



Agenda

Oxford City Council

Court House

TUESDAY, MARCH 15, 2022

EXECUTIVE SESSION

7:15

TUESDAY, MARCH 15, 2022

R.C. 121.22(E)(1) To Consider Appointments to Boards and Commissions

1. Roll Call. William Snavelly, Mayor Chantel Raghu, Vice-Mayor Amber Franklin
Jason Bracken Alex French Glenn Ellerbe David Prytherch

2. Approval of Agenda.

3. Public Participation.

A.Appointments to Boards and Commissions.

B.Presentation – Kim Daggy Enjoy Oxford Year End Report

- 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, March 1, 2022 City Council Meeting (Heather Barbour, Clerk of Council)



3.1.22 Minutes

B.Report regarding the March 2, 2022 Environmental Commission Meeting (Mike Dreisbach, Service Director)



Environmental Commission Report

C.A Resolution Declaring Certain City Property no Longer Needed for any Municipal Purpose as Surplus and Authorizing the Donation of Surplus Property to a Local Non-Profit Agency. (Casey Wooddell, Parks and Recreation Director)



Surplus Property OPRD

D.A Resolution Authorizing the City Manager to Waive the Fees Adopted in the Fee Ordinance for the Street Closures for the Visitors Bureau (Enjoy Oxford) for the 2022 Annual Summer Music Festival. (Jessica Greene, Assistant City Manager)



Waive Fees for Annual Summer Music Festival

5. Resolutions.

1.A Resolution Authorizing a Public Arts Partnership Program Memorandum of Understanding Between the Oxford Community Arts Center and the City of Oxford and Authorizing the City Manager to sign the Memorandum of Understanding on Behalf of the City. (Jessica Greene, Assistant City Manager)



Public Arts Partnership Memorandum of Understanding

2.A Resolution Accepting the bid and Authorizing the City Manager to Enter Into a Contract with Prus Construction Co. For Reconstruction of Main Street (SR732) Between High Street and Park Place for a total not to exceed \$393,178.00 (Mike Dreisbach, Service Director).



Accepting Bid and Contract with Prus Construction Co.

6. Ordinances.

A.First Reading. – None

B.Second Reading

1.An Ordinance Approving the Final Subdivision Application and Plat for South Forest Edge Section 2 With Conditions. (Sam Perry, Community Development Director)



Final Subdivision application and Plat for South Forest Edge Section 2

2.An Ordinance Accepting the Recommendation of the Planning Commission and Approving the Final Planned Development Application to Allow for Further

Commercial Development of an 11.28 Acre Site Incorporating the MayDay Gun Range to Contain a New Business Incubator and Storage Facility with Conditions. (Sam Perry, Community Development Director)



Final Planned Development Ringwood Road

3. An Emergency Ordinance Accepting Easements Necessary for the Construction of Phase IV of the Oxford Area Trail System. (Mike Dreisbach, Services Director)



Necessary Easement Owl's Landing

4. An Ordinance Amending Ordinance No. 3654 Supplemental Budget Ordinance Number 3 to Make Supplemental Appropriations for Fiscal Year 2022. (Joe Newlin, Finance Director)



Supplemental Budget #3

7. A. Announcements & Communications.

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

2. Future Meetings.

THUR- Mar 17 Climate Action Steering Committee 8:30 a.m. Municipal Building

MON – Mar 21 Housing Advisory Commission Meeting 3:30 p.m. LCNB Community Room

TUES- Mar 22 Board of Zoning Appeals Meeting 6:30 p.m.

TUES- Apr 5 City Council Meeting 7:30 p.m.

WED - Apr 6 Environmental Commission Meeting 7:00 p.m. Municipal Building

THUR- Apr 7 Oxford Tomorrow Steering Committee Meeting 4:30 p.m.

MON – Apr 11 Parking & Transportation Advisory Board Meeting 9:30a.m Municipal Building

TUES- Apr 12 Public Arts Commission Meeting 4:30 p.m. Oxford Community Arts Center

TUES – Apr 12 Planning Commission Meeting 7:00 p.m.

WED - Apr 13 Historic & Architectural Preservation Commission Meeting 6:15 p.m.

THUR- Apr 14 Oxford Recreation Board 11:30 a.m. Municipal Building

MON – Apr 18 Housing Advisory Commission Meeting 3:30 p.m. LCNB Community Room

MON – Apr 18 Oxford Tomorrow – Public Input Session 2 6:00 p.m. Location TBD

TUES – Apr 19 Records Commission Meeting 5:00 p.m. Municipal Building

TUES – Apr 19 City Council Meeting 7:30 p.m.

TUES – Apr 26 Board of Zoning Appeals Meeting 6:30 p.m.

8. Adjourn.



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Zachary Moore
DATE PREPARED:	February 18, 2022
COUNCIL MEETING DATE:	March 1, 2022
AGENDA TITLE:	PC-2021-36, 1983 Lake Forest Drive, FINAL SUBDIVISION , South Forest Edge Section 2, Hotel Development Services, Applicant
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 2/23/2022

Proposal Summary:

The developer for South Forest Edge Section 2 is requesting approval of a Final Subdivision application to allow for the recording of the development's Final Plat. The existing parcel of land totals 53.67 acres, has frontage on Lake Forest Drive and US 27, and contains areas zoned R-2A and R-4. The proposed Plat would split off 17.87 acres of land (zoned R-2A) to further subdivide into 21 residential lots for new single-family homes. The Plat will also dedicate a 60-foot wide right-of-way for a new 28-foot wide public street named Arbor Edge Trail, from which all but one of the lots will have driveway access. The lone exception is the lot on the southeast corner of US 27 and Lake Forest Drive, which will have its driveway off Lake Forest.

Background:

The South Forest Edge Section 2 project has thus far garnered the following approvals:

- Preliminary Planned Development (PD) – approved by Council on April 20, 2021 by Ord. No. 3616
- Construction Drawings – approved administratively on September 28, 2021. Outstanding fee balance (sewer & water capacity benefit charges) must be paid prior to issuance.

Discussion and Recommendation:

The Record Plat is the legal instrument to be recorded with the Butler County Recorder which will officially subdivide new lot boundaries and establish necessary easements for access, drainage, and utilities. City staff has reviewed the proposed Record Plat instrument and believes it satisfies all prior design-related approval conditions inherent to the previous Preliminary Plat approval, including the provision of a 20-foot multi-use path easement between Arbor Edge Trail and the adjoining agricultural property to the east.



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

Additional steps will still need to be satisfied administratively prior to the signing of the plat itself by City officials, namely: (1) posting a bond or other acceptable financial security in the amount of \$1.3M to guarantee construction of the infrastructure (streets/utilities) and planting of street trees/landscaping; and (2) review and approval of HOA documentation (Declaration and/or Restrictions), most particularly to ensure ongoing private maintenance of two stormwater management basins.

In keeping with Section 203 of the Oxford Subdivision Regulations, staff recommends the subject application be **approved** subject to the following conditions:

1. The Final Subdivision shall be valid for 1 year from the City Council ordinance date. All recordings shall be completed and construction of the infrastructure improvements started within this 1 year time period.
2. As necessary, the applicant shall update and/or re-file Construction Drawings along with any necessary cost estimates for approval by applicable City departments.
3. The applicant shall file with the City a suitable form of financial security in order to guarantee construction of the improvements. The Record Plat shall not be released to the subdivider for recording until such financial security is accepted by the City.

ORDINANCE NO.

AN ORDINANCE APPROVING THE FINAL SUBDIVISION APPLICATION AND PLAT FOR SOUTH FOREST EDGE SECTION 2 WITH CONDITIONS.

WHEREAS, in accordance with Oxford Codified Ordinance Section 1101.203, the City of Oxford's Community Development Department received the Final Subdivision Application and Final Plat for South Forest Edge Section 2 (Exhibit "A") on November 6, 2021 consisting of 17.870 acres; and

WHEREAS, the Community Development Director has reviewed the Final Plat in correspondence to the Preliminary Plat approved on April 20, 2021 by Ordinance No. 3616; and

WHEREAS, the Community Development Director finds that the Final Plat meets the requirements of Oxford Codified Ordinance Section 1101.203 and further finds the Final Plat substantially corresponds to the approved Preliminary Plat; and

WHEREAS, the City Manager and the Community Development Director recommend Council approve the Final Subdivision Application and Plat attached hereto as Exhibit "A" for South Forest Edge Section 2 with the following conditions:

1. The Final Subdivision shall be valid for one year from the City Council Ordinance date. All recordings shall be completed and construction of the infrastructure improvements started within this one year time-period.
2. As necessary, the applicant shall update and/or re-file construction drawings along with any necessary cost estimates for approval by applicable City departments.
3. The applicant shall file with the City a suitable form of financial security in order to guarantee the construction of the public improvements. The Record Plat shall not be released to the sub-divider for recording until such financial security is accepted by the City.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Community Development Director and further approves the Final Subdivision application and plat for South Forest Edge Section 2 consisting of 17.870 acres with the conditions set forth above.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

February 14, 2022

Zachary Moore, AICP
Planner
City of Oxford
15 South College Avenue
Oxford, Ohio 45056

Re: Case No. PC-2021-36
South Forest Edge Section Two
Final Subdivision

Zachary,

The Final Subdivision application for the above noted project has been revised based on your comment letter dated November 15, 2021. In addition to the revised plans, we offer the following comment responses:

1. Condition #3 of the Preliminary Subdivision approval (Ord No. 3616) specified that documentation related to storm water management to ensure the funding of future maintenance/upkeep by all residents of the subdivision, including but not limited to easements, covenants, and/or deed restrictions, shall be reviewed and approved by the Service Department and Law Director prior to being recorded on or with the Record Plat. Easement language provided on the submitted plat indicates that there will be a Homeowners Association for this development. Please clarify whether this will be the same HOA as South Forest Edge Section 1, or a separate HOA. In any case, please be aware that finalized HOA documents for both South Forest Edge developments will need to be reviewed and approved prior to signing/recording of either plat.

The plat has been revised to clarify that an HOA titled Arbor Edge Neighborhood Owners' Association will be created for South Forest Edge Section 2 to provide shared maintenance of the stormwater basins by all residents. This HOA will be separate from the HOA created for South Forest Edge Section 1. Documents detailing maintenance responsibilities will be provided separately for staff review.

2. Condition #11 of Preliminary Subdivision approval required a note alerting builders to high water tables in the area to be included on the Record Plat. Please add.

A note alerting builders to high water tables has been added to sheet 1.

3. Please re-add the 20-foot Multi-Use Path Easement between Lots 4036 and 4037 as had been shown on the Construction Drawings. Also please provide language on the plat describing the terms of this Easement. Such language may be similar in construction to the "Pedestrian Access Note" as previously included on the plat for South Forest Edge Section 1, though instead describing its purpose for a potential future multi-use path connection.

The plat has been revised accordingly.

4. Please change the labeling of "H.O.A. Utility & Drainage Easement" to "Utility & H.O.A. Drainage Easement." This simple change better clarifies the dual purpose of these easements. Also please add a segment of 15-foot Utility Easement on Lot 4050 within the 7.5-foot side setback area, adjacent to Arbor Edge Trail. We request your review and approval of the attached. Should you have any questions, or need any additional information, please do not hesitate to contact us.

The plans have been revised accordingly.

We ask that this item be placed on the March 1 City Council meeting agenda. Should you have any questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink that reads 'John Bayer'.

John Bayer
Civil Engineer
Bayer Becker
513.466.8084
johnbayer@bayerbecker.com

cc: 4 Leaf Development LLC

Plot time: Feb 10, 2022 - 10:11am
Drawing name: J:\2020-02-04\SV\DWG\20-0204 RP SF TITLE.dwg - Layout Tab: TITLE

DEDICATION STATEMENT:

THE UNDERSIGNED, BEING THE OWNERS OF PART OF LOT #3716 OF THE CITY OF OXFORD AS RECORDED IN OFFICIAL RECORD _____, PAGE _____ OF THE BUTLER COUNTY, OHIO RECORDER'S OFFICE AND BEING LOCATED IN THE CONGRESS LANDS WEST OF THE MIAMI RIVER, SECTION 36, TOWN 5, RANGE 1, IN THE CITY OF OXFORD, BUTLER COUNTY, OHIO, DO HEREBY ASSENT TO AND ADOPT THE ACCOMPANYING PLAT OF SUBDIVISION TO BE KNOWN AS SOUTH FOREST EDGE, SECTION 2 AND DO HEREBY DEDICATE TO THE PUBLIC FOREVER, IN ACCORDANCE WITH THE LAWS IN SUCH CASES MADE AND PROVIDED, THE STREETS AND ROADWAYS AS SHOWN ON SAID PLAT, AND DECLARE THE SAME TO BE FREE AND UNENCUMBERED.

THE TITLE WAS ACQUIRED BY: OFFICIAL RECORD _____, PAGE _____

OWNER: ARBOR EDGE NEIGHBORHOOD, LLC

SIGNATURE: _____

PRINTED NAME & TITLE: _____

THIS IS AN ACKNOWLEDGEMENT CERTIFICATE; NO OATH OR AFFIRMATION WAS ADMINISTERED TO THE SIGNER WITH REGARD TO THIS NOTARIAL ACT.

STATE OF: _____

COUNTY OF: _____

BE REMEMBERED THAT ON THIS _____ DAY OF _____, 2022, BEFORE THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY CAME ARBOR EDGE NEIGHBORHOOD, LLC, AS REPRESENTED BY _____ ITS _____

WHO ACKNOWLEDGED THE SIGNING AND EXECUTION OF THE FOREGOING INSTRUMENT TO BE HIS VOLUNTARY ACT AND DEED. IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY NOTARIAL SEAL ON THE DAY AND YEAR LAST AFORESAID.

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES: _____

UTILITY EASEMENTS:

EASEMENTS ON SAID PLAT, DESIGNATED AS UTILITY EASEMENTS, ARE PROVIDED FOR THE CONSTRUCTION, MAINTENANCE, AND OPERATION OF POLES, WIRES AND CONDUITS, AND THE NECESSARY ATTACHMENTS IN CONNECTION THEREWITH, FOR THE TRANSMISSION OF ELECTRIC, TELEPHONE, CABLE TELEVISION, AND OTHER PURPOSES; FOR THE CONSTRUCTION AND MAINTENANCE OF SERVICE AND UNDERGROUND STORM WATER DRAINS, PIPELINES FOR SUPPLYING GAS, WATER, HEAT, AND OTHER PUBLIC OR QUASI-PUBLIC UTILITY FUNCTIONS TOGETHER WITH THE NECESSARY LATERAL CONNECTIONS; THE RIGHT OF INGRESS TO AND EGRESS FROM SAID EASEMENTS; AND TO CUT, TRIM, OR REMOVE TREES AND UNDERGROWTH OR OVERHANGING BRANCHES WITHIN SAID EASEMENT OR IMMEDIATELY ADJACENT THERETO. NO BUILDINGS OR OTHER STRUCTURES MAY BE BUILT WITHIN SAID EASEMENTS, NOR MAY THE EASEMENT AREA BE PHYSICALLY ALTERED SO AS TO 1) REDUCE THE CLEARANCE OF EITHER OVERHEAD OR UNDERGROUND FACILITIES; 2) IMPAIR THE LAND SUPPORT OF SAID FACILITIES; 3) IMPAIR THE ABILITY TO MAINTAIN THE FACILITY OR 4) CREATE A HAZARD.

THE ABOVE PUBLIC UTILITY EASEMENTS ARE FOR THE BENEFIT OF ALL PUBLIC UTILITY PROVIDERS INCLUDING, BUT NOT LIMITED TO DUKE ENERGY, CINCINNATI BELL, FRONTIER COMMUNICATIONS, CHARTER COMMUNICATIONS, AND THE CITY OF OXFORD.

THE ABOVE EASEMENTS ARE ALSO PROVIDED FOR OTHER USES AS DESIGNATED AND SHALL BE USED FOR THE CONSTRUCTION OF STORM WATER DRAINS, OPEN CHANNELS, PUBLIC AND PRIVATE SEWERS, PIPELINES FOR THE SUPPLYING OF WATER, CABLE TELEVISION AND FOR ANY OTHER PUBLIC OR QUASI PUBLIC UTILITY OR FUNCTION, CONDUCTED, MAINTAINED OR PERFORMED BY ORDINARY METHODS BENEATH OR ABOVE THE SURFACE OF THE GROUND TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND ACROSS LOTS TO AND FROM SAID EASEMENTS.

DUKE GRANT OF UTILITY EASEMENT:

FOR VALUABLE CONSIDERATION, WE, THE UNDERSIGNED ("GRANTOR") DO HEREBY PERMANENTLY GRANT TO DUKE ENERGY OHIO/KENTUCKY, INC. AND THEIR PARENT ENTITY (OR ENTITY CONTROLLING BOTH ENTITIES), THEIR RESPECTIVE SUBSIDIARIES OR AFFILIATE ENTITIES, AND ANY OTHER PROVIDER OF UTILITY SERVICES ("GRANTEE") THEIR SUCCESSORS AND ASSIGNS, FOREVER, NON-EXCLUSIVE EASEMENTS, AS SHOWN ON THE WITHIN PLAT AND DESIGNATED AS DESIGNED "UTILITY EASEMENTS" FOR THE CONSTRUCTION, OPERATION, MAINTENANCE, REPAIR, OR REPLACEMENT OF ANY AND ALL NECESSARY FIXTURES FOR THE OVERHEAD OR UNDERGROUND DISTRIBUTION OF GAS, ELECTRIC, TELEPHONE, TELECOMMUNICATIONS OR OTHER UTILITIES ("GRANTEE FACILITIES" OR "FACILITIES"). THE GRANTEE SHALL HAVE THE RIGHT OF INGRESS AND EGRESS AND ALSO THE RIGHT TO CUT, TRIM OR REMOVE ANY TREES, UNDERGROWTH OR OVERHANGING BRANCHES WITHIN THE UTILITY EASEMENTS OR IMMEDIATELY ADJACENT THERETO. NO BUILDINGS OR OTHER STRUCTURES MAY BE BUILT WITHIN THE UTILITY EASEMENTS AREA, NOR MAY THE UTILITY EASEMENTS AREA BE PHYSICALLY ALTERED TO (1) REDUCE THE CLEARANCES OF EITHER OVERHEAD OR UNDERGROUND FACILITIES; (2) IMPAIR THE LAND SUPPORT OF GRANTEE FACILITIES; (3) IMPAIR THE ABILITY TO MAINTAIN THE FACILITIES OR; (4) CREATE A HAZARD. TO HAVE AND TO HOLD THE EASEMENT FOREVER, WE ACKNOWLEDGE HAVING THE FULL POWER TO CONVEY THIS UTILITY EASEMENT AND WILL DEFEND THE SAME AGAINST ALL CLAIMS.

ALSO HEREBY GRANTED TO DUKE ENERGY OHIO/KENTUCKY, INC. AND ITS SUBSIDIARIES, SUCCESSORS, AND ASSIGNS IS THE RIGHT TO LATERALLY EXTEND, REPAIR, AND MAINTAIN NATURAL GAS SERVICES TO SERVE INDIVIDUAL LOTS AS CONSTRUCTED BY THE ORIGINAL BUILDER ALLOWING DISTURBANCE ONLY OVER EXISTING SERVICE LINES NECESSARY FOR THE REPAIR ONLY ON THE LOT ON WHICH THE SERVICE IS LOCATED. RECONSTRUCTION OR RELOCATION IS PERMISSIBLE ONLY WITH THE WRITTEN PERMISSION OF THE PARCEL OWNER AND SAID UTILITY PROVIDER TO A MUTUALLY AGREEABLE LOCATION. NO PART OF THE UTILITY EASEMENTS SHALL ENCUMBER EXISTING BUILDINGS OR ADJOINING LOTS.

CITY OF OXFORD:

IT IS UNDERSTOOD THAT THE CITY OF OXFORD WILL NOT BE ABLE TO ISSUE ANY CONNECTION PERMITS OR BUILDING PERMITS UNTIL THE OHIO ENVIRONMENTAL PROTECTION AGENCY (EPA) HAS APPROVED THE PLANS FOR THE PROPOSED EXTENSIONS OF THE PUBLIC WATER AND SEWER SYSTEMS WITHIN THIS SUBDIVISION, UNLESS ON-SITE SYSTEMS ARE PROPOSED AND APPROVED.

ALL BUILDINGS TO BE SERVED BY THE PUBLIC SEWER SYSTEM SHALL BE CONSTRUCTED SO AS TO PROVIDE A MINIMUM OF FOUR (4) FEET OF VERTICAL SEPARATION BETWEEN THE PUBLIC SANITARY SEWER, AT THE POINT OF CONNECTION, AND THE LOWEST BUILDING LEVEL SERVED BY A GRAVITY SEWER CONNECTION. IN ADDITION, SAID BUILDING LEVEL SHALL BE AT LEAST ONE FOOT (1') ABOVE THE LOWEST POINT OF FREE-OVERFLOW (NON-SEALED MANHOLE COVER) UPSTREAM OF ANY TREATMENT FACILITY OR WASTEWATER PUMPING FACILITY THAT RECEIVES THE DISCHARGE FROM SAID BUILDING. SAID BUILDING SERVICE LEVELS SHALL BE RECORDED ON THE "AS-BUILT" PLANS FOR THE DEVELOPMENT WHICH WILL BE KEPT ON FILE IN THE OFFICE OF THE CITY ENGINEER.

PRIVATE DRIVEWAYS, PARKING LOTS AND OTHER PAVED AREAS, EARTHEN BERMS, OR STRUCTURES SHOULD NOT BE CONSTRUCTED OVER PRIVATE WATER OR SEWER SERVICE LINES WITHIN THE PUBLIC ROAD RIGHT-OF-WAY OR WITHIN EASEMENT AREAS FOR THE PUBLIC UTILITIES. SHOULD THIS OCCUR, THE PROPERTY OWNER SHALL BE HELD RESPONSIBLE FOR THE PROTECTION AND REPAIR OF AND FOR PROVIDING ACCESS TO ANY CURB STOPS, METER PITS, MANHOLES, CLEANOUTS, ETC. INSTALLED IN CONJUNCTION WITH THESE PRIVATE SERVICE LINES AND FOR ANY DAMAGE OR RESTORATION OF THE PAVED SURFACES OR STRUCTURES THAT MAY RESULT FROM THE FUTURE OPERATION, MAINTENANCE, REPAIR OR REPLACEMENT OF SAID SERVICE LINES AND APPURTENANCES.

EASEMENTS ON SAID PLAT, DESIGNATED AS "SANITARY SEWER EASEMENTS" OR "WATER MAIN EASEMENTS" ARE PROVIDED FOR THE RIGHT TO CONSTRUCT, USE, MAINTAIN AND KEEP IN REPAIR THEREON A SANITARY SEWER PIPELINE AND/OR WATER MAINS AND APPURTENANCES THERETO NECESSARY TO THE OPERATION THEREOF AND ARE PERPETUALLY DEDICATED TO THE CITY OF OXFORD.

THE CITY ENGINEER DOES NOT ACCEPT ANY RESPONSIBILITY FOR THE RELOCATION, REPAIR OR REPLACEMENT OF ANY OTHER UTILITY INSTALLED WITHIN FIVE (5) FEET OF THE CENTERLINE OF ANY SANITARY MAIN SEWER OR WATER MAIN.

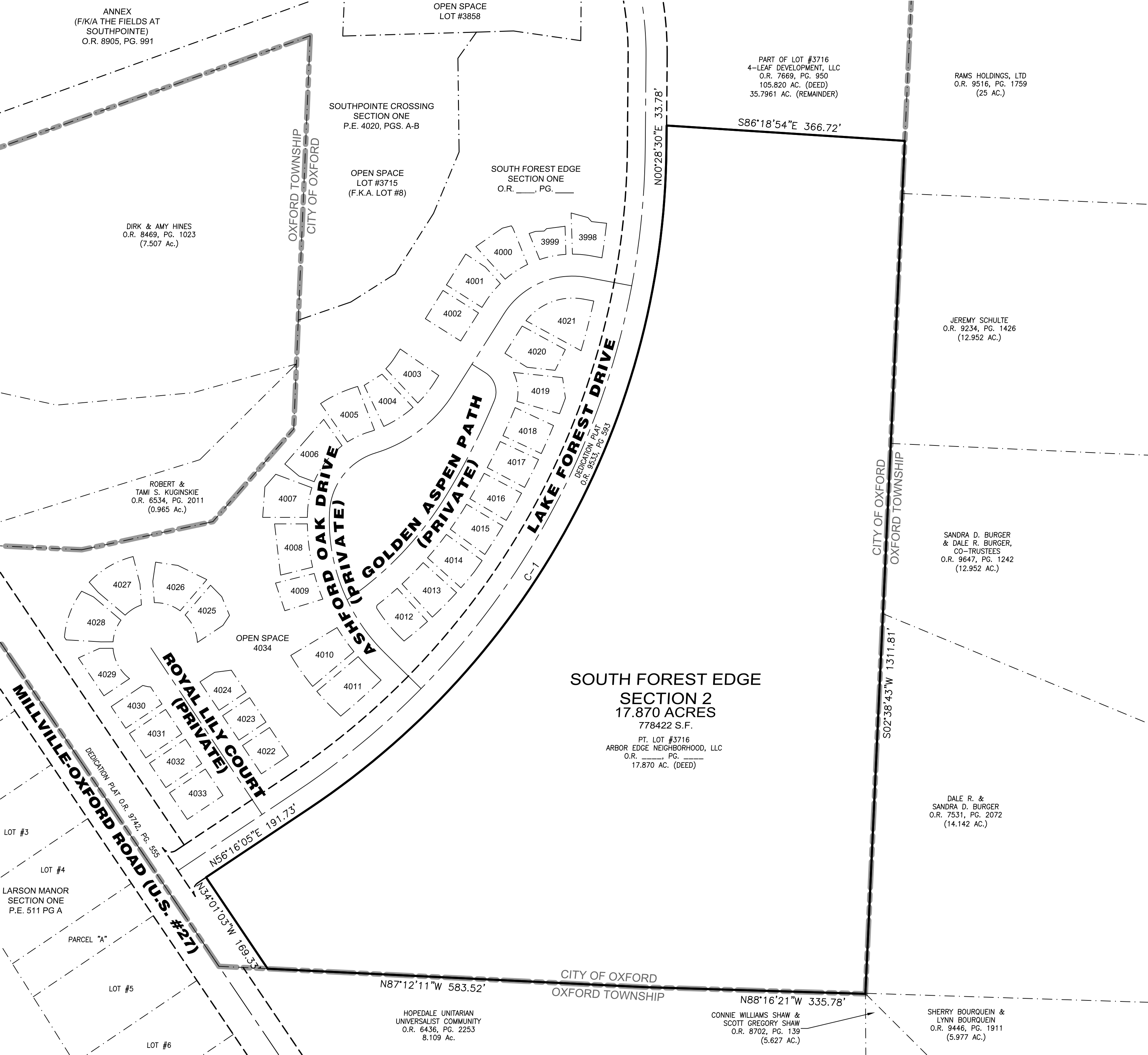
SANITARY SEWER LATERALS, WHICH SHALL INCLUDE ALL PIPE AND APPURTENANCES FROM THE BUILDING TO THE PUBLIC SEWER MAIN, AND THE CONNECTION TO THE PUBLIC SEWER MAIN SHALL BE CONSIDERED PRIVATE AND THE RESPONSIBILITY OF THE PROPERTY OWNER TO MAINTAIN. THE CONNECTION TO THE SEWER WOULD BE ANY PIPING THAT EXTENDS OUT FROM THE MAIN BARREL OF THE SEWER MAIN.

ALL LOTS SHOWN HEREON SHALL BE SERVED BY PUBLIC SANITARY SEWERS AND WATER.

ALL BUILDINGS TO BE SERVED BY THE PUBLIC SEWER SYSTEM SHALL BE CONSTRUCTED AS TO PROVIDE GRAVITY FLOW TO THE SANITARY SEWER MAIN.

ROOF DRAINS, FOUNDATION DRAINS, AND OTHER CLEAN WATER CONNECTIONS TO THE SANITARY SEWER SYSTEM ARE PROHIBITED.

HIGH WATER TABLES ARE APPARENT IN THIS AREA. IF BASEMENTS ARE CONSTRUCTED, IT IS THE RESPONSIBILITY OF THE BUILDER TO TAKE SPECIAL PRECAUTIONS TO ENSURE THE BASEMENT STAYS DRY.



PARCEL NUMBER H

DEED REFERENCE: OFFICIAL RECORD _____, PAGE _____

ORIGINAL ACRES (PT. LOT #3716): 17.870 ACRES

SOUTH FOREST EDGE, SECTION 2: 17.870 ACRES
REMAINING ACRES: 0.000 ACRES

MINIMUM OPENING ELEVATIONS

ON ANY LOTS WITH AN IDENTIFIED MINIMUM OPENING ELEVATION (M.O.E.), NO DOOR, WINDOW, VENT, OR OTHER OPENING THROUGH THE WALL OF ANY STRUCTURE MAY BE LOCATED BELOW THE MINIMUM ELEVATION NOTED ON THE AFFECTED LOT(S). IF THE BASEMENT FLOOR IS BELOW THE NOTED ELEVATION, IT IS THE RESPONSIBILITY OF THE BUILDER TO PROVIDE A SUMP WELL AND SUMP PUMP, WHICH SHALL DISCHARGE ON THE LOT AT OR ABOVE THE NOTED ELEVATION.

PLAT ALTERATIONS:

ANY CHANGE TO OR ALTERATION OF THIS PLAT, INCLUDING THE SPLITTING OF ANY LOT TO CREATE A NEW BUILDING SITE, SHALL REQUIRE PLANNING COMMISSION APPROVAL AS A REPLAT.

SOUTH FOREST EDGE
SECTION 2

PART OF LOT #3716
CONGRESS LANDS WEST OF THE MIAMI RIVER
SECTION 36, TOWN 5, RANGE 1
CITY OF OXFORD, BUTLER COUNTY, OHIO

PART OF LOT #3716
4-LEAF DEVELOPMENT, LLC
O.R. 7669, PG. 950
105.820 AC. (DEED)
35,7961 AC. (REMAINDER)

RAMS HOLDINGS, LTD
O.R. 9516, PG. 1759
(25 AC.)

JEREMY SCHULTE
O.R. 9234, PG. 1426
(12.952 AC.)

SANDRA D. BURGER
& DALE R. BURGER,
CO-TRUSTEES
O.R. 9647, PG. 1242
(12.952 AC.)

DALE R. &
SANDRA D. BURGER
O.R. 7531, PG. 2072
(14.142 AC.)

SHERRY BOURQUEIN &
LYNN BOURQUEIN
O.R. 9446, PG. 1911
(5.977 AC.)

CONNIE WILLIAMS SHAW &
SCOTT GREGORY SHAW
O.R. 8702, PG. 139
(5.627 AC.)

HOPEDALE UNITARIAN
UNIVERSALIST COMMUNITY
O.R. 6436, PG. 2253
6.109 AC.

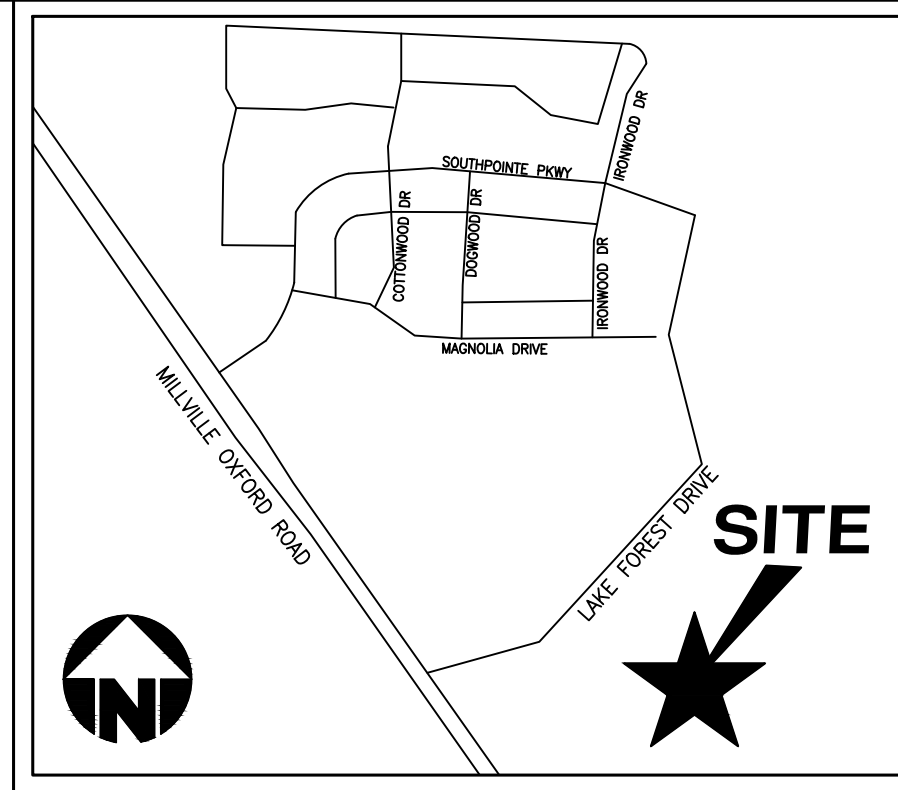
CITY OF OXFORD NOTES:

THE CITY OF OXFORD DOES NOT ACCEPT ANY PRIVATE DRAINAGE EASEMENTS SHOWN ON THIS PLAT AND IS NOT OBLIGATED TO MAINTAIN OR REPAIR ANY CHANNELS OR INSTALLATIONS IN SAID EASEMENTS. THE EASEMENT AREA OF EACH LOT AND ALL IMPROVEMENTS IN IT SHALL BE MAINTAINED CONTINUOUSLY BY THE OWNER OF THE LOT. IN ACCORDANCE WITH THE STANDARD AND SPECIFICATIONS OF THE CITY ENGINEER. WITHIN THE EASEMENT AREA, NO STRUCTURE, PLANTING OR OTHER MATERIAL SHALL BE PLACED OR PERMITTED TO REMAIN WHICH MAY OBSTRUCT, RETARD, OR CHANGE THE DIRECTION OF THE WATER FLOW. THE MAINTENANCE OF THE DETENTION AREAS IS THE RESPONSIBILITY OF THE OWNER OF THE LAND ON WHICH THEY ARE LOCATED.

THE CITY OF OXFORD ALSO WILL NOT BE RESPONSIBLE FOR ADJUSTING MANHOLES, VALVES, FIRE HYDRANTS, METER PITS, ETC. AS A RESULT OF GRADE CHANGES. THE GRANTOR SHALL BE RESPONSIBLE FOR THE PROPER ADJUSTMENT OF MANHOLES, VALVES, FIRE HYDRANTS, METER PITS, ETC. TO THE SATISFACTION OF THE CITY OF OXFORD, DUE TO GRADE CHANGES, PAVING, REPAVING, ETC. INITIATED BY THE GRANTOR.

ALL EASEMENTS SHALL BE KEPT CLEAR OF DECKS, POOLS, PLANTING AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE UTILITIES. EAVES MAY ENCRoACH NO MORE THAN 18" INTO ANY EASEMENT.

ALL STREETS IN SAID SUBDIVISION SHALL BE CONSTRUCTED IN ACCORDANCE WITH APPROVED PLANS ON FILE IN THE OFFICE OF THE CITY ENGINEER. STREET NAME SIGNS ERRECTED, AND DRAINAGE STRUCTURES CONSTRUCTED AS PER APPROVED PLANS ON FILE IN THE CITY ENGINEER'S OFFICE. ALL STREETS SHALL BE CONSTRUCTED WITHIN ONE YEAR FROM THE DATE THE PLAT IS APPROVED BY THE CITY COUNCIL, AND SHALL BE MAINTAINED AND KEPT IN REPAIR FOR A PERIOD OF ONE YEAR FROM THE DATE THE CONSTRUCTED STREETS ARE APPROVED AND ACCEPTED BY THE CITY ENGINEER.



VICINITY MAP
(NOT TO SCALE)

OWNER ARBOR EDGE NEIGHBORHOOD, LLC
OXFORD, OH 45056

ENGINEER / SURVEYOR BAYER BECKER
110 SOUTH COLLEGE AVENUE, SUITE 101
OXFORD, OH 45056
(513) 523-4270

BENCHMARK
FOUND MAG NAIL AT THE
INTERSECTION OF LAKE FOREST
DRIVE AND MILLVILLE-OXFORD ROAD
ELEVATION = _____

CURVE TABLE

Curve	Delta	Radius	Length	Chord
C-1	55°47'35"	1232.50'	1200.17'	N28°22'18"E 1153.31'

CITY OF OXFORD

CLERK OF COUNCIL _____ DATE _____

MAYOR _____ DATE _____

COMMUNITY DEVELOPMENT DIRECTOR _____ DATE _____

CITY ENGINEER _____ DATE _____

BUTLER COUNTY AUDITOR

ENTERED FOR TRANSFER _____ A.D., 2022.

TRANSFERRED _____ A.D., 2022.

AUDITOR, BUTLER COUNTY, OHIO _____ BY: _____
DEPUTY

BUTLER COUNTY RECORDER

FILED FOR RECORD _____ AT _____

RECORDED _____ PAGES _____

OFFICIAL RECORD _____ PAGES _____

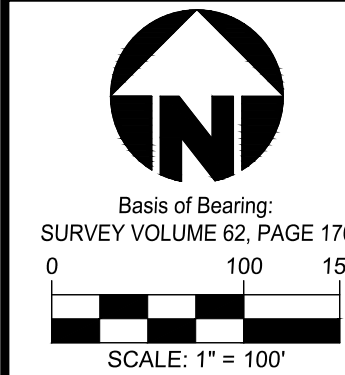
RECORDER, BUTLER COUNTY, OHIO _____ BY: _____
DEPUTY

FILE _____ FEE _____

SURVEYORS CERTIFICATION

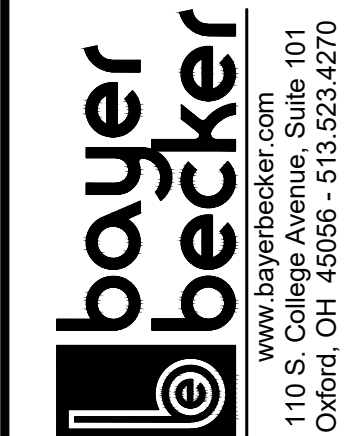
I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF THAT THE ACCOMPANYING PLAT IS THE CORRECT RETURN OF A SURVEY MADE UNDER MY DIRECTION FOR "SOUTH FOREST EDGE, SECTION 2, CONGRESS LANDS WEST OF THE MIAMI RIVER, SECTION 36, TOWN 5, RANGE 1, CITY OF OXFORD, BUTLER COUNTY, OHIO". ON THE PLAT AND THAT THE CITY OF OXFORD SUBDIVISION REGULATIONS HAVE BEEN COMPLIED WITH TO THE BEST OF MY KNOWLEDGE.

JEFFREY O. LAMBERT _____ DATE _____
PROFESSIONAL SURVEYOR #7568
IN THE STATE OF OHIO

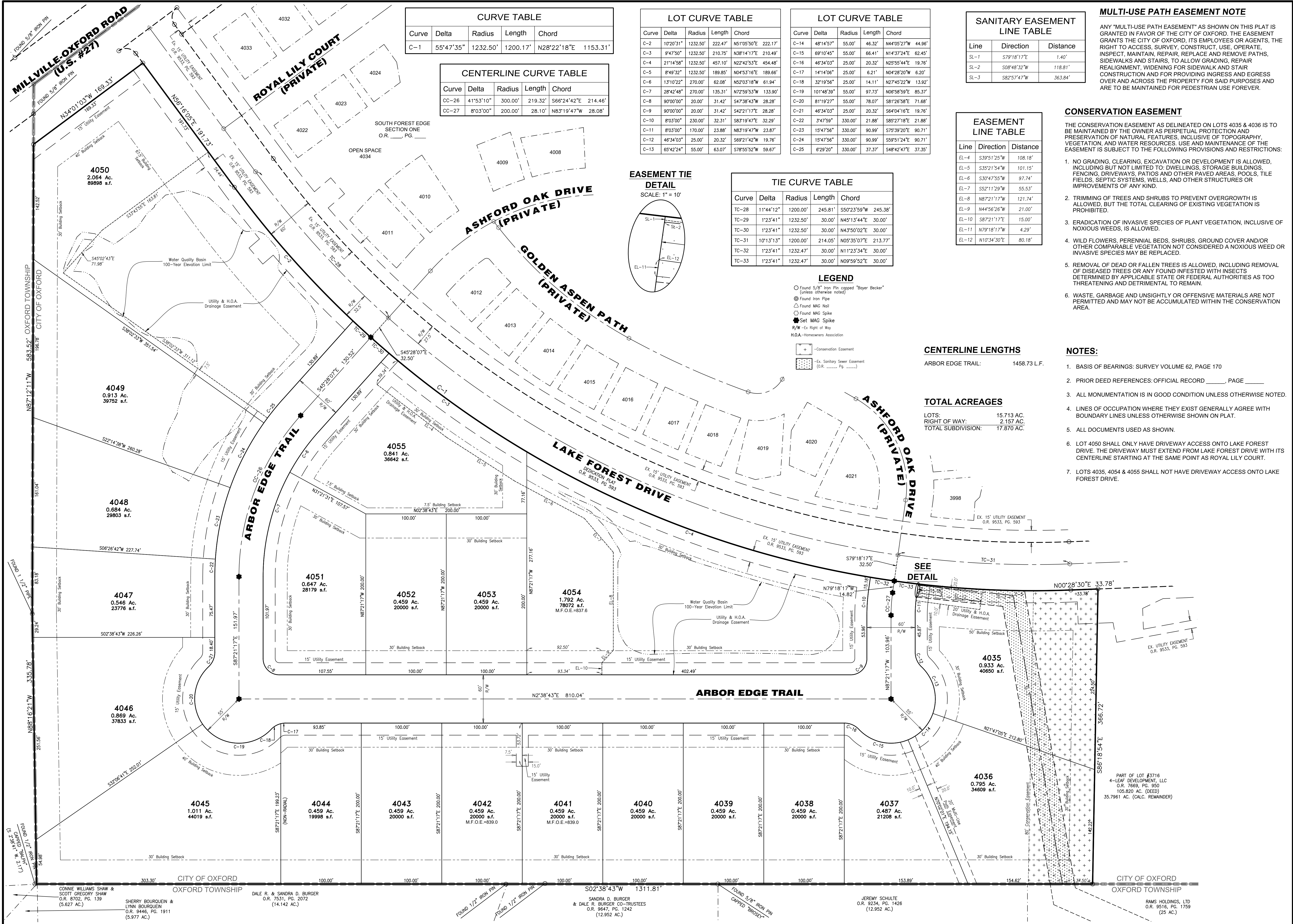


Item	Revision Description	Date	Chk:
1	REVISIONS PER STAFF & CITY COMMENTS	01-24-22	PAH

SOUTH FOREST EDGE
SECTION 2
PART OF LOT #3716
CONGRESS LANDS WEST OF THE MIAMI RIVER
SECTION 36, TOWN 5, RANGE 1
CITY OF OXFORD, BUTLER COUNTY, OHIO
RECORD PLAT



Drawing:	20-0204 RP SF TITLE
Drawn by:	PAH
Checked by:	JOL
Issue Date:	08-20-21
Sheet:	





Internal Use Only:

Case No.

PC-2021-36

Date Filed

11/6/2021

Final Subdivision Application

Applicant Information

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

Name *

South Forest Edge Section 2

Mailing Address *

125 West Spring Street

City, State & Zip Code *

Oxford, Ohio 45056

Telephone Number(s) *

513-524-9500

Email Address

pam@hoteldevelopment.net

Engineer/Surveyor Information

Name *

Bayer Becker

Mailing Address *

110 S. College Avenue, Suite 101

City, State & Zip Code *

Oxford, Ohio 45056

Telephone Number(s) *

513-532-4270

Email Address

johnbayer@bayerbecker.com

Location and Lot Information

Name of Subdivision *

South Forest Edge Section 2

Location of Property *

1983 Lake Forest Drive

Legal Description *

Part of Lot 3716

Date of Planning Commission

4/20/2021

Preliminary Approval *

Zoning District *

R2-A

Number of Lots *

21

Total Area *

17.87

Acres

Requirements and Documentation

Plat

Fifteen (15) copies of the plat on bond. Drawing size must be at least 18x24" and should never exceed 24x36." The plat must be prepared in accordance with Chapter 1101, Subdivision Regulations and Chapters 1121-1137, Zoning Code of the City of Oxford¹. Scale should not exceed 1" = 100.' Plats containing less than three lots are exempted from the provisions of this section. The following information must appear on the plat:

- A. Boundary lines of the area being subdivided with accurate distances and bearings. Each section which is presented for final plat approval must have all of the required improvements extended to the property lines where necessary in order that future final plat sections may connect with them to maintain the continuity of the approved preliminary plan.
- B. A statement dedicating all proposed streets and alleys with their widths and names.

- C. The accurate outline of any portions of the property to be dedicated or granted for public use.
- D. The lines of adjoining streets and alleys with their widths and names.
- E. All lot lines together with an identification system for all lots and blocks. Lot numbers shall be secured from the County Auditor.
- F. The locations of all building lines and easements provided for public use, services or utilities.
- G. All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements and any other areas for public or private use. Linear dimensions are to be given to the nearest one hundredth of a foot.
- H. The radii, arcs, lengths, points of tangency and central angles for all curvilinear streets and the radii and lengths for rounded corners.
- I. The location of all survey monuments and benchmarks together with their descriptions. There shall be a minimum of four permanent markers in each subdivision section located at or near the outer corner.
- J. The name of the subdivision, the scale of the plat, points of the compass and name of owner or owners and subdivider if other than the owner and name of the surveyor and engineer preparing the plat.
- K. The certificate of the surveyor attesting to the accuracy of the survey and to the correct locations of all monuments shown.
- L. Any private restrictions and trusteeships and their duration. Should these restrictions or trusteeships be of such length as to make their lettering on the plat impracticable, thus necessitating the preparation of a separate instrument, reference to such instrument shall be made on the plat.
- M. Acknowledgement by the owner or owners of the plat restrictions.
- N. One tracing cloth or comparable material of the approved final plat, for the City records.
- O. The names and record owners of all adjoining subdivisions and the names of recorded owners of adjoining parcels of un-subdivided land.
- P. A receipt showing that all legally due taxes have been paid.
- Q. North arrow, scale and date.
- R. The location of all present property lines, streets, alleys, rights-of-way, buildings, easements, lakes, watercourses, and drainage ways.
- S. Any existing water mains, culverts, water or sewer lines, easements, buildings and streets, within the tract or immediately adjacent thereto.
- T. Size of the tract in acres and lots in square feet and the boundary lines along with the linear measurement thereof.
- U. The proposed location and width of streets, alleys lots and easements.
- V. The seal, registry number and signature of the public surveyor who prepared the plat.
- W. Any portion of the floodplain as delineated by the Butler County Flood Insurance Rate Maps (FIRM), effective December 17, 2010, must be clearly illustrated and labeled on the plat.

Surrounding Property Owners

On a separate sheet, provide the parcel numbers, names, and mailing addresses of all property owners within 200 feet of all boundaries of the property in question. The [Butler County Auditor Real Estate Search](#)² is helpful when searching for the mailing address of adjoining property owners. It allows you to search by owner, address, or parcel number.

Fees & Receipt

The required fee for final plan is \$570.00 plus \$10.00 per lot, plus \$10.00 postage charge.

Sign and Date

Applicant Signature *

Date *


4/4/2024

Submit Application, Plans and Documentation, and Fees

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

Send or drop off this application with required copies of the plat containing all required information as attachments and a check for fees and postage charge made payable to **City of Oxford**, to Community Development Director, 15 South College Avenue, Oxford, OH 45056.

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

Notes

- You must adhere to notification and publication requirements.
- Submit materials 14 days prior to the Planning Commission meeting on which the action is requested.
- City Staff will place a public hearing sign on the subject property. **The Applicant is responsible for removing the signage at the completion of the hearing(s).**
- Per Planning and Zoning Code 1101.203(H)¹, after final recording at the Butler County Recorder's Office, the applicant shall furnish a proof of such recording for filing to the Community Development Department prior to the issuance of any construction permits for site preparation.

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

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

Date: June 11, 2021
Description: Part of Lot #3716
17.870 Acres
Location: City of Oxford
Butler County, Ohio



Situated in the State of Ohio, Congress Lands West of the Miami River, Section 36, Town 5, Range 1, City of Oxford, Butler County and being 17.870 Acres of land in part of Lot #3716 of the designated list of lots in the City of Oxford and being in part of the lands of 4-Leaf Development, LLC as recorded in Official Record 7669, Page 950 of the Butler County, Ohio Recorder's Office and being further described as follows:

Commencing at a found 5/8" Iron Pin (Capped "Bayer Becker") at the southwest corner of Open Space Lot #3715 (F.K.A. Lot #8 of Southpointe Crossing, Section One as recorded in Plat Envelope 4020, Pages A-B) and being on the westerly boundary of said part of Lot #3716 and being on the easterly boundary of the lands of Dirk and Amy Hines (7.507 Ac.) as recorded in Official Record 8469, Page 1023 of the Butler County, Ohio Recorder's Office; thence, leaving said Open Space Lot #3715 (F.K.A. Lot #8) and with the westerly boundary of said part of Lot #3716 and with the easterly boundary extended of said lands of Dirk & Amy Hines (7.507 Ac.), South 02° 23' 54" West, 167.37 feet to a found 1/2" Iron Pin and being the southeast corner of the lands of Robert & Tami S. Kuginskie (0.965 Ac.) as recorded in Official Record 6534, Page 2011 of the Butler County, Ohio Recorder's Office; thence, with the southerly boundary of said lands of Robert & Tami S. Kuginskie (0.965 Ac.) and with the northerly boundary of said part of Lot #3716 for the following three courses: 1.) South 41° 06' 02" West, 188.80 feet to a found 1/2" Iron Pin; 2.) South 77° 52' 38" West, 206.18 feet to a found 1/2" Iron Pin; 3.) North 87° 14' 56" West, 153.88 feet to a found 5/8" Iron Pin (Capped "Bayer Becker") and being on the easterly right of way of Millville-Oxford Road (U.S. #27) as dedicated in Official Record _____, Page _____ of the Butler County, Ohio Recorder's Office; thence, leaving the southerly boundary of said lands of Robert & Tami S. Kuginskie (0.965 Ac.) and with the easterly right of way of said Millville-Oxford Road (U.S. #27) and with the westerly boundary of said part of Lot #3716, South 34° 01' 03" East, 556.04 feet to a found 5/8" Iron Pin (Capped "Bayer Becker") and being on the westerly right of way of Lake Forest Drive as dedicated in Official Record 9533, Page 593 of the Butler County, Ohio Recorder's Office; thence with the easterly right of way of said Millville-Oxford Road (U.S. #27) and with the westerly right of way of said Lake Forest Drive for the following five courses: 1.) South 56° 16' 05" West, 15.07 feet to a found 5/8" Iron Pin (Capped "Bayer Becker"); 2.) with a curve to the right, having a central angle of 89° 42' 52", a radius of 15.00 feet, an arc length of 23.49 feet and a chord bearing and distance of North 78° 52' 29" West, 21.16 feet to a found 5/8" Iron Pin (Capped "Bayer Becker"); 3.) South 34° 01' 03" East, 167.13 feet to a found 5/8" Iron Pin (Capped "Bayer Becker"); 4.) with a curve to the right, having a central angle of 90° 17' 08", a radius of 15.00 feet, an arc length of 23.64 feet, and a chord bearing and distance of North 11° 07' 31" East, 21.27 feet to a found 5/8" Iron Pin (Capped "Bayer Becker"); 5.) North 56° 16' 05" East, 14.93 feet to a found 5/8" Iron Pin (Capped "Bayer Becker") and being on the easterly right of way of said Millville-Oxford Road (U.S. #27) and being on the easterly right of way of said Lake Forest Drive and being the **True Point of Beginning**;

thence, leaving the easterly right of way of said Millville-Oxford Road (U.S. #27) and with the easterly right of way of said Lake Forest Drive for the following three courses:

- 1.) North 56° 16' 05" East, 191.73 feet to a found 5/8" Iron Pin (Capped "Bayer Becker");

6900 Tylersville Road, Suite A 110 South College Ave, Suite 101 1404 Race Street, Suite 204
Mason, OH 45040 Oxford, OH 45056 Cincinnati, OH 45202
513-336-6600 513-523-4270 513-834-6151

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

<http://www.bayerbecker.com>

- 2.) with a curve to the left, having a central angle of 55° 47' 35", a radius of 1232.50 feet; an arc length of 1200.17 feet and a chord bearing and distance of North 28° 22' 18" East, 1153.31 feet to a found 5/8" Iron Pin (Capped "Bayer Becker");

- 3.) North 00° 28' 30" East, 33.78 feet to a Set 5/8" Iron Pin;

thence, leaving the easterly right of way of said Lake Forest Drive and with a new division line through said part of Lot #3716, South 86° 18' 54" East, 366.72 feet to a Set 5/8" Iron Pin on the westerly boundary of the lands of Rams Holdings, LTD (25 Ac.) as recorded in Official Record 9516, Page 1759 of the Butler County, Ohio Recorder's Office and being on the easterly boundary of said part of Lot #3716;

thence, leaving the new division line through said part of Lot #3716 and with the westerly boundary extended of said Rams Holdings, LTD (25 Ac.), South 02° 38' 43" West, (passing a found 5/8" Iron Pin (Capped "Brosey") at 465.65 feet and passing a found 1/2" Iron Pin at 680.29 feet and passing a found 1/2" Iron Pin at 728.80 feet) 1311.81 feet to the southeast corner of said part of Lot #3716 and being the southwest corner of the lands of Dale R. & Sandra D. Burger (14.142 Ac.) as recorded in Official Record 7531, Page 2072 of the Butler County, Ohio Recorder's and being the northwest of the lands of Sherry Bourquein and Lynn Bourquein (5.977 Ac.) as recorded in Official Record 9446, Page 1911 of the Butler County, Ohio Recorder's Office and being the northwest corner of the lands of Connie Williams Shaw & Scott Gregory Shaw (5.627 Ac.) as recorded in Official Record 8702, Page 139 of the Butler County, Ohio Recorder's Office and being the northeast corner of the lands of Hopedale Unitarian Universalist Community (8.109 Ac.) as recorded in Official Record 6436, Page 2253 of the Butler County, Ohio Recorder's Office and being witnessed by a found 1/2" Iron Pin (Capped "Balph") at South 02° 38' 41" West, 2.17 feet;

thence, leaving said lands of Dale R. & Sandra D. Burger (14.142 Ac.) and leaving said lands of Sherry Bourquein and Lynn Bourquein (5.977 Ac.) and leaving said lands of Connie Williams Shaw & Scott Gregory Shaw (5.627 Ac.) and with the northerly boundary of said lands of Hopedale Unitarian Universalist Community (8.109 Ac.) and with the southerly boundary of said part of Lot #3716 for the following two courses:

- 1.) North 88° 16' 21" West, 335.78 feet to a found 1 1/2" Pipe;
- 2.) North 87° 12' 11" West, 583.52 feet to a found 5/8" Iron Pin (Capped "Bayer Becker") being on the easterly right of way of said Millville-Oxford Road (U.S. #27) as dedicated in Official Record ____, Page ____;

thence, leaving said lands of Hopedale Unitarian Universalist Community (8.109 Ac.) and with the easterly right of way of said Millville-Oxford Road (U.S. #27) and with the westerly boundary of said part of Lot #3716, North 34° 01' 03" West, 169.33 feet to the **True Point of Beginning** containing 778,422 square feet or 17.870 Acres of land, more or less and being subject to all easements, legal highways, restrictions and agreements of record.

The above description was prepared from a field survey made by Brian R. Johnson, Professional Surveyor #8484 in the State of Ohio, June 11, 2021. The plat of which is recorded in Volume 62, Page 170, of the Butler County, Ohio Engineer's Record of Land Surveys.

Basis of Bearings: Official Record 9533, Page 593.

Prior Deed Reference: Official Record 7669, Page 950.

All iron pins set are 5/8" diameter rebar 30" long with plastic cap stamped "Bayer Becker".



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	March 7, 2022
COUNCIL MEETING DATE:	March 15, 2022
AGENDA TITLE:	Resolution Authorizing a Contract for the Reconstruction of Main St (SR732) between High Street and Park Place.
BUDGETED AMOUNT:	\$ 350,000 + 43,200 supp. appropriation
ACCOUNT CODE:	141.720.63198
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 3/8/22 MBD 3/7/22

The City's Capital Improvement Plan (CIP) has budgeted \$350,000 for the reconstruction of the bricked portion of Main St. (SR732) between High St. and Park Place. The project includes removal of the existing bricks and failing concrete base; replacement of underdrains and conduits connecting Memorial Park with MLK, Jr. Park; new concrete base with steel reinforcement (similar to work done previously on High St.); new brick paver installation; replacement of designated sidewalks, and replacement of underground yard hydrants for access to water during special events.

The City was successful in obtaining a grant for this project from the Ohio Public Works Commission; this grant will pay 79% of expenses up to a maximum of **\$276,500**. The City advertised for bids that were opened on March 4, 2022. Only one bidder provided a response to the City's request for bids with the following result:

Prus Construction Base bid \$360,618.00 Alternates: \$32,560.00 **Total \$393,178.00**

Prus Construction has completed several brick street replacement projects in Oxford with excellent results, both on High St. and College Ave. While their base bid is slightly higher than the Staff estimate (2.9 %), Staff is recommending proceeding with the project.

It is Staff's recommendation that the City Council authorize the City Manager to enter into an Agreement with Prus Construction Co. for the reconstruction of the specified segment of Main Street for an amount not to exceed \$393,178.00. If approved, this project will move forward with no designated contingency. Should there be unforeseen conditions or expenses, Staff may be forced to request a supplemental appropriation from the City Council. Work will be completed this summer, and will be done no later than August 12, 2022. The net cost to the City for this work should not exceed \$116,678.00.

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PRUS CONSTRUCTION CO. FOR RECONSTRUCTION OF MAIN STREET (SR732) BETWEEN HIGH STREET AND PARK PLACE FOR A TOTAL COST NOT TO EXCEED \$393,178.00.

WHEREAS: the City's Capital Improvement Plan (CIP) budgeted \$350,000 for the reconstruction of bricked portion of Main Street (SR732) between High Street and Park Place; and

WHEREAS: the City was awarded a grant from the Ohio Works Commission that will pay 79% of expenses up to a maximum of \$276,500; and

WHEREAS: the City opened bids on March 4, 2022. One bidder provided a response with the following result: Prus Construction Co. Base bid: \$360,618.00; Alternates: \$32,560.00; Total \$393,178.00; and

WHEREAS: The City Manager and the Service Director recommend Council accept the bid of Prus Construction Co. for the reconstruction of the bricked portion of Main Street (SR732) between High Street and Park Place for a total cost not to exceed \$393,178.00.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and accepts the bid of Prus Construction Co. for the reconstruction of the bricked portion of Main Street (SR732) between High Street and Park Place for a total cost not to exceed \$393,178.00.

SECTION 2: Council further authorizes the City Manager to enter into a contract with Prus Construction Co. for a total cost not to exceed \$393,178.00.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST: _____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW(STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Assistant City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	03/07/2022
COUNCIL MEETING DATE:	03/15/2022
AGENDA TITLE:	Public Art Partnership with Oxford Community Arts Center
BUDGETED AMOUNT:	\$1,000
ACCOUNT CODE:	110.470.52340
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 3/8/22

DISCUSSION:

In 2020, the Public Arts Commission (PACO) and the Oxford Community Arts Center (OCAC) began working on a joint public art project for community art to be displayed in the Oxford Municipal Building. With the onset of the coronavirus, this project was tabled. Over the past several months, we have begun working on this concept again.

At the January 11, 2022 Public Arts Commission meeting, they approved the final drafts of the public art partnership program and voted to use up to \$1,000 of the public art funds to purchase an art display railing system for the municipal building for this project.

How the public art program will work:

- PACO and OCAC will jointly announce a call for art.
- They will create a jury committee to select the art to determine appropriateness for display in the City Municipal Building. This Jury committee will include: 2 PACO members, 1 City Staff Member, 1 OCAC staff member.
- The City will purchase display equipment in the municipal building and help promote the call for art using the PACO allocation in the city operating budget.
- OCAC will manage the artist agreements and cover insurance for all displayed art.
- These roles and responsibilities are outlined in the attached MOU.



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

Art specifications:

- All media will be considered. Pieces exhibiting diverse concepts, materials or mediums, and creativity will take precedence.
- Artwork selected must be complete, labeled, and ready to hang and the total piece should not exceed 30lbs. The maximum depth of 2D pieces should be 3" when displayed on a wall.
- Artwork should be less than 5 years old.
- Pieces do not need to be for sale, but if they are, OCAC requires a 20% commission on all sales.
- Artwork will be insured by OCAC while on the premises of the City Municipal Building, but not while in transit to or from.

Proposed timeline:

- Early April Call for art
- Early June Jury Selection of Art
- June-July installation of art.
- Display period 6 months.

We are seeking approval to enter into the memorandum of understanding between the City-PACO and the OCAC, and to purchase a railing system at a cost not to exceed \$1,000.

Exhibit "A"



Protecting a Legacy; Promoting the Arts

Memorandum of Understanding Oxford Community Art Center and the City of Oxford

This Memorandum of Understanding (the "Memorandum") is a non-binding statement of proposed non-financial exchanges and intention entered into as of this _____ (the "Effective Date") by and between the Oxford Community Arts Center (the "OCAC") and City of Oxford (hereinafter referred to as "the City") to:

Bring the benefits of art to the citizens of Oxford. The Oxford Community Art Center (OCAC) and the City of Oxford (City), facilitated through the Public Arts Commission of Oxford (PACO), will install locally produced art in various City buildings. (the "Purpose").

WHEREAS the City desires to display art created by professional artists, hobbyists, and aspiring artists of all ages throughout the region generally encompassed by the Talawanda school district.

WHEREAS the mission of the OCAC is to restore and maintain historic Oxford College as a permanent home for the arts in the Oxford, Ohio area, to promote the arts and arts education; and to facilitate activities of community arts organizations.

WHEREAS the OCAC and the CITY desire to enter into this Memorandum, in which both parties work together toward the shared Purpose;

WHEREAS the OCAC and the City are desirous to set out the working arrangement that both parties agree are necessary to the Purpose;

NOW THEREFORE, intending to set forth a foundation for ongoing cooperative operations between the parties, and to memorialize certain understandings and protocols with respect to the Purpose, the OCAC and the City of Oxford agree to work together in the true spirit of partnership as follows:

Purpose Goals:

This Memorandum will outline the current understandings for:

1. Location
2. Insurance
3. Call For Art
4. Selection Process
5. Display Specifics

The above Purpose goals will be accomplished by undertaking the following:

a) Location:

The City will provide locations in its buildings suitable for such displays and, through PACO, will secure funding for the displays.

b) Insurance:

The OCAC will insure these exhibits as part of their standard operating procedures. As a result, there will be no cost to the City to insure the art as long as the total value of art insured by OCAC falls under their cap for total OCAC artwork and exhibitions (presently \$175,000). PACO and OCAC will consult for each proposed display to ensure that this cap is not exceeded. If the City desires to display pieces that significantly exceed this cap, they may do so. As necessary, OCAC will consult with their insurance agent, Fey Bruder Insurance Advisors, to determine if there will be any additional costs for such highly valued pieces. If the City is willing to pay that additional cost (which is expected to be relatively small), OCAC will also insure those pieces for the duration of the display.

c) Call for Art:

Following OCAC's successful model, and as a condition of insurance, PACO will use OCAC's call for art, liability release, and exhibition contract. These documents can include reference to PACO and the City but must retain OCAC's name and logo. Any alterations must be approved by OCAC. Submitted pieces shall be assigned a replacement and sale value by the artists. PACO can put a cap on the value of art accepted for inclusion in a show and can cap the total declared value of a show. PACO acknowledges that sentimental and other inflated values that are not based on market values are not recognized by the insurance company and will not be paid out.

d) Selection Process:

Pieces shall be juried by PACO according to the established PACO process, which can include consultation with outside experts, including OCAC representatives.

OCAC will maintain the database of the accepted pieces. It will be available to the City and PACO during reasonable hours.

e) Display Specifics:

All displays will acknowledge both OCAC and PACO.

Duration of displays is at the discretion of City but should not become a logistical burden on OCAC.

Displayed art can be made available for sale, at the artist's and partnership's discretion. The OCAC will handle all monetary transactions and receive 20% commission of sales.

Art shall be hung with corner bumpers to protect surfaces, anti-fall hangers, and other methods to protect the fabric of the building, the art, and the public. Methods of hanging will be

appropriate to each space and minimally invasive. PACO will coordinate with other City representatives to ensure that exhibition hardware (e.g. picture rails, lighting, and hangers) and methods are appropriate.

Term

This Memorandum will remain in effect for one year, beginning on the Effective Date. It will be automatically renewed for successive one-year terms for the duration. This Memorandum may be terminated by either party upon written notice to the other party.

General Liability and Insurance

OCAC, at its own expense, maintains and keeps in full force and effect a comprehensive general liability insurance policy with minimum limits of at least \$1,000,000.00 for each occurrence, combined single limit, \$1,000,000.00 aggregate, and \$1,000,000.00 with respect to property damage. OCAC requires, at the advice of its attorney and insurance agent, and in compliance with OCAC's lease with Miami University, all other organizations associated with the OCAC to carry identical liability insurance.

Governing Law

This Memorandum shall be construed in accordance with the laws of the State of Ohio.

Notice

Any notice or communication required or permitted under this Memorandum shall be sufficiently given if delivered in person or by certified mail to the address set forth below or to such other address as one party may have furnished to the other in writing.

Prior Memorandum Superseded

This Memorandum constitutes the entire understanding of the parties relating to the Purpose and supersedes all prior or simultaneous representations, discussions, negotiations, and Memorandums, whether written or oral.

Miscellaneous

Is it mutually agreed upon and understood by and between OCAC and the City that:

- a. This Memorandum is subject to the terms and conditions of the Lease.
- b. Each party will work together in a coordinated fashion for the fulfillment of the Purpose.
- c. In no way does this Memorandum restrict involved parties from participating in similar understandings or any agreement with other public or private agencies, organizations, and individuals.
- d. Nothing in the Memorandum shall obligate or authorize either party to the transfer of funds or other valuable property. Any endeavor involving reimbursement or contribution of funds between the OCAC, and the City will be handled in accordance with applicable laws, regulations, and procedures and by separate written agreements.
- e. This Memorandum is not intended to and does not create any right, benefit, or trust responsibility.
- f. This Memorandum will be updated as needed as to reflect changes, additions, and new collaborations.

By: _____
Heidi Schiller, OCAC Executive Director

Date _____

By: _____
(Signature)

Date: _____

Print Name: _____
City of Oxford Representative

RESOLUTION NO.

A RESOLUTION AUTHORIZING A PUBLIC ARTS PARTNERSHIP PROGRAM
MEMORANDUM OF UNDERSTANDING BETWEEN THE OXFORD COMMUNITY ARTS
CENTER AND THE CITY OF OXFORD AND AUTHORIZING THE CITY MANAGER TO
SIGN THE MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE CITY.

WHEREAS, the Public Arts Commission (PACO) and the Oxford Community Arts Center (OCAC) have been working on a joint public art project for community art to be displayed in the Oxford Municipal Building; and

WHEREAS, the Public Arts Commission approved the final drafts of the Public Art Partnership Program and voted to use up to \$1000 of the public art funds to purchase an art display railing system for the Municipal Building; and

WHEREAS, the City Manager and the Public Arts Commission recommend Council authorize the City Manager to sign on behalf of the City, the proposed Memorandum of Understanding attached hereto as Exhibit "A" with the Oxford Community Arts Center for community art to be displayed in the Oxford Municipal Building.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Public Arts Commission and finds that the Memorandum of Understanding to provide community art to be displayed in the Oxford Municipal Building will benefit the community and authorizes the City Manager to sign the Memorandum of Understanding on behalf of the City.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	3/7/22
COUNCIL MEETING DATE:	3/15/22
AGENDA TITLE:	Authorizing the City Manager to waive the fees for the Street Closures for the Visitors Bureau (Enjoy Oxford) for the 2022 annual Summer Music Festival.
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 3-9-22

DISCUSSION:

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO WAIVE THE FEES
ADOPTED IN THE FEE ORDINANCE FOR THE STREET CLOSURES FOR THE VISITORS
BUREAU (ENJOY OXFORD) FOR THE 2022 ANNUAL SUMMER MUSIC FESTIVAL.

WHEREAS, Enjoy Oxford has requested Council to consider waiving the fees for the
street closures for the 2022 Annual Summer Music Festival; and

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

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

SECTION 1: Council having considered the request determined that the Summer Music
Festival is a benefit to the entire community and that waiving the fees for the street closures is in
the best interest of the community, hereby authorizes the City Manager to waive the fees for the
street closures for the 2022 Annual Summer Music Festival.

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

MAYOR

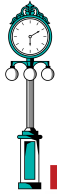
ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



City of
Oxford OHIO
HOME OF MIAMI UNIVERSITY



REQUEST FOR PUBLIC PARK PERMIT

REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

Date(s) of Event: 06 / 24 / 21 through 08 / 26 / 21 From: 06:00 PM To: 10:00 PMToday's Date: 05 / 07 / 21 ☐ Emergency Utility Repair (check box, if applicable)

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

Responsible Adult:

(18 years of age or older)*

Kim Daggy

Organization: Oxford Visitors Bureau dba Enjoy Oxford

Address:

14 W. Park Place, Ste. C

Advisor:

Oxford, OH 45056

Address: same

Telephone:

(513) 523-8687

Telephone: (513) 523-8687

Cellular:

(574) 360-3384

Cellular:

Fax:

Fax:

Email:

kimdaggy@enjoyoxford.org

Email: info@enjoyoxford.org

* Person in charge - Primary contact

Non-Profit: ☒ Yes ☐ No**PARK REQUESTED**

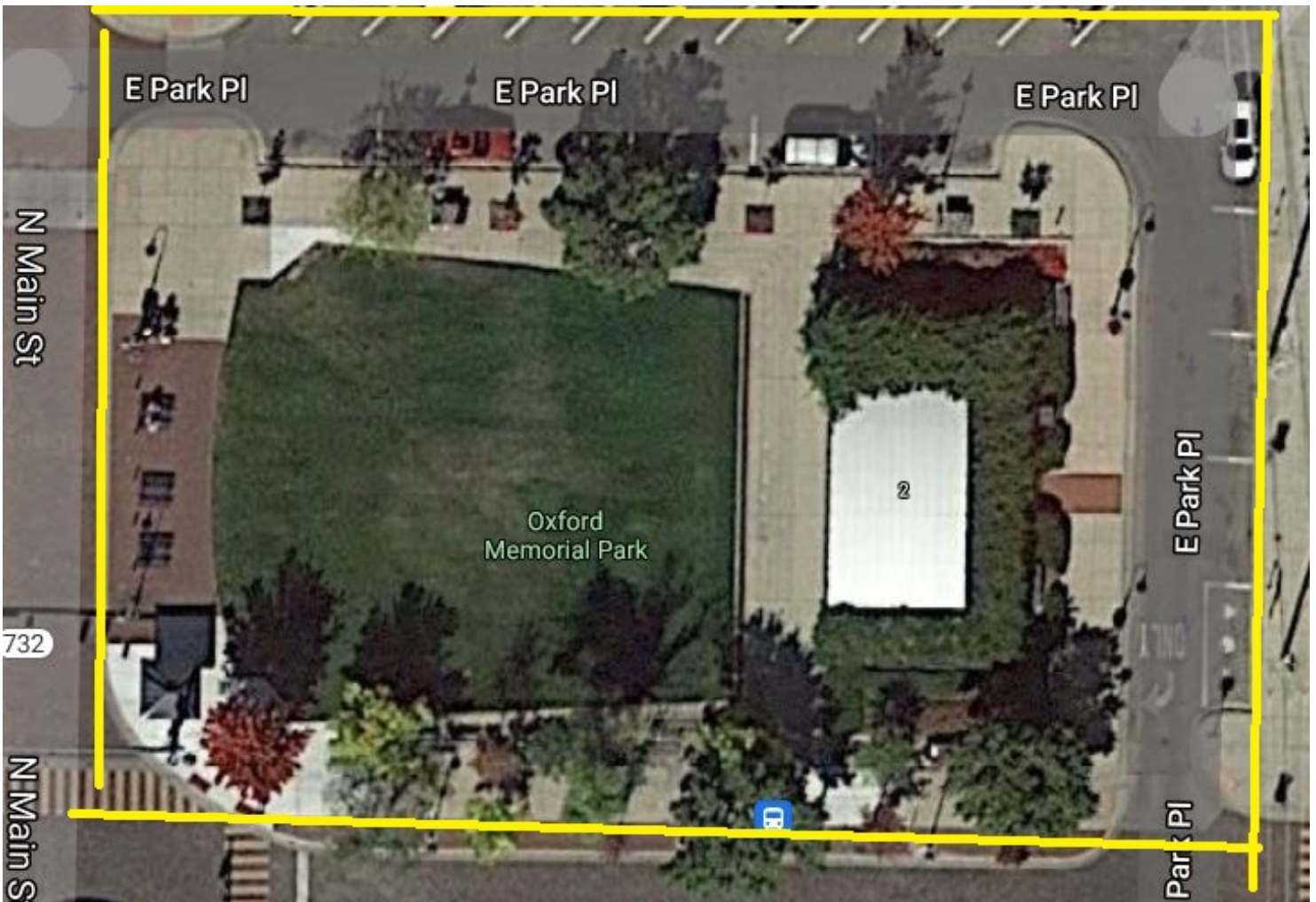
- ☐ Merry Day Park (adjacent to the Miami Mobile Home Park, Reagh Way Drive)
- ☐ Leonard Howell Park (Bonham Road)
- ☐ Oxford Community Park (Fairfield Road) – Contact 523-6314 to confirm date(s)
- ☒ Memorial Park (E. Park Place & N. Main Street – has pavilion)
- ☒ Martin Luther King Jr. Park (W. Park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

TITLE OF EVENT (be specific and include projected attendance)2021 Uptown Music Concert SeriesProjected Attendance: 200 Has this event been held previously? ☒ Yes ☐ No If "YES", when? AnnuallyWill food, goods, services or merchandise be sold at the event? ☒ Yes ☐ No

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

Note: If you or your organization are handing out information on the public sidewalk, no permit is required.**DESCRIPTION OF EVENT**Place a description of the event, along with additional requests, on the appropriate attachment. If request is only for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.Applicant's Signature: [Signature] Date: 5 / 7 / 21

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



Instructions for Applicant: Please clearly denote the parade route, streets and/or sidewalk areas being requested. Place a concise narrative explanation on the following lines. Attach additional pages if necessary. **Note: Any work in the public right of way requires the submittal of a maintenance of traffic plan.**

Thursdays as scheduled (in process).

Close Main Street between MLK & Memorial Park due to higher pedestrian traffic and social distancing.

Reserve parking in East Park for Band, Sound Tech, and Sponsors as needed.

Unused parking spots will be opened to the general public.

Use of sidewalk areas around Parks for sponsor tents if needed and Enjoy Oxford Information Bike Cart (opened park to allow for social distancing).

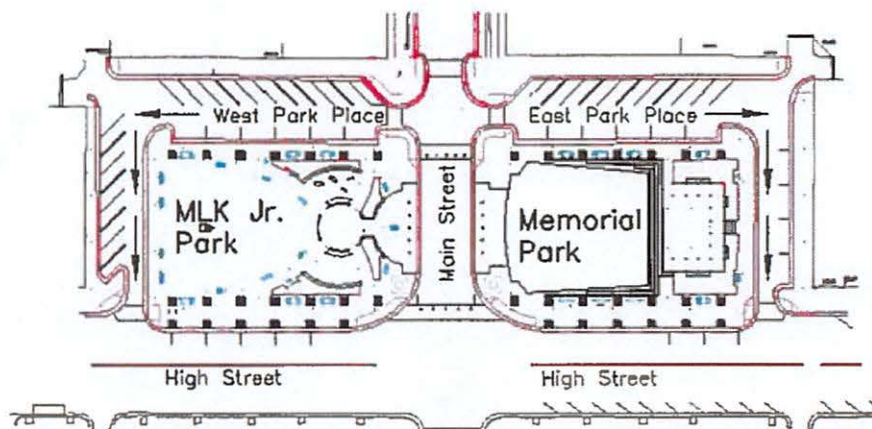
Enjoy Oxford will post and remove NO PARKING signs.

Additional Requests:
(Include details in narrative)

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

**Generally the responsibility of the applicant.*

Time Details		
	Start	End
S	6:00 PM - 10:00 PM	-
E		
B		



OXFORD MEMORIAL PARK & MARTIN LUTHER KING JR. PARK

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

Use of Pavilion and lighting system.

Use of Memorial Park & MLK Park for community attendance.

Power on at trees.

Potential for sponsors to sell their products.

Additional Requests:
(Include details in narrative)

- ☒ Pavilion
- ☒ Extra trash cans*
- ☒ Special power requirements (explain in narrative)**
- ☒ Street Closure**
- ☒ Other: Enjoy Oxford will print, post, and remove all NO PARKING SIGNS.

*See fee sheet

Time Details

	Start	End
Setup	_____	_____
Event	_____	_____
Breakdown	_____	_____

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

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



Stipulations and Fees

Note: FULL PAYMENT REQUIRED BEFORE THE EVENT

RIGHT-OF-WAY

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

Area shall be cleaned at the end of each day

The City of Oxford reserves the right to modify, suspend, or revoke this permit at the sole discretion of the City of Oxford.

to hire police officers.

10. All special conditions specified by department heads must be complied with. Fees may be assessed for special services – see below.

11. NO markings may be made on streets or sidewalks within the public right-of-way.

USE OF PARKS (ALL THOSE ABOVE, PLUS)

1. No motor vehicles may be parked within the area of the park or on any sidewalk.
2. Banners are only permitted on the stage area during the function and must be removed immediately after the event. Tying is the only acceptable way of affixing a banner to the stage area.
3. No signs are permitted.
4. The applicant is responsible for damage to grass, shrubs or trees as a result of the event and agrees to compensate the City of Oxford the cost of repairs and/or replacement.
5. No structure shall be defaced and no structure shall be erected within four (4) feet of the base of a tree or shrub.
6. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within any park.
7. The applicant will be required to provide the City with a certificate of insurance naming the City as an additional insured for events with live animals or inflated play structures with a minimum of \$1M coverage. Insurance for other events may be required and reviewed on a case by case basis.

FEE INFORMATION

No Parking Signs	\$1.00/ea.
Metered Parking	\$10.00/ea
Trash Boxes	\$5.00/ea.
<u>Personnel</u>	
Police Officer(s)	Contact OPD
Street Dept. Personnel	\$25.00/hr
Electrician	\$100.00
Park & Rec Personnel	Contact OPRD
<u>Road Closures</u>	
Main Street	\$135.00**
US 27 Detour	\$135.00**
**Includes labor	
<u>Sports Fields/Gazebo</u>	
Contact OPRD – 523-6314	

APPLICANT'S ASSURANCE

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

Applicant's Signature

Date: ____ / ____ / ____

CITY USE ONLY

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

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

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

Reviewer(s): _____

APPROVAL SECTION (with conditions)

Police Chief: ☐ Approved ☐ Not Approved ____/____

Fire Chief: ☐ Approved ☐ Not Approved ____/____

Service Director: ☐ Approved ☐ Not Approved ____/____

Recreation Director: ☐ Approved ☐ Not Approved ____/____

City Manager: ☐ Approved ☐ Not Approved

Oxford City Council Resolution (attached)

City Manager's Signature

Date: _____

Reason(s) event not approved:

729.05 SALES ON CERTAIN MUNICIPAL PROPERTY PROHIBITED.

No person shall sell, offer to sell or solicit orders for goods, wares or merchandise for immediate or future delivery, or services to be furnished, performed or provided in the present or in the future, within parking meter zones or upon any municipally-owned or controlled property other than streets. This law shall not be applicable to nonprofit or charitable community organizations operating with the express consent of the Office of the City Manager and shall not apply to the lawful use of sidewalk space where such use is expressly authorized by the Codified Ordinances of Oxford, nor shall this section be applicable to the selling at a Farmers' Market of farm produce when such produce has been raised and grown by the vendors and provided that such selling has been specifically authorized and regulated by the Council. Any sale or use of alcohol upon any municipally-owned or controlled property shall be approved by City Council.

(Ord. 3211. Passed 3-19-13.)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45215

STAFF REPORT

ORIGINATING DEPARTMENT:	Parks and Recreation
PREPARED BY:	Casey D. Wooddell
DATE PREPARED:	February 28, 2022
COUNCIL MEETING DATE:	March 15, 2022
AGENDA TITLE:	Resolution to declare certain property as surplus and donate to a local non-profit agency.
BUDGETED AMOUNT:	n/a
ACCOUNT CODE:	n/a
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	CDW 2/28/2022 <i>DRC</i> 3.7.22

DISCUSSION:

Oxford Parks and Recreation Dept. (OPRD) was gifted a brand new, double door, stainless steel commercial freezer unit in February 2022. This occurred due to the unit being damaged during shipping. OPRD was notified via email on 2/3/2022 of the following message:

"This is an update to let you know that The Legacy Companies has decided to scrap the unit. Please feel free to do whatever you would like with this product."

OPRD was sent a brand new replacement unit, thus does not have space or a need for this additional unit that was damaged. OPRD would like to donate this unit to Talawanda Oxford Pantry & Social Services (TOPSS). The unit appears fully operational, other than aesthetic damage. OPRD has confirmed with the TOPSS that they have a need for the unit and space to keep it. TOPSS will be responsible for transporting the unit from the Oxford Community Park to their building location. Should TOPSS become unable to accept the unit, OPRD will come back to Council with an alternate solution.

Unit Information: Maxx-Cold Select Series Upright Freezer
Maximum Model No. MXSF-49FDHC

RESOLUTION NO.

A RESOLUTION DECLARING CERTAIN CITY PROPERTY NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AS SURPLUS AND AUTHORIZING THE DONATION OF SURPLUS PROPERTY TO A LOCAL NON-PROFIT AGENCY.

WHEREAS, Maxx-Cold Select Series Upright Freezer Maxximum Model No. MXSF-49FDHC is no longer needed for Oxford Parks and Recreation Department; and

WHEREAS, the City Manager and the Parks and Recreation Director recommend the Maxx-Cold Select Series Upright Freezer Maxximum Model No. MXSF-49FDHC be donated to the Talawanda Oxford Pantry and Social Services (TOPSS).

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

SECTION 1: Council accepts the recommendation of the City Manager and the Parks and Recreation Director and hereby declares Maxx-Cold Select Series Upright Freezer Maxximum Model No. MXSF-49FDHC as surplus.

SECTION 2: Council further authorizes the donation of the Maxx-Cold Select Series Upright Freezer Maxximum Model No. MXSF-49FDHC to the Talawanda Oxford Pantry and Social Services (TOPSS).

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	David Treleaven, Environmental Specialist
DATE PREPARED:	March 3, 2022
COUNCIL MEETING DATE:	March 15, 2022
AGENDA TITLE:	March 2, 2022 Environmental Commission Meeting Summary
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRE</i> 3.7.22 MBD 3/4/2022

Environmental Commission members in attendance at the Wednesday, March 2, 2022 meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair and City Council Representative, Ms. Chantel Raghu; Mr. Steve Elliott, and Mr. Justin Fain. A quorum was present. Also in attendance were City of Oxford (Oxford) residents Mr. Steve Sullivan, Mr. Antonio Alejandro, Ms. Peggy Branstrator, Ms. Betty Pu, and Oxford climate and sustainability interns, Ms. Madison Scott and Ms. Reena Murphy.

Approval of Agenda

Motion: Mr. Elliott
2nd: Ms. Raghu
Vote: Unanimous

Approval of Minutes

Motion: Mr. Elliott
2nd: Ms. Raghu
Vote: Unanimous

Discussion:

Mr. Alejandro had continued to refine the draft text for legislation permitting pollinator gardens and other managed natural lawn areas to be established on private properties, incorporating the comments and insights provided by Commissioners and Staff during their



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

reviews. Mr. Alejandro has recently worked on making the text more concise, which has reduced the length of the draft legislation. Mr. Alejandro is to provide the Commissioners a link to the draft document in Google Documents. Mr. Ralinovsky requested that Commissioners make a final review of the draft text and provide any comments to Mr. Alejandro by Wednesday, March 9, 2022. The intention was that the Environmental Commission would be provided the proposed legislation for their formal approval, and subsequent submittal to the Planning Commission for consideration. Mr. Sullivan commented that he has received several requests for interviews regarding the managed natural areas on private properties, and has been asked to speak on the issue at upcoming meetings.

Staff informed the Commission that the Arbor Day Foundation (the Foundation) had announced it was conducting audits of the Tree City USA communities to ensure that they meet the Foundation's current standard for a public tree care ordinance. Review of the Foundation's listed criteria suggests that Oxford will need to revise its tree ordinance to include clear guidance on planting, maintaining, and/or removing public trees. As the Environmental Commission is the designated Tree Authority for Oxford, the Commissioners will likely need to amend Oxford's existing Codified Ordinance pertaining to trees prior to the submittal of the 2022 Tree City USA re-certification application (due December 2, 2022). The prospect of including text in Oxford's tree ordinance to address the "clear guidance" requirements would make the ordinance unduly lengthy. Staff was requested to contact the Ohio Department of Natural Resource's Urban Forester for Oxford and inquire if providing references to existing guidance documents, and providing those guidance documents on Oxford's web site would suffice in addressing this requirement.

Ms. Branstrator informed the commission that the public input and participation "Lollapalooza" for the pending revision to the Comprehensive Plan had been re-scheduled to Monday, April 18, 2022. Subsequent discussion with Ms. Jessica Greene, Oxford's Assistant City Manager, indicated that the online public survey was already available, as well as paper surveys for those without internet access, or who do not wish to utilize the internet. Surveys are due by Friday, March 25, 2022. Ms. Green confirmed the public participation meeting of April 18th, and provided Staff with an email providing the survey link and details for the information presented above. This email was forwarded to the commissioners on Thursday, March 3, 2022.

Staff updated the commission on Miami University's efforts to be certified as an Arbor Foundation "Tree Campus Higher Education" college. The certification requires a Tree Campus Advisory Committee, and one member should be from the associated community's tree authority (the Environmental Commission). Presently, Staff is representing the commission on the Advisory Committee, but commissioners were invited to participate if they wish. Staff is to provide the commissioners with the information pertaining to the March 2022 meeting of the Advisory Committee once it has been determined.



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

Staff updated the Commission on the monthly emission monitoring event of the landfill's 23 passive gas vents for February. The total estimated carbon dioxide equivalent (CO₂e) for the entire landfill during the month was approximately 93 metric tons (MT). This is the fifth lowest total CO₂e observed during the 17 monthly monitoring events (lowest being approximately 24 MT in March 2021). The monthly average CO₂e value is approximately 146 MT. This value is some 63% lower than the USEPA's model estimate for the closed landfill emissions (392 MT) that was used in previous calculations of the inventory of Oxford's greenhouse gas emissions.

Staff provided a summary of the on-going residential food scraps drop-off program. In 151 weeks (since April 2019), approximately 111,450 pounds (55.7 tons) of food scraps have been collected for composting, averaging 738 pounds per week. For the year 2022, a total of approximately 5,950 pounds (2.98 tons) had been collected in four weeks, averaging 744 pounds per week.

Approval of Adjournment:

Motion:	Mr. Elliott
2 nd :	Ms. Raghu
Vote:	Unanimous

Commissioners concluded discussions at 7:45 p.m. The next regularly scheduled monthly Environmental Commission meeting is scheduled for 7:00 p.m. on April 6, 2022, in the Municipal Building's first floor conference room.



OXFORD CITY COUNCIL Meeting Minutes

Tuesday, March 1, 2022

[Full Video Available](#)

Full transcript available upon request.

Roll Call **TIME** 00:57

William Snavelly Mayor	Chantel Ragu Vice Mayor
Jason Bracken	Amber Franklin
Alex French	Glenn Ellerbe
David Prytherch	

A regular meeting of the Oxford City Council was called to order by Vice-Mayor Chantel Raghu on Tuesday, March 1, 2022 at 7:30 p.m. Members in attendance were Jason Bracken, David Prytherch, Amber Franklin, Alex French, and Glenn Ellerbe. Mayor William Snavelly was excused.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Mike Dreisbach, Service Director; Mr. Sam Perry, Community Development Director; Mr. John Jones, Police Chief; Mr. Chris Conard, Law Director; Mr. Joe Newlin, Finance Director; and Ms. Heather Barbour, Clerk of Council.

Pledge of Allegiance **TIME** 00:02

Approval of the Agenda **TIME** 00:21

Motion – To Adopt

(Voice Vote) 1st Ms. Franklin 2nd Ms. French

AYE # 6

NAY # 0

ABS # 0

Public Participation **TIME** 01:18

Presentation – HRSA Grant – Cecilie McGhehey, Miami University – slides included in minutes. Ms. McGhehey presented information on the grant that she and her team were awarded and what their next steps are.

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.

Resident Name address Resident Comment / Request

Consent Agenda **TIME** 20:30

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

- A. Minutes of the February 15, 2022 City Council Meeting (Heather Barbour, Clerk of Council) **Page 5 of the Agenda Packet**
- B. Report regarding the February 10, 2022 Oxford Recreation Board Meeting (Casey Wooddell, Parks and Recreation Director) **Page 48 of the Agenda Packet**

Motion – To Adopt

(Voice Vote) 1st Ms. French 2nd Ms. Franklin

AYE # 6

NAY # 0

ABS # 0

Resolutions

Resolution No. 7380 **TIME** 20:51

Page 49 of the Agenda Packet

A Resolution Authorizing the City Manager to Accept the Oxford Community Foundation
Grant in an Amount not to Exceed \$12,000 (Casey Wooddell, Parks and Recreation Director)

Comments from the Public – None

Motion – To Adopt Resolution No. 7380

(Voice Vote) 1st Ms. Franklin 2nd Ms. French

AYE # 6

NAY # 0

ABS # 0

Resolution No. 7381 **TIME** 22:46

Page 51 of the Agenda Packet

A Resolution Authorizing the City Manager to Accept the Ohio Department of Natural
Resources Grant in an Amount not to Exceed \$10,000. (Mike Dreisbach, Service Director)

Comments from the Public – None

Motion – To Adopt Resolution No. 7381

(Voice Vote) 1st Mr. Ellerbe 2nd Ms. French

AYE # 6

NAY # 0

ABS # 0

Resolution No. 7382 **TIME** 24:18

Page 61 of the Agenda Packet

A Resolution Authorizing the City Manager to Enter into a Site Access Agreement with the Owl's Landing Subdivision Developer. (Mike Dreisbach, Service Director)

Comments from the Public – None

Motion – To Adopt Resolution No. 7382

(Voice Vote) 1st Ms. Franklin 2nd Mr. Prytherch

AYE # 6

NAY # 0

ABS # 0

Ordinances

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

First Reading

Ordinance No. 0000**TIME** 28:45

Page 80 of the Agenda Packet

An Ordinance Approving the Final Subdivision Application and Plat for South Forest Edge Section 2 With Conditions. (Sam Perry, Community Development Director)

Comments from the Public – None

Ordinance No. 0000**TIME** 31:37

Page 93 of the Agenda Packet

An Ordinance Accepting the Recommendation of the Planning Commission and Approving the Final Planned Development Application to Allow for Further Commercial Development of an 11.28 Acre Site Incorporating the MayDay Gun Range to Contain a New Business Incubator and Storage Facility with Conditions. (Sam Perry, Community Development Director)

Comments from the Public – Scott Webb, Architect – Mr. Webb spoke in opposition of sidewalk and pedestrian bridge condition. After discussion City Staff will revisit and revise conditions before the second reading.

Ordinance No. 0000**TIME** 01:10:12

Page 147 of the Agenda Packet

An Emergency Ordinance Accepting Easements Necessary for the Construction of Phase IV of the Oxford Area Trail System. (Mike Dreisbach, Service Director)

Comments from the Public – None

Ordinance No. 0000**TIME** 01:11:07

Page 162 of the Agenda Packet

An Ordinance Amending Ordinance No. 3654 Supplemental Budget Ordinance Number 3 to Make Supplemental Appropriations for Fiscal Year 2022. (Joe Newlin, Finance Director)

Comments from the Public – None

Second Reading - None

Announcements & Communications

In an effort to improve accessibility and transparency we will provide full transcripts until closed captioning for the video can be provided.

Remarks from City Council and City Staff **TIME** 01:12:54

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.

Adjournment

Motion to Adjourn Meeting at 8:51 p.m. **TIME** 01:22:29

(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin

AYE # 6

NAY # 0

ABS # 0

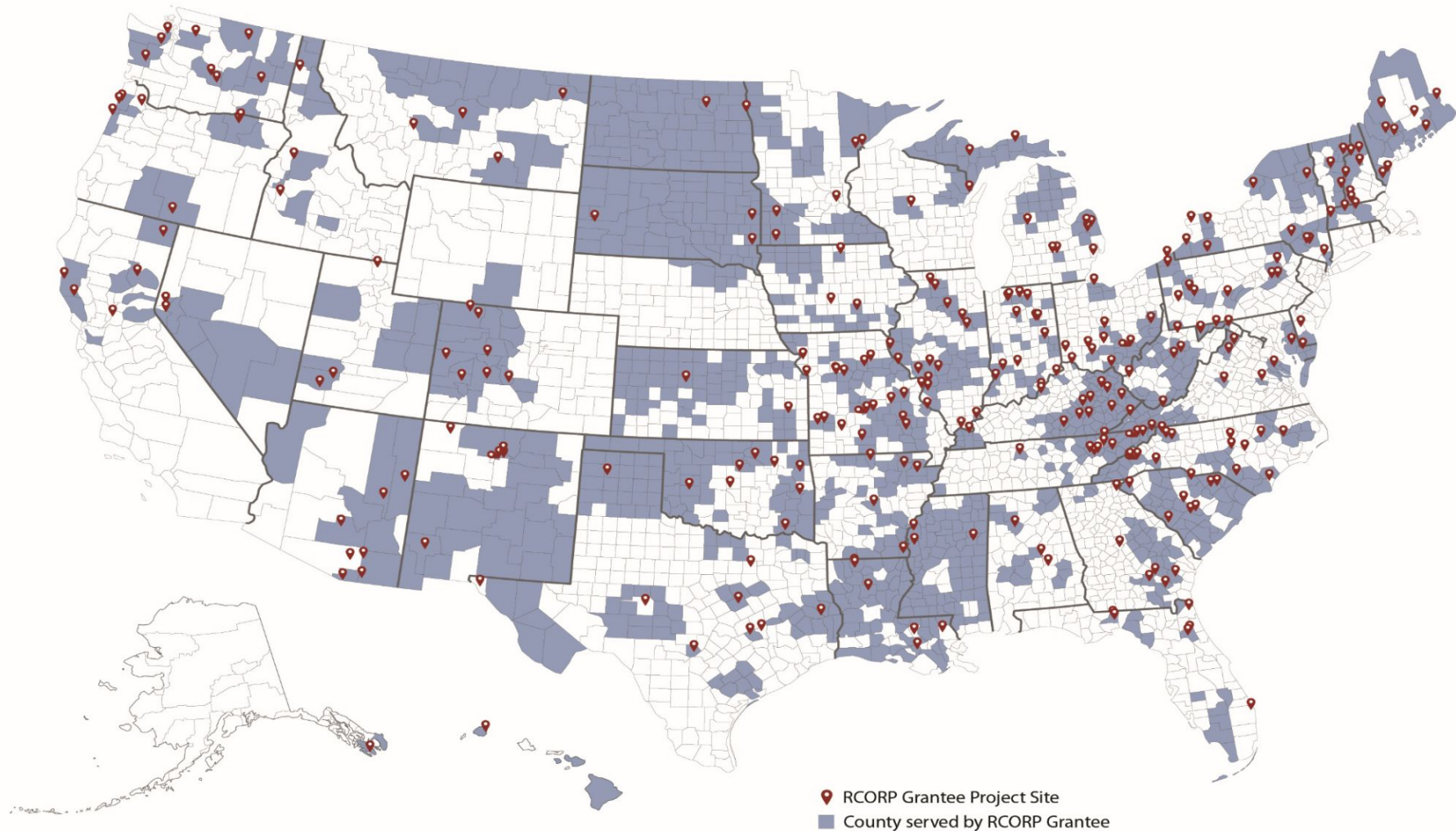


Hope Lives Here



Rural Communities Opioid Response Program

RCORP is a multi-year initiative by the Health Resources and Services Administration (HRSA) aimed at reducing the morbidity and mortality of substance use disorder (SUD), including opioid use disorder (OUD), in rural communities at the highest risk for SUD.





United, Oxford Chooses Hope

Find us where a community comes together. Where we help our neighbors and friends when they need it the most. Where we shine a light on addiction without shame and build a road to recovery.

Consortium Members



**Butler County
Mental Health
and Addiction
Recovery Service
Board**

**Talawanda
School District**

**Miami University
Coalition for a
Health
Community-
Oxford area**

**TriHealth
McCullough-Hyde
Memorial
Hospital**

**Epiphany
Community
Services**

Additional support:

The Regional Regional
Harm Reduction
Collaborative

Butler County General
Health District



CONSORTIUM GOALS

01

Lower the barriers to resources.

02

Lessen the stigma attached to addiction.

03

Identify and strengthen local recovery community.



Peer Connection

- DeCoach Rehabilitation Centre at McCullough-Hyde Memorial Hospital.
- Peers with lived experience.
- Offering services to those in the OB and ER (3 days a week in person).
- Follow up with individual for up to a year.



Miami University Initiatives

Generation Rx, Screening Brief Intervention and Referral to Treatment (SBIRT), medication lock bags, Campus wellness days, and drug take back events.

Local Programs

- City of Oxford and Oxford Township drug take-back events.
- Medication safety presentations.
- Medication drop boxes.
- Free billing and coding training to local SUD providers.





Grassroots Campaign

Oxford area businesses have partnered for printing and distribution of information.



STUDENT LIFE

Volunteers and Subcommittees

- Coalition for a Healthy Community - Oxford Area.
- Coalition - Mental Health.
- Coalition - AOD.
- ACC/MOSAIC.
- Partners in Wellness.

Where Hope Lives



Harm reduction

Service provided every
Wednesday 11 a.m.-1 p.m.



Partnering with
local events

Attend local social
services events to lower
barriers.



Connecting
resources

Meeting and introducing
possible partners to
grow services for clients.

Where Hope Lives



Subcommunities

Identifying local subcommunities and addressing individual concerns.



Local school district

Connecting families with programs.



Not just 45056

Creative ways to reach all community members that identify with Oxford.

Looking Ahead



COMMUNITY TRAINING

Free Naloxone trainings
to community members.



MORE DRUG TAKE BACK DAYS

Both in the community
and on Miami's campus.



TRANSPORTATION

Free assistance to/from
substance use care.



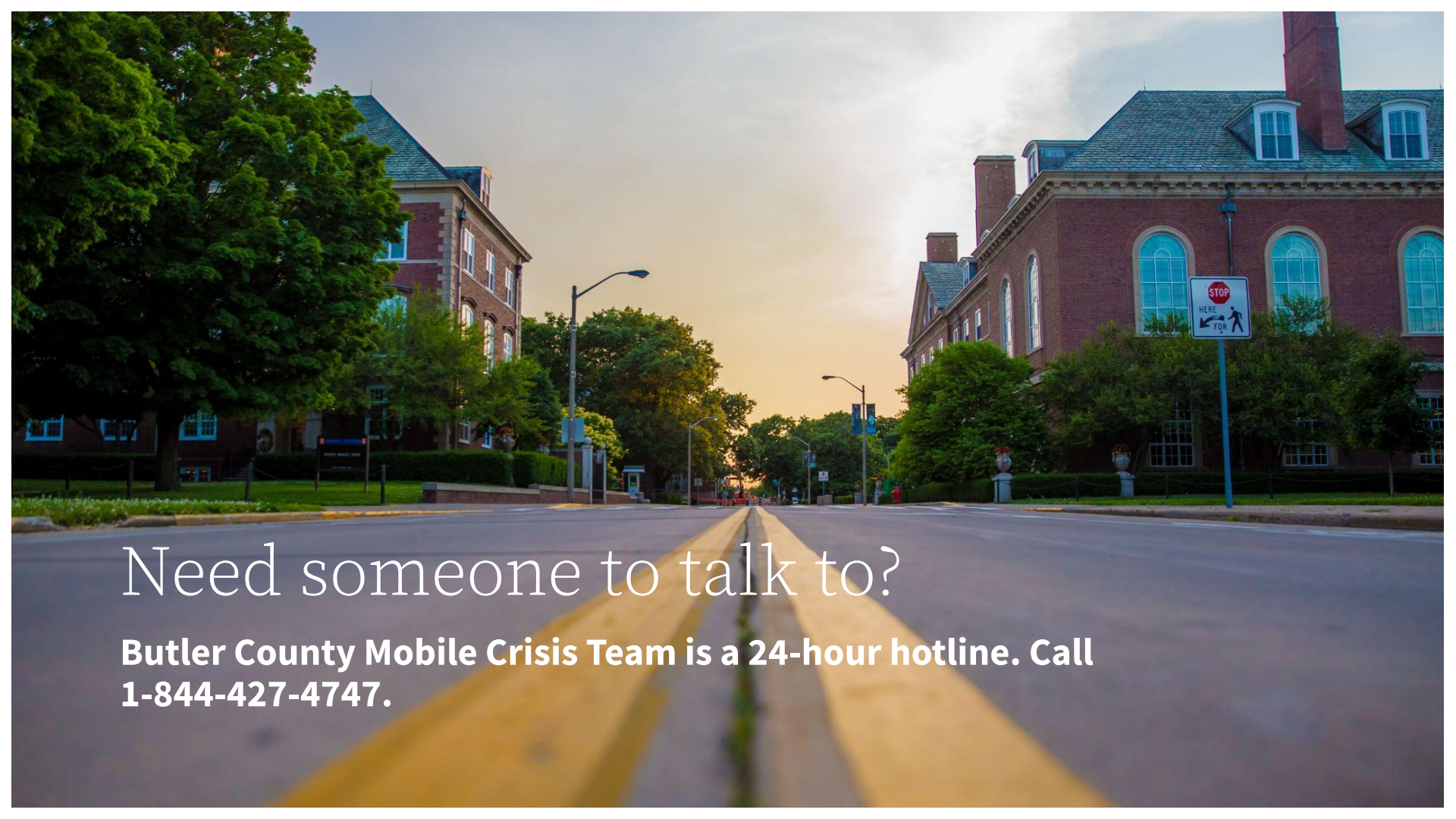
RECOVERY COMMUNITIES

Support the
development of local
recovery communities.



Questions?

This initiative was supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) as part of an award totaling \$1 million with 100% financed with non-governmental sources. The contents of this article are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by HRSA, HHS, or the U.S. Government. For more information, please visit [HRSA.gov](https://www.hrsa.gov).



Need someone to talk to?

**Butler County Mobile Crisis Team is a 24-hour hotline. Call
1-844-427-4747.**



MEMORANDUM
Community Development Department
513-524-5204

TO: Oxford City Council

FROM: Sam Perry, AICP
Director

DATE: March 10, 2022

RE: **May Day Business Park**

Following the March 1, 2022 First Reading, the following has occurred:

- The City Engineer completed a preliminary estimate for a new sidewalk along Ringwood Road
- The City Manager and staff met to review the case
- Staff provided the proportional cost calculation to the applicant/developer along with revised legislation
- The applicant/developer asked for a re-calculation and additional revised language

The additional calculations and legislation revisions have not yet been completed



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Zachary Moore
DATE PREPARED:	February 16, 2022
COUNCIL MEETING DATE:	March 1, 2022
AGENDA TITLE:	PC-2021-41, 6711 Ringwood Road, FINAL PLANNED DEVELOPMENT , Business Park Phase 1, self-storage facility and business incubator, Mark Rosenberger, Applicant/Agent
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 2/23/2022

Proposal Summary:

The applicant is requesting approval of a Final Planned Development (PD) in order to construct a new self-storage facility and business incubator building on the same site as the existing MayDay Gun Range. The gun range is located on a large 11 acre parcel, but only occupies about 10 percent of the site while the remaining acreage is undeveloped. This application serves as a follow-up to the Preliminary PD that was approved by City Council in August 2021. The applicant is only doing a portion of their overall Preliminary Plan (roughly another 30 percent of the site), to consist of the new storage and incubator uses. The rest (Phase(s) 2+) consisting of up to 5 additional land uses/sites would be developed at a later, as of yet undetermined, point in time. Future phase(s) would also require separate Final PD approval(s) by Planning Commission and City Council. The Phase 1 uses currently under consideration would be accessed by extending the south end of the existing parking drive/aisle serving the gun range. The existing single entrance off Ringwood Road is intended to serve the entirety of the planned business park, unless a collector road were to be built immediately to the south of the property per the City's Thoroughfare Plan.

The self-storage facility is to be fenced and gated, and include an indoor air-conditioned building as well as exterior entry units on either side as well as in a separate outbuilding. Another outbuilding which was previously shown on the Preliminary Plan is now proposed to be replaced with an outdoor long-term RV parking/storage area. The business incubator will be located between the storage facility and gun range and provide space for up to 7 tenants. Most characteristics proposed for the Phase 1 Final PD remain substantially similar to the approved Preliminary PD.



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Background:

The gun range use was authorized by Council via the Conditional Use process in March 2016. Original plans for the gun range did not anticipate additional uses or development on the rest of the site, and thus it did not go through the Planned Development process. The Preliminary PD currently in effect incorporates the entire site inclusive of the gun range and was approved on August 17, 2021 by Ord No. 3630, subject to 9 conditions. Two of the conditions were waivers to Zoning Code requirements. Another notable condition required a pedestrian/bicycle pathway connection be built between the development and existing public sidewalk along US 27, though exact timing of its construction was deferred to the Final PD stage. Apart from the pedestrian pathway item, staff reported to the Planning Commission that all other Preliminary PD conditions were otherwise satisfied in relation to the submitted site design and building plans.

Planning Commission Discussion:

The staff report for the February 8 Planning Commission meeting recommended approval of the application, subject to 5 conditions. **Condition #5** pertained to timing of the pathway and recommended the path **not be constructed as part of Phase 1**, but rather a future Phase. Alternate wording was also included in the report (**Condition #5A**) which would have required the applicant to **build the path as part of Phase 1**. Other than the applicant, no other members of the public attended the meeting or provided comments to staff ahead of the meeting.

Following the presentation and questions period, the Planning Commission discussed the proposal. After some discussion, there was unanimous agreement that the Final PD substantially corresponded to the Preliminary PD, despite the minor change of swapping out one storage outbuilding for RV parking in the rear of the site. The main subject of the evening was the timing and financing of the pathway connection. As plan details had revealed, additional cost would be incurred to build a roughly 700-foot long path linking Phase 1 to existing public sidewalk along US 27, and would also necessitate a bridge feature due to substantial grade change near the corridor. There was discussion about the proportionality of non-vehicular infrastructure to the currently proposed development, as well as other potential routes/methods of linking the development to the City's sidewalk network (particularly by way of improving Ringwood Road, which currently lack sidewalks). The Commission asked the applicant whether they would be open to contributing financially toward construction of a new public sidewalk along Ringwood Road. The applicant indicated his client would likely be flexible in terms of which pathway route (along existing driveway north to Ringwood Road or east straight to US 27) was chosen.



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Planning Commission Recommendation

At its meeting on February 8, the Oxford Planning Commission recommended approval of the Final PD application subject to the first four of staff's conditions plus a brand new condition (#5) highlighted in **bold** below:

1. All Preliminary Planned Development conditions per Ordinance 3630 shall remain valid to the extent which they may still be applicable and/or are not overridden by new design details received as part of the Final Planned Development or new conditions as listed below.
2. All utilities, including water, shall be appropriately sized and connected to existing infrastructure systems to the satisfaction of the City Engineer and the Service Department.
3. A waiver to Section 1151.05(a)(4) is hereby granted to allow for more than 1 wall or freestanding sign for the overall business park site. The maximum number and dimensions of such signs shall be regulated as documented in the record, and all signs shall otherwise comply with all other applicable standards of the Oxford Zoning Code.
4. The Final PD shall be valid for one (1) year from the date of approval per the Zoning Code. If the project fails to obtain Building Permit approval within the one year timeframe, the Planning Commission may consider an extension.
5. **Prior to the first final inspection of Phase 1, the sidewalk connection to Ringwood Road shall be established, and the Developer shall contribute proportionally to the construction of a sidewalk along Ringwood Road providing a connection to the existing sidewalk along US 27.**

Having now gained a better understanding of the Planning Commission's sentiments on the routing, timing and financing of the pathway link to US 27, City staff has given additional thought and consideration to the wording of Condition #5 and now recommends the following language be substituted to ensure greater clarity moving forward:

5. **A five-foot wide paved walkway connection along the existing north-south access drive connecting the development to Ringwood Road shall be established as part of Phase 1, and must be completed at the time of final inspection for either use (business incubator or storage facility). The developer/applicant shall also contribute funds proportional to the impact generated by the new development for the purpose of the City organization later making a complete connection to the public sidewalk network (which is within or in proximity to public right-of-way), which may include but is not necessarily limited to,**



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connecting to existing sidewalk along the west side of US 27. This condition does not preclude the possibility of the City requiring strict compliance with the Oxford Zoning Code's pedestrian connectivity requirements [Section 1149.07(e)(7)] as part of a future Phase of the business park development by way of constructing an additional walkway and/or bridge in the northeastern corner of the site to connect to the US 27 sidewalk, or by some other alternative route found feasible at the time of review.

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE RECOMMENDATION OF THE PLANNING COMMISSION AND APPROVING THE FINAL PLANNED DEVELOPMENT APPLICATION TO ALLOW FOR FURTHER COMMERCIAL DEVELOPMENT OF AN 11.28 ACRE SITE INCORPORATING THE MAYDAY GUN RANGE TO CONTAIN A NEW BUSINESS INCUBATOR AND STORAGE FACILITY WITH CONDITIONS.

WHEREAS, Council hereby finds the Planning Commission held a public hearing on February 8, 2022 in accordance with Chapter 1145 of the Codified Ordinances of the City of Oxford, on the application of Bayer Becker c/o Mark Rosenberger, for a Final Planned Development for further commercial development of the 11.28-acre MayDay Gun Range site to include a new business incubator and storage facility, together constituting Phase 1 of a planned private business park;

WHEREAS, the Planning Commission, after due deliberation found the application satisfied the basic code requirements in Chapter 1145 of the Codified Ordinances of the City of Oxford, and recommended approval of the Final Planned Development application for further development of the 11.28-acre MayDay Gun Range site (Phase 1) with conditions.

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

SECTION 1: Council hereby accepts the recommendation of the Planning Commission and further approves the Final Planned Development application for further development of the 11.28-acre MayDay Gun Range site (Phase 1) with the following conditions:

1. All Preliminary Planned Development conditions per Ordinance 3630 shall remain valid to the extent which they may still be applicable and/or are not overridden by new design details received as part of the Final Planned Development or new conditions as listed below.
2. All utilities, including water, shall be appropriately sized and connected to existing infrastructure systems to the satisfaction of the City Engineer and the Service Department.
3. A waiver to Section 1151.05(a)(4) is hereby granted to allow for more than 1 wall or freestanding sign for the overall business park site. The maximum number and dimensions of such signs shall be regulated as documented in the record, and all signs shall otherwise comply with all other applicable standards of the Oxford Zoning Code.
4. The Final PD shall be valid for one (1) year from the date of approval per the Zoning Code. If the project fails to obtain Building Permit approval within the one year timeframe, the Planning Commission may consider an extension.
5. A five-foot wide paved walkway connection along the existing north-south access drive connecting the development to Ringwood Road shall be established as part of Phase 1, and must be completed at the time of final inspection for either use (business incubator or storage facility). The developer/applicant shall also contribute funds proportional to the impact generated by the new development for the purpose of the City organization later making a complete connection to the public sidewalk network (which is within or in proximity to public right-of-way), which may include but is not necessarily limited to, connecting to existing sidewalk along the west side of US 27. This condition does not preclude the possibility of the City requiring strict compliance with the Oxford Zoning Code's pedestrian connectivity requirements [Section 1149.07(e)(7)] as part of a future

Phase of the business park development by way of constructing an additional walkway and/or bridge in the northeastern corner of the site to connect to the US 27 sidewalk, or by some other alternative route found feasible at the time of review.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY/JASON BRACKEN

PREPARED BY: LAW (STAFF)

STAFF REPORT

Community Development | Planning Commission

APPLICATION DETAILS

Applicant	Bayer Becker, c/o Mark Rosenberger
Location	6711 Ringwood Road – Parcel ID H4000028000015
Action Request	Final Planned Development (PD) – Phase 1 only
Owner	MayDay Handgun Training LLC, c/o Jeff Day
Architect	Scott Webb Architect
Current Use	Commercial (Gun Range) & vacant ground
Current Zoning	LI Light Industrial District
Site Area	Entire Site: 11.28 acres Phase 1 Area: roughly 3.6 acres
Site Frontage	50 feet fronting on Ringwood Road; 38.53 feet fronting on US 27
Surrounding Land Uses	Institutional (First Baptist Church), Commercial/Warehouse (Capitol Varsity), Industrial (IMI Concrete & Schneider Electric)
Staff Recommendation	Approval , subject to recommended conditions

PROPOSAL SUMMARY

The applicant is requesting approval of a Final Planned Development in order to construct a self-storage facility and business incubator building on the same site as the existing MayDay Gun Range. The gun range is located on a large 11 acre parcel, but only occupies roughly 10 percent of this acreage with the remaining 90 percent currently undeveloped. This application serves as a follow-up to the August 2021 Preliminary PD approval and proposes to develop another 30 percent of the site immediately south of the gun range for the two planned uses. These two uses (storage and incubator) effectively constitute **Phase 1** of an otherwise much larger business park. One or more future phases to the project would require additional Final Planned Development approvals. The overall Preliminary Plan had allocated space for up to 5 additional uses on the remaining 60 percent of the site, though these uses are currently undefined and not proposed to be developed at this time.

The self-storage facility is to be gated off and include an indoor air-conditioned building as well as exterior entry units on either side of the main building and also in a separate outbuilding. Another outbuilding which

was previously shown on the Preliminary Plan is now proposed to be replaced with an outdoor long-term RV parking/storage area. In addition, only one detention basin is now proposed as opposed to two, and that basin is considerably larger. Most other characteristics proposed for Phase 1 remain substantially similar to the Preliminary PD Plan.

PUBLIC COMMENTS

Public notices were mailed to surrounding property owners and a sign was posted at the front of the property. No public comments have been received as of the writing of this report.

DEPARTMENT COMMENTS

Below are comments from City departments:

Department	Respondent	Response
Economic Development	Seth Copenbaker, Assistant to the City Manager	Returned with Comments
<i>The proposed development at 6711 Ringwood Rd. would be a welcomed addition to the City of Oxford with potential for significant economic diversification and growth.</i> <i>The development of a light industrial incubator/work space could serve as an attractor for new business and new employers to the City of Oxford, with a total potential of nearly 350,000 ft. sq. of leasable LI space.</i> <i>A future where all spaces are developed and occupied would have considerable benefits to the economic health of Oxford, supporting existing businesses and increasing City revenues through increased income tax.</i> <i>The Ringwood development could also serve as a complimentary site supporting the College@Elm project, the potential of both sites could be maximized through the resources provided at each.</i> <i>This development could spark increased activity and development of under-utilized commercial properties along College Corner Pike.</i> <i>Presently there are no concerns regarding this development. However, while the traffic study indicates no need for changes to traffic control or flow at this time, the potential exists to revisit access to this site as tenants occupy the building and usage is established.</i>		
Engineering	Scott Otto, City Engineer	Returned with Comments
<i>The proposed 6" water main will need to be revised to 8" minimum. The proposed connection to the existing 6" water main is not permitted due to the existing line being a private fire line. Further review of future detailed construction plan submittals may result in additional revision requests.</i> <i>Sheet A-3 Landscape Plan: The Cleveland Pear is not an allowable tree species. [Note: The Landscape Plan has since been revised to swap out Cleveland Pears for Saucer Magnolias, which are a species permitted on the City's Tree List.]</i> <i>Plans show a future sidewalk connection to the existing sidewalk at US 27. If the sidewalk is not constructed during this proposed phase, the new destinations will not have pedestrian facilities connected to the public sidewalk. City of Oxford Zoning Code and Complete Streets Policy support connectivity for alternative forms of transportation, including pedestrians. Also the proposed grading and outlet design of the detention basin does not account for a pedestrian facility in this area.</i>		

Department	Respondent	Response
Fire	John Detherage, Fire Chief	Returned without Comments
Police	John Jones, Police Chief	Returned without Comments

CASE HISTORY

The subject site and surrounding area has been involved in numerous past applications and approvals by the City of Oxford since the early 1980s. Only a couple of these cases are directly relevant to the Final Planned Development proposal at hand. To review a more complete summary of case history pertaining to this site, see the original staff report for the Preliminary Planned Development (PC-2021-07) corresponding to the July 13, 2021 Planning Commission meeting. Below are past cases most applicable to the Final PD:

Case No.	Application	Decision
PC-2016-02	Conditional Use	Council approved March 15, 2016 by Ord No 3348
City Council approved a request for a shooting and training facility on a portion of the 11.28 acre site. At the time, the use had been determined by staff to fit into the Conditional Use category under the LI zoning district. The building itself was proposed to be around 12,000 square feet in area. Loading space, pedestrian safety, and bicycle parking requirements were waived as part of the approval. Given the change in the City's policy stance on non-vehicular modes of travel since 2016, and also the original gun range's inclusion in the overall Planned Development now envisioned for this site, staff is now recommending bicycle parking be provided for the gun range use in addition to the two other uses anticipated for Phase 1. The applicant has accepted this request and revised the Final PD plan accordingly.		
PC-2021-07	Preliminary PD	Council approved August 17, 2021 by Ord No 3630
The approved Preliminary Planned Development applies to the entire site (11.28 acres), and provides for the placement of up to 7 total land uses/tenants not including the existing gun range use. The plan went through an evolution of changes before it was eventually brought before the Planning Commission and Council, mainly in regard to vehicular circulation/access to best provide more than one possible way in and out for emergency vehicles. The main topics of discussion for the Planning Commission were the provision of an adequate number of tree plantings, relationship/connectivity to a possible future major collector road to the south, and fulfillment of the Zoning Code's pedestrian connectivity requirement by providing a five-foot wide paved pathway connection to existing sidewalk along US 27.		

COMMENTARY

Staff comments on site conditions and a number of key development aspects are provided below:

- Architectural Materials:** Detailed building elevation sheets were submitted as part of the Final PD application. Split-face concrete block material is to be utilized on the exterior of the business incubator building, the self-storage outbuilding, and the exterior-entry storage units on two sides of the main self-storage building. The main building is proposed to consist of vertical metal siding. All new structures are also proposed to have metal roof panels. A canvas awning is to be installed above the main entrance to the storage facility.
- Building Areas and Uses:** Below is an updated table reflecting the proposed status of each of the 8 Development Areas originally planned as part of the Preliminary Planned Development. It should be noted that the proposed Final Development Plan uses the term “Leasing Area” as opposed to “Development Area” to describe each use. “Buildable Areas” are those areas where a structure could theoretically be situated, accounting for setbacks defined at the Preliminary stage as well as the latest open space and easement boundaries now defined at the Final stage. There are a couple instances where building footprints are actually shown *outside* of defined setbacks and buildable areas – regardless, it should be noted that staff intends on enforcing a 40-foot setback between structures throughout the lifetime of the development, regardless of where the conceptual footprints may be currently depicted for the five remaining undefined Development Areas.

Development Area	Existing Use	Planned Use	Buildable Area	Building Footprint
Development Area 1	Vacant	Undefined	Prelim PD: 40,905 sq ft Final PD: 39,378 sq ft ↓	Prelim PD: est. 13,650 sq ft Final PD: same
Development Area 2	Gun Range	Gun Range	Prelim PD: 30,292 sq ft Final PD: 28,940 sq ft ↓	Prelim PD: 11,371 sq ft Final PD: same
Development Area 3	Vacant	Business Incubator	Prelim PD: 18,032 sq ft Final PD: 16,520 sq ft ↓	Prelim PD: 8,219 sq ft Final PD: same
Development Area 4	Vacant	Self-Storage Facility	Prelim PD: 46,468 sq ft Final PD: 45,982 sq ft ↓	Prelim PD: 20,716 sq ft Final PD: 18,451 sq ft ↓
Development Area 5	Vacant	Undefined	Prelim PD: 10,993 sq ft Final PD: 9,070 sq ft ↓	Prelim PD: est. 5,083 sq ft Final PD: est. 5,076 sq ft ↓
Development Area 6	Vacant	Undefined	Prelim PD: 13,903 sq ft Final PD: 10,232 sq ft ↓	Prelim PD: est. 8,005 sq ft Final PD: est. 8,088 sq ft ↑
Development Area 7	Vacant	Undefined	Prelim PD: 11,558 sq ft Final PD: 9,010 sq ft ↓	Prelim PD: est. 6,964 sq ft Final PD: est. 6,238 sq ft ↓
Development Area 8	Vacant	Undefined	Prelim PD: 12,456 sq ft Final PD: 15,518 sq ft ↑	Prelim PD: est. 4,902 sq ft Final PD: est. 5,372 sq ft ↑

- Landscaping and Tree Preservation:** The project is subject to the standards of Chapter 1148 Landscaping and Tree Preservation, which includes both tree planting and tree preservation requirements. It should be noted however that the Commission has the ability to waive or modify such standards, or impose more stringent requirements, inherent to a more discretionary review process involved with a Planned Development. Summaries by subject are provided below:

- **Tree Planting:** The staff report composed for the Preliminary Planned Development had recommended a total of 117 trees be planted on the overall site, based on the “pseudo” frontage observed along private drive aisles to be created. Staff recommended relying on this type of calculation as opposed to the literal Code language, which when applied literally would have only required 5 trees for the overall site based on a frontage of 50 feet (the normal minimum standard is 1 tree per 10 feet of linear frontage). As a way of better documenting progress on the number of tree plantings on the overall site throughout the lifetime of the MayDay development, the table below documents specific linear measurements of pseudo-frontage per Development Area, along with a calculated amount of required trees in conjunction with the actual amount of trees existing or proposed for each use as part of Phase 1. Because uses have yet to be defined for Development Areas 1 and 5-8, compliance for these uses would be checked during the corresponding Final Planned Development submittal(s).

Development Area	Planned Use	Pseudo-Frontage	Required Trees	Phase 1 Trees
Development Area 1	Undefined	86 ft	8 minimum	None yet
Development Area 2	Gun Range	182 ft	18 minimum	8 existing
Development Area 3	Business Incubator	167 ft	16 minimum	21 proposed
Development Area 4	Self-Storage Facility	249 ft	24 minimum	24 proposed
Development Area 5	Undefined	112 ft	11 minimum	None yet
Development Area 6	Undefined	79 ft	7 minimum	None yet
Development Area 7	Undefined	74 ft	7 minimum	None yet
Development Area 8	Undefined	333 ft	33 minimum	None yet
TOTALS		1,282 ft	124 minimum	53 total

- **Tree Preservation:** Since development activity is unlikely to disturb existing mature vegetation on the site, which is primarily confined to the border along the railroad, the Code’s Tree Survey requirement had been waived at the Preliminary stage.
- **Parking Area Trees:** The Parking Chapter of the Zoning Code specifies tree planting requirements based on the number of parking spaces provided. The standard, per ***Section 1149.07(e)(6)(B)***, is a minimum of 2 trees per facility plus 1 tree for every 5 parking spaces. The Preliminary PD proposed a total of 159 vehicular parking spaces. The Final PD now proposes 151 vehicular spaces, including 27 existing spaces associated with the gun range, 47 new spaces associated with Phase 1, and 77 spaces reserved for future uses. These numbers also do not include the latest addition of 13 long-term RV parking spaces, thus resulting in a grand total of 164 spaces. Thus, when considering the overall site as 1 “facility,” the required amount of parking area trees is 35. This standard is easily met for the proposed Phase 1, and should be more than feasible to meet for future phases.
- **Lighting:** The applicant proposes a series of post-mounted light fixtures to illuminate vehicle and pedestrian circulation areas. Wall pack lights are also proposed on the faces of the business incubator and self-storage buildings. All lights are to be shielded and LED. Compliance with Zoning Code lighting requirements will need to be verified at the time of Building Permit submission.

- **Lot Coverage:** The LI District provides a generous maximum lot coverage of 70%. The Preliminary PD represented a total coverage of 43%. The Final PD remains closely true to the initial figure, rendering a total estimated coverage of 42.5% for the entire site, which of course is well below the 70% maximum. The total overall coverage percentage should be monitored over time as the remaining five building sites are developed.
- **Non-Vehicular Mobility:** Relevant topics are discussed below:
 - **Pedestrian Facilities:** A network of 5-foot wide walkways is proposed throughout the extent of Phase 1, including concrete crosswalks across asphalt drive aisles. Condition #5 of the Preliminary PD Ordinance specified that *a five-foot wide paved pathway shall be provided between the walkway system (...) and the existing public sidewalk along US 27. The timing of this connection shall be reviewed at the Final Planned Development stage.* This condition was imposed to ensure the fulfillment of a recently adopted Zoning Code standard requiring connectivity to the public walkway system, and also to affirm the City's commitment to Complete Streets.

Per staff's request, the applicant has depicted the possible future route this walkway could take through the rest of the planned business park, running alongside the proposed detention basin and eventually connecting to the existing sidewalk just north of the Todd Road intersection with US 27.

It is the applicant's desire not to construct this walkway with Phase 1 of the project, the end result being its eventual construction during a future Phase. Given the exceedingly long length to link the edge of Phase 1 with US 27 (a straight-line distance of 521 feet) as well as the possibility for another shorter point of connection if a Collector Road should ever be built to the south, staff agrees with the applicant in this particular scenario and recommends delaying the required connection until the next Phase of the project occurs.

If however the Planning Commission and Council are inclined to require the connection be built with Phase 1, staff has recommended alternate language for the corresponding condition. Due to the topographic conditions and intended stormwater management functions in proximity to US 27, the pedestrian connection will necessitate a bridge feature be built in this area. Per staff's request, the applicant has provided conceptual plans and details to demonstrate the method/type of bridge construction anticipated when the time comes to make the connection. According to the applicant, the construction of a bridge in this area should not necessitate other substantial changes to grading/slopes or other engineered features associated with the stormwater detention basin; in other words, the area should not need to be "re-worked" in a substantial manner in order to accommodate the bridge at a future point in time.

- **Bicycle Parking:** The amount of bicycle parking required for Phase 1 is 7 total spaces, based on the amount of vehicular parking provided (74 spaces, bicycle parking at a rate of 1 per every 10 spaces). The latest plan revisions received from the applicant depicts a total of 14 spaces – 4 for the gun range (2 racks); 6 for the business incubator (3 racks); and 4 for the self-storage facility (2 racks).
- **Open Space:** There is normally a 20% minimum open space requirement for Planned Developments per **Section 1145.12(f)(1)**. The Preliminary PD Ordinance authorized a reduction in this requirement to 11.4%, given the more industrial scale and nature of the proposal. The applicant has made some

slight adjustments to the open space boundaries, with a slight increase in the overall calculation to 11.5%.

- **Signage:** A summary of the requested signage schedule is provided below. The proposal remains consistent with what was presented at the Preliminary stage.

Sign Type	Location	Restrictions
Freestanding Signs	• Ringwood Road entrance • Business Incubator entrance • Self-Storage Facility entrance	• Max sign structure height – 6 ft • Max sign structure width – 12 ft • Max sign area – 48 sq ft
Wall Signs	• Business Incubator (façade parallel to US 27) • Self-Storage Facility main building (façade parallel to US 27)	• Max sign height – 3 ft
Tenant Signs	• Business Incubator (north façade); 7 total, one for each tenant space	• Max 1 sign per tenant space, located to the right of each doorway/entrance • Max sign area – 16 sq ft

- **Stormwater Management:** The Preliminary PD had depicted two stormwater detention basins, with one immediately north of the gun range and another tucked into the eastern corner of the site near US 27. The former has since been removed from the Final PD plan, while the latter has been enlarged in order to accommodate runoff generated by the business park in its entirety. Since the development will be one contiguous site designed in a comprehensive manner (as opposed to a subdivision with divided ownership), all maintenance responsibilities for the stormwater facility will rest with the property owner. It would be up to the owner to ensure that any lease agreement with future tenants account for funding ongoing maintenance of the basin and conveyance systems.
- **Traffic Circulation:** Details regarding vehicular accessibility and off-street parking shown on the proposed Phase 1 Final PD substantially conform to that which was shown on the Preliminary PD. In addition, a traffic study was performed and submitted as part of the Final PD. The study accounts for the existing gun range use, two planned uses for Phase 1, and remaining usage estimated as “General Light Industrial” per the ITE Trip Generation Manual. The study concludes that the proposed development, on its own, will not significantly impact operations on the adjacent roadway network. Staff has advised the applicant that the traffic study may need to be updated in the future once land use(s) for the remaining undeveloped areas of the site becomes more defined.
- **Utilities:** Comments on individual utility services are provided below.
 - **Sanitary Sewer:** The gun range is currently connected to the City’s sewer system via an existing 6 inch service line running across the site and connecting to the main utility line near US 27. This line is proposed to be removed and replaced with a new 8 inch sanitary line serving all three uses and following a different path across the site to reach US 27.
 - **Water:** An existing 6-inch water main and private fire line running from Ringwood Road currently services the gun range building. The applicant proposes keeping this main in place, extending it along the drive aisle to service the business incubator and storage facility, and then continuing it eastward to connect back to the City’s water utility along US 27. This proposal in essence would form a loop of water service encompassing US 27, Ringwood Road, and the private drives in the development. The City Engineer has

commented that the minimum size for a new water line is 8 inches, thus an extension of the existing 6 inch main is not possible. At the very least, a separate 8 inch main will need to be installed to service the two new uses, with the gun range service remaining in place as is. A condition of approval has been recommended to ensure the resulting utility connections are satisfactory to the City Engineer and the Service Department.

- **Garbage & Recycling Collection:** In order to accommodate development expansion on the site, the existing refuse enclosure at the tail end of the gun range parking area will need to be relocated. In addition, two other refuse enclosure areas are proposed, resulting in a total of three enclosures planned. The sizing, accessibility, and architectural materials for these facilities will need to be reviewed at the time of Building Permit submission.

DECISION CRITERIA

All Planned Developments shall satisfy the General Decision Standards provided in *Section 1145.06(b)*. Additional Decision Standards also apply to Final Planned Developments, per *Section 1145.06(c)*. The standards found within these sections are below with staff analysis provided for each:

General Decision Standards

1. **The proposed planned development is in fact permitted in the zoning districts in which it is proposed.**
A mini-warehouse and business incubator are Conditional Uses in the LI District. These uses have already been pre-approved as part of the Preliminary Planned Development. Per a condition of the Preliminary approval, additional land uses contemplated at a future point in time will require either a Preliminary and/or Final PD approval prior to being established as part of the overall plan for the business park.
2. **If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied.**
This criterion is not applicable. The Preliminary PD was approved by City Council on August 17, 2021, with a 2-year time horizon. The applicant's submission of a Final PD is well within the timeline restrictions per Code. A condition (#4) has been recommended which clarifies the time horizon for the Final PD in accordance with the Zoning Code.
3. **The uses and site plan will satisfy the general intent of this Zoning Code.**
Section 1143.14(a) describes the purpose of the LI District is to *provide for those analytical and associated fabrication activities associated with research and development, as well as for office and industrial uses having minimum impact upon the surrounding environment in areas that are suitable for industrial development by reason of location and availability of adequate utility and transportation systems.* The uses that are known at this time fit the general intent of the LI District.
4. **The uses and site plan will be compatible with the general intent of the Comprehensive Plan.**
The Comprehensive Plan designates the site as a "Corridor" developable character area, where the City should work to *promote and attract new commercial uses, and enhance connectivity and the design of existing uses through public and private investment.* Industrial and commercial uses are found to be permissible in this area. Staff believes the proposed site development helps to fulfill the vision expressed by the Comprehensive Plan, and also fulfill a community need for storage space plus incubator space so that area trade professionals/contractors will have a "base" from which to interface with customers and store supplies. At the Final PD stage, the emphasis is less on compatibility with the Comprehensive Plan's vision, and more about ensuring detailed plans are compatible with, and supported by, the previous Preliminary PD approval and conditions.

5. **The size and shape of the site are sufficient for the proposed planned development.**
The size and shape were found to be sufficient at the Preliminary PD stage. These aspects can however be taken into account with regard to the timing of the pedestrian connection tied to the Preliminary PD approval, given the distance between the area currently considered for development and public infrastructure along US 27.
6. **The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.**
The subject site is located far from residential uses, making it ideal for many of the uses prescribed by the LI District as well as the types of uses proposed. The site borders industrial, commercial, and institutional uses. Staff does not believe the proposed modification to replace one of the storage outbuildings with an RV parking area constitutes a more hazardous or disturbing use in relationship to adjoining land uses.
7. **The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.**
A traffic study has been performed and concludes that the proposed development will not significantly impact operations on the existing roadway network. It was projected that a 100-foot northbound turn lane from US 27 to Ringwood Road would be warranted by 2031; however, this projection excludes the proposed development. Based on the land uses known at this time, it is not believed that noise, smoke, fumes, glare, odors, vibration or other external effects of this nature will become a concern.
8. **Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.**
One accessory outbuilding associated with the self-storage facility use is proposed and will be accessed via the gated/secured grounds of the site. Staff believes the storage/parking of RVs now included in the proposal is a logical accessory use ancillary to the overall self-storage facility use, especially in this circumstance given the design, character, and location of the facility away from residential uses.
9. **The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.**
Construction drawings will need to be reviewed by the Service Department at the time of Building Permit submission to determine a feasible solution for connecting to existing utility systems. All vehicular drive aisles and drainage structures interior to the site are to be privately held and managed/maintained. The Service Department will likely require bonding of these private infrastructure improvements to ensure their completion. Emergency access through the First Baptist Church parking lot, which was discussed at the Preliminary PD stage, is not relevant to Phase 1 since the loop road portion is not being constructed.
10. **Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.**
All utility connections being made will be the financial responsibility of the applicant. While the proposed plan has been designed with the possible future construction of a collector roadway in mind, new public streets or roadways are not directly necessitated by the proposal.
11. **The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures**

to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.

Based on the plans and renderings provided, staff believes the intended character will be harmonious in appearance with the general character of the surrounding area.

12. **The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public streets.**
All vehicular traffic accessing the site will utilize a single curb cut off Ringwood Road, which is currently a rural roadway lacking pedestrian or bikeway infrastructure. Non-vehicular mobility is to be achieved via a dedicated route linking to existing infrastructure along US 27 – though again, the exact timing is still to be determined.
13. **Proposed construction will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.**
Remaining portions of the site surrounding the gun range development are presently undeveloped. It is not believed that a feature of such significance will be lost as a result of further development.
14. **Proposed construction will not result in the complete elimination of existing mature tree canopy. Effort shall be made to direct disturbance and construction around or away from existing mature tree canopy without completely taking away use of the site or connectivity to existing infrastructure.**
Much of the subject site is presently field, or has been cleared of previously existing vegetation. The existing tree lines along the perimeter of the site are to be retained as much as possible. The Tree Survey requirement was waived during the Preliminary stage.

Additional Final Plan Decision Standards

1. **The final planned development shall substantially conform to the preliminary plan.**
Yes, there is substantial conformance to the Preliminary PD.
2. **Any substantial changes from the preliminary plan improve the plan or were requested by Planning Commission or Council as part of the preliminary plan approval process.**
Staff does not believe changes of this magnitude are being requested with the Final PD. In other words, staff does not believe the modification of detention basins, or the swapping of a storage outbuilding for outdoor RV parking, constitute changes substantial enough to dictate that the Preliminary PD plan be amended first.
3. **If the final plan seeks approval of only a portion of the approved preliminary plan, the elements of the proposed phase are sufficient to stand alone if the remainder of the planned development is abandoned.**
From a vehicular accessibility and utility standpoint, the Phase 1 portion of the project could certainly stand on its own if the rest of the project did not continue within the time horizon allowed per Code. The Planning Commission may want to consider whether the risk of additional Phases not being developed dictates that appropriate non-vehicular connectivity be achieved with Phase 1.

STAFF RECOMMENDATION

Based upon a review of the relevant Decision Standards, staff recommends **approval** of the Final Planned Development subject to the following three conditions:

1. All Preliminary Planned Development conditions per Ordinance 3630 shall remain valid to the extent which they may still be applicable and/or are not overridden by new design details received as part of the Final Planned Development or new conditions as listed below.

2. All utilities, including water, shall be appropriately sized and connected to existing infrastructure systems to the satisfaction of the City Engineer and Service Department.
3. A waiver to **Section 1151.05(a)(4)** is hereby granted to allow for more than 1 wall or freestanding sign for the overall business park site. The maximum number and dimensions of such signs shall be regulated as documented in the record, and all signs shall otherwise comply with all other applicable standards of the Oxford Zoning Code.
4. The Final PD shall be valid for one (1) year from the date of approval per the Zoning Code. If the project fails to obtain Building Permit approval within the one year timeframe, the Planning Commission may consider an extension.
5. Construction of the pathway connection between the Phase 1 uses and the public sidewalk along US 27 shall be reexamined at the time when any other area of the business park site is considered for additional development. The pathway will not be required to be installed as part of the Building Permits for the business incubator and storage facility.

If the Commission is inclined to require the connection be constructed as part of Phase 1, staff recommends the following **alternate language** for Condition #4:

- 5A. Construction of the pathway connection between the Phase 1 development area and the public sidewalk along US 27 shall occur as part of Phase 1. Detailed plans for the pathway and bridge must be provided at the Building Permit stage, and the connection must be in place in order for the Phase 1 development to pass a final zoning inspection.

SUBMITTED BY:



Zachary Moore, AICP
Planner

DATE: January 27, 2022

APPENDIX A

RELEVANT ZONING CODE PROVISIONS

Within the Oxford Zoning Code, *Section 1143.14* provides the base zoning standards for the LI zoning district and *Chapter 1145* governs Planned Development applications.

1143.14 – LI Light Industrial District.

(a) Purpose.

This district is intended to provide for those analytical and associated fabrication activities associated with research and development, as well as for office and industrial uses having minimum impact upon the surrounding environment in areas that are suitable for industrial development by reason of location and the availability of adequate utility and transportation systems. Permitted uses are those that can be operated in a clean and quiet manner, subject only to those regulations and performance standards necessary to prohibit congestion and for the protection of adjacent residential and business activities.

(b) Uses.

(1) Permitted uses.

- A. Any use whose principal function is basic research, design and/or pilot or experimental product development or technical training.
- B. Office buildings of an executive or of an administrative nature or incidental to those uses previously listed.
- C. Sales offices related to the principal manufacturer on the same site provided that any retail trade with the general public shall be of a limited nature and that no stock of goods is maintained for sale to the general public.
- D. Sales offices related to the principal manufacturer on the same site provided that any retail trade with the general public shall be of a limited nature.
- E. Business and industrial service facilities.
- F. Laboratories including experimental, film, testing, research, or engineering.
- G. Printing, publishing, binding, and typesetting plants.
- H. The manufacture, compounding, processing, packaging, or treatment of such products as, but not limited to bakery goods, business machinery, candy, clocks and toys, cosmetics, electrical and electronics products, components and equipment, food products, hardware and cutlery, tools, and pharmaceuticals.
- I. The manufacture, compounding, assembling, or treatment of articles or merchandise from previously prepared materials such as, but not limited to, bone, canvas, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastics, precious or semi-precious metals or stone, sheet metal (excluding large stampings, such as automobile fenders or bodies) shell, textiles, tobacco, wax, wire, wood, (excluding saw and planing mills), and yarns.
- J. Medical, dental, optical manufacturing.
- K. The manufacture of pottery and figurines or other similar ceramic products using only previously pulverized clay, and kilns fired only by electricity or gas.
- L. The manufacture and repair of electric and neon signs.
- M. Motion picture production.
- N. Adult Entertainment Facilities.
- O. Accessory buildings and uses incidental to the principal use.

(2) Conditional uses.

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

- A. Any permitted use over 100,000 square feet of gross floor area

- B. Electroplating
- C. Graphic products manufacturer
- D. Light sheet metal products, including heating and ventilating equipment, cornices or eaves
- E. Cold storage plants
- F. Tool and die shops, wrought iron shops, machine shops, excluding drop hammers
- G. Banks, including drive-in facilities
- H. Restaurants, including fast food and drive-ins
- I. Taverns
- J. Wholesale facilities
- K. Other manufacturing, processing, or storage uses determined by the Planning Commission to be of the same general character as the permitted uses previously listed and found not to be a nuisance or offensive by reason the potential emission or transmission of noise, vibration, smoke, dust, glare, heat, water or air pollution. In this regard, the Planning Commission may seek expert advice on what conditions should be imposed on a particular operation to carry out the purposes of this zone: the cost of such expert assistance shall be borne by the applicant.
- L. Mini-Warehouse (Self-Storage Units)
- M. Business Incubator

(c) Site Development Regulations.

(1) Lot requirements.

- A. Minimum lot frontage and width: 100 feet
- B. No minimum lot size is specified, however, the lot size shall be adequate to provide for parking, access drive spacing, yard space and screening requirements.

(2) Yard requirements.

- A. Minimum front yard depth: 50 feet
- B. Minimum rear yard depth and side yard width
 - 1. If side or rear yard abuts onto a Residential District, yard shall have a minimum 50 feet for Permitted Use and minimum 100 feet for Conditional Use, and landscaped screening provided.
 - 2. Each side and rear yard shall be equal to the height of the principal building.
 - 3. Opaque fence may be substituted for plantings if approved by the Zoning Board of Appeals.

(3) Structural requirements.

- A. Maximum height 45 feet
- B. Maximum Lot coverage 70 percent

(d) Supplementary Regulations.

(1) Site plan approval required.

A site plan shall be submitted that shows graphically the location and dimensions of vehicular entrances, exits, internal circulation pattern, off-street parking and loading facilities, building location and dimensions, storage facilities, landscaping and screening facilities.

(2) Impact statement.

Prior to being issued a zoning certificate in the Office/Industrial District, the applicant must obtain approval of a descriptive text indicating the nature of the proposed activity, expected levels of noise, odor, dust, smoke, light, water and air pollution, glare and/or vibration from normal operations and a plan for addressing these impacts. The expected number of employees per shift, at the outset and at full expansion, shall be indicated. Other information, as required, shall be submitted either in text or plans.

(3) Storage of material.

Storage of material and equipment shall be within an enclosed building, unless located behind the principal structure and visually screened from the street and adjacent properties

by a landscaped screen, fence or wall. Such screening of open storage and trash containers must meet the requirements of Sections 1141.01 and 1141.04.

1145.06 Planning Commission and Council review.

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

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

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

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

(a) **Burden of Proof.**

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

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

(b) **General Decision Standards.**

All planned developments shall satisfy these general decision standards:

- (1) The proposed planned development is in fact permitted in the zoning districts in which it is proposed
- (2) If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied.
- (3) The uses and site plan will satisfy the general intent of this Zoning Code.
- (4) The uses and site plan will be compatible with the general intent of the Comprehensive Plan.
- (5) The size and shape of the site are sufficient for the proposed planned development.
- (6) The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- (7) The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- (8) Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.

- (9) The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- (10) Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- (11) The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- (12) The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public streets.
- (13) Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- (14) Proposed construction will not result in the complete elimination of existing mature tree canopy. Effort shall be made to direct disturbance and construction around or away from existing mature tree canopy without completely taking away use of the site or connectivity to existing infrastructure.

1145.07 Action by Planning Commission

- (a) The Planning Commission shall recommend to Council approval, approval with conditions, or denial of an application as presented and shall clearly state the findings upon which its recommendation is based.
- (b) The Planning Commission shall base its recommendation and Council its decision upon how well the application satisfies the Decision Standards. Planning Commission, in its recommendation, and Council in its decision may waive or modify dimensional regulations of the Zoning Code, or impose more strict regulations and any additional conditions, guarantees, and safeguards it deems necessary to satisfy the purposes of this Zoning Code. Dwelling unit density cannot be waived.
- (c) Council may require the developer to file performance bonds with the City to guarantee completion of any public utilities associated with the planned development and any elements of the plan that are necessary to its success, if abandoned by the developer.

1145.12 Design.

- (a) Arrangement.
The physical arrangement of a planned development is not subject to the specific dimensional regulations that apply in the underlying zoning district, except as specifically noted in this Chapter. Land uses may be distributed throughout the site and throughout individual buildings in whatever manner is best suited to a particular planned development. Structures, vehicle management areas, open spaces, landscaping, and other elements may be distributed throughout the site in whatever manner is best suited to a particular planned development and the surrounding area.
- (b) Land Area.
A planned development shall be a minimum of 1 (one) contiguous acre or more.
- (c) Land Use.
 - (1) The following land uses are permitted in proportion to those portions of a planned development that overlay an existing residential zoning district:

- A. Any land use permitted in any residential zoning district in this Code, except Mobile Homes.
 - B. Institutional, public, and semi-public land uses that serve the planned development or the general public.
 - C. Commercial land uses, if the total land area of the planned development is greater than 10 acres and if the commercial land use is intended to serve the planned development only. Such commercial land uses shall be limited as follows:
 - 1. No signs that are visible from outside of the development.
 - 2. No direct vehicular access to a public thoroughfare.
 - 3. No less than 95 percent of the total land area shall be devoted to residential land uses.
 - 4. No separate structure intended to be used, in whole or part, for commercial land uses shall be constructed prior to the construction of not less than 50 percent of the dwelling units.
- (2) The following land uses are permitted in proportion to those portions of a planned development that overlay an existing commercial zoning district:
 - A. Any land use permitted in the underlying zoning district.
 - B. Any land use permitted in any residential zoning district in this Code, except Mobile Homes.
- (3) The following land uses are permitted only in the portions of a planned development that overlay an existing industrial zoning district:
 - A. Any land use permitted in the underlying zoning district.
- (4) The land uses permitted in a planned development may be distributed as follows:
 - A. If a single planned development overlays more than one zoning district, then the land uses permitted according to this Section may be distributed throughout the entire planned development site.
 - B. If a planned development includes land uses permitted only in an industrial zoning district, then those land uses may only be located in that portion of the planned development that overlays the industrially zoned land.
- (d) Residential Density.
 Residential density shall not exceed 110 percent of the density permitted in the underlying zoning district. Residential land uses in a planned development that overlays a commercial zoning district shall not exceed the density of the R1B Single-Family Medium-Density Residential Zoning District. Area devoted entirely to non-residential land uses, including buildings, vehicle management areas, and other associated land use elements shall be excluded from the area used to calculate residential density.
- (e) Dimensional Regulations.
 - (1) Building Heights shall be limited as in the underlying zoning district, regardless of land use.
 - (2) Front setbacks shall be limited as in the underlying zoning district.
 - (3) All buildings and vehicle management areas shall be setback from the perimeter of a planned development no less than:
 - A. Residential zoning district - 25 feet.
 - B. Commercial zoning district - 25 feet.
 - C. Industrial zoning district - 50 feet.
- (f) Open Space.
 - (1) No planned development shall have less than 20 percent open space, which includes any area not less than 50 by 50 feet, not including the required setbacks, and includes nothing other than natural area.
 - (2) Lot coverage shall be regulated according to the underlying zoning district, except that lot coverage for the residential portion of any planned development shall not exceed 40 percent.
- (g) Sensitive Development Area.

- A. A Sensitive Development Area is defined as any land(s) or soil(s) proposed to be developed that, if subjected to improper use or management, is otherwise determined to be incapable or unsuitable of urban use. Sensitive Development Areas can also be considered those lands that pose special hazards to development or the environment, consisting of lands or soils of such sensitive character that they may require special use, design and engineering restrictions.
- B. For the Preliminary Planned Development, the applicant must create an inventory of sensitive environmental area identified in subsection (g)D.(1) to (8) from publicly available resources such as Butler County Soil and Conservation District, OKI, OEPA, ODNR, HAPC, FEMA, USFWS, OHPO and other public entities. This information shall be provided with the preliminary application. Design of the site shall be based on site information obtained from those public entities. An existing landscape plan shall be submitted with each application. The landscape plan shall identify existing trees, natural features and other landscaping elements.
- C. After the approval of the Preliminary Planned Development, the applicant must develop a detailed site analysis of sensitive environmental areas on the site, conducted by firm(s) specialized in the areas, at a minimum: Ecological Survey, and Environmental Site Assessment. Other documentation may be required based on the site and the discretion of the Planning Commission, including, but not limited to: Stream and Wetland Mitigation, Water Way Permits, Archaeological Inventory, Historic Architecture Inventory. The applicant must also provide reports of the analyses following current professional norms for the discipline. It will be the Planning Commission's role to review information submitted by the applicant on each discipline to make the recommendations to City Council.
- D. Design of the proposed Planned Development site shall be based on the site information obtained from those public entities. To the maximum extent practicable, development shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative impacts and alterations of natural features. The following specific areas shall be preserved as undeveloped open space, and in accordance with the U.S. and Ohio Constitutions and state or federal regulations:
 - (1) Unique and/or fragile areas, including wetlands, as may be defined in Section 404, Federal Clean Water Act, as amended; and in Ohio Environmental Protection Agency standards.
 - (2) Land in the floodway as identified and mapped using the Federal Emergency Management Agency's Flood Hazard Boundary Maps. Federal Emergency Management Agency in scientific and engineering reports entitled 'Flood Insurance Study for Butler County, Ohio and Incorporated Areas' effective 12/17/2010, with accompanying Flood Insurance Rate Maps for Butler County, Ohio and Incorporated Areas effective 12/17/2010 and any revisions thereto are hereby adopted by reference and declared to be part of this chapter.
 - a. 100 foot natural buffer shall be maintained adjacent to all permanent and natural surface waters, springs, and wetlands. Development of this area is regulated as follows:
 - 1. Natural vegetation shall be maintained.
 - 2. No structures shall be built or improvements made, except as follows:
 - (a). Walking paths, bicycling paths, and the like, including infrastructure necessary to facilitate their development are permitted anywhere within the buffer.
 - (b). Roads and associated infrastructure are permitted in the buffer to facilitate crossing such water elements.
 - (c). Any improvements approved in a final plan.

- (d). Any public safety or public utility improvements not associated with the planned development, but deemed necessary by the Service Director, Police Chief or Fire Chief.
 - (3) Steep slopes fifteen (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account.
 - (4) Habitats of endangered wildlife, as identified on federal and state lists.
 - (5) Historically and culturally significant structures and sites, as listed on, but not limited to, the National Register of Historical Places or on the local inventory of historic places maintained by the City of Oxford's Historic Architectural Preservation Commission.
 - (6) Aquifers and tributary drainage systems.
 - (7) Tree growth areas or urban forested areas as defined in Chapter 935, of the Codified Ordinances of Oxford.
 - (8) Any area as identified on Map 3.3 of the Comprehensive Plan.
- E. The development shall be laid out to avoid adversely affecting groundwater and aquifer recharge; to reduce excavation and embankment; to avoid unnecessary impervious cover; to prevent flooding; to provide adequate access to lots and sites; and, to mitigate adverse effects of noise, odor, traffic, drainage, and utilities on neighboring properties. The placement of buildings shall take into consideration topography, building height, orientation and drainage. Storm water Best Management Practices in Low Impact Development Designs are desirable and encouraged. City guidelines for these practices and designs can be found in the City of Oxford Storm Water Management Design Manual
- F. If the Planning Commission, or its designated representative, may require the applicant to submit a statement in order to demonstrate that satisfactory efforts have been made to mitigate any special hazards posed to the site if these sensitive lands are subjected to improper use or management. The statement, if required, shall be submitted in one or more of the following forms:
 - (1) The statement shall describe in detail the extent of encroachment on any Sensitive Development Area, the extent and nature of the proposed alteration, the environmental impacts resulting from the proposed alteration, and the proposed methods of mitigation.
 - (2) A Geotechnical Report and/or a Wetlands Assessment/Delineation, prepared by a professional engineer, licensed in the State of Ohio, or by a specialist in Streams and Wetland. This report can be in lieu of a development narrative.
- (h) Landscaping and Screening.
 - (1) A planned development shall satisfy all landscaping elements required by other sections of this Code.
 - (2) The required perimeter setback area shall be retained in natural woods or suitably landscaped with grass, ground cover, shrubs, trees, or earthen mound.
 - (3) A planned development that overlays a commercial or industrial zoning district that is adjacent to a residential zoning district shall be screened from the residential zoning district by a dense evergreen hedge a minimum of 8 feet tall and 10 feet wide at planting and that will maintain at least 90 percent opacity over time.
- (i) Access and Mobility.
 - (1) At residential densities greater than would be permitted in the R-1A District, have direct and principal access from a collector or arterial road.
 - (2) Bicycle rack spaces shall be provided at all planned developments that overlay a commercial zoning district at a rate of 3 per acre.
 - (3) Adequate pedestrian connectivity shall be provided to and through a planned development.
- (j) Utilities and Infrastructure.

Electric and telephone facilities, street light wiring, and other wiring conduits and similar facilities shall be located underground.

(k) Plan-Specific.

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

APPENDIX B

COMPLETE STREETS POLICY

Below is an excerpt from the **Policies** section of the Complete Streets Policy, adopted by the Oxford City Council by Resolution 7098 on August 20, 2019. Specific attention should be directed to the exemptions outlined in subsections (a.) thru (f.).

Policies

The City of Oxford surface transportation network shall balance the need for all current and future users. Project identification, planning, scoping, and design for new construction, reconstruction, resurfacing, rehabilitation within the public right-of-way shall adhere, where applicable to the following:

- 1) There is no one design standard that achieves the complete streets outcome. Design of particular projects will be context-sensitive, consideration of adjacent land uses and local needs and incorporating the most up-to-date, widely-accepted design standards for the particular setting, traffic volume and speed, and current and projected demand. Each project must be considered both separately and as a part of a connected network to determine the level and type of treatment necessary for the street to be complete. Additional principles, policies and guidelines may be found under the Best Practice Design.
- 2) Exemptions to the Resolution may be made under one (1) or more of the following conditions as determined by City Council in consultation with the City Manager, upon recommendation of the Oxford Parking and Transportation Advisory Board.
 - a. Where bicyclists and pedestrians are prohibited by law from using the roadway; or
 - b. Where the cost of providing such accommodations would be disproportionate given the need or probability of use; or
 - c. Where severe topographic or natural resource constraints prohibit such accommodations, or
 - d. Where conditions or restrictions outside the purview of the City of Oxford prohibit such actions.
 - e. Where the project consists primarily of the installation of traffic control or safety devices.
 - f. Where roadway safety standards or bicycle and pedestrian safety standards cannot be met.
- 3) Where accommodations for all users cannot be made, reasonable efforts shall be made to identify adjacent alternative routes and/or methods of travel to provide a safe, reliable, integrated, and interconnected surface transportation network.
- 4) Roadways, sidewalks, shared-use paths, street crossings, pedestrian signals, signs, street furniture, transit stops and facilities, and all connecting pathways shall be designed, constructed, operated, and maintained so that all users of the surface transportation network can travel safely, reliably, and independently.
- 5) The implementation of this policy shall reflect the context and character of the surrounding built and natural environment, and enhance the appearance of such.
- 6) The design and development of surface transportation infrastructure shall be in accordance with all City of Oxford ordinances, codes, plans, policies, and guidelines where appropriate.
- 7) A system of performance measurements shall be established to gauge the success of this Policy with regards to the stated Goals above.

APPENDIX C

PRELIMINARY PLANNED DEVELOPMENT CONDITIONS

Below is an excerpt from **Ordinance 3630** listing the 9 approval conditions for the MayDay Preliminary PD:

- 1) The existing gun range, and proposed business incubator and self-storage facility uses shall be the only land uses approved at this stage. Additional future land uses may be considered on a case-by-case basis as part of either a Final Planned Development application or an amended Preliminary Planned Development application, in accordance with the provisions prescribed for the LI District. In all instances, Adult Entertainment Facilities shall be prohibited.
- 2) A new Traffic Impact Study shall be completed for the latest site design to verify whether public off-site improvements are necessary to support anticipated uses. The study shall be completed prior to the submission of a Final Planned Development application; staff may require the study to be amended at a future date depending upon the anticipated traffic impacts when additional land uses are more clearly defined.
- 3) Bicycle parking shall be provided in accordance with the Oxford Zoning Code and reviewed at the Final Planned Development stage.
- 4) A five-foot wide sidewalk shall be provided along the Ringwood Road frontage.
- 5) A five-foot wide paved pathway shall be provided between the walkway system shown on the Plan and the existing sidewalk along US 27. The timing of this connection shall be reviewed at the Final Planned Development stage.
- 6) Additional landscaping shall be provided along the backside of the larger self-storage outbuilding facing the future collector road right-of-way, to help soften the viewscape along the future corridor. Exact details shall be reviewed at the Final Planned Development stage.
- 7) A portion of the loop extending out from the 4-way intersection (located between the business incubator and storage facility) shall be paved to City staff's satisfaction to allow for emergency vehicle turnaround. Such feature shall be reviewed at the Final Planned Development stage.
- 8) A waiver to Oxford Codified Ordinance Section 1145.06(f)(1) is hereby granted to reduce the amount of required open space from 20% to 11.4%.
- 9) A waiver to Oxford Codified Ordinance Section 1148.05(b)(2)(A) is hereby granted to relieve the developer from the Tree Survey requirements, on condition the wooded areas noted to remain are not disturbed during construction and the landscaping plan as presented is fulfilled.



Memo

Service Department
Engineering Division
513/524-5208

TO: Community Development Department

FROM: Scott Otto, P.E.
City Engineer

RE: Application #PPC-2021-41
6711 Ringwood Road – May Day Business Park

DATE: January 13, 2022

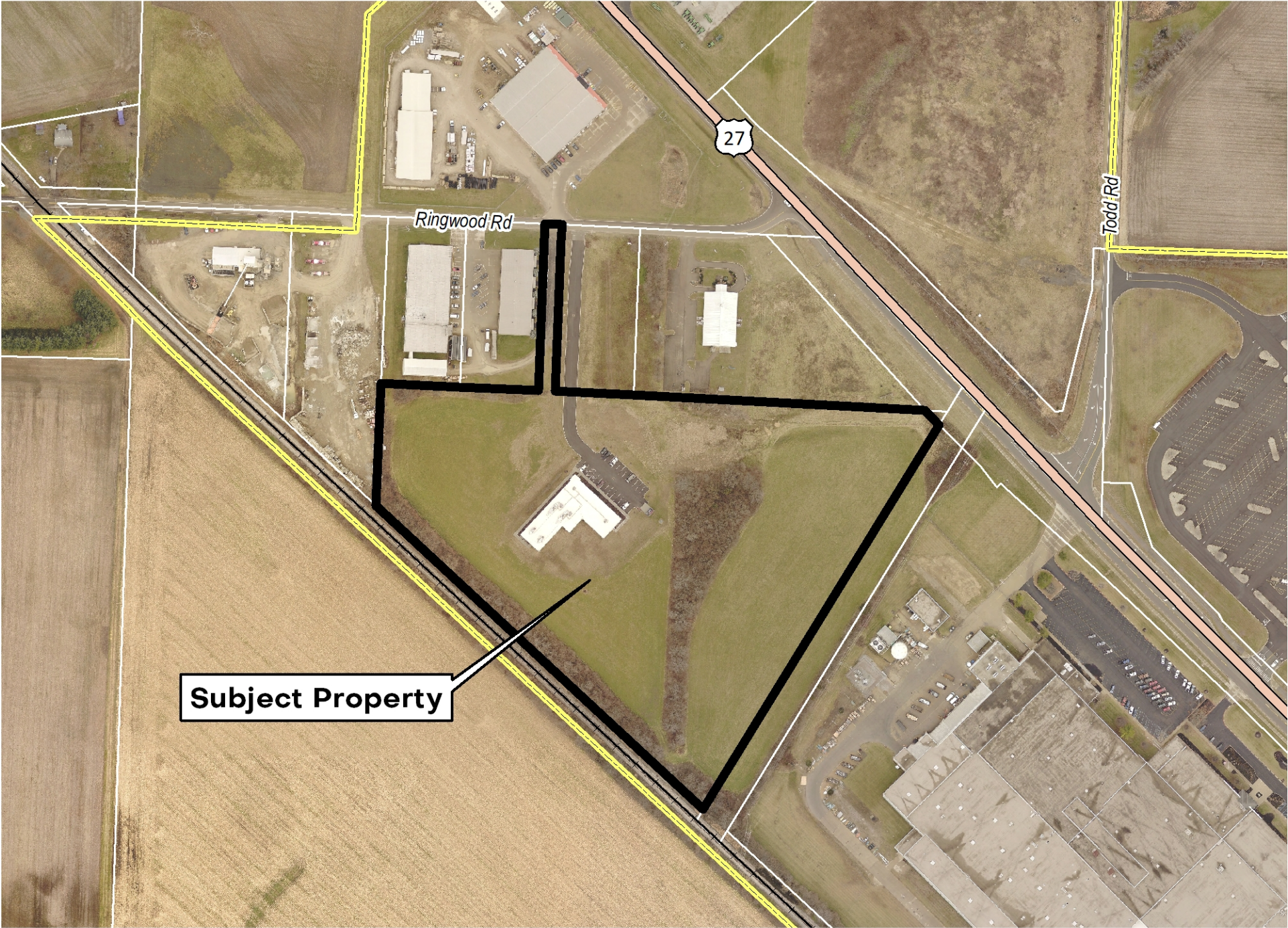
The Engineering Division offers the following comments:

- The proposed 6" water main will need to be revised to 8" minimum. The proposed connection to the existing 6" water main is not permitted due to the existing line being a private fire line. Further review of future detailed construction plan submittals may result in additional revision requests.
- Sheet A-3 Landscape Plan: The Cleveland Pear is not an allowable tree species.
- Plans show a future sidewalk connection to the existing sidewalk at US 27. If the sidewalk is not constructed during this proposed phase, the new destinations will not have pedestrian facilities connected to the public sidewalk. City of Oxford Zoning Code and Complete Streets Policy support connectivity for alternative forms of transportation, including pedestrians. Also the proposed grading and outlet design of the detention basin does not account for a pedestrian facility in this area.

Location Map

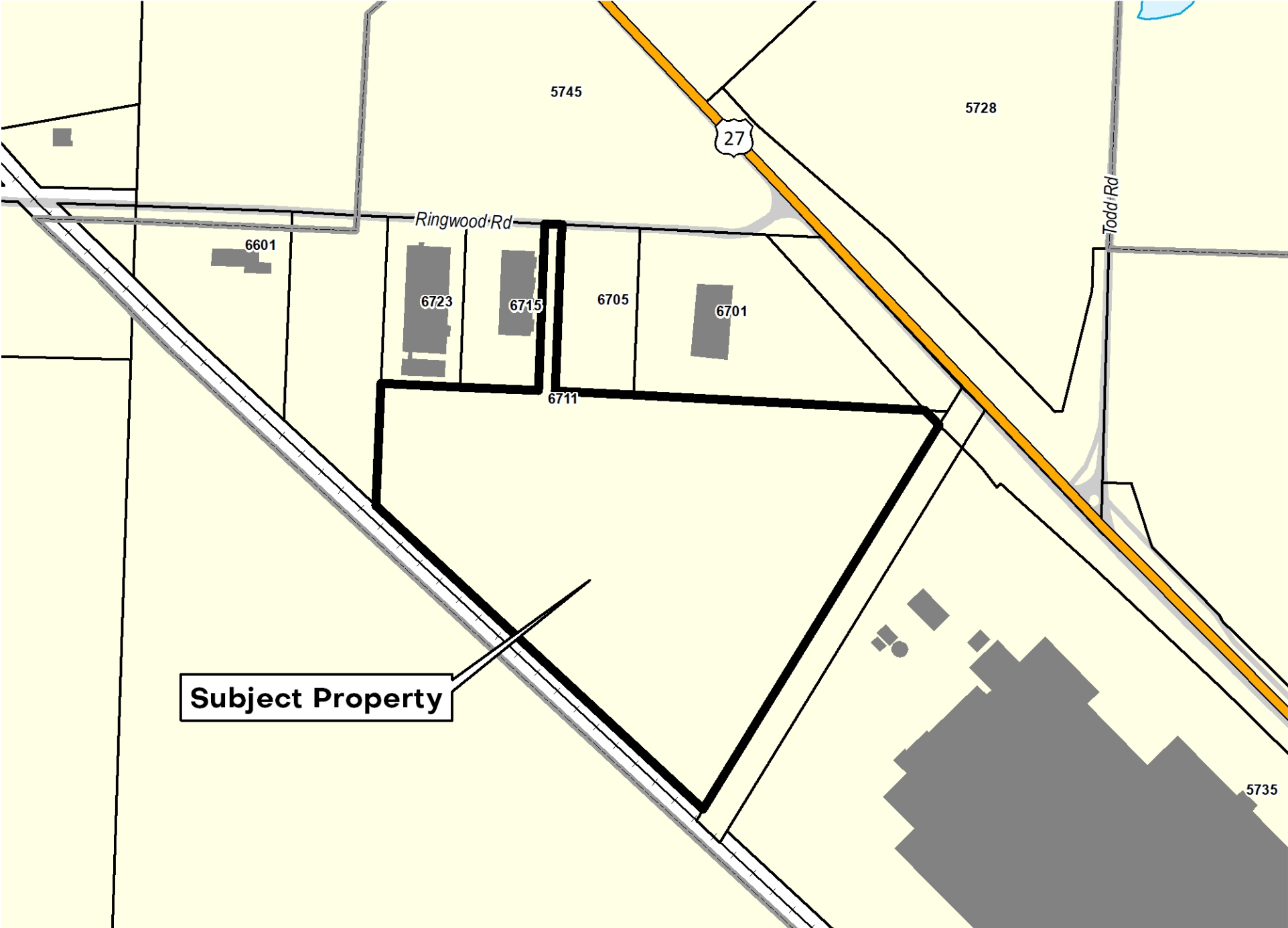
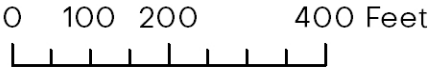
 Site Parcel(s)

0 100 200 400 Feet



Location Map

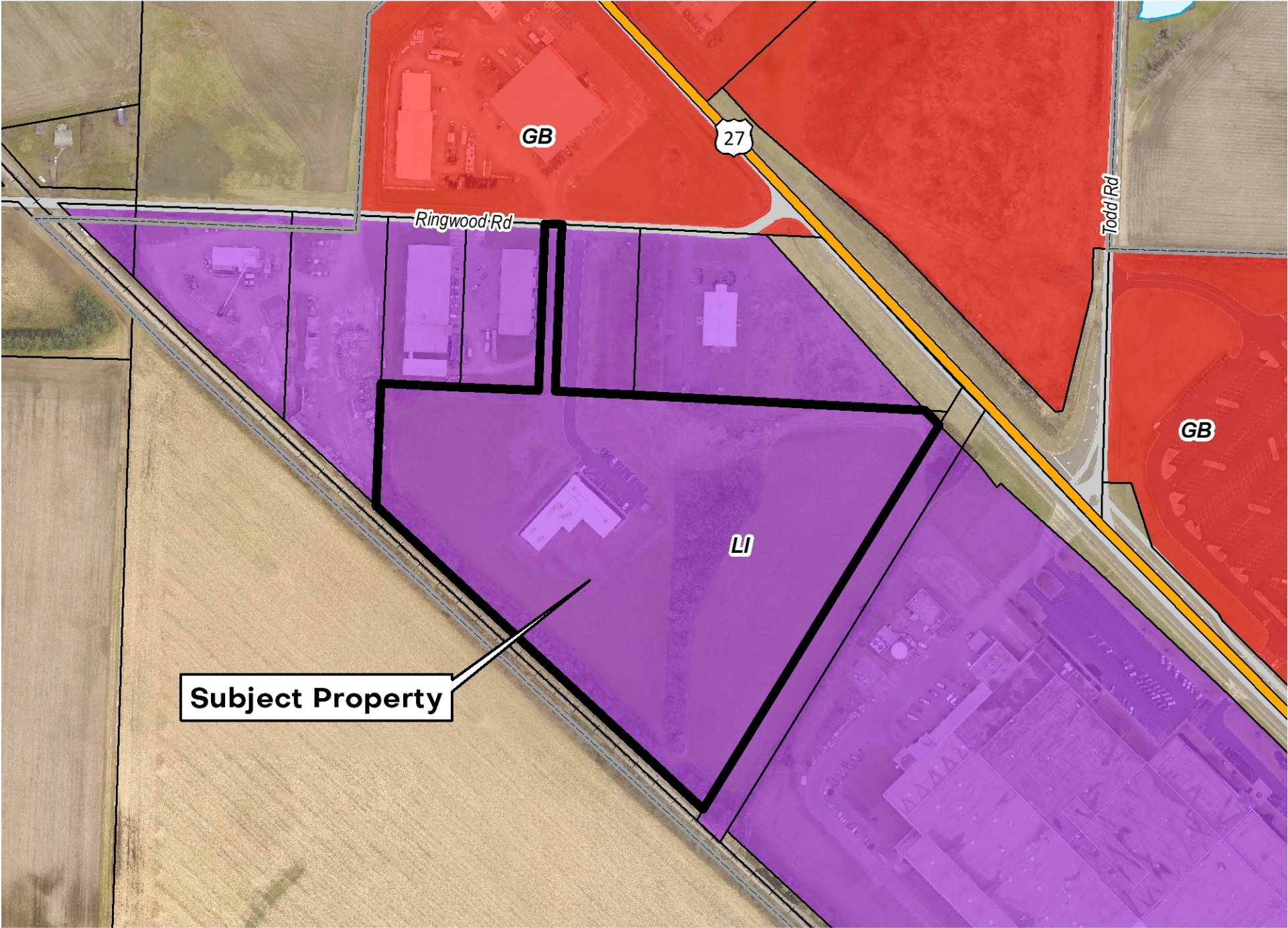
 Site Parcel(s)



Location Map

 Site Parcel(s)

0 100 200 400 Feet





PC-2021-41

**Surrounding
Property Owners
Notifications Map**

Legend

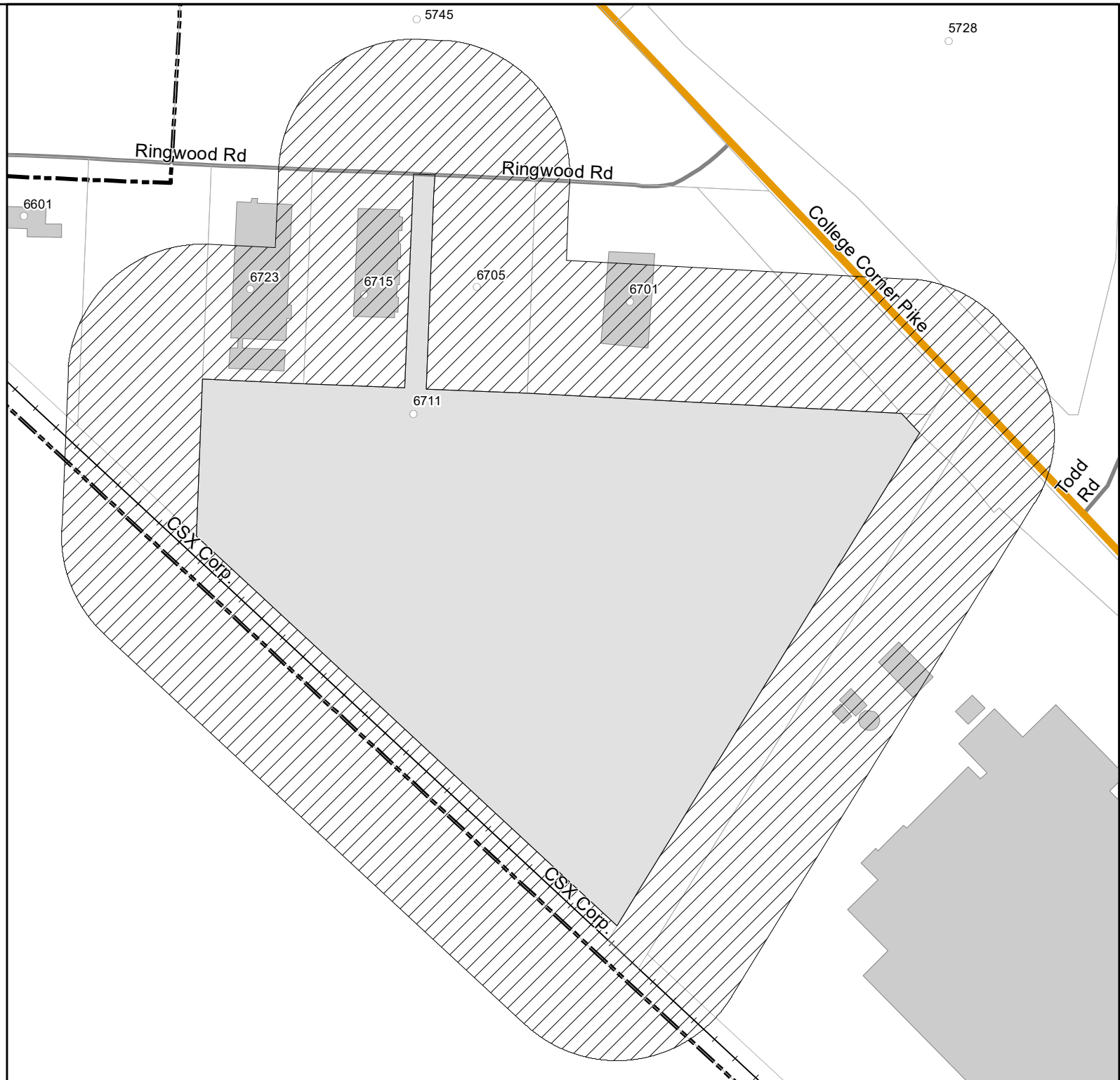
-  Subject Area
-  200 Ft. Buffer
-  Oxford Corp. Limit
-  Address Point
-  16.5' Vacated ROW
-  Building Footprint



1 inch = 200 feet

Prepared on Monday, January 03, 2022

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





Internal Use Only:

Case No.

PC-2021-41

Date Filed

12/27/2021

Planned Development Application

Application Type

Choose One

☐

Preliminary

☒

Final

☐

Preliminary & Final

Applicant Information

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

Name * Mark A. Rosenberger, Bayer Becker

Mailing Address * 110 South College Avenue, Suite 101

City, State & Zip Code * Oxford, Ohio 45056

Telephone Number * 513-523-4270 Email Address markrosenberger@bayerbecker.com

Owner Information

Name * MayDay Handgun Training, LLC

Mailing Address * 6711 Ringwood Road

City, State & Zip Code * Oxford, Ohio 45056

Telephone Number * 513-200-8121 Email Address maydays44@gmail.com

Engineer/Surveyor Information

Name * Bayer Becker

Mailing Address * 110 South College Avenue

City, State & Zip Code * Oxford, Ohio 45056

Telephone Number * 513-523-4270 Email Address markrosenberger@bayerbecker.com

Location and Lot Information

Name of Subdivision *

Location of Property * 6711 Ringwood Road

Legal Description * Legal Description of Property Provided

Zoning District * LI Total Area * 11.374 Acres

Submission Requirements and Documentation

The application requirements (Section 1145.05¹) for a preliminary and final planned development are different. The final planned development application requires a greater degree of accuracy and completeness than does the preliminary planned development application. This section describes the application content requirements for each step of the process.

Thirteen (13) complete sets of all information shall be submitted with each preliminary and final application. If any information is submitted in color or on non-standard paper, more copies may be required. The Zoning Administrator may modify this requirement based upon

the type of materials included. **The applicant shall contact the Zoning Administrator prior to submitting an application to discuss the submission requirement.**

(a) Preliminary Plan.

- (1) Application fee.
- (2) The name, mailing address, and telephone number of the applicant and all property owners.
- (3) If the applicant is not the owner, or if there are multiple owners within the proposed area, a statement from all owners that the applicant is entitled to apply on their behalf, and that they agree to be legally bound to any decision reached according to this Chapter.
- (4) The name, mailing address, and telephone number of any planner, engineer, surveyor, or other design professional who assisted with preparation of the plans.
- (5) Description of use and site. A written, detailed description shall include the following information. A separate response is required for each subsection.
 - A. A legal description of the site, including all separate lots.
 - B. A description of the existing uses of the site.
 - C. The zoning districts in which the site is located.
 - D. A description of the proposed planned development.
 1. The number of housing units by size and type proposed within each phase.
 2. A description of any nonresidential operations, including type of goods sold, services performed, and expected number of customer, clientele, delivery, and service vehicles.
 3. The hours of operation of any nonresidential use.
 4. A phased development schedule, if applicable, that indicates the location and timing of phases and demonstrates that each completed phase would form a reasonably independent unit if succeeding phases were abandoned.
 - E. A narrative statement that evaluates the compatibility of the proposed planned development with the general vicinity and adjacent properties.
 1. How the proposed uses are similar to or different from existing area uses and if there will be any interaction between the proposed site and adjacent sites.
 2. How any existing structures, proposed structures, and the site design relate to adjacent structures and sites.
 3. If the proposed uses will involve any operations that create potential nuisances such as excessive noise, lighting, odor, fumes, vibration, or emissions.
 4. How any potential negative effects on adjacent land will be mitigated.
 - F. A statement about why the location proposed is appropriate for the planned development.
 - G. A statement of the necessity or desirability of the proposed planned development to the neighborhood or community.
 - H. How the proposed mix of dwelling types and/or commercial uses advances community goals of diversity, affordability and market changes (e.g. adaptability of flats versus townhomes)
 - I. Proposals for the provision of public utilities and services, if insufficient or not available for the planned development, or for the provision of suitable private utilities and services.
 - J. A general analysis of expected traffic impact, including vehicular and pedestrian safety, resulting from the proposed development.
 - K. The substance of proposed covenants, easements, and other restrictions on the land and structures.
 - L. A list of the names and mailing addresses of all landowners within 200 feet of the site.
 - M. Such other information regarding the proposed uses, site design, or surrounding area as may be pertinent to the application or required by Planning Commission or Council.
- (6) Site plan. A scaled site plan shall include the following information in detail. The required information may be submitted on multiple site plans if inclusion of all information on a single plan makes it illegible or difficult to understand.
 - A. North arrow.
 - B. Scale.
 - C. Vicinity map.
 - D. All existing and proposed lot lines within the site.
 - E. Dimensions of all lots and of the entire site and any adjacent rights-of-way.
 - F. The location and intended purpose of all open spaces
 - G. Approximate location, height, dimensions, and use of all proposed and existing structures.
 - H. Approximate location and number of different uses (i.e. dwelling types and/or commercial uses).
 - I. Approximate location and design of all proposed vehicle and pedestrian routes and nonresidential vehicle management areas.
 - J. Approximate location and size of all existing and proposed utilities that will serve the planned development.
 - K. Approximate location, size, and type of all proposed signs.
 - L. Approximate location, height, and type of all proposed screening and landscaping.

- M. Distances to residential zoning districts if within 1,000 feet.
 - N. The use of land and location of structures on adjacent property and across adjacent rights-of-way.
 - O. The location of any nearby schools and commercial facilities.
 - P. Other information as required by the Planning Commission or Council.
- (7) Landscape plan.
- A. The plan shall demonstrate compliance with the requirements of Chapter 1148.
- (8) Elevations. Elevations of proposed structures or typical elevations if structures are not yet designed.
- (9) Other. Photographs of the existing site and its surroundings.
- (10) Digital Submittal. Adobe PDF version of all information submitted to also be submitted on a current digital format.
- (b) Final Plan.
- (1) The same items and information as required for the preliminary plan, except that the approximations shall be refined to specific locations, dimensions, and descriptions.
 - (2) A detailed traffic impact analysis, including all modes of transportation, prepared by a qualified professional engineer
 - (3) Any additional description or information requested by the Planning Commission or Council during the preliminary plan approval process.
 - (4) Detailed agreements, contracts, deed restrictions, and sureties that will be used to guarantee performance of the development during and after construction.

Surrounding Property Owners

On a separate sheet, provide the parcel numbers, names, and mailing addresses of all property owners within 200 feet of all boundaries of the property in question. The [Butler County Auditor Real Estate Search](#)² is helpful when searching for the mailing address of adjoining property owners. It allows you to search by owner, address, or parcel number.

Decision Process

A preliminary plan shall be approved prior to approval of a final plan, although the processes can be concurrent for small, single phase developments. Both preliminary and final plan approval require a Planning Commission recommendation and Council approval. The review is based on the General Decision Standards found in Section 1145.06¹.

Fees & Receipt

The fees for a Preliminary, Final, or combined Preliminary and Final Planned Development application are \$570.00 plus \$100.00 per acre, plus \$10.00 postage charge.

Sign and Date

Applicant Signature *

Mark A. Rosenberger

Date *

12/16/2021

Submit Application, Submission Requirements and Documentation, and Fees

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

Send or drop off this application with required plans containing all required information as attachments and a check for fees and postage charge made payable to **City of Oxford**, to Community Development Director, 15 South College Avenue, Oxford, OH 45056.

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

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

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

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

Letter of Agency

To whom it may concern:

Please be advised that Bayer Becker and Scott Webb Architect has permission to represent our interest with the City of Oxford's Planning Commission and City council regarding the Final PUD application for the MayDay Industrial Development.

Thank You,

Signed: _____
Jeff Day, MayDay Handgun Training LLC

Date: 12-17-21

Date: December 7, 2021

Description: Part of Lot #1943 &
Part of Lot #5, Oxford Township
PUD Area

Location: City of Oxford
Butler County, Ohio



Situated in the State of Ohio, Section 16, Town 5, Range 1, City of Oxford, Butler County and being in part of Lot #5 of Oxford Township and in part of Lot #1943 of the designated list of lots of the City of Oxford and being all of the lands of May Day Handgun Training, LLC as recorded in Official Record 8889, Page 592 of the Butler County, Ohio Recorder's Office and being further described as follows:

Beginning at the northwest corner of said Lot #5 and being the northwest corner of said Lot #1943 and being on the westerly line of said Section 16 and being in Ringwood Road; thence, leaving said Ringwood Road and with the westerly boundary of said Inlot #5 and with the westerly boundary of said Lot #1943 and with the westerly boundary of said Section 16, South 02°30'27" West, 108.71 feet to the easterly right of way of CSX Railroad; thence, leaving the westerly boundary of said Section 16 and the easterly right of way of said CSX Railroad, and with the westerly boundary of said Lot #1943, South 47°04'03" East, 690.22 feet to the southeast corner of the lands of Irving Materials, Inc. as recorded in Deed Book 1741, Page 373 of the Butler County, Ohio Recorder's Office and being the **True Point of Beginning**;

thence, leaving the easterly right of way of said CSX Railroad and with the easterly boundary of said lands of Irving Materials, Inc. (2 Acres), North 02° 30' 54" East, 234.45 feet to the southwest corner of Part of Lot #1943 and being the lands of RINGWOOD PROPERTIES, LTD. (1.02 Acres) as recorded in Official Record 8191, Page 1665 of the Butler County, Ohio Recorder's Office;

thence, leaving the easterly boundary of said lands of Irving Materials, Inc. (2 Acres) and with the southerly boundary extended of said lands of RINGWOOD PROPERTIES, LTD (1.02 Acres) and RINGWOOD PROPERTIES, LTD (1.102 Acres) as recorded in Official Record 7278, Page 1348 of the Butler County, Ohio Recorder's Office, South 87° 17' 33" East, 300.00 feet to the southeast corner of said lands of RINGWOOD PROPERTIES, LTD (1.102 Acres);

thence, leaving the southeast corner of said lands of RINGWOOD PROPERTIES, LTD (1.102 Acres) and with the easterly boundary of said lands of RINGWOOD PROPERTIES, LTD (1.102 Acres), North 02° 30' 27" East, 320.00 feet to Ringwood Road;

thence, leaving the easterly boundary of said lands of RINGWOOD PROPERTIES, LTD (1.102 Acres) South 87° 17' 33" East, 50.00 feet to the northwest corner of the lands of Cars Family Auto Group, LLC (1.033 Acres) as recorded in Official Record 9167, Page 1183 of the Butler County, Ohio Recorder's Office;

thence, leaving said Ringwood Road and with the westerly boundary of said lands of Cars Family Auto Group, LLC (1.033 Acres), South 02° 30' 27" West, 320.00 feet to the southwest corner of said lands of Cars Family Auto Group, LLC (1.033 Acres);

6900 Tylersville Road, Suite A 110 South College Ave, Suite 101 1404 Race Street, Suite 204
Mason, OH 45040 Oxford, OH 45056 Cincinnati, OH 45202
513-336-6600 513-523-4270 513-834-6151

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

<http://www.bayerbecker.com>

thence, leaving the southwest corner of said lands of Cars Family Auto Group, LLC (1.033 Acres) and with the southerly boundary extended of said lands of Cars Family Auto Group, LLC (1.033 Acres) and the southerly boundary of the lands of First Baptist Church of Oxford (2.6272 Acres) as recorded in Official Record 6971, Page 1245 of the Butler County, Ohio Recorder's Office, South 87° 17' 33" East, 664.04 feet to the westerly right of way of (College Corner Pike (U.S. #27);

thence, leaving the southerly boundary of said lands of First Baptist Church of Oxford (2.6272 Acres) and with the westerly right of way of said College Corner pike (U.S. #27), South 43° 42' 40" East, 38.53 feet to the northerly boundary of Dudley Farms, LLC (1.169 Acres) as recorded in Official Record 9259, Page 1912 of the Butler County, Ohio Recorder's Office;

thence, leaving the westerly right of way of said College Corner Pike (U.S. #27) and with the northerly boundary of said lands of Dudley Farms, LLC (1.169 Acres), South 31° 35' 22" West, 847.66 feet to the easterly right of way of said CSX Railroad;

thence, leaving the northerly boundary of said lands of Dudley Farms, LLC (1.169 Acres) and with the easterly right of way of said CSX Railroad, North 47° 04' 03" West, 827.41 feet to the **True Point of Beginning** containing 495,431 square feet or 11.374 acres of land, more or less, of which there is 0.023 Acres are located in said Lot #5 and 11.351 Acres are located in said part of Lot #1943 and being subject to all easements, legal highways, restrictions and rights-of-way of record.

City of Oxford
Mr. Zach Moore
Planner
Municipal Building
15 South College Avenue
Oxford, Ohio 45056

December 27th, 2021

Final Planned Development
MayDay Business Park
6711 Ringwood Road & College Corner Pike (US 27)

Dear Zach,

Please accept this letter as a formal request for a Final Planned Development review by the City of Oxford Planning Commission for a new Industrial Planned Development incorporating the existing MayDay Gun Range and an incubator business facility along with a storage facility on Ringwood Road.

The submitted documents has been prepared for and with the assistance of the following:

Property Owner:

MayDay Handgun Training LLC
6711 Ringwood Road
Oxford, Ohio 45056

Civil Engineer and Surveyor:

Bayer Becker Inc.
110 South College Avenue
Oxford, Ohio 45056
(513) 523-4270

Architect:

Scott Webb, Architect
103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838

The following are the written and detailed descriptions of the proposal as required on the Planned Development Application:

(5) Description of Use and Site.

- A. Legal Description of the Property is included.
- B. The 11.374 Acre site currently contains the MayDay Gun Range, previously approved as a Conditional Use.
- C. The property is currently zoned LI - Light Industrial District with a Planned Unit

Development overlay.

D. Description of the Proposed Planned Development.

1. *No housing units are proposed.*
2. *The proposed Planned Development is intended to allow further development of this 11.374 Acre site for various LI & Commercial Uses including self-storage, and a business incubator space in the first phase with additional future LI development areas.*
3. *The expectation is that these uses would operate as typical LI uses, maintaining typical business hours.*
4. *The overall site infrastructure (utilities, etc.) would be completed in the first phase as shown on the development drawings. The proposed loop road would be completed in Phase 2 as the development sites are purchased or leased. Phase 2 area will require additional fill material to be brought on site.*

E. Narrative statement evaluating the compatibility of the proposed Planned Development with the general vicinity and adjacent properties.

1. *The proposed use(s) are similar to the existing land uses in the area. (Schneider Electric, IMI Concrete, Capital Varsity, Gillman's, etc.)*
 2. *The proposal contained herein is intended to incorporate the MayDay Gun Range into a larger development similar to the adjacent properties and uses.*
 3. *The proposed and anticipated uses do not involve any operations that create potential nuisances such as excessive noise, lighting, odor, fumes, vibration, or emissions.*
 4. *Negative effects on adjacent land are not expected.*
- F. The Planned Development in this location serves the goals of the planned development purpose statement, as it intends to permit and encourage creative and flexible land development not permitted by right.
- G. The Planned Development is necessary and desirable in this location as this represents one of the few undeveloped LI parcels in the city. The Planned Development process allows for the further development of this lot using the existing entrance as a shared drive.
- H. The project shall meet the community goals by providing economic growth and phase the site to address possible future market changes.
- I. All public utilities are available for the proposed development. Their extension through the development is shown on the drawings. Public water and sanitary sewer are available to the property and will be extended into the property as needed to provide service. Stormwater detention will be provided as shown. Water quality treatment practice will be provided to meet the requirements of the OEPA National Pollutant Discharge Elimination System (NPDES) Permit.
- J. A traffic Evaluation has been provided and included in this submittal. No improvements are required for phase 1.
- K. No special covenants or restrictions are included. The site will require access and private/public utility easements to be recorded.

L. A list of the adjacent landowners and mailing address within 200 feet is included in this submittal.

M. No other special considerations are included for this application.

In closing, the enclosed Final Planned Development conforms to all conditions of City of Oxford Ordinance 3630 pertaining to the Preliminary Planned Development submittal.

Please place this item on the February 8th, 2022, Planning Commission Meeting agenda.

If you have any questions, or need any additional information, please do not hesitate to contact us.

Sincerely,

Mark A. Rosenberger

Mark A. Rosenberger
Project Manager

Cc: MayDay Handgun Training
Scott Webb Architect
File

MayDay Planned Development

12/22/2021

Existing Total Land Area: 491,357 s.f.
11.28 Acres

Lot Coverage	Development Area	Building Area	Private Street Street Parking	Off-Street Parking	Sidewalks	Service Loading Area	Totals
Existing Gun Range	#2	11,547 s.f.	19,974 s.f.		3,237 s.f.		34,758 s.f.
1/2 Shared Parking & Sidewalks				5,333 s.f.	1,073 s.f.		6,406 s.f.

Phase 1 Road Extension			11,234 s.f.				11,234 s.f.
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Proposed Business Incubator	#3	8,400 s.f.		1,144 s.f.	1,663 s.f.		11,207 s.f.
1/2 Shared Parking Area				5,333 s.f.	1,109 s.f.		6,442 s.f.
Proposed Self Storage	#4						0 s.f.
Main Building		15,400 s.f.		1,468 s.f.	846 s.f.	24,897 s.f.	42,611 s.f.
RV Surface Parking - SW		2,544 s.f.					2,544 s.f.
Unconditioned perimeter -SE		3,191 s.f.					3,191 s.f.

Future Phase 2 Loop Road			12,762 s.f.				12,762 s.f.
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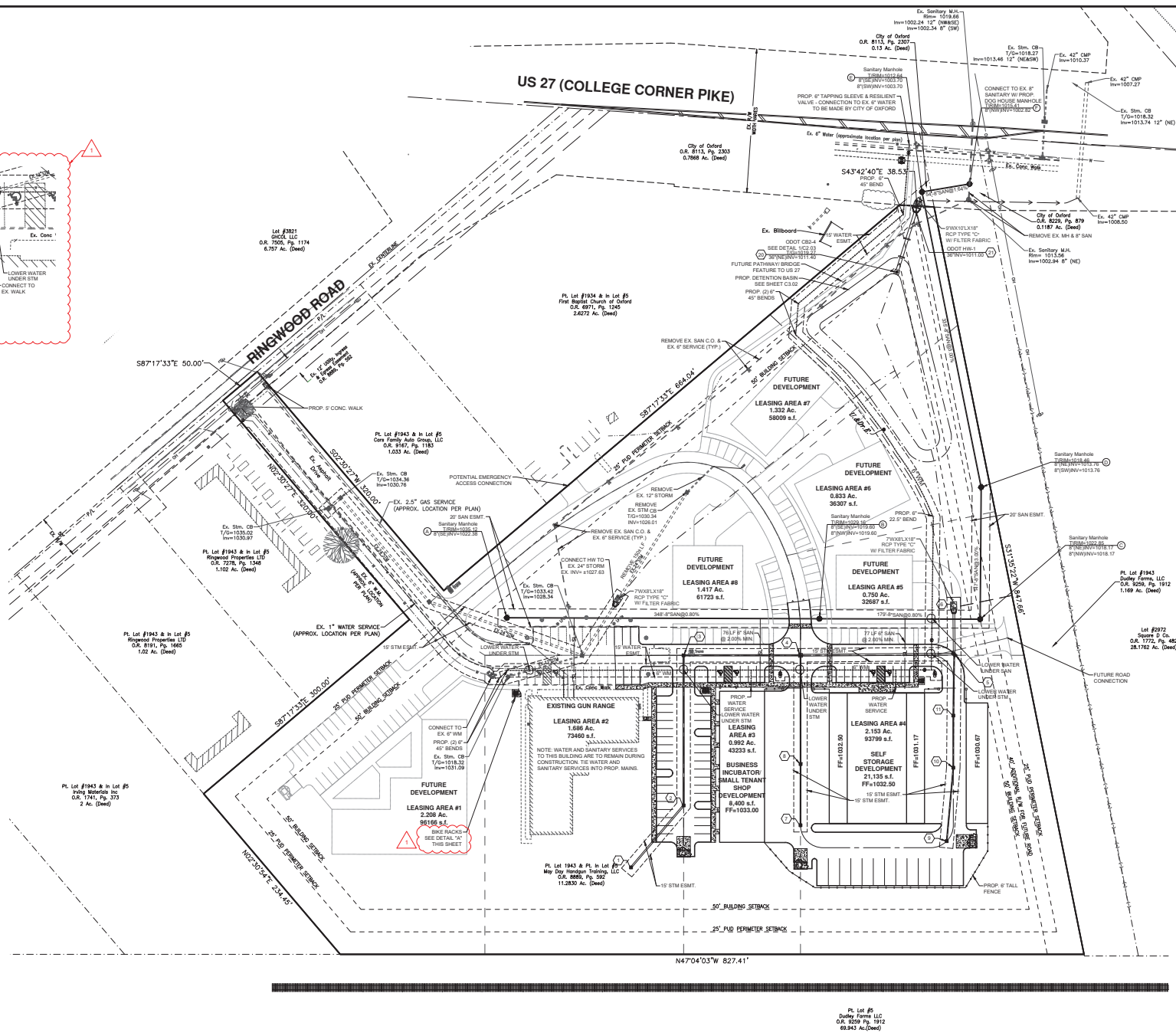
Future Development Site	#1	14,000 s.f.		11,739 s.f.	4,312 s.f.	3,613 s.f.	33,664 s.f.
Future Development Site	#5	5000 s.f.	1,183 s.f.		1,309 s.f.	3,000 s.f.	10,492 s.f.
Future Development Site	#6	8,000 s.f.	848 s.f.		512 s.f.		9,360 s.f.
Future Development Site	#7	7,000 s.f.	1,067 s.f.		419 s.f.	5,291 s.f.	5,291 s.f.
Future Development Site	#8	5,000 s.f.	(SW) 1,792 s.f. (SE) 854 s.f.		1,170 s.f.	2,335 s.f.	10,297 s.f. 854 s.f.

Planned Development Totals		80,082 s.f.	49,714 s.f.	25,017 s.f.	15,650 s.f.	39,136 s.f.	209,599 s.f. 42.66%
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Open Space

Area #1	25,642 s.f.
Area #2	15,578 s.f.
Area #3 - Retention	10,768 s.f.
Area #4 - South Corner	4,278
	56,266 s.f.
	11.45%

1. UTILITIES SERVING THE EXISTING GUN RANGE ARE SHOWN PER PLAN AND SHALL BE FIELD VERIFIED PRIOR TO CONSTRUCTION.
2. SEE SHEET C2.01 FOR STORM PLAN AND C2.03 FOR STORM PROFILES.
3. SEE SHEET C2.04 FOR SANITARY PROFILE.
4. BACK FLOW PREVENTERS FOR DOMESTIC WATER LINE TO BE ASSE 1013.



may DAY BUSINESS PARK
PLANNED UNIT DEVELOPMENT
 6711 RINGWOOD ROAD
 SECTION 16, TOWN 5, RANGE 1
 BUTLER COUNTY, OHIO

OVERALL LAYERS: 11/1/2017 03:45 AM

bayer
becker

www.bayerbecker.com
 110.500.4206 • 519.529.4270
 Oakland OH 42406

11/1/2017 03:45 AM

Created: 16-07-00

Checked By: M

Start Date: 12-27

Sheet: **C2.00**

Basis of Bearing:
State Plane NAD83 (2011)

0 50 75

A horizontal scale bar with alternating black and white segments. It is marked with '0' at the left end, '50' in the middle, and '75' at the right end.

SCALE: 1" = 50'

STATE OF OHIO
ETAN
RES
E-1000
REGISTERED
PROFESSIONAL ENGINEER

W. Reed
12-27-

[illegible]

Revision Description
PRELIMINARY ZONING REVIEW

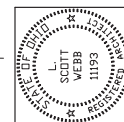
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DAY BUSINESS P
IED UNIT DEVELOPM
6711 RINGWOOD ROAD
SECTION 16, TOWN 5, RANGE 1
CITY OF OXFORD
BUTLER COUNTY, OHIO

101
4270

baybeck
www.bayerbeck.com
1110 South College Ave., Suite 100
Oxford, OH 45056 - 513.522.1110

Drawn by: _____
Checked By: _____
Issue Date: 12-27-_____
Sheet: **C2.00**



	REVISIONS

PROPOSED BUSINESS PLANNED DEVELOPMENT
MayDay Business Park
RINGWOOD ROAD
OXFORD, OHIO 45056

December 22, 2021

$$\underline{\underline{A=2}}$$

SITE LIGHTING & SIGNAGE PLAN

1" = 50'-0"

SITE LIGHTING

SITE LIGHTING PROVIDED BY MAX. 16'-6" TALL POST-MOUNTED, SHIELDED LED LIGHT FIXTURES TO MATCH EXISTING ADDITIONAL SITE LIGHTING PROVIDED BY SHIELDED LED WALL-PACK LIGHT FIXTURES MOUNTED ON BUILDINGS SITE 4 SERVICE AREA LIGHTING FOR FUTURE DEVELOPMENT AREAS TO BE PROVIDED WITH SITE CONSTRUCTION

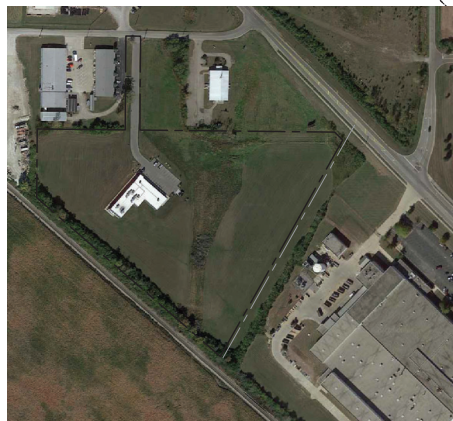
SITE SIGNAGE

MAXIMUM TOTAL SIGN AREA FOR ALL SIGNS ON A DEVELOPMENT SITE IS LIMITED BY THE FRONTAGE OF THE DEVELOPMENT. AS A PANHANDLE LOT WITH A NARROW ENTRANCE FRONTAGE, THIS STANDARD WOULD PREVENT USABLE SIGNAGE FOR THE DEVELOPMENT. AS AN ALTERNATE TO THE LIMITS PER SECTION 19A.05, THE DEVELOPERS ARE REQUESTING THE FOLLOWING:

NEW GROUND SIGN TO BE INSTALLED AT RINGWOOD ROAD ENTRANCE, PROVIDING A DIRECTORY OF BUSINESSES LOCATED IN THE DEVELOPMENT, MAX 48 SF. PER SIGN FACE, NO MORE THAN 6'-0" HIGH OR 12'-0" IN WIDTH

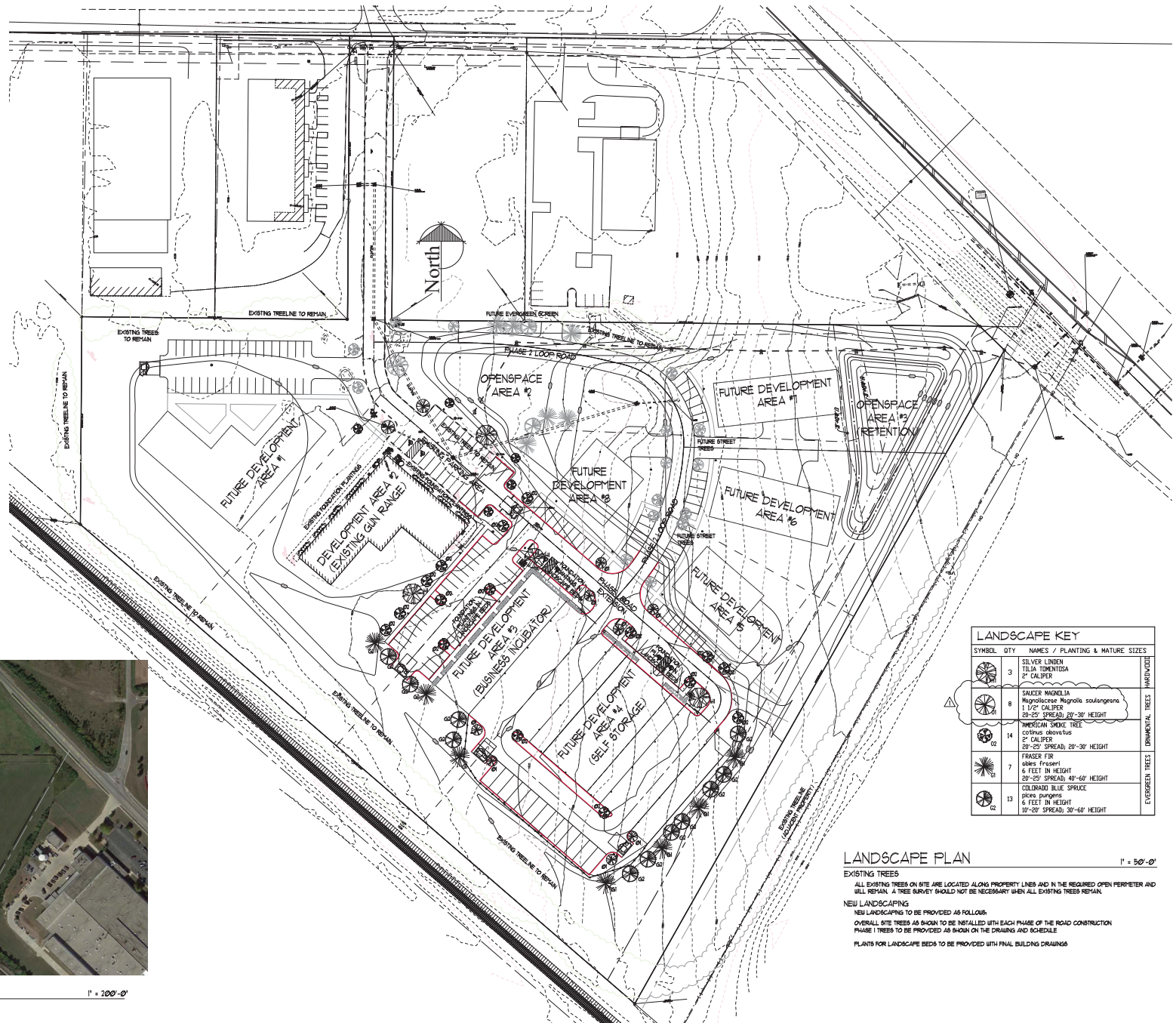
NEW GROUND SIGNS ARE PROPOSED AT THE ENTRANCE TO THE BUSINESS DEVELOPMENT CENTER & SELF STORAGE BUSINESS TO IDENTIFICATION OF SMALL BUSINESS TENANTS & WAYFINDING

INDIVIDUAL SIGNS FOR TENANT SPACES IN THE BUSINESS INCUBATOR BUILDING WILL BE LIMITED TO 16 SF, MOUNTED TO THE BUILDING FACED BY EACH ENTRANCE DOOR



AERIAL VIEW
SHOWING EXISTING PERIMETER TREES TO REMAIN

1" = 100'-0"



LANDSCAPE KEY				
SYMBOL	QTY	NAMES / PLANTING & MATURE SIZES		
	3	SILVER LINDEN TILIA TORENTINA 8" CALIPER		
	8	SMALLER MAGNOLIA Magnoliaceae Magnolia soulangeana 1 1/2" CALIPER 20'-25' SPREAD, 25'-30' HEIGHT		
	14	AMERICAN SMOKE TREE COTINUS ALBOVITIS 2" CALIPER 20'-25' SPREAD, 25'-30' HEIGHT		
	7	FRASER FIR Abies Fraseri 6 FEET IN HEIGHT 20'-25' SPREAD, 40'-60' HEIGHT		
	13	COLORADO BLUE SPRUCE Picea pungens 6 FEET IN HEIGHT 15'-20' SPREAD, 30'-60' HEIGHT		
			EMERALD TREES	HARDY TREES

LANDSCAPE PLAN 1" = 50'-0"

EXISTING TREES
ALL EXISTING TREES ON SITE ARE LOCATED ALONG PROPERTY LINES AND IN THE REQUIRED OPEN PERIMETER AND WILL REMAIN. A TREE SURVEY SHOULD NOT BE NECESSARY WHEN ALL EXISTING TREES REMAIN.

NEW LANDSCAPING
NEW LANDSCAPING TO BE PROVIDED AS FOLLOWS:
OVERALL SITE TREES AS SHOWN TO BE INSTALLED WITH EACH PHASE OF THE ROAD CONSTRUCTION
PHASE 1 TREES TO BE PROVIDED AS SHOWN ON THE DRAWING AND SCHEDULE
PLANTS FOR LANDSCAPE BEDS TO BE PROVIDED WITH FINAL BUILDING DRAWINGS



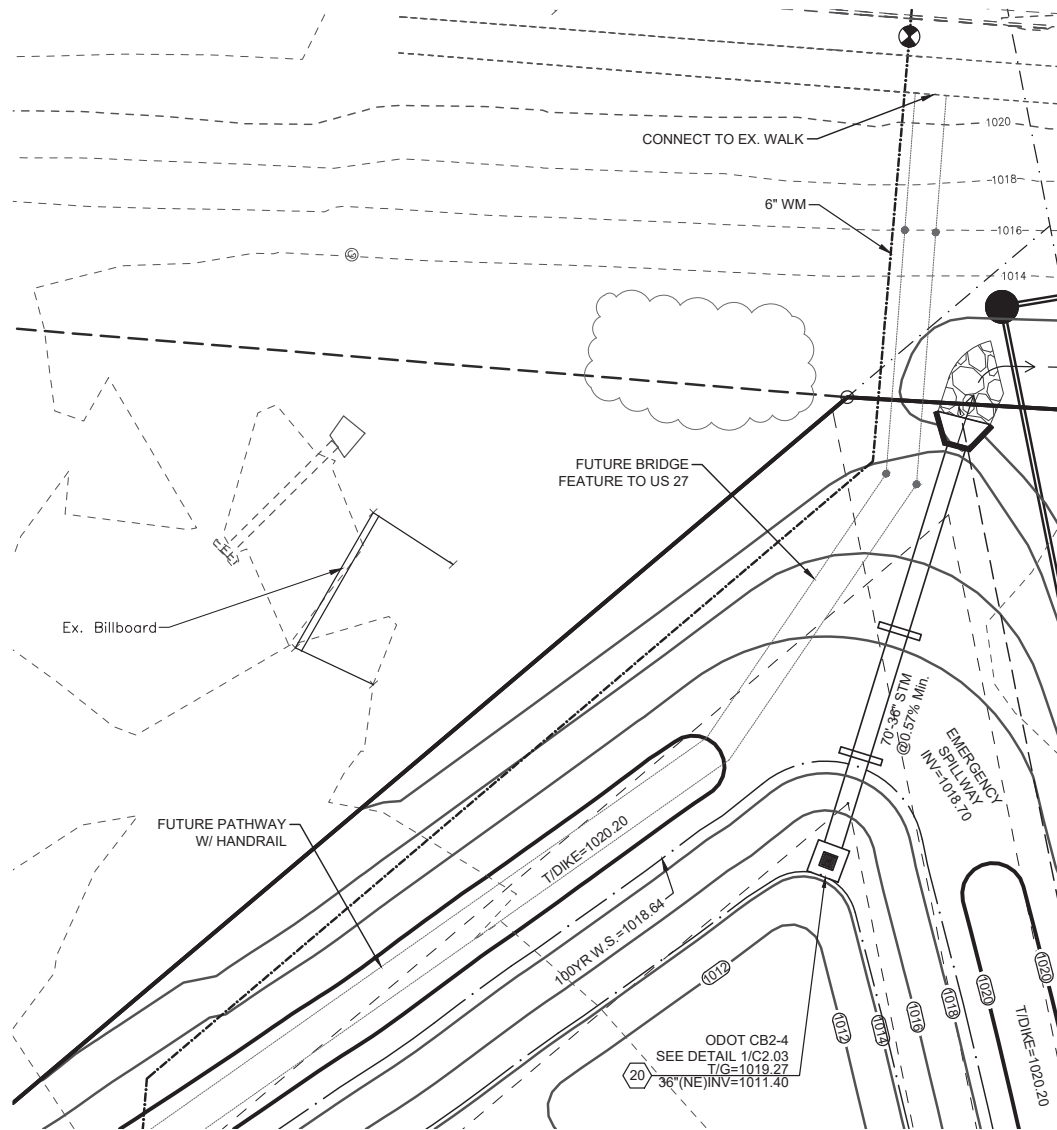
SCOTT WEBB
ARCHITECT
103 West Walnut Street
Oxford, Ohio 45056
(513) 323-3838
www.scottwebbarchitect.com

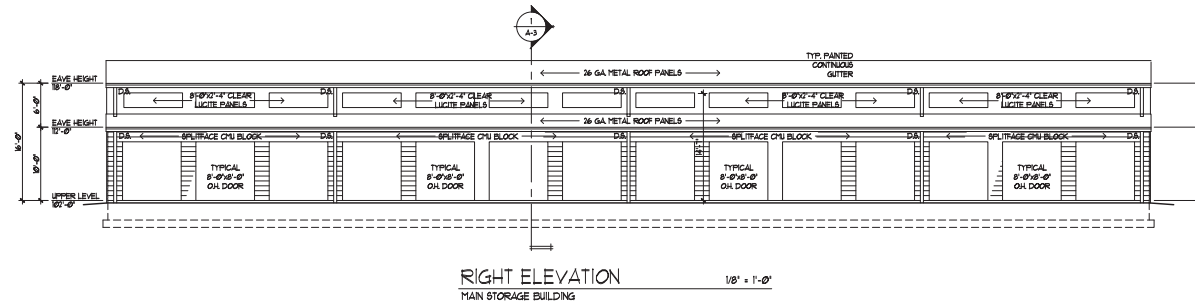
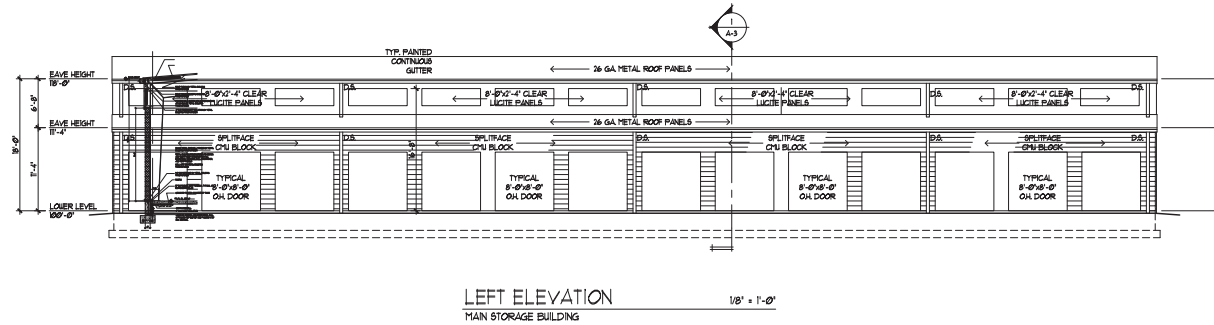
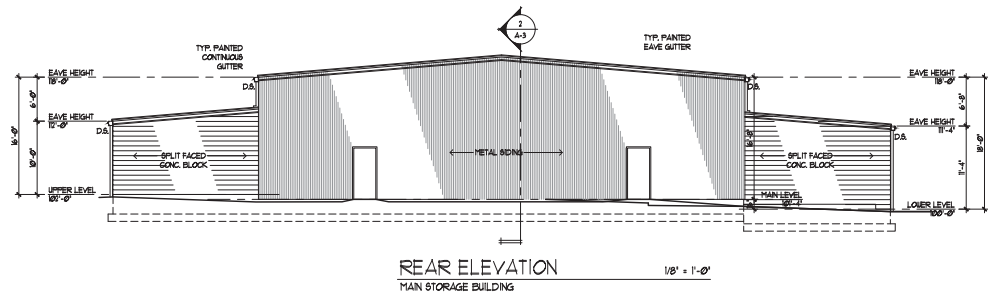
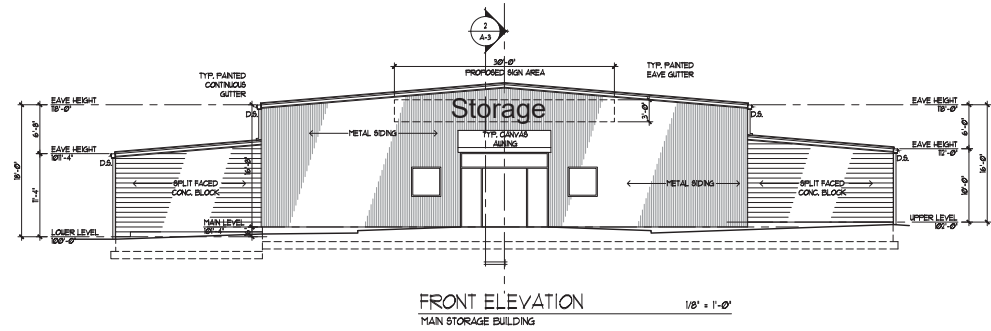
REVISIONS
Δ JANUARY 1, 2021 - TREE REPLACEMENT

PROPOSED BUSINESS PLANNED DEVELOPMENT
MayDay Business Park
RINGWOOD ROAD
OXFORD, OHIO 45056

December 22, 2021

A-3





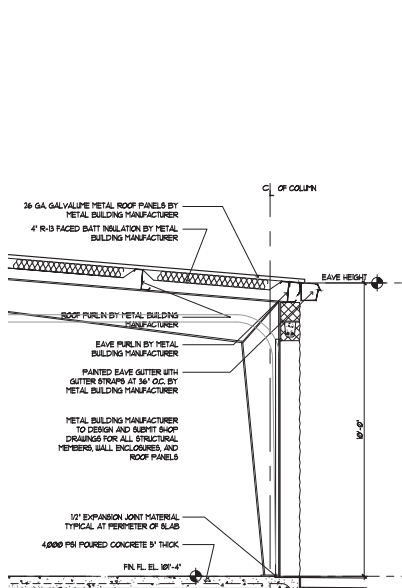
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REVISIONS

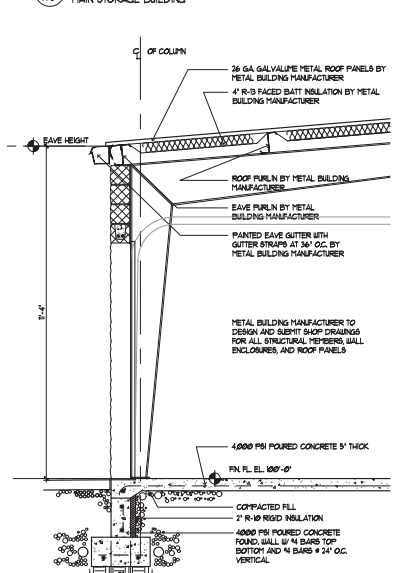
PROPOSED CONDITIONED & UNCONDITIONED
Self Storage Facility
May Day Business Park
RINGWOOD ROAD
OXFORD, OHIO 45056

December 21, 2021

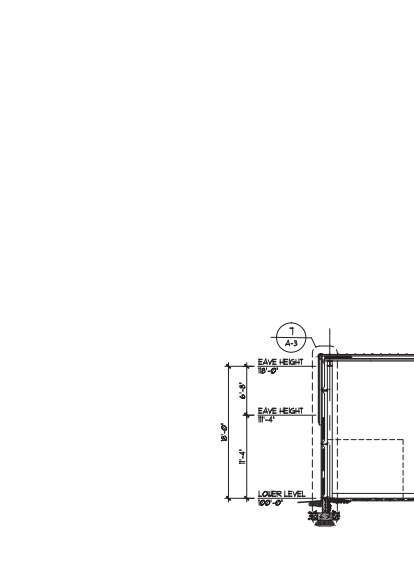
A-2



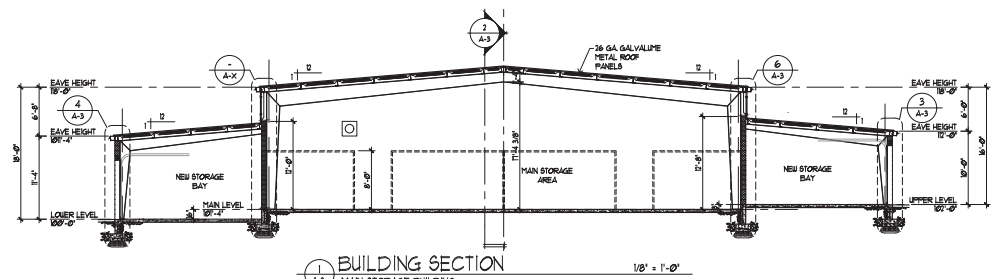
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1/8" = 1'-0"
MAIN STORAGE BUILDING



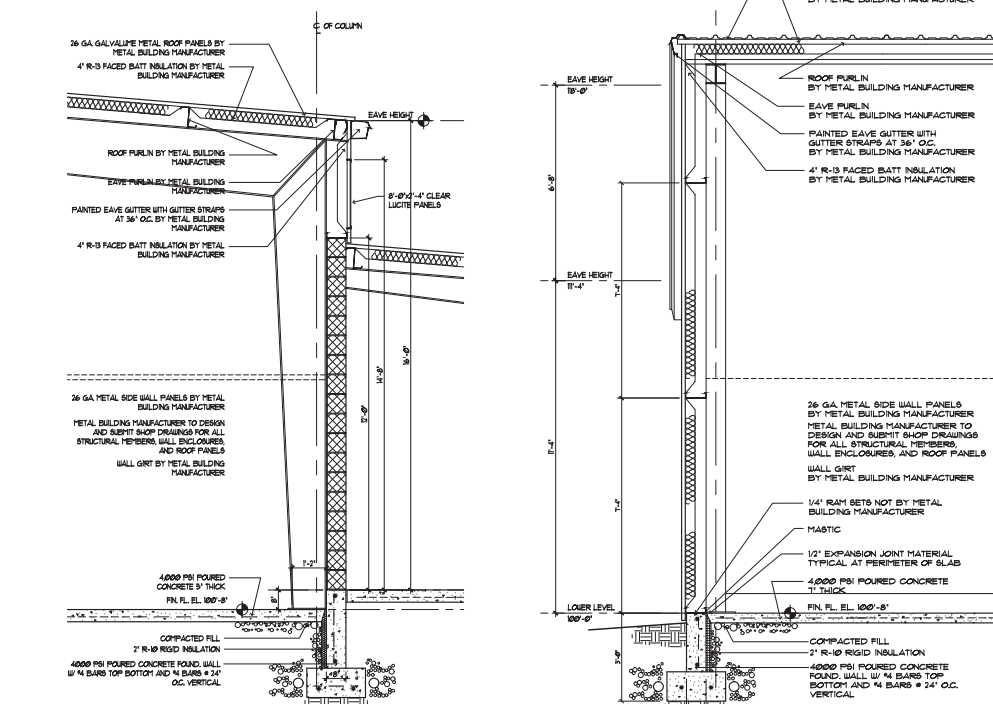
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MAIN STORAGE BUILDING



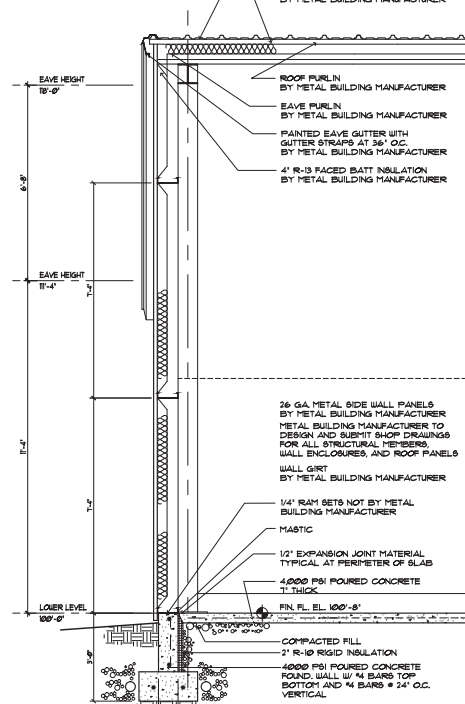
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MAIN STORAGE BUILDING



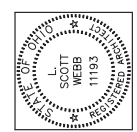
1 BUILDING SECTION
1/8" = 1'-0"
MAIN STORAGE BUILDING



6 WALL SECTION
1/8" = 1'-0"
MAIN STORAGE BUILDING



7 WALL SECTION
1/8" = 1'-0"
MAIN STORAGE BUILDING



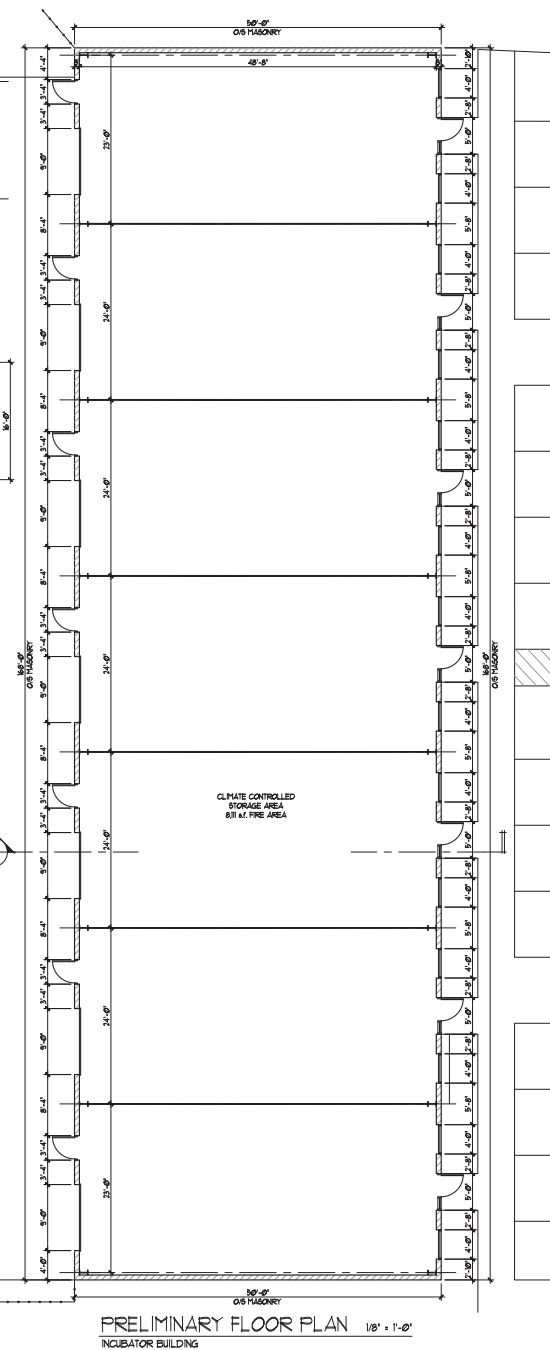
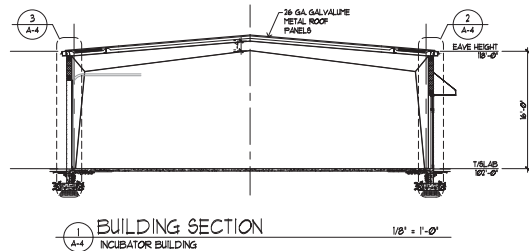
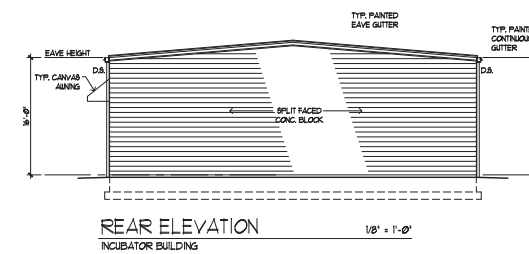
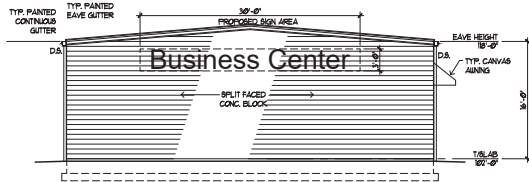
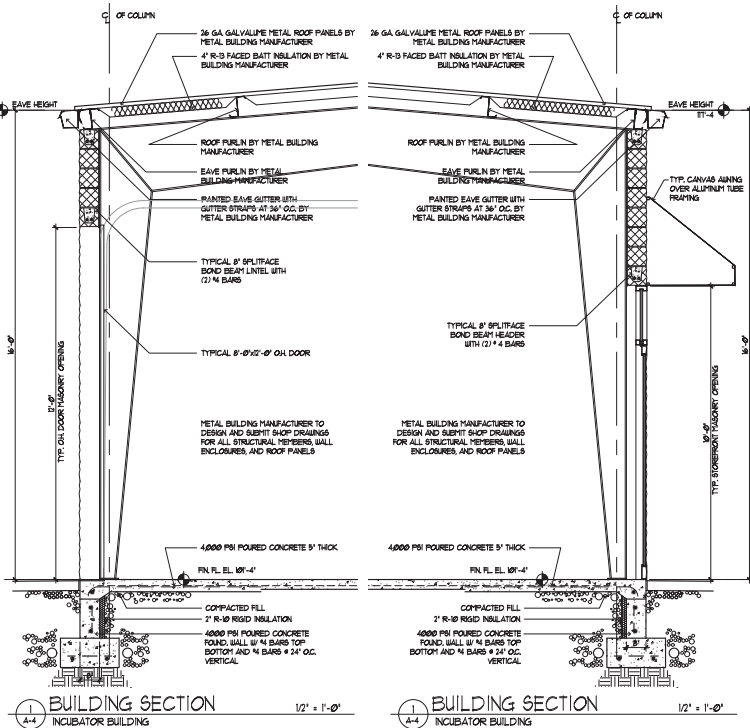
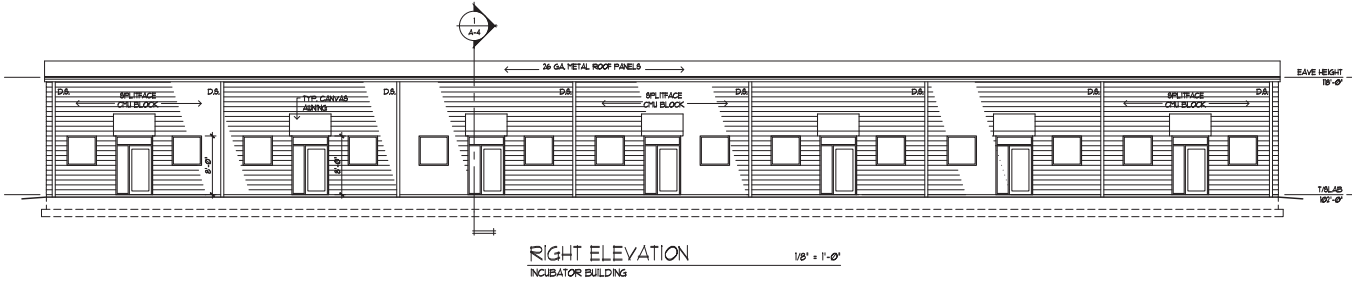
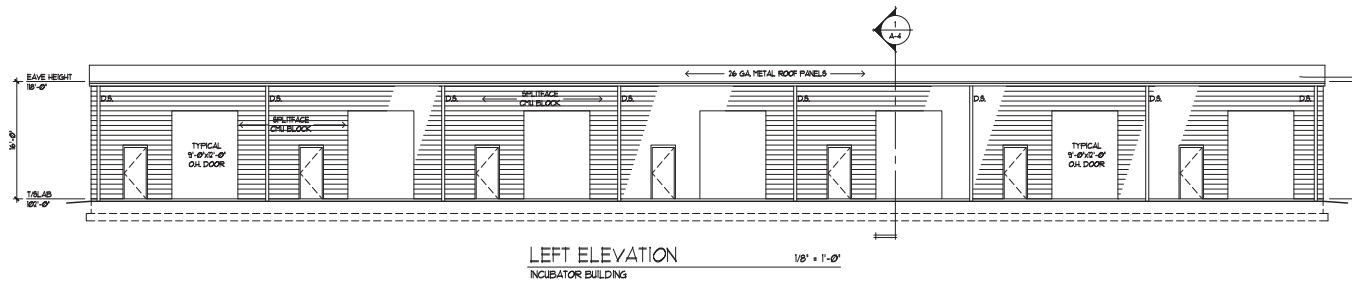
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NO.	REVISIONS

PROPOSED CONDITIONED & UNCONDITIONED
Self Storage Facility
May Day Business Park
RINGWOOD ROAD
OXFORD, OHIO 45056

December 21, 2021

A-3



REVISIONS

PROPOSED CONDITIONED & UNCONDITIONED
Business Incubator
May Day Business Park
RINGWOOD ROAD
OXFORD, OHIO 45056

December 21, 2021

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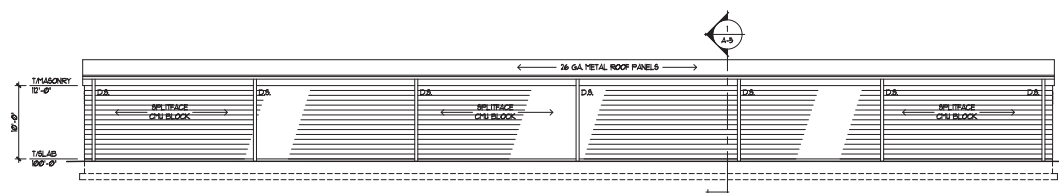


REVISIONS	

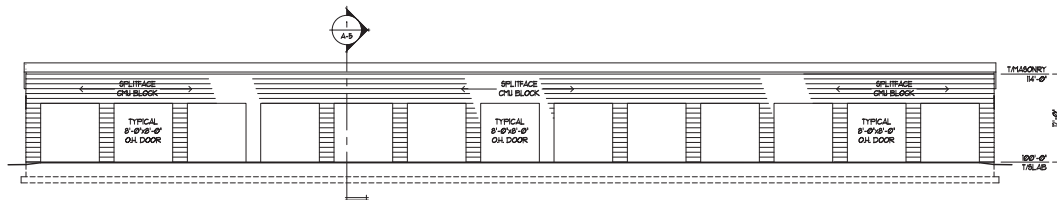
PROPOSED CONDITIONED & UNCONDITIONED
Self Storage Facility
May Day Business Park
RINGWOOD ROAD
OXFORD, OHIO 45056

December 21, 2021

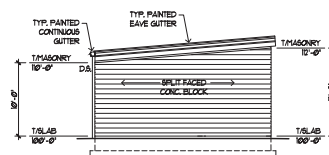
A-5



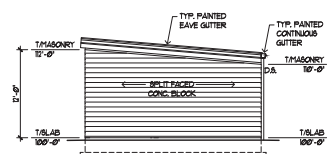
LEFT ELEVATION
DETACHED BUILDING 1/8" = 1'-0"



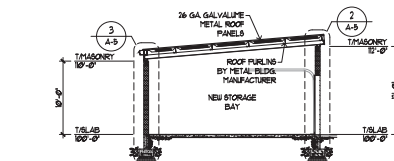
RIGHT ELEVATION
DETACHED BUILDING 1/8" = 1'-0"



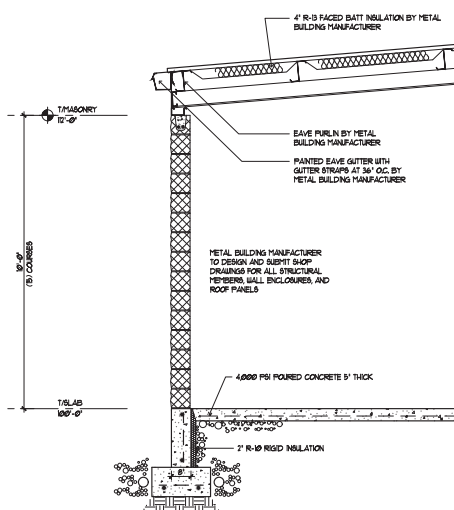
FRONT ELEVATION
DETACHED BUILDING 1/8" = 1'-0"



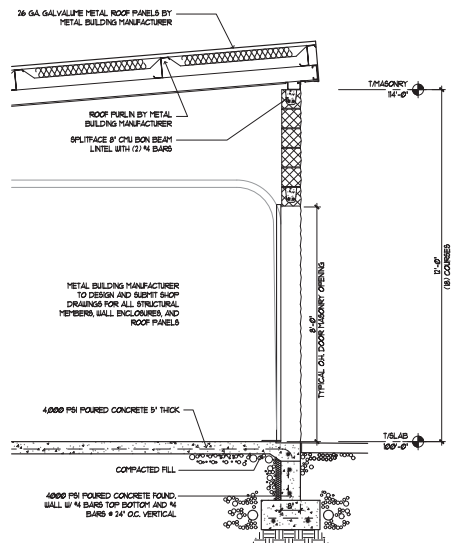
REAR ELEVATION
DETACHED BUILDING 1/8" = 1'-0"



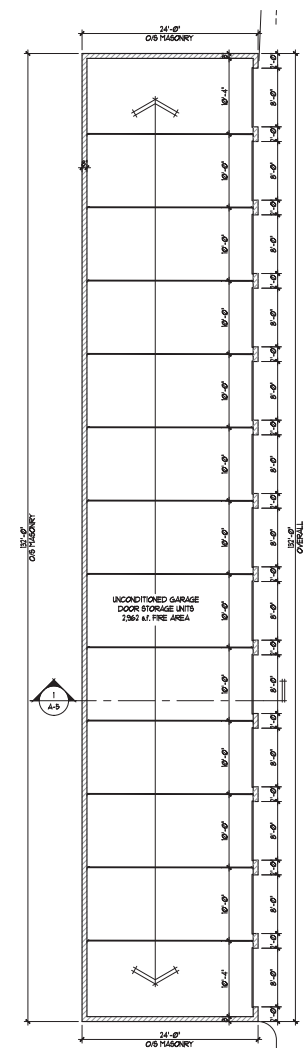
BUILDING SECTION
DETACHED BUILDING 1/8" = 1'-0"



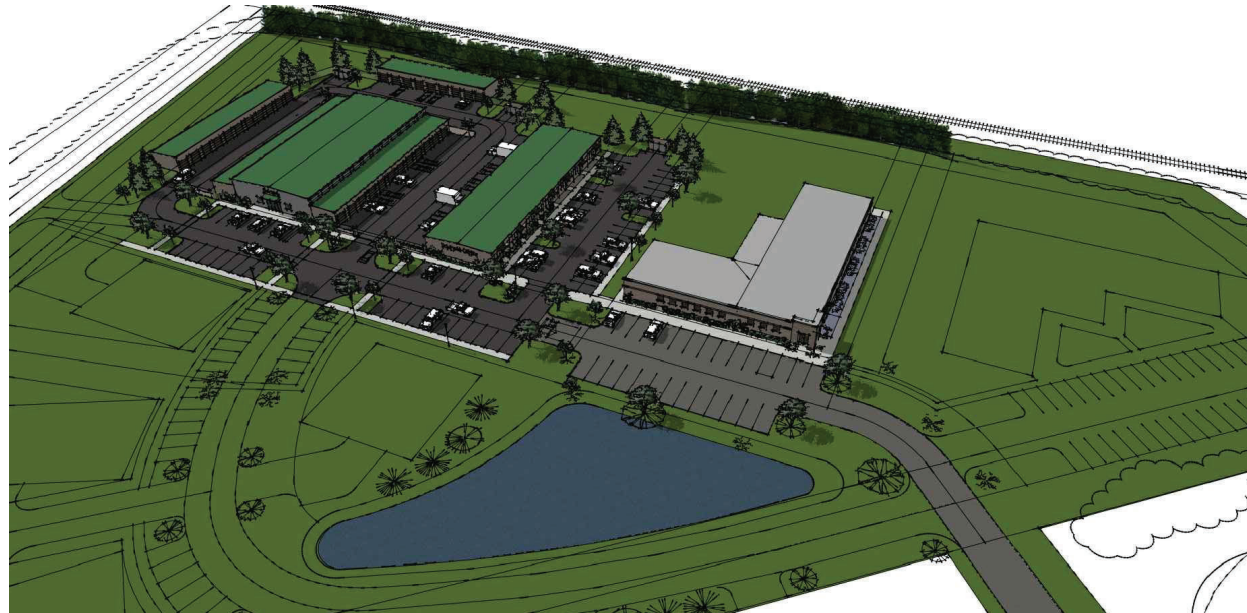
BUILDING SECTION
DETACHED BUILDING 1/2" = 1'-0"



BUILDING SECTION
DETACHED BUILDING 1/2" = 1'-0"



PRELIMINARY FLOOR PLAN
DETACHED BUILDING 1/8" = 1'-0"



SITE FROM ABOVE



PROPOSED BUSINESS PLANNED DEVELOPMENT
MayDay Business Park
 RINGWOOD ROAD
 OXFORD, OHIO 45056

DATE	
May 21, 2021	
REVISIONS	

A-1



PHASE 1 BUSINESS CENTER (BUSINESS INCUBATOR)



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DATE
May 21, 2021
REVISIONS

A-2



PHASE I SELF STORAGE

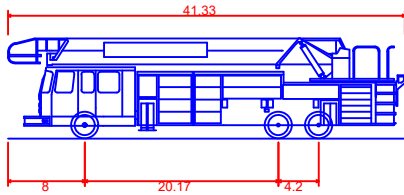


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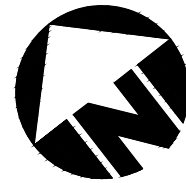
DATE	May 27, 2021
REVISIONS	

A-3



City of Oxford Firetruck
 Overall Length
 Overall Width
 Overall Body Height
 Min Body Ground Clearance
 Track Width
 Lock-to-lock time
 Max Steering Angle (Virtual)

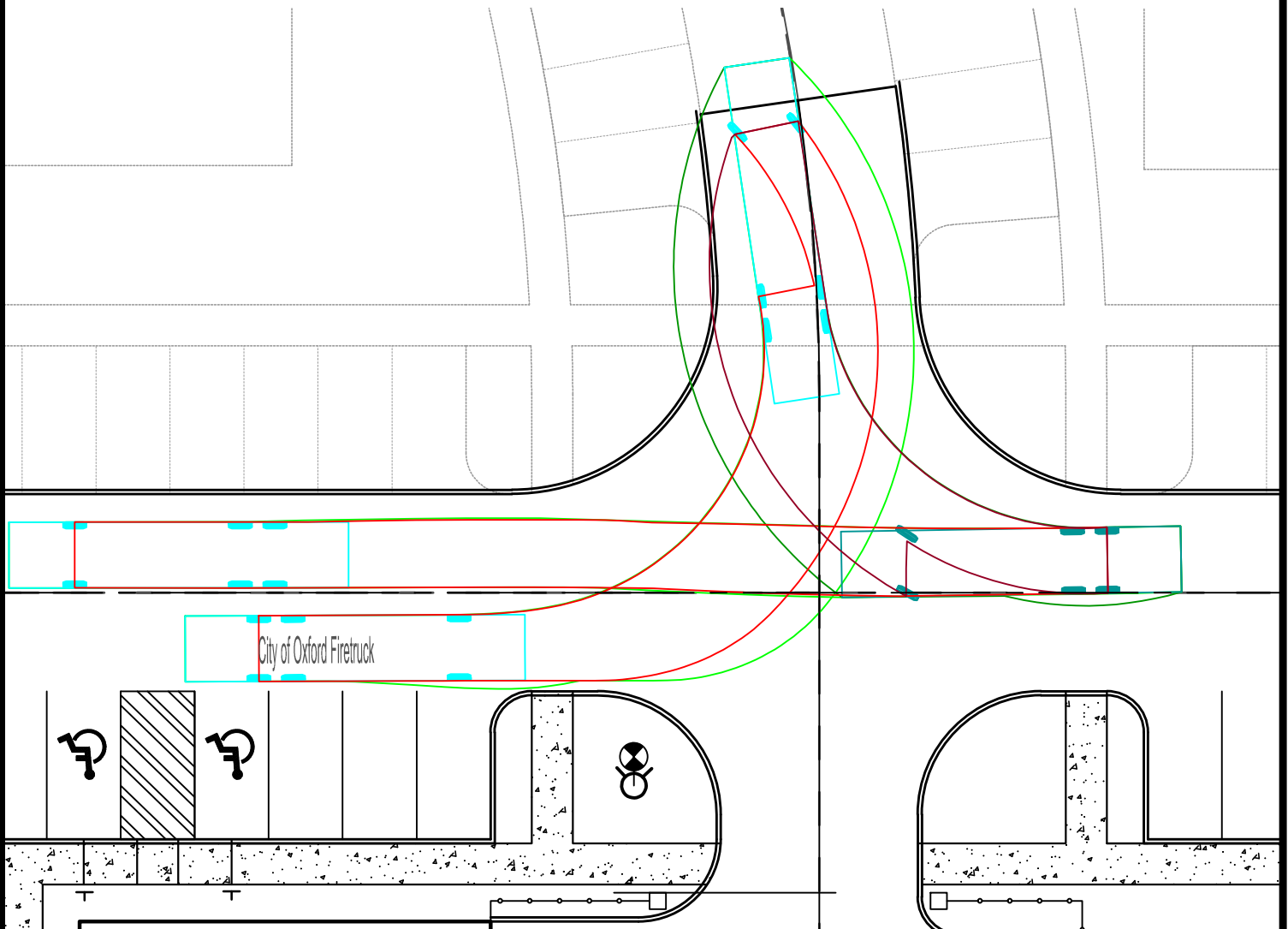
41.330ft
 8.000ft
 10.432ft
 0.862ft
 8.000ft
 6.00s
 32.10°



Basis of Bearing:
 State Plane NAD83 (2011)



SCALE: 1" = 20'



Drawing:	16-0100 FDP
Scale	1" = 20'
Drawn by:	JLE
Checked By:	EMR
Issue Date:	12-27-21

MAY DAY BUSINESS PARK SECTION 16, TOWN 5, RANGE 1 CITY OF OXFORD BUTLER COUNTY, OHIO

EMERGENCY TURNAROUND EXHIBIT



www.bayerbecker.com
 110 S. College Avenue, Suite 101
 Oxford, OH 45056 - 513.523.4270

December 17, 2021

Scott Otto, P.E.
City of Oxford
15 S. College Ave.
Oxford, OH 45056

Re: May Day Planned Development
City of Oxford, Butler County, Ohio
Traffic Evaluation

Scott,

The purpose of this traffic evaluation is to determine the traffic impact of the proposed May Day Planned Development, to be located on Ringwood Road at the existing site access approximately 210 feet west of College Corner Pike (U.S. 27) in the City of Oxford, Butler County, Ohio.

To determine the traffic impact of the proposed development, Bayer Becker studied the following intersections:

- College Corner Pike (U.S. 27) and Ringwood Road
- Existing Site Drive and Ringwood Road

Existing Conditions

College Corner Pike (U.S. 27), within the study area, is a two-lane north-south roadway with a posted speed limit of 35 mph. Ringwood Road, within the study area, is a two-lane east-west roadway with a posted speed limit of 45 mph. There are no existing turn lanes at the two intersections studied.

Bayer Becker performed turning movement counts at the intersection of College Corner Pike (U.S. 27) and Ringwood Road on Tuesday, August 31, 2021, from 7:00 am to 9:00 am and from 4:00 pm to 6:00 pm. The peak hours were determined to be 7:15 am to 8:15 am and 4:30 pm to 5:30 pm. 2021 Traffic Count Volumes are presented in attached Figure 1.

Proposed Site Development

The existing May Day Planned Development site access drive is located on Ringwood Road approximately 210 feet west of College Corner Pike (U.S. 27). Based on the attached preliminary site plan, the proposed development will consist approximately of the following new land uses:

- 21,135 SF self-storage facility
- 47,400 SF general light industrial

The proposed development will also include the following existing land use:

- 11,547 SF gun range

Site trips generated by each new land use during the weekday AM and PM peak hour (of adjacent street traffic) are presented in Table 1. The procedures outlined in the Institute of Transportation

Engineers (ITE) *Trip Generation Manual, 11th Edition*, were used to estimate trip generation rates for each of the specific land uses.

Table 1 – Trip Generation (New Site Trips)

Land Use	ITE Code	Size	Unit	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Mini-Warehouse	151	21.135	TSF	1	1	2	1	2	3
General Light Industrial	110	47.400	TSF	32	4	36	3	21	24
Total New Site Trips				33	5	38	4	23	27

Based on existing traffic patterns and knowledge of the study area, it was estimated that 70% of site trips would be to and from the south on College Corner Pike (U.S. 27), 25% would be to and from the north on College Corner Pike (U.S. 27), and 5% would be to and from the west on Ringwood Road. The estimated site trip distribution is presented in Figure 2, and the new site trips expected to be generated by the proposed development are presented in Figure 3.

Background Conditions

Site trips generated by the existing gun range during the weekday AM and PM peak hour (of adjacent street traffic) are presented below in Table 2. The procedures outlined in the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 11th Edition*, were used to estimate trip generation rates for the specific land use. ITE land use 492-Health/Fitness Club was used to calculate trips generated by the gun range. Although a gun range is not mentioned in its description, this land use was chosen as the most appropriate alternative. Trip generation rate calculations are attached.

Table 2 – Trip Generation (Existing Site Trips)

Land Use	ITE Code	Size	Unit	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Health/Fitness Club	492	11.547	TSF	8	7	15	34	25	59
Total Existing Site Trips				8	7	15	34	25	59

Since the 11,547 SF gun range is currently operating, peak-hour trips generated by this land use were captured in the August 31, 2021, traffic count at the intersection of College Corner Pike (U.S. 27) and Ringwood Road and therefore were not added to the volumes at that intersection. These trips were, however, added to volumes at the Existing Site Drive since no traffic count was performed there.

Based on data obtained from the ODOT Traffic Information Mapping System (TIMS) for College Corner Pike (U.S. 27) within the study area, the estimated growth rate was estimated to be 1.0%, compounded annually. The resulting **2031 No-Build Traffic Volumes** are presented in Figure 4, and the **2031 Total Traffic Volumes**, including those generated by the proposed development, are presented in Figure 5.

Turn Lane Warrant Analysis

A turn lane warrant analysis using graphs in the *ODOT State Highway Access Management Manual*, January 2020 revision, was performed for uncontrolled approaches to the study-area intersections for **2031 No-Build Traffic Volumes** and **2031 Total Traffic Volumes**, and storage lengths were calculated using the procedure in the *ODOT Location and Design Manual, Volume 1*.

The following turn lane is warranted for **2031 No-Build Traffic Volumes** (without the proposed development):

- 100' northbound left turn lane on College Corner Pike (U.S. 27) at Ringwood Road (includes 50' diverging taper)

No additional turn lanes are warranted at study area intersections for **2031 Total Traffic Volumes** (with the proposed development).

Recommendation

Based on engineering judgement and the analysis contained in this report, the proposed May Day Planned Development will not significantly impact operations on the adjacent roadway network.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Chris Tritch'.

Chris Tritch, P.E.

Enclosures

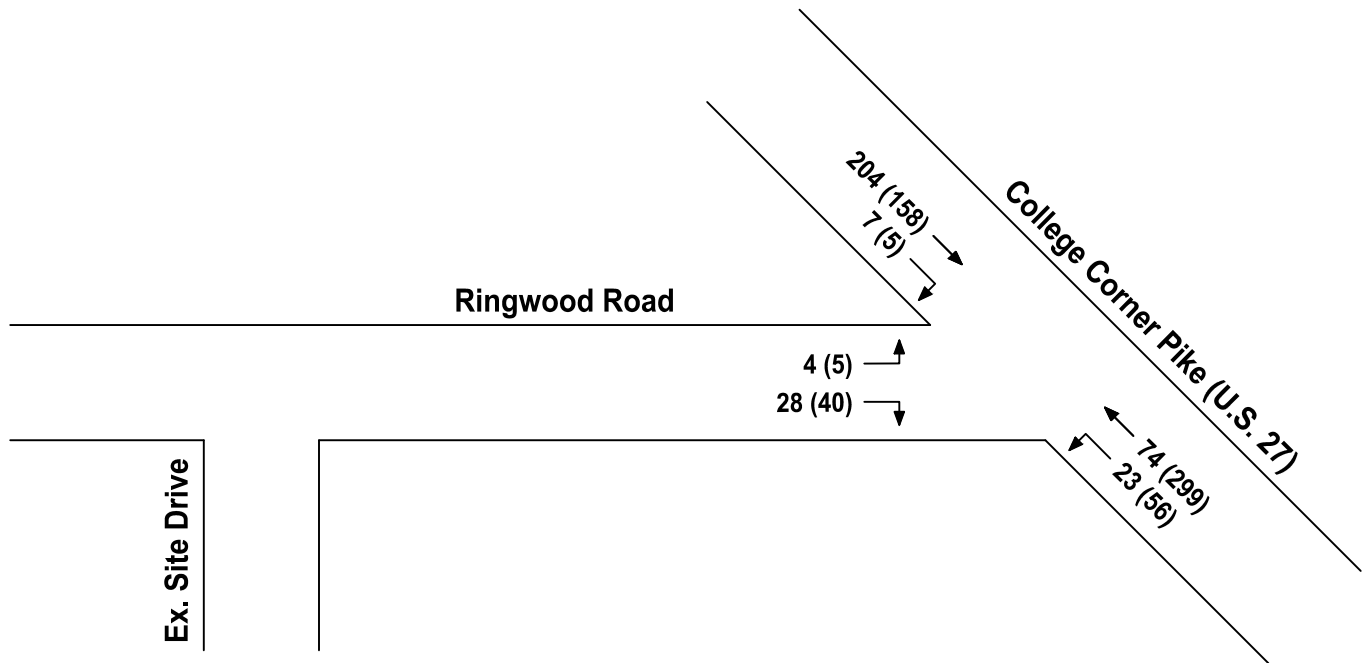
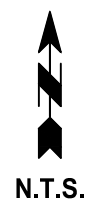


Figure 1

**May Day Planned Development
City of Oxford, Butler County, Ohio**

2021 Traffic Count Volumes

**xx - AM Peak Hour
(xx) - PM Peak Hour**



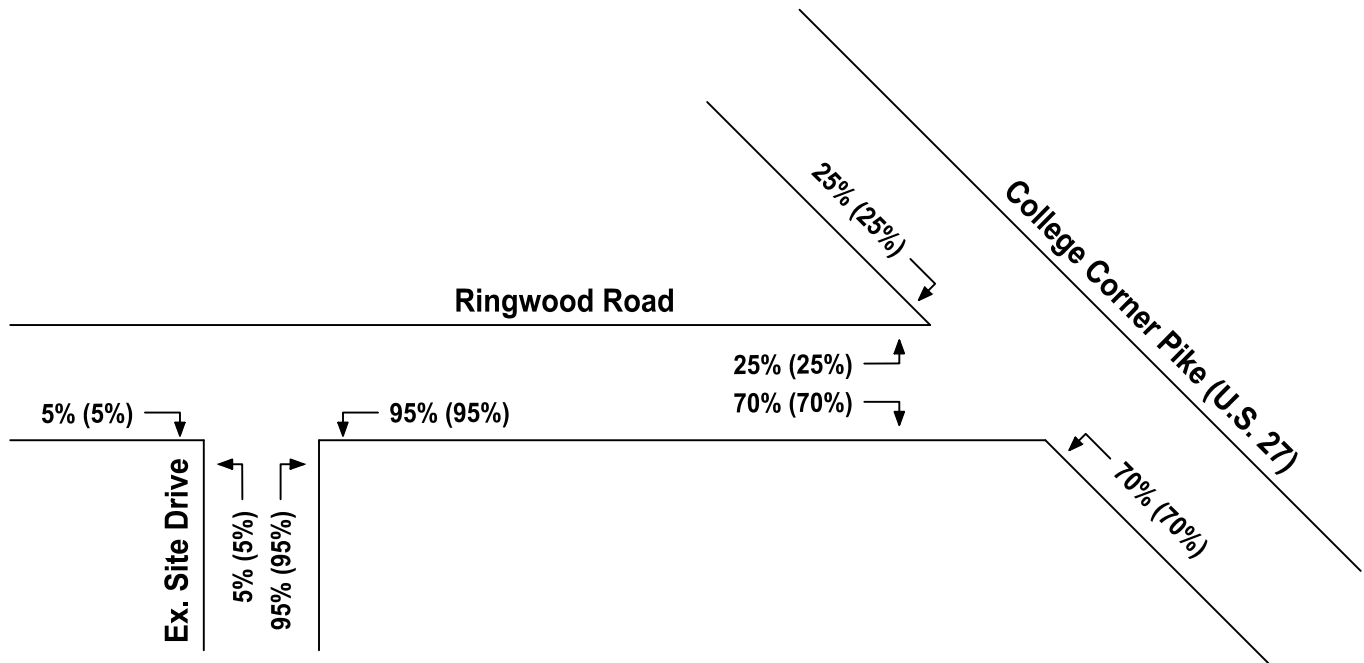
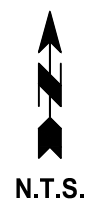


Figure 2

**May Day Planned Development
City of Oxford, Butler County, Ohio**

Site Trip Distribution

**xx - AM Peak Hour
(xx) - PM Peak Hour**



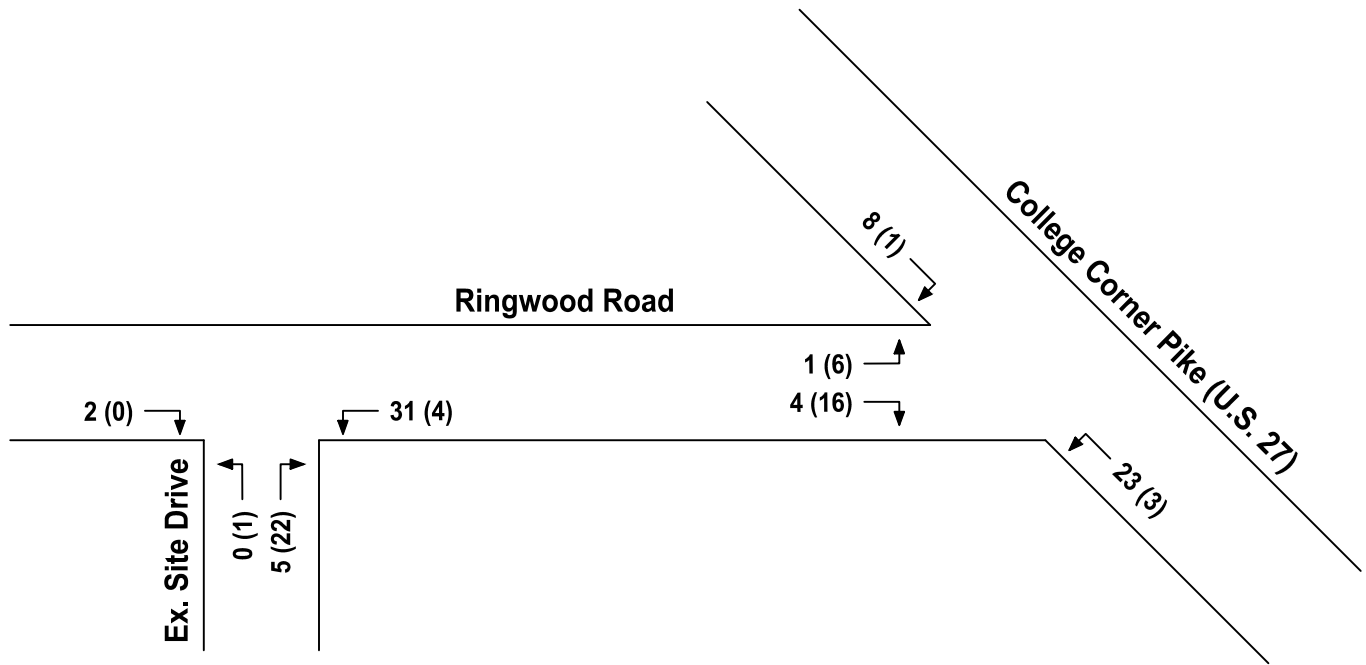
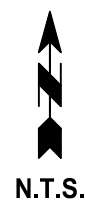


Figure 3

**May Day Planned Development
City of Oxford, Butler County, Ohio**

New Site Trip Volumes

**xx - AM Peak Hour
(xx) - PM Peak Hour**



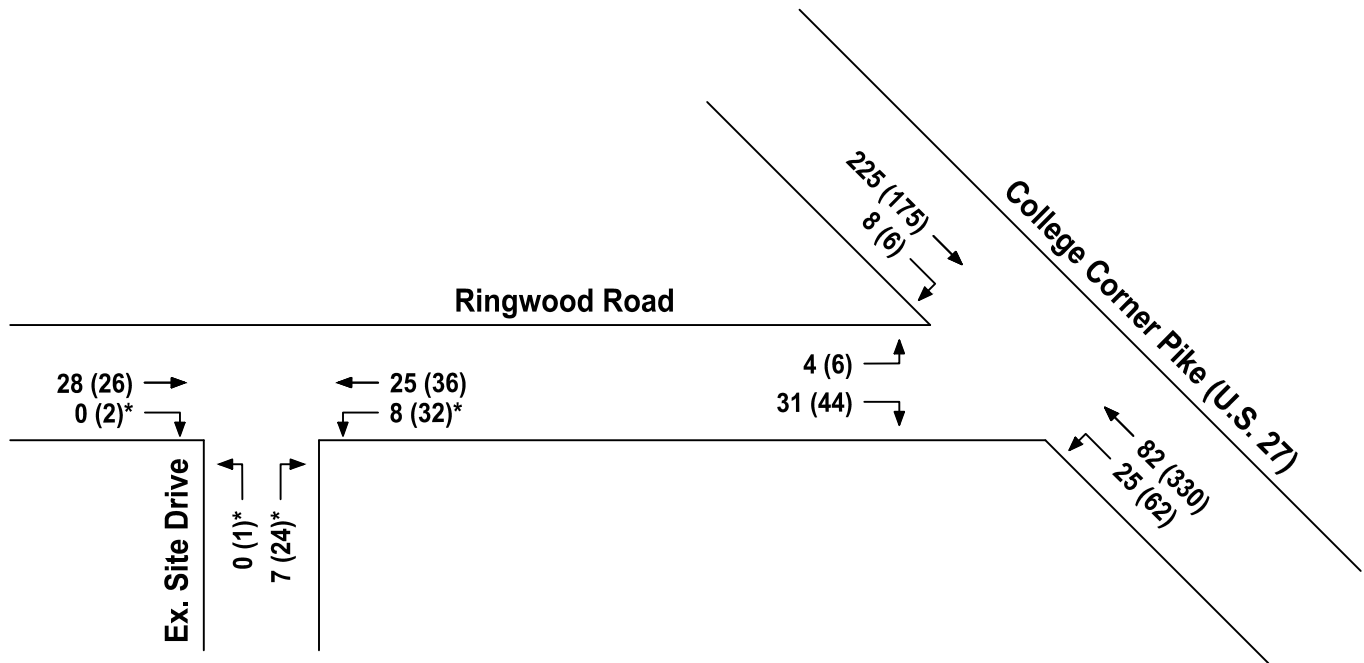


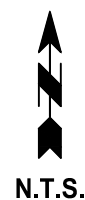
Figure 4

**May Day Planned Development
City of Oxford, Butler County, Ohio**

2031 No-Build Traffic Volumes

*** Estimated existing site trips for gun range**

**xx - AM Peak Hour
(xx) - PM Peak Hour**



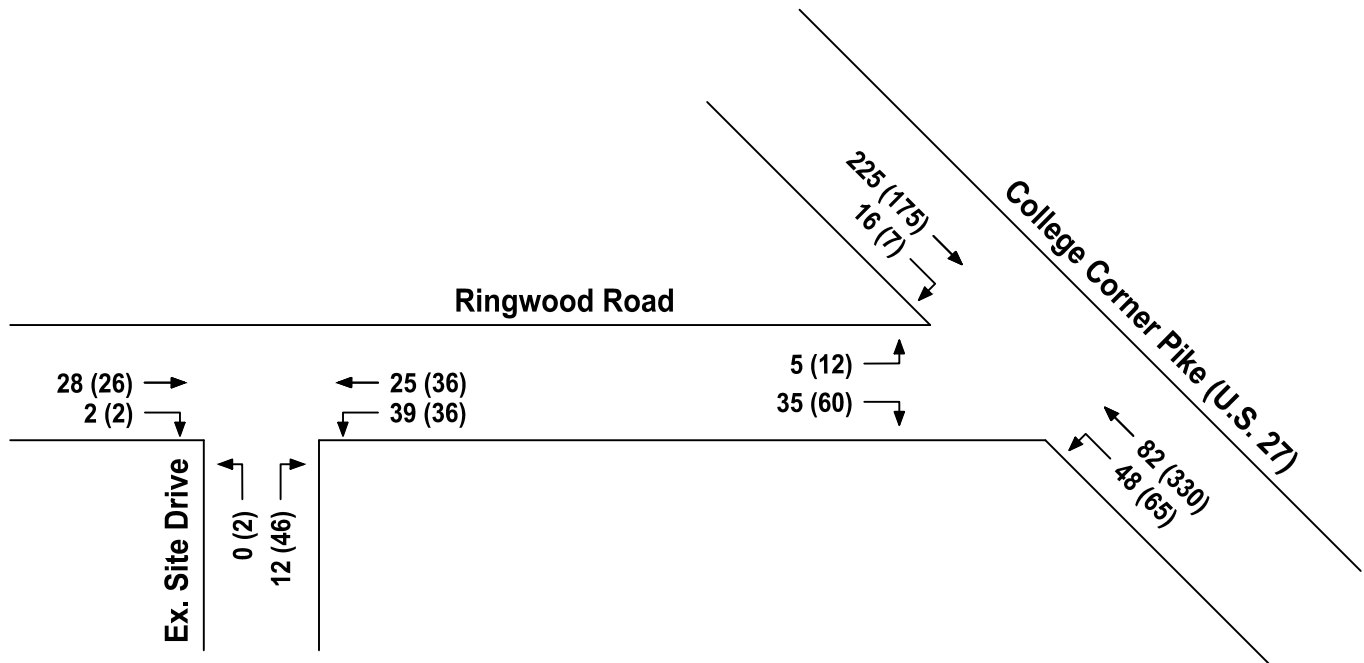
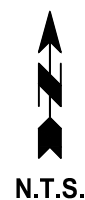


Figure 5

May Day Planned Development
City of Oxford, Butler County, Ohio

2031 Total Traffic Volumes

xx - AM Peak Hour
(xx) - PM Peak Hour



General Light Industrial (110)

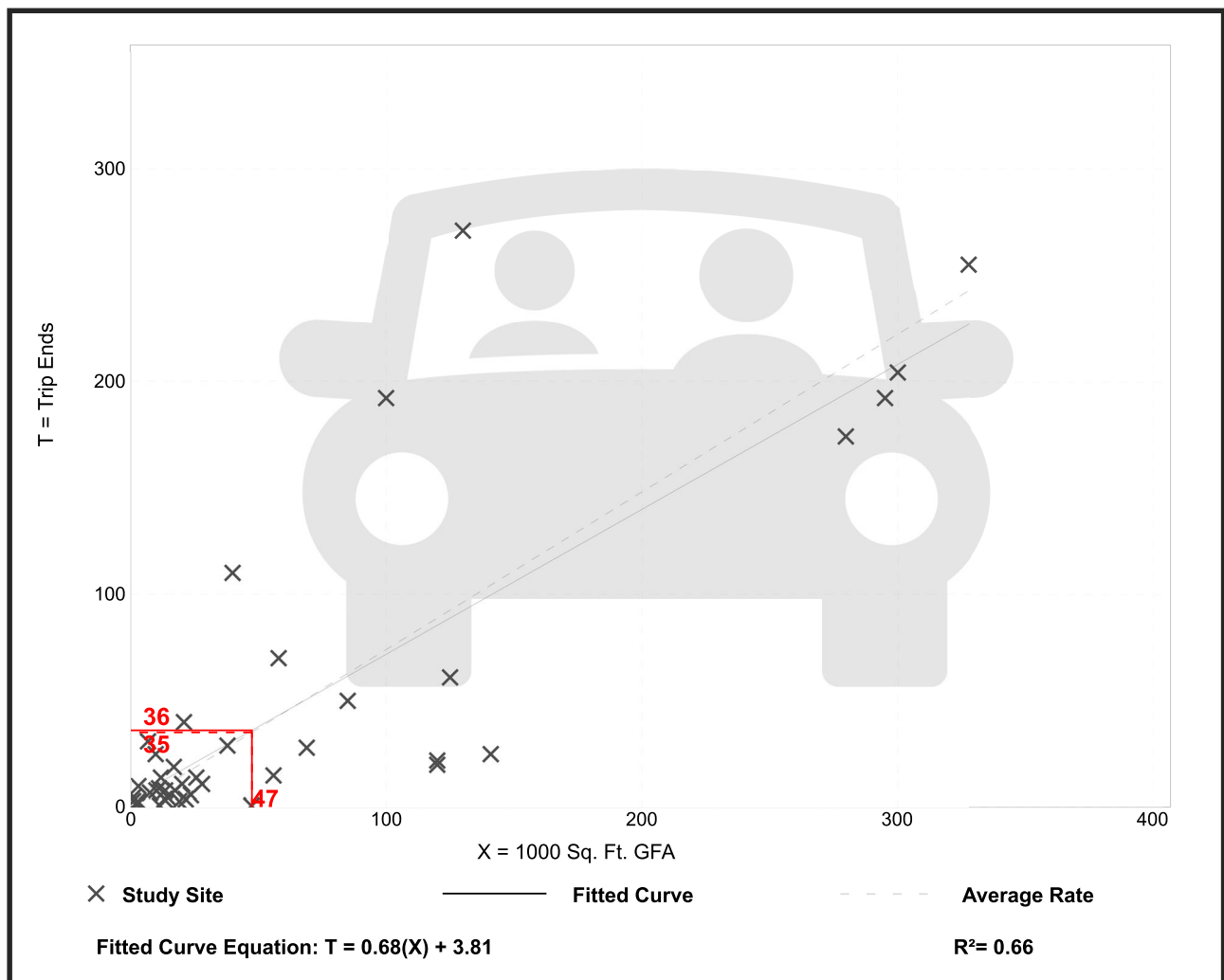
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
 On a: Weekday,
 Peak Hour of Adjacent Street Traffic,
 One Hour Between 7 and 9 a.m.
 Setting/Location: General Urban/Suburban
 Number of Studies: 41
 Avg. 1000 Sq. Ft. GFA: 65
 Directional Distribution: 88% entering, 12% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.74	0.02 - 4.46	0.61

Data Plot and Equation

47,400 SF



$$\begin{aligned} \text{ENTER} &= 36(0.88) = 32 \\ \text{EXIT} &= 36(0.12) = 4 \end{aligned}$$

General Light Industrial (110)

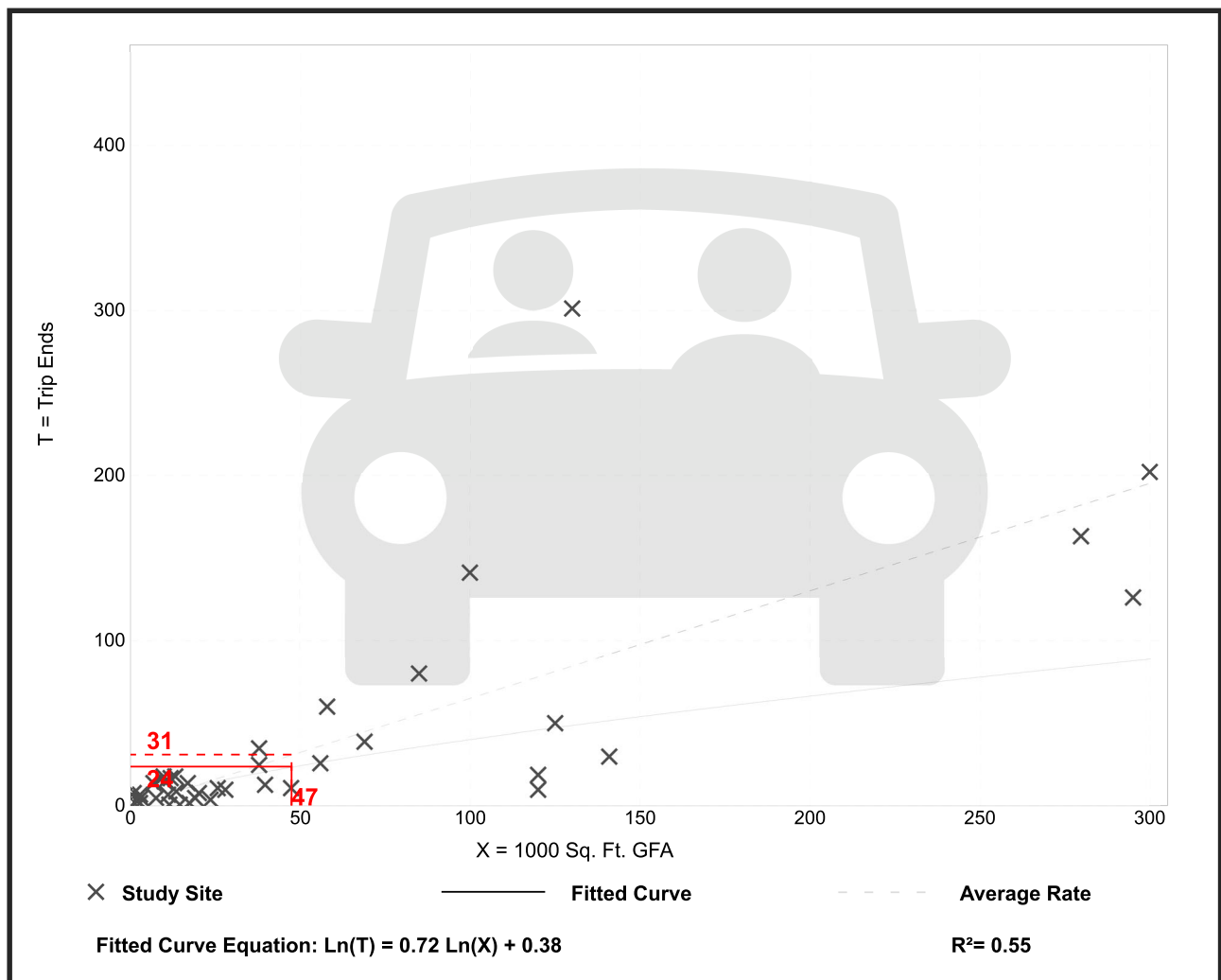
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
 On a: Weekday,
 Peak Hour of Adjacent Street Traffic,
 One Hour Between 4 and 6 p.m.
 Setting/Location: General Urban/Suburban
 Number of Studies: 40
 Avg. 1000 Sq. Ft. GFA: 58
 Directional Distribution: 14% entering, 86% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.65	0.07 - 7.02	0.56

Data Plot and Equation

47,400 SF



Trip Gen Manual, 11th Edition

• Institute of Transportation Engineers

$$\ln(T) = 0.72 \ln(47.4) + 0.38$$

$$T = 24$$

$$\text{ENTER} = 24(0.14) = 3$$

$$\text{EXIT} = 24(0.86) = 21$$

Mini-Warehouse (151)

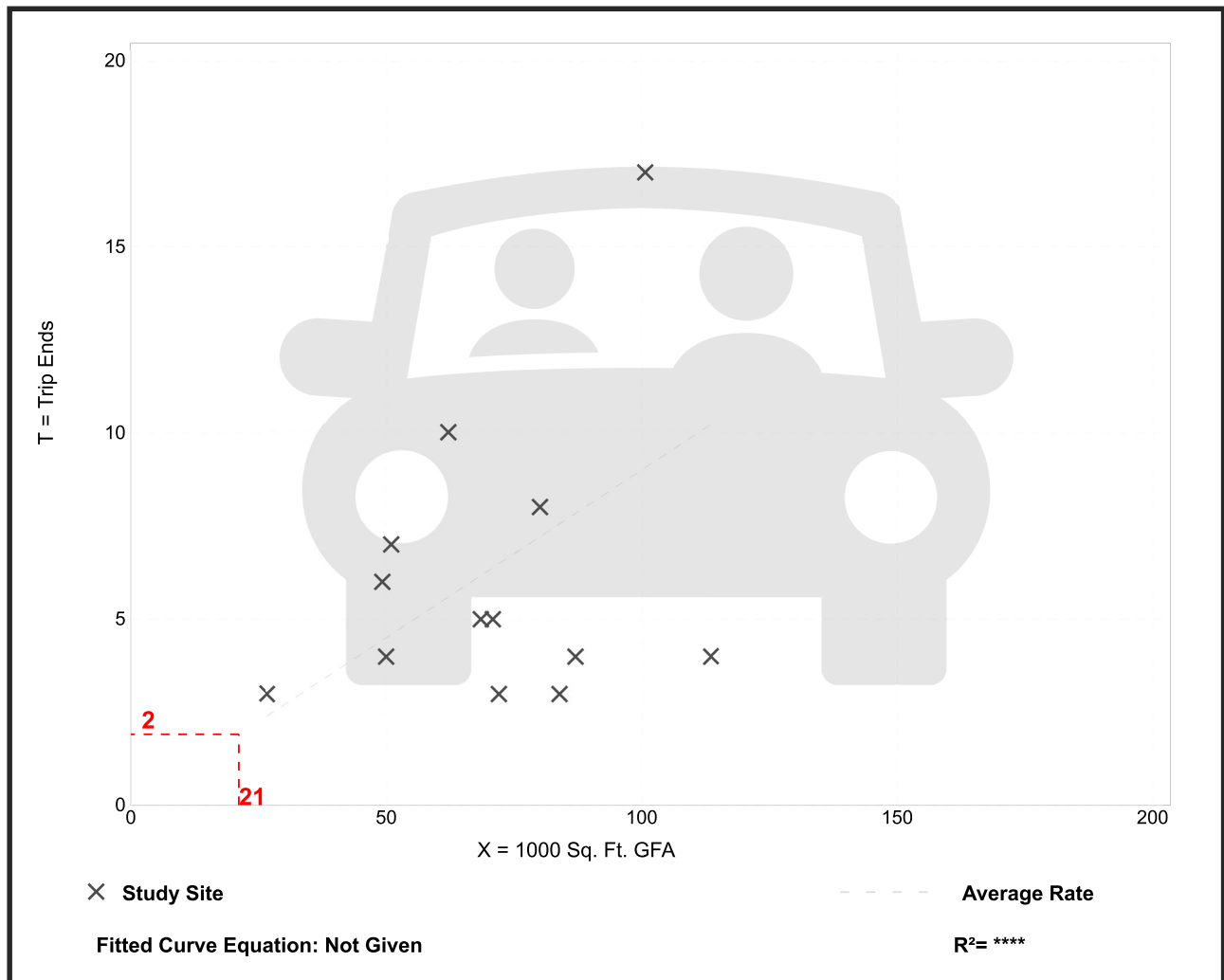
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
Number of Studies: 13
Avg. 1000 Sq. Ft. GFA: 70
Directional Distribution: 59% entering, 41% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.09	0.04 - 0.17	0.05

Data Plot and Equation

21,135 SF



Trip Gen Manual, 11th Edition

● Institute of Transportation Engineers

$$T = 21.135(0.09) = 2$$

$$\begin{aligned} \text{ENTER} &= 2(0.59) = 1 \\ \text{EXIT} &= 2(0.41) = 1 \end{aligned}$$

Mini-Warehouse (151)

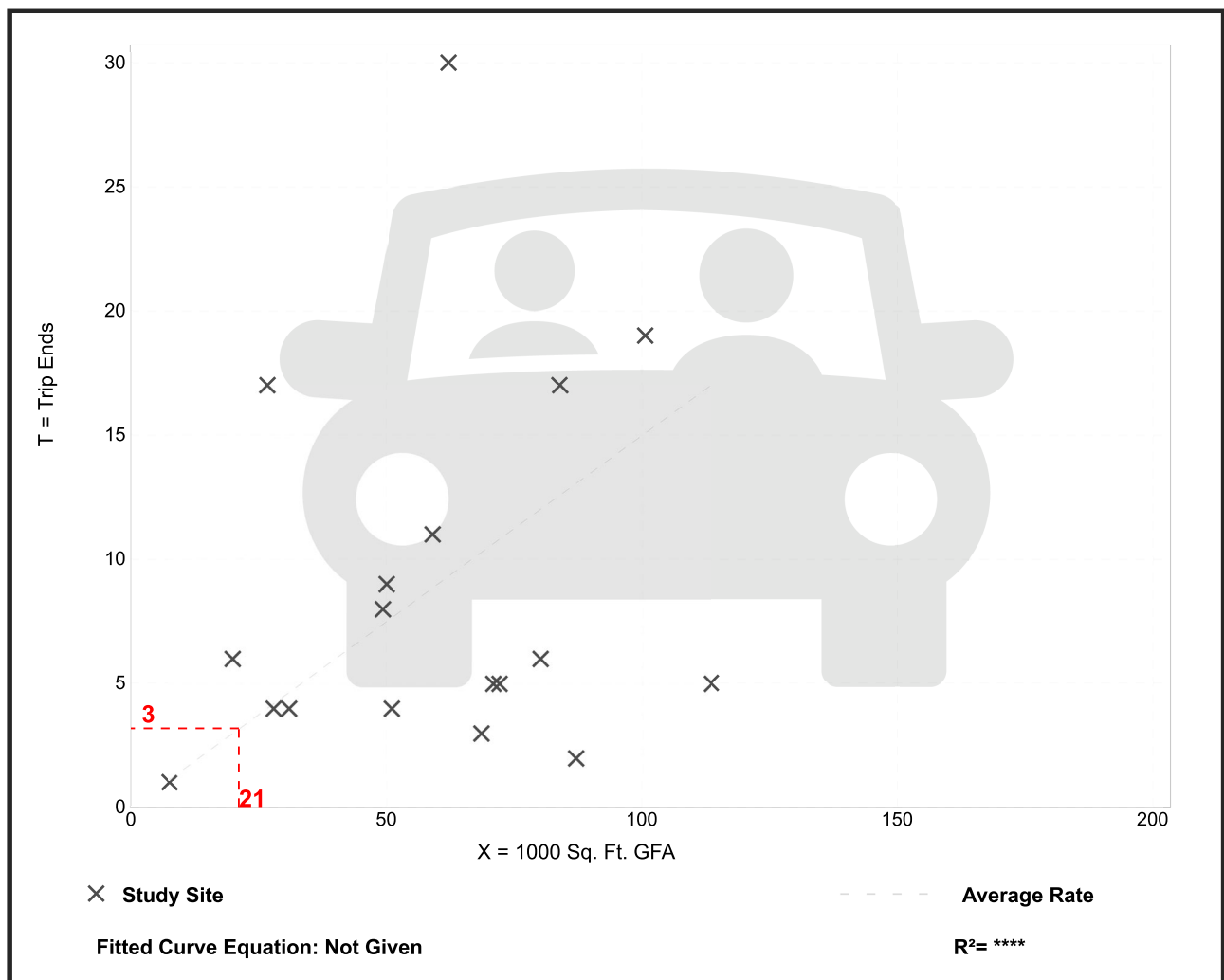
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
 On a: Weekday,
 Peak Hour of Adjacent Street Traffic,
 One Hour Between 4 and 6 p.m.
 Setting/Location: General Urban/Suburban
 Number of Studies: 18
 Avg. 1000 Sq. Ft. GFA: 59
 Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.15	0.02 - 0.64	0.14

Data Plot and Equation

21.135 SF



Trip Gen Manual, 11th Edition

Institute of Transportation Engineers

$$T = 21.135(0.15) = 3$$

$$\begin{aligned} \text{ENTER} &= 3(0.47) = 1 \\ \text{EXIT} &= 3(0.53) = 2 \end{aligned}$$

Health/Fitness Club (492)

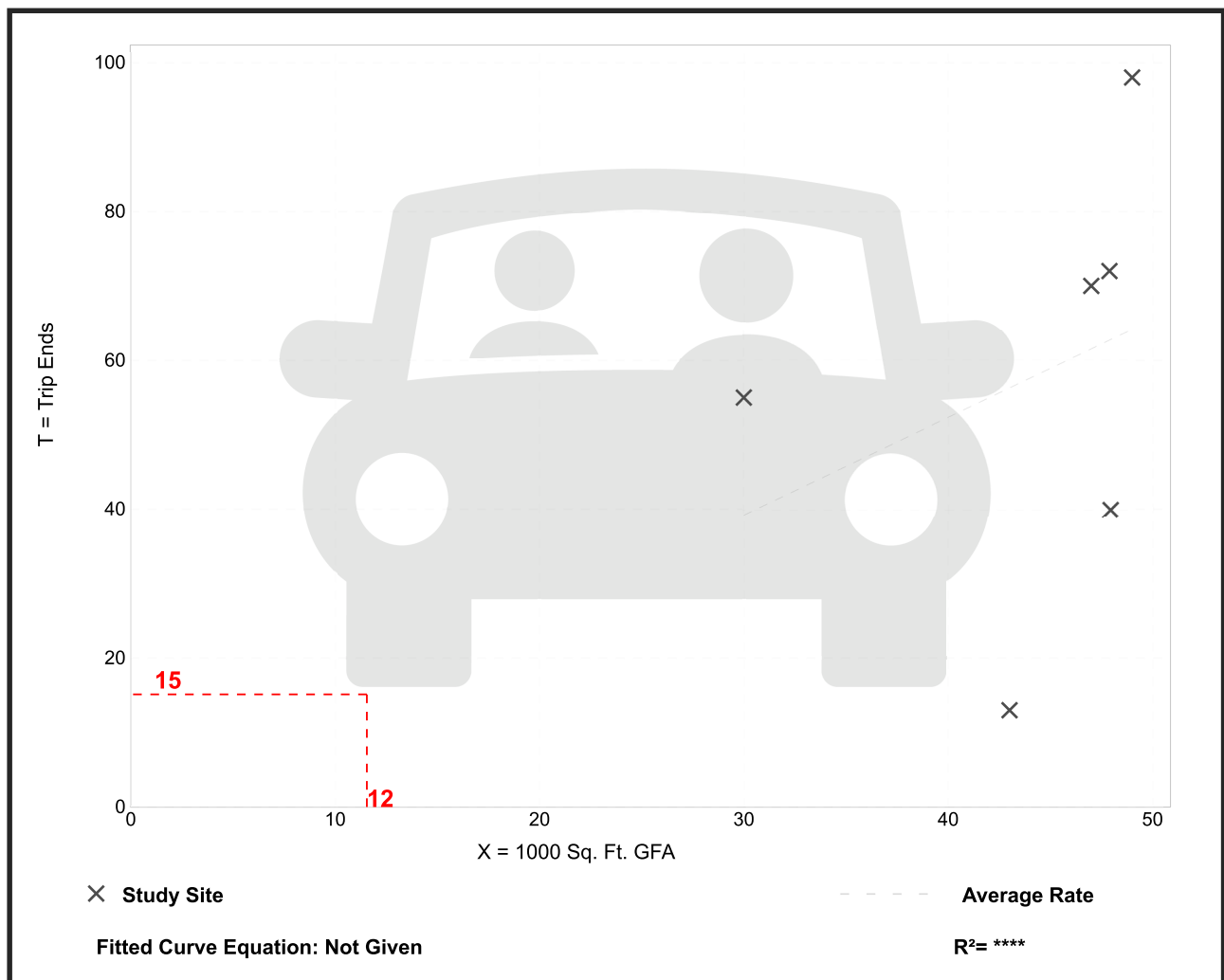
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
Number of Studies: 6
Avg. 1000 Sq. Ft. GFA: 44
Directional Distribution: 51% entering, 49% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
1.31	0.30 - 2.00	0.64

Data Plot and Equation

11,547 SF



Trip Gen Manual, 11th Edition

● Institute of Transportation Engineers

$$T = 11.547(1.31) = 15$$

$$\begin{aligned} \text{ENTER} &= 15(0.51) = 8 \\ \text{EXIT} &= 15(0.49) = 7 \end{aligned}$$

Health/Fitness Club (492)

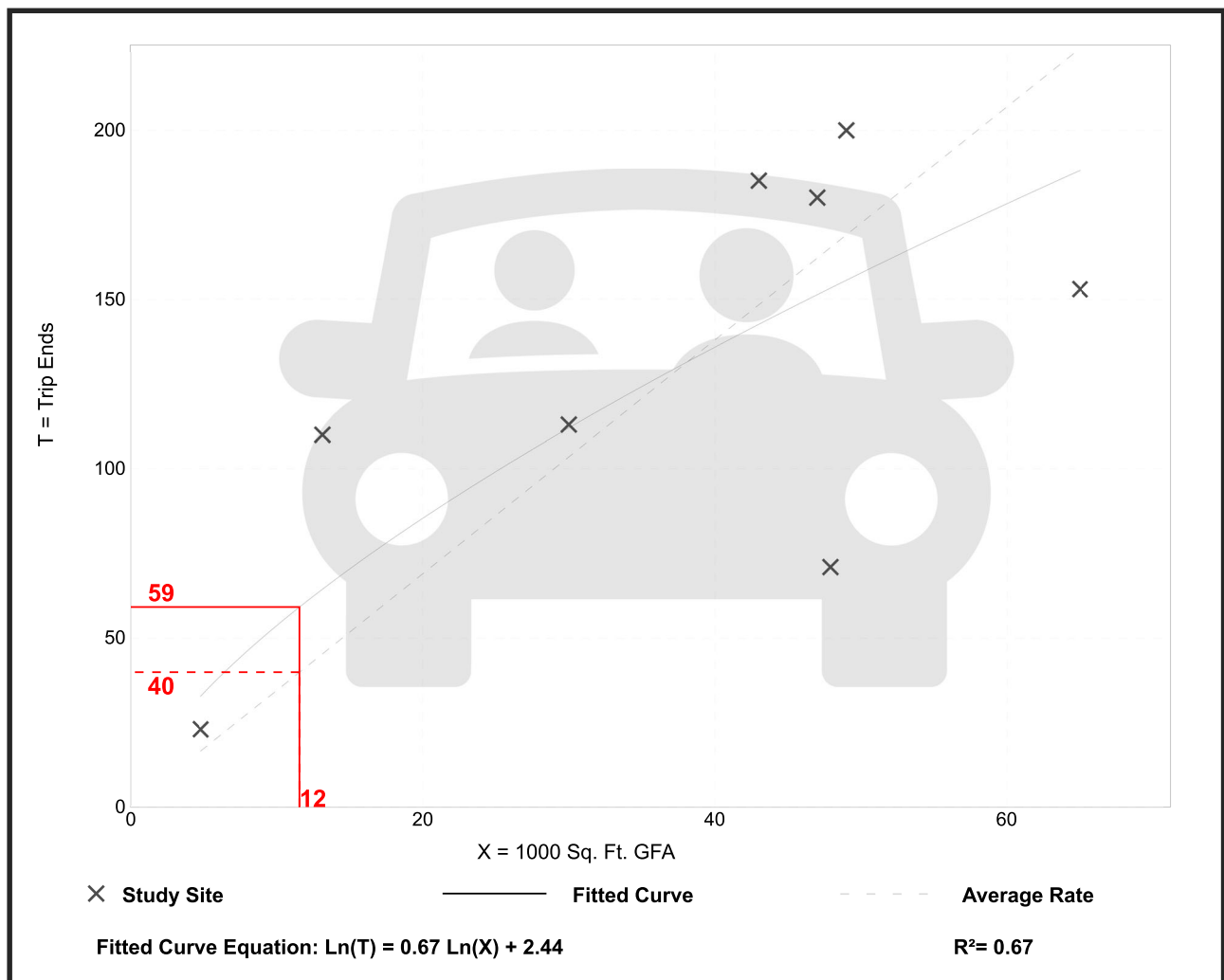
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
 On a: Weekday,
 Peak Hour of Adjacent Street Traffic,
 One Hour Between 4 and 6 p.m.
 Setting/Location: General Urban/Suburban
 Number of Studies: 8
 Avg. 1000 Sq. Ft. GFA: 37
 Directional Distribution: 57% entering, 43% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
3.45	1.48 - 8.37	1.57

Data Plot and Equation

11,547 SF



Trip Gen Manual, 11th Edition

• Institute of Transportation Engineers

$$\ln(T) = 0.67 \ln(11.547) + 2.44$$

$$T = 59$$

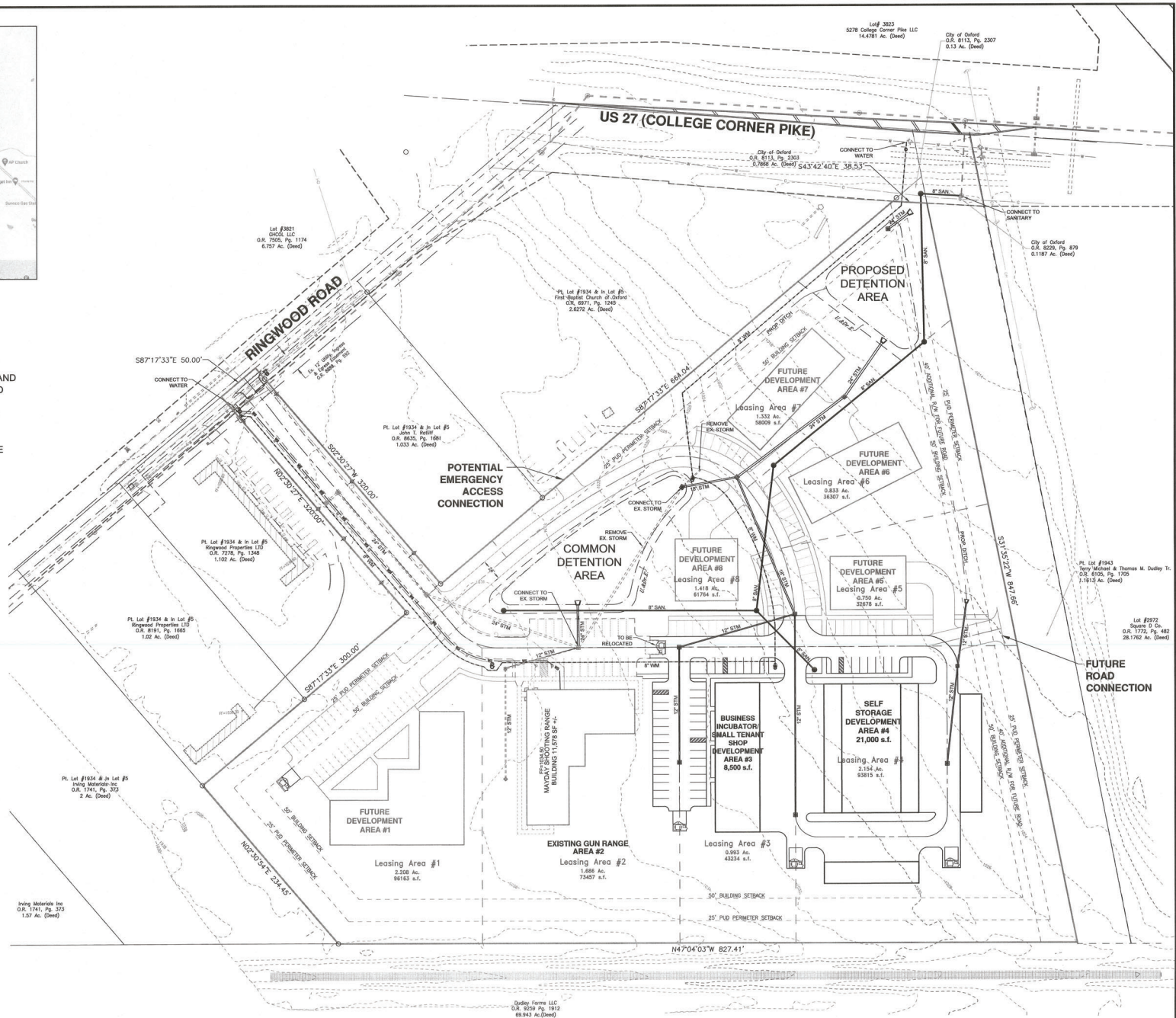
$$\text{ENTER} = 59(0.57) = 34$$

$$\text{EXIT} = 59(0.43) = 25$$



1. SANITARY SEWER, STORM SEWER AND WATER MAIN SHALL BE CONNECTED TO EXISTING CITY OF OXFORD SYSTEMS AND CONSTRUCTED PER CITY OF OXFORD STANDARDS AND SPECIFICATIONS.
2. ELECTRIC TO BE SUPPLIED BY DUKE ENERGY.

MAY DAY HANDGUN TRAINING LLC
5145 COLLEGE CORNER PIKE
OXFORD, OH 45056 1103



Plot time: May 24, 2021 - 11:48am
Drawing name: J:\2016\16-0100\PLDWG\16-0100 PL 210511.dwg - Layout Tab: Prelim Site Layout

Dudley Farms LLC
O.R. 9259 Pg. 1912
69.943 Ac.(Deed)



Item	Revision Description	Date	Drawn	Ck'd
PRELIMINARY				

**MAY DAY SHOOTING RANGE
PLANNED UNIT DEVELOPMENT**
SECTION 16, TOWN 5, RANGE 1
CITY OF OXFORD
BUTLER COUNTY, OHIO



Drawing: 16-0100 PL 21
Drawn by:
Checked By:
Issue Date: 02-2

PRE

Day Planned Development

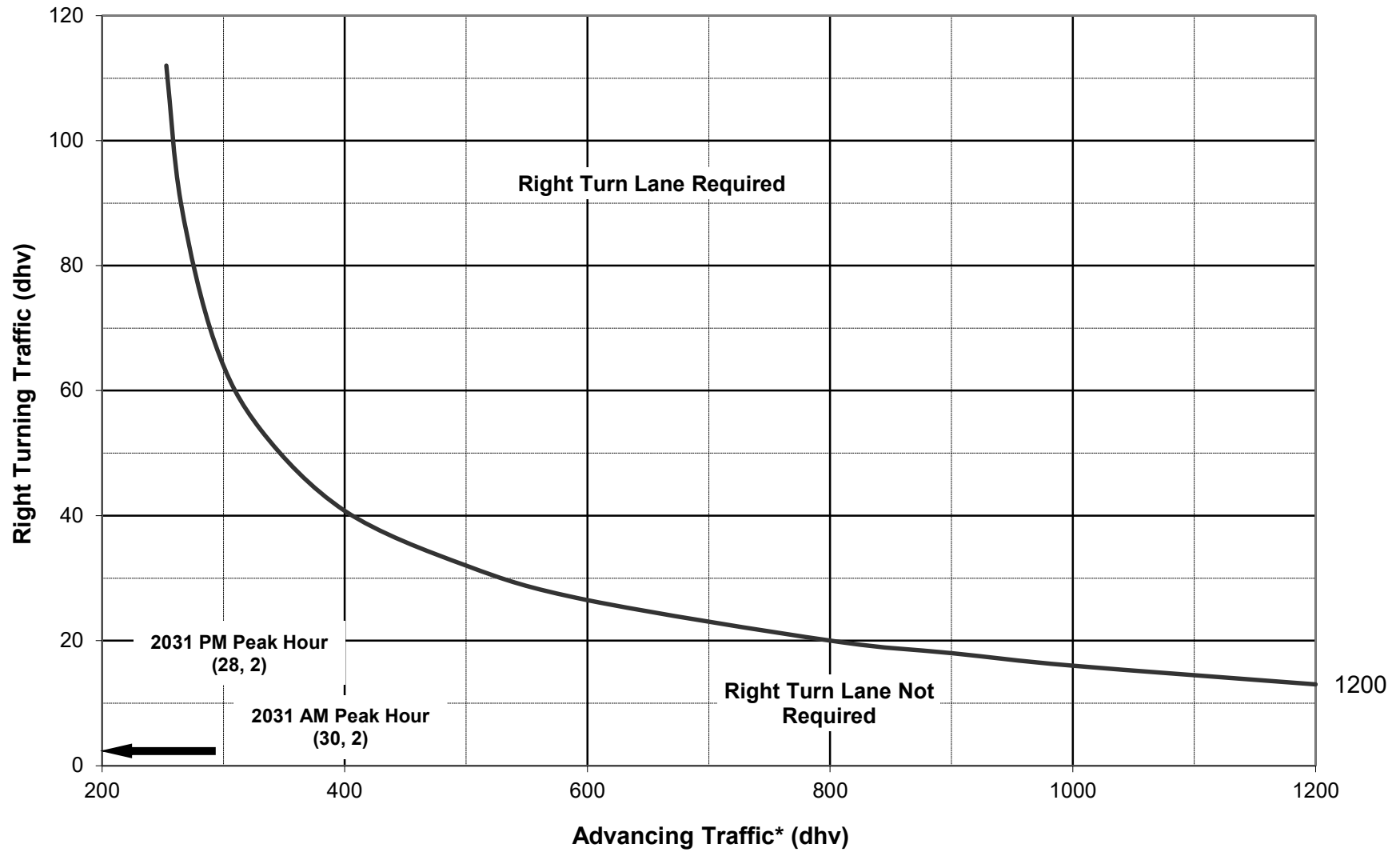
Existing Total Land Area: 491,357 s.f.
11.28 Acres

Lot Coverage	Development Area	Building Area	Private Street Street Parking	Off-Street Parking	Sidewalks	Service Loading Area	Totals
Existing Gun Range 1/2 Shared Parking & Sidewalks	#2	11,547 s.f.	19,974 s.f.	5,333 s.f.	3,237 s.f. 1,073 s.f.		34,758 s.f. 6,406 s.f.
Proposed Business Incubator 1/2 Shared Parking Area	#3	8,400 s.f.		5,333 s.f.	1,663 s.f. 1,109 s.f.		10,063 s.f. 6,442 s.f.
Proposed Self Storage Main Building	#4	15,400 s.f.	13,048 s.f.		846 s.f.	26,594 s.f.	13,048 s.f. 42,840 s.f.
Unconditioned perimeter -SW		2,544 s.f.					2,544 s.f.
Unconditioned perimeter -SE		3,191 s.f.					3,191 s.f.
Phase 2 Loop Road			13,379 s.f.				13,379 s.f.
Future Development Site	#1	14,000 s.f.		11,739 s.f.	4,312 s.f.	3,613 s.f.	33,664 s.f.
Future Development Site	#5	5000 s.f.	1,183 s.f.		1,309 s.f.	3,028 s.f.	10,520 s.f.
Future Development Site	#6	8,000 s.f.	848 s.f.		512 s.f.		9,360 s.f.
Future Development Site	#7	7,000 s.f.	1,067 s.f.		419 s.f.	5,831 s.f.	5,831 s.f. 8,486 s.f.
Future Development Site	#8	5,000 s.f.	(SW) 1,792 s.f. (SE) 854 s.f.		1,170 s.f.	1,975 s.f.	9,937 s.f. 854 s.f.
Planned Development Totals		80,082 s.f.	52,145 s.f.	22,405 s.f.	15,650 s.f.	41,041 s.f.	211,323 s.f. 43.01%

Open Space

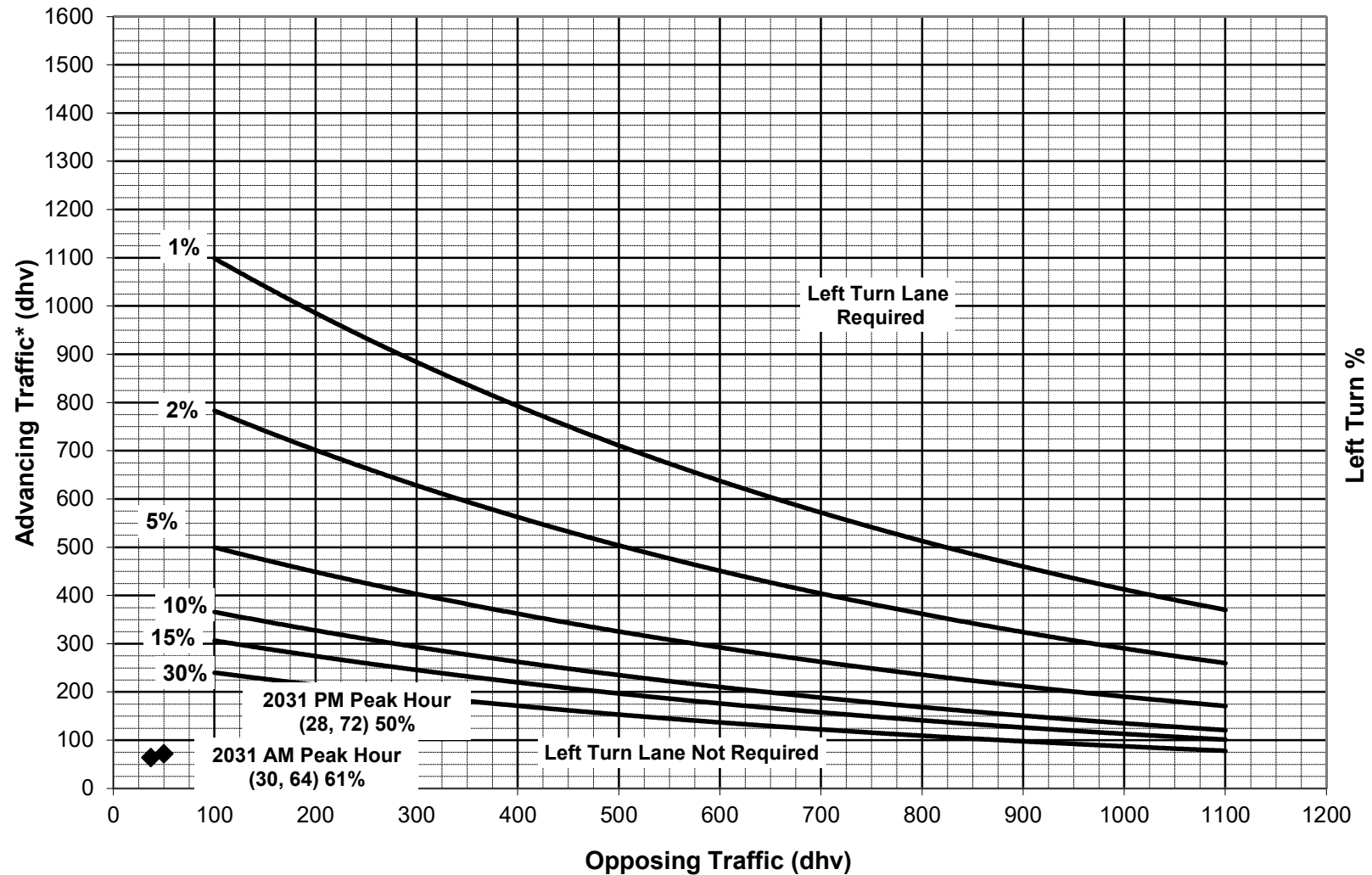
Area #1	33,176 s.f.
Area #2 -Retention-1	17,849 s.f.
Area #3 - Retention-2	13,131 s.f.
Area #4 - South Corner	6,537
	70,693 s.f.
	14.39%

Eastbound Ringwood Road @ Existing Site Drive - 2031 Total Conditions
2-Lane Highway Right Turn Lane Warrant
(> 40 mph or 70 kph Posted Speed)



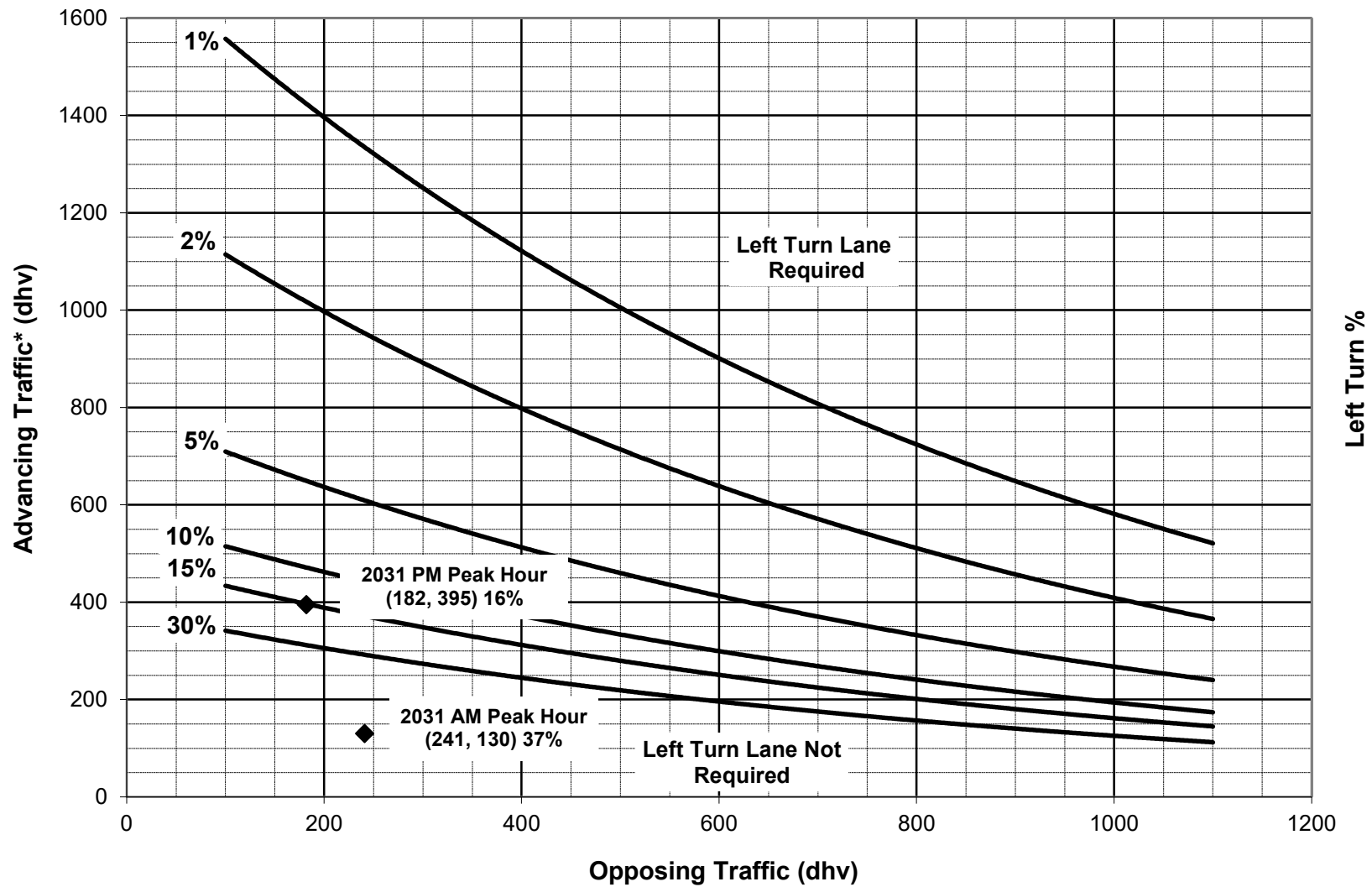
* Includes Left Turns

Westbound Ringwood Road @ Existing Site Drive - 2031 Total Conditions
2-Lane Highway Left Turn Lane Warrant
 (> 40 mph or 70 kph Posted Speed)



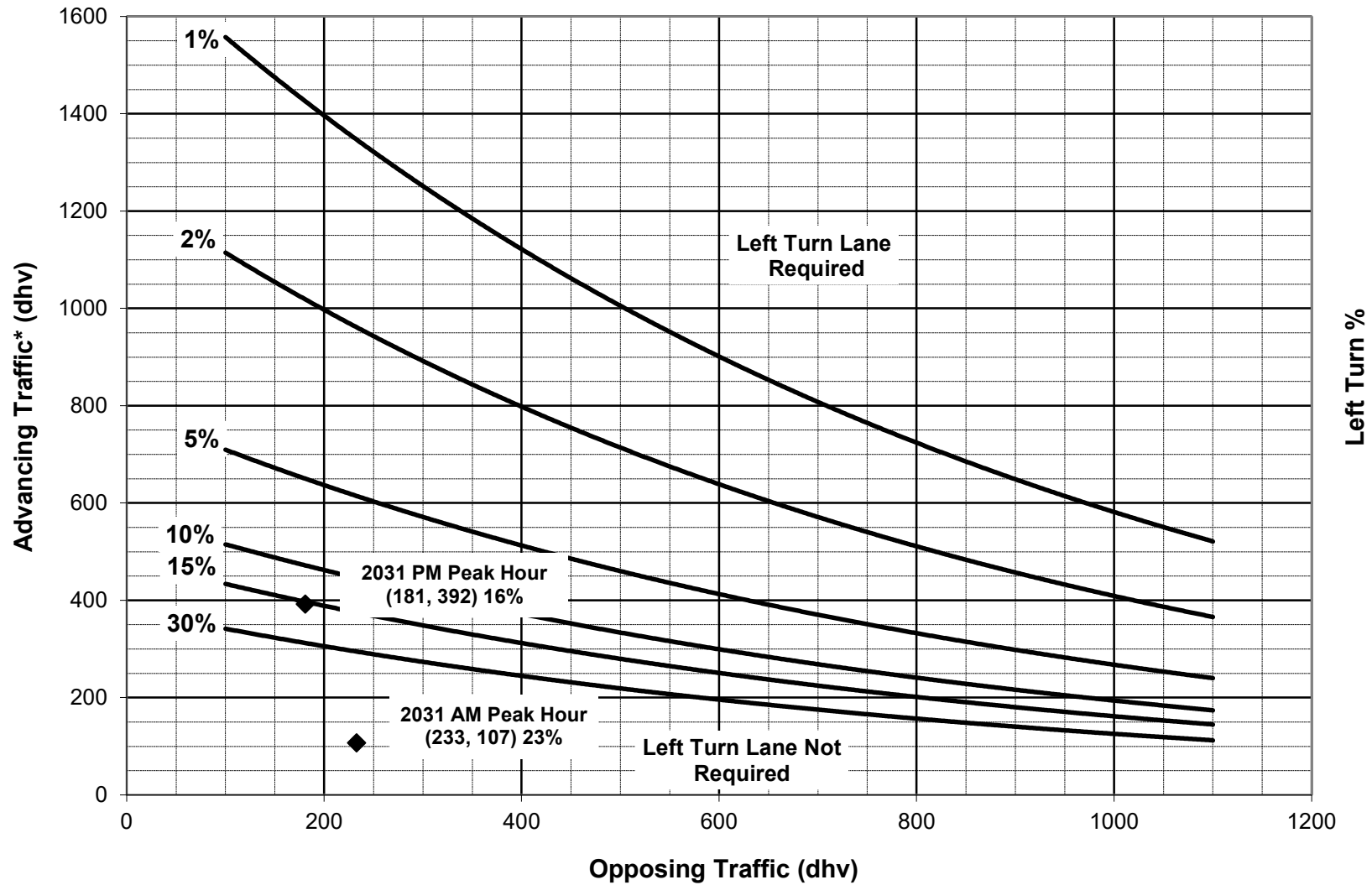
* Includes Left Turns

Northbound College Corner Pike (U.S. 27) @ Ringwood Road - 2031 Total Conditions
2-Lane Highway Left Turn Lane Warrant
(= < 40 mph or 70 kph Posted Speed)



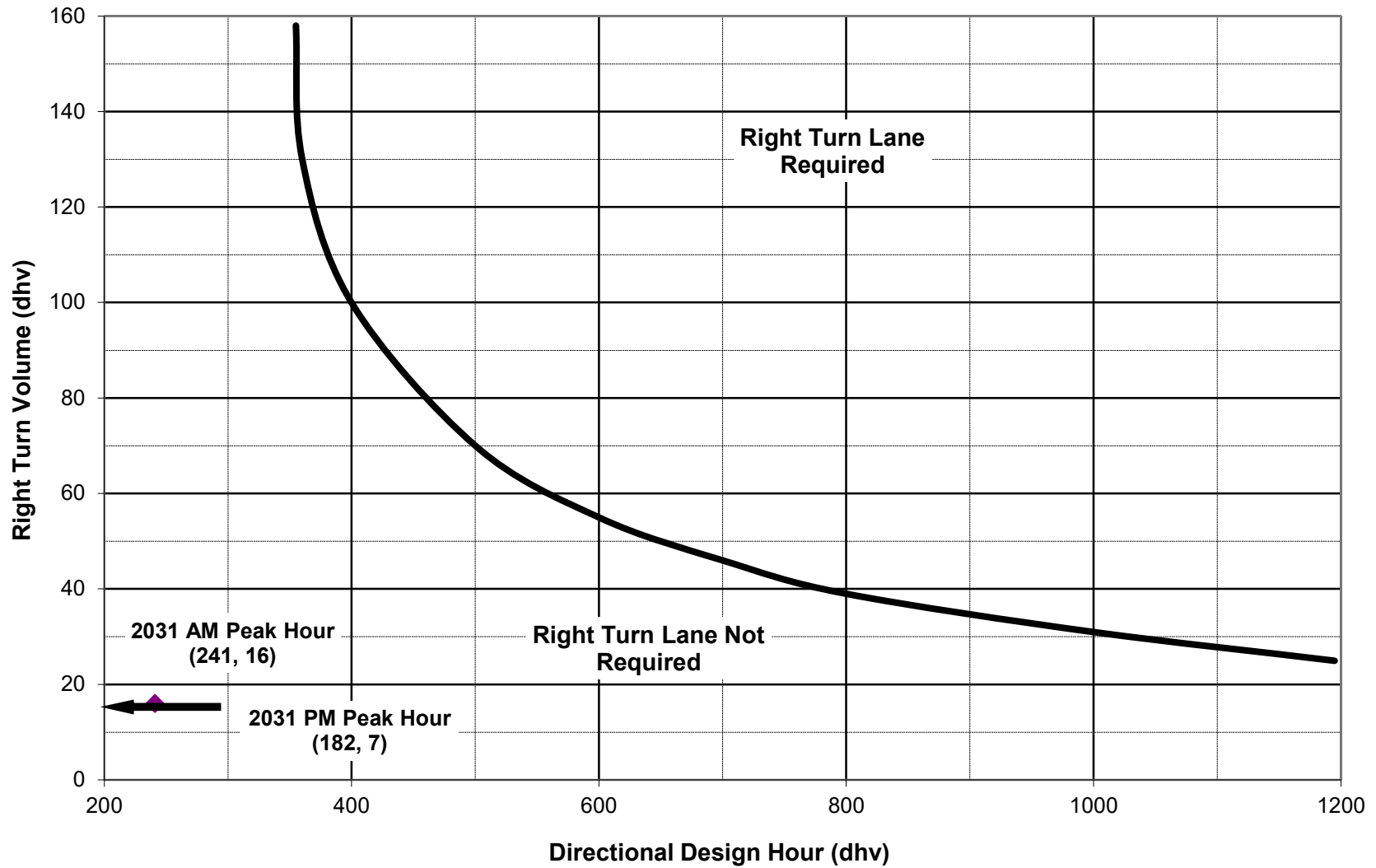
* Includes Left Turns

Northbound College Corner Pike (U.S. 27) @ Ringwood Road - 2031 No-Build Conditions
2-Lane Highway Left Turn Lane Warrant
 (= < 40 mph or 70 kph Posted Speed)

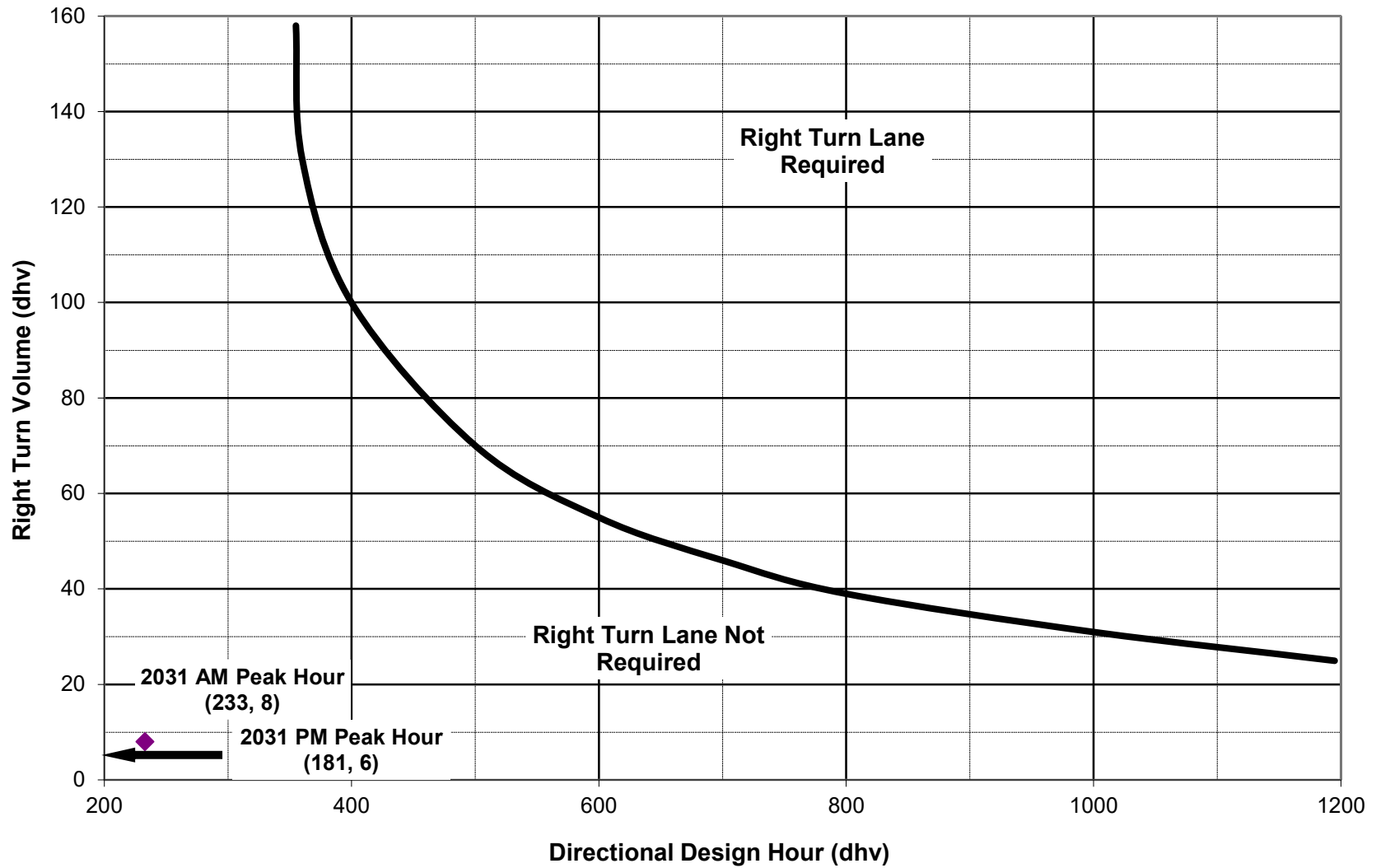


* Includes Left Turns

Southbound College Corner Pike (U.S. 27) @ Ringwood Road - 2031 Total Conditions
2-Lane Highway Right Turn Lane Warrant
(≤ 40 mph or 70 kph Posted Speed)



Southbound College Corner Pike (U.S. 27) @ Ringwood Road - 2031 No-Build Conditions
2-Lane Highway Right Turn Lane Warrant
(=< 40 mph or 70 kph Posted Speed)



Storage Length Calculations

COLLEGE CORNER PIKE (U.S. 27) @ RINGWOOD ROAD 2031 TOTAL TRAFFIC VOLUMES

Northbound Left Turn Lane - Storage required:

Data Required:

- Speed Limit = 35 mph
- Unsignalized (Cycle Length = 60 Seconds)
- Volume of Turns
 - AM Peak Hour = 48 Vehicles/Hour
 - PM Peak Hour = 65 Vehicles/Hour

1. Determine the cycles per hour.

Per ODOT's L&D Manual, Figure 401-10 we assume 60 Cycles/Hour for an unsignalized intersection.

2. Determine Average Vehicles Per Cycle Requiring Storage.

$$\text{VPC} = \frac{65 \text{ Vehicles/Hour}}{60 \text{ Cycles/Hour}} = 1 \text{ Vehicle/Cycle}$$

3. According to the ODOT L&D Manual, Figure 401-9, for an unsignalized through road with a design speed of 35 mph and high turn volume, condition A applies.

Condition A:

According to the ODOT L&D Manual, Figure 401-9, turn lane length = 50 feet diverging taper + storage length (Figure 401-10).

According to the ODOT L&D Manual, Figure 401-10, the storage length for 1 vehicle is 50 feet.

Therefore,

- Northbound left turn lane should be 100 feet (including 50-foot diverging taper).

Storage Length Calculations

COLLEGE CORNER PIKE (U.S. 27) @ RINGWOOD ROAD 2031 NO-BUILD TRAFFIC VOLUMES

Northbound Left Turn Lane - Storage required:

Data Required:

- Speed Limit = 35 mph
- Unsignalized (Cycle Length = 60 Seconds)
- Volume of Turns
 - AM Peak Hour = 25 Vehicles/Hour
 - PM Peak Hour = 62 Vehicles/Hour

1. Determine the cycles per hour.

Per ODOT's L&D Manual, Figure 401-10 we assume 60 Cycles/Hour for an unsignalized intersection.

2. Determine Average Vehicles Per Cycle Requiring Storage.

$$\text{VPC} = \frac{62 \text{ Vehicles/Hour}}{60 \text{ Cycles/Hour}} = 1 \text{ Vehicle/Cycle}$$

3. According to the ODOT L&D Manual, Figure 401-9, for an unsignalized through road with a design speed of 35 mph and high turn volume, condition A applies.

Condition A:

According to the ODOT L&D Manual, Figure 401-9, turn lane length = 50 feet diverging taper + storage length (Figure 401-10).

According to the ODOT L&D Manual, Figure 401-10, the storage length for 1 vehicle is 50 feet.

Therefore,

- Northbound left turn lane should be 100 feet (including 50-foot diverging taper).



Transportation Data Management System

List View

All DIRs

Record	⏮ ⏪ 1 ⏩ ⏭	of 1	Goto Record	go
Location ID	3809		MPO ID	
Type	SPOT		HPMS ID	000027018730
On NHS	Yes		On HPMS	Yes
LRS ID	SBUTUS00027**C		LRS Loc Pt.	18.238
SF Group	URBAN_OTHER_PRINCIPAL_ARTERIAL ▶		Route Type	US
AF Group	URBAN_OTHER_PRINCIPAL_ARTERIAL ▶		Route	00027
GF Group	URBAN_OTHER_PRINCIPAL_ARTERIAL ▶		Active	Yes
Class Dist Grp			Category	State Program
Seas Clss Grp	URBAN_OTHER_PRINCIPAL_ARTERIAL ▶			
WIM Group				
QC Group	Default			
Funct'l Class	Other Principal Arterial		Milepost	
Located On	COLLEGE CORNER PIKE			
Loc On Alias				
	US27 OXFORD-COLLEGE NW OF HESTER, IN OXFORD			
More Detail ▶				
STATION DATA				

 Directions:

AADT ⓘ

Year	AADT	DHV-30	K %	D %	PA	BC	Src
2020	8,283	897	11	50	8,043 (97%)	240 (3%)	
2019	9,208 ³		9	54	8,561 (93%)	647 (7%)	Grown from 2018
2018	9,117 ³		9	54	8,476 (93%)	641 (7%)	Grown from 2017
2017	9,117	841	9	54	8,476 (93%)	641 (7%)	
2016	6,716 ³		8	54	6,320 (94%)	395 (6%)	Grown from 2015

 1-5 of 15

Travel Demand Model

Model Year	Model AADT	AM PHV	AM PPV	MD PHV	MD PPV	PM PHV	PM PPV	NT PHV	NT PPV
------------	------------	--------	--------	--------	--------	--------	--------	--------	--------

VOLUME COUNT

	Date	Int	Total
	Tue 8/11/2020	15	9,214
	Thu 4/6/2017	15	10,021
	Wed 4/5/2017	15	9,767
	Tue 12/2/2014	60	5,590
	Mon 12/1/2014	60	5,455
	Tue 4/3/2012	60	9,141
	Mon 4/2/2012	60	9,027

VOLUME TREND ⓘ

Year	Annual Growth
2020	-10%
2019	1%
2018	0%
2017	36%
2016	2%
2015	2%
2014	33%
2013	0%
2011	-12%
2007	2%

CLASSIFICATION

	Date	Int	Total
	Tue 8/11/2020	15	9,214
	Thu 4/6/2017	15	10,021
	Wed 4/5/2017	15	9,767
	Tue 12/2/2014	60	5,590
	Mon 12/1/2014	60	5,455
	Tue 4/3/2012	60	9,141
	Mon 4/2/2012	60	9,027



	1	2	3	4	5	6	7	8	9	10
1	1	2	3	4	5	6	7	8	9	10
2	2	4	6	8	10	12	14	16	18	20
3	3	6	9	12	15	18	21	24	27	30
4	4	8	12	16	20	24	28	32	36	40
5	5	10	15	20	25	30	35	40	45	50
6	6	12	18	24	30	36	42	48	54	60
7	7	14	21	28	35	42	49	56	63	70
8	8	16	24	32	40	48	56	64	72	80
9	9	18	27	36	45	54	63	72	81	90
10	20	30	40	50	60	70	80	90	100	110

PER VEHICLE				
	Date	Axles	85th	Total
No Data				

PER VEHICLE				
	Date	Axles	85th	Total
No Data				

Date	Int	24-Hr Total
------	-----	-------------

NOTES/FILES			
	Note	Date	
	<u>3809_08_12_2020.xls</u>	8/20/2020 eggmanengineering	
	<u>3809 SD_08_12_2020.jpg</u>	8/20/2020 eggmanengineering	
	<u>3809 RT_08_12_2020.jpg</u>	8/20/2020 eggmanengineering	
	<u>3809 PD_08_12_2020.jpg</u>	8/20/2020 eggmanengineering	
	<u>3809.xlsx</u>	4/28/2017 tec.engineering	
	<u>3809 SD.JPG</u>	4/28/2017 tec.engineering	
	<u>3809 RT.JPG</u>	4/28/2017 tec.engineering	
	<u>3809_pd.JPG</u>	4/28/2017 tec.engineering	



Bayer Becker
6900 Tylersville Road
Suite A
Mason, Ohio, United States 45040
513-336-6600

Count Name: US 27 & Ringwood
Site Code:
Start Date: 08/31/2021
Page No: 1

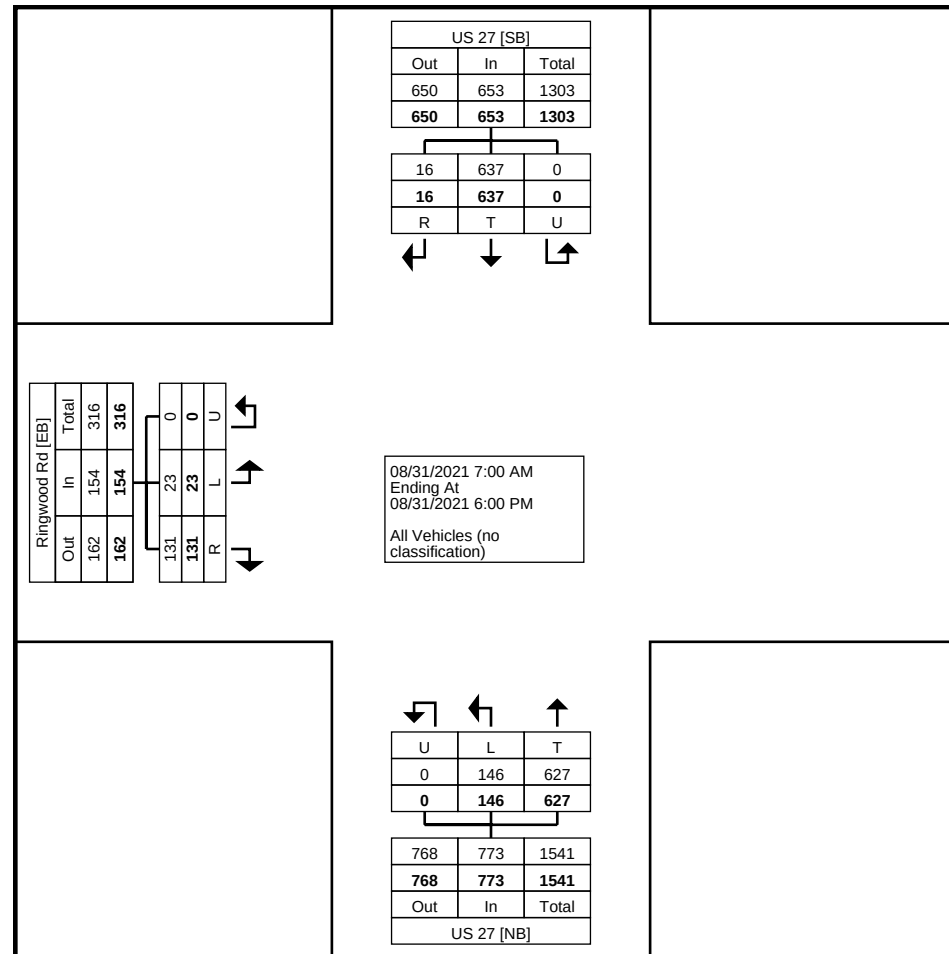
Turning Movement Data

Start Time	US 27 Southbound				US 27 Northbound				Ringwood Rd Eastbound				Int. Total
	Right	Thru	U-Turn	App. Total	Thru	Left	U-Turn	App. Total	Right	Left	U-Turn	App. Total	
7:00 AM	0	33	0	33	15	3	0	18	4	1	0	5	56
7:15 AM	0	56	0	56	16	9	0	25	11	1	0	12	93
7:30 AM	1	40	0	41	20	4	0	24	3	1	0	4	69
7:45 AM	0	65	0	65	19	5	0	24	7	0	0	7	96
Hourly Total	1	194	0	195	70	21	0	91	25	3	0	28	314
8:00 AM	6	43	0	49	19	5	0	24	7	2	0	9	82
8:15 AM	1	35	0	36	18	4	0	22	8	3	0	11	69
8:30 AM	0	42	0	42	19	9	0	28	5	1	0	6	76
8:45 AM	0	33	0	33	17	9	0	26	10	0	0	10	69
Hourly Total	7	153	0	160	73	27	0	100	30	6	0	36	296
*** BREAK ***	-	-	-	-	-	-	-	-	-	-	-	-	-
4:00 PM	1	34	0	35	54	11	0	65	14	2	0	16	116
4:15 PM	1	39	0	40	49	13	0	62	10	4	0	14	116
4:30 PM	0	28	0	28	102	19	0	121	13	3	0	16	165
4:45 PM	0	52	0	52	61	14	0	75	11	0	0	11	138
Hourly Total	2	153	0	155	266	57	0	323	48	9	0	57	535
5:00 PM	3	35	0	38	71	13	0	84	9	0	0	9	131
5:15 PM	2	43	0	45	65	10	0	75	7	2	0	9	129
5:30 PM	0	29	0	29	39	9	0	48	4	3	0	7	84
5:45 PM	1	30	0	31	43	9	0	52	8	0	0	8	91
Hourly Total	6	137	0	143	218	41	0	259	28	5	0	33	435
Grand Total	16	637	0	653	627	146	0	773	131	23	0	154	1580
Approach %	2.5	97.5	0.0	-	81.1	18.9	0.0	-	85.1	14.9	0.0	-	-
Total %	1.0	40.3	0.0	41.3	39.7	9.2	0.0	48.9	8.3	1.5	0.0	9.7	-
All Vehicles (no classification)	16	637	0	653	627	146	0	773	131	23	0	154	1580
% All Vehicles (no classification)	100.0	100.0	-	100.0	100.0	100.0	-	100.0	100.0	100.0	-	100.0	100.0



Bayer Becker
6900 Tylersville Road
Suite A
Mason, Ohio, United States 45040
513-336-6600

Count Name: US 27 & Ringwood
Site Code:
Start Date: 08/31/2021
Page No: 2



Turning Movement Data Plot



Bayer Becker
6900 Tylersville Road
Suite A
Mason, Ohio, United States 45040
513-336-6600

Count Name: US 27 & Ringwood
Site Code:
Start Date: 08/31/2021
Page No: 3

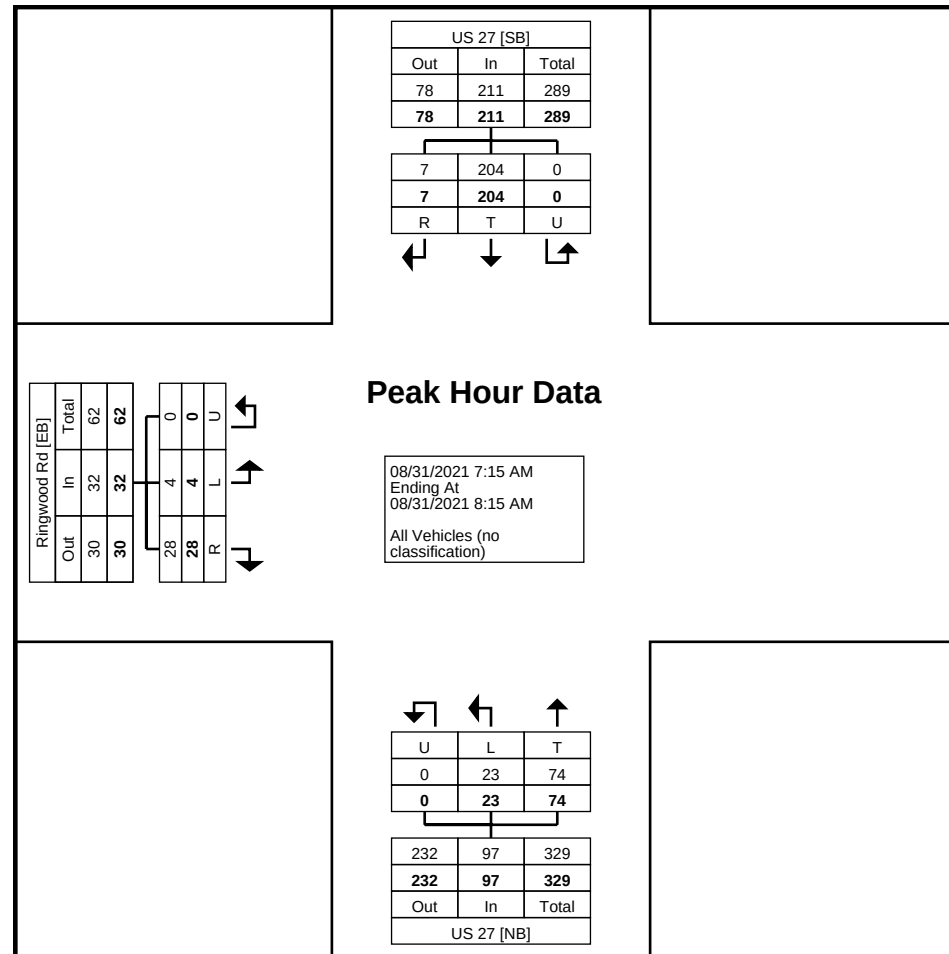
Turning Movement Peak Hour Data (7:15 AM)

Start Time	US 27 Southbound				US 27 Northbound				Ringwood Rd Eastbound				Int. Total
	Right	Thru	U-Turn	App. Total	Thru	Left	U-Turn	App. Total	Right	Left	U-Turn	App. Total	
7:15 AM	0	56	0	56	16	9	0	25	11	1	0	12	93
7:30 AM	1	40	0	41	20	4	0	24	3	1	0	4	69
7:45 AM	0	65	0	65	19	5	0	24	7	0	0	7	96
8:00 AM	6	43	0	49	19	5	0	24	7	2	0	9	82
Total	7	204	0	211	74	23	0	97	28	4	0	32	340
Approach %	3.3	96.7	0.0	-	76.3	23.7	0.0	-	87.5	12.5	0.0	-	-
Total %	2.1	60.0	0.0	62.1	21.8	6.8	0.0	28.5	8.2	1.2	0.0	9.4	-
PHF	0.292	0.785	0.000	0.812	0.925	0.639	0.000	0.970	0.636	0.500	0.000	0.667	0.885
All Vehicles (no classification)	7	204	0	211	74	23	0	97	28	4	0	32	340
% All Vehicles (no classification)	100.0	100.0	-	100.0	100.0	100.0	-	100.0	100.0	100.0	-	100.0	100.0



Bayer Becker
6900 Tylersville Road
Suite A
Mason, Ohio, United States 45040
513-336-6600

Count Name: US 27 & Ringwood
Site Code:
Start Date: 08/31/2021
Page No: 4



Turning Movement Peak Hour Data Plot (7:15 AM)



Bayer Becker
6900 Tylersville Road
Suite A
Mason, Ohio, United States 45040
513-336-6600

Count Name: US 27 & Ringwood
Site Code:
Start Date: 08/31/2021
Page No: 5

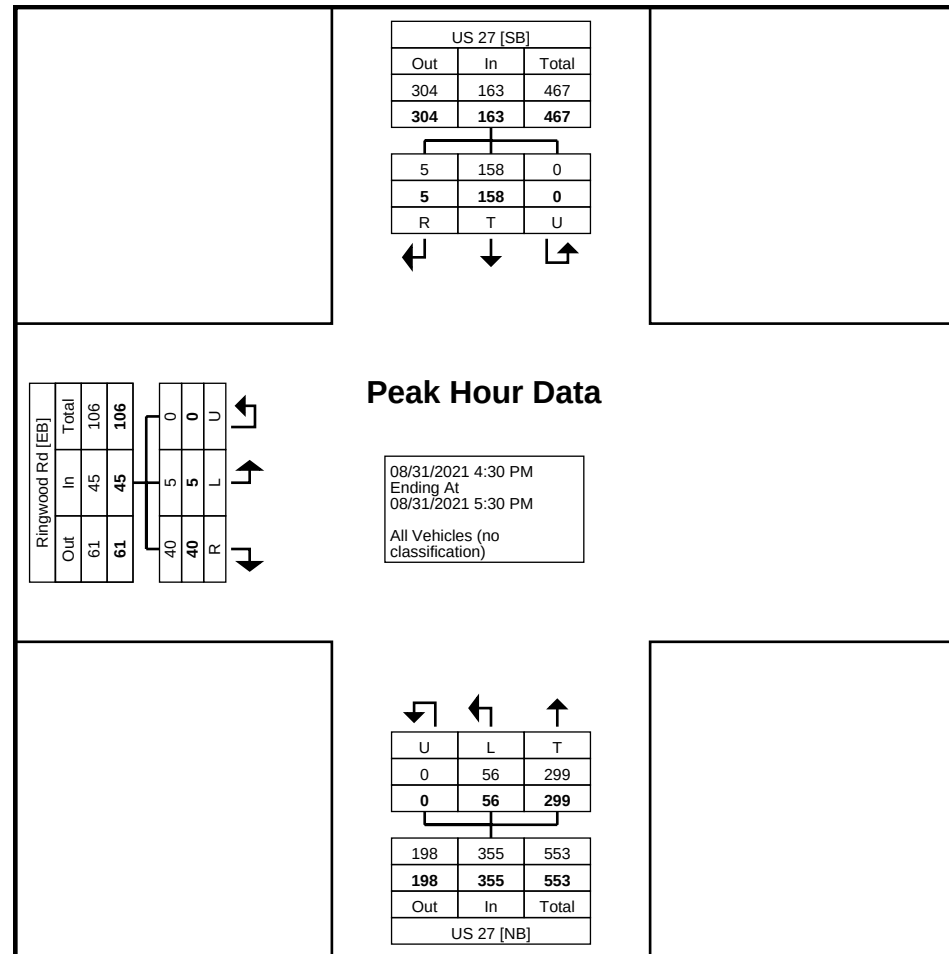
Turning Movement Peak Hour Data (4:30 PM)

Start Time	US 27 Southbound				US 27 Northbound				Ringwood Rd Eastbound				Int. Total
	Right	Thru	U-Turn	App. Total	Thru	Left	U-Turn	App. Total	Right	Left	U-Turn	App. Total	
4:30 PM	0	28	0	28	102	19	0	121	13	3	0	16	165
4:45 PM	0	52	0	52	61	14	0	75	11	0	0	11	138
5:00 PM	3	35	0	38	71	13	0	84	9	0	0	9	131
5:15 PM	2	43	0	45	65	10	0	75	7	2	0	9	129
Total	5	158	0	163	299	56	0	355	40	5	0	45	563
Approach %	3.1	96.9	0.0	-	84.2	15.8	0.0	-	88.9	11.1	0.0	-	-
Total %	0.9	28.1	0.0	29.0	53.1	9.9	0.0	63.1	7.1	0.9	0.0	8.0	-
PHF	0.417	0.760	0.000	0.784	0.733	0.737	0.000	0.733	0.769	0.417	0.000	0.703	0.853
All Vehicles (no classification)	5	158	0	163	299	56	0	355	40	5	0	45	563
% All Vehicles (no classification)	100.0	100.0	-	100.0	100.0	100.0	-	100.0	100.0	100.0	-	100.0	100.0



Bayer Becker
6900 Tylersville Road
Suite A
Mason, Ohio, United States 45040
513-336-6600

Count Name: US 27 & Ringwood
Site Code:
Start Date: 08/31/2021
Page No: 6



Turning Movement Peak Hour Data Plot (4:30 PM)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	February 23, 2022
COUNCIL MEETING DATE:	March 1 and March 15, 2022
AGENDA TITLE:	Ordinance Accepting an Easement Necessary for the Construction of Phase IV of the Oxford Area Trail System.
BUDGETED AMOUNT:	\$ N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 2/25/22 MBD 2/23/22

In preparation for construction of Phase IV of the Oxford Area Trail System (OATS), an easement will be required (as described by Exhibit A) to be obtained and certified. ODOT requires this easement be obtained no later than March 25, 2022; once this requirement is met, final design work will be completed and sent to ODOT for final review and comments prior to bidding.

The easement needed is along Brookville Road, in the area of the recently approved development known as Owl's Landing. The developer will need to install infrastructure within the proposed easement area. It is in the mutual interest of the City and the developer of this property to work together in designing the development's utilities, access points, etc... with the construction of this phase of the OATS trail in mind.

It is Staff's recommendation that the City Council authorize acceptance of the easement as described in Exhibit A and further authorize the recording of such with the Butler County Recorder's Office.

ORDINANCE NO.

AN EMERGENCY ORDINANCE ACCEPTING EASEMENTS NECESSARY FOR THE CONSTRUCTION OF PHASE IV OF THE OXFORD AREA TRAIL SYSTEM.

WHEREAS, in preparation for construction of Phase IV of the Oxford Area Trail System (OATS), two easements will be required for the OATS trail; and

WHEREAS, ODOT requires that the easements must be obtained no later than March 25, 2022 or previously approved grant funding could be lost; and

WHEREAS, the City Manager and the Service Director recommend City Council accept the easements needed for the construction of Phase IV of the Oxford Area Trail System.

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

SECTION 1: City Council accepts the recommendation of the City Manager and the Service Director and hereby accepts the two (2) easements attached hereto as Exhibit A and Exhibit B needed for the construction of Phase IV of the Oxford Area Trail System.

SECTION 2: The City Manager shall take all steps necessary to record the Easements in the same or similar form.

SECTION 3: This Ordinance shall take effect immediately upon approval.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

TRAIL EASEMENT
1
EXHIBIT A

OXFORD AREA TRAIL SYSTEM EASEMENT

THIS OXFORD AREA TRAIL SYSTEM EASEMENT ("Easement") is hereby made this ____ day of _____, 2022 by _____ ("Grantor(s)"), whose mailing address is _____, and **THE CITY OF OXFORD, OHIO** ("Grantee"), whose mailing address is **15 SOUTH COLLEGE AVENUE, OXFORD, OH 45056**, under the following circumstances:

RECITALS

WHEREAS, Grantor(s) is the owner of certain real property situated in Butler County, Ohio pursuant to a deed recorded at Official Record _____ of the Butler County, Ohio deed records, with such property being more particularly described on Exhibit A attached hereto ("Grantor's Property"); and

WHEREAS, Grantor(s) are the true and lawful owner(s) in fee simple, and have the right and power to convey the property and that the property is free and clear from all liens and encumbrances, except: (a) easements, restrictions, conditions, and covenants of record; (b) all legal highways; (c) zoning and building laws, ordinances, rules, and regulations; and (d) any and all taxes and assessments not yet due and payable; and that Grantor(s) will warrant and defend the property against all other claims; and

WHEREAS, Grantor(s) desire to provide an exclusive easement to Grantee upon and across the Grantor(s)' Property for the purpose of creating and maintaining a public trail for recreational use and transportation as a part of the Oxford Area Trail System ("OATS Trail"); and

WHEREAS, the property conveyed is being acquired by Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public trail for recreational use and transportation as a part of the OATS Trail; and

WHEREAS, Grantee has provided Grantor with consideration in the sum of \$5,786.00.

WHEREAS, the foregoing recitals form an integral part of the Easement and are hereby incorporated into the body of the Easement.

NOW, THEREFORE, in consideration of the Recitals set forth above and the terms and conditions set forth below, the parties hereby agree as follows:

1. Grant of Trail Easement. Subject to the terms and conditions contained herein, Grantor hereby grants to Grantee, a permanent, exclusive easement for access, ingress and egress over and upon the area currently located on Grantor's Property as depicted on Exhibit B attached hereto and incorporated herein by reference (the "Trail Easement Area"). The Easement granted herein shall include a grant of rights to

Grantee for vehicular and pedestrian access to the Trail Easement Area. Grantor further grants to Grantee rights of access as reasonably necessary for the purpose of maintaining and repairing the trail, mowing and brush clearing, and clearing away litter and debris in the Trail Easement Area. The repair, maintenance or other activity undertaken by or at the direction of the Grantee on or to the Trail Easement Area shall be conducted in a manner that reasonably minimizes the impact on the Grantor's Property. Grantee shall undertake all actions reasonably necessary to restore the affected areas to the same condition as existed prior to such activities.

The Grantee shall be responsible for maintaining and repairing the trail, mowing and brush clearing, and clearing away litter and debris in the Trail Easement Area.

As the intended use of the Trail Easement Area is for public's recreational and transportation use as a connected portion of the OATS Trail, any recreational use may be subject to the provisions of R.C. 1533.181.

2. Use. The Grantee shall not permit the Easement Areas to be used for purposes inconsistent with those permitted in this Easement i.e. recreational use of the OATS Trail by the public at large.

3. Covenants Run with the Land. All covenants, agreements and conditions contained in this Easement shall be considered as running with the land and shall be a permanent benefit to Grantee and a permanent burden to Grantor's Property. This Easement shall be binding on all Grantee's successors and assigns.

4. Assignment. Grantee shall have the right to assign all the rights and benefits granted by this Easement.

5. Notices. Whenever it shall be required or permitted that notice or demand be given or served by either party to or on the other, such notice or demand shall be deemed to have been duly given or served when in writing and either personally delivered or placed in the custody of the United States Postal Service and forwarded by certified mail, return receipt requested, postage prepaid, and addressed to the Grantor or Grantee at the address provided above, or such other address as designated in writing.

6. Severability. If any provision of this Easement shall to any extent be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Easement shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

7. No Waiver. No waiver of any condition or covenant of this Easement to be satisfied or performed by either party shall be deemed to imply or constitute a further waiver of the same or any like condition or covenant, and nothing contained in this Easement nor any act of either party, except a written waiver signed by a party, shall be construed to be a waiver of any condition or covenant to be performed by the other party.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Easement on the day and date first written above.

"Grantor"

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

STATE OF OHIO, COUNTY OF _____, SS:

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by _____, the _____ of the City of Oxford, an Ohio municipality, on behalf of said municipality.

Notary Public

"Grantee"
CITY OF OXFORD, OHIO
an Ohio municipality

By: _____
Name: _____
Title: _____

STATE OF OHIO, COUNTY OF _____, SS:

The foregoing instrument was acknowledged before me this _____ day of _____,
2022, by _____, the _____ of the City of Oxford, an Ohio municipality,
on behalf of said municipality.

Notary Public

This Instrument Prepared By:

Coolidge Wall Co., L.P.A.
33 West First Street, Suite 600
Dayton, Ohio 45402

w:\wdox\client\012081\00000\01272516.docx



Exhibit A
Easement for Trail purposes
PID H4100141000006

CORPORATE
450 Grant Street / Akron, OH 44311
P 330.375.1390 / F 330.375.1590
TF 800.835.1390

Situated in the State of Ohio, County of Butler, Township of Oxford (T5N, R1E) and known as being part of Oxford Township Section 28 Lot 5 and further being part of land described in deed to Gregory B & Rebecca A Smith as recorded in book 8155 page 1895 of Butler County records and being more fully described as Follows:

CLEVELAND OFFICE
2800 Euclid Avenue, Suite 620
Cleveland, Ohio 44115

COLUMBUS OFFICE
88 East Broad Street, Suite 880
Columbus, Ohio 43215

envdesigngroup.com

Beginning on the centerline of Brookville Rd at the Grantors Southwest Corner;

Thence N 02° 27' 24" E along the Grantors West line, 33.31 feet to the North line of said Brookville Rd and the True Place of Beginning for the easement intended to be described herein;

Thence N 2° 27' 24" E along the Grantors West line, 40.32 feet;

Thence N 84° 36' 24" E parallel with the centerline of said Brookville Rd. and 40 feet Northerly, by perpendicular measurement, 89.61 feet;

Thence N 85° 23' 24" E parallel with the centerline of said Brookville Rd. and 40 feet Northerly, by perpendicular measurement, 535.19 feet; to the Grantor's east line;

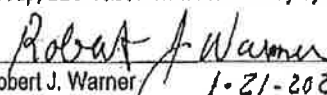
Thence S 2° 27' 24" W along the Grantors East line, 40.32 feet to the North line of said Brookville Road.

Thence S 85° 23' 24" W along the North line of said Brookville Rd, 534.92 feet;

Thence S 84° 36' 24" W along the North line of said Brookville Rd, 94.86 feet to the True Place of Beginning and containing 0.5783 acres of land.

Bearings are based on grid north in the Ohio State Plane Coordinate System South Zone NAD 83 (2011)

This description was prepared and reviewed by Robert J. Warner P.S. 6931 for Environmental Design Group, LLC based on a field survey by G. J. Berding Surveying, Inc. in June 2020.


Robert J. Warner
P.S. 6931



The community impact people.

CIVIL ENGINEERING / LANDSCAPE ARCHITECTURE / PLANNING / SURVEYING / ENVIRONMENTAL SERVICES / CONSTRUCTION MANAGEMENT

TRAIL EASEMENT
#2
EXHIBIT B

OXFORD AREA TRAIL SYSTEM EASEMENT

THIS OXFORD AREA TRAIL SYSTEM EASEMENT ("Easement") is hereby made this _____ day of _____, 2022 by _____ ("Grantor(s)"), whose mailing address is _____, and **THE CITY OF OXFORD, OHIO** ("Grantee"), whose mailing address is **15 SOUTH COLLEGE AVENUE, OXFORD, OH 45056**, under the following circumstances:

RECITALS

WHEREAS, Grantor(s) is the owner of certain real property situated in Butler County, Ohio pursuant to a deed recorded at Official Record _____ of the Butler County, Ohio deed records, with such property being more particularly described on Exhibit A attached hereto ("Grantor's Property"); and

WHEREAS, Grantor(s) are the true and lawful owner(s) in fee simple, and have the right and power to convey the property and that the property is free and clear from all liens and encumbrances, except: (a) easements, restrictions, conditions, and covenants of record; (b) all legal highways; (c) zoning and building laws, ordinances, rules, and regulations; and (d) any and all taxes and assessments not yet due and payable; and that Grantor(s) will warrant and defend the property against all other claims; and

WHEREAS, Grantor(s) desire to provide an exclusive easement to Grantee upon and across the Grantor(s)' Property for the purpose of creating and maintaining a public trail for recreational use and transportation as a part of the Oxford Area Trail System ("OATS Trail"); and

WHEREAS, the property conveyed is being acquired by Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public trail for recreational use and transportation as a part of the OATS Trail; and

WHEREAS, Grantee has provided Grantor with consideration in the sum of \$6,612.00.

WHEREAS, the foregoing recitals form an integral part of the Easement and are hereby incorporated into the body of the Easement.

NOW, THEREFORE, in consideration of the Recitals set forth above and the terms and conditions set forth below, the parties hereby agree as follows:

1. Grant of Trail Easement. Subject to the terms and conditions contained herein, Grantor hereby grants to Grantee, a permanent, exclusive easement for access, ingress and egress over and upon the area currently located on Grantor's Property as depicted on Exhibit B attached hereto and incorporated herein by reference (the "Trail Easement Area"). The Easement granted herein shall include a grant of rights to

Grantee for vehicular and pedestrian access to the Trail Easement Area. Grantor further grants to Grantee rights of access as reasonably necessary for the purpose of maintaining and repairing the trail, mowing and brush clearing, and clearing away litter and debris in the Trail Easement Area. The repair, maintenance or other activity undertaken by or at the direction of the Grantee on or to the Trail Easement Area shall be conducted in a manner that reasonably minimizes the impact on the Grantor's Property. Grantee shall undertake all actions reasonably necessary to restore the affected areas to the same condition as existed prior to such activities.

The Grantee shall be responsible for maintaining and repairing the trail, mowing and brush clearing, and clearing away litter and debris in the Trail Easement Area.

As the intended use of the Trail Easement Area is for public's recreational and transportation use as a connected portion of the OATS Trail, any recreational use may be subject to the provisions of R.C. 1533.181.

2. Use. The Grantee shall not permit the Easement Areas to be used for purposes inconsistent with those permitted in this Easement i.e. recreational use of the OATS Trail by the public at large.

3. Covenants Run with the Land. All covenants, agreements and conditions contained in this Easement shall be considered as running with the land and shall be a permanent benefit to Grantee and a permanent burden to Grantor's Property. This Easement shall be binding on all Grantee's successors and assigns.

4. Assignment. Grantee shall have the right to assign all the rights and benefits granted by this Easement.

5. Notices. Whenever it shall be required or permitted that notice or demand be given or served by either party to or on the other, such notice or demand shall be deemed to have been duly given or served when in writing and either personally delivered or placed in the custody of the United States Postal Service and forwarded by certified mail, return receipt requested, postage prepaid, and addressed to the Grantor or Grantee at the address provided above, or such other address as designated in writing.

6. Severability. If any provision of this Easement shall to any extent be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Easement shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

7. No Waiver. No waiver of any condition or covenant of this Easement to be satisfied or performed by either party shall be deemed to imply or constitute a further waiver of the same or any like condition or covenant, and nothing contained in this Easement nor any act of either party, except a written waiver signed by a party, shall be construed to be a waiver of any condition or covenant to be performed by the other party.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Easement on the day and date first written above.

“Grantor”

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

STATE OF OHIO, COUNTY OF _____, SS:

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by _____, the _____ of the City of Oxford, an Ohio municipality, on behalf of said municipality.

Notary Public

"Grantee"
CITY OF OXFORD, OHIO
an Ohio municipality

By: _____
Name: _____
Title: _____

STATE OF OHIO, COUNTY OF _____, SS:

The foregoing instrument was acknowledged before me this _____ day of _____,
2022, by _____, the _____ of the City of Oxford, an Ohio municipality,
on behalf of said municipality.

Notary Public

This Instrument Prepared By:

Coolidge Wall Co., L.P.A.
33 West First Street, Suite 600
Dayton, Ohio 45402

w:\wdox\client\012081\00000\01272516.docx



Exhibit A
Easement for Trail Purposes
PID H4100141000007

Situated in the State of Ohio, County of Butler, Township of Oxford (T5N, R1E) and known as being part of Oxford Township Section 28 Lot 5 and further being part of land described in deed to Rebecca A Smith & Cassandra K McCartney as recorded in book 8325 page 282 Tract I of Butler County records and being more fully described as Follows:

Beginning on the centerline of Brookville Rd at the Grantors Southwest Corner;

Thence N 2° 27' 24" E along the Grantors West line, 33.25 feet to the North line of said Brookville Rd and the True Place of Beginning for the easement intended to be described herein;

Thence N 2° 27' 24" E along the Grantors west line, 40.32 feet;

Thence N 85° 23' 24" E parallel with the centerline of said Brookville Rd. and 40 feet Northerly, by perpendicular measurement, 137.50 feet;

Thence S 04° 36' 36" E, 12.00 feet;

Thence N 85° 23' 24" E parallel with the centerline of said Brookville Rd. and 28 feet Northerly, by perpendicular measurement, 60.00 feet;

Thence N 04° 36' 36" W, 12.00 feet;

Thence N 85° 23' 24" E parallel with the centerline of said Brookville Rd. and 40 feet Northerly, by perpendicular measurement, 93.19 feet;

Thence N 82° 47' 24" E parallel with the centerline of said Brookville Rd. and 40 feet Northerly, by perpendicular measurement, 111.15 feet to the Grantor's east line;

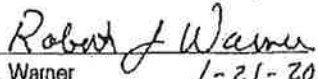
Thence S 2° 01' 10" W along the Grantors East line, 40.52 feet to the North line of said Brookville Road.

Thence S 82° 47' 24" W along the North line of said Brookville Rd, 105.55 feet;

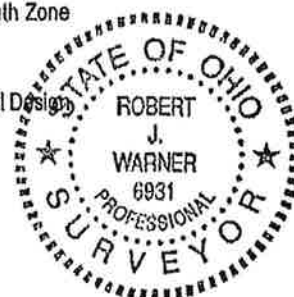
Thence S 85° 23' 24" W along the North line of said Brookville Rd, 296.55 feet to the True Place of Beginning and containing 0.3526 acres of land.

Bearings are based on grid north in the Ohio State Plane Coordinate System South Zone NAD 83 (2011)

This description was prepared and reviewed by Robert J. Warner P.S. 6931 for Environmental Design Group, LLC based on a field survey by G. J. Berding Surveying, Inc. in June 2020.


Robert J. Warner
P.S. 6931

1-21-2022



The community impact people.

CIVIL ENGINEERING / LANDSCAPE ARCHITECTURE / PLANNING / SURVEYING / ENVIRONMENTAL SERVICES / CONSTRUCTION MANAGEMENT

CORPORATE
450 Grant Street / Akron, OH 44311
P 330.375.1390 / F 330.375.1590
TF 800.835.1390

CLEVELAND OFFICE
2800 Euclid Avenue, Suite 620
Cleveland, Ohio 44115

COLUMBUS OFFICE
88 East Broad Street, Suite 880
Columbus, Ohio 43215

envdesigngroup.com



Exhibit A
Easement for Trail Purposes
PID H4100141000008

CORPORATE
450 Grant Street / Akron, OH 44311
P 330.375.1390 / F 330.375.1590
TF 800.835.1390

CLEVELAND OFFICE
2800 Euclid Avenue, Suite 620
Cleveland, Ohio 44115

COLUMBUS OFFICE
88 East Broad Street, Suite 880
Columbus, Ohio 43215

envdesigngroup.com

Situated in the State of Ohio, County of Butler, Township of Oxford (T5N, R1E) and known as being part of Oxford Township Section 28 Lot 5 and further being part of land described in deed to Rebecca A Smith & Cassandra K McCartney as recorded in book 8325 page 282 Tract II of Butler County records and being more fully described as Follows:

Beginning on the centerline of Brookville Rd at the Grantors Southwest Corner;

Thence N 2° 27' 24" E along the Grantors West line, 33.25 feet to the North line of said Brookville Rd and the True Place of Beginning for the easement intended to be described herein;

Thence N 2° 27' 24" E along the Grantors west line, 40.32 feet;

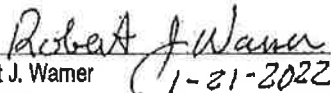
Thence N 85° 23' 31" E parallel with the centerline of said Brookville Rd. and 40 feet Northerly, by perpendicular measurement, 302.30 feet to the Grantors East line;

Thence S 2° 27' 24" W along the Grantors East line, 40.32 feet to the North line of said Brookville Road.

Thence S 85° 23' 24" W along the North line of said Brookville Rd, 302.30 feet to the True Place of Beginning and containing 0.2776 acres of land.

Bearings are based on grid north in the Ohio State Plane Coordinate System South Zone NAD 83 (2011)

This description was prepared and reviewed by Robert J. Warner P.S. 6931 for Environmental Design Group, LLC based on a field survey by G. J. Berding Surveying, Inc. in June 2020.


Robert J. Warner
P.S. 6931



The community impact people.

CIVIL ENGINEERING / LANDSCAPE ARCHITECTURE / PLANNING / SURVEYING / ENVIRONMENTAL SERVICES / CONSTRUCTION MANAGEMENT

Plot time: Sep 27, 2021 - 2:47pm
Drawing name: J:\2020\20-0233\CVWDWG\20-0233 Pre PUD.dwg - Layout Tab: PPD

BOWLING ESTATES LTD
PO BOX 330
BROOKVILLE RD
OXFORD, OH 45056-0330
H3510031000014

BOWLING ESTATES LTD
PO BOX 330
BROOKVILLE RD
OXFORD, OH 45056-0330
H3510031000017

BOWLING ESTATES LTD
PO BOX 330
BROOKVILLE RD
OXFORD, OH 45056-0330
H3510031000013

PRELIMINARY PLAT

OWL'S LANDING

SECTION 28, TOWN 5, RANGE 1 EAST

CITY OF OXFORD

BUTLER COUNTY, OHIO

OWNERS

REBECCA & GREGORY SMITH
682 GOLFVIEW DRIVE
CHILLICOTHE, OH 45601

CASSANDRA McCARTNEY
2603 OXFORD TRENTON ROAD
OXFORD, OH 45056

APPLICANT

TODD HOMES LLC
7791 JOAN DRIVE
WEST CHESTER, OH 45069
513-887-1111

PROJECT SUMMARY:

EXISTING ZONING: R-1B	
PROPOSED ZONING: R-1B RESIDENTIAL	
PLANNED UNIT DEVELOPMENT	
TOTAL SITE AREA	22.01 ACRES
BROOKVILLE ROAD	
RIGHT-OF-WAY DEDICATION	1.22 ACRES
DEVELOPMENT AREA	20.79 ACRES
OPEN SPACE	3.41 ACRES (16%)
LOT COVERAGE:	
SINGLE FAMILY LOT:	0.07 ACRES (65%)
OPEN SPACE LOT:	3.12 ACRES (38%)
LOT COUNT:	
SINGLE FAMILY LOTS =	89 (4.28 D.U./ACRE)
OPEN SPACE LOTS =	1
TOTAL LOTS =	90

SITE ANALYSIS:

- THE SITE DOES NOT CONTAIN MAPPED FLOODPLAIN AND IS DENOTED AS ZONE X PER FEMA COMMUNITY PANELS 39017C0019F & 39017C0132F.
- PER THE NRCS WEB SOIL SURVEY, MUCH OF THE SITE CONTAINS SOILS DENOTED AS PRIME FARMLAND. HOWEVER, THE PROPOSED SINGLE FAMILY USE WILL BE COMPARABLE TO THE ADJACENT USES.
- THE PROJECT SITE IS NOT LOCATED WITHIN AREAS NOTED BY THE CITY OF OXFORD HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION.
- THE SITE IS NOT LISTED ON THE NATIONAL REGISTER OF HISTORIC PLACES.
- THE OKI ENVIRONMENTAL RESOURCES AND GREENSPACE FEATURES MAPPING DOES NOT LIST ANY WETLANDS WITHIN THE SITE. TREE CANOPY COVER IS LISTED AT THE SOUTHEAST CORNER OF THE SITE.
- THE SITE CONTAINS ONLY MINOR AREAS OF SLOPES GREATER THAN 15% (>0.10 ACRES).

NOTES:

- ELECTRIC TO BE PROVIDED BY DUKE ENERGY.
- GAS TO BE PROVIDED BY GLENWOOD ENERGY.
- SANITARY SEWER, STORM SEWER AND WATER MAIN SHALL BE CONNECTED TO EXISTING CITY OF OXFORD SYSTEMS AND CONSTRUCTED PER CITY OF OXFORD STANDARDS AND SPECIFICATIONS.
- 2-FOOT INTERVAL CONTOURS PROVIDED BY BUTLER COUNTY GIS, DATED 2017, AND BASED ON NAD83 (HARN) GEOGRAPHIC COORDINATE SYSTEM.
- HOME SUMP DRAINS TO BE SPLASH BLOCKED TO SITE STORM DRAINAGE SYSTEM.
- STREET LIGHTING TO BE PROVIDED ALONG ALL STREETS.
- ON STREET PARKING SHALL BE RESTRICTED TO ONE SIDE OF ALL STREETS

MATTHEW MONTGOMERY & PAULA ANNE GREEN
125 LANTERN RIDGE RD
OXFORD, OH 45056-9491
H410014000005

JOSE BURDALO DOMINGUEZ & CRAVITTO MARISOL DEL-TOSO
60 AUTUMN DRIVE
OXFORD, OH 45056-8755
H4100135000064

DEBORAH KAY KEMPTON
64 AUTUMN DRIVE
OXFORD, OH 45056-9021
H4100135000063

ABSHIRE BEVERLY JR OF THE BEVERLY ABSHIRE TRUST
186 AUTUMN DRIVE
OXFORD, OH 45056-9494
H4100135000062

HUGH M & JENNIFER L CRADDOCK
72 AUTUMN DRIVE
OXFORD, OH 45056-8755
H4100135000061

TARA LYNN & RICHARD ALUM
76 AUTUMN DRIVE
OXFORD, OH 45056
H4100135000060

JOHN MANN & MARY CHERRY
88 AUTUMN DRIVE
OXFORD, OH 45056-8755
H4100135000059

EGON Q KRAAN
84 AUTUMN DRIVE
OXFORD, OH 45056-8755
H4100135000058

SINA ESTEKY & MASHHAD MAHYA RAHIMAN
88 AUTUMN DRIVE
OXFORD, OH 45056-8755
H4100135000057

PERRY M GORDON & KATHERINE P STROSS
92 AUTUMN DRIVE
OXFORD, OH 45056-8755
H4100135000056

KEVIN M & CHANDRA H ACKLEY
96 AUTUMN DRIVE
OXFORD, OH 45056-8755
H4100135000055

RICHARD C & JILL SPAGE
100 AUTUMN DRIVE
OXFORD, OH 45056
H4100135000054

MATTHEW MONTGOMERY & PAULA ANNE GREEN
125 LANTERN RIDGE RD
OXFORD, OH 45056-9491
H4100140000005

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H4100135000056

KEVIN M & CHANDRA H ACKLEY
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OXFORD, OH 45056-8755
H4100135000055

RICHARD C & JILL SPAGE
100 AUTUMN DRIVE
OXFORD, OH 45056
H4100135000054

MARGARET R WITMER
89 AUTUMN DRIVE
OXFORD, OH 45056-8757
H4100135000095

CARL SIGMON
91 AUTUMN DRIVE
OXFORD, OH 45056
H4100135000096

GREGG W & AMY E WENTZELL
95 AUTUMN DRIVE
OXFORD, OH 45056-3505
H4100135000097

MATTHEW W & JESSICA A WILLIAMSON
93 AUTUMN DRIVE
OXFORD, OH 45056
H4100135000098

MATTHEW W & JESSICA A WILLIAMSON
93 AUTUMN DRIVE
OXFORD, OH 45056
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MATTHEW W & JESSICA A WILLIAMSON
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H4100135000098

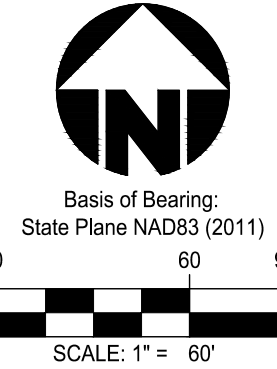
MATTHEW W & JESSICA A WILLIAMSON
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OXFORD, OH 45056
H4100135000098

MATTHEW W & JESSICA A WILLIAMSON
93 AUTUMN DRIVE
OXFORD, OH 45056
H4100135000098



Basis of Bearing:
State Plane NAD83 (2011)

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SCALE: 1" = 60'

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SCALE: 1" = 60'

OWL'S LANDING
PLANNED DEVELOPMENT
SECTION 28, TOWN 5, RANGE 1 EAST
CONGRESS LANDS WEST OF THE MIAMI RIVER
BUTLER COUNTY
OXFORD, OHIO

PRELIMINARY PLANNED DEVELOPMENT & SUBDIVISION

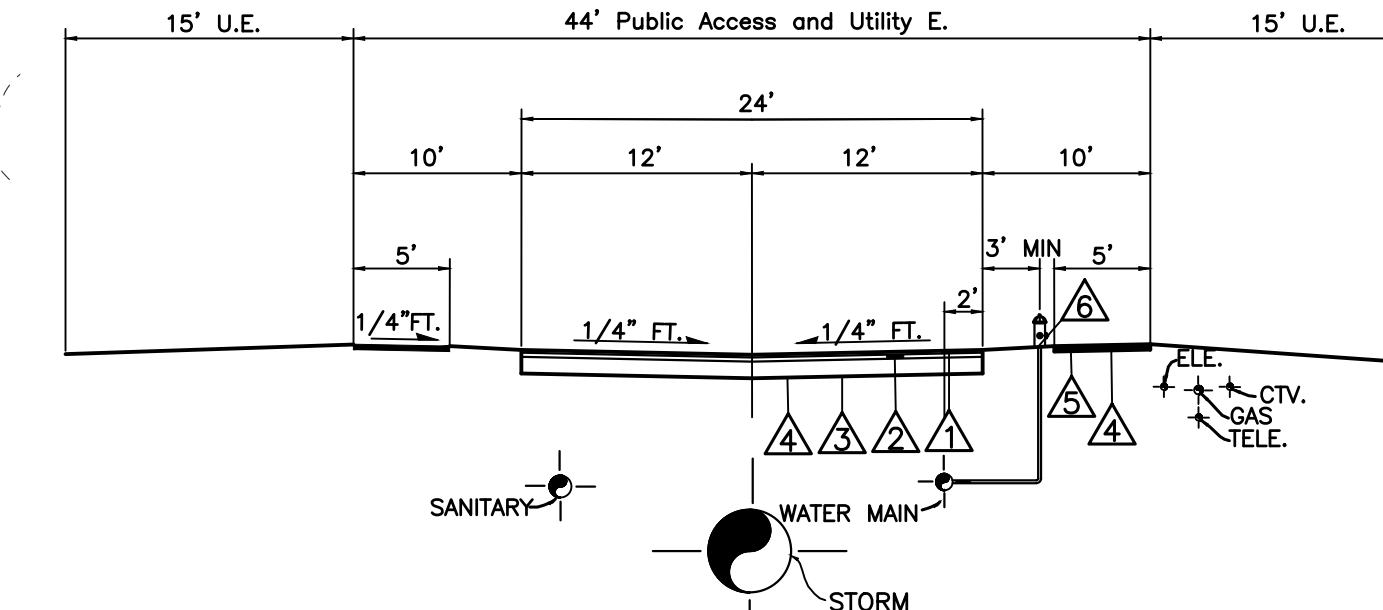
Drawing: 20-0233 PRE PUD
Drawn by: AMB
Checked By: JAB
Issue Date: 9-24-21

Sheet:
1 of 1

Sheet:
1 of 1



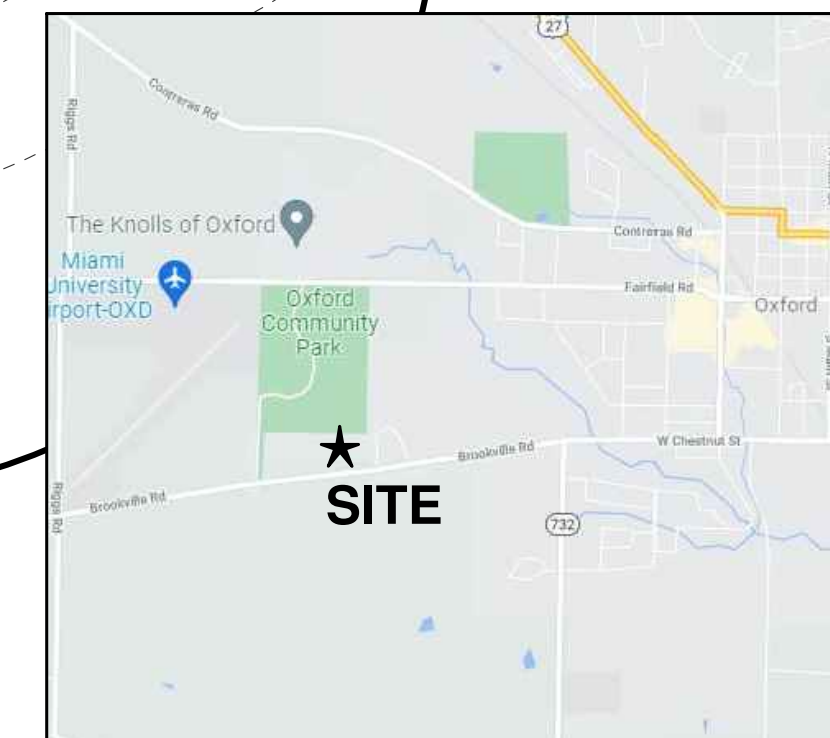
PRIVATE STREET TYPICAL SECTION



TYPICAL SECTION

- 1-1/2" ASPHALT CONCRETE SURFACE COURSE - ITEM 441
- 1-3/4" ASPHALT CONCRETE INTERMEDIATE LEVELING COURSE - ITEM 441
- 10" BASE COURSE - ITEM 304 AGGREGATE BASE
- COMPACTED SUBGRADE - ITEM 204
- FOUR INCH THICK CLASS "C" CONCRETE SIDEWALK, FIVE FEET WIDE
ITEM 608 WALK TO BE 1/2" HIGHER THAN SOD.
- SEEDING & MULCHING - ITEM 659 @ 1/2" PER FT. TYP

ITEM	DEPTH TOP OF PIPE
Underdrain	24" - 18"
Supplies	24" - 30"
Gas	24" - 30"
Water	48" - 54"
Electric	36" - 40"
Telephone	36" - 40"
Cable TV	36" - 40"



VICINITY MAP
NO SCALE



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Joe Newlin
DATE PREPARED:	3/7/2022
COUNCIL MEETING DATE:	3/15/2022
AGENDA TITLE:	Supplemental Budget Ordinance
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	
	JN 3-7-2022 <i>DRC</i> 3/8/22

DISCUSSION:

Issue 1

To make adjustment to budgeted revenue and expenditures for grants from Oxford Community Foundation for \$12,000 for Community Foundation for \$12,000 for Athletic Field Renovations and from Oxford Rotary Club \$6,500, \$5,000 for Athletic Field Renovations and \$1,500 for operating expenditures for Mobile Camp Trailer Improvements from unencumbered balances

Action Needed:

Revenue Side

Capital Equipment Fund (140)	1,500.00
Capital Improvement Fund (141)	17,000.00



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Expense Side

Capital Equipment Fund (140)	1,500.00
Capital Improvement Fund (141)	17,000.00

Net Effect on Fund Balance/(s) Increase/(Decrease)	-
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Issue 2

To make adjustment to budgeted revenue and expenditures for a grant from Butler County Department of Development for \$200,000 from their CARES Funding for Small Business Recovery Program to be administered by the Oxford Chamber of Commerce from unencumbered balance

Action Needed:

Revenue Side

Local Coronavirus Relief Fund (428)	200,000.00
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Expense Side

Local Coronavirus Relief Fund (428)	200,000.00
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Net Effect on Fund Balance/(s) Increase/(Decrease)	-
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Issue 3

To make adjustment to budgeted revenue and expenditures for a distribution of unclaimed American Rescue Plan Act funds from the Ohio Office of Budget Management from unencumbered balance

Action Needed:

Revenue Side

Coronavirus Local Fiscal Recovery Fund (429)	4,832.17
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Expense Side

Coronavirus Local Fiscal Recovery Fund (429) 4,832.17

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

Issue 4

To make adjustment to budgeted revenue and expenditures for accident recovery for a damaged fire hydrant this covers the repair of the hydrant from unencumbered balance

Action Needed:

Revenue Side

Water Fund (321) 32,475.26

Expense Side

Water Fund (321) 32,475.26

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

Issue 5

To make adjustment to budgeted appropriations for the reconstruction of Main St. - High St to Park Place from unencumbered

Action Needed:

Revenue Side

Expense Side

Capital Improvement Fund (141) 43,200.00



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Net Effect on Fund Balance/(s) Increase/(Decrease)	(43,200.00)
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(43,200.00)
Breakdown by Fund	
Capital Equipment Fund (140)	-
Capital Improvement Fund (141)	(43,200.00)
Water Fund (321)	-
Local Coronavirus Relief Fund (428)	-
Coronavirus Local Fiscal Recovery Fund (429)	-
Net Effect on Fund Balance/(s) Increase/(Decrease)	(43,200.00)

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3654 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 3 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2022.

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

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

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

SECTION 2: The following increase/(decrease) in revenues be made:

Capital Equipment Fund 140	1,500.00
Capital Improvement Fund 141	17,000.00
Water Fund 321	32,475.26
Local Coronavirus Relief Fund 428	200,000.00
Coronavirus Local Fiscal Recovery Relief Fund 429	4,832.17

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

Capital Equipment Fund 140	1,500.00
Capital Improvement Fund 141	17,000.00
Water Fund 321	32,475.26
Local Coronavirus Relief Fund 428	200,000.00
Coronavirus Local Fiscal Recovery Relief Fund 429	4,832.17
Capital Improvement Fund 141	43,200.00

SECTION 4: In all other respects, Ordinance No. 3654 shall remain in full force and effect.

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)