



Agenda

Oxford City Council

Court House

TUESDAY, MARCH 5, 2013

EXECUTIVE SESSION

None.

1. Roll Call. Richard Keebler, Mayor; Ken Bogard, Vice-Mayor; Kevin McKeehan; Bob Blackburn; Kate Rousmaniere; John Harman; Steve Snyder

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. Recognition - Lt. Daniel Umbstead.
- B. Presentation - Oxford Seniors - Joan Potter-Sommer.
- C. Public Comments.

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. 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 February 19, 2013 City Council Joint Work Session. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. Minutes of the February 19, 2013 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- C. Report regarding the February 6, 2013 Environmental Commission Meeting. (Mike Dreisbach, Service Director)



Report

- D. Report regarding the February 12, 2013 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)



Report

- E. Report regarding the February 27, 2013 Civil Service Commission Meeting. (Donna Heck, Human Resources Director.



Report

- F. A Resolution authorizing a temporary abatement of the Noise Ordinance No. 2550, Section 509.09, on Friday, April 12, 2013 starting at 10:00 p.m. to Saturday, April 13, 2013 at 5:00 a.m. at Millett Hall on Miami's campus for the American Society's Relay For Life.



Staff Report/Resolution

5. Resolutions - None.

6. Ordinances.

A. First Reading.

1. An Ordinance Repealing Oxford Codified Ordinance Sections 1141.01, Accessory Regulations, 1141.02, Temporary Regulations, And 1141.04, Environmental Regulations, And Adopting New Oxford Codified Ordinance Sections 1141.01, Accessory Regulations, 1141.02, Temporary Regulations, and 1141.04, Environmental Regulations. (Jung-Han Chen, Community Development Director)



Staff Report



Ordinance

2. An Ordinance Repealing Oxford Codified Ordinance Section 1143.10 Entitled Uptown District, And Adopting New Oxford Codified Ordinance Section 1143.10 Entitled Uptown District. (Jung-Han Chen, Community Development Director)



Ordinance

3. An Ordinance Repealing Oxford Codified Chapter 1137 Entitled Nonconformities, And Adopting New Oxford Codified Ordinance Chapter 1137 Entitled Nonconformities. (Jung-Han Chen, Community Development Director)



Staff Report



Ordinance

4. An Ordinance Amending Oxford Codified Ordinance Section 1159.10, Definitions (Beginning With The Letter "I") And Oxford Codified Ordinance Section 1159.19, Definitions (Beginning With The Letter "R"). (Jung-Han Chen, Community Development Director)



Ordinance

5. An Ordinance Repealing Oxford Codified Ordinance Section 1143.12 Entitled GB General Business District, And Adopting New Oxford Codified Ordinance Section 1143.12 Entitled GB General Business District. (Jung-Han Chen, Community Development Director)



Staff Report



Ordinance

6. An Ordinance Repealing Oxford Codified Ordinance Section 1151.05 Entitled Permanent Signs, and Adopting New Oxford Codified Ordinance Section 1151.05 Entitled Permanent Signs. (Jung-Han Chen, Community Development Director)



Ordinance

7. An Ordinance Amending Oxford Codified Ordinance Section 351.17 Entitled Vendor Parking. (Alan Kyger, Economic Development Director)



Staff Report/Ordinance

8. An Ordinance Amending Oxford Codified Ordinance Section 729.05 Entitled Sales On Certain Municipal Property Prohibited. (Alan Kyger, Economic Development Director).



Staff Report/Ordinance

9. An Ordinance Repealing Oxford Codified Ordinance Section 931.12 Entitled Garbage, Refuse and Recycling Service, And 931.13 Entitled Charges, And Adopting New Oxford Codified Ordinance Section 931.12 Entitled Garbage, Refuse and Recycling Service, And 931.13 Entitled Charges. (Alan Kyger Economic Development Director).



Staff Report/Ordinance

B. Second Reading - None.

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

1. Remarks from City Council and City Staff.

B. Future Meetings.

WED - Mar 6 Historic and Architectural Preservation Commission Work Session 6:00 p.m.

WED - Mar 6 Environmental Commission Meeting 7:00 Municipal Building

FRI - Mar 8 Student Community Relations Commission Meeting 3:45 p.m. LCNB

TUES - Mar 12 Planning Commission Meeting 7:30 p.m.

THUR - Mar 14 Police Advisory Board Meeting 7:00 p.m. Senior Center

MON - Mar 18 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

TUES - Mar 19 City Council Meeting 7:30 p.m.

WED - Mar 20 Community Relations Commission Meeting 4:30 p.m. Municipal Building

WED - Mar 20 Board of Zoning Appeals Meeting 7:30 p.m.

FRI - Mar 22 Community Improvement Corporation Meeting 12:00 p.m. LCNB

FRI - Mar 22 Student Community Relations Commission Meeting 3:34 p.m. LCNB

WED - Mar 27 Civil Service Commission Meeting 7:00 p.m.

8. Adjourn.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: February 5, 2013

Account Code #: N/A

Budgeted Amount: N/A

Service Department

Originating Department

Michael Dreisbach, Service Director

Prepared By

January 17, 2013

Date Prepared

Agenda Title: Partial release of a Performance Bond in the amount of \$475,451.50 for Campus Commons Subdivision (Phase Two) and acceptance of a new Performance and Maintenance Bond.

Recommendation: Approval

Discussion:

The Engineering Division has inspected Campus Commons Subdivision, Phase Two, and determined that the subdivision is being constructed in conformance with the plans and specifications.

Approximately 80% of planned public improvements have been completed. The remaining work within the right-of-way consists of sidewalk and ramp construction, the surface course of asphalt (1 year warranty period), installation of street trees, and miscellaneous signage / striping.

The City has determined the cost of the remaining public improvements to be \$123,485. In addition, the City will hold 10% of the total value of all public improvements, \$66,548.50 for a one year maintenance period; therefore a total of \$190,033.50 shall be retained from the developer's bond – in this case, a letter of credit drawn on First Financial Bank.

The City of Oxford holds a performance bond (First Financial Bank Letter of Credit) valued at \$665,485. The Developer has requested that the above bond be reduced to a lesser amount as approximately 80% of all public improvements have been completed satisfactorily.

Staff recommends City Council approve the reduction of the Letter of Credit in the amount of \$475,451.50. Upon Council's approval, a new Letter of Credit will be issued payable to the City of Oxford in the amount of \$190,033.50. This amount assures completion of all remaining public improvements within the project footprint.

Approved By:

Department Head:

Initial

Date

MD

1/22/13

City Manager:

MD 1/24/13

RESOLUTION NO.

A RESOLUTION AUTHORIZING A \$475,451.50 REDUCTION OF A \$675,000.00 LETTER OF CREDIT PERFORMANCE BOND FOR CAMPUS COMMONS SUBDIVISION, PHASE TWO, AND ACCEPTING A NEW LETTER OF CREDIT PERFORMANCE BOND IN THE AMOUNT OF \$190,033.50.

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

SECTION 1: The developer, having met the terms and conditions for which a letter of credit performance bond in the amount of \$675,000.00 was given, is hereby released by Council, and a new letter of credit performance bond in the amount of \$190,033.50 is hereby accepted. This amount warranties the public improvements within the project footprint for a period of one year.

SECTION 2: The City Manager and the Clerk of Council are hereby authorized to execute the necessary paperwork, reducing the letter of credit performance bond and to take all other steps necessary.

SECTION 3: This reduction is hereby given upon report of the City Engineer that the work secured by the letter of credit performance bond has been satisfactorily completed.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: February 5, 2013

Account Code #: 141.720.50802

Budgeted Amount: \$431,500.00

Service Department
Originating Department

Michael B. Dreisbach, Service Director
Prepared By

January 17, 2013
Date Prepared

**Agenda Title: Final Legislation – Local Public Agency (LPA) Agreement with the Ohio Department of Transportation to Participate in an Urban Paving Project
ODOT PID #86833 BUT SR 732 7.82**

Recommendation: Approve

Discussion:

The Ohio Department of Transportation (ODOT) has evaluated the road condition of certain sections of state routes passing through the corporate limits of Oxford. ODOT has proposed a construction project to improve the street surface condition of SR 732 (Chestnut Street) from Main Street to Oxford – Reily Road. The scope of work would include a complete milling of the roadway surface at a minimum of 3.25 inches in depth, replacement of asphalt intermediate and surface courses, and replacement of street markings. ODOT would pay 80% of eligible project costs under their Urban Paving Program while the City (the Local Public Agency, LPA) would be responsible for 20% of the project costs plus 100% of local costs (such as construction engineering).

Preliminary legislation was approved for this project by the Oxford City Council on September 4, 2012 through Resolution No. 4700. ODOT has produced a final estimate of costs for the project at \$400,000 of which the local share is calculated at \$157,624.00. The City has already appropriated \$431,500 for the project.

The current schedule for this project includes opening bids on March 14, 2013 and ODOT should award a contract on March 25, 2013. Work will begin on the project in mid to late May with construction being complete by the end of June 2013.

Staff recommends City Council approve this Resolution authorizing the City Manager to sign the attached Final Legislation as well as to enter into contracts with the Ohio Department of Transportation to complete ODOT project PID #86833 at a cost of \$157,624. Staff is requesting a 10% contingency for the project in the amount of \$15,762; therefore the total amount not to exceed shall be **\$173,386.00**.

Approved By:

Department Head:

Initial Date
MBD 1/22/13

City Manager:

DRE 1/31/13

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN THE FINAL RESOLUTION AGREEMENT AND ENTER INTO OTHER CONTRACTS WITH THE OHIO DEPARTMENT OF TRANSPORTATION TO COMPLETE THE IMPROVEMENT PROJECT FOR SR 732 (CHESTNUT STREET) FROM MAIN STREET TO OXFORD-REILY ROAD (ODOT PID #86833) AT A COST OF TWENTY PERCENT (20%) OF THE PROJECT COST OR \$157,624.00 PLUS A TEN PERCENT (10%) CONTINGENCY IN THE AMOUNT OF \$15,762.00 FOR A TOTAL COST NOT TO EXCEED \$173,386.00.

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

SECTION 1: The City Manager and Service Director recommend approval of the attached Final Resolution Agreement which is incorporated herein by reference, and related contracts not attached, in connection with a project to improve SR 732 (Chestnut Street) from Main Street to Oxford-Reily Road (ODOT PID #86833) at a cost of twenty percent (20%) of the project cost or \$157,624.00 plus a ten percent (10%) contingency in the amount of \$15,762.00 for a total cost not to exceed \$173,386.00.

SECTION 2: Council hereby accepts the recommendation of the City Manager and Service Director and approves the Final Resolution Agreement (ODOT PID #86833).

SECTION 3: Council hereby authorizes the City Manager to sign the attached Final Resolution Agreement and to enter into related contracts with ODOT to complete the improvements on SR 732 (Chestnut Street) from Main Street to Oxford-Reily Road (ODOT PID#86833) at a cost of twenty percent (20%) of the project cost or \$157,624.00 plus a ten percent (10%) contingency in the amount of \$15,762.00 for a total cost not to exceed \$173,386.00.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

FISCAL OFFICER'S CERTIFICATE
(Chapter 5521 and Section 5705.41, Ohio Revised Code)

I hereby certify to that the money, to wit: **\$157,624.00** required for the payment of the cost other than that thereof assumed by the **State** Government, for the improvement of that portion of **State Route 732**, lying within the corporate limits of the City of **Oxford**, more particularly described as follows:

This project consists of installing raised pavement markers, pavement markings and urban paving to plane and resurface a portion of State Route 732 from Oxford-Reily Road to Main Street, lying within the City of Oxford; and

has been lawfully appropriated for such purpose and is in the treasury to the credit of, or has been levied placed on the duplicate and in process of collection for the appropriate fund, and not appropriated for any other purpose; or is being obtained by sale of bonds issued on account of said improvement, which bonds are sold and in process of delivery.

I further certify that this certificate was made, sealed and filed with the legislative authority of the City of Oxford, Ohio, after said legislative authority passed the final resolution in connection with the within described project t; and that this certificate was forthwith recorded in the record of the proceedings of said legislative authority, namely:

Legislative Authority's Journal, Volume _____, at Page _____,

IN WITNESS WHEREOF, I have hereunto set my hand and official seal as said fiscal officer, this _____ day of _____, 2013.

(Fiscal Officer's Seal)
(If Applicable)

Fiscal Officer of the City of
Oxford, Ohio

FINAL RESOLUTION

The following Final Resolution enacted by the City of **Oxford**, Ohio, hereinafter referred to as the Legislative Authority/Local Public Agency or "LPA", in the matter of the stated described project.

WHEREAS, on **4th day of September, 2012**, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

This project consists of installing raised pavement markers, pavement markings and urban paving to plane and resurface a portion of State Route 732 from Oxford-Reily Road to Main Street, lying within the City of Oxford; and

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

The City agrees to assume and bear the entire cost and expense of the improvement, less the amount of State funds set aside by the Director of Transportation for the financing of this improvement, and further, the City agrees to assume and bear one hundred percent (100%) of the cost of Preliminary Engineering, excluding in-house preliminary engineering charges incurred by the State.

The share of the cost of the LPA is now estimated in the amount of **One Hundred Fifty Seven Thousand Six Hundred Twenty Four and - - - 00/100 Dollars, (\$157,624.00)**, but said estimated amount is to be adjusted in order that the LPA's ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

WHEREAS, The Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and expense for improving the above described highway and has transmitted copies of the same to this legislative authority; and

WHEREAS, The LPA desires the Director of Transportation to proceed with the aforesaid highway improvement.

NOW, THEREFORE, be it resolved:

- I. That the estimated sum, of **One Hundred Fifty Seven Thousand Six Hundred Twenty Four and - - - 00/100 Dollars (\$157,624.00)** is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. We hereby agree to assume in the first instance, the share of the cost and expense over and above the amount to be paid from **State** funds

- II. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.
- III. That the LPA enter into a contract with the State, and that **City Manager** be, and is hereby authorized to execute said contract, providing for the payment of the LPA the sum of money set forth herein above for improving the described project.
- IV. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the _____ day of _____, 20____, and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume _____, at Page _____, and under date of _____, 20____.

Legislative Authority of the
City of **Oxford**, Ohio

City Manager

SEAL
(If Applicable)

Clerk (Secretary Ex-Officio)

**OHIO DEPARTMENT OF TRANSPORTATION
ACCOUNT RECEIVABLE**

Make check payable to: Treasurer of State

Mail to: Jeffrey M. Hisem, Administrator
Attn: Sue Thomas
Ohio Department of Transportation
Office of Estimating - #4160
1980 West Broad Street, 1st Floor
Columbus, Ohio 43223

Division: Planning Administration
PID No. 86833
Project No. _____ (2013)
Invoice No. 10173
January 14, 2013

To: Joseph Newlin
Finance Director
101 East High Street
Oxford, Ohio
45056

State Project
Butler County
City of Oxford
State Route 732
Section 7.82

PLEASE ENCLOSE ONE COPY OF THIS INVOICE TO IDENTIFY YOUR REMITTANCE

Proposal of Participation	Type of Agreement	Amount
		\$157,624.00

Contract amount \$151,559.92
ODOT Engineering amount. \$ 6,064.08

For the improvement of that portion of **State Route 732**, more particularly described as follows:

This project consists of installing raised pavement markers, pavement markings and urban paving to plane and resurface a portion of State Route 732 from Oxford-Reily Road to Main Street, lying within the City of Oxford.

c: Original & 2cc City of Oxford
District **(8)** Engineer
Accounts Receivable
Invoice File

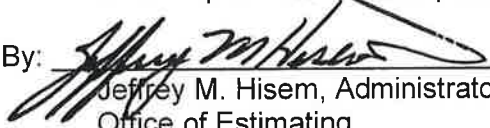
Total Amount Due	\$157,624.00
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Approved For Payment

Signature _____

Title _____

Date _____

Ohio Department of Transportation
By: 
Jeffrey M. Hisem, Administrator
Office of Estimating

CONTRACT
(Chapter 5521, Ohio Revised Code)

This contract is made by and between the State of Ohio, Department of Transportation, acting through its director (hereinafter referred to as the "STATE"), 1980 West Broad Street, Columbus, Ohio 43223, and the City of Oxford, (hereinafter referred to as the legislative authority/Local Public Agency or "LPA").

WITNESSTH:

WHEREAS, Chapter 5521 of the Ohio Revised Code provides that the legislative authority may cooperate with the STATE in a highway project made by and under the supervision of the Director of Transportation; and

WHEREAS, through the enactment of preliminary legislation, the LPA and the STATE have agreed to cooperate in the highway project described below; and

WHEREAS, through the enactment of final legislation, the LPA has committed to pay an estimated amount of money as its share of the total estimated cost and expense of the highway project described below; and

WHEREAS, the fiscal officer of the LPA has filed with the LPA a certificate stating that sufficient moneys are available, as required by Chapter 5521 and Section 5705.41 of the Ohio Revised Code. A duplicate certificate is attached hereto; and

WHEREAS, in accordance with the final legislation, the LPA hereby enters into this contract with the STATE to provide for payment of the agreed portion of the cost of the highway project and any additional obligations for the highway project described below.

NOW, THEREFORE, in consideration of the premises and the performances of mutual covenants hereinafter set forth, it is agreed by parties hereto as follows:

SECTION I: **RECITALS**

The foregoing recitals are hereby incorporated as a material part of this contract.

SECTION II: **PURPOSE**

The purpose of this contract is to set forth requirements associated with the highway project described below (hereinafter referred to as the "PROJECT") and to establish the responsibilities for the administration of the PROJECT by the LPA and the STATE.

SECTION III: LEGAL REFERENCES

This contract is established pursuant to Chapter 5521 of the Ohio Revised Code.

SECTION IV: SCOPE OF WORK

The work to be performed under this contract shall consist of the following:

This project consists of installing raised pavement markers, pavement markings and urban paving to plane and resurface a portion of State Route 732 from Oxford-Reily Road to Main Street, lying within the City of Oxford.

SECTION V: FINANCIAL PARTICIPATION

1. The STATE agrees to provide the necessary funds as enumerated in this section and allowed by law for the financing of this project.
2. The STATE may allocate the money contributed by the LPA in whatever manner it deems necessary in financing the cost of construction, right-of-way, engineering, and incidental expenses, notwithstanding the percentage basis of contribution by the LPA.
3. The total cost and expenses for the project are only an estimate and the total cost and expenses may be adjusted by the STATE. If any adjustments are required, payment of additional funds shall correspond with the percentages of actual costs when said actual costs are determined, and as requested, by the Director of Transportation.
4. The LPA agrees to pay to the STATE its share of the total estimated cost expense for the above highway project in the amount of **One Hundred Fifty Seven Thousand Six Hundred Twenty Four and - - - - 00/100 Dollars, (\$157,624.00).**
5. **The City agrees to assume and bear the entire cost and expense of the improvement, less the amount of State funds set aside by the Director of Transportation for the financing of this improvement, and further, the City agrees to assume and bear one hundred percent (100%) of the cost of Preliminary Engineering, excluding in-house preliminary engineering charges incurred by the State.**
6. The LPA agrees to assume and bear One Hundred Percent (100%) of the cost of any construction items required by the LPA on the entire project, which are not necessary for the improvement, as determined by the State and Federal Highway Administration.

7. The LPA agrees that change orders and extra work contracts required fulfilling the construction contracts shall be processed as needed. The STATE shall not approve a change order or extra work contract until it first gives notice, in writing, to the LPA. The LPA shall contribute its share of the cost of these items in accordance with other sections herein.

SECTION VI: RIGHT-OF-WAY AND UTILITIES

1. The LPA agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The LPA also understands that right-of-way costs include eligible utility costs.
2. The LPA agrees that all utility accommodation, relocation, and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual, including that:
 - A. Arrangements have been or will be made with all utilities where facilities are affected by the described PROJECT, that the utilities have agreed to make all necessary removals and/or relocations to clear any construction called for by the plans of this PROJECT, and that the utilities have agreed to make the necessary removals and/or relocations after notification by the LPA or STATE.
 - B. The LPA shall, at its own expense, make all removals and/or relocations of publicly-owned utilities which do not comply with the reimbursement provisions of the ODOT Utilities Manual. Publicly-owned facilities which do comply with the reimbursement provisions of the ODOT Utilities Manual will be removed and/or relocated at project expense, exclusive of betterments.
 - C. The removals and/or relocation of all utilities shall be done in such a manner as not to interfere with the operation of the contractor constructing the PROJECT and that the utility removals and/or relocations shall be approved by the STATE and performed in accordance with the provisions of the ODOT Construction and Materials Specifications.

SECTION VII: ADDITIONAL PROJECT OBLIGATIONS

1. The STATE shall initiate the competitive bid letting process and award the PROJECT in accordance with ODOT's policies and procedures.
2. The LPA agrees:
 - A. To keep said highway open to traffic at all times;
 - B. To maintain the PROJECT in accordance with the provisions of the statutes relating thereto,

- C. To make ample financial and other provisions for such maintenance of the PROJECT after its completion;
- D. To maintain the right-of-way and keep it free of obstructions in a manner satisfactory to the STATE and hold said right-of-way inviolate for public highway purposes;
- E. To place and maintain all traffic control devices conforming to the Ohio Manual on Uniform Traffic Control Devices on the project in compliance with the provisions of Section 4511.11 of the Ohio Revised Code;
- F. To regulate parking in accordance with Section 4511.66 of the Ohio Revised Code, unless otherwise controlled by local ordinance or resolution.

SECTION VIII: DISPUTES

In the event that any disputes arise between the STATE and LPA concerning interruption of or performance pursuant to this contract, such disputes shall be resolved solely and finally by the Director of Transportation.

SECTION IX: NOTICE

Notice under this contract shall be directed as follows:

City of Oxford
101 East High Street
Oxford, Ohio
45056

Ohio Department of Transportation
Office of Estimating
1980 West Broad Street, 1st Floor
Columbus, Ohio 43223

SECTION X: FEDERAL REQUIREMENTS

1. In carrying out this contract, LPA shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, disability, or age. LPA will ensure that applicants are hired and that employees are treated during employment without regard to their race, religion, color, sex, national origin, disability, or age. Such action shall include, but not be limited to, the following: Employment, Upgrading, Demotion, or Transfer; Recruitment Advertising; Layoff or Termination; Rates of Pay or other forms of Compensation; and Selection for Training including Apprenticeship.
2. To the extent necessary under Ohio law, LPA agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. LPA will, in all solicitations or advertisements for employees placed by or on behalf of LPA, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin, disability, or age. If applicable, the LPA shall incorporate the foregoing requirements of this paragraph in all of its contracts for any of the work prescribed herein (other than subcontracts for standard commercial supplies or raw materials) and will require all of its subcontractors for any part of such work to incorporate such requirements in all subcontracts for such work.

3. LPA agrees to fully comply with Title VI of the Civil Rights Act of 1964, 42 USC Sec. 2000. LPA shall not discriminate on the basis of race, color, or national origin in its programs or activities. The Director of Transportation may monitor the Contractor's compliance with Title VI.

SECTION XI: GENERAL PROVISIONS

1. This contract constitutes the entire contract between the parties. All prior discussions and understandings between the parties are superseded by this contract.
2. Neither this contract nor any rights, duties or obligations described herein shall be assigned by either party hereto without the prior express written consent of the other party.
3. Any change to the provisions of this contract must be made in a written amendment executed by both parties.
4. This contract and any claims arising out of this contract shall be governed by the laws of the State of Ohio. Any provision of this contract prohibited by the law of Ohio shall be deemed void and of no effect. Any litigation arising out of or relating in any way to this contract or the performance thereunder shall be brought only in the courts of Ohio, and the LPA hereby irrevocably consents to such jurisdiction. To the extent that the STATE is a party to any litigation arising out of or relating in any way to this contract or the performance thereunder, such an action shall be brought only in a court of competent jurisdiction in Franklin County, Ohio.
5. All financial obligations of the State of Ohio, as provided in this contract, are subject to the provisions of Section 126.07 of the Ohio Revised Code. The financial obligations of the State of Ohio shall not be valid and enforceable unless funds are appropriated by the Ohio General Assembly and encumbered by the STATE. Additionally, it is understood that this financial obligation of the LPA shall not be valid and enforceable unless funds are appropriated by the LPA's legislative body.
6. This contract shall be deemed to have been substantially performed only when fully performed according to its terms and conditions and any modification thereof.
7. LPA agrees that it is currently in compliance and will continue to adhere to the requirements of Ohio Ethics law as provided by Section 102.03 and 102.04 of the Ohio Revised Code.

SECTION XI: SIGNATURES

Any person executing this contract in a representative capacity hereby warrants that he/she has been duly authorized by his/her principal to execute this contract on such principal behalf.

IN WITNESS THEREOF, the parties hereto have caused this contract to be duly executed in duplicate.

SEAL

(If Applicable)

**OHIO DEPARTMENT OF
TRANSPORTATION**

**LOCAL PUBLIC AGENCY
City of Oxford**

Director of Transportation

City Manager

Date

Date

Approved:
Mike DeWine
Attorney General of Ohio

By: _____
Stephen H. Johnson
Chief, Transportation Section

Date: _____

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: February 5, 2013

Account Code #: Not Applicable

Budgeted Amount: Not Applicable

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

January 28, 2013
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 to improve sections of SR732 (Chestnut St. from Main St. to Oxford-Reily Rd) and to reconstruct sections of College Ave. (from Spring St. to High St.), Staff has identified property with defective or sub-standard curb, gutter, and/or sidewalks. Many of these deficiencies were identified as trip hazards and areas that contribute to lowering the expected lifespan of street improvements. Impacted properties on Chestnut Street and College Ave. have already received notices that this work would have to be performed in accordance with local Ordinances. 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.

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 each project, as well as the estimated costs to property owners, are as follows:

<u>Project</u>	<u>Total Project Cost (Public)</u>	<u>Total Costs to Property Owners</u>
Chestnut Street Rehabilitation	\$ 400,000	\$ 67,953
College Ave. Reconstruction	\$ 552,500	\$ 46,386
Total Costs	\$ 952,500	\$114,339

By addressing the repairs at this time, the public investment in street and alley rehabilitation 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 property owner disagree with the City's order, they may appeal to the City Council for a hearing on their property and the required improvements. A Resolution would then be required for the City to contract for the improvements. Once work is completed, a Resolution would 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, \$50,000 has been appropriated for the City to contract for repairs 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. From past experience, many property owners opt to perform the work themselves rather than pay for assessed costs.

Approved By:

Department Head:

Initial

Date

MBD

1/29/13

City Manager:

DAE

1/31/13

RESOLUTION NO.

A RESOLUTION DECLARING THAT IT IS NECESSARY TO IMPROVE THOSE PORTIONS OF CERTAIN PROPERTIES ON SR 732 (CHESTNUT STREET) FROM MAIN STREET TO OXFORD-REILY ROAD IN THE CITY OF OXFORD, OHIO BY RE-PAVING, RE-CURBING, AND REPAIRING THE SIDEWALKS, CURBS, AND GUTTERS.

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

SECTION I: 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-curb and repairing the sidewalks, curbs, and gutters.

SECTION II: 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.

SECTION III: It is hereby determined and declared that said improvements are conducive to the public health, convenience, safety and welfare of said City and the inhabitant thereof.

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

SECTION V: 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 VI: 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 thirty (30) days after receipt of the notice described in Section V.

SECTION VII: In the event such owner does not construct or repair such sidewalks, curbs, and gutters in accordance with such specifications and within thirty (30) days after receipt of the notice described in Section V, 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 VIII: 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-curbings, or repairing the sidewalks, curbs, and gutters.

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

MAYOR

ADOPTED:

ATTEST

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER
PREPARED BY: LAW (STAFF)

Exhibit "A"

Curb, Gutter, Sidewalk, Assessments for 2013 (Chestnut St. and College Ave. projects)									
Address	Direction	Street Name	Property Owner	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Ft Drive Apron	Estimated Cost	
903		Marlyn	Raymond Tucker	H4100118000083	74	96		\$2,818.00	
417	W	Chestnut	Susan Sherwin	H4100118000087	91	80	90	\$3,919.00	
405	W	Chestnut	Christopher or Mary Mullins	H4100118000089	31	32		\$1,123.00	
329	W	Chestnut	Christopher Pirigyi	H4100118000090	80			\$2,320.00	
311	W	Chestnut	Jackson or Cynthia Smetz	H4100118000093	30	16	85	\$1,662.00	
131	W	Chestnut	Talawanda Local School District	H4000115000003	99	288	51	\$5,295.00	
101	W	Chestnut	Talawanda Local School District	H4000115000004	207	275	0	\$7,928.00	
13	W	Chestnut	Itti Bitti Company LLC	H4000115000019	35	130	0	\$1,925.00	
11	W	Chestnut	Sasser Tari & Duke Steven F.	H4000115000020	49	175	0	\$2,646.00	
1	W	Chestnut	Dudley Terry & Tom TRS	H4000115000012	64	330	0	\$4,166.00	
815		Erin	Kettwell, Albert	H4100122000099	8			\$232.00	
622	W	Chestnut	Burbante, Diana	H4100122000097	10	170	78	\$2,104.00	
606	W	Chestnut	Fischer, Theresa	H4100122000088	11	40		\$599.00	
522	W	Chestnut	Woolum, Barbara	H4100122000011	70	150	80	\$3,720.00	
508	W	Chestnut	Allegree, Alex & Holly	H4100122000007	70	50	85	\$3,060.00	
410	W	Chestnut	Hering, Todd	H4100122000002	50	125		\$2,325.00	
406	W	Chestnut	Nelson, Melissa & Maurice	H4100122000001	50	50		\$1,800.00	
324	W	Chestnut	Weida, Dustin	H4100105000020	43	150	54	\$2,729.00	
316	W	Chestnut	Rupp, Dawn	H4100105000021	72	175	36	\$3,601.00	
230	W	Chestnut	Hoelzer Rentals, Inc.	H4000105000025	111	125	4(remove only)	\$4,256.00	
212	W	Chestnut	Nash, Leonard & Bernice	H4100105000026	62	225		\$3,373.00	
208	W	Chestnut	Augsburger, Anthony & Scott	H4100105000027	91	455	66	\$6,352.00	
818	S	College	Davidson, Dave	H4100105000115	38	250	30	\$3,092.00	
814	S	Main	Munn Michael D TR	H4000106000046	139	675	0	\$8,756.00	
131	W	High	Barry Krauth	H4100004000130	35	50	325	\$ 3,965.00	
100	S	College	Drushal J Benjamin	H4100004000093	30	150		\$ 1,920.00	
129	W	Walnut	Tes Walnut LLC	H4100004000127	70	783		\$ 7,511.00	
110	S	College	Oxford Criss and Referral	H400004000094	35	275		\$ 2,940.00	
112	S	College	McCarthy Peter L & Constance B	H4100004000095	66	175		\$ 3,139.00	
115	S	College	Harper Pointe Inc	H4100004000121	15	150		\$ 1,485.00	
122	S	College	Tes Walnut LLC	H400004000096	76			\$ 2,204.00	
123	S	College	Ward Phillip W Tr	H4100004000118	50	125	154	\$ 3,557.00	
201	W	Collins	Frederick Thomas A & Lewis Amanda	H400004000101	68	325	2 (remove only)	\$ 4,463.00	
215	S	College	Tes Walnut LLC	H4100004000111		75		\$ 525.00	
222	S	College	Tri Development Co	H400004000107	40		143	\$ 2,829.00	
				Total	2070	6245	1277	\$114,339.00	

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 5, 2013

Jung-Han Chen

Account Code No. #:

Prepared By:

Budgeted Amount:

January 25, 2013

Date Prepared:

Agenda Title:	PC-01-2013 Zoning Code Text Amendment – To Amend Chapter 1133, Provisions for Zoning Districts, Addition of a New Zoning District, a New Section to Chapter 1143, Zoning Districts, Multi-Family Residential District (R-4), and Amend Related Parking Requirements in Chapter 1149, Vehicle Management, and Amend Related Supplemental Regulations in Chapter 1141.03
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Recommendation: Approval

Discussion:

This request is in response to City Council's direction to create a separate zoning district for outlying areas, since the revision of the R-3 District was approved by City Council in September 2012, which addressed the urbanized multi-family dwelling district. The approved changes reflect the proximity of those apartment complexes to MU transit and the consideration of sustainable environmental practices to contain/reduce storm water runoff into the public storm water system. However, the setting is very different for apartments in outlying areas.

Since the outlying areas rely more heavily on automobile transportation, the need for off-street parking is more prevalent and necessary. Therefore, the required number of parking spaces should be higher than urbanized areas. In order to distinguish the difference between apartment complexes in the urbanized and outlying areas, a new multi-family district is being proposed to reflect the differences.

Several changes have been proposed for consideration. They are as follows:

1. Create a new zoning district, R-4, for outlying areas, Chapter 1133 and Chapter 1143 (more detailed site development regulations).
 - a. Under 1143 Site Development Regulations, some adjustments are being proposed:
 - i. The maximum lot coverage could be increased from 35% currently to 50% if the storm water runoff rate could be reduced by a one to one ratio, as an incentive.
 - ii. The minimum lot area requirements have been modified to consolidate the dwelling categories from five to four and to clarify the number of dwelling units based upon the lot area from previously "seven to 24 families" to "five families and up".
 - iii. Adding Professional Offices as a conditional use to be consistent with the amendment to the R-3 zoning in September 2012.
2. Revise the off-street parking requirement back to 2.5 spaces per dwelling unit, Chapter 1149.
3. Allow multi-family dwelling units for small lots (less than 3 acres) to be consistent with the R-3 amendment. Lots over 3 acres would be required to go through the PUD process, Chapter 1141.

This staff report is to provide an overview of all the changes related to this new zoning district, since the provisions of the Zoning Code tend to intertwine. Any changes to one section of the Code may require changes to other parts of the Code.

The Planning Commission held a Public Hearing on the matter on January 8, 2013. Based on presentations from staff, the Planning Commission voted 7-0-0 to recommend City Council approval of these changes to create a new zoning district and related changes to other chapters of the Oxford Zoning Code.

Approved By:

Department Head:

City Attorney:

City Manager:

JHC 1/29/13
DRE 1/31/13

**Certification of Action
Oxford Planning Commission
Recommendation to City Council**

<u>Report Date</u>	February 5, 2013
<u>Case Number</u>	PC-01-2013
<u>Applicant Information</u>	City of Oxford, Applicant
<u>Requested Action</u>	Zoning Code Text Amendment
<u>Summary of Request</u>	PC-01-2013 ZONING CODE TEXT AMENDMENTS Chapter 1133, Provisions for Zoning Districts, Addition of a New Zoning District, a New Section to Chapter 1143, Zoning Districts, Multi-Family Residential District (R-4), and Amend Related Parking Requirements in Chapter 1149, Vehicle Management, and Amend Related Supplemental Regulations in Chapter 1141.03
<u>Public Hearing Information</u>	On January 8, 2013 a Public Hearing took place at 118 W. High Street. A Public Hearing notice was published in the Oxford Press on December 7, 2012.
<u>Commission Action</u>	The Planning Commission voted 7-0-0 recommending approval to City Council.
<u>Commission Findings and Conclusions</u>	At City Council's direction, the Planning Commission has reviewed and recommends approval of a Zoning Code Text Amendment to address multi-family dwellings in outlying areas.
<u>Exhibits Submitted to the Commission</u>	1. Staff Report dated December 26, 2012 2. Interoffice Review Transmittal Sheets 3. Zoning Code Text Amendment Application dated November 23, 2012 4. Proposed Language

City of Oxford
Community Development Department
STAFF REPORT

Planning Commission

Case # PC-01-2013

Date – January 8, 2013

APPLICATION

Applicant:

City of Oxford

Action Request:

ZONING CODE TEXT AMENDMENTS Chapter 1133, Provisions for Zoning Districts, Addition of a New Zoning District, a New Section to Chapter 1143, Zoning Districts, Multi-Family Residential District (R-4), and Amend Related Parking Requirements in Chapter 1149, Vehicle Management, and Amend Related Supplemental Regulations in Chapter 1141.03, **City of Oxford, Applicant**

DESCRIPTION

In September 2012 City Council passed Ordinance 3186, which amended development regulations pertaining to the R-3 Multi-Family Zoning District. The Planning Commission and a subcommittee of the Planning Commission had worked on the text for several months. One conclusion from the research and resulting code amendments was that a new zoning district should be created for the R-3 districts in the outlying areas. The development regulations for those areas should more closely resemble the language of the R-3 zoning district prior to the September code amendments. The new zoning district will be delineated as R-4 Multi-Family. The possible areas for R-4 zones could be Southpointe and Indian Trace, both of which are multi-family developments on U.S. 27 South.

The reason for this amendment is that multi-family development in the outlying areas relies more heavily on automobile transportation. Therefore, the minimum parking requirement should be higher than R-3, the lot coverage will be lower than R-3 and the general intensity of the land use is envisioned to be lower than R-3.

ZONING CODE

The attached text amendment proposes changes to 1133 (Provisions and General Listing of Zoning Districts), 1141.03 (number of principal buildings per lot), 1143.065 (new subsection in sequence after R-3 – to create an R-4 Multi-Family Residential District Regulation) and 1149.03 (Vehicle Management Regulations). The proposed amendments fall within the Intent and Purpose statements listed in Section 1123.

COMPREHENSIVE PLAN

Some applicable **Land Use Principles** of the Comprehensive Plan are as follows (p. 3.9):

- Infill development and redevelopment of underutilized sites is a priority. (3.9)
- Environmentally sensitive and sustainable practices will be encouraged in future developments. (3.12)

Some applicable **Land Use Goals** of the Comprehensive Plan are as follows (p. 3.21)

Objective 1: Manage Growth

LU 1.5 Charge the Planning Commission with planning and managing long term growth, including, but not limited to a comprehensive review of the zoning code and subdivision regulations. (p. 3.21)

Objective 9: Create new residential areas with traditional neighborhood qualities

LU 9.4 Create standards, or modify existing standards, to allow for a mix of housing types within neighborhoods. (p. 3.24)

Objective 10: Be a leader in environmental stewardship

LU 10.1 Continue to promote sound environmental practices through public education programs. (p.3.24)

DECISION CRITERIA

A copy of the Text Amendment Decision Criteria is attached.

ANALYSIS

A minimum parking requirement for a land use is derived from several variables. A few considerations are (1) proximity to work or school, (2) number of drivers/occupants on-site, (3) availability of mass transit and (4) availability of bicycle or pedestrian infrastructure. Because possible R-4 zones are somewhat disconnected from the urban core of Oxford, the parking requirement could be **revised back to 2.5 spaces per dwelling unit.**

The maximum lot coverage prior to the recent amendments was 35 percent. In September this was raised to 50% for R-3 because of the significant gap between the required and the actual. The possible R-4 zones are developed at a lesser lot coverage or are not developed at all (vacant agricultural/wooded). Therefore revising the requirement for the new R-4 zone from 50 percent back to 35 percent would not create any nonconformities that did not already exist prior to September 2012. However, with the earlier influence from the Environmental Commission, the zoning incentive that passed in September, for increased lot coverage could also be used in the R-4 zone. This incentivizes additional storm water management. **For every one percent that the storm water runoff rate is reduced beyond the requirement, the lot coverage can increase by one percent, up to 50%** (maximum of 70% was used for R-3).

Consistent with the rationale used for the R-3 amendments, small lots (under three acres) could be allowed to have more than one principal building per lot, primarily due to the fact that required yards (setbacks) already provide a predictable scale of development. Developments **three acres and over, with multiple principal buildings, could be required to go through the PUD (Planned Unit Development) process.**

Two changes (from the previous R-3 text) to the minimum lot area requirements have been made: (1) Consolidated the categories from five to four and (2) Revised the required lot area numbers to provide for buildings with five families and up rather than “seven to 24 families” as in the previous R-3 text.

Professional Offices are listed as a conditional use consistent with the amendment to the R-3 zone in September.

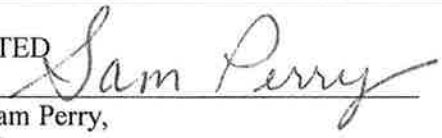
See the attached zoning code text amendment. Full text sections are included. Sub-sections with any changes are highlighted in yellow and underlined. Specific points within the new R-4 section that are discussed in this report are also bolded so that they stand out from the surrounding text.

RECOMMENDATION

Staff recommends that the Commission dialogue on each point of revision to ensure that this follow-up text amendment is in line with previous discussions as well as accomplishes the codified decision standards for a zoning text amendment.

SUBMITTED

BY:


Sam Perry,
Planner

DATE: December 26, 2012

(c) Planning Commission and Council Review. The Planning Commission shall base its recommendation on a proposed Zoning Code amendment upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. Council shall base its decision on the same materials and shall also consider the Planning Commission recommendation.

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

- (1) Decision standards. 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.

Text Amendments

- A. The proposed amendment will make the Code conform more closely to the Comprehensive Plan.
- B. The proposed amendment will improve the public health, safety, and general welfare of Oxford.
- C. The proposed amendment will clarify the intent of the Code.
- D. The proposed amendment will better implement the intent of the Code.
- E. The proposed amendment will improve enforcement of the Code.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 12/27/2012

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-01-2013 ZONING CODE TEXT AMENDMENTS Chapter 1133, Provisions for Zoning Districts, Addition of a New Zoning District, a New Section to Chapter 1143, Zoning Districts, Multi-Family Residential District (R-4), and Amend Related Parking Requirements in Chapter 1149, Vehicle Management, and Amend Related Supplemental Regulations in Chapter 1141.03 **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **1/03/2013** 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 Dethera
PRINTED NAME

Date: 1-2-13

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 12/27/2012

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-01-2013 ZONING CODE TEXT AMENDMENTS Chapter 1133, Provisions for Zoning Districts, Addition of a New Zoning District, a New Section to Chapter 1143, Zoning Districts, Multi-Family Residential District (R-4), and Amend Related Parking Requirements in Chapter 1149, Vehicle Management, and Amend Related Supplemental Regulations in Chapter 1141.03 **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **1/03/2013** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Drawings reviewed by:



Date: 1-3-2013

VICTOR POPESCU, CITY ENGR.
PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 12/27/2012

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-01-2013 ZONING CODE TEXT AMENDMENTS Chapter 1133, Provisions for Zoning Districts, Addition of a New Zoning District, a New Section to Chapter 1143, Zoning Districts, Multi-Family Residential District (R-4), and Amend Related Parking Requirements in Chapter 1149, Vehicle Management, and Amend Related Supplemental Regulations in Chapter 1141.03 **City of Oxford, Applicant**

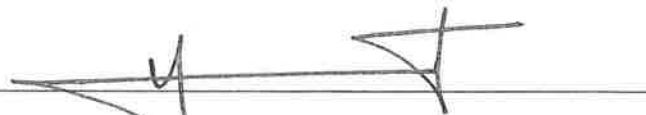
 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **1/03/2013** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Drawings reviewed by:



Date: 12/27/12

R. B. HOLZWORTH
PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 12/27/2012

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-01-2013 ZONING CODE TEXT AMENDMENTS Chapter 1133, Provisions for Zoning Districts, Addition of a New Zoning District, a New Section to Chapter 1143, Zoning Districts, Multi-Family Residential District (R-4), and Amend Related Parking Requirements in Chapter 1149, Vehicle Management, and Amend Related Supplemental Regulations in Chapter 11 41.03 **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **1/03/2013** Note: If no comments are received, we will assume the project meets your department's standards.

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

Drawings reviewed by: 

Date: 12-31-12

G. ALAN KUGER

PRINTED NAME

Zoning Code Text Amendment Application
City of Oxford, Ohio

Jan 2013

REQUIRED INFORMATION

Name of Applicant:

City of Oxford

(Attach a Letter of Agency if the applicant is not the property owner.)

Mailing Address:

101 E High St.

Telephone Number(s)

524-5204

Email Address

JHChen@cityofoxford.org

R4 District

SUBMISSION REQUIREMENTS

A written, detailed description, where applicable, is required for each subsection.

All applications must include:

- A. A general description of the proposed amendment.
- B. A narrative statement that describes how the proposed amendment relates to the Comprehensive Plan.
- C. A statement that identifies potential negative consequences of the proposed amendment.
- D. Any existing section number and text that is proposed to be deleted or amended.
- E. Any new or amended text as it is proposed to be codified including its proposed location in the Code. (section numbers)
- F. A narrative statement that describes the expected effects of the proposed text.
- G. A narrative statement that compares the expected effects of the proposed text with any existing text that it will replace, if applicable.

Planning Commission and Council Review The Planning Commission shall base its recommendation on a proposed Zoning Code amendment upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. Council shall base its decision on the same materials and shall consider the Planning Commission recommendation. If the Planning Commission or Council finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

Decision Standards 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. The proposed amendment will:

- A. make the Code conform more closely with the Comprehensive Plan.
- B. improve the public health, safety, and general welfare of Oxford.
- C. clarify the intent of the Code.
- D. better implement the intent of the Code.
- E. improve enforcement of the Code.

All materials and the application fee in the amount of **\$150.00 plus actual postage**, payable to the City of Oxford must be delivered to the office of Community Development, 101 East High Street, Oxford, Ohio 45056 45 days prior to the proposed meeting date. Any questions should be directed to the Community Development Department at (513) 524-5204.

NOTE: Incomplete applications will not be processed. City Staff will erect a public hearing sign on the subject property. It is the Applicant's responsibility to remove the signage once the hearing(s) are completed.

SIGNATURE OF APPLICANT:

Jung Han Chen

Date:

11/23/12

PRINTED NAME:

Jung-Han Chen

FEE / RECEIPT

\$150 Fee plus Actual Postage Paid / Receipt Number:

NA

ORDINANCE NO.

ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 1133, PROVISIONS FOR ZONING DISTRICTS, AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 1133, PROVISIONS FOR ZONING DISTRICTS, TO ADD THE R-4 MULTI-FAMILY RESIDENTIAL DISTRICT.

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

SECTION I: Council hereby finds that the City of Oxford Planning Commission held a public hearing on January 8, 2013 and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Chapter 1133 Provisions for Zoning Districts, and adopting new Oxford Codified Ordinance Chapter 1133, Provisions for Zoning Districts, to add the R-4 Multi-Family Residential District.

SECTION II: Council hereby repeals Chapter 1133 of the Oxford Code of Ordinances and adopts new Chapter 1133 as follows: (addition is bolded)

CHAPTER 1133 Provisions for Zoning Districts

1133.01	Establishment of Zoning Districts.	1133.03	Essential services Exempted.
1133.02	Compliance with regulations.	1133.04	Zoning districts for newly annexed territory.

1133.01 ESTABLISHMENT OF ZONING DISTRICTS.

(a) For the purpose of promoting the public health, safety and general welfare of the City of Oxford, Ohio the following districts are hereby established:

<u>Abbreviated</u>	<u>Term District Name</u>	<u>District Type</u>
AOS	Agricultural Open Space	Residential
R-1A	Single-Family Low Density Residential	Residential
R-1B	Single-Family Medium Density Residential	Residential
R-2A	Single- and Two-Family Residential	Residential
R-3	Multi-Family Residential	Residential
R-4	Multi-Family Residential	Residential
R-1MS	Single-Family Mile-Square Residential	Residential
R-2MS	Single- and Two-Family Mile-Square Residential	Residential
R-3MS	Single-, Two-Family, & Three-Family Mile-Square Residential	Residential
RMH	Planned Mobile & Manufactured Home	Residential
RO	Office Residential	Residential
MU	University	Residential
UP	Uptown	Commercial
GB	General Business	Commercial
OI	Office & Light Industrial	Industrial
LI	Light Industrial	Industrial
FP	Flood Plain	Overlay
MSO	Mile Square Overlay	Overlay
HDO	Historic District Overlay	Overlay

(b) In this Code and in all matters relating to this Code, the abbreviated terms shall be construed to have the same meaning as their corresponding district titles.

1133.02 COMPLIANCE WITH REGULATIONS.

The regulations for each district set forth by this Ordinance shall be minimum regulations and shall apply uniformly to each class or kind of structure or land, except as hereinafter provided:

- (a) A use not listed within the use provisions of a zoning district shall be prohibited.
- (b) A use not provided for in a zoning district shall be prohibited unless the activity is deemed to be like in kind and similar to the uses allowed in the district and consistent with the intent of the district as interpreted by the Zoning Administrator.
- (c) No building, structure, or land shall be used or occupied and no building or structure or part thereof shall be erected, moved, converted, enlarged, reconstructed, structurally altered except in conformity with all of the regulations for the district in which it is located.
- (d) No building shall be erected, converted, enlarged, reconstructed, moved or structurally altered, except for a purpose permitted in the district in which the building or land is located to provide for greater lot coverage, height or bulk.
- (e) No yard or lot existing at the time of passage of this Ordinance shall be reduced in dimension or area below the minimum requirements set forth herein. Yards or lots created after the effective date of this Ordinance shall meet at least the minimum requirements set forth herein.
- (f) No land, building or structure in any district shall be used or occupied in any manner as to create or maintain a nuisance. Any structure or use that is in violation of this Code and that is established after the adoption of this Ordinance shall be considered a public nuisance.
- (g) In any district, no more than one primary structure and its customary accessory use shall be located on a single recorded lot except as specifically provided elsewhere in this Ordinance.
- (h) Any parcel, property or structure that is within the Historic District Overlay shall consult the current design guidelines of the Historical Architectural Preservation Commission and Chapter 1331 of the Oxford Codified Ordinance and shall follow the procedures for approval contained therein.

1133.03 ESSENTIAL SERVICES EXEMPTED.

- (a) Agencies providing essential services shall make reasonable efforts to comply with the standards of this Zoning Code. If compliance with this code prevents the efficient and effective provision of the service, the standards of this Code may be waived by the City Manager.
- (b) The location of such facilities shall be approved by the City Engineer. In residential subdivision and Planned Developments, such facilities shall be shown on the plans.

1133.04 ZONING DISTRICTS FOR NEWLY ANNEXED TERRITORY.

The zoning district for the property annexed to the City shall be subject to the annexation agreement between the City and the applicant.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

ORDINANCE NO.

ORDINANCE AMENDING OXFORD CODIFIED ORDINANCE CHAPTER 1143, DISTRICTS, TO ADD NEW SECTION 1143.065, R-4 MULTI-FAMILY RESIDENTIAL DISTRICT.

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

SECTION I: Council hereby finds that the City of Oxford Planning Commission held a public hearing on January 8, 2013 and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended that Chapter 1143 of the Oxford Code of Ordinances be amended to add new Section 1143.065, R-4 Multi-Family Residential District.

SECTION II: Council hereby amends Chapter 1143 of the Oxford Code of Ordinances to add new Section 1143.065, R-4 Multi-Family Residential District as follows:

CHAPTER 1143 Districts

- | | |
|---|--|
| 1143.01 R-1A Single-Family Low-Density Residential District. | 1143.07 R3MS Single- and Two-Family Mile-Square Residential District. |
| 1143.02 R-1B Single-Family Medium-Density Residential District. | 1143.08 R-MH Planned Mobile and Manufactured Home Residential District. |
| 1143.03 R-1MS Single-Family Residential Mile- Square District. | 1143.09 RO Office Residential District. |
| 1143.04 R-2A Single- and Two-Family Residential District. | 1143.10 UP Uptown District. |
| 1143.05 R-2MS Single- and Two-Family Mile-Square Residential District. | 1143.11 MU University District. |
| 1143.06 R-3 Multi-Family Residential District. | 1143.12 GB General Business District. |
| 1143.065 R-4 Multi-Family Residential District | 1143.13 OI Office & Light Industrial District. |
| | 1143.14 LI Light Industrial District. |
| | 1143.15 Agricultural Open Space District |

1143.065 R-4 MULTI-FAMILY RESIDENTIAL DISTRICT.

(a) Purpose. This zone is intended to accommodate multi-family structures suited to the lifestyles of individuals and families, generally located in the outlying areas adjacent to major thoroughfares and commercial areas.

(b) Uses.

(1) Permitted uses.

- A. Single-family dwellings.
- B. Two-family dwellings.
- C. Multi-family dwellings.
- D. Accessory buildings and uses incidental to the principal use that do not include any activity conducted as business.
- E. Day Care Home Type B family.

(2) Conditional uses. The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

- A. Community-Oriented Residential Social Service Facilities (CORSSF's).
- B. Shared Housing and Congregate Housing for the elderly.
- C. Government owned and/or operated parks and recreation facilities.
- D. Bed and breakfast homes.
- E. Open space recreation areas that are privately or publicly owned, such as golf courses, tennis courts, parks, forests, or wildlife preserves.
- F. Day care facilities, including Child Day Care, Child Day Care Center, and Day Care Home Type A family.
- G. Schools: primary, intermediate, and secondary, both public and private.
- H. Places of worship.
- I. Nursing homes for convalescent patients.
- J. Professional Offices.

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)

(1) Lot requirements.

A. Minimum lot area

- 1. One-family dwelling 6,000 sq. feet
- 2. Two-family dwelling 7,500 sq. feet
- 3. Three and Four-family dwelling 9,000 sq. feet
- 4. Five-family dwelling and up 2,000 sq. feet per unit

B. Minimum Lot Width

- 1. One-family dwelling 60 feet
- 2. Two-family dwelling 75 feet
- 3. Three and Four-family dwelling 100 feet
- 4. Five-family dwelling and up 120 feet

(2) Yard requirements.

A. Minimum front yard depth 30 feet

B. Minimum rear yard depth

- 1. One, two, and three-family dwelling 35 feet
- 2. Four-family dwelling 40 feet
- 3. Five-family dwelling and up 45 feet

C. Minimum side yard width on each side

- 1. One- and two-family dwelling 7.5 feet
- 2. Three-family dwelling and up 15 feet

(3) Structural requirements.

A. Maximum building height 35 feet

B. Number of Principal Buildings Per Lot or Development Site. For lots or developments three acres and over, the project shall follow the Planned Development process in Section 1145 in order to permit more than one principal building per lot. For lots or developments under three acres, the project is not required to follow the Planned Development process for more than one building.

C. Minimum floor area per dwelling unit in multi-family dwellings

- 1. Efficiency 400 sq. feet
- 2. One-Bedroom 600 sq. feet
- 3. Two-Bedroom 800 sq. feet
- 4. Three-Bedroom 1,000 sq. feet
- 5. Four-bedroom 1,200 sq. feet

(4) Lot coverage.

A. Lot total – 35 percent

- a. Stormwater Reduction Incentive. Lot coverage up to 50% may be allowed if the stormwater management plan reduces projected runoff rate more than required. For every one percent reduction in the rate of stormwater runoff, the allowable lot coverage may be increased by one percent, up to 50% maximum lot coverage.
- B. Front yard – 25 percent of front yard.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

ORDINANCE NO.

ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE SECTION 1141.03, SUPPLEMENTAL REGULATIONS, AND ADOPTING NEW OXFORD CODIFIED ORDINANCE SECTION 1141.03, SUPPLEMENTAL REGULATIONS.

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

SECTION I: Council hereby finds that the City of Oxford Planning Commission held a Public hearing on January 8, 2013 and that following that public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Section 1141.03, Supplemental Regulations, and adopting new Oxford Codified Ordinance Section 1141.03, Supplemental Regulations.

SECTION II: Council hereby repeals Section 1141.03 of the Oxford Code of Ordinances and adopts new Section 1141.03 as follows:

1141.03 SUPPLEMENTAL REGULATIONS.

In addition to all regulations specified for the Zoning Districts and in other sections of this Ordinance, the provisions of this Section inclusive shall be used for interpretation and clarification.

(a) One Principal Building Per Lot. In a Residential district, except for R-3 and R-4, there shall be no more than one principal building or use on one lot. In commercial or industrial districts, more than one building is permitted provided all other site development regulations of the district are satisfied.

(b) Every building hereafter erected, converted, enlarged, reconstructed or structurally altered shall be located on a lot of record, and shall have its principal entrance upon a street bordering such lot. For the purpose of this provision an alley is not considered as a street.

(c) Setback and Yard Requirements.

(1) Corner Lots.

A. On a corner lot the principal building and its accessory structures shall be required to have the same setback distance from all street right-of-way lines as required for the front yard in the district in which such structures are located. (See the definition of Yard- front.)

B. On a corner lot, accessory buildings and uses may be located in the side yard with the most distance to the neighboring property or the side yard located at the rear of the house as illustrated in Figure 1. (Corner Lots)

(2) Double Frontage/ Through Lots.

A. Buildings on lots having frontage on two streets (double frontage lots) need not have a rear yard setback; however, the required front yard shall be provided on both streets as illustrated in Figure 2.

B. On a double frontage lot, accessory buildings may be located in the front yard located to the rear of the house as illustrated in Figure 2.

(3) Front Yards.

A. The width of a lot is measured at the setback line established under the zoning district or on a plat of record on file with the Butler County Recorder.

B. An average front yard setback may be established when more than 50% of the lots have been developed within that block face. The average front yard setback required shall, in no circumstances, be less than 16.5 feet.

C. Lots having frontage along a public street and one alley along the side of the property shall provide a side yard setback along the alley as illustrated in Figure 3.

D. Lots having frontage along a public street and one alley at the rear of the property shall provide a rear yard setback along the alley as illustrated in Figure 3.

- E. Lots having frontage along a public street and two alleys' shall provide a side and rear yard setback along the alleys' as illustrated in Figure 3.
 - F. On any lot, having a portion of its land area vacated by Ordinance No. 103, and ownership of the vacated portion having not been obtained, the front yard setback shall be measured from the 16.5 foot vacated right-of-way line.
 - G. In any instance where the property line is in the center of the street and is not the same as the right-of-way line, the setback shall be taken from the right-of-way.
- (4) Rear Yards.
- A. Rear yard depths may be varied where the rear wall of a building is not parallel with the rear lot line or is broken or otherwise irregular. In such cases, the average depth of the rear yard shall not be less than the required minimum or narrower than 20 feet.

Figure 1: Corner Lots

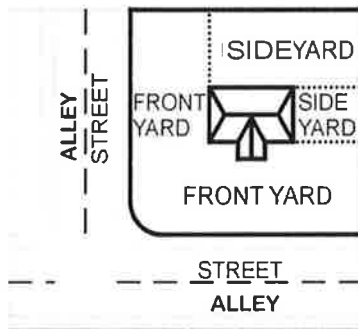


Figure 2: Double Frontage/
Through Lots

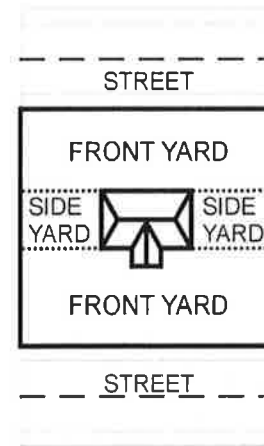
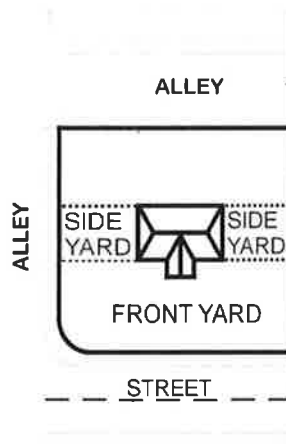


Figure 3: Alley Lots



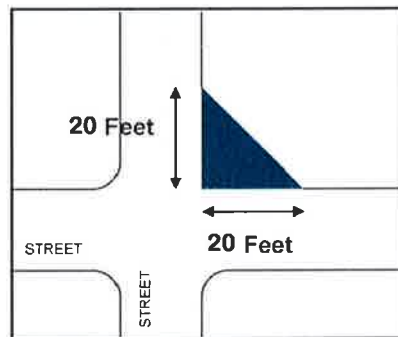
- (5) Mixed Use Buildings. Where dwelling units are erected above commercial structures in commercial districts, no side yards are required, except such side yard as may be required in the district regulations for a commercial or industrial building on the side of a lot adjoining a residential district.
- (6) Projections into Required Yards.

- A. Every part of a required yard shall be open to the sky except for accessory buildings and ordinary projections of sills, belt courses, cornices, canopies, eaves, and architectural or ornamental features which may project a distance not to exceed two feet, six inches. (1.5' above)
- B. An open air ramp and necessary landing may project a distance not to exceed six feet.
- C. Bay windows, balconies, or chimneys may project into a yard a distance not to exceed three feet; provided however, that the aggregate width of such projection shall not exceed one-third of the length of the wall upon which they are located.
- D. A porte-cochere may project into a required side yard provided every part of such porte-cochere is unenclosed and shall not be less than five feet from the side lot line. No porte-cochere roof top may be utilized as a deck or outdoor living space unless it satisfies the setback requirements of the district in which it is located.
- E. Stoops or steps to a building entrance, covered or uncovered, may project a distance not to exceed four feet.



(d) Projection into Right-of-Way in the UP Uptown District. No part of a building shall project into the public right-of-way unless specifically allowed by the Oxford Codified Ordinance Chapter 1301, Building Code; or by Chapter 1151, Signs.

(e) Visibility at Intersections. On a corner lot in any district, nothing shall be erected, placed, planted, or allowed to grow in such a manner as to materially impede vision between a height of two and a half and ten feet above the centerline grades of the intersecting streets in the area bounded by the right-of-way lines of such corner lots a line joining points along such street lines 20 feet from the point of intersection.



Vision Clearance Triangle

(f) Use of the Vacated Right of Way. On any lot, having a portion of its land area, vacated by Ordinance No. 103, the use of that vacated portion shall be restricted to lawn, landscaping, sidewalks and authorized egress and ingress driveways, except that in the Uptown District such land vacated by Ordinance No. 103 may be used for municipally-owned parking or municipally-regulated parking and outdoor patio areas as regulated in Section 1143.10 Uptown District Regulations.

(g) Exceptions to Height Regulations.

- (1) The height limitations contained in Chapter 1143 District Requirements do not apply to any agricultural farm structure provided they are located 50 feet or more from a lot line of residentially zoned property.
- (2) Church spires, belfries, cupolas, water tanks, ventilators, chimneys, air conditioning units, elevator bulkheads or other necessary mechanical equipment appurtenances usually required to be placed above the roof level and not intended for human occupancy except where the height of such structures will constitute a hazard to the safe landing and take-off of an aircraft at an established airport.

Such appurtenances shall be positioned, to the extent possible, to minimize the visibility from street level.

(3) Such height regulations shall not apply to fire towers, cooling towers, gasholders or other structures where the manufacturing process requires a greater height. All such structures shall not occupy more than 25 percent of the area of the lot and shall be at least 25 feet in all parts from every lot line.

(4) The height of cell towers and other wireless telecommunication towers are subject to the use-specific regulations of this Ordinance.

(h) Residential Building Additions. No addition to an existing residential building that results in or enables a new dwelling unit shall be approved, unless it is permitted by the underlying zoning district. The addition shall also be subject to the following requirements:

(1) Any addition shall reflect the character, material, style, mass and architectural features of the existing structure.

(2) Any habitable addition must be physically attached and share a common wall with the existing structure. The common wall between the addition and the existing structure shall not be less than 50% of the total square footage of the exterior wall where the addition is to be attached. Such measurement shall be based on the total square footage of the existing wall and shall only include the wall that completely encloses the interior space of the existing structure. The square footage of a wall shall be the length of the wall, where the addition is to be attached, multiplied by the height of that wall, excluding the attic area.

(i) ADA Compliance Standards. Any additions to a nonconforming structure or use for ADA compliance (i.e. elevator, ramp) that does not expand the use shall be permitted, provided the setbacks for the district in which it is located are satisfied.

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

MAYOR

ADOPTED:

ATTEST

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

ORDINANCE NO.

ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE SECTION 1149.03 ENTITLED GENERAL REGULATIONS OF THE VEHICLE MANAGEMENT CHAPTER AND ADOPTING NEW OXFORD CODIFIED ORDINANCE SECTION 1149.03 ENTITLED GENERAL REGULATIONS OF THE VEHICLE MANAGEMENT CHAPTER.

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

SECTION I: Council hereby finds that the City of Oxford Planning Commission held a public hearing on January 8, 2013 and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Section 1149.03, General Regulations, and adopting new Section 1149.03, General Regulations.

SECTION II: Council hereby repeals Section 1149.03 of the Oxford Code of Ordinances and adopts new Section 1149.03 as follows:

1149.03 GENERAL REGULATIONS.

- (a) All off-street parking and maneuvering areas shall be hard surfaced (includes concrete, asphalt, brick, stone, or bonded gravel). Loose materials are not permitted. The Zoning Administrator may permit alternate surfaces if they satisfy the intent of and satisfy all other provisions of this section.
- (b) All off-street parking shall be located on the same site as the use for which it is required or intended.
- (c) All off-street parking spaces shall contain a rectangular area a minimum of 9 feet wide and 20 feet long, except that parallel parking spaces shall be a minimum of 22 feet long.
- (d) Computation Rules.
 - (1) Any mixed-use structures or lots must provide parking in an amount equal to the sum of all the individual uses combined.
 - (2) Any fractional spaces required shall be rounded up to the next whole number.
- (e) Space Requirements.

Residential Uses	Number Required
Single-family	2 per dwelling unit
Two-family	2 per dwelling unit
Three-family	2.5 per dwelling unit
Multi-family in R-4 District	2.5 per dwelling unit

Multi-family in R-3 District	The minimum number of parking spaces shall be one times 50% of the number of permitted occupants.
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1. The minimum number of off-street parking spaces may be reduced based on the following criteria, but not less than 25% of the permitted occupants:

2. Building distance to MU Metro Stops.
 - a. Less than 500 feet 10% reduction
 - b. Less than 1000 feet 5% reduction
 - c. Less than 2000 feet 1% reduction
 - d. More than 2000 feet no reduction

3. Sheltered bike facility
 - a. Each 10 bike shelter parking facility qualifies for 1% reduction

4. Building distance to the MU campus
 - a. Less than 500 feet 10% reduction
 - b. Less than 1000 feet 5% reduction
 - c. Less than 2000 feet 1 % reduction
 - d. More than 2000 feet no reduction

5. Numbers of on-street parking
Each legal, adjacent, on-street parking space would reduce one required off-street parking space

Efficiency	1 per dwelling unit
Fraternity and Sorority	2 per each 5 beds permitted by a valid City of Oxford rental permit
Family community residence	1 plus 1 per each 2 support staff members
Group community residence	1 plus 1 per each 2 support staff members
Community residence	1 plus 1 per each 2 support staff members
Family day-care home, Type A	1 per each 6 children potentially enrolled
Family day-care home, Type B	1 per each 6 children potentially enrolled
Child day-care center	1 per each 6 children potentially enrolled

Non-Residential Uses

Number Required

Amusement arcade	1 per each 200 square feet
Auditoriums, churches, temples & other places of public assembly	1 per each 8 seats in main auditorium (for bench seating 20 inches equals one seat)
Bed & Breakfast	1 per guest room
Billiard parlor	2 per each billiard table
Bowling alley	5 per each alley
Bowling alley with restaurant	5 per each alley plus 1 per each 200 square feet of usable floor area in the restaurant
Car wash	1 per 6 wash bays

Cemetery	1 per each employee on largest shift plus 1 per each 2 seats in any chapel
Clinic, bank, independent offices	3 plus 1 additional per each 300 square feet of usable floor area over 1,000 square feet
Club or lodge	1 per each 5 members
Community center, library, museum, art gallery	1 per each 250 square feet of floor area plus 1 per each employee on largest shift
Funeral home	1 per each 30 square feet of usable visitation and funeral service area plus 1 per each employee on largest shift plus 1 per each funeral vehicle
Golf facility	10 per each hole plus 1 per tee at a driving range plus 50 percent of the spaces required for other on-site accessory uses
Hospital	1 per each 2 beds (excluding infant beds); 3 plus 1 additional per each 300 square feet of usable floor area over 1,000 square feet
Industrial wholesaling & manufacturing uses	2 per each 3 employees on largest shift for which building is designed plus 1 per each motor vehicle routinely stored on premises or in ratio of 1 space for every 1,000 square feet of total building area; provided, however, that if the number of spaces required by the building ratio is greater than that required by the employee ratios, additional parking spaces need not be provided physically but sufficient spaces shall be reserved for future physical development.
Miniature golf facility	1.5 per each hole
Nursing home	2 per each 3 beds
Offices with office building	3 plus 1 additional per each 300 square feet of usable floor area over 1,000 square feet
Other	As determined by Zoning Administrator based upon similarity to requirements for listed uses.
Professional offices, studios, non-profit organizations	3 plus 1 additional per each 300 square feet of usable floor area over 1,000 square feet

Restaurant	1 per each 100 square feet of usable floor area. If a drive-through is present, each 20 feet of queuing between the points at which the order is taken and where the food is served shall count as 1 space toward the total requirement, up to a maximum of 3 spaces.
Retail store, personal service establishment	1 per each 200 square feet of usable floor area.
School, elementary	1 per employee on largest shift plus 1 per classroom
School, high	1 per employee on largest shift plus 1 per each four students potentially enrolled
School, junior high	1 per employee on largest shift plus 1 per classroom
Skating rink	1 per each 300 square feet of floor area
Stadium or spectator arena	1 per each 10 seats (for bench seating 22 inches equals one seat)
Swimming pool	1 per each 75 square feet of water surface area

(f) Exceptions.

- (1) In the UP district, all dwelling units are exempt from parking requirements.
- (2) All non-residential uses in the UP and RO districts are exempt from parking requirements.
- (3) For non-residential uses that require more than 80 parking spaces, the Zoning Administrator may permit a reduction of up to 50 percent of the total number of required spaces. Regardless of any permitted reduction, all uses shall have adequate land area to provide the total number of spaces required by this Chapter. The applicant shall provide proof that the reduced total number of parking spaces is sufficient for the use and location. The Zoning Administrator is not obligated to permit a reduction. If the Zoning Administrator finds that the total number of parking spaces is insufficient for the use, the landowner shall construct additional parking spaces within one year of notification from the Zoning Administrator.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: February 5, 2013

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

January 30, 2013

Date Prepared

Agenda Title: An Ordinance Amending The 2013 Fee Ordinance No. 3193, City Of Oxford Board Of Zoning Appeals, Variance Petition.

Recommendation: Adopt the proposed Ordinance.

Discussion:

In 2013 the Board of Zoning Appeals Variance Application fee was changed from \$400.00 plus postage to \$200.00 per variance request plus postage (with no maximum). The reduction in the fee was to accommodate a small project such as a homeowner with a single variance request. The current fee structure will cause a significant financial burden for the applicant for certain projects which could require multiple variances. Staff is recommending that we add a maximum of \$600.00 (plus postage) to the fee Ordinance for a multiple variance request. Therefore, the most an applicant would pay is \$600.00 whether it is for 3 or more variance requests.

Approved By:

Department Head:

City Manager:

Initial Date

DJE 1/30/13

ORDINANCE NO.

AN ORDINANCE AMENDING THE 2013 FEE ORDINANCE NO. 3193, CITY OF OXFORD BOARD OF ZONING APPEALS, VARIANCE PETITION.

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

SECTION 1: The City Manager and the Community Development Director recommend City Council amend the 2013 Fee Ordinance No. 3193 to establish a maximum fee for multiple Variance Petitions of six hundred dollars (\$600.00).

SECTION 2: City Council hereby accepts the recommendation of the City Manager and the Community Development Director and amends the 2013 Fee Ordinance No. 3193 as set forth in Exhibit "A" attached hereto and incorporated herein.

SECTION 3: In all other respects Ordinance No. 3193, except as herein amended, shall remain in full force and effect.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

Exhibit “A”

BOARD OF ZONING APPEALS

Variance Petition	200.00 per variance requested to a maximum of \$600.00 plus actual postage.
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CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager:	Douglas Elliott	Police Originating Department
Council Meeting Of:	February 5, 2013	R.B. Holzworth
Account Code No. #:	N/A	Prepared By
Budgeted Amount:	N/A	January 30, 2013 Date Prepared

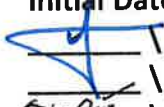
Agenda Title: An ordinance amending the maximum age for original appointment as a Police Officer to thirty-five (35) from sixty (60) as specified in Ordinance No. 3139.

Recommendation: Approve

Discussion: Presently, the maximum age for appointment to the position of Police Officer with the City of Oxford (as specified in Ordinance No. 3139) is sixty (60) years of age. When it was discovered in 2011 that the age restriction had been removed from the Civil Service Rules in 2004 without another age being set by ordinance (as required by the ORC), the upper age limit was adjusted to sixty, with the understanding that it could be amended if the expanded age range proved to be problematic. Prior to February 2011, the maximum age for an original appointment as a police officer was identical to that specified in ORC 124.41 (35 years of age thru 1999 and 34 thereafter).

Since adjusting the maximum age to sixty, we employed three (3) new police officers in 2011 and their ages were all well within the age range previously specified in the Oxford code and currently enumerated in the ORC 124.41 - twenty-one to thirty-four. In a survey of fifteen (15) Ohio cities conducted by HR Director Heck, six have no maximum age limit, one (OSP) has a maximum age limit of 34, and eight utilize the older ORC limit of 35. Moving forward, it is our recommendation that the age restriction for an original appointment as a police officer be 35 years of age, a limit that is consistent with both past practice and other Ohio agencies. [Note: Deviation from the ORC established age limit is permitted when a city establishes a different limit by ordinance.]

On January 23, 2013, HR Director Heck and Chief Holzworth discussed this issue with the members of the Oxford Civil Service Commission. Based on our recommendation, they voted unanimously to restore the maximum age of 35, subject to approval by the Oxford City Council. As proposed, the maximum would apply to candidates without law enforcement certification (training). As conceived, it would not apply to certified candidates with law enforcement experience (full or part time).

Approved By:	Department Head:	Initial Date
	City Attorney:	 1-30-2013
	City Manager:	 1/31/13

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE SECTION 127.12 ENTITLED "MAXIMUN AGE FOR AN ORIGINAL APPOINTMENT TO THE POLICE DEPARTMENT" AND ADOPTING NEW OXFORD CODIFIED ORDINANCE SECTION 127.12 ENTITLED "MAXIMUM AGE FOR AN ORIGINAL APPOINTMENT TO THE POLICE DEPARTMENT".

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

SECTION 1: In accordance with the provisions of Ohio Revised Code 124.41, which establishes a maximum age of thirty-four (34) years for original appointments to a police department unless a different maximum age is established by local ordinance, Council hereby repeals Oxford Codified Ordinance Section 127.12 entitled " Maximum Age For An Original Appointment To The Police Department", and adopts new Oxford Code of Ordinances Section 127.12 entitled "Maximum Age For An Original Appointment To The Police Department" as follows: (deletions are ~~struck out~~ and additions are **bolded**)

127.12 MAXIMUM AGE FOR AN ORIGINAL APPOINTMENT TO THE POLICE DEPARTMENT.

(a) In accordance with the provisions of Ohio R.C. 124.41, which establishes a maximum age of thirty-four years for original appointments to a Police Department unless a different maximum age is established by local ordinance, Council hereby determines that ~~increasing~~ **decreasing** the maximum age for such appointments to the Oxford Police Department will benefit the public interest and general welfare of the citizens of Oxford, Ohio.

(b) Council hereby establishes the age of ~~sixty~~ **thirty-five (35)** as the maximum age for an original appointment to the Oxford Police Department. No person shall be declared disqualified for such appointment as over age prior to his or her ~~sixty-first~~ **thirty-sixth** (36th) birthday.

SECTION 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in that formal action were in meetings open to the public, to the extent required by the Charter, by the ordinances of this city, and by any applicable state law.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to City Manager

Council Meeting Of :

1/15/2013

Account Code No. :

see below

Budgeted Amount :

Finance

Originating Department

Joe Newlin

Prepared By

1/7/2013

Date Prepared

Agenda Title:	2013 Supplemental Budget #1
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Recommendation:	Approve
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Issue 1

To correct 2013 budget by increasing revenue to cover prior year spending - \$15,000 (not included in expected 2012 spending)

Action Needed:

Revenue Side

Parking Lot Improvement 142	15,000.00	Transfer from Parking Fund
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Expense Side

Parking 130	15,000.00	Transfer to Parking Improvement Fund
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Net Effect on Fund Balance/(s) Increase/(Decrease)	-
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Issue 2

Funds left over from smoke detector project in 2012

Action Needed:

Revenue Side

Fire/EMS 418	257.70	Transfer from FEMA Fund
--------------	--------	-------------------------

Expense Side

FEMA 416	257.70	Transfer to Fire/EMS Fund
----------	--------	---------------------------

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

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

Breakdown by Fund

Parking 130	(15,000.00)
-------------	-------------

Parking Lot Improvement 142	15,000.00
FEMA 416	(257.70)
Fire/EMS 418	257.70

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

-

Approved By:

Department Head:

City Manager:

Initials

Date

 / /
 / /

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3190. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2013.

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

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

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

Parking Fund 130	15,000.00
FEMA Fund 416	257.70

SECTION 3: The following transfers(s) be executed:

Transfer from:	
Parking Fund 130	15,000.00
FEMA Fund 416	257.70

Transfer to:	
Parking Improvement Fund 142	15,000.00
Fire/EMS Fund 418	257.70

SECTION 4: The following increase/(decrease) in revenues be made:

Parking Improvement Fund 142	15,000.00
Fire/EMS Fund 418	257.70

SECTION 5: In all other respects, Ordinance No. 3190 shall remain in full force and effect.

SECTION 6: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, January 15, 2013 at 6:30 p.m. Those members present were Ken Bogard, Bob Blackburn, John Harman, Kevin McKeehan, Kate Rousmaniere and Steve Snyder.

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

ADJOURN TO EXECUTIVE SESSION

Mr. Bogard moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22(G)(2) and (G)(3) for the purpose of discussing property acquisition and pending/eminant court action. Mr. McKeehan seconded. The motion passed by the following roll call:

AYE: Mr. Bogard, Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Snyder moved to return from Executive Session at 7:36 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. McKeehan moved to approve the agenda. Mr. Blackburn seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

Mr. David Brown, Butler County Auditor's Office, noted he was present as part of the Auditor's Outreach Program to Local Governments. Mr. Brown encouraged those turning 65 years of age or older to apply for a homestead exemption which was an opportunity to shield the first \$25,000 in value from a person's homestead. Mr. Brown advised the filing deadline for the homestead exemption was June 3, 2013. Mr. Brown noted the Board of Revision filing deadline was April 1, 2013 for those wished to contest their property value. Mr. Brown advised this was the second year of a triennial period and those who filed last year could not file again until the 2014 revaluation.

CONSENT AGENDA

MINUTES

Minutes of the December 18, 2012 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

Minutes of the December 18, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORT

Report regarding the December 4, 2012 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Mr. Snyder moved to approve the consent agenda. Mr. Blackburn seconded. The motion passed 7-0-0.

RESOLUTIONS

RESOLUTION **CLG GRANT**

A Resolution No. 4722 authorizing the City Manager to submit an application to the Ohio Historical Preservation Office for a Certified Local Government Grant. (Jung-Han Chen, Community Development Director)

Mr. Chen addressed his staff report as presented on page 15 of the agenda noting the last time the City applied for a Certified Local Government Grant was in 1998. Mr. Chen advised if awarded, a portion of the grant funds would be used to restore the portico at the Oxford Community Arts Center (OCAC) with the state providing 60% of the cost and the OCAC providing the 40% matching funds. Mr. Chen advised the remaining grant funds would be used to develop an Education/Outreach program to allow experts in various building elements to come to Oxford to share their knowledge with contractors and property owners of how to properly repair and maintain historic structures. Mr. Chen advised the cost of the project would be approximately \$10,000 and the state grant portion would be \$5,000 with the City providing the matching funds in the form of an in kind contribution.

Mayor Keebler noted the City would not expend any funds for these projects. Mayor Keebler advised the City would be the vehicle to expend the grant funds, if awarded.

Ms. Rousmaniere inquired if the OCAC offered to provide the matching funds for the Education/Outreach Program and Mr. Chen advised no, the City would provide an in kind contribution for that project.

Mr. McKeehan moved to adopt Resolution No. 4722. Ms. Rousmaniere seconded. The motion passed 7-0-0.

ORDINANCE
FIRST READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3190. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2013. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on pages 32 and 33 of the agenda noting these were accounting issues that would not affect the bottom line.

ANNOUNCEMENTS

Mr. Elliott advised he was serving again on the Butler County 9-1-1 Planning Committee. Mr. Elliott noted the membership was stipulated by state law and included a County Commissioner, the City Manager from the largest City in Butler County, a Township Trustee from the most populous township, another Township Trustee and City Manager. Mr. Elliott advised there were 6 Public Safety Answering Points (PSAPs) in the county including Butler County, the City of Hamilton, the City of Middletown, the City of Fairfield, the City of Oxford and West Chester Township. Mr. Elliott noted several years ago a system was devised whereby Middletown, Fairfield and Oxford would rotate the position on this board as a City and this was his second time to serve. Mr. Elliott noted in December the legislature passed Amended Substitute House Bill 360 which made permanent the 9-1-1 charge for all wireless subscribers and the monthly charge was reduced from \$.28 per month to \$.25 per month. Mr. Elliott advised the bill also included a charge for prepaid wireless service subscribers. Mr. Elliott noted a portion of the money collected by the state would be dispersed to the 9-1-1 Planning Committees and the state would also set aside money for what was called the 'next generation'. Mr. Elliott advised another item included in Amended Substitute House Bill 360 would progressively reduce the number of PSAPs funded in each county which would provide opportunities for the 9-1-1 Planning Committees to discuss dispatching options.

Mr. Elliott noted the Talawanda School Board would hold a Community Engagement Meeting on January 22, 2013 at Kramer School to discuss funding proposals for a new Kramer Elementary School. Mr. Elliott advised he planned to attend the meeting and encouraged others to attend as well.

Mr. Kyger advised Charisma closed on High Street and the Ball of Oxford moved from Stewart Square to that location and had changed their name to Paisley on High. Mr. Kyger noted Thanksgiving Day closed on High Street and another lease was close to being signed for that location. Mr. Kyger advised TJ Maxx at the former Big Lots location should be open within the next two months. Mr. Kyger noted the Butler County Visitors Bureau's Wayfinding Program signs were installed in Oxford and Council members may receive comments from the public regarding them. Mr. Kyger advised the purpose of the signs was to direct visitors to Butler County to places of interest such as the Oxford Community Park and the Oxford Community Arts Center.

Ms. Rousmaniere thanked Mr. Dreisbach for his presentation regarding the US-27 South Safety Improvement Project noting she had received questions from community members regarding it.

Ms. Rousmaniere noted she was concerned about the economic and cultural health of Oxford with the closing of the Princess Theatre as was the City Manager. Ms. Rousmaniere advised Council and staff worked as hard as they could but seemed to be at an impasse with the owner. Ms. Rousmaniere encouraged citizens to share their ideas for saving the theater with Council members.

Mr. McKeehan noted he asked Mr. Kyger to discuss the Wayfinding signs and noted someone told him they felt like they were at Disney World when they saw one of the signs.

Mr. McKeehan thanked everyone who supported the Lions Club Christmas Tree Sale noting they had another successful year.

Mr. McKeehan advised he recently spent a couple of nights at McCullough-Hyde Hospital and thanked Bryan Hehemann and his staff for their services.

Mayor Keebler noted City Offices would be closed on Monday, January 21st to observe the Dr. Martin Luther King holiday.

Mayor Keebler advised the next City Council meeting would be Tuesday, February 5, 2013.

ADJOURN

Mr. Bogard moved to adjourn at 8:22 p.m. Ms. Rousmaniere seconded. The motion passed 7-0-0.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 5, 2013

Account Code No. #:

Jung-Han Chen
Prepared By

Budgeted Amount:

January 16, 2013
Date Prepared

PLANNING COMMISSION MEETING REPORT – January 8, 2013

Election of Officers:

The election of Planning Commission officers took place. Mr. David Prytherch was re-elected to serve as Planning Commission Chair; Mr. Richard Keebler was re-elected to serve as Vice-Chair; Mr. Marvin Hurston was re-elected to serve as Secretary to the Commission.

Mr. Richard Daniels was elected to serve on CIC, Mr. Ted Wong will continue to serve on the Environmental Commission, and Mr. Robert Benson will represent the Planning Commission on the HAPC.

Public Hearing:

PC-01-2013 ZONING CODE TEXT AMENDMENTS - Chapter 1133, Provisions for Zoning Districts, Addition of a New Zoning District, a New Section to Chapter 1143, Zoning Districts, Multi-Family Residential District (R-4), and Amend Related Parking Requirements in Chapter 1149, Vehicle Management, and Amend Related Supplemental Regulations in Chapter 1141.03, **City of Oxford, Applicant**

This request is in response to City Council's direction to create a separate zoning district for outlying areas, since the revision of the R-3 District was approved by City Council in September, 2012 which addressed the urbanized multi-family dwelling district. The proposed language more closely resembles the language of the R-3 District prior to the September code amendment. Given that the outlying areas tend to rely on the automobile more than urbanized areas, it was necessary to maintain higher off-street parking requirements. Additionally, the proposed changes cleaned up some inconsistencies.

Some discussion took place about the proposed increase in the lot coverage ratio, but the Planning Commission felt it would be acceptable at this time.

After the Public Hearing, the Planning Commission voted 6-0-0 to recommend approval to City Council.

New Business:

There was no new business.

Reports

The Planning Commission approved the 2012 Annual Report. This report will be forwarded to City Council for their information.

Items Under Consideration for Future Discussion

Planning Commission held a work session prior to the regular meeting to review potential 2013 priority items. A work session will take place in February to prioritize/finalize these items and to prepare for an upcoming joint work session with City Council.

Next Meeting:

The next regularly scheduled Planning Commission meeting will take place February 12, 2013.

Approved By:		Initial	Date
	Department Head:	JAC	1/17/13
	City Attorney:		
	City Manager:	ME	1/31/13

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: February 5, 2013

Service Department
Originating Department

Account Code #: N/A

David Treleven
Prepared By

Budgeted Amount: N/A

January 15, 2013
Date Prepared

Agenda Title: Environmental Commission Meeting of January 9, 2013

Recommendation: For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, January 9, 2013 meeting were: Chair, Mr. Vince Hand; Vice-Chair, Mr. Kevin Armitage; City Council Representative, Ms. Kate Rousmaniere; Planning Commission Representative, Mr. Ted Wong, and Mr. Wright Gwyn. A quorum was present.

Minutes from the December 5, 2012 Commission meeting was unanimously accepted as presented.

Planning Commission Representative Mr. Ted Wong outlined the Planning Commission's issues and goals for 2013 as discussed at the January 8, 2013 work session and meeting. Review of the parking lot requirements and the potential for inclusion of storm water best management practices (BMP) features for storm water run-off reduction and/or water quality improvement was mentioned. Also considered was the expansion of Zoning Code revisions beyond the Mile Square to encourage re-development of R3 multi-family, residential properties utilizing ecologically sound and/or sustainable features.

City Council Representative Ms. Kate Rousmaniere informed the Commission that the pending renovation along US Route 27 south of East Chestnut Street was discussed at City Council. Councilor Rousmaniere suggested that perhaps a public information meeting would be appropriate to alert citizens of the proposed improvements to the roadway and immediate adjacent right-of-ways.

Commissioners reviewed a Storm Water Management Mission Statement prepared by Mr. Wright Gwyn (attached). It was concluded that the Mission Statement generally encompassed the intent of the Environmental Commission in its efforts towards storm water management.

Commissioners reviewed the summary of the storm water management-related documents referenced in Oxford's Codified Ordinances (including the Ordinances themselves) as prepared by Staff. It was concluded that three of eight referenced Manuals, Plans, and the Codified Ordinances themselves are directly applicable to storm water management. These three documents are: Ohio Department of Natural

(Continued)

Approved By:

Department Head:
City Manager:

Initial Date
DRE 1/22/13
DRE 1/31/13

Resources (ODNR) Rainwater and Land Development Manual; City of Oxford's Codified Ordinances, Chapter 923 (Sewers and Sewage Disposal) and Chapter 1101 (Subdivision Regulations); and Oxford's Storm Water Management Design Manual. In addition, three other documents (Oxford's Phase II Storm Water Management Program, Butler County's Storm Water Management Plan, and the Miami University Storm Water Master Plan) were considered to be useful and applicable documents. Oxford's Curb, Gutter, Sidewalk & Driveway Apron Specifications Manual, while not specifically referencing storm water management, was thought to be an important document to consider for addressing storm water issues, as the gutter conveys storm water and design features of gutters, sidewalks, and driveways could help reduce storm water run-off and/or discharge to surface waters. The opinion that the Manual may need to be revised to incorporate storm water BMP was expressed.

Review of the Oxford Storm Water Management Design Manual indicated that the initial text provided a concise description of the goals and objectives of Oxford's existing storm water management. However, the opinion was expressed that concepts of storm water BMP were not adequately emphasized in the manual. It was concluded that the manual was likely prepared prior to the widespread endorsement of BMP as a component of storm water management. Commissioners concluded that Oxford's Storm Water Management Design Manual was likely the most effective document to encourage the use of BMP for storm water. Staff was asked to provide a copy of the descriptive text to Commissioners.

Commissioners volunteered to review the above-referenced documents in more detail. As Chair Mr. Vince Hand had previously been part of the Storm Water Sub-Committee and been working with some of documents and manuals, he volunteered to review the ODNR Rainwater and Land Development Manual, and the Oxford Storm Water Management Design Manual in its entirety. Councilor Ms. Kate Rousmaniere and Mr. Wright Gwyn are to review the Miami University Storm Water Management Plan with the intent of utilizing the references and specifications for structural BMP. Staff provided structural BMP references from the Ohio Department of Transportation to Mr. Wright Gwyn as well. Vice-Chair Mr. Kevin Armitage and Mr. Ted Wong volunteered to review the Oxford Phase II Storm Water Management Program and Butler County Storm Water Management Plan, respectively.

Staff updated the Commission on urban forest issues. A large Ash street tree (90 to 100 feet tall) in the 300 block of North College Avenue was being removed utilizing Duke Energy's "Make Safe" Program. The Ash tree had a large terminal cavity in its lower trunk, which was causing the trunk to rot and decay. The "Make Safe" Program has Duke Energy removing any portion of a tree that is within 10 feet of high voltage electrical components (there is a pole-mounted electrical transform immediately adjacent to the tree) at no immediate cost to the tree's owner. It is estimated that utilizing the "Make Safe" Program saved Oxford approximately \$2,500 to \$3,000 on the Ash street tree's removal. Information for an upcoming Tree Board Seminar was provided and the Commission was informed of the Butler Soil and Water Conservation District's annual Tree and Groundcover Sale.

The Commission adjourned at 8:40 p.m. The next scheduled meeting of the Environmental Commission is on Wednesday, February 6, 2013 at 7:00 p.m. in the Municipal Building's Second Floor Conference Room.

City Of Oxford Environmental Commission Storm Water Management

Mission Statement

The City is dedicated to developing a storm water management program that contributes to protecting the environment. This includes coordinating with others towards this common goal, continuing with and improving upon the successful programs the City currently has in place, and providing educational information and opportunities to the residents of Oxford.

The City will achieve its mission by encouraging proactive involvement through leadership in developing innovative solutions for community environmental concerns.

Goals

1. Protect existing and new development by minimizing the increase of storm water runoff volume beyond that experienced under predevelopment conditions and by reducing peak storm water flows.
2. Promote responsible land use practices in all areas of the watersheds of the Greater Oxford area, particularly within floodplains and floodways.
3. Establish uniform storm water management regulations that recognize and coordinate with those of other surrounding storm water jurisdictions.
4. Protect existing water resources, including lakes, streams, floodplains, wetlands, and groundwater, from detrimental and unnecessary modifications so that their beneficial functions are maintained and public expenditures and damages is minimized.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 5, 2013

Jung-Han Chen
Prepared By

Account Code No. #:

January 17, 2013
Date Prepared

Budgeted Amount:

Agenda Title:	Board of Zoning Appeals Meeting Report – January 16, 2013
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Election of 2013 Officers:

The election of BZA officers took place: Mr. Paul Brady was elected Chair; Ms. Prue Dana was elected Vice-Chair; and Mr. John Barnhart was elected Secretary.

Adjudication Hearings

BZA-01-2013 15 N. Poplar, variance to Section 1141.01(c)(4)B1 fence height in the Uptown District, **Tom Kacachos, Applicant (Withdrawn)**

This application was withdrawn, as it was determined that a six foot fence in a rear yard of the Uptown Zoning District could be approved without a variance, per City of Oxford Codified Ordinance Section 1141.01(C).

BZA-02-2013 28 Gardenia, variance to Section 1149.04(b)(6)driveway width at the right-of-way, **Ashford Homes, LLC, Applicant, Agent**

A new home was recently constructed with a 19'-11" driveway. Zoning code allows no more than 18'. Although the approved plans showed only a 16' wide driveway, the wider driveway was inadvertently installed to match the overall width of the two separate garage doors.

After considering and weighing the facts, circumstances and Decision Standards, the Board voted 5-0-0 to **APPROVE** the application as presented.

New Business:

There was no new business.

Reports

The BZA approved the 2012 Annual Report. This report will be forwarded to City Council for their information.

Next Meeting:

The next regularly scheduled Board of Zoning Appeals meeting will take place February 20, 2013.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial	Date
JHC	1/17/13
DRE	1/31/13

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Human Resources

Originating Department

Council Meeting Of: February 5, 2013

Donna Heck

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

January 30, 2013

Date Prepared

Agenda Title: Report regarding the January 23, 2013 Civil Service Commission Meeting.

Recommendation:

Discussion: The Civil Service Commission held a regular meeting on Wednesday, January 23, 2013. Those members present were: Phil Russo, Chair; Susan Lipnickey, Vice Chair; Karen Martino and Mike Pavloff. James Burchyett was excused.

Donna Heck, Human Resources Director, and Robert Holzworth, Police Chief, were in attendance for the City.

The Commission elected Phil Russo as Chair of the Commission and Susan Lipnickey as Vice Chair.

The Commission reviewed the proposal from Robert Holzworth, Police Chief, to reduce the maximum age for police officer from sixty (60) to thirty-five (35). The Commission noted their support of presenting the proposed Ordinance change to the Oxford City Council for adoption.

The next regular meeting is scheduled for February 27, 2013.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

DH 1/30/13

DH 1/31/13

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager: Douglas R. Elliott, Jr.

Police

Originating Department

Council Meeting Of: February 5, 2013

Robert Holzworth

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

January 24, 2013

Date Prepared

Agenda Title: Resolution to purchase hardware, software, and professional services from T2 Systems, our current parking management software solution, to outfit the Division of Parking with new handheld electronic issuance devices at a cost of \$29,997.00.

Recommendation: Approve

The Division of Parking is in need of new handheld electronic issuance devices. Public Safety Assistants use the devices to help streamline the ticket writing process. The current handhelds have been discontinued by the company and are no longer supported by its service dept. The handhelds are an essential piece of equipment and are heavily relied on by the Public Safety Assistants to conduct their routine tasks. The Division of Parking proposes to purchase 6 new handheld devices. The new units were requested under capital expenditures in the 2013 budget requests.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

 1-24-2013
 1/31/13

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH T2 SYSTEMS, INC. FOR THE PURCHASE OF SIX (6) HANDHELD DEVICES AND THE REQUIRED HARDWARE, SOFTWARE, AND PROFESSIONAL SERVICES FOR THE CITY OF OXFORD'S PARKING UNIT AT A COST OF TWENTY NINE THOUSAND NINE HUNDRED AND NINETY SEVEN DOLLARS (\$29,997.00).

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

SECTION 1: The City Manager and the Chief of Police recommend City Council authorize the City Manager to enter into an agreement with T2 Systems, Inc. for the purchase of six (6) handheld devices and the required hardware, software, and professional services for the City of Oxford's Parking Unit at a cost of twenty nine thousand nine hundred and ninety seven dollars (\$29,997.00).

SECTION 2: City Council accepts the recommendation of the City Manager and the Chief of Police and hereby authorizes the City Manager to enter into an Agreement with T2 Systems, Inc. for the purchase of six (6) handheld devices and the required hardware, software, and professional services for the City of Oxford's Parking Unit at a cost of twenty nine thousand nine hundred and ninety seven dollars (\$29,997.00).

SECTION 3: Funds sufficient to pay the amount due have been appropriated.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)



Think Technology. Think Solutions. Think T2.

Sales Quotation

Prepared For:
CITY OF OXFORD, OH

By:
SEAN SHEERAN
January 17, 2013

**8900 Keystone Crossing, Suite 700
Indianapolis, IN 46240**



T2 Systems, Inc

Think Technology. Think Solutions. Think T2.

8900 Keystone Crossing, Suite 700
Indianapolis, IN 46240

Quote No.: 001364-R1

Date: January 17, 2013

Valid For: 90 day(s)

Payment Terms: Net 30

Sales Representative:

Sean Sheeran

Bill to:

CITY OF OXFORD, OH
Perry Gordon
pgordon@cityofoxford.org
(513) 524-5245
101 East High Street
Oxford, Oh 45056

Ship to:

CITY OF OXFORD, OH

101 East High Street
Oxford, Oh 45056

SOFTWARE SUBSCRIPTION

Description	Qty	Unit Price	Total Extended
T2 Flex Enforcement Handheld Software	6	1,200.00	\$7,200.00
SUBTOTAL			\$7,200.00

PROFESSIONAL SERVICES

Description	Qty	Unit Price	Total Extended
Handheld Only Implementation Fee	1	995.00	\$995.00
SUBTOTAL			\$995.00

HARDWARE

Description	Qty	Unit Price	Total Extended
Casio IT-9000E with 3 Year Comprehensive Warranty	6	3,517.00	\$21,102.00
Casio IT-9000E Power Cable	6	100.00	\$600.00
Estimated Freight Charges	1	100.00	\$100.00
SUBTOTAL			\$21,802.00
TOTAL			\$29,997.00

Second Year Fees \$ 1,800.00

Third Year Fees \$ 1,800.00

Terms & Conditions

T2 Systems has made every effort to insure that all relevant information received by client pertaining to requested software, hardware and implementation services has been included in this quotation. Please check this quotation carefully. Our goal is to provide the most accurate information possible.

T2 Flex is a subscription based service. T2 Flex can be hosted by T2 Systems at nFrame (co-location facility) in Indianapolis or hosted by this organization. If the organization hosts the application and database, an Oracle license is required. T2 can provide the Oracle license for an additional charge.

Subscriber shall pay to T2 Systems Subscription Fee for the use of the Software, fixes, patches and updates to the Software applicable to the Subscriber's Purchase Order, and technical support services provided hereunder in accordance with the applicable Purchase Order. T2 Systems reserves the right to increase the Subscription Fee by the five percent (5%) annually.

PAYMENT TERMS

T2 Flex payments can be made on a monthly or annual basis. Annual payments are due at the beginning of each year.

T2 Systems will begin billing for T2 Flex at the date the software is accessible by the organization or three (3) months from the effective date of the T2 Flex subscription agreement, whichever is earlier.

T2 performs monthly billing via direct ACH debit of customer accounts for services and products offered under this proposal. For invoices paid via alternative methods T2, applies a 3% billing service charge.

T2 Systems' standard payment terms are net 30 on a progress-billing basis.

Upon receipt of a Purchase Order, T2 Systems will invoice the organization 50% for all items listed under Professional Services. T2 will bill the organization 25% when first sample is delivered and the remaining 25% at go live. eBusiness development will be billed 50% upon receipt of purchase order and 50% upon delivery. Data conversion and interfacing will be billed 50% upon purchase order. T2 will bill the organization 25% when first sample is delivered and all remaining 25% upon completion. Data conversion and Interface costs are an estimate. Actual conversion and Interface costs will be billed separately. Travel costs are an estimate. Actual travel costs will be billed separately.

Handheld and T2 Flex Point of Sale hardware will be invoiced 100% upon shipment.

Access and Revenue Control hardware totaling over \$100,000.00 will be invoiced 30% upon receipt of purchase order, 30% due at delivery to the distributor and 40% upon when installed. Access and Revenue Control hardware purchased under \$100,000.00 will be invoiced 100% upon shipment of the hardware.

Shipping charges provided above are an estimate. Actual shipping cost will be billed. If no shipping charges have been provided above, actual shipping cost will still be billed.

eBusiness solution pricing (if appropriate) represents the basic solution. Additional charges may apply if the work requested does not fit within the basic solution. Web development services can be purchased. Credit card processing and payment gateways will be handled by the customer. T2 will provide any requirements and/or information needed to setup the eBusiness site.

Crystal Reports XI is provided as part of the Flex Software. Crystal Reports comes with one (1) named user license to write reports and concurrent licenses to run reports.

PROFESSIONAL SERVICES TERMS

This quote outlines the deliverables to be completed for the successful project implementation. Anything not addressed in this quote is considered to be out of scope, and therefore not included. Change requests to the Quote must be submitted in writing to the T2 Project Manager.

Each party shall designate a Project Manager who shall work together to facilitate an efficient delivery of the project deliverables. The T2 Project Manager will be responsible for project planning, scheduling, and issue/risk resolution. Customer's Project Manager will be responsible for identifying and coordinating the "customer" resources necessary to meet the project schedule.

T2's project methodology includes numerous items that are dependent upon the customer meeting certain obligations. Failure to meet those obligations may result in a delay to the project and/or additional fees.

At the conclusion of each deliverable, the "customer's" Project Manager will be requested to provide an acceptance signature on the T2 Verification and Acceptance form. The customer will have ten (10) business days to either sign off, or provide feedback on outstanding items preventing acceptance. In the event no feedback has been received during the timeframes; there will be an assumed acceptance.

Scheduling and costs are based on keeping T2's resources continuously engaged on the project, as will be agreed to in the project kick-off meeting. In the event that a project is delayed, for reasons outside of T2's control, "customer" maybe subject to paying additional fees and/or the delay of the project delivery dates and Go-Live.

Customer may request changes to the planned deliverables. Changes request may result in a change to the price, schedule and other terms and conditions contained herein. Any changes, including, but not limited to, changes in the deliverables and dates of delivery, will be initiated through a T2 change request process and will be in writing.

When a project does not stay on the agreed upon schedule because the customer did not meet their deliverables, or if the customer requests a new date after a committed date has been scheduled, the customer will be responsible for:

Acceleration of payment for all Professional Services completed to date (i.e., I&T, project management costs, eBusiness, interfaces, etc.)

All hard costs, including travel.

PROFESSIONAL SERVICES REBOOKING FEES

Any necessary rework (repeat of training, additional data sample, additional PM hours) would be billed at restart.

A reengagement fee of 20% of the total professional services or a flat fee of \$2000 (whichever is less) would be charged at restart.

MAINTENANCE AND SUPPORT

T2 Flex upgrades and technical support are incorporated into the subscription price. T2 releases on average two (2) upgrades per year. Technical support is available Monday-Friday from 8am to 8pm EST. A toll free number and e-mail is provided. Technical support can assist you with your T2 questions. Hardware maintenance and support is provided for the first year at no additional cost. You have the option of renewing maintenance and support on all T2 supported hardware after the first year. Hardware and maintenance support is renewed on an annual basis.

T2 Flex Handheld Enforcement software maintenance can be renewed for a cost of \$300.00/handheld annually.

T2 Flex Point of Sales hardware bundle can be renewed for a cost of \$255.0/bundle annually.

EBUSINESS SUBSCRIPTION TERMS INCLUDED

- Ability to upgrade eBusiness solutions.
- T2 Flex and eBusiness configuration assistance. For example, changes to prepare for an upcoming permit sale are included.
- Updates to the customer's specific look and feel. (Two updates per year)
- Changes needed for existing Credit Card interfaces. If a coding change is needed for the existing credit card interface, the changes necessary are included.
- Correction of defects found within eBusiness. This includes defects discovered in standard functionality and custom functionality specific to each customer.
- Guarantee that customer's version of eBusiness will work in conjunction with future versions of Flex.
- Ability to seamlessly add new eBusiness solutions to existing customer site. (New Solutions must be purchased.)

EXCLUDED

- New functionality specific to customer. This will be priced specific to each customer and their request.
- The items listed under the excluded section will be charged per incident on a time and material basis.

PERMIT DIRECT SUBSCRIPTION

On a monthly basis, T2 Systems will bill customers and Customer will pay to T2 Systems a standard transaction fee equal to:

Three dollars and fifty-four cents (\$3.54US\$) per permit shipped if no minimum commitment is made by Customer:

Two dollars and ninety cents (\$2.90US\$) per permit shipped if Customer commits to Committed Volume Level of ten Thousand (10,000) permits beginning July of each calendar year through June 20 of the subsequent calendar year Period; and

Two Dollars and thirty cents (\$2.30US\$) per permit shipped if Customer commits to Committed Volume Level of twenty thousand (20,000) permits beginning July 1 of each calendar year through June 30 subsequent calendar year Period; and

Two dollars and twenty cents (\$2.20US\$) per permit shipped if Customer commits to Committed Volume Level of thirty thousand (30,000) permits beginning July 1 of each calendar year through June 30 the subsequent calendar year Period.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager: Douglas R. Elliott, Jr.

Police

Originating Department

Council Meeting Of: February 5, 2013

Robert Holzworth

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

January 24, 2013

Date Prepared

Agenda Title: Resolution to encumber \$35,200 for cellular services and equipment fees provided by Verizon Wireless, our cellular service provider since December 9, 2011.

Recommendation: Approve

Verizon Wireless requires a signed "GSA-Federal Supply Schedule Purchase Order" at the beginning of each year; it is their version of the city's purchase order. They agree to provide cellular service for up to 75 units in accordance with GSA Federal Supply Schedule Number GS-35F-0119P.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

 | 1-24-2013

 | 1/31/13

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A TWELVE (12) MONTH AGREEMENT WITH VERIZON WIRELESS TO PROVIDE CELLULAR SERVICE FOR UP TO 75 UNITS FOR THE CITY OF OXFORD IN ACCORDANCE WITH GENERAL SERVICES ADMINISTRATION (GSA) FEDERAL SUPPLY SCHEDULE NUMBER GS-35F-0119P AT AN ESTIMATED COST OF THIRTY FIVE THOUSAND TWO HUNDRED DOLLARS (\$35,200).

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

SECTION 1: The City Manager and the Chief of Police recommend City Council authorize the City Manager to enter into a twelve (12) month agreement with Verizon Wireless to provide cellular service for up to 75 units for the City of Oxford in accordance with General Services Administration (GSA) Federal Supply Schedule Number GS-35F-0119P at an estimated cost of thirty five thousand two hundred dollars (\$35,200.00).

SECTION 2: City Council accepts the recommendation of the City Manager and the Chief of Police and hereby authorizes the City Manager to enter into a twelve (12) month Agreement with Verizon Wireless to provide cellular service for up to 75 units for the City of Oxford in accordance with General Services Administration (GSA) Federal Supply Schedule Number GS-35F-0119P at an estimated cost of thirty five thousand two hundred dollars (\$35,200.00)

SECTION 3: Funds sufficient to pay the amount due have been appropriated.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)



City of Oxford

GSA-Federal Supply Schedule Purchase Order

Date:	January 24, 2013
Vendor:	Verizon Wireless
Address:	7600 Montpelier Road Laurel, MD 20723
Email:	VZWFederal.Implementations@VerizonWireless.com
Phone:	1.800.561.6227
FAX:	614 356 1120
Authorized By:	Signature of Authorized Official: _____ Printed or typed name: Douglas R. Elliott _____ Printed or typed title: City Manager _____
Contact Information:	Email address: deliott@cityofoxford.org Phone number: 513 524 5279 FAX number: _____
Billing Information:	City of Oxford Accounts Payable 101 East High Street Oxford, OH 45056 _____ _____ _____
Payment Terms:	Net 30
Description of Goods/Services; Pricing:	Cellular service on the accounts listed below (or attached) totaling 75 units in accordance with the rate plans and terms and conditions now or in the future applicable to each of such lines pursuant to GSA Federal Supply Schedule Number GS-35F-0119P, Rate Plan(s): all eligible rate plans Equipment: open market
Term:	1 29, 2013 for 12 months through 2014 (month) (day) (#) (year)
Funds Authorized:	Monthly Access Fees for service on 75 Lines (Estimated) \$2600 Equipment charge(s) on 75 Lines (Estimates) \$4000 Total Access and Equipment Fees on 75 lines (Estimate) \$35200 Plus applicable fees, taxes and charges
Contract #:	GSA Federal Supply Schedule Contract Number GS-35F-0119P
Equipment (Open Market):	None of the equipment listed are products listed on GSA Federal Supply Schedule Contract No. GS-35F-0119P. All devices and or accessories are "Open Market" items.
Miscellaneous:	Specify Phones, Delivery, Etc.: Profile 2773995
Customer Acceptance:	Signature: _____ Date: _____

For Verizon Wireless internal use only: Approval: _____ Date: _____