



Agenda

Oxford City Council

Court House

TUESDAY, MARCH 18, 2014

EXECUTIVE SESSION

None.

1. Roll Call. Kevin McKeehan, Mayor; Kate Rousmaniere, Vice-Mayor; Mike Smith; Bob Blackburn; Steve Snyder; Richard Keebler; Edna Southard

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

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

Request for use of F-2 (One-Time) Permit - Oxford Seniors - Joan Potter Sommer.



Letter

B. 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.

Minutes of the March 4, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

Report regarding the March 5, 2014 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)



Report

Report regarding the March 5, 2014 Environmental Commission Meeting. (Mike Dreisbach, Service Director)



Report

Report regarding the March 11, 2014 Civil Service Commission Special Meeting. (Donna Heck, Human Resources Director)



Report

A Resolution authorizing the sale of salvaged, junk and/or abandoned motor vehicles. (Bob Holzworth, Police Chief)



Staff Report/Resolution

A Resolution authorizing the City Manager to enter into an agreement with CDW-G for the purchase of computer equipment and software related to the City of Oxford's Storage Area Network (SAN) device and virtual server upgrade project to be purchased through the National Joint Powers Alliance contract #111309-CDW at a cost not to exceed \$35,684.26. (Kim Newton, Assistant to the City Manager)



Staff Report/Resolution

5. Resolutions.

A Resolution accepting the insurance bid of Insurance Specialist Group, Inc., DBA Love Insurance Partners for the City's property and casualty insurance coverage for 2014. (Joe Newlin, Finance Director).



Staff Report/Resolution

6. Ordinances.

A. First Reading.

An Ordinance Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2014. (Joe Newlin, Finance Director)



Staff Report/Ordinance

B. Second Reading.

An Ordinance To Amend Ordinance No. 3147 Regulating The Rates And Charges To Be Charged And Collected And The Services To Be Rendered By Glenwood Energy Of Oxford, Inc., Its Successors And Assigns, For Gas And Gas Service Furnished To All Of Its Customers Within The Corporate Limits Of The City Of Oxford During The Period Ending April 30, 2019 By Authorizing Glenwood Energy Of Oxford, Inc. To Implement A Rider To Recover The Costs Of Moving A Pipeline Associated With The U.S. 27 South Improvement project. (Mike Dreisbach, Service Director)



Staff Report/Ordinance

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment To Establish A Neighborhood Conservation Overlay District In A R-1A Single Family Low Density Residential District, For 29 Parcels Located On Contreras Road, James Road, Dick Drive, And Joseph Drive, In The City Of Oxford, Ohio. (Jung-Han Chen, Community Development Director)



Staff Report/Ordinance

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

1. Remarks from City Council and City Staff.

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

WED - Mar 19 Board of Zoning Appeals Meeting 7:30 p.m.

WED - Mar 26 Civil Service Commission Meeting 7:00 p.m. Cancelled

FRI - Mar 28 Community Improvement Corporation Meeting 12:00 p.m. LCNB

WED - Apr 2 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - Apr 2 Environmental Commission Meeting 7:00 p.m. Municipal Building

MON - Apr 7 Community Relations Commission Meeting 4:00 p.m. Municipal Building

THUR- Apr 10 Student Community Relations Commission Meeting 4:00 p.m. LCNB

WED - Apr 16 Board of Zoning Appeals Meeting 7:30 p.m.

THUR- Apr 17 Recreation Board Meeting 4:00 p.m. Senior Center

MON - Apr 21 Housing Advisory Commission Meeting 7:00 p.m.

WED - Apr 23 Civil Service Commission Meeting 7:00 p.m.

FRI - Apr 25 Community Improvement Corporation Meeting 12:00 p.m. LCNB

8. Adjourn.

oxford seniors

922 TOLLGATE DRIVE
OXFORD, OH 45056

(513) 523-8100 PHONE
(513) 524-3126 FAX

www.oxfordsenior.org

February 25, 2014

Dear Oxford City Council-

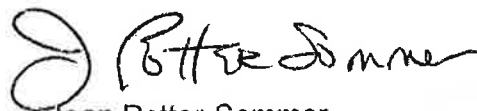
Oxford Seniors would like to request permission to serve wine at an event on May 19, 2014. The Oxford Seniors/Miami University Affiliation has been in existence since the fall of 2009. Both groups would like to formalize the relationship by signing a contract defining collaboration.

This Affiliation provides opportunities for both the Oxford Seniors members as well as the MU students. In addition to working closely with Scripps Gerontology program by mentoring students and supporting senior capstone projects, the Affiliation has successfully sponsored classes taught by MU students. These classes are available to the community and offer a variety of subjects including: Introduction to Korean Culture; language classes; Social networking, swing dance and art classes.

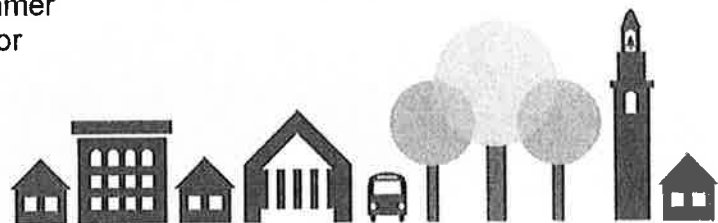
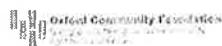
Our plan is to have an evening reception at Oxford Seniors from 4-6, with appetizers, soft drinks and wine. We will have a Board member appointed as bartender. Affiliation members will host the event and different displays will be set up to demonstrate the classes and various partnerships.

We thank you in advance for your consideration of this request.

With regards,



Joan Potter-Sommer
Executive Director



CREATING COMMUNITY SINCE 1953

A Regular meeting of the Oxford City Council was called to order by Mayor Kevin McKeehan on Tuesday, March 4, 2014 at 7:00 p.m. Those members present were Bob Blackburn, Richard Keebler, Kate Rousmaniere, Mike Smith and Edna Southard. Steve Snyder was excused.

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

ADJOURN TO EXECUTIVE SESSION

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

AYE: Mr. Keebler, Ms. Rousmaniere, Mr. Smith, Ms. Southard, Mr. Blackburn,
Mayor McKeehan (6)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Blackburn moved to adjourn from Executive Session at 7:28 p.m. Ms. Rousmaniere seconded. The motion passed 6-0-0.

PLEDGE OF ALLEGIANCE

Mayor McKeehan requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Southard moved to approve the agenda. Mr. Smith seconded. The motion passed 6-0-0.

PUBLIC PARTICIPATION

PUBLIC COMMENTS

Mr. Ian Sugarman, 300 E. Spring Street #223, referred to Section 725.09 of the Oxford Codified Ordinances and asked for an exception to the regulation that taxi drivers in Oxford must be at least 21 years of age. Mr. Sugarman noted he wanted to start a taxi cab business in Oxford and he would turn 21 in June. Mr. Sugarman advised he wanted to offer students a better and less expensive transportation option. Mr. Sugarman noted he filed for and received approval for a vendor's license from the county and all he needed was approval from the City to start operating his business.

Mr. Sugarman advised Oxford Taxi called him to Emerson Hall and cornered him with their vehicles and threatened him. Mr. Sugarman advised Oxford Taxi owners/employees insinuated physical harm to him if he started a taxi cab business. Mr. Sugarman advised he would like some degree of protection from the owners/employees of Oxford Taxi.

Mayor McKeehan inquired if Mr. Sugarman filed a police report regarding the incident and Mr. Sugarman replied, not a formal one.

Mr. Keebler suggested that Mr. Sugarman discuss the age regulation for a Taxi Cab driver with the City Manager who could report back to Council. Mr. Keebler advised the complaint regarding Oxford Taxi was a police matter and a police report should be filed regarding the incident. Mr. Blackburn added that since the incident occurred on Miami's property, a police report should also be filed with the Miami University Police Department.

CONSENT AGENDA

MINUTES

Minutes of the February 18, 2014 City Council Meeting. (Donna Heck, Acting Clerk of Council)

REPORTS

Report regarding the February 11, 2014 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the February 12, Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Ms. Rousmaniere moved to approve the consent agenda. Mr. Blackburn seconded. The motion passed 6-0-0.

RESOLUTIONS

RESOLUTION

OXFORD BIKE & PEDESTRIAN SAFETY IMPROVEMENT PLAN

A Resolution No. 4815 of City Council accepting the Planning Commission's recommendation and approving the implementation of the Oxford Bike and Pedestrian Safety Improvement Plan and incorporating the same into the Transportation Chapter of the Oxford Comprehensive Plan. (Jung-Han Chen, Community Development Director)

Mr. Chen advised in October, 2012, staff prepared a concept plan as a result of an initiative from Miami University to comprehensively review and make recommendations to the on-campus circulation master plan and an IES student's study entitled 'Shifting Gears – A Bicycle and Pedestrian Plan for Oxford'.

Mr. Chen noted City Council, based on positive recommendations from the Planning Commission, directed staff to undergo a technical analysis to develop a specific improvement plan for bikes and pedestrians for future consideration. Mr. Chen advised staff members from the Community Development, Police and Service Departments met in subsequent months to review recommendations from 'Shifting Gears' and Miami's on-campus circulation master plan to make changes based upon technical data and professional expertise. Mr. Chen noted the outcome of the analysis was presented to the Planning Commission at their October 2013 meeting. Mr. Chen advised in November, 2013 the draft plan was submitted to the Planning Commission Subcommittee on Alternative Transportation to further develop the phased improvement schedule and to coordinate a public input session at the beginning of 2014 to solicit public comments for consideration. Mr. Chen noted the effort of promoting biking and walking expanded and collaborated with other efforts including the Safe Routes to School initiative and the Oxford Areas Trail System's recreational trail project. Mr. Chen advised staff continued to collaborate with Miami University on the upcoming resurfacing project on Spring Street, from Patterson Avenue to Campus Avenue and noted Miami planned to move forward with dedicated on-street bike lanes on Spring Street and signage improvements at SR 73 and US 27 and Spring Street during the summer of 2014. Mr. Chen advised the Oxford Bike and Pedestrian Safety Improvement Plan was developed as a planning document to guide the discussion, formation and public engagement of all components of the plan and the process started with the specific goals and objectives that were presented to Council in 2012. Mr. Chen noted the goals and objectives were to improve the safety and convenience of all modes of transportation, to promote a safe, integrated bicycle and pedestrian network and to create a City of Oxford Bicycle and Pedestrian plan that worked concurrently with the Miami University Circulation Master Plan. Mr. Chen advised based on the goals and objectives, staff analyzed the relevant adopted policy/plans of the City and the similar plans/documents from the university and other generally available resources to be used as reference documents. Mr. Chen noted using the findings and recommendations from 'Shifting Gears' staff further analyzed the recommendations based on technical reasoning and developed another set of recommendations which the Alternative Transportation Subcommittee of the Planning Commission prioritized and developed a phased improvement plan. Mr. Chen advised a public outreach and input session took place on January 11, 2014 in the LCNB Community Room to unveil the plan and solicit public comments. Mr. Chen noted many positive comments about the effort to create a bike and pedestrian network with emphasis on safety impediments to bicyclists and pedestrians were provided by the public and were on file in the Community Development Department. Mr. Chen advised the Oxford Bike and Pedestrian Safety Improvement Plan was a planning document that would enable the Planning Commission and staff to update the progress and monitor the implementation status of the plan and it would serve as a guiding reference for the City to move forward with the Complete Street concept. Mr. Chen referred to page 12 of the agenda and discussed the Near Term (0-2 year) recommendations of the plan, the Medium Term (3-5 year) recommendations of the plan and the Long Term (6-10+ year) recommendations of the plan. Mr. Chen advised the Planning Commission recommended that Council approved the implementation of the Oxford Bike and Pedestrian Safety Improvement Plan and that the plan be made an attachment to the Transportation Chapter of the Oxford Comprehensive Plan. Mr. Chen referred to page 18 of the agenda and noted the Planning Commission voted 6-0-0 to recommend approval of the plan to City Council, not 3-3-0 as was printed in the report. Mr. Chen offered to answer any questions and noted Dr. David Prytherch, Planning Commission Chair, was also in attendance.

Ms. Rousmaniere referred to a slide shown by Mr. Chen and also presented on page 14 of the agenda and inquired what the red circles designated. Mr. Chen advised they were intersection improvements such as the installation of a crosswalk at the intersection of Central Avenue and Campus Avenue.

Mayor McKeehan inquired if shared roads were designated by street markings or signage and Mr. Chen advised the streets would be marked per the Uniform Traffic Control Device Manual.

Mr. Keebler inquired if property owners were notified that the City may eliminate parking spaces on streets such as Spring Street and McGuffey Avenue to accommodate the shared road concept and Mr. Chen advised no, although many public meetings were held. Ms. Rousmaniere noted there were no set dates or final plans for the implementation of shared roads. Mr. Keebler inquired if by accepting the recommendations Council was agreeing to each recommendation without further input. Mr. Chen advised it was up to Council to accept the recommendations or modify them. Mayor McKeehan noted if Council accepted the recommendations the plan would move forward without Council input and Mr. Chen advised that was correct. Ms. Rousmaniere inquired if it was protocol to notify property owners of a change to their street once a date was set. Mr. Keebler advised it was not a legal requirement but he felt it was the right thing to do. Mr. Keebler noted he did not see how a bicycle lane could be extended through the College Avenue intersection given the width of the street and the fact there was a turn lane that was already tight. Mr. Chen advised it would be a dedicated bike lane and shared road. Mr. Blackburn inquired if residents would receive assistance from the City to create parking spots in a back yard for example if they lost on street parking and Mr. Chen advised yes. Mr. Blackburn noted there was a bike lane on Spring Street 20 years ago and Mr. Keebler stated it didn't work. Mr. Elliott advised the intersection improvements would not impact property owners and City staff would likely go ahead with them and noted Spring Street was critical and staff would like Council's input on Spring Street safety improvements. Mr. Keebler noted concern with the intention for College Avenue and advised he did not want to see the turn lanes go away. Mr. Keebler noted Spring Street narrowed from Main Street west and inquired how that would affect the plan. Ms. Rousmaniere noted Council was being asked to accept the recommendation of the Planning Commission and approve the implementation of the Bike and Pedestrian Safety Improvement Plan and incorporate it in the Transportation Chapter of the Oxford Comprehensive Plan. Ms. Rousmaniere stated the Comprehensive Plan was an implementation and planning document without specific details and Council should leave it to staff to determine how to deal with College Avenue and turn lanes and other problematic areas. Mr. Elliott advised he would like to focus on Spring Street and possibly send a letter to property owners regarding what was being considered such as painting lines and eliminating parking spaces. Mr. Keebler inquired if Council was being asked to approve the plan as simply a planning document or approve all the recommendations as specified in the plan in which case Council did not have enough information. Mr. McHugh advised the plan would be incorporated into the Transportation Chapter of the Oxford Comprehensive Plan and while it was not the zoning code it did have elevated guidance as to what should be done. Mr. McHugh noted the plan would not be codified like the zoning code was but it would provide guidance. Mr. Keebler advised how he would vote on the proposed Resolution would depend on if this was a planning document with specific changes that would come back to Council individually or if it was a green light to implement the plan based on the map presented.

Mr. David Prytherch, 6195 Contreras Road, Planning Commission Chair, noted he wanted to offer thanks and advised this process had been going on for a long time and an incredible number of people had been involved in sorting out the challenging issues. Mr. Prytherch advised the Planning Commission and Miami's Institute for Environmental Sciences did a variety of studies in the 1990s and early 2000s on multi-use paths, bike lanes and the feasibility of alternative transportation. Mr. Prytherch thanked the OATS group and the Oxford Parks and Recreation department for moving forward with thinking about a route around town which was incorporated in the Thoroughfare Plan. Mr. Prytherch thanked Paul Brady and former Planning Commission members for their efforts regarding the Thoroughfare Plan. Mr. Prytherch thanked John Seibert and Vincent Cirrito for creating the Miami University Circulation Master Plan with the assistance of consultants, the Police Chief and the City Manager. Mr. Prytherch noted the Planning Commission met with City Council a few years ago and made bike and pedestrian safety a priority for the Planning Commission. Mr. Prytherch thanked planning commissioners, Anna Dragovich, the Environmental Commission and the Parking and Transportation Board for providing input and thanked Council and staff for their support in analyzing the feasibility of the recommendations. Mr. Prytherch noted the Planning Commission was prepared to go forward with a broad overall plan but there were questions on how to implement the plan and thanked staff members Sam Perry, Jung-Han Chen, Perry Gordon, Victor Popescu, Mike Dreisbach and Alan Kyger for their efforts. Mr. Prytherch advised the Talawanda School District collaborated closely and Safe Routes to School initiatives were incorporated into the plan and thanked Superintendent, Kelly Spivey, Treasurer, Mike Davis, Health and Wellness Coordinator, Amy Macechko, Principals Jason Merz and Mike Malone and parents who walked the streets to identify pedestrian safety issues in and around the schools. Mr. Prytherch also thanked the Talawanda School Board for their support. Mr. Prytherch thanked Jessica Greene of the Oxford Visitors Bureau, Larry Frimerman of Oxford Township, Butler County Metro Parks, former OATS members and all of the citizens who provided input and useful feedback at the public meetings. Mr. Prytherch thanked Planning Commission members Kate Rousmaniere and Robert Bell for serving on the subcommittee and thanked City Council for their consideration of the plan.

Ms. Amy Macechko, 37 Jeffrey Drive, Health and Wellness Coordinator for the Talawanda Schools, noted it was her pleasure to be in attendance this evening to thank all of the staff the school district had worked with and for the collaboration regarding the Safe Routes to School initiative. Ms. Macechko advised the school district was excited to embark upon the project as a community as there were many benefits including environmental, sustainability and overall health benefits for Talawanda youth and families. Ms. Macechko noted many audits and a survey took place and parents wanted their children to walk and bike to school but there were some barriers. Ms. Macechko advised the school travel plan that was recently approved looked at infrastructure and educational enforcement strategies to encourage and support the safe walking and biking of young people to school. Ms. Macechko noted Talawanda's Treasurer and CFO, Mike Davis could not be in attendance this evening but he had been intimately involved in the project and was very supportive of it. Ms. Macechko thanked everyone for partnering with the school district noting it was an exciting opportunity and the collaboration spoke highly to the community's value of this work.

Mayor McKeehan inquired of the word 'implementation' in the Resolution locked Council into constructing the Bike and Pedestrian Safety Improvement Plan. Mr. McHugh advised the intent was to implement the plan using it as part of the Oxford Comprehensive Plan for guidance.

Mr. Blackburn inquired if Council could accept the plan as a work in progress with changes such as on Spring Street coming back to Council with an exact plan including notification to property owners if parking spaces were to be eliminated. Mr. Blackburn noted Council would 'get the heat' if people didn't like the plan. Mr. Blackburn advised he agreed with the plan but could not give it a blanket approval.

Ms. Rousmaniere advised she felt it was Council's job to 'take the heat' and encouraged Council members to think about approving a vision of health, safety and wellness for the City of Oxford instead of approving specific individual plans. Ms. Rousmaniere noted what Mr. Prytherch and Ms. Macechko talked about was the years of discussion people have had about changing the way the City looked and acted for safety, health and environmental awareness. Ms. Rousmaniere referred to the US 27 North and South improvement projects that Council approved and noted Council had long discussions about how the end result would look but the rest was left to staff. Ms. Rousmaniere advised the point of a Comprehensive Plan was to set direction and Council would approve or not approve a direction that would lead to changes being made over a ten year period. Ms. Rousmaniere noted if someone complained she would take the heat. Ms. Rousmaniere encouraged Council to think about a broader vision of the plan as it was not just bike lanes and crosswalks it was about safety issues for kids going to school, problematic intersections and dealing with residential and commercial construction that changes roads and how people were driving, walking and biking on those roads.

Mr. Elliott referred to page 17 of the agenda and advised the City was already planning to implement some of the items including the Bonham Road bridge replacement and on-shoulder bike lanes on 27 South. Mr. Elliott noted according to the plan, the City had 10 years to build the OATS trail but there was no funding for it although the Visitors Bureau was working on ways to obtain other sources of funding. Mr. Elliott advised the big ticket items in the plan would require appropriations from Council. Mr. Elliott noted concern with the word implementation in the Resolution as he didn't want Council members to be disappointed if all of the items were not implemented due to budgeting or other constraints. Mr. Elliott referred to the proposed changes on Spring Street and advised he wanted to come to Council after property owners were contacted and let Council know a Public Hearing was needed and should occur this year.

Mr. Keebler advised he would like to see a specific recommendation for Spring Street and noted concern for property owners on McGuffey Avenue and Chestnut Street if parking spaces were eliminated as they would have no parking for guests. Mr. Keebler noted concern that there might not be enough people utilizing bike lanes on a daily basis. Mr. Keebler advised a long time ago Spring Street had bike lanes and they did not work and in some ways there were more bicyclists then than there were now. Mr. Keebler referred to the Maple Street intersection and advised he would rather see a traffic light there instead of stop signs. Mr. Keebler noted at class change cars would never get through the intersection with stop signs. Mr. Keebler advised he had specific concerns and he wanted Council to weigh in on the implementation of major changes.

Mr. Dreisbach noted staff needed a policy determination from Council and Council felt they didn't have all of the information they needed.

Mr. Dreisbach suggested removing the dedicated bike lanes on the west side of town for further consideration while staff implemented the rest of the plan. Mr. Dreisbach noted staff needed a decision on Spring Street from Patterson Avenue to Campus Avenue as it did not impact private property owners. Mr. Dreisbach advised three new buildings and a dining hall would open soon on western campus and there would be floods of pedestrians and bikes coming into that intersection. Mr. Dreisbach noted if the dedicated bike path was the hang-up for Council he would ask that it be removed for further consideration and if Council wanted a public hearing for impacted property owners he was sure they would say don't do it. Mr. Dreisbach advised this was public right-of-way not the property owners parking space in front of their property it was for public use and it would be difficult for Council to decide what the best use of the space was.

Mr. McHugh referred to Section 305.01 of the Codified Ordinances which provided that the City Manager was also the Director of Safety and had the authority to place traffic control devices and markings which were valid until rescinded or voted on by a motion of Council. Mr. Elliott advised if it came to eliminating parking spaces he would bring the matter to Council for direction.

Mr. Keebler advised he would like to see the proposed legislation pass with the assurance that any major changes to intersections or the implementation of dedicated bike lanes came back to Council individually for resolution and with that assurance the plan could be incorporated into the Comprehensive Plan.

Ms. Southard asked Council to think about the plan in larger terms and not intersection by intersection. Ms. Southard noted she felt it was a vision of what Council would like the City to be like. Ms. Southard advised she felt once the City was more accessible for people walking and biking they would do it more.

Mr. Smith inquired if Council could ask staff for a more detailed implementation plan and bring the matter back in 60-90 days. Mr. Dreisbach advised staff was looking for policy guidance and did not want to spend time on detailed plans and engineering for something Council might not want to do.

Ms. Rousmaniere suggested that Council approve the plan as a policy document and stay in touch with staff regarding its progress.

Mr. Chen noted every year staff updated Council with regard to Comprehensive Plan accomplishments and staff could update Council on the Bike and Pedestrian Safety Improvement Plan semi-annually if Council wished.

Ms. Rousmaniere moved to adopt Resolution No. 4815. Mr. Keebler seconded. The motion passed 6-0-0.

ORDINANCES
FIRST READING

ORDINANCE
AMENDING ORDINANCE
NO. 3147

An Ordinance To Amend Ordinance No. 3147 Regulating The Rates And Charges To Be Charged And Collected And The Services To Be Rendered By Glenwood Energy Of Oxford, Inc. Its Successors And Assigns, For Gas And Gas Service Furnished To All Of Its Customers Within The Corporate Limits Of The City Of Oxford During The Period Ending April 30, 2019 By Authorizing Glenwood Energy Of Oxford, Inc. To Implement A Rider To Recover The Costs Of Moving A Pipeline Associated With The U.S. 27 South Improvement project. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the City was moving forward with improvements to 27 South of Chestnut Street and ODOT awarded the contract and construction would commence later this month. Mr. Dreisbach noted utilities needed to be relocated and updated including the gas main which was privately owned by Glenwood Energy. Mr. Dreisbach advised this was a collectible expense for Glenwood Energy as the City could not ask them to relocate the gas main without a way to pay for it. Mr. Dreisbach noted the City Manager, staff, Mr. McHugh and the City's utility attorney worked on an agreement to add a rider to the rate charged for natural gas which would be 24 cents in addition to the existing rate for every 1,000 cubic feet of gas purchased. Mr. Dreisbach advised the fee was only allowed to be collected for approximately 5 years or until the company recuperated their costs. Mr. Dreisbach noted Mr. McHugh and the City's utility attorney reviewed the rate and believed it to be appropriate.

Mr. Keebler inquired what the total construction cost estimate was for the pipeline relocation and Mr. Dreisbach advised approximately \$500,000. Mr. Keebler inquired if audits would be made to make sure collections did not exceed the construction cost. Mr. Dreisbach advised the City's utility attorney had an accountant who was very familiar with rates, tariffs and rules and the PUCO received the data as well. Mr. McHugh referred to the proposed Ordinance on page 25 of the agenda and noted 'the company shall provide documentation to the City Manager showing the calculation of the credit no later than 15 days prior to the date of the annual adjustment'.

Mayor McKeehan noted Glenwood Energy was permitted to collect this fee by the PUCO but Council had some say so because the contract was local. Mr. Dreisbach noted Council awarded the franchise and Council controlled the rate being charged.

Ms. Rousmaniere noted for 5 years all customers in Oxford who used Glenwood Energy would have a 4% rate increase and Mr. Dreisbach advised yes, on the general service rate. Ms. Rousmaniere inquired if the customer's bill would indicate what the increase was for. Mr. Dreisbach advised it would be shown on the bill as a pipeline relocation rider.

Mayor McKeehan noted he felt the rider was reasonable and justified.

ORDINANCE
OVERLAY DISTRICT

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment To Establish A Neighborhood Conservation Overlay District In A R-1A Single Family Low Density Residential District, For 29 Parcels Located On Contreras Road, James Road, Dick Drive, And Joseph Drive, In The City Of Oxford, Ohio. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the proposed map amendment was to establish a Neighborhood Conservation Overlay District and the enabling legislation for this district was adopted by Council in 2012. Mr. Chen noted the petition to establish the district was filed with the Clerk of Council on November 8, 2013 and a resolution was adopted by City Council accepting the petition and forwarding the request to the Planning Commission for recommendations on December 3, 2103. Mr. Chen advised the Planning Commission reviewed the request on February 11, 2014 and several residents of the area were in attendance and spoke in favor of the overlay district. Mr. Chen noted the intent of this overlay district was to be a grass-roots effort which only altered one aspect of the permitted land uses (residential occupancy) and the base zoning regulations were retained. Mr. Chen advised without the overlay, a single dwelling unit could be rented to up to four unrelated persons and with the overlay, a single dwelling unit was limited to being rented to no more than two unrelated persons. Mr. Chen noted the Planning Commission recommended approval of the zoning map amendment having met the Decision Standards of Chapter 1146, and at least one Decision Standard of Chapter 1135. Mr. Chen advised 6 members of the Planning Commission were in attendance however, three were recused due to residency inside or within 200 feet of the subject area. Mr. Chen noted legal council confirmed that the three voting members with a vote of 3-0-0 constituted an approval of the recommendation to City Council.

Mayor McKeegan requested clarification on whether or not one of the parcels was inside or outside of the proposed overlay district based on a communication Council received earlier in the week. Mr. Chen advised the same person owned 6015 and 6005 Joseph Drive but only signed the petition for 6015 and therefore 6005 was not included in the proposed district.

Mr. Bill Fisher, 4883 James Road, advised he and Jennifer Blue brought the proposed petition to the Planning Commission. Mr. Fisher noted people in this neighborhood had talked about their concerns with rental properties for over 10 years. Mr. Fisher discussed previous attempts to deal with rental properties in this neighborhood that never came to fruition. Mr. Fisher noted now that procedures for an overlay district were in place he and Ms. Blue decided to move forward and obtain signatures for the petition.

Mayor McKeegan noted he appreciated the efforts of Mr. Fisher and Ms. Blue.

Mr. Vinny Cirrito, 4903 James Road, advised he lived within the proposed overlay district and the neighbors were excited about the map amendment. Mr. Cirrito noted his wife could not be in attendance but he wanted to express her thoughts. Mr. Cirrito advised his wife was from Oxford and used to live on Chestnut Street and watched Oxford change as students moved westward. Mr. Cirrito noted he and his wife wanted to live in the mile square but with the student population in the mile square it was too difficult to raise a family.

Mr. Cirrito advised his home on James Road afforded his family the ability to walk Uptown, to establishments on Lynn Street and to Kroger and they were in a nice single-family neighborhood. Mr. Cirrito noted the overlay district would allow neighbors to know that the neighborhood would not change and their fears could be put to rest. Mr. Cirrito advised he appreciated Council's consideration of the request.

Ms. Rousmaniere advised this process was laid out very carefully and it started with the Housing Advisory Commission. Ms. Rousmaniere noted it was a fairly complicated procedure and it was followed properly by the petitioners.

Mayor McKeehan noted the Housing Advisory Commission worked on this process for about two years and researched what other communities were doing and a lot of discussion took place. Mayor McKeehan noted he felt the overlay district would work well.

Mr. Keebler advised it was what Council intended when they adopted the enabling legislation and it made sense to approve the request.

Mr. Blackburn inquired if someone did not sign the petition and sold their property if they would have to go with the overlay district. Mayor McKeehan advised if there was already a rental permit it would not be affected. Mr. Blackburn noted Council had been approached by people who thought this was more like a taking because they were being told what they could and could not do with their property. Mr. Blackburn noted he felt it was good to preserve neighborhoods and inquired if legally Council was ok in doing this. Mr. McHugh advised the City attempted to put together a due process for citizens and if anyone was opposed to it they could have appeared tonight or at the Planning Commission hearing. Mayor McKeehan noted the enabling legislation contained a reversionary process. Mr. Keebler noted the overlay district could make a property more valuable not less valuable.

ORDINANCE

SECOND READING

None.

DISCUSSION

ENERGY AGGREGATION

Mr. Elliott referred to pages 53 and 54 of the agenda and noted the League of Women Voters of Oxford asked staff to look into the issue of energy aggregation for the City of Oxford. Mr. Elliott advised in Ohio local communities were allowed by law to join their citizens together to buy natural gas and/or electricity as a group and gain buying power to solicit the lowest price for the group's electric and/or natural gas needs. Mr. Elliott noted governmental energy aggregation for natural gas in Oxford was not possible as Glenwood Energy provided the natural gas service and the rate was not unbundled. Mr. Elliott advised he provided Council with a governmental aggregation fact sheet from the Office of the Ohio Consumers' Counsel which detailed the process for municipalities. Mr. Elliott noted his research indicated that most communities had adopted an 'opt-out' form of aggregation which automatically included all eligible consumers except for those who chose not to participate. Mr. Elliott advised Council would need to adopt legislation and the issue would be placed on the ballot for an opt-out program.

Mr. Elliott noted an opt-in program did not require a vote of the citizens and they would have to notify the City if they wished to be included in the program. Mr. Elliott advised presently Oxford consumers only had two choices (Duke Energy and the Electric Choice Program) for the generation component of their energy needs noting electric service was unbundled and included generation, transmission and distribution components. Mr. Elliott recommended that the City of Oxford moved forward with establishing a Governmental Electric Aggregation program and noted currently approximately 50% of Duke residential customers in Oxford had switched energy providers. Mr. Elliott advised if Council and the residents adopted an opt-out program the residents would benefit from a Governmental Aggregation Program rate. Mr. Elliott noted the downside was that the City would have to accept responsibility for establishing the program and any additional administrative costs although the additional administrative costs could be included in the negotiated consumer rate. Mr. Elliott advised if a resident used on average 1,000 kWh per month, a \$0.01 reduction in the electric generation cost would equal an annual savings of \$120.00. Mr. Elliott noted the League of Women Voters asked staff to refer this matter to the Environmental Commission for recommendations however, if Council wanted it in place for the November ballot legislation would need to be adopted in the near future.

Mr. Keebler inquired what the administrative costs consisted of other than the cost for the bid process. Mr. Elliott advised residents would need to be notified of the program by letter, an Ordinance would have to be drafted for the ballot issue, public hearings would need to take place and the City had to provide information to the PUCO to certify the City as an aggregator. Mr. Elliott noted the largest expense would be for negotiating the contract. Mr. Keebler advised he wanted to know what the effect on staff was because residents could sign up for the program now on their own.

Mayor McKeehan inquired if staff had talked with similar communities who participated in an aggregation program and Mr. Elliott advised yes, and their experiences had been positive.

Ms. Southard noted not everyone had access to a computer or the time or energy to evaluate the program and Council needed to protect those citizens who did not have the time, energy or resources to negotiate this on their own. Ms. Southard noted she felt the City should offer this program to the community.

Mayor McKeehan noted an opt-out situation was not always accepted as a positive trait. Mr. Elliott advised there would be an educational process for citizens and noted the City of Forest Park had the issue on their ballot and it failed.

Mr. Wright Gwyn, 505 W. Chestnut Street, advised he worked for the City of Forest Park which was one of the few cities that declined to participate in Governmental Energy Aggregation. Mr. Gwyn noted it had been on Forest Park's ballot twice and failed. Mr. Gwyn advised there was little promotion or education the first time the issue was on the ballot and the second time there was more education and it failed. Mr. Gwyn noted many residents of the Forest Park community did not like 'Big Government' or the government meddling with their utility bills. Mr. Gwyn advised he didn't like the program at first but now he felt there were a lot of good reasons to explore it and there were positive aspects of the program.

Ms. Rousmaniere referred to the League of Women Voter's letter on page 53 of the agenda which stated they wanted to better understand Ohio's goal of having a Renewable Energy Portfolio that would account for 25% by 2025. Ms. Rousmaniere noted the City of Cincinnati accepted the concept of Governmental Energy Aggregation in 2012 and their proposal opted for 100% of its supply to be from renewable sources. Ms. Rousmaniere advised in terms of garnering support and providing education she had concerns about the impact on staff. Ms. Rousmaniere noted the renewable aspect could attract a lot of people to promote Governmental Energy Aggregation in ways that might help out.

ANNOUNCEMENTS

Mr. Elliott advised he met with Chief Detherage and Councilor Keebler today on the Fire Station addition project and the architect was getting close to completing the plans. Mr. Elliott noted a supplemental appropriation Ordinance would be on the next Council agenda so funds were in place for the project when the bids were received. Mr. Elliott advised once the bids were received a Resolution for the construction of the project would come before Council.

Mr. Dreisbach noted he was looking forward to warm weather. Mayor McKeehan thanked Mr. Dreisbach and the Service Department staff for their great work during this trying winter season.

Mr. Smith commended Chief Detherage and Chief Holzworth noting they did a great job of handling the train incident on the 21st. Mr. Smith stated he felt the traffic management and moving a fire truck to the west side of town was very proactive.

Ms. Rousmaniere advised former Councilor Kate Currie was getting ready for the Oxford Kinetics Festival which would take place in April. Ms. Rousmaniere noted on Sunday from 6:30 to 8:30 p.m. at the Oxford Community Arts Center a Kinetic Picture Show was planned with the screening of a number of very short independent movies about bikes from around the world. Ms. Rousmaniere advised there would be a pot-luck dinner and encouraged everyone to bring food, beverages, cocktails or snacks. Ms. Rousmaniere noted the event was free of charge but donations would be appreciated.

Ms. Southard thanked the League of Women Voters for bringing the aggregation issue forward noting she felt it was a good thing to do for the community. Ms. Southard noted the 2014 Government Services Directory published by the League of Women Voters was available at local banks and other places all over town. Ms. Southard noted Nixle was a great information source and encouraged everyone to sign up for the service. Ms. Southard advised she was attending the Oxford Citizen Police Academy which was very informative and a wonderful program for citizens to get involved in.

Mr. Blackburn thanked Mr. Prytherch and Mr. Chen and all involved for their work on the Oxford Bike and Pedestrian Safety Improvement Plan noting he felt it was good for the community. Mr. Blackburn thanked the Service Department for keeping the 'White Death' away.

ADJOURN

Mr. Keebler moved to adjourn at 9:26 p.m. Mr. Blackburn seconded. The motion passed 6-0-0.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: March 17, 2014

Sam Perry
Prepared By

Account Code No. #:

Budgeted Amount:

March 10, 2014
Date Prepared

HAPC MEETING REPORT – MARCH 5, 2014

Requests for Review (Certificate of Appropriateness):

HAPC-2014-05 12 West Park Place, exterior modifications to windows and a new fenced area, for a one-story restaurant, **Tom Kacachos, Applicant, Agent, Property Owner**

The existing one-story building is proposed to be converted into restaurant use. The building permit review is currently underway. Mr. Tom Kacachos, Mr. John Broering and Mr. Ted Wood were present to answer questions for the Commission. The majority of the existing windows on the North, East and South walls will be replaced with full size glazed windows. The current door openings will be maintained with the exception of one door to the alley which will be filled. The rear (north) area will be a fenced outdoor dining area accessible through the main restaurant. An accessible ramp entrance will be built on the northeast corner of the building. A freestanding cooler is proposed near the fenced area. The Commission and applicant/designers dialoged about ways to restore the building as close as possible to its original 1920s era, condition. This would involve investigating some paint removal as well as removal of the non-original cornice detail. The Commission therefore unanimously approved the window, door and fence proposal as submitted, with some conditions involving more investigative work by the owner/designer. The owner/designer will report back to staff for administrative review of the findings of the investigative work.

Discussion Items

The Commission reviewed a conceptual design for a new wall sign at 14 West Park Place.

Upcoming Dates

Month of May – National Historic Preservation Month

-- Walking Tours

September – International Preservation Trades Conference

Department Head:

City Attorney:

City Manager:

JHC / 3/10/14
DRE / 3/14/14

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: March 18, 2014

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

March 10, 2014
Date Prepared

Agenda Title: Environmental Commission Meeting of March 5, 2014

Recommendation: For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, March 5, 2014 meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Mr. Vince Hand; City Council Representative, Ms. Kate Rousmaniere; and Mr. Ted Wong. A quorum was present. Planning Commission Representative, Mr. Robert Bell and Mr. Kevin Armitage had previously notified the Commission of their absences for the March meeting. Also in attendance were graduate students Ms. Amy Stultz and Mr. Russell Auwae from the Miami University (MU) Institute for the Environment and Sustainability. Ms. Stultz and Mr. Auwae are part of a student team conducting a Professional Service Project (PSP) regarding stormwater (entitled "Oxford Stormwater Management and Outreach") on behalf of the Environmental Commission.

Minutes from the February 5, 2014 Commission meeting were unanimously accepted as presented.

Ms. Stultz and Mr. Auwae updated Commissioners on the status of the PSP. Review of Codified Ordinances for utilities found storm water stipulations were enacted during 1963. Review of Subdivision regulations for that time period found storm water management requirements; these requirements were not found in the previous version of the subdivision regulations. The community Development Department provided listings for approval dates of the approximately 190 subdivisions' phases in Oxford. All but 26 were accepted by City Council in or after 1963, and should have some structural best management practice (BMP) feature(s) for storm water, most likely detention or retention basins. The PSP team is utilizing MU's GIS mapping services to locate and map the storm water BMPs for these subdivision phases. The PSP team is compiling their research on public education and outreach on storm water management. The only example of a failed education/outreach program that the student team has clearly identified was in northwestern Ohio. Multiple political subdivisions had combined their storm water management programs, which resulted in a legal challenge. In this situation, the education/outreach program was not faulty, but the multi-jurisdictional approach was found to be in violation of Ohio law.

Ms. Rousmaniere updated the Commissioners on the alternative transportation, Pedestrian and Bicycle Safety Plan (the Plan). The Planning Commission had approved the Plan and recommended City Council adopt it. Subsequently, the City Council adopted the Plan into the current Comprehensive Plan as a policy and vision statement.

(Continued)

Approved By:

Department Head:

City Manager:

Initial Date

MBD \ 3/12/14
DRE \ 3/14/14

Potential future projects that the Environmental Commissioners had outlined during the February 2014 meeting were discussed. With the refuse and recycling contract expiring this year, the 2015-2016 recycling and refuse services' contract document and specifications will need to be developed. Commissioners offered their assistance to the city in the development of contract specifications. In the past, the contract document and specifications have been put out to bid in mid-summer to early fall. Staff was instructed to ascertain Oxford's approach to nature of the refuse service type(s), such as keeping the *status quo*, incorporating a volume-based, or "pay-as-you-throw" type program, tiered levels of refuse volumes, etc. Other possible topics for future Commission activities included expanding Oxford's storm water public education and outreach (and maximizing Oxford's participation in the Greater Cincinnati's Storm Water Regional Collaborative), and re-visiting the Mayor's Initiative on Climate Change. There was a question whether the Initiative was still in place and an active program. Staff was asked to research this matter.

Proclamations for Earth and Arbor Days (April 22 and 25, 2014, respectively) were unanimously accepted. Staff was instructed to provide the proclamations for the Clerk of Council.

The Commission adjourned at 8:00 p.m. The next scheduled meeting of the Environmental Commission is on Wednesday, March 5, 2014 at 7:00 p.m., tentatively in the Avis Cullen meeting Room (Room B) of the Lane Public library.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Human Resources

Originating Department

Council Meeting Of: March 18, 2104

Donna Heck

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

March 13, 2104

Date Prepared

Agenda Title: Report regarding the March 11, 2014 Civil Service Commission Special Meeting.

Recommendation: Approve

Discussion: The Civil Service Commission held a special meeting on Tuesday, March 11, 2014. Those members present were: Karen Martino, Chair; James Burchyett, Vice-Chair, Greg Smith, Bill Brewer and Brian Martin.

Donna Heck, Human Resources Director; and Kim Newton, Recording Secretary, were in attendance for the City. Dennis Malone, Human Resources Director, was in attendance for Talawanda Schools.

The Commission reviewed and approved the Assistant Secretary Eligibility List for Talawanda Schools.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

DJH 3/13/14

DRE 3/14/14

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager: Douglas R. Elliott, Jr. *Police*
Originating Department

Council Meeting Of: March 18, 2014

Account Code No. #: N/A

Robert Holzworth
Prepared By

Budgeted Amount: N/A

March 5, 2014
Date Prepared

Agenda Title: Resolution to sell junk/abandoned motor vehicles to the highest bidder.

Recommendation: Adopt the Resolution

Discussion: Pursuant to Oxford City Code and in accordance with ORC 4513.62, the Division of Police requests that City Council approve the sale of salvage/junk/abandoned motor vehicles described in the attached memorandum to the highest bidder and that the proceeds from such sale be placed in the General Fund.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial Date

[Signature] 3/6/2014

DRE 3/14/14

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE SALE OF SALVAGED, JUNK AND/OR ABANDONED MOTOR VEHICLES.

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

SECTION 1: The Police Chief recommends that unclaimed motor vehicles ordered into storage pursuant to Section 4513.60 (A)(1) or Section 4513.61 of the Ohio Revised Code be sold to a motor vehicle salvage dealer or scrap metal processing facility at the highest obtainable salvage price. The motor vehicles to be sold are listed on Exhibit "A" attached hereto and incorporated herein by reference.

SECTION 2: City Council hereby accepts the recommendation of the Police Chief and authorizes the sale of the salvaged, junk and/or abandoned motor vehicles listed on Exhibit "A" to a motor vehicle salvage dealer or scrap metal processing facility at the highest obtainable salvage price.

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

MAYOR

ADOPTED:

ATTEST

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

Memorandum

To: Chief Robert Holzworth
Fr: Mike O'Leary, Property Technician
Re: Salvage Vehicles
Dt: 02/28/2014

Sir,

I respectfully request that the Oxford Police Department dispose of the attached list of vehicles in accordance with ORC section 4513.62.

11T3114



2004 Chevrolet Silverado
VIN: 2GCEK19V441291293
Reason for Tow: Abandoned
* Poor Condition
Date of Tow: 11/27/11

12T3287



2000 Saturn
VIN: 1G8ZH5281YZ124179
Reason for Tow: DUS
* Poor Condition
Date of Tow: 12/31/12

13T3417



1993 Pontiac Grand Prix
VIN: 1G2WP14X8PF259155
Reason for Tow: 72 Hour Violation
* Poor Condition
Date of Tow: 07/15/13

13T3423



1996 Dodge Pickup
VIN: 3B7HC13Y9TG174828
Reason for Tow: OVI, FRA
* Poor Condition
Date of Tow: 08/06/13

13T3424



2000 Hyundai 4 Door
VIN: KMHJF35F5YU976365
Reason for Tow: DUS
*Poor Condition
Date of Tow: 08/08/13

13T3435



1989 Ford F-150
VIN: 1FTDF15N7KLA03795
Reason for Tow: DUS
* Poor Condition
Date of Tow: 09/08/13

14T 3518



2001 Saturn L10

VIN: 1G8JS52FX1Y52305

Reason for Tow: Expired Tags

*Poor Condition

Date of Tow: 01/14/2014

14T 3519



1992 Ford Ranger

VIN: 1FTCR10A1NTA57508

Reason for Tow: Illegal Tags

*Poor Condition

Date of Tow: 01/17/2014

14T3529



2004 Kia 4S

VIN: KNAGD1260453609

Reason for Tow: Registration

*Poor Condition

Date of Tow: 01/21/2014

14T3517



1995 Plymouth Neon

VIN: 3P3ES67C4ST573198

Reason for Tow: DUS

*Poor Condition

Date of Tow: 1/12/2014

14T3515



2000 Chrysler Town and Country

VIN: 1C4GP54L8YB690754

Reason for Tow: DUS

*Poor Condition

Date of Tow: 01/10/2014

13T3449



Pontiac Grand Prix

VIN: 1G2WH54T4PF251460

Reason for Tow: Expired Plates

*Poor Condition

Date of Tow: 10/05/2013

13T4366



2002 Chevrolet Cavalier
VIN: 1G1JC524427356589
Reason for Tow: 72 Hour
*Poor Condition
Date of Tow: 10/28/2013

13T3478



1990 Ford Bronco
VIN: 1FMEU15N4LLB36425
Reason for Tow: 12 point suspension
*Poor Condition
Date of Tow: 11/24/2013

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: March 18, 2014

Kim Newton

Prepared By

Account Code No. #: 140.408.50801 (70%);
320.816.50801 (15%); 330.836.50801 (15%)

March 10, 2014

Date Prepared

Budgeted Amount: \$54,000.00

Agenda Title: 2014 CIP SAN and Server Virtualization Software Upgrade

Recommendation: Approve

Discussion: The attached Resolution authorizes the purchase of computer equipment and software related to the City of Oxford's SAN (Storage Area Network) device and virtual server software upgrade from CDW-G.

Our current SAN device and virtual server software is five years old and is currently at its peak capacity. We are increasingly experiencing significant "down" time and during the 2014 CIP process, it was recommended by our IT consultant, Nextstep Networking, to upgrade our current environment, and **funding of \$54,000 was included in the final budget.**

Quotes have been received from 3 separate vendors and I am recommending passage of this resolution to purchase computer equipment and licensing from CDW-G via the **National Joint Powers Alliance #113309-CDW** pricing for **\$35,684.26.**

Approved By:

Initial Date

Department Head:

City Attorney:

City Manager:

_____\

_____\

DRE \

3/12/14

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CDW-G FOR THE PURCHASE OF COMPUTER EQUIPMENT AND SOFTWARE RELATED TO THE CITY OF OXFORD'S STORAGE AREA NETWORK (SAN) DEVICE AND VIRTUAL SERVER UPGRADE PROJECT TO BE PURCHASED THROUGH THE NATIONAL JOINT POWERS ALLIANCE CONTRACT #111309-CDW AT A COST NOT TO EXCEED \$35,684.26.

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

SECTION 1: The City Manager recommends City Council authorize him to enter into an agreement with CDW-G for the purchase of computer equipment and software related to the City of Oxford's Storage Area Network (SAN) device and virtual server upgrade project to be purchased through the National Joint Powers Alliance contract #111309-CDW at a cost not to exceed \$35,684.26.

SECTION 2: City Council accepts the recommendation of the City Manager and hereby authorizes him to enter into an agreement with CDW-G for the purchase of computer equipment and software related to the City of Oxford's Storage Area Network (SAN) device and virtual server upgrade project to be purchased through the National Joint Powers Alliance contract #111309-CDW at a cost not to exceed \$35,684.26.

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

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager

Finance Department
Originating Department

Council Meeting Of: March 18, 2014

Account Code No. #: Various

Heidi Hill
Prepared By

Budgeted Amount: \$149,998

March 13, 2014
Date Prepared

Agenda Title: 2014 Property and Casualty Insurance

Recommendation: Approve

Discussion:

Staff is requesting Council to approve the property and casualty insurance renewal of up to \$149,998 for 2014. This represents an approximate 8.5% increase over last year's cost of \$138,256. The increase is due to outstanding potential claims liability the City has pending as well as additionally insured items. Insurance premiums will be paid on a semiannual basis.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

PH 3/13/14
PRE 3/19/14

RESOLUTION NO.

RESOLUTION ACCEPTING THE INSURANCE BID OF INSURANCE SPECIALIST GROUP, INC., DBA LOVE INSURANCE PARTNERS FOR THE CITY'S PROPERTY AND CASUALTY INSURANCE COVERAGE FOR 2014.

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

SECTION 1: Insurance Specialist Group, Inc., dba Love Insurance Partners (hereinafter 'Love Insurance Partners') submitted an insurance bid not to exceed \$149,998 for the City's property and casualty insurance coverage for 2014, an approximate 8.5% increase over last year's cost of \$138,256.

SECTION 2: Council hereby accepts the insurance bid of Love Insurance Partners not to exceed \$149,998 for the City's property and casualty insurance coverage for 2014.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to City Manager

Council Meeting Of : 3/18/2014

Account Code No. : see below

Budgeted Amount :

Finance
Originating Department

Joe Newlin
Prepared By

3/4/2014
Date Prepared

Agenda Title:	2014 Supplemental Budget #3
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Recommendation:	Approve
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Issue 1

- To reflect estimated cost of construction for Fire Station improvements
- See attached e-mail for details

Action Needed:

Revenue Side

- N/A

Expense Side

Fire/EMS Fund 418 650,000.00 Fire Station improvements

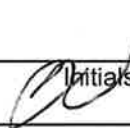
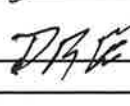
Net Effect on Fund Balance/(s) (650,000.00)
Increase/(Decrease)

Total Net Effect on Fund Balance/(s) (650,000.00)
Increase/(Decrease)

Breakdown by Fund

Fire/EMS Fund 418 (650,000.00)

Net Effect on Fund Balance/(s) (650,000.00)
Increase/(Decrease)

Approved By:	Department Head:	Initials Date  3/4/14
	City Manager:	Initials Date  3/14/14

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3249. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 3 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2014.

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

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

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

Fire/EMS Fund 418	650,000.00
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SECTION 3: In all other respects, Ordinance No. 3249 shall remain in full force and effect.

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: March 4 & 18, 2014

Account Code #: Not Applicable

Budgeted Amount: \$ Not Applicable

Service Department

Originating Department

Michael Dreisbach, Service Director

Prepared By

February 24, 2014

Date Prepared

Agenda Title: An Ordinance Amending Ordinance No. 3147 Granting a Franchise to Glenwood Energy of Oxford, Inc.

Recommendation: Approval

Discussion:

On April 19, 2011, the Oxford City Council adopted Ordinance No. 3147 granting Glenwood Energy of Oxford, Inc. (Glenwood Energy) a franchise to provide natural gas service and regulating rates and charges for the utility.

Since the adoption of the Ordinance, the City and Ohio Department of Transportation have initiated plans for the widening and improvement of US27 from Chestnut St. to Southpointe Crossing. As a result of the reconstruction of the roadway, Glenwood Energy shall be required to replace and relocate their gas main infrastructure within the project scope of the road construction.

Glenwood Energy has proposed recouping their costs through the approval of a Pipeline Relocation Rider. This additional cost to the General Service Rate will add approximately 24 cents to the cost of each Mcf (1,000 cubic feet of natural gas); this increase is approximately 4.1% above the current rate of \$5.77 per Mcf. The rider will be authorized through April 30, 2019 or until the company's costs have been captured (whichever occurs first).

The revenue from this rider shall be the only revenue Glenwood Energy is entitled to collect for the project. Glenwood Energy is specifically prohibited from including the improvement costs into the company's capital base. Because of this, long term General Service Rates will be lower as the construction costs will be excluded from future rate allowances.

It is Staff's recommendation that the City Council amend Ordinance No. 3147 and authorize the Pipeline Relocation Rider allowing Glenwood Energy to recover costs associated with the improvement of US27 south of Chestnut Street.

Approved By:

Department Head:

Initial MD Date 2/24/14

City Manager:

DRE 3/26/14

ORDINANCE NO.

AN ORDINANCE TO AMEND ORDINANCE NO. 3147 REGULATING THE RATES AND CHARGES TO BE CHARGED AND COLLECTED AND THE SERVICES TO BE RENDERED BY GLENWOOD ENERGY OF OXFORD, INC., ITS SUCCESSORS AND ASSIGNS, FOR GAS AND GAS SERVICE FURNISHED TO ALL OF ITS CUSTOMERS WITHIN THE CORPORATE LIMITS OF THE CITY OF OXFORD DURING THE PERIOD ENDING APRIL 30, 2019 BY AUTHORIZING GLENWOOD ENERGY OF OXFORD, INC. TO IMPLEMENT A RIDER TO RECOVER THE COSTS OF MOVING A PIPELINE ASSOCIATED WITH THE U.S. 27 SOUTH IMPROVEMENT PROJECT.

- SECTION I: On April 19, 2011, Council of the City of Oxford adopted Ordinance No. 3147 regulating the rates and charges to be charged and collected by Glenwood Energy of Oxford, Inc. (the "Company") for natural gas service furnished to customers within the City of Oxford ("City") for the period ending May 31, 2014.
- SECTION II: On October 4, 2011, Council for the City of Oxford adopted Ordinance No 3157 amending Ordinance 3147 by adding Paragraph 9.i of Section 1 of said ordinance authorizing the Company to impose a fee for pressure testing required by the Minimum Gas Service Standards of the Public Utilities Commission of Ohio ("PUCO") set forth in Chapter 4901:1-13, Ohio Administrative Code ("OAC") and providing in Section VIII thereof, that said amendment would have no effect on any other provisions of Ordinance No. 3147.
- SECTION III: As a result of the U.S. 27 South Improvement project the Company will be required to move a natural gas pipeline and will incur significant construction and installation costs (the "Project Costs") to comply with this mandate.
- SECTION IV: The Company has proposed that it be authorized to recover the Project Costs, including carrying costs, over a five-year period by implementing a separate rider on the rates established by Ordinance No. 3147, rather than including these costs in the revenue requirement used to determine the General Service Rate to be charged and collected after Ordinance 3147 is superseded or replaced by a new ordinance or as otherwise provided in Section 2, Paragraph 13 of said ordinance.
- SECTION V: Although the recovery of the Project Costs over five years through a separate rider will result in customers paying more in the near term than if the Project Costs were recovered through the General Service Rate over the life of the facilities, the overall cost to customers will ultimately be lower because the five-year recovery will enable the Company to secure financing on more favorable terms and because the return on the investment will be based solely on the interest rate on the loan rather than on the Company's overall cost of

capital, as would be the case if the property were included in the revenue requirement upon which future General Service Rates are based.

SECTION VI: Section 2 of Ordinance No. 3147 shall be amended by inserting the following provision as Paragraph 8A:

Pipeline Relocation Rider. In addition to all other rates and charges set forth in this section, the Company shall be entitled to implement a Pipeline Relocation Rider of \$0.2406 per Mcf of gas delivered to recover the actual costs, including the actual carrying costs, associated with moving its natural gas pipeline to accommodate the U.S. 27 South improvement project. The Pipeline Relocation Rider shall be effective with bills rendered on or after May 1, 2014 through the bills for the monthly service period ending April 30, 2019 or until the costs are fully recovered, whichever first occurs. This Pipeline Relocation Rider shall be the exclusive mechanism for recovery of the costs associated with moving the natural gas pipeline, and the Company shall not be entitled to include said costs in the revenue requirement used to determine rates and charges in any subsequent City rate ordinance or in any proceeding before the PUCO. Commencing in 2014, the reduction in annual pro forma tax expense resulting from the investment associated with moving the pipeline that would otherwise be recognized in determining the General Service Rate revenue requirement shall be quantified by the Company and shall be credited to customers through an adjustment to the Pipeline Relocation Rider rate, such adjustment to be effective with the bills for the monthly service period ending May 31 of the year following the tax year. The Company shall provide documentation to the City Manager showing the calculation of the credit no later than fifteen days prior to the date of the annual adjustment.

SECTION VII: The amendment adopted by this ordinance shall have no effect on any other provision of Ordinance No. 3147, as amended by Ordinance No. 3157, all of which shall remain in force and effect.

SECTION VIII: If the Company accepts this ordinance, the Company shall file a written acceptance of this ordinance with the Clerk of the City within thirty (30) days after its passage by Council and this ordinance shall constitute a contract between the City and the Company. If the Company does not accept this ordinance, the Company shall file a complaint and appeal from this ordinance with the PUCO pursuant to Section 4909.34, ORC, within (30) days after its passage. If the Company does not file a written acceptance of this ordinance with the Clerk of the City within thirty (30) days after its passage and does not file a complaint and appeal from this ordinance with the PUCO within (30) days after its passage by Council, the Company shall be deemed to have accepted this ordinance and shall be bound by its terms as if it had filed a written acceptance.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY : KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: March 4, 2014

Jung-Han Chen
Prepared By:

Account Code No. #:

Budgeted Amount:

February 25, 2014
Date Prepared:

PC-2014-01 ZONING MAP AMENDMENT - To establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive, City of Oxford, Applicant.

Recommendation: Approval

Discussion:

The proposed map amendment is to establish a Neighborhood Conservation Overlay District in a R1-A Single Family District. The enabling legislation for this was adopted by City Council in 2012. The legislation would allow a neighborhood to generate a petition to create an overlay district subject to meeting certain standards and public hearing process.

The petition to establish a neighborhood conservation overlay district was filed on November 8, 2013 with the Clerk of City Council. A resolution was adopted by the City Council accepting the petition and forwarding this request to the Planning Commission on December 3, 2013. The Planning Commission reviewed the request on February 11. Several residents of the area spoke in favor of the overlay district citing issues such as property maintenance and limited on-street parking due to street width. The staff and commission found that the application met the five decision criteria, which were cited in the PC staff report.

The intent is to be a grass-roots effort which only alters one aspect of the permitted land uses (residential occupancy). Therefore the base zoning district regulations are retained. Without the overlay, a single dwelling unit can have up to four unrelated persons. With the overlay, a single dwelling unit is limited to no more than two unrelated persons. Existing dwellings with more than two unrelated persons would be allowed to continue as legal conforming.

Six members of the Planning Commission attended the February 11th meeting. However, three were recused due to residency inside or within 200 feet of the subject area. This left a balance of four members able to vote on the case. With one of the four absent, three members remained. After citizen testimony and commission discussion, the three members voted unanimously to forward a recommendation of approval to City Council. Legal counsel confirmed that the three voting members was a proper procedure.

Approved By:

Department Head:
City Attorney:
City Manager:

JHC / 2/26/14
DRE / 2/26/14

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE PLANNING COMMISSION'S RECOMMENDATION AND GRANTING A ZONING MAP AMENDMENT TO ESTABLISH A NEIGHBORHOOD CONSERVATION OVERLAY DISTRICT IN A R-1A SINGLE FAMILY LOW DENSITY RESIDENTIAL DISTRICT, FOR 29 PARCELS LOCATED ON CONTRERAS ROAD, JAMES ROAD, DICK DRIVE, AND JOSEPH DRIVE, IN THE CITY OF OXFORD, OHIO.

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

SECTION 1: Council finds in accordance with Section 1125.01 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on February 11, 2014 on the City of Oxford's application for a Zoning Map Amendment to establish a Neighborhood Conservation Overlay District in a R-1A Single Family Low Density Residential District, for 29 parcels located on Contreras Road, James Road, Dick Drive, and Joseph Drive in the City of Oxford, Ohio, a map of which is attached hereto and incorporated herein as Exhibit "A".

SECTION 2: The Oxford Planning Commission, after public hearing and deliberation, recommended granting the Zoning Map Amendment to establish a Neighborhood Conservation Overlay District, and found that the proposed request was in keeping with the intended characteristics of the neighborhood and was an appropriate classification for the properties in question.

SECTION 3: Council hereby accepts the recommendation of the Oxford Planning Commission, and after deliberation, finds for the granting of the Zoning Map Amendment, to establish a Neighborhood Conservation Overlay District in a R-1A Single Family Low Density Residential District, for 29 parcels located on Contreras Road, James Road, Dick Drive, and Joseph Drive in the City of Oxford, Ohio, a map of which is attached hereto and incorporated herein as Exhibit "A".

SECTION 4: Council hereby grants the Zoning Map Amendment as requested, incorporating the application and documents submitted with the application as a term and condition of the granting of this Zoning Map Amendment and orders that the official zoning map be amended.

SECTION 5: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

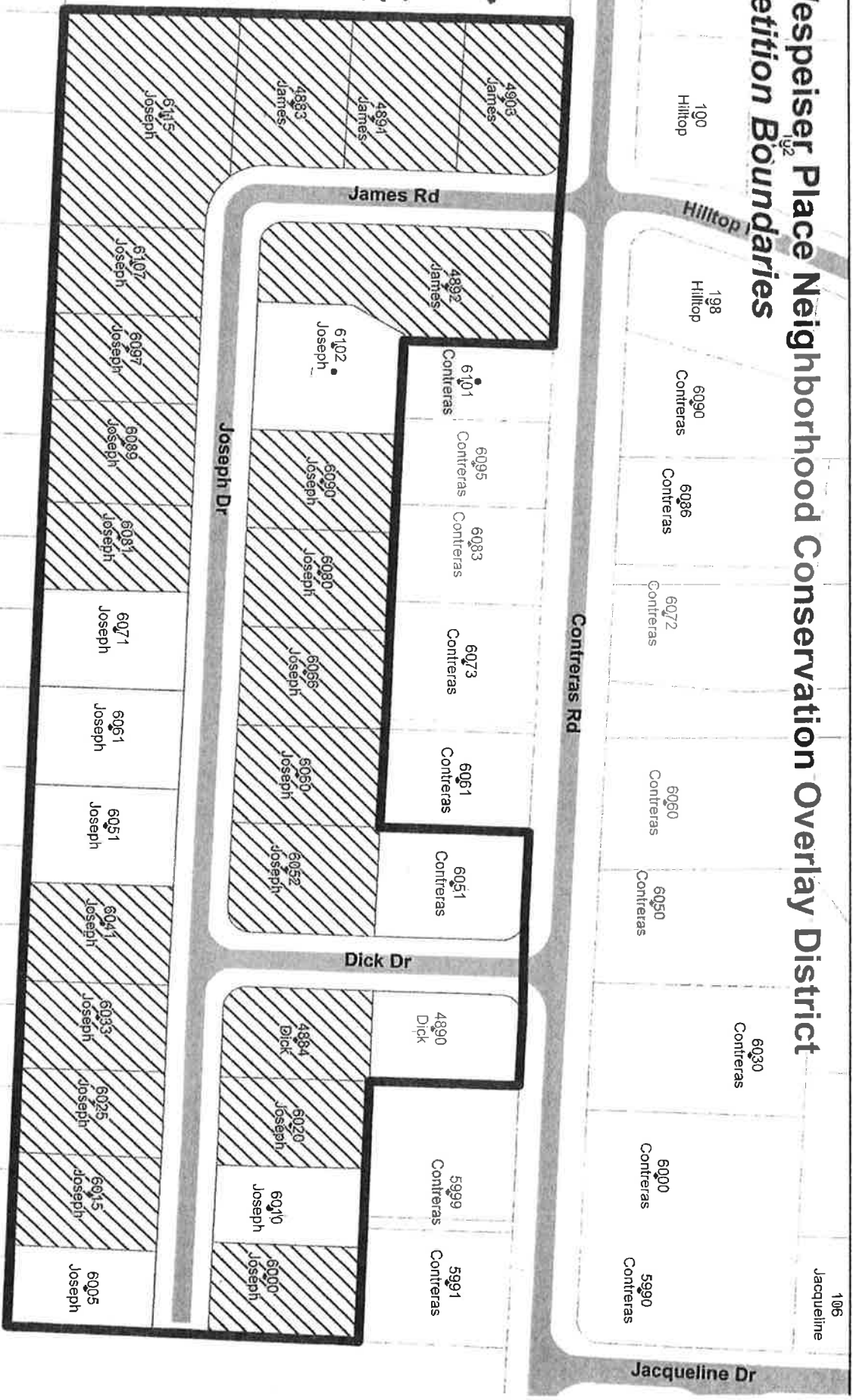
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

Wespeiser Place Neighborhood Conservation Overlay District Petition Boundaries

Exhibit "A"



Legend

- Address Point
- Petition Area
- Signer Parcels
- Non Signer Parcels
- Parcels

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.

Vereker Dr

1 inch = 125 feet

106
Jacqueline

Jacqueline Dr

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

<u>Report Date</u>	February 25, 2014
<u>Case Number</u>	PC-01-2014
<u>Applicant Information</u>	City of Oxford
<u>Requested Action</u>	Zoning Map Amendment
<u>Summary of Request</u>	PC-01-2014 Zoning Map Amendment , to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive.
<u>Public Hearing Information</u>	On February 11, 2014 a Public Hearing took place at 118 W. High Street. A Public Hearing notice was published in the Oxford Press on January 10, 2014. Public Hearing notices were mailed out to surrounding properties on January 13, 2014.
<u>Commission Action</u>	The Planning Commission voted 3-0-3 recommending approval to City Council.
<u>Commission Findings and Conclusions</u>	The Planning Commission recommended this Zoning Map Amendment having met the Decision Standards of Chapter 1146, and at least one decision standards of Chapter 1135
<u>Exhibits Submitted to the Commission</u>	1. Staff Report Dated February 5, 2014 2. Proposed Boundary map 3. Interoffice Reviews 4. Planning Commission Review and Comment Form 5. Property Notifications 6. Zoning Map Amendment Application Dated December 27, 2013 7. Ordinance No 3187 Enabling Legislation Creating Oxford Zoning Code Chapter 1146 Neighborhood Conservation Overlay District 8. Petition for Residential Conservation Overlay District

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-1-2014

Date – February 11, 2014

APPLICATION

Applicant:	City of Oxford
Action Request:	ZONING MAP AMENDMENT to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, in the vicinity of Contreras, City of Oxford, Applicant

DESCRIPTION

The proposed map amendment is to establish a Neighborhood Conservation Overlay District in a R1-A Single Family District.

A petition to establish a neighborhood conservation overlay district was filed on November 8, 2013 to the Clerk of City Council. A resolution was adopted by the City Council accepting the petition and forwarding this request to the Planning Commission on December 3, 2013.

ZONING CODE

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

COMPREHENSIVE PLAN

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

Objective Expand Housing options

- H2.1 Update development regulations to allow for a variety of housing types in new developments.*
- H2.4 Provide financial assistance to increase homeownership opportunities for low and moderate income residents.*

Objective: Expand homeownership opportunities

- H5.1 Encourage local employers to provide homeownership incentives.*
- H5.2 Encourage rehabilitation of owner-occupied structures within the Mile Square.*
- H5.3 Create an urban homeownership incentive program such as homeownership grants to help offset the cost of housing.*
- H5.4 Develop a revolving loan fund.*
- H5.5 Establish an Oxford Homeownership Office in partnership with Miami University.*
- H5.6 Support the University loan program to increase homeownership opportunities within the Mile Square.*

AGENCY REVIEWS

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

Police: Received with no comment

Fire:	Received with no comment
Engineering:	Received with no comment
Econ. Dev.	Received with no comment

DECISION CRITERIA

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

ANALYSIS

The idea of the neighborhood conservation overlay district was to preserve neighborhoods from being turned into rental properties and to maintain the traditional owner-occupied character. The Planning Commission went through extensive discussion about this overlay district in 2012. It was designed to provide mechanisms to the neighborhood to initiate a grass roots movement to get all the neighbors together and to petition City Council for the consideration of placing more restrictions on the underlying district.

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

The conversion of a single family residential dwelling from owner-occupied to rental property in a neighborhood creates a negative impact to the neighborhood in a variety of forms, including property deterioration, congestion, noise and traffic. It also set the pace for more properties in the neighborhood to be more susceptible to turning into rental properties.

A petition was filed by a group of neighbors in the neighborhood, generally bordered by Contreras Road, James Road, Dick Road and Joseph Drive for a total of 29 parcels of tracts of land, to be considered a Neighborhood Conservation Overlay District on November 8, 2013 with the Clerk of the Oxford City Council. The petition also showed that there were 21 signatures obtained and the date of those signatures. A map of the proposed district was attached illustrating the area for consideration.

Based on the Neighborhood Conversation Overlay District requirements, the City Council accepted the petition on December 3, 2013 and forwarded this petition to the Planning Commission for Zoning Map Amendment consideration.

In considering the overlay district, there are specific decision standards that the Planning Commission shall reference and the decision standards are also attached for reference. The Planning Commission also shall consider the purpose and objectives of such overlay district are to achieve the privacy of residents and to minimum noise, congestion and nuisance impact by rental properties and to maintain an attractive community appearance and provide a desirable living environment and finally to prevent excessive traffic and parking problems in the neighborhood.

The petition met the boundary requirements as stipulated in the Chapter 1146.03(h). The petition also met the minimum two-thirds requirements of owner signatures within the proposed boundary. Additionally, the dates of those signatures were also within six months prior to the time the petition was filed with the City Clerk.

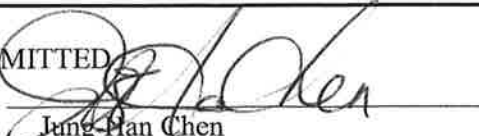
Please note that this process is a neighborhood driven process beginning with a petition to the City Council and followed with a public hearing before the Planning Commission for a Map Amendment recommendation. The City Council may waive certain requirements after a positive recommendation from the Planning Commission. This process is far more lengthy than normal map amendment process and has additional decision standard thresholds to meet. It is a process that the neighborhood had taken seriously and the neighbors have demonstrated their commitment to preserve their neighborhood and to maintain their neighborhood characters by going through an extra step to initiate.

RECOMMENDATION

Staff recommends that the Planning Commission approval of this amendment and forward this request to City Council for legislative action.

SUBMITTED

BY:


Jung-Man Chen
Community Development Director

DATE: February 5, 2014

ATTACHMENT

Chapter 1135 Zoning Map Amendment procedures and decision standards

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

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

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

Map Amendments

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

Planning Commission must utilize the Chapter 1146 Specific Decision Standards to consider the Neighborhood Conservation Overlay District and they are as follows:

1146.03(2) b Decision Stands for Considering Overlay District:

1. The proposed Overlay District meets the boundary criteria.
2. The proposed Overlay District will preserve and enhance the neighborhood character.
3. The proposed Overlay District will promote the public health, safety and general welfare of the people of the neighborhood.
4. The proposed Overlay District will promote and implement the intent of the Comprehensive Plan.
5. The proposed Overlay District will satisfy a legitimate need.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: January 8, 2014

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-2014-01 ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive, City of Oxford, Applicant

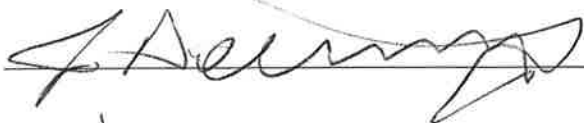
 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **1/31/14** Note: If no comments are received, we will assume the project meets your department's standards.

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

Drawings reviewed by:



Date: 1/3/14

John Detherage
PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: January 8, 2014

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-2014-01 ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive, City of Oxford, Applicant

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **1/31/14** Note: If no comments are received, we will assume the project meets your department's standards.

.....

Drawings are returned: w/comments without/comments

Drawings reviewed by: B.B. [Signature]

Date: 1/11/2014

 ROBERT B HOLZWORTH
PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: January 8, 2014

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-2014-01 ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive, City of Oxford, Applicant

☒ Review ☐ Revisions ☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **1/31/14** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Drawings reviewed by:



Date: 1-13-14

G. ALAN KYGER
PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: January 8, 2014

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-2014-01 ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive, City of Oxford, Applicant

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **1/31/14** Note: If no comments are received, we will assume the project meets your department's standards.

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

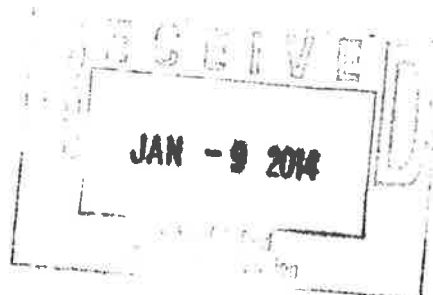
Drawings reviewed by:



Date: 1-9-14

VICTOR POPESCU

PRINTED NAME





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

CASE NO.: PC-2014-01 **DATE OF HEARING:** February 11, 2014

PC-2014-01 ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive, City of Oxford, Applicant.

If you cannot attend the public hearing on this Map Amendment being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it by February 3, 2014 to Lynn Taylor, 101 East High Street, Oxford, OH 45056.

Name: Martha Kyger

Address: 6164 Contreras Ra
Oxford

Telephone: Home: 523-1453 Work: 529-1712

COMMENTS: Support the amendment

Martha Kyger
Signature

1/21/2014
Date



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

CASE NO.: PC-2014-01

DATE OF HEARING:

February 11, 2014

PC-2014-01 ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive, City of Oxford, Applicant.

If you cannot attend the public hearing on this Map Amendment being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it by February 3, 2014 to Lynn Taylor, 101 East High Street, Oxford, OH 45056.

Name: M.T. Barickman

Address: Joseph Dr., Oxford OH 45056

Telephone: Home: _____ Work: _____

COMMENTS:

We support this measure as it will help preserve the family nature of our neighborhood and maintain the character that we desire. Any efforts by citizens to continue single-family, owner-occupied homes in and out of the Mile Square to prevent student sprawl and deterioration of properties should be supported and endorsed by city staff, Council, boards and commissions.

Michael T. Barickman
Signature

1-29-14
Date



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

CASE NO.: PC-2014-01

DATE OF HEARING: February 11, 2014

PC-2014-01 ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District in a R-1A Single-Family Low Density Residential District, for 29 parcels in the vicinity of Contreras Road, James Road, Dick Drive and Joseph Drive, City of Oxford, Applicant.

If you cannot attend the public hearing on this Map Amendment being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it by February 3, 2014 to Lynn Taylor, 101 East High Street, Oxford, OH 45056.

Name: Amy Clay

Address: 6061 Contreras Rd
Oxford OH 45056

Telephone: Home: 513.319.7145 Work: _____

COMMENTS: I believe it to be vitally important to preserve Oxford's family neighborhoods. One of the reasons I love where I live is that close-knit neighborhood feel, ~~please~~ I am strongly in favor of this amendment.

Signature 

1.15.14
Date

PC-2014-01 Surrounding Property Owners Map

Legend

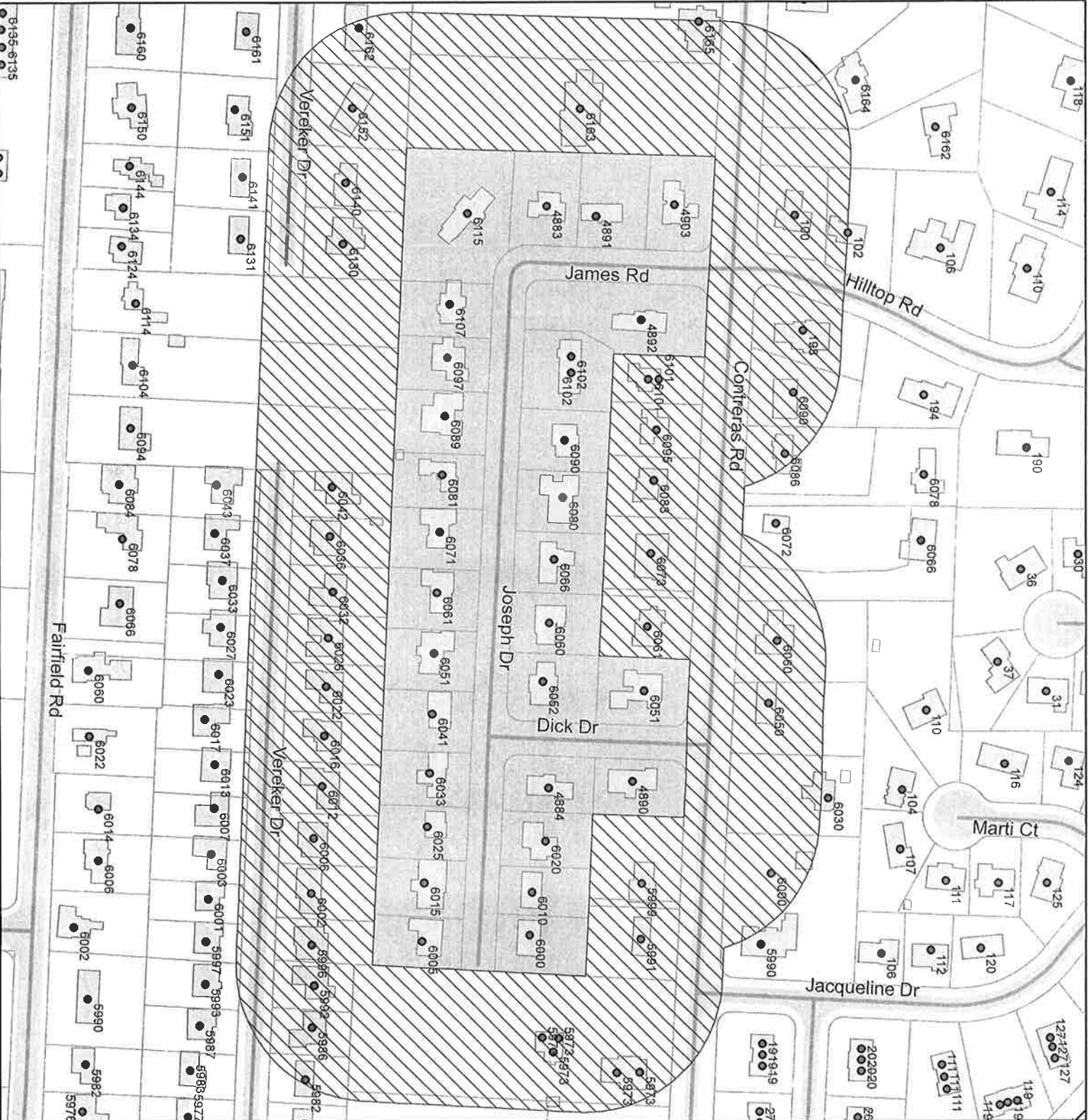
-  Subject Area
-  200 Ft. Buffer
-  Oxford Corporation Limit
-  Parcel
-  16.5' Vacated ROW
-  Building Footprint
-  Paved Roadway



1 inch = 200 feet



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



Zoning Map Amendment Application
City of Oxford, Ohio

REQUIRED INFORMATION

Name of Applicant:

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

Mailing Address:

101 E. High St

Telephone Number(s)

422-8092 Email Address _____

Location of Property:

(Indicate address if there is an existing structure or subdivision name and lot number if subdivided.)

Legal Description:

Total Area:

_____ Acres / Square Feet (circle one)

Existing Use of Property:

Current Zoning:

Proposed Zone(s):

Proposed Use:

overlay district

SUBMISSION REQUIREMENTS

Please submit a vicinity map, at scale and a metes and bounds description of the property, the statement described below and the required fee of **\$150.00 plus actual postage**, made payable to the City of Oxford. The entire submission must be prepared in accordance with Chapter 1135, Zoning Code Amendments, of the City of Oxford Zoning Code.

On a separate sheet of paper, provide the names and addresses of all adjoining property owners within 200 feet of the site, including those across streets, roads, alleys and highways. NOTE: The Butler County website (www.butlercountyohio.org/auditor) is very helpful when searching for the mailing address of adjoining property owners. Once the site is up, click on online searches, then click on real estate. It will allow you to search by owner, address or parcel number. *Property Owner names will not be provided in the agenda packet.

Attach a statement which responds to the following questions:

- What is the relationship of the proposed zone change to the City of Oxford's Comprehensive Plan?
- How will the zone change affect the neighborhood in which the property is located? Briefly describe any impacts of the change as proposed.
- How will the zone change affect public facilities such as sewer and water service, drainage, schools and roads, if applicable?
- What mitigating actions might be suggested to offset problems resulting from adverse impacts on private property and public facilities (e.g., landscape screening, drainage improvements, changes in traffic signalization, provision of additional turn lanes).
- Why is the current zoning classification of the property no longer appropriate?

All materials and application fee must be delivered to the office of Community Development, Municipal Building, 101 East High Street, Oxford, Ohio 45056. Any questions should be directed to the Community Development Department at (513) 524-5204. Submit materials 45 days prior to the proposed meeting date.

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

SIGNATURE OF APPLICANT:

Date: 12/27/13

PRINTED NAME:

FEE / RECEIPT

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

RESOLUTION NO. 4798

RESOLUTION OF COUNCIL ACCEPTING THE PETITION TO ESTABLISH A NEIGHBORHOOD CONSERVATION OVERLAY DISTRICT AS SET FORTH ON EXHIBIT "A" ATTACHED HERETO AND REFERRING THE PETITION TO THE OXFORD PLANNING COMMISSION FOR RECOMMENDATIONS TO CITY COUNCIL.

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

SECTION 1: The Clerk of Council and the Community Development Director have determined that the Petition to establish a Neighbor Conservation Overlay District as set forth on Exhibit "A" attached hereto conforms with the petition requirements and recommends that the petition be referred to the Oxford Planning Commission to make recommendations to City Council.

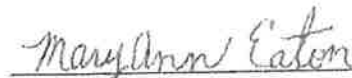
SECTION 2: City Council accepts the recommendation of the Clerk of Council and the Community Development Director and further refers the petition to establish a Neighborhood Conservation Overlay District as set forth on Exhibit "A" attached hereto to the Oxford Planning Commission to make recommendations to City Council.

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


MAYOR

ADOPTED: December 3, 2013

ATTEST:


CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: December 3, 2013

Jung-Han Chen

Account Code No. #:

Prepared By

Budgeted Amount:

November 20, 2013
Date Prepared

Agenda Title:	Resolution Accepting a Petition to Establish a Neighborhood Conservation Overlay District and Referring the Petition to the Planning Commission for Recommendation
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Recommendation:	Approval
------------------------	-----------------

Discussion:

The Residential Conservation Overlay District legislation was adopted by the City Council in 2012 to protect residential neighborhoods, maintain an attractive community appearance, and to provide a desirable living environment by restricting residential properties to be rented to more than two unrelated individuals. The process to establish an overlay district begins with a petition with signatures of more than two-thirds of property owners within the proposed district. This petition goes before the City Council for acceptance and the petition is then referred to the Planning Commission for recommendation.

This petition was filed by residents of the area in the vicinity of Contreras Road, James Road, Dick Road and Joseph Drive. There are a total of twenty-nine parcels contained in this petition. The petition showed that there were 21 signatures obtained and the date when the owners signed the petition. A map of the proposed area is attached illustrating the area for consideration.

The City Clerk received the petition and worked with the Community Development Department to go through the ownership information and validate the signatures of all the petitioners. The signatures in this petition exceeded the two-third requirement of the parcel owners of this petitioned area. Additionally, the boundary of the proposed overlay district also satisfies the general boundary requirements of the overlay district.

This is the first step in creating a conservation overlay district and requires City Council to formally accept the petition and forward this petition to the Planning Commission for recommendation. Staff recommends approval of this resolution.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial	Date
JHC	11/21/13

ORDINANCE NO. 3187

AN ORDINANCE ADOPTING OXFORD CODE OF ORDINANCES CHAPTER 1146, NEIGHBORHOOD CONSERVATION OVERLAY DISTRICT.

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

SECTION 1: Council hereby finds that the City of Oxford Planning Commission held a public hearing on August 14, 2012, and following the public hearing, did deliberate. As result of that deliberation, the Planning Commission recommended adopting Oxford Code of Ordinances Chapter 1146, Neighborhood Conservation Overlay District.

SECTION 2: Council hereby adopts Oxford Code of Ordinances Chapter 1146, Neighborhood Conservation Overlay District as follows:

1146.01 PURPOSE AND OBJECTIVES.

The Neighborhood Conservation Overlay District (hereinafter referred to as "Overlay District"), R1A(O), R1B(O), R2A(O), R1MS(O), R2MS(O), R3MS (O) and MU(O) is a zoning classification that permits owners of properties within R1A, R1B, R2A, R1MS, R2MS, R3MS, and MU residential zoning districts to petition City Council to establish an Overlay District and district use regulations in their residential neighborhood in order to restrict rental use of one-family dwellings. The Overlay District establishes restrictions intended to preserve the attractiveness, desirability and privacy of residential neighborhoods by precluding all or certain types of rental properties, thereby precluding the deleterious effect rental properties can have on a neighborhood such as property deterioration, increased density, congestion, and noise and traffic levels leading to the reduction of property values. The goals of the Overlay District are to allow owners of properties within residential neighborhoods to control occupancy by unrelated persons in one-family dwellings within their neighborhood. It is also the purpose of the Overlay District to achieve the following objectives:

- (1) To protect the privacy of residents and to minimize noise, congestion and nuisance impacts by regulating the types of rental properties, particularly high-occupancy properties, occupied by unrelated persons.
- (2) To maintain an attractive community appearance and provide a desirable living environment for residents by preserving the owner-occupied character of the neighborhood.
- (3) To prevent excessive traffic and parking problems in the neighborhoods.

1146.02 USES PERMITTED.

Uses permitted in the R1A(O), R1B(O), R2A(O), R1MS (O), R2MS(O) R3MS(O) and MU(O) Overlay District are as follows:

- (1) Single family dwellings, except there shall not be more than two unrelated persons residing in a dwelling unit, or where there are more than two persons residing in a dwelling unit, persons classified as constituting a family shall be limited to relations by blood, marriage or adoption, including minor children in the lawful custody of an adult member.

- (2) Anyone seeking the rights and privileges afforded a member of a family by this code shall have the burden of proof by clear and convincing evidence of their family relationship.
- (3) Any other permitted and/or conditional uses of the underlying district.

1146.03 PROCEDURES.

The following procedures must be complied with in order to establish an Overlay District.

- (1) A petition requesting an Overlay District must be submitted to the City Clerk on forms provided by the City Clerk. The petition requirements are as follows:
 - a. The petition must clearly describe the specific boundary where the Overlay District is to be located.
 - b. Each petition must be circulated by a person who owns property within the proposed district and be signed by the circulator.
 - c. The petition must contain the signatures and addresses of two-thirds of parcel owners within the proper boundary of the Overlay District, exclusive of public property. Jointly-owned parcels will be considered owned by a single person for purposes of petitioning, and any co-owner may sign a petition for such parcel. Only one owner of each parcel will count towards the two-thirds requirement. If a person owns more than one parcel of property within the proposed district, that person may sign the petition for each parcel he or she owns.
 - d. Each person signing the petition must also enter on the petition, adjacent to their signature, the date the person signed the petition.
 - e. The petition must accurately advise the signer of the restrictions that would be imposed on the property if the Overlay District is established.
 - f. The proposed boundary may not overlay a boundary of an existing Overlay Districts or the boundary of an Overlay District that is already the subject of an introduced ordinance pursuant to this section.
 - g. When submitted, no signature dated earlier than six months prior to the time the petition is filed with the City Clerk shall be counted in determining the validity of the petition.
 - h. A minimum of ten adjacent parcels must be included in the proposed Overlay District, clearly bounded in a geographically logical way (for example two adjacent block faces, an entire block, a cul-de-sac) that does not cross any physical barrier in a single parcel extension fashion. In no instance shall the proposed boundary create an island surrounded by the proposed district. City Council may waive this minimum number of parcels/structure requirement, but only after a positive recommendation from the Planning Commission.

(2) Upon presentation to the City Clerk for review, the Clerk shall verify the signatures on the petition. If an insufficient number of signatures are presented, the Clerk shall return the petition to the person filing the petition and identify the valid and invalid signatures. If sufficient valid signatures are presented, the Clerk shall refer the petition to the Community Development Department, which shall within fifteen (15) days, determine whether the petition is in conformity with the remaining conditions of this section.

- a. If the petition is determined to be in conformity with the requirements of this section, the Clerk shall place this petition before the City Council for acceptance by adopting a Resolution to refer this petition to the Planning Commission for recommendations.

Upon receipt of a petition to establish an Overlay District, the Zoning Administrator shall then place this matter before the Planning Commission at the earliest possible meeting date, in accordance with the zoning map amendment procedures set forth in Chapter 1135, Zoning Code Amendment. All procedure set forth in Chapter 1135 shall be followed.

b. Decision Standards for considering Overlay District:

1. The proposed Overlay District meets the boundary criteria.
2. The proposed Overlay District will preserve and enhance the neighborhood character.
3. The proposed Overlay District will promote the public health, safety and general welfare of the people of the neighborhood.
4. The proposed Overlay District will promote and implement the intent of the Comprehensive Plan.
5. The proposed Overlay District will satisfy a legitimate need.

c. If the petition is not in conformity with the requirement of this section, the Zoning Administrator shall reject the petition and return it to the Clerk with a written explanation as to why the petition does not meet the requirements of this section. The Clerk shall then forward the petition and the explanation to the person who filed the petition.

d. If the petition is rejected for failure to comply with the boundary requirements, it may be resubmitted with the corrected property boundary lines and accompanied by certification that a copy of the petition and written notice explaining the correction of the nonconformity was mailed to each property owner affected by the change, notifying them their property was either added or deleted from the petition and whether the correction to the boundary line means the petition still meets all other requirements of the Code.

e. If the petition is rejected for an insufficient number of valid signatures, it may be resubmitted with the additional signatures necessary for compliance as long as the other signatures remain valid.

f. Any resubmission after the initial petition has been rejected by the City must be filed within 60 days from the date of receipt of the rejection letter from the Clerk. Failure to meet this deadline shall constitute the petition being denied.

(3) Subsequent to the petition to establish an Overlay District, the circulator(s) of the petition for the proposed Overlay District or a majority of those persons who signed the petition for an Overlay District may file a written request with the City to table consideration of further proceedings toward the adoption of the Overlay District for 60 days in order to allow the submission of an alternate petition for a different boundary for the Overlay District. After the public hearing, the Planning Commission shall make its recommendations to City Council for legislative action.

1146.04 EFFECT OF OVERLAY DISTRICT.

a. Upon the passage of an ordinance by City Council establishing an Overlay District, no initial rental unit license shall be issued to an owner of property in the Overlay District that is inconsistent with the restrictions of the Overlay District, and it shall be unlawful to use or allow any property to be used except in conformity with requirements of the underlying zoning district and Overlay District.

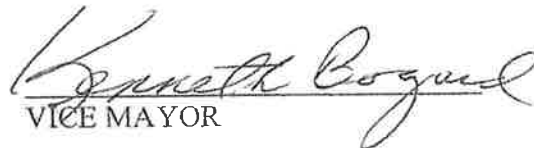
Any property in the Overlay District that has an existing rental housing permit shall be allowed to continue its use and occupancy in accordance with the law existing prior to the date of the adoption of the Overlay District. If an owner surrenders an existing license or allows, either intentionally or unintentionally, a license to remain expired for more than one year, any subsequent use of the property shall be subject to the restrictions imposed by the Overlay District.

- b. Except as set forth in Section 1146.03(3), if a petition pursuant to this section is denied, a subsequent petition for an Overlay District that includes the same parcels may not be filed for one year following the denial of the previous petition.
- c. Any Overlay District petition not adopted within six months of its filing shall be deemed denied unless the petition was tabled or otherwise delayed pursuant to Section 1146.03(3).

1146.05 AMENDMENTS TO AN EXISTING OVERLAY DISTRICT.

- a. Adding parcels to an existing Overlay District – Any number of properties that are adjacent to an existing Overlay District may be added to the district, and those property owners may file a petition and follow the procedure as described in Section 1146.03. Those petitioned parcels will generally conform to the boundary criteria as described in Section 1146.03(1)(h). The number of signatures required is based upon the total parcels, including the existing Overlay District. The process is outlined in Section 1146.03.
- b. Removing parcels from an existing Overlay District – Any property owner of an existing Overlay District may petition to be removed from the Overlay District. The number of signatures required is also based on the total parcels, including the existing Overlay District. Those remaining parcels will generally conform to the boundary criteria as described in Section 1146.03(1)(h). The petition process is outlined in Section 1146.03.

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


VICE MAYOR

ADOPTED: September 18, 2012

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

RECEIVED

NOV 08 2013

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PETITION FOR RESIDENTIAL CONSERVATION OVERLAY DISTRICT FOR
WESPEISER PLACE, OXFORD, OHIO

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

THIS PETITION, IF ADOPTED, WOULD ALLOW THE PETITIONERS TO INITIATE A ZONING MAP AMENDMENT PURSUANT TO CHAPTER 1146 OF THE CITY'S ZONING CODE TO RESTRICT ANY PROPERTY WITHIN THE DISTRICT TO BE RENTED TO NO MORE THAN TWO UNRELATED INDIVIDUALS. THIS PETITION WILL NOT AFFECT PROPERTIES ALREADY LICENSED.

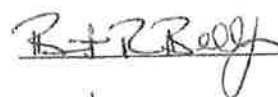
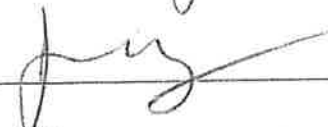
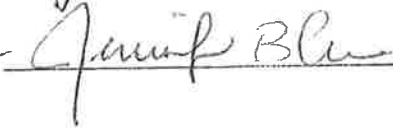
PLEASE SEE THE ATTACHED MAP FOR EXACT BOUNDARIES:

EAST BOUNDARY: THE EAST PROPERTY LINES OF THE TWO PROPERTIES AT THE EAST END OF JOSEPH DRIVE.

NORTH BOUNDARY: THE PROPERTY LINES OF THOSE HOUSES ON THE NORTH SIDE OF JOSEPH DRIVE, THE CONTRERAS ROAD BOUNDARIES OF 4890 DICK DRIVE, AND OF THE CONTRERAS ROAD BOUNDARY OF 4892 JAMES ROAD AND 4903 JAMES ROAD.

WEST BOUNDARY: THE WEST PROPERTY LINES OF THE WEST PROPERTIES ON JAMES ROAD.

SOUTH BOUNDARY: THE SOUTH PROPERTY LINES OF THE SOUTH PROPERTIES ON JOSEPH DRIVE.

DATE	NAME	SIGNATURE	ADDRESS
Oct. 19, 2013	William Fisher		4883 James Rd.
10/19/13	Vincent Cirrito		4903 James Rd.
10/19/13	Dennis Cheatham		4891 James Rd.
10/19/13	Robert Bell		6115 Joseph Dr.
10/19/13	Jerome Rosenberg		6107 Joseph Dr.
10/19/13	Jennifer Blue		6089 Joseph Dr.

PETITION FOR RESIDENTIAL CONSERVATION OVERLAY DISTRICT FOR WESPEISER PLACE,
OXFORD, OHIO

DATE	NAME	SIGNATURE	ADDRESS
10-19-31	LORRAINE C DONNEL	<i>Loraine C Donnell</i>	6090 Joseph Dr.
10/19/13	Jacob Tanski	<i>Jacob Tanski</i>	6080 Joseph Dr.
10/19/13	Howell C Lloyd	<i>Howell Lloyd</i>	6097 Joseph Dr.
10/19/13	Pam Termeer	<i>Pam Termeer</i>	6052 Joseph Dr.
10/19/13	Lynette Hudiburg	<i>Lynette Hudiburg</i>	6000 Joseph Dr.
10/19/13	Clark Ginapp	<i>Clark Ginapp</i>	6005 Joseph Dr.
10/19/13	DONALD NELSON	<i>Donald Nelson</i>	6020 Joseph Dr.
10/19/13	E. M. Bergman	<i>E. M. Bergman</i>	6025 Joseph Dr.
10/19/13	Darline Haynie	<i>Darline Haynie</i>	6041 Joseph Dr.
10/19/13	Deborah Pitts	<i>Deborah Pitts</i>	4892 James Rd.
10/21/13	PATRICIA S. BARNER	<i>Pat S. Barner</i>	6066 Joseph Dr.
10/21/13	Joseph Schroer	<i>Joseph Schroer</i>	6081 Joseph Dr.
10/25/13	Wm. Welke	<i>Wm. C. Welke</i>	6033 Joseph Dr.

PETITION FOR RESIDENTIAL CONSERVATION OVERLAY DISTRICT FOR WESPEISER PLACE,
OXFORD, OHIO

DATE _____

NAME

SIGNATURE

ADDRESS

10/26/13

Joel Engelhard

4884 Dick Rd.

10.28.13

Michael T. Barickman

Michael P. Baird

6060 Joseph Dr.

10-28-13

Scott Van Dam

Scott R. Van Dine

6015 Joseph Dr.