdivision for the long-term benefit of all properties & families within our neighborhood.

Michael S. Huey
Signature

1-6-2020
Date



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Joe + Alison Kleibschedel

8006 Dufour Lane

Oxford, OH 45056

Telephone:

Home:

419-656-1941

Work:

COMMENT:

We are in full support of this
Zoning map amendment! Thank you!

A. Kleibschedel

Signature

1/16/2020

Date



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

John + Marguerite Moul
200 Northridge Dr
Oxford OH

Telephone: Home: 513-292-1760

Work: 419-733-0330

COMMENT:

We are in favor of the overlay


Signature

1/14/2020
Date



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Maria and Brian Ballou

212 Northridge Dr.

Oxford OH 45056

Telephone:

Home: 513-405-5585

Work:

COMMENT:

Maria
513-593-0366
Brian

Signature

Maria and Brian Ballou

Date

Jan 5, 2020



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Michael & Amy Sweitzer

300 Miami Trail

Oxford, OH 45056

Telephone:

Home: 513-255-9006

Cell: 937-733-6294 (M)
Work: 858-229-2742 (A)

COMMENT:

We are 100% in support of this overlay.

WE ARE ALREADY SEEING MULTIPLE NON-RELATED FAMILIES LIVING TOGETHER (I.E. RENTALS) TAKING UP PARKING ON MAIN ROADS AND ALSO NOT TAKING CARE OF THEIR YARDS (MOWING AND TRASH). FINALLY MANY OF THE "RENTALS" LEAVE THEIR CARS AND THOSE OF OTHERS PARKED ON THE STREET OVER SUMMER & WINTER BREAKS WHILE ARE OUT OF TOWN.

Signature

Date

Amy Sweitzer

Jan. 6, 2020



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Cal Couard
5226 Westgate

Telephone:

Home: 523 2959

Work:

COMMENT:

Repland
Cal Couard

Signature

Date

4/3/20



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name:

(Print)

Address:

Dave + Amanda Meyer

819 Dufour Ln

Telephone:

Cell

Home:

419-265-2067

Work:

COMMENT:

We approve this zoning map amendment.

A. Meyer

Signature

1/16/2020

Date



Internal Use Only:	
Case No.	PC- 2020-01
Date Filed	11/30/19

Zoning Map Amendment Application

Applicant Information

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

Name *	City of Oxford
Mailing Address *	15 S Campus ^{College} Avenue
City, State & Zip Code *	Oxford, OH 45056
Telephone Number(s) *	513-524-5204
Email Address	sperry@cityofoxford.org

Location and Lot Information

Location *	Northridge Subdivision
General Description of Proposed Amendment *	Northridge Neighborhood Conservation Overlay District
Current Zoning *	R1A
Proposed Zone(s) *	Neighborhood Conservation Overlay District

Submission Requirements and Documentation

From Section 1135.02 Procedure¹.

- (a) Initiation. A map amendment may be initiated by adoption of a motion by Planning Commission, by adoption of a motion by Council, or by application to Planning Commission by at least one owner of the property within the area proposed to be rezoned.
- (b) Application. If Planning Commission or Council initiates an amendment, then the Zoning Administrator shall provide information as necessary for proper consideration of the motion. The information provided shall be substantially similar to that required of an application for amendment.

An application for amendment shall be filed with the Zoning Administrator. An application shall be complete prior to being scheduled for a public hearing. An application will be considered complete only if the Zoning Administrator is satisfied that all of the materials required by this chapter are included and are sufficient in their content to satisfy the intent of the application requirements.

 - (1) Contents of application. The applicant shall contact the Zoning Administrator prior to submitting an application to discuss the submission requirement, which includes the following information. A written, detailed description, where applicable, is required for each subsection.
 - A. Application Fee.
 - B. The name, mailing address, and telephone number of the applicant.
 - C. A general description of the proposed amendment.
 - D. A narrative statement that describes how the proposed amendment relates to the Comprehensive Plan.
 - E. A statement that identifies potential negative consequences of the proposed amendment.
 - F. Such other information regarding the proposed amendment as may be pertinent to the application or required by Planning Commission or Council.
 - G. A legal description of the area to be rezoned.
 - H. The proposed zoning of the area.
 - I. The current zoning of the area.
 - J. A description of existing uses in the area.

- K. A vicinity map, at a scale approved by the Zoning Administrator, showing property lines, streets, existing and proposed zoning and other items required by the Zoning Administrator.
- L. A list of the names and mailing addresses of all owners of land that is proposed to be rezoned and all land owners within 200 feet of every parcel proposed to be rezoned (see later section).

Surrounding Property Owners

On a separate sheet, provide the parcel numbers, names, and mailing addresses of all property owners within 200 feet of all boundaries of the property in question. The Butler County Auditor Real Estate Search² is helpful when searching for the mailing address of adjoining property owners. It allows you to search by owner, address, or parcel number. *Property Owner names will not be provided in the agenda packet.*

Decision Process

From Section 1135.02(c)(1) Decision Standards¹.

A proposed amendment shall be approved only if it meets at least one of the following criteria, and if its benefits will likely outweigh any potential pitfalls.

- A. There is an error on the Official Zoning Map or in the delineations between districts thereon.
- B. The proposed amendment will make the map conform more closely with the Comprehensive Plan.
- C. There has been a substantial change in area conditions that necessitates the amendment.
- D. There is a legitimate need for additional land area in the zoning district that will be expanded.

Fees & Receipt

The required fee is \$150.00, plus \$10.00 postage charge. Write a check payable to **City of Oxford**. You may also pay in-person using Visa, MasterCard, and Discover.

Sign and Date

Applicant Signature *



Date *

11/30/2019

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 documentation as attachments and a check for fee and postage charge made payable to **City of Oxford**, to Community Development Director, 15 South College Avenue, 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 proposed 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).**

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/>



North Ridge Conservation Overlay District Petition Boundaries

Legend

- Petition Area
- Petition Parcel: Signed
- Petition Parcel: Not Signed
- Oxford Corporation Limit

Address Point

Parcel

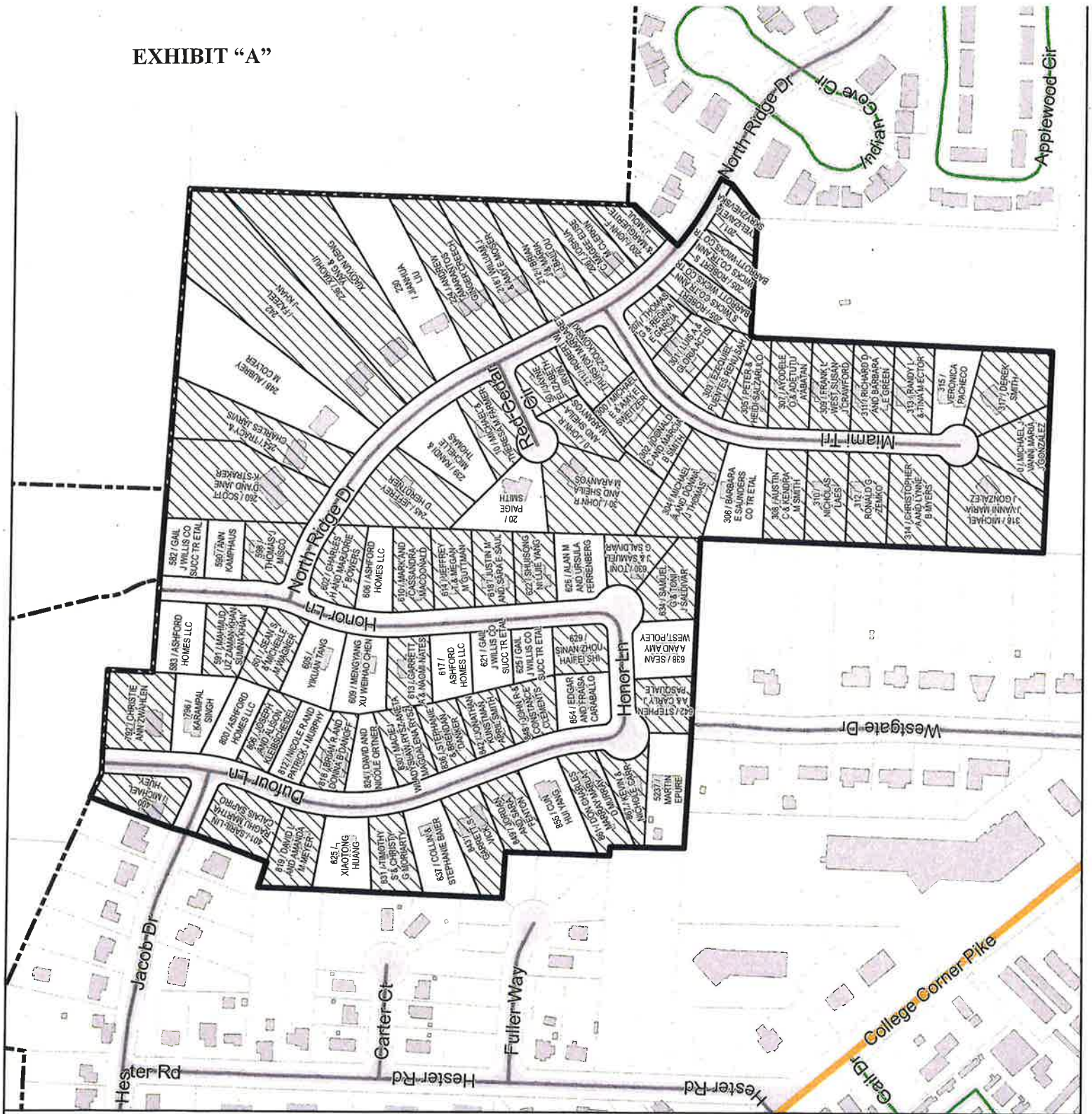
Building Footprint

Paved Roadway



1 inch = 325 feet

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.



RESOLUTION NO. 7131

RESOLUTION OF COUNCIL ACCEPTING THE PETITION AS REQUIRED BY OXFORD CODIFIED ORDINANCE §1146.03 TO ESTABLISH A NEIGHBORHOOD CONSERVATION OVERLAY DISTRICT FOR PARCELS LOCATED ON MIAMI TRAIL, NORTHRIDGE DRIVE, RED CEDAR CIRCLE, DUFOR LANE, HONOR LANE, AND JACOB DRIVE AS SET FORTH ON EXHIBIT "A" ATTACHED HERETO AND REFERRING THE PETITION TO THE OXFORD PLANNING COMMISSION FOR RECOMMENDATIONS TO CITY COUNCIL.

WHEREAS, the Clerk of Council and the Community Development Director having determined pursuant to Oxford Codified Ordinance §1146.03(b) that the Petition to establish a Neighborhood Conservation Overlay District as set forth on Exhibit "A" attached hereto conforms to the petition requirements of Oxford Codified Ordinance §1146.03 and recommends that the petition be referred to the Oxford Planning Commission to make recommendations to City Council.

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

SECTION 1: City Council accepts the recommendation of the Clerk of Council and the Community Development Director and further refers the petition to establish a Neighborhood Conservation Overlay District as set forth on Exhibit "A" attached hereto to the Oxford Planning Commission to make recommendations to City Council.

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


MAYOR

ADOPTED: November 19, 2019

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: November 19, 2019

Account Code No. #:

Sam Perry
Prepared By

Budgeted Amount:

November 12, 2019
Date Prepared

Agenda Title: **Resolution Accepting a Petition to Create a Neighborhood Conservation Overlay District for 90 parcels in North Ridge Subdivision: Dufour, Honor, Red Cedar, Miami Trail and portions of Jacob and North Ridge.**

Recommendation: **Approval**

Discussion:

The legislation for creating Neighborhood Conservation Overlay Districts was adopted by City Council in 2012. The goal was to protect residential neighborhoods, maintain an attractive community appearance, and to provide a desirable living environment. The ordinance restricts residential properties to be rented to no more than two unrelated individuals. Without the overlay, properties can be rented for up to four unrelated occupants. Families are not limited in number. The process to establish an overlay district begins by a petition with signatures of at least two-thirds of parcel owners within the proposed district. The petition goes before City Council for acceptance and referral to the Planning Commission as a zoning map amendment. There have been eighteen (18) petitions that have come before the City Council since 2014.

The petition was organized by residents Elise Clerkin, April Smith and Margi Moul. There are a total of 90 parcels contained in the proposed overlay. The petitioners collected 71% of the parcel owner signatures, which exceeds the minimum requirement. This overlay does not abut any other existing overlays.

This is the first step of the public notice process in creating the neighborhood conservation overlay district and requires City Council to formally accept the petition and forward it to the Planning Commission for review.

The petition meets the code requirements of Section 1146 therefore staff recommends accepting the petition and forwarding the request to the Planning Commission for zoning map amendment review.

Approved by:

Department Head: Initial Date
 SP 11-13-19

City Manager: DJE 11/25/19

OXFORD ZONING PETITION FOR RESIDENTIAL CONSERVATION OVERLAY DISTRICT

THE PETITION IS SUBMITTED PURSUANT TO OXFORD ZONING CODE CHAPTER 1146 TO REQUEST CITY COUNCIL TO INTRODUCE AN ORDINANCE ACCEPTING A PETITION WHICH WOULD ALLOW THE INITIATION OF A ZONING MAP AMENDMENT TO CREATE A DISTRICT WITHIN THE DESCRIBED BOUNDARIES WHICH WOULD RESTRICT THE ABILITY OF PROPERTY OWNERS TO RENT THEIR PROPERTY TO MORE THAN TWO UNRELATED INDIVIDUALS.

THIS PETITION, IF ADOPTED, WOULD ALLOW THE PETITIONER TO INITIATE A ZONING MAP AMENDMENT TO RESTRICT ANY PROPERTY WITHIN THE DISTRICT TO BE RENTED TO NO MORE THAN TWO UNRELATED INDIVIDUALS. THIS PETITION WILL NOT AFFECT PROPERTIES ALREADY LICENSED.

PLEASE SEE THE ATTACHED MAP FOR EXACT BOUNDARIES:

EAST BOUNDARY: 200 and 201 North Ridge Drive and rear lot lines of North Ridge and Miami Trail lots

NORTH BOUNDARY: Rear lot lines of Dufour, Honor and North Ridge lots

WEST BOUNDARY: 400 and 401 Jacob and rear lot lines of Dufour lots

SOUTH BOUNDARY: Rear lot lines of 5237 Westgate and Honor, Dufour and Miami Trail lots

CIRCULATOR'S FULL NAME: Elise M. Cernin

CIRCULATOR'S ADDRESS: 206 Northridge Dr

CIRCULATOR'S SIGNATURE: Elise M. Cernin 9-20-2019

DATE SUBMITTED: 7-20-19

(THE PETITION MUST CONTAIN THE SIGNATURE OF AN OWNER OR RECORD OF AT LEAST TWO-THIRDS OF THE PARCELS WITHIN THE PROPOSED DISTRICT.)

To: Northridge neighborhood property owners
Re: Petition for "Neighborhood Conservation Overlay District"
Date: June 1, 2019

Proposed:

A zoning change that will limit the number of persons in a rented residence within the Northridge neighborhood to no more than **two** unrelated individuals. This would still allow ownership or rental of a property to a large family, a couple, or to one person.

Purpose:

As outlined in Oxford City Ordinances:

- 1) To maintain an attractive community and a desirable living environment for residents by preserving the **owner-occupied character** of the neighborhood.
- 2) To protect the **privacy** of residents.
- 3) To **minimize** traffic and parking congestion as well as **noise and nuisance** impact.
- 4) To ensure the **safety** of all residents currently residing here, including the safety of children.

Petition Process:

To become a **Neighborhood Conservation Overlay District**, we must:

- 1) Provide information packets to all residents.
- 2) Acquire signatures from 2/3 of the property owners.
 - a. Petition signers must be the homeowner.
 - b. Jointly owned properties need only one signer.
 - c. Residents with multiple lots need to sign for each lot.
- 3) Submit the petition to Oxford City Council for referral to the Oxford Planning Commission (OPC).
- 4) If approved, OPC makes a recommendation to City Council.
- 5) City Council has two separate readings of the proposal.

Information Packet:

- 1) This cover letter, including committee member contact information.
- 2) Boundary description and map.
- 3) Signature page (to be retained by committee members and forwarded to City Council).

For more details, please contact any of us. Thank you!

Elise Clerkin
206 Northridge Drive
eliseclerkin@gmail.com
614-483-1004

Margi Moul
200 Northridge Drive
margimoul@gmail.com
513-292-1760

April Smith
842 Dufour Ln
lirpatex@gmail.com
850-766-5844

Elise M. Clerkin

Margi Moul

April Smith

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
8/13/19	792 DUFOUR LN/ H4100020000083	CHRISTIE ANNE ZWAHLER Christie Zwaehler	Christie Zwaehler	recently sold
	796 DUFOUR LN/ H4100020000084	MEGAN M DUFFY Karin Kallusich	Karin Kallusich	re-signed w/ date
	800 DUFOUR LN/ H4100020000085	ASHFORD HOMES LLC		vacant lot
8/11/19	806 DUFOUR LN/ H4100020000086	JOSEPH AND ALISON KLEIBSCHEIDEL	J Kleibschudel	8/10 lot at home plan to sign.
	812 DUFOUR LN/ H4100020000087	NICOLE R AND PATRICK J MURPHY		
8/5/19	818 DUFOUR LN/ H4100020000088	BRIAN R AND DONNA B DANOFF	Brian Danoff	
	819 DUFOUR LN/ H4100020000076	DAVID L AND AMANDA M MEYER	✓ electronic	signed electronically
	824 DUFOUR LN/ H4100020000089	DAVID AND NICOLE ORTNER	David Ortner	
	825 DUFOUR LN/ H4100020000075	XIAOTONG HUANG		stopped 9/10 stopped 9/15
	830 DUFOUR LN/ H4100020000090	MACIEJ WLADYSLAW RYSZ ANETA MAGDALENA RYSZ	Maciej Rysz and Aneta Rysz	re-signed w/ date

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	792 DUFOUR LN/ H4100020000083	CHRISTIE ANN ZWAHLEN		
10-7-19	796 DUFOUR LN/ H4100020000084	MEGAN M DUFFY	Karin Kalluor	
	800 DUFOUR LN/ H4100020000085	ASHFORD HOMES LLC		
	806 DUFOUR LN/ H4100020000086	JOSEPH AND ALISON KLEIBSCHEIDEL		
	812 DUFOUR LN/ H4100020000087	NICOLE R AND PATRICK J MURPHY		
	818 DUFOUR LN/ H4100020000088	BRIAN R AND DONNA B DANOFF		
	819 DUFOUR LN/ H4100020000076	DAVID L AND AMANDA M MEYER		
	824 DUFOUR LN/ H4100020000089	DAVID AND NICOLE ORTNER		
	825 DUFOUR LN/ H4100020000075	XIAOTONG HUANG		
10/7/2019	830 DUFOUR LN/ H4100020000090	MACIEJ WLADYSLAW RYSZ ANETA MAGDALENA RYSZ	Aneta Rysz	

[Back](#)

signatures.pdf



Date	Address	Name(s)	Signature	Notes
	792 DUFOUR LN/ H4100020000083	CHRISTIE ANN ZWAHLEN		
	796 DUFOUR LN/ H4100020000084	MEGAN M DUFFY		
	800 DUFOUR LN/ H4100020000085	ASHFORD HOMES LLC		
	806 DUFOUR LN/ H4100020000086	JOSEPH AND ALISON KLEIBSCHEIDEL		
	812 DUFOUR LN/ H4100020000087	NICOLE R AND PATRICK J MURPHY		
	818 DUFOUR LN/ H4100020000088	BRIAN R AND DONNA B DANOFF		
3/31/19	819 DUFOUR LN/ H4100020000076	DAVID L AND AMANDA M MEYER	<i>Amanda Meyer</i>	
	824 DUFOUR LN/ H4100020000089	DAVID AND NICOLE ORTNER		
	825 DUFOUR LN/ H4100020000075	XIAOTONG HUANG		
	830 DUFOUR LN/ H4100020000090	MACIEJ WLADYSLAW RYSZ ANETA MAGDALENA RYSZ		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
8-13-19	831 DUFOUR LN/ H4100020000074	TIMOTHY S & CHRISTY G MORIARTY		8/11 stopped by
8/10/19	836 DUFOUR LN/ H4100020000091	STEPHANIE & BRENDAN DANKER		
	837 DUFOUR LN/ H4100020000073	COLLIN & STEPHANIE BAIER		8/11 stopped by emailed info
7/31/19	842 DUFOUR LN/ H4100020000092	JONATHAN KUNSTMAN APRIL SMITH		
	843 DUFOUR LN/ H4100020000072	GARRETT S VICK		8/11 stopped by re-signed w/ date
	848 DUFOUR LN/ H4100020000093	JOHN R & CONSTANCE CLEMENTS		re-signed w/ date
8/4/19	849 DUFOUR LN/ H4100020000071	JORDAN AND SARA FENTON		
	854 DUFOUR LN/ H4100020000094	EDGAR AND FRAISA CARABALLO		
	855 DUFOUR LN/ H4100020000070	CUN HUI YANG		8/10 gave info
8/12/19	861 DUFOUR LN/ H4100020000069	DON CHARLES MARRAY MARLA D MURRAY		8/10 gave info

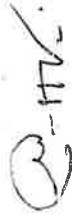
North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	831 DUFOUR LN/ H4100020000074	TIMOTHY S & CHRISTY G MORIARTY		
	836 DUFOUR LN/ H4100020000091	STEPHANIE & BRENDAN DANKER		
	837 DUFOUR LN/ H4100020000073	COLLIN & STEPHANIE BAIER		
	842 DUFOUR LN/ H4100020000092	JONATHAN KUNSTMAN APRIL SMITH		
10/7/19	843 DUFOUR LN/ H4100020000072	GARRETT S VICK		
10/7/19	848 DUFOUR LN/ H4100020000093	JOHN R & CONSTANCE CLEMENTS	Constance Clements	to
	849 DUFOUR LN/ H4100020000071	JORDAN AND SARA FENTON		
	854 DUFOUR LN/ H4100020000094	EDGAR AND FRAISA CARABALLO		
	855 DUFOUR LN/ H4100020000070	CUN HUI YANG		
	861 DUFOUR LN/ H4100020000069	DON CHARLES MARRAY MARLA D MURRAY		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	867 DUFOUR LN/ H410002000068	KEVIN & NICHOLE CARR		
	582 HONOR LN/ H4100013000069	GAIL J WILLIS CO SUCC TR ETAL		
	583 HONOR LN/ H4100013000068	ASHFORD HOMES LLC		
	590 HONOR LN/ H4100013000070	ANN KAMPHAUS		
	591 HONOR LN/ H4100013000067	MAHMUD UZ ZAMAN KHAN SUMNA KHAN		
9/16/19	598 HONOR LN/ H4100013000071	THOMAS J MISCO		
	601 HONOR LN/ H4100013000066	ASHFORD HOMES LLC		
	602 HONOR LN/ H4100013000049	CHARLES H AND MARJORIE F BOWERS		
	605 HONOR LN/ H4100013000065	YIKUAN TANG		
	606 HONOR LN/ H4100013000050	ASHFORD HOMES LLC		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
8/5/19	867 DUFOUR LN/ H4100020000068	KEVIN & NICHOLE CARR	<i>Kevin Carr</i>	
	582 HONOR LN/ H4100013000069	GAIL J WILLIS CO SUCC TR ETAL		emailed x2 called x2 LOT
	583 HONOR LN/ H4100013000068	ASHFORD HOMES LLC ? home being built, says "so Pd"		
	590 HONOR LN/ H4100013000070	ANN KAMPHAUS	<i>Anna Kamphaus</i>	8/10 stopped by 8/11/19
8/10/19	591 HONOR LN/ H4100013000067	MAHMUD UZ ZAMAN KHAN SUMNA KHAN	<i>Sumna Sharmen Khan</i>	
	598 HONOR LN/ H4100013000071	THOMAS J MISCO	<i>Signed electronically</i>	8/10 stopped by 8/11 stopped by 8/15 stopped by stopped by 9/15 10/08
	601 HONOR LN/ H4100013000066	ASHFORD HOMES LLC New home		
	602 HONOR LN/ H4100013000049	CHARLES H AND MARJORIE F BOWERS	<i>Signed electronically</i>	LOT
	605 HONOR LN/ H4100013000065	YIKUAN TANG		stopped by 8/10
	606 HONOR LN/ H4100013000050	ASHFORD HOMES LLC New home		stopped by gave info new home

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	867 DUFOUR LN/ H410002000068	KEVIN & NICHOLE CARR		
	582 HONOR LN/ H4100013000069	GAIL J WILLIS CO SUCC TR ETAL		
	583 HONOR LN/ H4100013000068	ASHFORD HOMES LLC		
	590 HONOR LN/ H4100013000070	ANN KAMPHAUS		
	591 HONOR LN/ H4100013000067	MAHMUD UZ ZAMAN KHAN SUMNA KHAN		
	598 HONOR LN/ H4100013000071	THOMAS J MISCO		
10.12.19	601 HONOR LN/ H4100013000066	ASHFORD HOMES LLC/Sean Wagner	Michelle Wagner	
	602 HONOR LN/ H4100013000049	CHARLES H AND MARJORIE F BOWERS		
	605 HONOR LN/ H4100013000065	YIKUAN TANG		
	606 HONOR LN/ H4100013000050	ASHFORD HOMES LLC Liao Mingchao		

Health, Safety & Environmental Management - Building, Planning, Control, Change

Health, Safety & Environmental Management - Building, Planning, Control, Change

The purpose of this document is to provide a summary of the current status of the project and to identify the key risks and issues that need to be addressed. The document will be updated as the project progresses and new information becomes available.

The purpose of this document is to provide a summary of the current status of the project and to identify the key risks and issues that need to be addressed. The document will be updated as the project progresses and new information becomes available.

Project and planning data for the project

Code	Activity	Summary	Signature	Date
001	Project Initiation	Project Initiation		
002	Project Planning	Project Planning		
003	Project Execution	Project Execution		
004	Project Monitoring & Control	Project Monitoring & Control		
005	Project Closure	Project Closure		
006	Project Review	Project Review		
007	Project Archiving	Project Archiving		
008	Project Reporting	Project Reporting		
009	Project Communication	Project Communication		
010	Project Risk Management	Project Risk Management		
011	Project Quality Management	Project Quality Management		
012	Project Resource Management	Project Resource Management		
013	Project Stakeholder Management	Project Stakeholder Management		
014	Project Procurement Management	Project Procurement Management		
015	Project Change Management	Project Change Management		
016	Project Configuration Management	Project Configuration Management		
017	Project Information Management	Project Information Management		
018	Project Security Management	Project Security Management		
019	Project Environmental Management	Project Environmental Management		
020	Project Social & Environmental Management	Project Social & Environmental Management		
021	Project Legal & Compliance Management	Project Legal & Compliance Management		
022	Project Ethics Management	Project Ethics Management		
023	Project Governance Management	Project Governance Management		
024	Project Performance Management	Project Performance Management		
025	Project Innovation Management	Project Innovation Management		
026	Project Sustainability Management	Project Sustainability Management		
027	Project Resilience Management	Project Resilience Management		
028	Project Adaptability Management	Project Adaptability Management		
029	Project Flexibility Management	Project Flexibility Management		
030	Project Scalability Management	Project Scalability Management		
031	Project Portability Management	Project Portability Management		
032	Project Interoperability Management	Project Interoperability Management		
033	Project Compatibility Management	Project Compatibility Management		
034	Project Reliability Management	Project Reliability Management		
035	Project Availability Management	Project Availability Management		
036	Project Maintainability Management	Project Maintainability Management		
037	Project Supportability Management	Project Supportability Management		
038	Project Testability Management	Project Testability Management		
039	Project Verifiability Management	Project Verifiability Management		
040	Project Validity Management	Project Validity Management		
041	Project Auditability Management	Project Auditability Management		
042	Project Accountability Management	Project Accountability Management		
043	Project Responsibility Management	Project Responsibility Management		
044	Project Transparency Management	Project Transparency Management		
045	Project Openness Management	Project Openness Management		
046	Project Honesty Management	Project Honesty Management		
047	Project Integrity Management	Project Integrity Management		
048	Project Trustworthiness Management	Project Trustworthiness Management		
049	Project Credibility Management	Project Credibility Management		
050	Project Reliability Management	Project Reliability Management		

9/5/19

John H. and Margaret +
Barbara

10/2

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	609 HONOR LN/ H4100013000064	MENGYANG XU WEIHAO CHEN		stopped by 8/10 stopped 9/15
8-10-19	610 HONOR LN/ H4100013000051	MARK AND CASSANDRA MACDONALD	Cassandra Macdonald	
8-11-19	613 HONOR LN/ H4100013000063	GARRETT A & NAOMI NATES	Naomi Nates	have info
	614 HONOR LN/ H4100013000052	JEFFREY T & MEGAN M GUTTMAN	Texted signature	have info
	617 HONOR LN/ H4100013000062	ASHFORD HOMES LLC		# LOT
8-5-2019	618 HONOR LN/ H4100013000053	JUSTIN M AND SARA E SAUL	Sara E. Saul & Justin M. Saul	
	621 HONOR LN/ H4100013000061	GAIL J WILLIS CO SUCC TR ETAL		LOT
8-10-19	622 HONOR LN/ H4100013000054	SHUISONG NI LIJIE YANG	Shuisong Ni	
	625 HONOR LN/ H4100013000060	GAIL J WILLIS CO SUCC TR ETAL		LOT
	626 HONOR LN/ H4100013000055	ALAN M AND URSULA FERRENBERG		8/10 stopped by 8/11 stopped by 8/15 gave info.

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive.

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	609 HONOR LN/ H4100013000064	MENGYANG XU WEIHAO CHEN		
	610 HONOR LN/ H4100013000051	MARK AND CASSANDRA MACDONALD		
	613 HONOR LN/ H4100013000063	GARRETT A & NAOMI NATES		
8/13/19	614 HONOR LN/ H4100013000052	JEFFREY T & MEGAN M GUTTMAN		
	617 HONOR LN/ H4100013000062	ASHFORD HOMES LLC		
	618 HONOR LN/ H4100013000053	JUSTIN M AND SARA E SAUL		
	621 HONOR LN/ H4100013000061	GAIL J WILLIS CO SUCC TR ETAL		
	622 HONOR LN/ H4100013000054	SHUISONG NI LIJIE YANG		
	625 HONOR LN/ H4100013000060	GAIL J WILLIS CO SUCC TR ETAL		
	626 HONOR LN/ H4100013000055	ALAN M AND URSULA FERRENBURG		

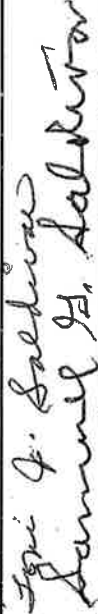
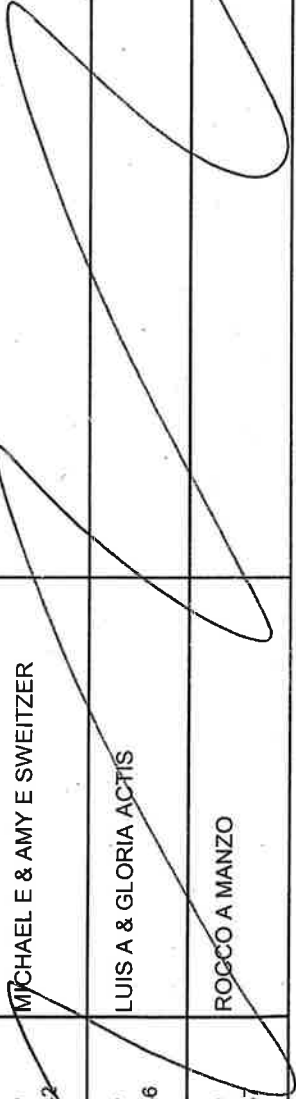
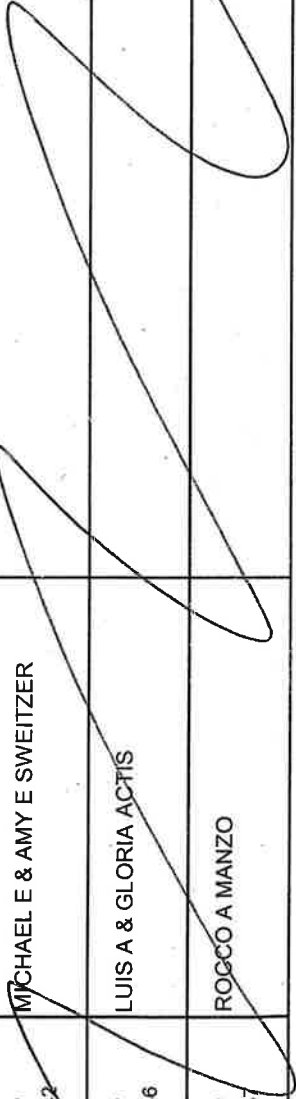
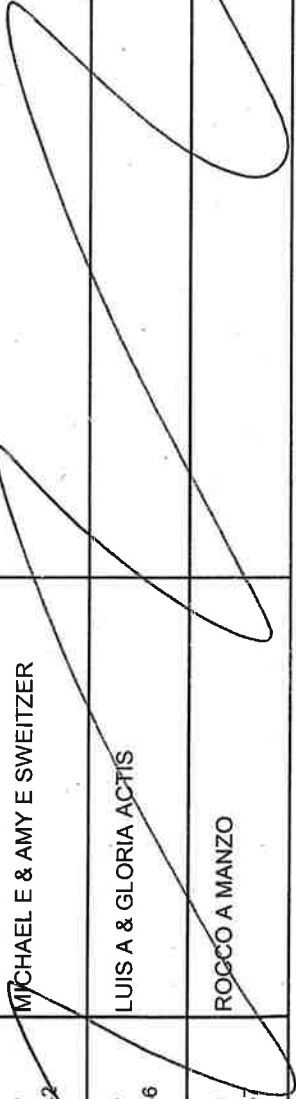
North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
8/10/201	629 HONOR LN/ H4100013000059	SINAN ZHOU HAIFEI SHI		
8/9/2019	630 HONOR LN/ H4100013000056	TONI J & SAMUEL G SALDIVAR		
8/9/2019	634 HONOR LN/ H4100013000057	SAMUEL G & TONI J SALDIVAR		
	638 HONOR LN/ H4100013000058	SEAN A AND AMY WEST POLEY		8/10 stopped by 8/11 stopped by 8/15 stopped by 8/10 stopped by
8-15-19	642 HONOR LN/ H4100020000122	STEPHEN A & CARLY J PASQUALE		
8-13-19	400 JACOB DR/ H4100020000082	MICHAEL HUEY		8/10 stopped by 8/11 stopped by
8/10/19	401 JACOB DR/ H4100020000077	SARIL LIN RAGHU MARTHA CALAIS SAPIRO		
	300 MIAMI TR/L/ H4100013000042	MICHAEL E & AMY E SWEITZER		
	301 MIAMI TR/L/ H4100013000046	LUIS A & GLORIA ACTIS		
	302 MIAMI TR/L/ H4100013000047	ROCCO A MANZO		

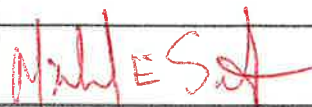
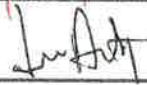
North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	629 HONOR LN/ H4100013000059	SINAN ZHOU HAIFEI SHI		
	630 HONOR LN/ H4100013000056	TONI J & SAMUEL G SALDIVAR		
	634 HONOR LN/ H4100013000057	SAMUEL G & TONI J SALDIVAR		
	638 HONOR LN/ H4100013000058	SEAN A AND AMY WEST POLEY		
	642 HONOR LN/ H4100020000122	STEPHEN A & CARLY J PASQUALE		
	400 JACOB DR/ H4100020000082	MICHAEL HUEY		
	401 JACOB DR/ H4100020000077	SARIL LIN RAGHU MARTHA CALAIS SAPIRO		
6/23/19	300 MIAMI TRL/ H4100013000042	MICHAEL E & AMY E SWEITZER		
6/23/19	301 MIAMI TRL/ H4100013000046	LUIS A & GLORIA ACTIS		
	302 MIAMI TRL/ H4100013000047	ROCCO A MANZO		more

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
10/01/2010	313 MIAMI TRL/ H4100014000031	RANDY L & TINA M ECTOR	Tina Ector Tina Ector	not home 7/6
✓	314 MIAMI TRL/ H4100014000037	CHRISTOPHER A AND LYNNE B MYERS	Electronic loose sig page	not home 7/6 out of town
	315 MIAMI TRL/ H4100014000030	VERONICA PACHECO	loose sig page	not home 7/6
	317 MIAMI TRL/ H4100014000029	DEREK SMITH		not home 7/6
6/22	318 MIAMI TRL/ H4100014000038	MICHAEL J VANNI MARIA J GONZALEZ		
6/22	MIAMI TRL/ H4100014000028	MICHAEL J VANNI MARIA J GONZALEZ		
—	200 NORTH RIDGE DR/ H4100013000036	JOHN F & MARGUERITE J. MOUL	see MM ✓ loose sig page	
6/24	201 NORTH RIDGE DR/ H4100013000004	YELIZAVETA SKRYZHEVSKA	✓ loose sig page	electronic
—	205 NORTH RIDGE DR/ H4100013000005	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR	see MM ✓ loose sig page	
—	205 NORTH RIDGE DR/ H4100013000006	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR	see MM ✓ loose sig page	

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
6/22/19	206 NORTH RIDGE DR/ H4100013000035	JOSHUA C MAGEE ELISE M CLERKIN	Elise M. Clerkin	
6/23/19	207 NORTH RIDGE DR/ H4100013000027	THOMAS G & REGINA E GARCIA		
6/23 ✓	211 NORTH RIDGE DR/ H4100013000028	ROBERT W THURSTON MARGARET C ZIOLKOWSKI	Elise M. Clerkin loose sis page	✓ E. desk
✓	212 NORTH RIDGE DR/ H4100013000034	BRIAN J & MARIA J BALLOU	see MM ✓ loose sis page	
✓	218 NORTH RIDGE DR/ H4100013000033	WILLIAM J & AMY E MOSER	see MM ✓ loose sis page	
✓ 7/18	224 NORTH RIDGE DR/ H4100013000032	ANDREW AMARANTOS GINGER CREECH	see MM loose sis page	not home 7/16
✓	230 NORTH RIDGE DR/ H4100013000031	JIANHUA LIU		judicial occupied
✓ 6/24	236 NORTH RIDGE DR/ H4100013000030	XIAOHUI YANG & XIAOYUN DENG	see electronic sis loose sis page	E. desk
	239 NORTH RIDGE DR/ H4100013000014	RANDI & MICHELLE THOMAS		not home 7/16
6/22/2019	242 NORTH RIDGE DR/ H4100013000029	FAZEEL J KHAN	Taped Room	

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
10-1-2019	303 MIAMI TRL/ H4100013000045	SAMUEL RENTAL Egervier Fuentes	Valerianib@4720@hotmail.com Egervier Fuentes	Elise
✓	304 MIAMI TRL/ H4100013000044	MICHAEL A AND DONNA J THOMAS	✓ 100 se sis page	Elise hus (don)
7/6/19	305 MIAMI TRL/ H4100014000035	PETER & HEIDI SALZARULO	Pt Sn	
X	306 MIAMI TRL/ H4100014000021	BARBARA E SAUNDERS CO TR ETAL		moved
6/25/19	307 MIAMI TRL/ H4100014000034	AYODELE O & ADETUTU A ABATAN	Adetutu	
6/23/19	308 MIAMI TRL/ H4100014000036	AUSTIN C & KENDRA M SMITH	Austin Smith	
6/25/19	309 MIAMI TRL/ H4100014000033	FRANK L WEST SUSAN J CRAWFORD	Frank West	
6/25/19	310 MIAMI TRL/ H4100014000023	NICHOLAS LAES	Nicholas Laes	
6/25/19	311 MIAMI TRL/ H4100014000032	RICHARD D AND BARBARA E GREEN	Richard + Barbara Green	
6/25/19	312 MIAMI TRL/ H4100014000024	RONALD G ZEMKO	Ronald G. Zemko	

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	629 HONOR LN/ H4100013000059	SINAN ZHOU HAIFEI SHI		
	630 HONOR LN/ H4100013000056	TONI J & SAMUEL G SALDIVAR		
	634 HONOR LN/ H4100013000057	SAMUEL G & TONI J SALDIVAR		
	638 HONOR LN/ H4100013000058	SEAN A AND AMY WEST POLEY		
	642 HONOR LN/ H4100020000122	STEPHEN A & CARLY J PASQUALE		
	400 JACOB DR/ H4100020000082	MICHAEL HUEY		
	401 JACOB DR/ H4100020000077	SARIL LIN RAGHU MARTHA CALAIS SAPIRO		
✓	300 MIAMI TRL/ H4100013000042	MICHAEL E & AMY E SWEITZER	Elise has 100% ss page	(direct)
✓	301 MIAMI TRL/ H4100013000046	LUIS A & GLORIA ACTIS	✓ 100% ss page	Elise has (check)
✓ 16/01/19	302 MIAMI TRL/ H4100013000047	FRANCIS MANEZO Donald E Marcia Smith	<i>[Signature]</i>	-moving. not interested

Chuan, ch. edu

5 of 9

2/1

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	313 MIAMI TRL/ H4100014000031	RANDY L & TINA M ECTOR		
	314 MIAMI TRL/ H4100014000037	CHRISTOPHER A AND LYNNE B MYERS		
	315 MIAMI TRL/ H4100014000030	VERONICA PACHECO		
10/11/19	317 MIAMI TRL/ H4100014000029	DEREK SMITH Shary	<i>Derek Smith</i> <i>to Smith@elcom.org</i>	
	318 MIAMI TRL/ H4100014000038	MICHAEL J VANNI MARIA J GONZALEZ		
	MIAMI TRL/ H4100014000028	MICHAEL J VANNI MARIA J GONZALEZ		
6/21/19	200 NORTH RIDGE DR/ H4100013000036	JOHN F & MARGUERITE J. MOUL	<i>Marguerite J. Moul</i>	
	201 NORTH RIDGE DR/ H4100013000004	YELIZAVETA SKRYZHEVSKA		
10-1-19	205 NORTH RIDGE DR/ H4100013000005	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR	<i>Ann Barrett Wicks</i> <i>Ann Barrett Wicks</i>	
10-1-19	205 NORTH RIDGE DR/ H4100013000006	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR	<i>Ann Barrett Wicks</i>	

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	313 MIAMI TRL/ H4100014000031	RANDY L & TINA M ECTOR		
6/22/2019	314 MIAMI TRL/ H4100014000037	CHRISTOPHER A AND LYNNE B MYERS		
	315 MIAMI TRL/ H4100014000030	VERONICA PACHECO		
	317 MIAMI TRL/ H4100014000029	DEREK SMITH		
	318 MIAMI TRL/ H4100014000038	MICHAEL J VANNI MARIA J GONZALEZ		
	MIAMI TRL/ H4100014000028	MICHAEL J VANNI MARIA J GONZALEZ		
	200 NORTH RIDGE DR/ H4100013000036	JOHN F & MARGUERITE J. MOUL		
	201 NORTH RIDGE DR/ H4100013000004	YELIZAVETA SKRYZHEVSKA		
	205 NORTH RIDGE DR/ H4100013000005	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR		
	205 NORTH RIDGE DR/ H4100013000006	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	313 MIAMI TRL/ H4100014000031	RANDY L & TINA M ECTOR		
	314 MIAMI TRL/ H4100014000037	CHRISTOPHER A AND LYNNE B MYERS		
	315 MIAMI TRL/ H4100014000030	VERONICA PACHECO		
	317 MIAMI TRL/ H4100014000029	DEREK SMITH		
	318 MIAMI TRL/ H4100014000038	MICHAEL J VANNI MARIA J GONZALEZ		
	MIAMI TRL/ H4100014000028	MICHAEL J VANNI MARIA J GONZALEZ		
	200 NORTH RIDGE DR/ H4100013000036	JOHN F & MARGUERITE J. MOUL		
5/24/19	201 NORTH RIDGE DR/ H4100013000004	YELIZAVETA SKRYZHEVSKA		
	205 NORTH RIDGE DR/ H4100013000005	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR		
	205 NORTH RIDGE DR/ H4100013000006	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	303 MIAMI TRL/ H4100013000045	SAMIR BALI RENU SAH		moving not here
6-23-19	304 MIAMI TRL/ H4100013000044	MICHAEL A AND DONNA J THOMAS	Michael A Thomas	
	305 MIAMI TRL/ H4100014000035	PETER & HEIDI SALZARULO		
	306 MIAMI TRL/ H4100014000021	BARBARA E SAUNDERS CO TR ETAL		
	307 MIAMI TRL/ H4100014000034	AYODELE O & ADETUTU A ABATAN		
	308 MIAMI TRL/ H4100014000036	AUSTIN C & KENDRA M SMITH		
	309 MIAMI TRL/ H4100014000033	FRANK L WEST SUSAN J CRAWFORD		
	310 MIAMI TRL/ H4100014000023	NICHOLAS LAES		
	311 MIAMI TRL/ H4100014000032	RICHARD D AND BARBARA E GREEN		
	312 MIAMI TRL/ H4100014000024	RONALD G ZEMKO		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	206 NORTH RIDGE DR/ H4100013000035	JOSHUA C MAGEE ELISE M CLERKIN		
	207 NORTH RIDGE DR/ H4100013000027	THOMAS G & REGINA E GARCIA		
6/23/19	211 NORTH RIDGE DR/ H4100013000028	ROBERT W THURSTON MARGARET C ZIOLKOWSKI	Robert W. Thurston	
	212 NORTH RIDGE DR/ H4100013000034	BRIAN J & MARIA J BALLOU		
	218 NORTH RIDGE DR/ H4100013000033	WILLIAM J & AMY E MOSER		
	224 NORTH RIDGE DR/ H4100013000032	ANDREW AMARANTOS GINGER CREECH		
	230 NORTH RIDGE DR/ H4100013000031	JIANHUA LIU		
	236 NORTH RIDGE DR/ H4100013000030	XIAOHUI YANG & XIAOYUN DENG		
	239 NORTH RIDGE DR/ H4100013000014	RANDI & MICHELLE THOMAS		
	242 NORTH RIDGE DR/ H4100013000029	FAZEEL J KHAN		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	206 NORTH RIDGE DR/ H4100013000035	JOSHUA C MAGEE ELISE M CLERKIN		
	207 NORTH RIDGE DR/ H4100013000027	THOMAS G & REGINA E GARCIA		
	211 NORTH RIDGE DR/ H4100013000028	ROBERT W THURSTON MARGARET C ZIOLKOWSKI		
	212 NORTH RIDGE DR/ H4100013000034	BRIAN J & MARIA J BALLOU		
	218 NORTH RIDGE DR/ H4100013000033	WILLIAM J & AMY E MOSER		
	224 NORTH RIDGE DR/ H4100013000032	ANDREW AMARANTOS GINGER CREECH		
	230 NORTH RIDGE DR/ H4100013000031	JIANHUA LIU		
	236 NORTH RIDGE DR/ H4100013000030	XIAOHUI YANG & XIAOYUN DENG		
	239 NORTH RIDGE DR/ H4100013000014	RANDI & MICHELLE THOMAS		
	242 NORTH RIDGE DR/ H4100013000029	FAZEEL J KHAN		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	206 NORTH RIDGE DR/ H4100013000035	JOSHUA C MAGEE ELISE M CLERKIN		
	207 NORTH RIDGE DR/ H4100013000027	THOMAS G & REGINA E GARCIA		
	211 NORTH RIDGE DR/ H4100013000028	ROBERT W THURSTON MARGARET C ZIOLKOWSKI		
	212 NORTH RIDGE DR/ H4100013000034	BRIAN J & MARIA J BALLOU		
	218 NORTH RIDGE DR/ H4100013000033	WILLIAM J & AMY E MOSER		
7/18/19	224 NORTH RIDGE DR/ H4100013000032	ANDREW AMARANTOS GINGER CREECH	<i>Sign Amarantos</i>	
	230 NORTH RIDGE DR/ H4100013000031	JIANHUA LIU		
	236 NORTH RIDGE DR/ H4100013000030	XIAOHUI YANG & XIAOYUN DENG		
	239 NORTH RIDGE DR/ H4100013000014	RANDI & MICHELLE THOMAS		
	242 NORTH RIDGE DR/ H4100013000029	FAZEEL J KHAN		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	206 NORTH RIDGE DR/ H4100013000035	JOSHUA C MAGEE ELISE M CLERKIN		
	207 NORTH RIDGE DR/ H4100013000027	THOMAS G & REGINA E GARCIA		
	211 NORTH RIDGE DR/ H4100013000028	ROBERT W THURSTON MARGARET C ZIOLKOWSKI		
	212 NORTH RIDGE DR/ H4100013000034	BRIAN J & MARIA J BALLOU		
	218 NORTH RIDGE DR/ H4100013000033	WILLIAM J & AMY E MOSER		
	224 NORTH RIDGE DR/ H4100013000032	ANDREW AMARANTOS GINGER CREECH		
	230 NORTH RIDGE DR/ H4100013000031	JIANHUA LIU		
6/24/2019	236 NORTH RIDGE DR/ H4100013000030	XIAOHUI YANG & XIAOYUN DENG	<i>Xiaoyun Deng</i>	
	239 NORTH RIDGE DR/ H4100013000014	RANDI & MICHELLE THOMAS		
	242 NORTH RIDGE DR/ H4100013000029	FAZEEL J KHAN		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	245 NORTH RIDGE DR/ H4100013000015	JEFFREY D HERDTNER		
	248 NORTH RIDGE DR/ H4100013000018	AUBREY M COLYER		
	254 NORTH RIDGE DR/ H4100013000041	TRACY & CHARLES JARVIS		
	260 NORTH RIDGE DR/ H4100013000040	SCOTT D AND JANE K STRAKER		
10-1-19	10 RED CEDAR CIR/ H4100013000013	MICHAEL & THERESA M FARMER	<i>Michael Farmer</i>	
	20 RED CEDAR CIR/ H4100013000012	PAIGE SMITH		
	30 RED CEDAR CIR/ H4100013000048	JOHN R AND SHEILA M ARANYOS		
	RED CEDAR CIR/ H4100013000010	JOHN R AND SHEILA M ARANYOS		
	50 RED CEDAR CIR/ H4100013000009	JAYNE ELIZABETH IRVIN		
	5237 WESTGATE DR/ H4000020000034	MARTIN EPURE		

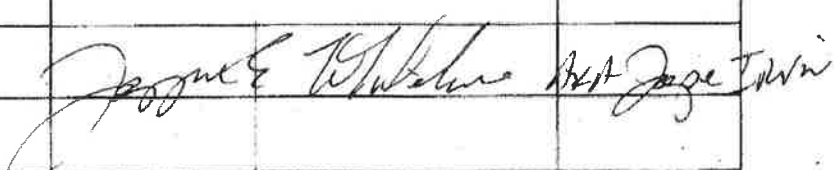
North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	245 NORTH RIDGE DR/ H4100013000015	JEFFREY D HERDTNER		
	248 NORTH RIDGE DR/ H4100013000018	AUBREY M COLYER		
	254 NORTH RIDGE DR/ H4100013000041	TRACY & CHARLES JARVIS		
	260 NORTH RIDGE DR/ H4100013000040	SCOTT D AND JANE K STRAKER		
	10 RED CEDAR CIR/ H4100013000013	MICHAEL & THERESA M FARMER		
	20 RED CEDAR CIR/ H4100013000012	PAIGE SMITH		
	30 RED CEDAR CIR/ H4100013000048	JOHN R AND SHEILA M ARANYOS		
	RED CEDAR CIR/ H4100013000010	JOHN R AND SHEILA M ARANYOS		
6/24/19	50 RED CEDAR CIR/ H4100013000009	JAYNE ELIZABETH IRVIN		
	5237 WESTGATE DR/ H4000020000034	MARTIN EPURE		

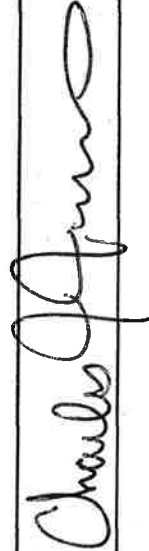
North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
7/8/19	245 NORTH RIDGE DR/ H4100013000015	JEFFREY D HERDTNER		
	248 NORTH RIDGE DR/ H4100013000018	AUBREY M COLYER		
7/18/19	254 NORTH RIDGE DR/ H4100013000041	TRACY & CHARLES JARVIS		
	260 NORTH RIDGE DR/ H4100013000040	SCOTT D AND JANE K STRAKER		
	10 RED CEDAR CIR/ H4100013000013	MICHAEL & THERESA M FARMER		
	20 RED CEDAR CIR/ H4100013000012	PAIGE SMITH		
	30 RED CEDAR CIR/ H4100013000048	JOHN R AND SHEILA M ARANYOS		
	RED CEDAR CIR/ H4100013000010	JOHN R AND SHEILA M ARANYOS		
	50 RED CEDAR CIR/ H4100013000009	JAYNE ELIZABETH IRVIN		
	5237 WESTGATE DR/ H4000020000034	MARTIN EPURE		

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

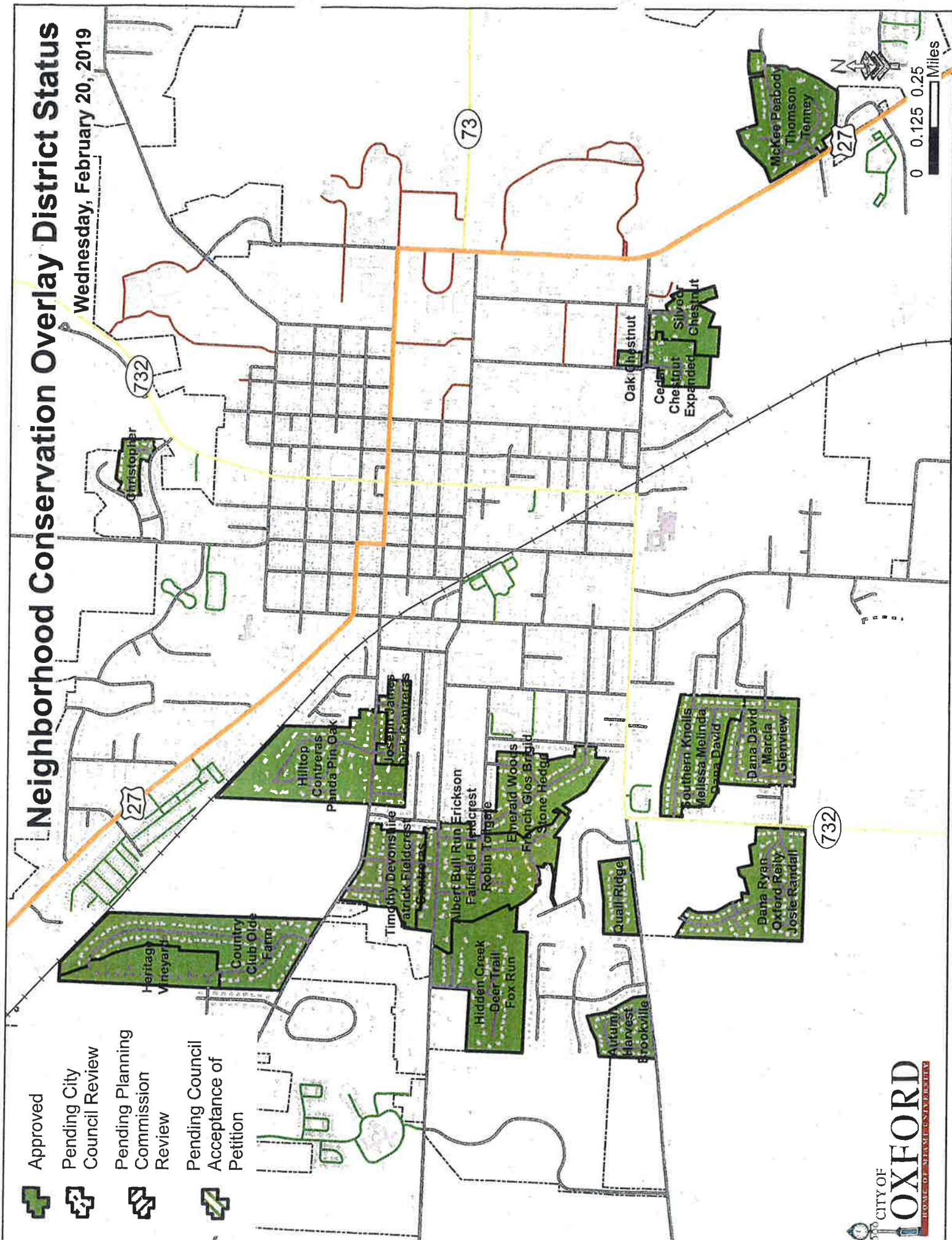
Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
7/8	245 NORTH RIDGE DR/ H4100013000015	JEFFREY D HERDTNER	See NAM loose sig page	7/6 - not home
	248 NORTH RIDGE DR/ H4100013000018	AUBREY M COLYER		7/6 - not home (page three)
6/23/19	254 NORTH RIDGE DR/ H4100013000041	TRACY & CHARLES JARVIS	Tracy Jarvis	
7-2-19	260 NORTH RIDGE DR/ H4100013000040	SCOTT D AND JANE K STRAKER	Scott & Jane Straker	
	10 RED CEDAR CIR/ H4100013000013	MICHAEL & THERESA M FARMER	See NAM loose sig page	
	20 RED CEDAR CIR/ H4100013000012	PAIGE SMITH		7/6 - not home
6/24/19	30 RED CEDAR CIR/ H4100013000048	JOHN R AND SHEILA M ARANYOS	John R Aranyos	
6/24/19	RED CEDAR CIR/ H4100013000010	JOHN R AND SHEILA M ARANYOS	John R Aranyos	
✓	50 RED CEDAR CIR/ H4100013000009	JAYNE ELIZABETH IRVIN	See electronic sig. loose sig page	E Clerkin Dusk
	5237 WESTGATE DR/ H4000020000034	MARTIN EPURE		

Neighborhood Conservation Overlay District Status

Wednesday, February 20, 2019

-  Approved
-  Pending City Council Review
-  Pending Planning Commission Review
-  Pending Council Acceptance of Petition



**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to City Manager

Council Meeting Of :

1/21/2020

Account Code No. :

see below

Budgeted Amount :

Finance
Originating Department

Joe Newlin
Prepared By

1/15/2020
Date Prepared

Agenda Title: 2020 Supplemental Budget #1

Recommendation: Approve

Issue 1

To make adjustment to budget for receipt of EMS Grant and subsequent purchases, from unencumbered balance

Action Needed:

Revenue Side

Life Squad Gift (210) 3,637.00 Grant Receipt

Expense Side

Life Squad Gift (210) 3,637.00 Expenditures for EMS purchases

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

Issue 2

To make adjustment to budget for updated project cost for the High St. Pedestrian Safety Improvements, payment to be received from Miami University for the improvements and advance from the General Fund

Action Needed:

Revenue Side

High St. Pedestrian Safety Imp. Capital Improvement Fund (147)	451,610.00	Increase budgeted Miami Receipts
High St. Pedestrian Safety Imp. Capital Improvement Fund (147)	(630,000.00)	Decrease the budget advance from the General Fund
General Fund (110)	(630,000.00)	Decrease budgeted Repayment of Advance from High St. Pedestrian Safety Imp. Capital Improvement Fund

Expense Side

High St. Pedestrian Safety Imp. Capital Improvement Fund (147)	1,451,610.00	Increase expected cost of the High St Safety Project
High St. Pedestrian Safety Imp. Capital Improvement Fund (147)	(630,000.00)	Decrease budgeted Repayment of Advance to General Fund
High St. Pedestrian Safety Imp. Capital Improvement Fund (147)	(1,000,000.00)	ODOT Funding to Miami
General Fund (110)	(630,000.00)	Decrease budgeted Advance to High St. Pedestrian Safety Capital Improvement Fund

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

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

Breakdown by Fund

Life Squad Gift (210)	-
High St. Pedestrian Safety Imp. Capital Improvement Fund (147)	-
General Fund (110)	-

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

Approved By:

Department Head:

City Manager:

Initials Date
DRE 1/15/20
1/17/20

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3538. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2020.

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 revenues be made:

High St Pedestrian Safety Cap. Imp. Fund 147	451,610.00
--	------------

SECTION 3: The following increase/(decrease) in appropriations from unencumbered balances be made:

High St Pedestrian Safety Cap. Imp. Fund 147	1,451,610.00
High St Pedestrian Safety Cap. Imp. Fund 147	(1,000,000.00)
High St Pedestrian Safety Cap. Imp. Fund 147	(630,000.00)
General Fund 110	(630,000.00)

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

Advance from:

General Fund 110	(630,000.00)
High St Pedestrian Safety Cap. Imp. Fund 147	(630,000.00)

Advance to:

High St Pedestrian Safety Cap. Imp. Fund 147	(630,000.00)
General Fund 110	(630,000.00)

SECTION 5: The following increase/(decrease) in revenues be made:

High St Pedestrian Safety Cap. Imp. Fund 147	(630,000.00)
General Fund 110	(630,000.00)

SECTION 6: In all other respects, Ordinance No. 3493 shall remain in full force and effect.

SECTION 7: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

Original Budget		High St Pedestrian Safety (MU) Capital Improvement Fund Adjusted Budget		Delta
1,000,000.00	ODOT Receipts	1,000,000.00	ODOT Receipts	- ODOT Receipts
1,630,000.00	Miami Funding	2,081,610.00	Miami Funding	451,610.00 Miami Funding
1,630,000.00	Advance from General Fund	1,000,000.00	Advance from General Fund	(630,000.00) Advance from General Fund
4,260,000.00	Total Receipts	4,081,610.00	Total Receipts	(178,390.00) Total Receipts
1,630,000.00	High St. Pedestrian Safety (MU) Construction	3,081,610.00	High St. Pedestrian Safety (MU) Construction	1,451,610.00 High St. Pedestrian Safety (MU) Construction
1,000,000.00	ODOT Funding to Miami	-	ODOT Funding to Miami	(1,000,000.00) ODOT Funding to Miami
1,630,000.00	Repay Advance to General	1,000,000.00	Repay Advance to General	(630,000.00) Repay Advance to General
4,260,000.00	Total Expenditures	4,081,610.00	Total Expenditures	(178,390.00) Total Expenditures
Original Budget		General Fund Adjusted Budget		Delta
1,630,000.00	Repayment of Advance from High St Pedestrian Safety Capital Improvement Fund	1,000,000.00	Repayment of Advance from High St Pedestrian Safety Capital Improvement Fund	(630,000.00) Repayment of Advance from High St Pedestrian Safety Capital Improvement Fund
1,630,000.00	Total Receipts	1,000,000.00	Total Receipts	(630,000.00) Total Receipts
1,630,000.00	Advance to High St Pedestrian Safety Capital Improvement Fund	1,000,000.00	Advance to High St Pedestrian Safety Capital Improvement Fund	(630,000.00) Advance to High St Pedestrian Safety Capital Improvement Fund
1,630,000.00	Total Expenditures	1,000,000.00	Total Expenditures	(630,000.00) Total Expenditures

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: December 17, 2019

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

December 11, 2019

Date Prepared

Agenda Title: An Ordinance Amending The Codified Ordinances Of The City Of Oxford, Ohio, By Adding New Section 521.14 Entitled Expanded Polystyrene Ban To Chapter 521 Entitled Health, Safety And Sanitation.

Recommendation: Adoption.

Discussion:

The proposed Ordinance bans the use of expanded (foam) polystyrene by food service operations in Oxford. It was requested by Councilors Raghu and Bracken. It is proposed to be located in Chapter 521 Health, Safety, and Sanitation of the City of Oxford's Codified Ordinances and will add a new Section 521.14 Expanded Polystyrene Ban. It includes both civil and criminal penalties for violations of this Ordinance for both individuals and organizations. It provides for a phasing out period of December 31, 2020 for national food service operations and December 31, 2021 for all other food service operations.

I did not include exemptions from this ban since I do not know what is meant by "reasonably feasible alternative". Including an exemption process would increase the City's compliance cost since the City does not have an Environmental Department. Council can simply extend the deadline by amending the Ordinance if it chooses to do so. Many of our restaurants do not use expanded (foam) polystyrene in their operations. The first step for the City would be to notify all restaurants and other food service operations.

Approved By:

Initial Date

Department Head:

City Manager:

DRE 12-13-19

ORDINANCE NO.

AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF OXFORD, OHIO BY ADDING NEW SECTION 521.14 ENTITLED EXPANDED POLYSTYRENE BAN TO CHAPTER 521 ENTITLED HEALTH, SAFETY AND SANITATION.

WHEREAS, the Constitution of the State of Ohio, in Article XVIII, Section 3, grants municipalities the authority to exercise all powers of local self- government and to enforce local police, sanitary, and other similar regulations as are not in conflict with the general laws; and

WHEREAS, pursuant to this constitutional home rule authority, the people of the City of Oxford have adopted a Charter and Codified Ordinances to exercise the powers of local self-government and enforce local police power regulations; and

WHEREAS, a local police power regulation only conflicts with a general law if it prescribes a rule of conduct that permits that which the state law expressly forbids, or vice versa, and does not conflict with general laws if it merely imposes a greater penalty for conduct that is prohibited by the general law, or regulates activity that is not expressly permitted by general law; and

WHEREAS, the City has substantial, legitimate interests in preserving and maintaining a high level of sanitation throughout the city by reducing visual blight and litter; and

WHEREAS, the City of Oxford has a duty to protect its natural environment, its economy, and the health of its citizens and visitors; and

WHEREAS, plastic debris and in particular expanded polystyrene is a distinctive litter concern because it is lightweight, floats, and readily migrates from land to waterways where it breaks down into small pieces to be mistaken for food by birds and other marine wildlife; and

WHEREAS, based on observation from City Council members and findings in other communities, City Council finds that polystyrene materials can and do migrate from public land to waterways, causing visual blight, litter and harming birds and other marine wildlife; and

WHEREAS, it is in the best interest of the citizens of Oxford to reduce the cost of the City's solid waste disposal and protect the environment and natural resources by discouraging the distribution and use of disposable expanded polystyrene containers such as cups, bowls, plates, and food containers, and to encourage the use of other recyclable compostable food containers associated with take-out foods; and

WHEREAS, the City of Oxford, through its policies, programs, and laws, supports efforts to reduce the amount of waste that must be disposed of by supporting the State of Ohio's waste management hierarchy to reduce, reuse, recycle, compost, and landfill.

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

SECTION 1. Oxford Codified Ordinance Section 521.14 is hereby added to read as follows:

§ 521.14 Expanded Polystyrene Ban

(A) As used in this section:

“Disposable food service ware” means single-use disposable products used in the restaurant and food service industry for serving prepared food and includes, but is not limited to, plates, trays, cups, bowls, and hinged or lidded containers (clamshells). Disposable food ware does not include straws, utensils, drink lids, or ice chests.

“Food service operation” means a place, location, site, or separate area where food intended to be served in individual portions is prepared or served for a charge or required donation. As used in this section, “served” means a response made to an order for one or more individual portions of food in a form that is edible without washing, cooking, or additional preparation and “prepared” means any action that affects a food other than receiving or maintaining it at the temperature at which it was received.

“Food service operation” includes a catering food service operation, food delivery sales operation, mobile food service operation, seasonal food service operation, temporary food service operation, and vending machine location.

“National food service operation” means a food service operation that is a chain of franchise or corporate owned establishments located in more than one state.

“Expanded polystyrene” means a thermoplastic petrochemical material made from a styrene monomer and expanded or blown using a gaseous agent.

“Prepared Food” means food or beverages that are packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed, or otherwise prepared on the premises. It does not include any raw, uncooked meat products or fruits or vegetables unless it can be consumed without further preparation; or prepackaged food that is delivered to the food service operation wholly encased, contained or packaged in a container or wrapper, and sold or otherwise provided by the food service operation in the same container packaging.

~~“Organization” means a corporation for profit or not for profit, partnership, limited partnership, joint venture, unincorporated nonprofit association, estate, trust or other commercial or legal entity. “Organization” does not include an entity organized as or by a governmental agency for the execution of a governmental program.~~

(B) No national food service operation shall sell or otherwise provide prepared food in expanded polystyrene disposable food service ware on or after December 31, 2020. No food service operation shall sell or otherwise provide prepared food in expanded polystyrene foam disposable food service ware on or after December 31, 2021.

(C) Organizational Liability: Pursuant to C.O. § 501.11, it is the intent to impose organizational liability for violation of this section committed by an officer, agent, or employee of a business or organization while acting on behalf of the business or organization and within the scope of the officer's, employee's or agent's office or employment.

(D) Violation of this section shall be a minor misdemeanor punishable by a fine of One-Hundred Fifty Dollars (\$150) per violation.

SECTION 2. The City Manager and the City Law Director are hereby authorized to take all actions necessary to implement and administer this Ordinance.

SECTION 3. This Ordinance is enacted pursuant to the home rule powers of the City of Oxford as set forth at Article XVIII, Section 3, of the Ohio Constitution.

SECTION 4. This ordinance shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: CHANTEL RAGHU

PREPARED BY: LAW (STAFF)