Agenda

Oxford City Council

Court House

TUESDAY, MARCH 20, 2018

EXECUTIVE SESSION
None.

1. Roll call. Kate Rousmaniere, Mayor; Steve Dana - Vice Mayor; Chantel Raghu; Glenn Ellerbe; Mike Smith; David Prytherch; Edna Southard

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

REGULAR MEETING
7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

A. Proclamation - "Education & Sharing Day:"

Proclamation

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.

A. Minutes of the March 6, 2018 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

B. Report regarding the February 21, 2018 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Report

C. Report regarding the March 7, 2018 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report

5. Resolutions.

1. A Resolution authorizing the City Manager to enter into an agreement with Bobcat Enterprises, Inc. for the purchase of a 2018 Bobcat Excavator E-45 and specified equipment at state contract pricing at a cost not to exceed $59,764.30. (Mike Dreisbach, Service Director)

Staff Report/Resolution

2. A Resolution accepting the bid and authorizing the City Manager to enter into a contract with R.A. Miller Construction Co. for the installation of sidewalk handicap ramps as set forth on Exhibit "A" attached hereto at a cost of $109,254.00 plus a contingency amount of 5% of the contract price or $5,462.70 for a total cost not to exceed $114,716.70. (Mike Dreisbach, Service Director)

Staff Report/Resolution

3. A Resolution accepting the bid and authorizing the City Manager to enter into an agreement with Barrett Paving Materials, Inc. for the 2018 street resurfacing and maintenance work at a cost of $378,591.20 plus a contingency amount of 5.65% of the

agreement price or $21,400.00 for a total cost not to exceed $399,991.20. (Mike Dreisbach, Service Director)

Staff Report/Resolution

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

Staff Report/Resolution

5. A Resolution authorizing the City Manager and the Finance Director to contract with RedTree Investment Group Services for the management of the City's investable funds. (Joe Newlin, Finance Director)

Staff Report/Resolution

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

A. First Reading.

1. An Ordinance Amending Ordinance No. 3449. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2018. (Joe Newlin, Finance Director)

Staff Report/Ordinance

B. Second Reading.

1. An Ordinance Accepting The Historic And Architectural Preservation Commission's Recommendation And Amending The Design Guidelines For The City Of Oxford's Historic Districts To Incorporate The New Uptown Historic District Inventory. (Jung-Han Chen, Community Development Director)

Staff Report/Ordinance/Inventory

Inventory

2. An Ordinance Repealing Oxford Codified Ordinance Chapter 1331 Entitled Historic And Architectural Preservation, And Adopting New Oxford Codified Ordinance Chapter 1331 Entitled Historic And Architectural Preservation. (Jung-Han Chen, Community Development (Director)

Staff Report/Ordinance

7. A. Announcements & Communications.

1. Remarks from City Council and City Staff.

B. 1. Future Meetings.

WED - Mar 21 Board of Zoning Appeals Meeting 6:30 p.m.

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

TUES - Apr 3 City Council Work Session 6:00 p.m.

TUES - Apr 3 City Council Meeting 7:30 p.m.

WED - Apr 4 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - Apr 4 Environmental Commission Meeting 7:00 p.m. Municipal Building

TUES - Apr 10 Planning Commission Meeting 7:30 p.m.

THUR - Apr 12 Civil Rights Commission Meeting 4:00 p.m. Lane Library

FRI - Apr 13 Student Community Relations Commission Meeting 2:30 p.m. LCNB

MON - Apr 16 Housing Advisory Board 7:00 p.m. Municipal Building

TUES - Apr 17 City Council Meeting 7:30 p.m.

WED - Apr 18 Board of Zoning Appeals Meeting 6:30 p.m.

THUR - Apr 19 Recreation Board Meeting 4:00 p.m. Senior Center

THUR - Apr 19 Police Community Relations & Review Commission Meeting 7:00 p.m.

FRI - Apr 27 Community Improvement Corporation Meeting 12:00 p.m. LCNB

FRI - Apr 27 Student Community Relations Commission Meeting 2:30 p.m. LCNB

8. Adjourn.

Office of the Mayor

Proclamation

Whereas: excellence in education is vital to the success of our city; and in Oxford we seek to instill each child and adolescent with a good education; and

WHEREAS, by preparing our students for the responsibilities and opportunities of the future, education develops the intellect through lessons on literacy, math and science; and

WHEREAS, the Rebbe, Rabbi Menachem Schneerson, dedicated his life to the betterment of mankind and tirelessly advocated for a better education for all Americans; and

WHEREAS, the Rebbe taught that education should not be limited to the acquisition of knowledge and preparation for a career, but also on character building, with emphasis on the universal moral and ethical values that are the basis of any peaceful civilized society; and

WHEREAS, the United States Congress has established "Education & Sharing Day USA" as an annual national day to commemorate the Rebbe's achievement's; and the lessons and the vision he set forth are relevant to us all today.

NOW, THEREFORE, I, Steve Dana, Vice Mayor of the City of Oxford, Ohio, do hereby proclaim Tuesday, March 27, 2018 as,

"EDUCATION & SHARING DAY OXFORD"

and call upon educators, volunteers and citizens, to reach out to young people and work to create a better, brighter, and more hopeful future for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 20th day of March, 2018.

Steve Dana

STEVE DANA, VICE MAYOR

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: **March 20, 2018**

Account Code #: 320.811.65135

Budgeted Amount: $60,000.00

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

Feb. 27, 2018
Date Prepared

Agenda Title: Purchase of Replacement Excavator for the Water Distribution Division

Recommendation: Approve

Discussion: The 2018 Capital Equipment Budget includes $60,000 for the purchase of a tracked excavator for use by the Water Distribution Division of the Service Department. This machine is routinely used to maintain system operations and in capital improvement projects. The City is replacing a similar model purchased in 2009.

The State of Ohio Department of Administrative Services (DAS) contract for the purchase of heavy equipment includes State Contract STS515W; Schedule # 800155 with Bobcat Enterprises, Inc. The City of Oxford has been authorized to participate in this Cooperative Purchasing Program administered by the Ohio Department of Administrative Services yielding savings of 30% off MSRP. The unit price for this equipment is as follows:

Base unit price for Model E-45 3215 Excavator	$ 41,834.10
Extended reach capacity to 16' with buckets	4,070.30
Asphalt breaker and plate compactors	11,061.90
Continuous loop tracks	2,798.00
Total price:	**$59,764.30**

This type of machine is especially effective in close quarter situations and alley excavations. Staff evaluated competing machines from Case Equipment and Kubota Equipment, and the Bobcat machine was clearly the best value for the City's investment. Staff has recommended the City Manager transfer the 2009 machine to the Streets & Maintenance Division. The City has already budgeted for a new trailer to transport this machine to job sites.

This Resolution will authorize the City Manager to enter into an agreement with Bobcat Enterprises, Inc for the purchase of a 2018 Bobcat Excavator E-45 and equipment as specified in the DAS specification at a cost not to exceed **$59,764.30**.

Approved By:

	Initial	Date
Department Head:	MBD	2/27/18
City Manager:	DRE	3/16/18

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BOBCAT ENTERPRISES, INC. FOR THE PURCHASE OF A 2018 BOBCAT EXCAVATOR E-45 AND SPECIFIED EQUIPMENT AT STATE CONTRACT PRICING AT A COST NOT TO EXCEED $59,764.30.

WHEREAS, the 2018 Capital Equipment Budget includes $60,000.00 for the purchase of a tracked excavator and specified equipment for use by the Water Distribution Division of the Service Department; and

WHEREAS, the State of Ohio Department of Administrative Services (DAS) contract for the purchase of heavy equipment includes State Contract STS515W; Schedule #800155 with Bobcat Enterprises, Inc. and the City of Oxford is authorized to participate in this Cooperative Purchasing Program administrated by the Ohio Department of Administrative Services yielding a savings of 30% off of the manufacturer's suggested retail price (MSRP); and

WHEREAS, the City Manager and the Service Director recommend City Council authorize the City Manager to enter into an agreement with Bobcat Enterprises, Inc. for the purchase of a 2018 Bobcat Excavator E-45 and specified equipment at State Contract pricing at a cost not to exceed $59,764.30.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and accepts the State Contract pricing for the purchase of a 2018 Bobcat Excavator E-45 and specified equipment at a cost not to exceed $59,764.30.

SECTION 2: Council further authorizes the City Manager to enter into an agreement with Bobcat Enterprises, Inc. for the purchase of a 2018 Bobcat Excavator E-45 and specified equipment at State Contract pricing at a cost not to exceed $59,764.30.

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

_____
VICE MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: STEVE DANA

PREPARED BY: LAW(STAFF)

M3219	**E50 Compact Excavator (equipped with Final Tier 4 engine)**	**$66,672.00**	**30.0%**	**$**	**46,670.40**

Part Number	Air Conditioned/Heated Cab Packages Description	SLP in US$	Discount Percent		Price
M____-P01-A96	A96 Option Package	$15,101.00	30.0%	$	10,570.70
M____-P01-A91	A91 Option Package	$14,626.00	30.0%	$	10,238.20
M____-P01-A76	A76 Option Package	$10,292.00	30.0%	$	7,204.40
M____-P01-A71	A71 Option Package	$9,807.00	30.0%	$	6,864.90
M____-P01-A51	A51 Option Package	$7,681.00	30.0%	$	5,376.70
M____-P01-A31	A31 Option Package	$6,234.00	30.0%	$	4,363.80

A31	A71**	A76**	A91	A96
Enclosed Cab with Heat/AC	Enclosed Cab with Heat/AC	Enclosed Cab w/Heater-AC	Enclosed Cab with Heat/AC	Enclosed Cab with Heat/AC
Deluxe Cloth Suspension Seat	Deluxe Cloth Suspension Seat	Dlx Cloth Suspension Seat	Dlx Cloth Suspension Seat	Dlx Cloth Suspension Seat
	Hydraulic X-Change	Hydraulic X-Change	Hydraulic X-Change	Hydraulic X-Change
	Hydraulic Clamp (Class IV)	Prc-Clamp System (Class IV)	Hydraulic Clamp (Class IV)	Pro-Clamp System (Class IV)
			Second Auxiliary Hydrs	Second Auxiliary Hydrs
A51			Hydraulic Angle Blade	Hydr Angle Blade
Enclosed Cab with Heat/AC			Travel Motion Alarm	Travel Motion Alarm
Deluxe Cloth Suspension Seat			Dlx Panel w/Keyless Ignition	Dlx Panel w/Keyless Ignition
Hydraulic X-Change			Radio	Radio

Part Number	Open Cab Packages Description	SLP in US$	Discount Percent		Price
M____-P01-O76	O76 Option Package	$4,364.00	30.0%	$	3,054.80
M____-P01-O71	O71 Option Package	$3,879.00	30.0%	$	2,715.30
M____-P01-O51	O51 Option Package	$1,569.00	30.0%	$	1,098.30

O51	O71**	O76

**NOTE: When adding an Extendable Arm Option to the O71, O74, A71 & A74 Opt Pkgs, Second Auxiliary Hydraulics will automatically be added to the configuration.
Pro Clamp is not compatible with Ext Arm

Part Number	Factory Installed Options Description	SLP in US$	Discount Percent		Price
M3213-R03-C02	**Long Arm & Counterweight** Increases operating weight by 460 lbs	$2,033.00	30.0%	$	1,423.10
M3213-R03-C03	**Extendable Arm & Counterweight** Increases operating weight by 730 lbs. Pro-Clamp not compatible	$5,697.00	30.0%	$	3,987.90

Part Number	Factory Installed Options Description	SLP in US$	Discount Percent		Price
M3213-R12-C02	**Hydraulic Angle Blade** Increases operating weight by 170 lbs	$2,561.00	30.0%	$	1,792.70
M3213-R04-C02	**Keyless Start**	$203.00	30.0%	$	142.10
M3213-R08-C03	**Hydraulic Clamp (Class III)** Available for Standard Arm and Long Arm only	$2,021.00	30.0%	$	1,414.70
M3213-R08-C08	**Hydraulic Clamp (Class IV) Avail for Std Arm, Long Arm and Ext Arm** Second Auxiliary Hydraulics are required when ordering both the Hydraulic Clamp and Extendable Arm from the factory.	$2,430.00	30.0%	$	1,701.00
M3213-R08-C12	**Pro Clamp System (Class IV) Avail for Std Arm and Long Arm Only** Includes Pro Clamp Base and Material Clamp	$2,930.00	30.0%	$	2,051.00
M3213-R26-C02	**Radio**	$397.00	30.0%	$	277.90
M3213-R07-C02	**Second Auxiliary Hydraulics**	$1,366.00	30.0%	$	956.20
M3213-R11-C02	**Travel Motion Alarm**	$285.00	30.0%	$	199.50
M3213-R14-C02	**Deluxe Display Incls Keyless Ignition**	$498.00	30.0%	$	348.60

Part Number	Factory Installed Track Options Description	SLP in US$	Discount Percent		Price
M3213-R02-C02	**Steel Tracks** Increases operating weight by 77 lbs	$2,683.00	30.0%	$	1,878.10

Part Number	Compact Excavator Description	SLP in US$	Discount Percent		Price
M3215	**E45 Compact Excavator (equipped with Final Tier 4 engine)**	$59,763.00	30.0%	$	41,834.10

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: **March 20, 2018**

Account Code #: 126.370.60013 and 141.720.63149

Budgeted Amount: $119,000.00 and $20,000

Service Department
Originating Department

Michael B. Dreisbach, Service Director
Prepared By

March 5, 2018
Date Prepared

Agenda Title: Program year 2017 CDBG Curb, Gutter, and Sidewalk Improvements Contract

Recommendation: Approve

Discussion: The City's 2018 capital improvement budget includes $119,000 in the Community Development Block Grant (CDBG) fund for the construction of sidewalk handicap ramps with tactile dome mats. $96,000 is available for construction; the balance is used to offset costs to administer the program. Staff advertised using CDBG guidelines for improvements specified on the attached Exhibit "A".

Total estimated linear feet of curb / gutter replacements: **900 feet**

Total estimated square feet of sidewalk / ramp replacements: **6,328 sq. ft.**

Total new handicap ramps with tactile detection mats: **81**

The City advertised for bids in the *Hamilton Journal-News* on Feb. 16 & 23, 2018. Five sealed bids were opened and publicly read on March 2, 2018 with the following results:

2017 Program Year CDBG Handicap Ramp Improvements **Opened Mar. 2, 2018**

Company	Base Bid	Alt. #1	Alt. #2	Alt. #3	Alt. #4	Total with Base and all Alts.
R. A. Miller Const. Co.	$88,088.00	$4,521.00	$10,930.00	$3,915.00	$1,800.00	$109,254.00
Jackson Const. Inc.	$91,273.80	$5,026.40	$11,791.00	$4,368.50	$2,415.00	$114,874.70
Hendy	$104,201.00	$5,366.00	$13,065.00	$4,622.50	$2,110.00	$129,364.50
W.G. Stang	$116,902.00	$5,995.00	$14,220.00	$5,300.00	$2,350.00	$144,767.00
Tri-State Conc. Const.	$142,039.30	$7,275.10	$17,613.00	$6,430.50	$2,571.50	$175,929.40

The lowest and best bid for concrete improvements was provided by R.A. Miller Construction Co., Inc. in the amount of $109,254.00. The City has contracted with R.A. Miller Construction on several occasions and has been very satisfied with their work product and service.

It is Staff's recommendation Council authorize the City Manager to enter into an agreement with R.A. Miller Construction Co., Inc. for the installation of improvements per project specifications at a cost of $109,254.00. Staff is requesting a five percent contingency in the amount of $5,462.70, therefore the contract not to exceed amount requested is **$114,716.70**.

Approved By:

	Initial	Date
Department Head:	MBD	3/5/18
City Manager:	DRE	3/6/18

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH R.A.MILLER CONSTRUCTION CO. FOR THE INSTALLATION OF SIDEWALK HANDICAP RAMPS AS SET FORTH ON EXHIBIT "A" ATTACHED HERETO AT A COST OF $109,254.00 PLUS A CONTINGENCY AMOUNT OF 5% OF THE CONTRACT PRICE OR $5,462.70 FOR A TOTAL COST NOT TO EXCEED $114,716.70.

WHEREAS, the City advertised for bids in the *Journal News* on February 16, 2018 and February 23, 2018. Five (5) sealed bids were opened and publicly read on March 2, 2018. The lowest and best bid was submitted by R.A. Miller in the amount of $109,254.00; and

WHEREAS, the City Manager and the Service Director recommend Council accept the bid of R.A. Miller Construction Co. as the lowest and best bid for the installation of sidewalk handicap ramps as set forth on Exhibit "A" attached hereto at a cost of $109,254.00 plus a contingency amount of 5% of the contract price or $5,462.70 for a total cost not to exceed $114,716.70.

WHEREAS, the City Manager and the Service Director further recommend Council authorize the City Manager to enter into a contract with R.A. Miller Construction Co. for the installation of sidewalk handicap ramps as set forth on Exhibit "A" attached hereto at a cost of $109,254.00 plus a contingency amount of 5% of the contract price or $5,462.70 for a total cost not to exceed $114,716.70.

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

SECTION 1: City Council accepts the recommendation of the City Manager and the Service Director and hereby accepts the bid of R.A. Miller Construction Co. and further authorizes the City Manager to enter into a contract with R.A. Miller Construction Co. for the installation of sidewalk handicap ramps as set forth on Exhibit "A" attached hereto at a cost of $109,254.00 plus a contingency amount of 5% of the contract price or $5,462.70 for a total cost not to exceed $114,716.70.

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

_____
VICE MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: STEVE DANA

PREPARED BY: LAW (STAFF)

2017 CDBG Handicap Ramp Improvements Exhibit "A"

2/8/2018

Location	Lin Ft.Curb Removal & Replacement	Sq ft Sidewalk / Ramp Removal & Replacement	# of Detectable Warning Mats on each Sidewalk Ramp
Vine & Beech			
NE	0	168	2
NW	0	265	2
SE	0	156	2
SW	0	169	2
Total for intersection	0	758	8
Vine & Main			
NE	32	205	2
NW	29	100	2
SE	32	72	2
SW	35	180	2
Total for intersection	128	557	8
Vine & Poplar			
NE	34	143	2
NW	31	140	2
SE	34	142	2
SW	29	297	2
Total for intersection	128	722	8
Vine & Campus			
NE	0	66	2
NW	32	138	2
SE	31	132	2
SW	6	144	2
Total for intersection	69	480	8
Vine & University			
NE	39	168	2
NW	38	156	2
SE	41	174	2
SW	50	156	2
Total for intersection	168	654	8
Sycamore & Main			
NE	0	165	1
NW	0	45	1
SE	0	75	1
SW	0	60	1
Total for intersection	0	345	4

Location	Lin Ft.Curb Removal & Replacement	Sq ft Sidewalk / Ramp Removal & Replacement	# of Detectable Warning Mats on each Sidewalk Ramp
Sycamore & Poplar			
NE	0	81	1
NW	0	81	1
SE	15	110	1
SW	15	100	1
Total for intersection	30	372	4
Sycamore & Campus			
NE	0	115	1
NW	15	80	1
SE	9	160	2
SW	45	150	2
Total for intersection	69	505	6
Sycamore & University			
NE	26	108	1
NW	23	110	1
SE	33	110	1
Total for intersection	82	328	3
Sycamore & Bouden			
NE	0	60	1
NW	0	60	1
Total for intersection	0	120	2
Sycamore & Bishop			
NW	0	81	1
SE	0	54	1
SW	9	110	2
Total for intersection	9	245	4
Sycamore & Tallawanda			
SW	0	125	2
Total for intersection	0	125	2
Bonham & Shadowy Hills			
SE	15	75	1
Total for intersection	15	75	1
	Lin Ft.Curb Removal & Replacement	**Sq ft Sidewalk / Ramp Removal & Replacement**	**# of Detectable Warning Mats on each Sidewalk Ramp**
Totals of each	698	5286	66

Alternates to:

CDBG Sidewalks and Handicap Ramp Improvements

Location	Lin Ft.Curb Removal & Replacement	Sq ft Sidewalk / Ramp Removal & Replacement	# of Detectable Warning Mats on each Sidewalk Ramp
ALTERNATE #1			
Vine & Tallawanda			
NW	28	120	1
SW	20	110	2
Alternate #1 Total	48	230	3
ALTERNATE #2			
Vine & Bishop			
NE	30	100	2
NW	35	140	2
SE	30	100	2
SW	35	140	2
Alternate #2 Total	130	480	8
ALTERNATE #3			
Poplar & Woodruff			
NW	20	100	1
SW	25	100	1
Alternate #3 Total	45	200	2
ALTERNATE #4			
Campus & Willow			
NW	0	75	1
SW	0	75	1
Alternate #4 Total	0	150	2

	Removal & Replacement	Sidewalk / Ramp Removal & Replacement	Warning Mats on each Sidewalk Ramp
Total of ALL Alternates	223	1060	15

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: **March 20, 2018**

Account Code #: 141.720.51000

Budgeted Amount: $400,000

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

March 9, 2018
Date Prepared

Agenda Title: 2018 Street Resurfacing and Maintenance Program

Recommendation: Approval

Discussion:

The 2018 Capital Improvement budget includes $400,000 for street resurfacing and maintenance. Staff has evaluated the surface condition of City streets in order to provide data for the compilation of the 2018 Street Resurfacing Program. Several factors were considered in recommending a street for resurfacing including traffic volume, road base condition (or lack of a proper base), curb and gutter condition, drainage conditions, past street and utility cuts, proposed underground work scheduled, and current surface condition. Additionally, staff reviewed and updated the City Infrastructure Inventory which includes data on street, water, wastewater, and stormwater systems.

The list of streets proposed for resurfacing is detailed on the attached Exhibit "A".

A request for bids was published in the Hamilton Journal on Feb. 23 and Mar. 2, 2018. Sealed proposals were opened and read aloud on March 9, 2018. Two firms submitted bids with the following results:

Barrett Paving Materials, Inc.	**$ 378,591.20**
John R. Jurgensen Co.	$ 444,042.00

(Continued)

Approved By:

	Initial	Date
Department Head:	MBD	3/9/18
City Manager:	DRE	3/16/18

Bids submitted included the following line item cost breakdowns:

- Asphalt milling
- Asphalt placing and compacting
- Traffic control
- Pavement / traffic marking replacements
- Thermoplastic street markings
- Blue reflective armored markers to indicate fire hydrant locations
- Yellow / white markers to enhance lane marking safety

In addition to this street maintenance project, City Staff also evaluated if any facets of the *Corridor Safety Improvement Plan* could be implemented in association with this capital project. New sidewalks will be constructed on Brown Rd. to complete the sidewalk system from Sycamore St. to Kelly Dr. (missing segments that have not been built in the past). New school zone markings and solar powered flashing lights indicating 20 MPH speed limits during restricted hours will also be installed in the vicinity of Kramer Elementary School. Staff will be introducing a Resolution of Necessity requiring specified property owners to repair defective curb, gutter, and sidewalk segments on their property. Staff recommendations in this regard will be by separate Resolutions for Council's consideration and contract authorization.

This year's program continues work started in 2017 including the paving of Sycamore St. from Main St. to Tallawanda Rd. Chestnut St. will also receive significant road base repairs as well as a new surface course from the CSX railroad to Oak St. Fairfield Rd. will be resurfaced from the Oxford Community Park to Hidden Creek Dr. Arrowhead Dr. and Acorn Circle will be resurfaced following significant reconstruction in this area. Barrett Paving will perform the work from the City's 2017 program as well as 2018's program in July 2018.

The lowest and best bid for the 2018 Street Maintenance Program was provided by Barrett Paving Materials, Inc. with a bid of $378,591.20. Staff is requesting a contingency amount of $21,400 for this contract (5.65%). It is Staff's recommendation that Council authorize the City Manager to enter into an agreement with Barrett Paving Co. for a total amount not to exceed **$399,991.20.**

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BARRETT PAVING MATERIALS, INC. FOR THE 2018 STREET RESURFACING AND MAINTENANCE WORK AT A COST OF $378,591.20 PLUS A CONTINGENCY AMOUNT OF 5.65% OF THE AGREEMENT PRICE OR $21,400.00 FOR A TOTAL COST NOT TO EXCEED $399,991.20.

WHEREAS, a request for bids was published in the *Journal News* on February 23, 2018 and on March 2, 2018. Sealed proposals were opened and read aloud on March 9, 2018 with two firms submitting bids; and

WHEREAS, the City Manager and the Service Director recommend Council accept the bid and authorize the City Manager to enter into an agreement with Barrett Paving Materials, Inc. for the 2018 street resurfacing and maintenance work at a cost of $378,591.20 plus a contingency amount of 5.65% of the agreement price or $21,400.00 for a total cost not to exceed $399,991.20.

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

SECTION 1: Council finds Barrett Paving Materials, Inc. to be the lowest and best bidder and accepts the bid of $378,591.20 for the 2018 street resurfacing and maintenance work as described in Exhibit "A" attached hereto and incorporated herein.

SECTION 2: The City Manager is hereby authorized to enter into an agreement with Barrett Paving Materials, Inc. at a cost of $378,591.20 plus a contingency amount of 5.65% of the agreement price or $21,400 for a total cost not to exceed $399,991.20 for the 2018 street resurfacing and maintenance work as described in Exhibit "A" attached hereto and incorporated herein.

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

_____
VICE MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: STEVE DANA

PREPARED BY: LAW(STAFF)

EXHIBIT A

2018 Resurfacing

Street Name	From	To
Chestnut St. K (Surface)	Railroad	Ardmore Dr.
Chestnut St. L (Surface)	Ardmore Dr.	Arrowhead Dr.
Chestnut St. M (Surface)	Arrowhead Dr.	Campus Ave.
Chestnut St. N (Surface)	Campus Ave.	Oak St.

Chestnut St. K (Base Repair)	Railroad	Ardmore Dr.
Chestnut St. L (Base Repair)	Ardmore Dr.	Arrowhead Dr.
Chestnut St. M (Base Repair)	Arrowhead Dr.	Campus Ave.
Chestnut St. N (Base Repair)	Campus Ave.	Oak St.
Chestnut St. O (Base Repair)	Oak St.	Cedar Dr.
Chestnut St. P (Base Repair)	Cedar Dr.	100 Ft. East of Cedar

Fairfield Rd. A	County Maint. Sign	Kay Rench Dr.
Fairfield Rd. B	Kay Rench Dr.	Hidden Creek Dr.

Arrowhead Drive	Acorn Circle	Chestnut St.
Acorn Circle	Arrowhead Dr.	E. Terminus
Acorn Circle	Arrowhead Dr.	W. Terminus

Sycamore St. F	Main St.	Poplar St.
Sycamore St. G	Poplar St.	Campus Ave.
Sycamore St. H	Campus Ave.	University Ave
Sycamore St. I	University Ave.	Bouden Ln.
Sycamore St. J	Bouden Ln.	Bishop
Sycamore St. K	Bishop St.	Talawanda Rd.

2018 Resurfacing Alternate #1

Street Name	From	To
Vine St. E	Beech St.	Main St.
Vine St. F	Main St.	Poplar St.
Vine St. G	Poplar St.	Campus Ave.
Vine St. H	Campus Ave.	University Ave

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: **March 20, 2018**

Account Code #: Not Applicable

Budgeted Amount: Not Applicable

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

March 9, 2018
Date Prepared

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

Recommendation: Approve

Discussion:

As part of the City's capital improvement program for street resurfacing, Staff has identified properties with defective, missing, or sub-standard curb, gutter, sidewalks, and/or driveway aprons. Many of these deficiencies were identified as trip hazards and areas that contribute to lowering the expected lifespan of street improvements. Staff has already sent notices to property owners and informed them of the project and the need to repair defective sections of concrete. Staff also informed the owners that if the deficiencies were not corrected, the City would proceed to have the work done and charge the cost against the property. The City will follow the assessment process as defined in Ohio Revised Code Section 729. Staff has added six (6) additional properties outside of the project limits to the listing based on public complaints or reports of persons injured while tripping over defective concrete areas.

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

Project	Total Est. Project Cost (Public)	Total Est. Costs to Property Owners
Street and Sidewalk Improvements	$ 828,000	$ 383,000

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

Currently, $100,000 has been appropriated for the City to contract for repairs and new sidewalk construction should the property owners choose not to have the work done. Should the City have to contract for repairs in excess of this amount, a transfer from other appropriations or a supplemental appropriation will be necessary.

Approved By:

	Initial	Date
Department Head:	MBD	3/12/18
City Manager:	DRE	3/16/18

RESOLUTION NO.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

_____
VICE MAYOR

ADOPTED:
ATTEST

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: STEVE DANA

PREPARED BY: LAW (STAFF)

EXHIBIT A

Curb, Gutter, Sidewalk, for 2018 Resurfacing

Address	Direction	Street Name	Property Owner	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru driveway	Square Ft Drive Apron	Square Ft Apron Remove Only	Date of Letter Expiration	Estimated Cost
308	S	CAMPUS	PAUL W BAER TRUST PROPERTIES LLC	H4100103000090	30	735	205	288		5/1/2018	$ 11,517.00
120		WOOSTER	PAUL W BAER TRUST PROPERTIES LLC	H4100103000133	5	25				5/1/2018	$ 400.00
330	S	CAMPUS	DELTA SIGMA PI	H4000103000091	40	50		92		5/1/2018	$ 2,828.00
420	S	CAMPUS	FAITH EVANGELICAL LUTHERAN CHURCH	H4100103000093	50	50				5/1/2018	$ 2,400.00
119		BERN	PAUL W BAER TRUST PROPERTIES LLC	H4100103000094	38	100				5/1/2018	$ 2,320.00
113		BERN	PAUL W BAER TRUST PROPERTIES LLC	H4100103000096	10	25				5/1/2018	$ 600.00
520	S	CAMPUS	MYERS CAMERON LLC	H4000103000099	10	50				5/1/2018	$ 800.00
530	S	CAMPUS	BAER PROPERTIES LLC	H4100103000100	15	205	60			5/1/2018	$ 2,780.00
540	S	CAMPUS	PAUL W BAER TRUST PROPERTIES LLC	H4100103000120	55	225	50	147		5/1/2018	$ 5,773.00
127	E	ROSE	PAUL W BAER TRUST PROPERTIES LLC	H4100106000175		50				5/1/2018	$ 400.00
650	S	CAMPUS	CLAWSON PROPERTIES II LLC	H4100106000143	5	75				5/1/2018	$ 800.00
128	E	CENTRAL	ALEX GORDON FUHR	H4100106000142		80				5/1/2018	$ 640.00
700	S	CAMPUS	L JANE ARMSTRONG	H4100106000141	5					5/1/2018	$ 200.00
706	S	CAMPUS	706 SOUTH CAMPUS	H4100106000139		25				5/1/2018	$ 200.00
708	S	CAMPUS	M & M STUDENT RENTALS LLC	H4000106000126	25	75				5/1/2018	$ 1,600.00
113		PLUM	TRES WALNUT LLC	H4100106000124	20		75	112		5/1/2018	$ 2,483.00
720	S	CAMPUS	HAMILTON CONSTRUCTION & SERVICES	H4100106000118		50		91		5/1/2018	$ 1,219.00
119		ARDMORE	119 ARDMORE LLC	H4100106000116	20					5/1/2018	$ 800.00
818	S	CAMPUS	CLIFFORD & JOYCE MENTRUP	H4100106000115	5			91		5/1/2018	$ 1,019.00
820	S	CAMPUS	MARGARET L CORSO SUC TR THE HARRY F DELONGE TESTAMENTARY TR	H4100106000114		55				5/1/2018	$ 440.00
120	E	CHESTNUT	MICHAEL J SUM	H4100106000113	10	30				5/1/2018	$ 640.00
21	W	VINE	RODBRO & MYERS INVESTMENTS LLC	H4100007000013	80	255		216		5/5/2018	$ 7,184.00
32	W	VINE	10K PROPERTIES LLC	H4100007000008	60	50				5/5/2018	$ 2,800.00
28	W	VINE	10K PROPERTIES LLC	H4100007000009	50	100				5/5/2018	$ 2,800.00
24	W	VINE	10K PROPERTIES LLC	H4100007000010	60	50				5/5/2018	$ 2,800.00
20	W	VINE	MAE ALLEN JESSUP	H4100007000011 & H4000007000064	40	200				5/5/2018	$ 3,200.00
17	W	VINE	RODBRO & MYERS INVESTMENTS LLC	H4100007000012	25					5/5/2018	$ 1,000.00
15	W	VINE	MARK W SCHALLIP	H4100007000061	15	50				5/5/2018	$ 1,000.00
13	W	VINE	MARK J & KARLA K SHEA	H4100007000062	5					5/5/2018	$ 200.00
10	W	VINE	RICHARD A STARRETT TR	H4100007000065	50	25			55	5/5/2018	$ 2,475.00
222	N	MAIN	COLLEGE PROPERTIES INC	H4100007000063	15					5/5/2018	$ 600.00
302	N	MAIN	ARCHENT LLC	H4100007000056		25				5/5/2018	$ 200.00
2	E	VINE	PAULA S SMITH	H4100007000083	40	100				5/5/2018	$ 2,400.00
215	N	MAIN	UNIVERSITY HOUSING APARTMENTS INC	H4100007000086	40	75				5/5/2018	$ 2,200.00
10	E	VINE	HAMILTON CONSTRUCTION & SERVICES	H4100007000222	10	25				5/5/2018	$ 600.00
14	E	VINE	KAMKE RENTALS LLC	H4100007000084	5	75				5/5/2018	$ 800.00
15	E	VINE	UNIVERSITY HOUSING APARTMENTS INC	H4100007000085	15	252				5/5/2018	$ 2,616.00
18	E	VINE	FIRST BAPTIST CHURCH OF OXFORD	H4100007000129	25	25	50	121		5/5/2018	$ 2,739.00
222	N	POPLAR	UNIVERSITY HOUSING APARTMENTS INC	H4100007000126	75	400		156		5/5/2018	$ 7,604.00
28	E	VINE	HOELZER/HOELZER RENTALS INC	H4100007000127	45	125	25	100		5/5/2018	$ 3,925.00
223	N	POPLAR	HOELZER/HOELZER RENTALS INC	H4000007000148	40	115				5/5/2018	$ 2,520.00
301	N	POPLAR	NORTH SEA INVESTMENT GROUP LLC	H4100007000145	99	250				5/5/2018	$ 5,960.00
114	E	VINE	THREE GOOD HOUSES LLC	H4100007000146	40	125				5/5/2018	$ 2,600.00
115	E	VINE	ROBERT M & DOROTHY BENZ	H4100007000147	70	250				5/5/2018	$ 4,800.00
116	E	VINE	THREE GOOD HOUSES LLC	H4100007000193	31	50				5/5/2018	$ 1,640.00
118	E	VINE	JOHN JAMES PROCHAZKA JR	H4100007000192	37					5/5/2018	$ 1,480.00
130	E	VINE	LEAH RINDLER-KNAPKE	H4100007000191	20	50				5/5/2018	$ 1,200.00
218	N	CAMPUS	PUCKER UP LLC	H4100007000190	50	175			144	5/5/2018	$ 4,120.00
205	E	VINE	4-D INVESTMENTS INC	H4100006000013	58	200				5/5/2018	$ 3,920.00
210	E	VINE	STEPHENSON-OBRIEN LLC	H4100006000015	23			80		5/5/2018	$ 1,640.00
218	E	VINE	ROBERT M & TONYA L HUTZELMAN	H41000060016	25					5/5/2018	$ 1,000.00
219	E	VINE	VINO 1 LLC	H4100006000043	5					5/5/2018	$ 200.00
224	E	VINE	PJ KELLEMS CONSULTING LLC	H41000060018B	40					5/5/2018	$ 1,600.00
230	E	VINE	REDHAWK RENTAL PROPERTIES LLC	H4000006000190	48	50	30	130		5/5/2018	$ 3,760.00
323	N	MAIN	BANFF ASSOCIATES LLC	H4100007000074	45	100	25	84		5/14/2018	$ 3,581.00
6	E	SYCAMORE	OXFORD MOTEL INN	H4100011000021	55	150				5/14/2018	$ 3,400.00
14	E	SYCAMORE	MICHAEL K SANDER	H4100011000020	20	125	25	30		5/14/2018	$ 2,295.00
15	E	SYCAMORE	OBW LLC	H4100007000137	35	100	25	66		5/14/2018	$ 3,019.00
16	E	SYCAMORE	DYNAMIC MW HOLDINGS LLC	H4100011000019	5			66		5/14/2018	$ 794.00
30	E	SYCAMORE	TONY MILLER BUILDERS LLC	H4000011000018	10	75				5/14/2018	$ 1,000.00
324	N	POPLAR	D & B FAMILY LTD PRT	H4100007000138	5	75				5/14/2018	$ 800.00
101	E	SYCAMORE	ROBERT L BLACKBURN TR	H4100007000139	25		25	96		5/14/2018	$ 2,089.00
401	N	POPLAR	RODBRO AND MYERS INVESTMENTS LLC	H4100011000004	40					5/14/2018	$ 1,600.00
104	E	SYCAMORE	MPR IV LLC	H4100011000003	32	75	100	120		5/14/2018	$ 3,860.00
105	E	SYCAMORE	TERRY MICHAEL DUDLEY	H4100007000140	5	25				5/14/2018	$ 400.00
106	E	SYCAMORE	DAY MARY L SUCC TR OF RAY DAY TR & YOUNG GAIL	H4100011000002	23	50				5/14/2018	$ 1,320.00
117	E	SYCAMORE	ROBERT L BLACKBURN TR	H4100007000206	0	100				5/14/2018	$ 800.00
118	E	SYCAMORE	PENSCO TRUST CO LLC	H4100010000036	10	100	25	36		5/14/2018	$ 1,749.00
119	E	SYCAMORE	ROBERT L BLACKBURN TR	H4100007000205	5	75				5/14/2018	$ 800.00
120	E	SYCAMORE	DUDLEY PRIME PROPERTIES LLC	H4100010000037		100				5/14/2018	$ 800.00
124	E	SYCAMORE	OXFORD REAL ESTATE HOLDINGS LLC	H4100010000038 & H4100010000039	15	50				5/14/2018	$ 1,000.00
324	N	CAMPUS	ROBERT L BLACKBURN TR	H4100007000204	88	100		90		5/14/2018	$ 5,130.00
323	N	CAMPUS	AK OXFORD PROPERTIES LLC	H4100006000026	112	275				5/14/2018	$ 6,680.00
204	E	SYCAMORE	DAY MARY L SUCC TR OF THE RAY DAY TR	H4100010000073	45					5/14/2018	$ 1,800.00
206	E	SYCAMORE	DAY MARY L SUCC TR ETAL	H4100010000042	45	75	25			5/14/2018	$ 2,625.00
208	E	SYCAMORE	BRUCE A HAUTAU	H4100010000043	40					5/14/2018	$ 1,600.00
216	E	SYCAMORE	RGS PROPERTIES LLC	H4100010000044, H4100010000045, H4100010000046	70	100	50	168		5/14/2018	$ 5,562.00
217	E	SYCAMORE	MARCIA G BRADLEY	H4000006000027	40	275				5/14/2018	$ 3,800.00
224	E	SYCAMORE	GOLD DUST PROPERTIES LLC	H4000010000047		100				5/14/2018	$ 800.00
322		UNIVERSITY	KEITH E & PENNY GREGORY	H4000006000028	67	100		72		5/14/2018	$ 4,128.00
301	E	SYCAMORE	NPEF CORP & ALPHA PHI OF ZETA BETA TAU HOUSE CORP	H4100006000115	60	125	50			5/14/2018	$ 3,850.00
304	E	SYCAMORE	ROBERT WOLFE JR	H4100010000048	10	100				5/14/2018	$ 1,200.00
308	E	SYCAMORE	ROBERT WOLFE JR	H4000010000049	15	100	25	55		5/14/2018	$ 2,120.00
316	E	SYCAMORE	ROBERT WOLFE JR	H4100010000050	10	50				5/14/2018	$ 800.00
314		BISHOP	DELTA KAPPA EPSILON	H4100006000121	50	225				5/14/2018	$ 3,800.00
401	E	SYCAMORE	ALPHA CHAPTER HOUSE ASSN OF SIGMA CHI FRATERNITY	H4100006000137	68	200					$ 4,320.00
320		TALLAWANDA	PHI KAPPA TAU CHAPTER HOUSE ASSN	H4100006000138 & H4100006000139	80	50	100	90			$ 5,310.00

THE VERGE			BROOKSIDE AT CHESTNUT LLC	H4100114000063 & H4100114000064	897	3560	250	113	630	6/4/2018	$ 70,777.00
201	E	CHESTNUT	201 E CHESTNUT LLC	H4100114000062	145	300	75	100			$ 9,775.00
1010		ARROWHEAD	SCOTT F & ANTHONY AUGSPURGER	H4100114000010	49	75	75	90		6/4/2018	$ 4,045.00
1011		ARROWHEAD	H&P PROPERTIES INC	H4000114000012	17	200				6/4/2018	$ 2,280.00
1014		ARROWHEAD	OXFORD OFF CAMPUS STUDENT HOUSING LTD	H4100114000037	20	120				6/4/2018	$ 1,760.00
1015		ARROWHEAD	JOHN L MORROW	H4100114000060	77	25	50	115		6/4/2018	$ 4,765.00
1018		ARROWHEAD	OXFORD OFF CAMPUS STUDENT HOUSING LTD	H4100114000038	30	180				6/4/2018	$ 2,640.00
1021		ARROWHEAD	D & J OXFORD ENTERPRISES LLC	H4000114000059	63	30		200		6/4/2018	$ 4,560.00
1024		ARROWHEAD	THE COURTYARDS OF MIAMI LLC	H4100114000039	14	100	50			6/4/2018	$ 1,810.00
1027		ARROWHEAD	MARY BARONE	H4100114000059	20	25	25			6/4/2018	$ 1,225.00
1028		ARROWHEAD	UMBSTEAD PROPERTIES LLC	H4000114000040	45	200	75	76		6/4/2018	$ 4,759.00
1031		ARROWHEAD	JAW REALTY LLC	H4100114000057	31	50	25	70		6/4/2018	$ 2,495.00
1032		ARROWHEAD	DAVID C SABO	H4100114000041	20	255	75			6/4/2018	$ 3,515.00
1035		ARROWHEAD	JASON & STEPHANIE REYNOLDS	H4100114000056	20			70		6/4/2018	$ 1,430.00
1036		ARROWHEAD	ROBERT W BLACK & SHANA ROSENBERG	H4100114000042	31			60		6/4/2018	$ 1,780.00
1039		ARROWHEAD	SHAWN MICHAEL & ELIZABETH ANN SEXTON TR	H4100114000055	84	50	25	75		6/4/2018	$ 4,660.00
1040		ARROWHEAD	STEVEN & DOROTHY GORHAM	H4100114000043	121	50		72		6/4/2018	$ 5,888.00
92		ACORN	JOSEPH C KRETSCHMER	H4000114000045	27	50	25	55		6/4/2018	$ 2,200.00
94		ACORN	JONATHAN M PARSONS	H4100114000044	24	75				6/4/2018	$ 1,560.00
95		ACORN	MARY VIERLING	H4000129000001			25			6/4/2018	$ 225.00
97		ACORN	NANCY M WELLS & JOHN L REILLY	H4100129000002	31		65	76		6/4/2018	$ 2,509.00
99		ACORN	CHRISTOPHER H DOHERTY	H4100129000003	66	50	25	76		6/4/2018	$ 3,949.00
103		ACORN	JEFFREY L TRIPLETT	H4100129000004	49	50		40		6/4/2018	$ 2,720.00
107		ACORN	HARLEY D AND BRITTANY N ISAACS	H4100129000005	20	50	25			6/4/2018	$ 1,425.00
109		ACORN	ALAN S MARCUS	H4100114000046	44	50		45		6/4/2018	$ 2,565.00
111		ACORN	SCOTT F & MONICA E SMITH	H4100114000047	40		25	100		6/4/2018	$ 2,725.00
114		ACORN	S.S. RAMA RAO PAPPU	H4000114000054	70	100				6/4/2018	$ 3,600.00
115		ACORN	JOSEPH W LEONARD & ETSUKO LEONARD CO TR	H4000114000048	53			60		6/4/2018	$ 2,660.00
119		ACORN	CHRISTOPHER G & GRACIA M ACHESON	H4100114000049	60	25		115		6/4/2018	$ 3,635.00
120		ACORN	DAVID WALSH & SUSAN HURST	H4100114000053	30			75		6/4/2018	$ 1,875.00
123		ACORN	DAVID L FORRESTER	H4100114000050	26	50	50	100		6/4/2018	$ 2,790.00
124		ACORN	NICOLE & CHRISTOPHER L SHIFLETT	H4100114000052	5					6/4/2018	$ 200.00
127		ACORN	CHRISTINE R STARKEY	H4000114000051	24	50		105		6/4/2018	$ 2,305.00
										subtotal:	$ 371,381.00

CITY OF OXFORD QUANTITIES

Address	Direction	Street Name	Property Owner	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Feet Sidewalk thru Alley	Square Ft Alley Apron	Square Ft Apron Remove Only	Date of Letter Expiration	Estimated Cost
15	E	VINE	ALLEY		25			117			$ 2,053.00
115	E	VINE	ALLEY					96			$ 864.00
116	E	VINE	ALLEY		17		25	143			$ 2,192.00
219	E	VINE	ALLEY		8			216			$ 2,264.00
110	E	SYCAMORE	CURB AT CATCH BASIN		10						$ 400.00
117	E	SYCAMORE	ALLEY		43		20	54			$ 2,386.00
217	E	SYCAMORE	ALLEY		30		75				$ 1,875.00
										subtotal:	$ 12,034.00
Complaint Inspection Quantities											
45	E	High	45 East	H4000003000152	38	66				8/19/1905	$ 2,058.00
218		University	Michael Jarman Art LLC	H4100006000038	43	240	0			11/13/1911	$ 4,335.00
11	N	College	S&B Miller LLC	H4100004000139		165	385	400		1/3/1926	$ 9,500.00
209		Bishop	P&J Rental LLC	H4100006000178	0	450	0	0		4/26/1912	$ 4,500.00
405	E	Vine	SPI Ohio LLC	H4000006000174	25	75	252	100		10/8/1914	$ 5,395.00
314	E	Church	Miami Chapter of Kappa Alpha Housing Corp	H4000006000064	130	610	150	508		6/7/1953	$ 19,517.00
										subtotal:	$ 45,305.00
				TOTALS:	5100	13847	2055	5111	829		$ 428,720.00

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Finance Department
Originating Department

Council Meeting Of: **March 20, 2018**

Joe Newlin
Prepared By

Account Code No. #:_____

Budgeted Amount: **$19,525 (2017 Actual)**

March 14, 2018
Date Prepared

Agenda Title: 2018 Investment Management Contract

Recommendation: Approve

Discussion:

Chronological Summary

- City issued RFP for Investment Advisor in January 2013
- Baird Public Investment Advisors was selected as investment advisor to begin in April 2013
- The original contract was for a three-year period with two additional one-year term extensions
- The investment team purchased all the client contracts from Baird in September 2014 to form RedTree Investment Group
- Each client had to consent to the transfer of the contract
- The original contract is set to expire on April 25, 2018
- The new contract allows for annual extensions each April

The investment Committee has been very pleased with RedTree representing the City with our investment portfolio. We recommend to Council they to continue representing the City going forward on a one-year basis. Each side has the option to cancel the contract with a 30-day notice.

RedTree Investment Group monthly fee is computed based on eight basis points. They will continue to pay our custodial fee to US bank, which is a savings of approximately $4,000.00 annually.

Approved By:

	Initial	Date
Department Head:		3/14/18
City Attorney:		
City Manager:	DRE	3/16/18

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER AND THE FINANCE DIRECTOR TO CONTRACT WITH REDTREE INVESTMENT GROUP SERVICES FOR THE MANAGEMENT OF THE CITY'S INVESTABLE FUNDS.

WHEREAS, Council hereby finds that the Investment Committee solicited Requests for Qualifications (RFQs) for the management of City investable funds in 2013 for an initial period of three years. The contract included two one year contract extensions and the final extension is set to expire on April 25, 2018; and

WJEREAS, the Investment Committee has been very pleased with RedTree Investment Group Services representing the City with its investment portfolio; and

WHEREAS, the Investment Committee recommends Council authorize the City Manager and the Finance Director to contract with RedTree Investment Group Services for the management of the City's investable funds for a period of one year with annual contract extensions to be considered each April.

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

SECTION 1: Council hereby accepts the Investment Committee's recommendation that the City utilize the services of RedTree Investment Group for the management of the City's investable funds for a period of one year with annual contract extensions to be considered each April.

SECTION 2: The City Manager and the Finance Director are hereby authorized to contract with RedTree Investment Group for the management of the City's investable funds for a period of one year with annual contract extensions to be considered each April.

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

_____
VICE MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: STEVE DANA

PREPARED BY: LAW(STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager		Finance Originating Department
Council Meeting Of :	3/20/2018	
Account Code No. :	see below	Joe Newlin Prepared By
Budgeted Amount :		3/14/2018 Date Prepared

Agenda Title:	**2018 Supplemental Budget #2**

Recommendation:	**Approve**

Issue 1
To make adjustment to budget for contributions in the General Fund from the Oxford Community Foundation to operating expenditures

Action Needed:

Revenue Side

General (110)	1,854.45	Increase contribution revenue

Expense Side

General (110)	1,854.45	Increase operating expenditures
Net Effect on Fund Balance/(s) Increase/(Decrease)	-	

Issue 2
To make adjustment to budget for revenue in the Municipal Facilities Capital Improvement Fund for Municipal Building Improvements and transfer funds from General Fund

Action Needed:

Revenue Side

Municipal Facilities Capital Improvement (143)	1,700,000.00	Transfer from General Fund

Expense Side

General (110)	1,700,000.00	Transfer to Municipal Facilities Capital Improvement Fund
Municipal Facilities Capital Improvement (143)	1,861,463.01	Municipal Building Improvements
Empire Building Contract with Alternates	3,743,500.00	
Additional Costs	749,350.00	
Total Costs	4,492,850.00	

March 13, 2018 Unencumbered Appropriated Balance	2,731,066.07
Increase in Appropriation	1,861,463.01
Total of Approriation 2018	4,592,529.08
Total Costs	4,492,850.00
Appropriated for Unknown Expenses	**99,679.08**

Net Effect on Fund Balance/(s) Increase/(Decrease)	(1,861,463.01)
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(1,861,463.01)

Breakdown by Fund

General (110)	(1,700,000.00)
Municipal Facilities Capital Improvement (143)	(161,463.01)
Net Effect on Fund Balance/(s) Increase/(Decrease)	(1,861,463.01)

Approved By:		Initials	Date
	Department Head:		3/14/18
	City Manager:	DRE	3/16/18

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO.3449. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 2 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2018.

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

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

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

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

General Fund 110	1,854.45

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

General Fund 110	1,854.45
General Fund 110	1,700,000.00

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

Transfer from:	
General Fund 110	1,700,000.00
Transfer to:	
Municipal Facilities Capital Impr. Fund 144	1,700,000.00

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

Municipal Facilities Capital Impr. Fund 144	1,700,000.00

SECTION 6: The following increase/(decrease)in appropriations from unencumbered balances be made:

Municipal Facilities Capital Impr. Fund 144	1,861,463.01

SECTION 7: In all other respects, Ordinance No. 3449 shall remain in full force and effect.

SECTION 8: This ordinance shall take effect immediately upon its adoption.

_____
MAYOR

ADOPTED: _____

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: March 6, 2018

Sam Perry
Prepared By:

Account Code No. #:

Budgeted Amount:

February 13, 2018
Date Prepared:

Revision to Oxford Historic and Architectural Preservation Guidelines, Uptown District

Recommendation: Adoption

Discussion:
Per Oxford Code Section 1331.04(c)(1), the Guidelines used by the Historic and Architectural Preservation Commission (HAPC), are considered by reference part of the Oxford Code. Therefore, changes to the Guidelines are considered by the City Council before being utilized in the HAPC's Certificate of Appropriateness review process.

On January 16, 2018, City Council held a work session with HAPC to review the Inventory. The City Council was receptive to the adoption and encouraged the HAPC to move forward with their plans. On February 7, 2018, the HAPC passed a unanimous motion to recommend that the City Council replace the 1994 Inventory with the 2018 Inventory as part of the Design Guidelines. Pages 3 through 12 of the current Guidelines will be removed and replaced. This includes the Existing Conditions, the map, and the building descriptions. The 1994 Guidelines included 41 of the 155 buildings in the Uptown District. The proposed Inventory includes all completed buildings, as well as the City Clock. The new format includes similar information as before but is presented in a tabular format. New information now included is new and old pictures, new four category system, new local historical context, expanded architectural description and references to other resources and surveys. The inventory will be included in a downloadable PDF format, as well as an online searchable map database, on the City's website. The online searchable version is not yet available.

The HAPC plans to periodically review the Inventory on a more regular basis, likely saving recommended changes for one per year or once every two years. The Commission also plans to follow this update with additional recommendations to City Council such as: the Demolition Review/Replacement Code (1331.063), Inventory of Additional Districts, and policy recommendations for preservation of buildings outside of historic districts (Local, State or National Register sites in Oxford). A prioritization and schedule for these efforts has not yet been finalized; however, recommendations in 2018 are likely.

This staff report is paired with a recommendation for a text amendment to Chapter 1331.

Approved By:

Department Head: 2/26/18
City Attorney:
City Manager: 3/2/18

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION'S RECOMMENDATION AND AMENDING THE DESIGN GUIDELINES FOR THE CITY OF OXFORD'S HISTORIC DISTRICTS TO INCORPORATE THE NEW UPTOWN HISTORIC DISTRICT INVENTORY.

WHEREAS, the Design Guidelines for the City of Oxford's Historic Districts utilized by the Historic and Architectural Preservation Commission are considered by reference part of the Oxford Codified Ordinances; and

WHEREAS, the Historic and Architectural Preservation Commission held a public meeting on February 7, 2018 and after deliberation passed a unanimous motion recommending that City Council amend the Design Guidelines for the City of Oxford's Historic Districts to incorporate the new Uptown Historic District Inventory attached hereto by reference as Exhibit "A".

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

SECTION 1: Council accepts the recommendation of the Historic and Architectural Preservation Commission and hereby amends the Design Guidelines for the City of Oxford's Historic Districts to incorporate the new Uptown Historic District Inventory attached hereto by reference as Exhibit "A".

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

_____
VICE MAYOR

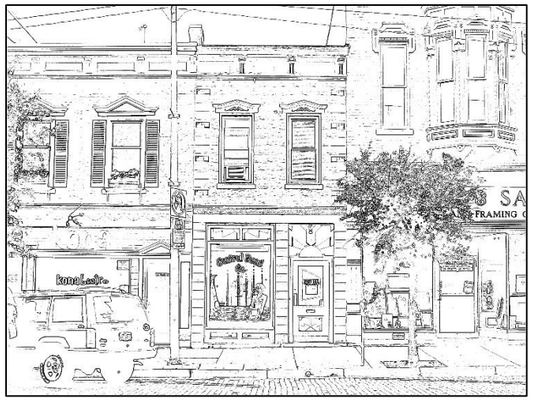
ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: STEVE DANA

PREPARED BY: LAW(STAFF)



UPTOWN HISTORIC DISTRICT INVENTORY

FEBRUARY 2018

OXFORD HISTORIC & ARCHITECTURAL PRESERVATION COMMISSION

101 E. High St
Oxford, Ohio 45056

513-524-5204

www.cityofoxford.org/hapc

sperry@cityofoxford.org

UPTOWN HISTORIC DISTRICT PROPOSED INVENTORY FEBRUARY 2018

TABLE OF CONTENTS

Definitions….Page 1

Proposed Inventory Map Merged with 2017 Aerial Photo……Page 2

Proposed Inventory Descriptions……Pages 3-34

Welcome to the 2018 City of Oxford Uptown Historic District Inventory.

The following pages contain a catalog of the buildings within the Uptown Historic District including a description of the building, its architectural style, the year built, its classification as assigned by the Historic and Architectural Preservation Commission, any prior classification, its current and where available prior occupancies, and where available pictures and a brief history of the building or structure.

Please note that previous inventories focused on selected buildings along High Street and remained silent as respects buildings on other streets within the district. This inventory is more expansive, as it includes all buildings within the district. The buildings included for the first time in this inventory will lack a classification from the previous inventory.

The district is roughly an 8 block area including properties that front on portions of East-West Streets: Church, High and Walnut as well as portions of North-South Streets: College, Main and Poplar.

This inventory is intended to serve multiple purposes including but not limited to the following:

- It provides definition to the Uptown district and the buildings that comprise it.
- It serves as a collective of information relevant to the buildings within the district.
- It can be used as reference (along with applicable zoning regulations) for anyone who currently owns and/or occupies a building or is interested in purchasing/occupying a building within the district and is considering possible exterior changes.
- It presents a portrait of the whole district enabling the reader to view the impact of adjacent, and/or nearby buildings have on each other.
- It provides some history associated to the building, its relative significance and contribution to the district. It also includes excerpts of historical information from the Uptown Historic District Walking Tour Guide.

We want to thank the subcommittee who volunteered a considerable amount of their personal time and effort to complete the inventory aligning on consistent verbiage and format, the Smith Library for searching their archives and providing us with many of the pictures included in the inventory, and to members of the City of Oxford Community Development Department for composing this inventory in its current format.

We welcome any and all feedback from the community to enhance future editions of this inventory.

City of Oxford - The Historic and Architectural Preservation Commission.

REFERENCE AND ACKNOWLEDGEMENT: Information obtained from multiple sources by committee authors such as but not limited to personal field observations, Uptown District walking tour brochures, previous two inventories, county auditor records; much research was conducted and obtained directly or indirectly utilizing the Smith Library of Regional History in Oxford, Ohio. All members of the HAPC have contributed to this document. Former members also assisted in the final product since the time span of the process exceeded their terms.

HISTORIC (H)

Generally buildings in this category will be 50 or more years of age. The historic form and character of the building is visually accessible and if not accessible, it could be restored to its historic form and character.

NON-HISTORIC CONTRIBUTING (NHC)

Generally buildings in this category will be 50 or less years of age. The façade of the building conforms to the general character of the street wall in height, massing, proportion, fenestration, material, color, and detail. The building is in balance with the historic buildings in the district context and neither overwhelms nor detrimentally alters the historic character of the district. If the building does not conform stylistically to the character of the district, it nevertheless stands in an appropriate dialogue with the context. The building is typologically appropriate to the district.

HISTORIC NON-CONTRIBUTING (HNC)

Generally buildings in this category will be 50 or more years of age. The historic form and character of the building is not visually accessible or has been obliterated by incompatible remodeling, irreversible alteration, decay, or damage.

NON-CONTRIBUTING (NC)

Generally buildings in this category will be 50 or less years of age. The loss of the building would not have a negative impact on the historic character of the district. The loss of the building would improve the consistency and cohesion of the historic district.

2018 Uptown District Inventory

Architectural Style List and Brief Definitions

1. American Four Square (1) - From the mid-1890s to the 1930s, a popular kind of one or two storey residence with box-like shape that usually had four rooms on each floor. It also exhibited a reaction to the more ornate Victorian and revival styles that preceded it through simplicity of form and materials.

2. Art Moderne (1) – An outgrowth of the Art Deco style of the 1920s in which the decorative aspects of the Art Deco are suppressed by the influence of international modernism in the 1930s to 1950s

3. Arts and Crafts (1) – A style that originated in England under the influence of John Ruskin and others who promoted handcraft over machine production and natural over industrial materials. Often characterized by understated uses of shingles, turned wood, stained glass and polychromatic masonry.

4. Bungalow (2) – a residential style of one or story-and-a-half height using front or wrapping porches and craftsman detailing, especially on the interior. This style probably originated in California in the very late 19th and early 20th centuries but spread across the country quickly, especially after WW I.

5. Cape Cod (1) – a residential style with roots in New England, typically having a roof with a ridge parallel to the front of the house and opened by two or more dormers to give air and light to second story bedrooms.

6. Collegiate (1) – a kind of revival architectural style that often served to house high school, academy, or college institutions. Usually based on earlier examples such as the collegiate Gothic of England or the Colonial style of Jefferson's design for the University of Virginia.

7. Colonial Revival (6) – a nationalistic style based on elements of the classicizing Georgian architecture of England and colonial America, using symmetry, classical detailing of pediments, columns, cornices, fenestration, and doorways. Practiced from the 1890s into the early 20th century.

8. Commercial Vernacular (2) – A style of architecture that derives from the industrial forms of the International Style and stresses a kind of post-Depression "no nonsense" frugality and efficiency.

9. Contemporary (1) – another word for recent modern architecture that rejects historical style while seeking to serve the culture, character, and attitudes of its own time.

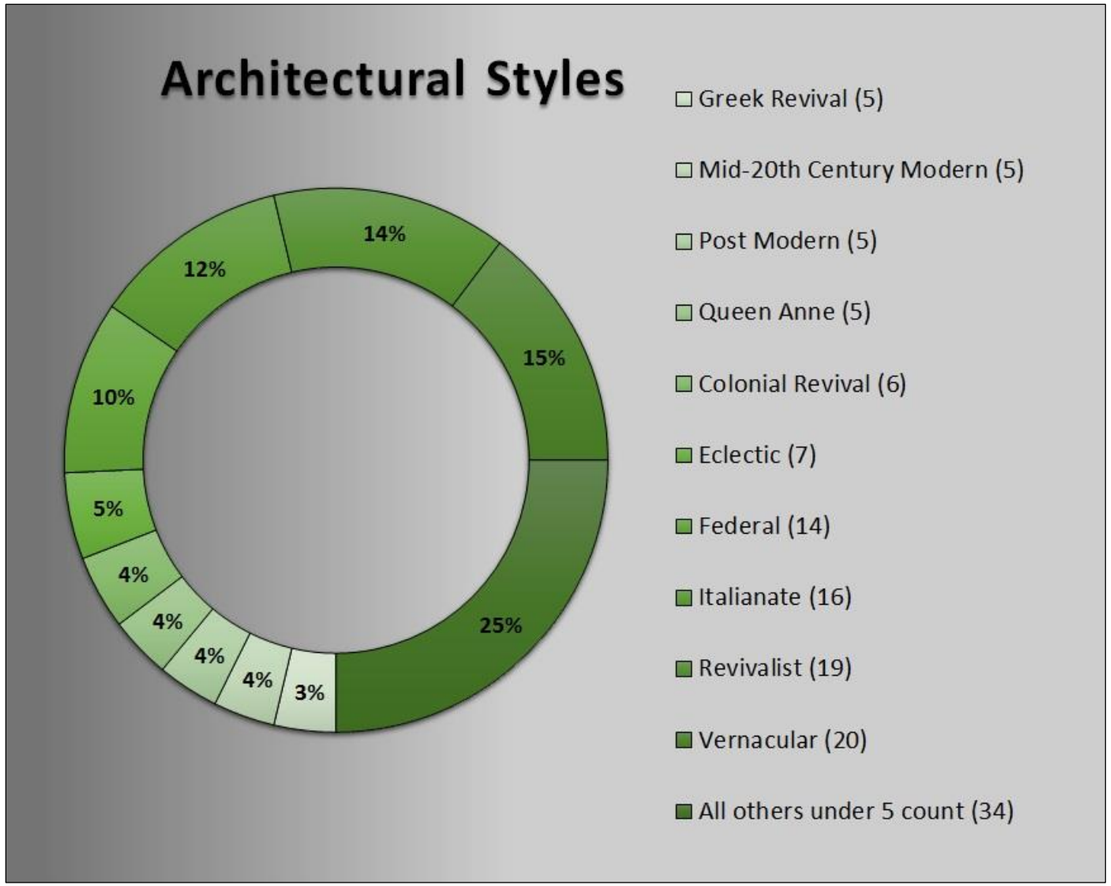
10. Eclectic (7) – A style that intentionally or unintentionally draws by choice from other styles, usually earlier in time. Nothing that can truly be called "eclectic" without citing the sources of its forms.

11. Federal (14) – In its original classicizing form, the Federal style evolved from English Georgian architecture and was popular during the Federal period in US history (ca.1785 to ca. 1815). Usually characterized by plain surfaces often of brick masonry, with wood detailing of shutters, panels, tablets, friezes and cornices.

12. French Renaissance Revival (1) – Often associated with East Coast "robber barons" such as Cornelius Vanderbilt, this style applied the forms of French 16th-century country chateaux to residential, religious, and institutional buildings in the late 19th century.

13. Georgian Revival (1) – a revival of the Georgian style that originated in England and was brought to the United States during the colonial and Federal periods. The most obvious examples in Oxford are the Miami University buildings commissioned by Wallace Roudebush from the Cincinnati Architect Charles Cellarius.

14. Gothic Revival (2) – a 19th-century extension of the larger Gothic revival that originated in England under the influence of art critic John Ruskin. It applied forms such as the pointed arch and ornament derived from Gothic churches to any kind of building, whether religious, institutional, educational or residential.



15. Greek Revival (5) – the first national style in the United States, promoted in large part by Jacksonian expansion westward and by American sympathy for the struggle to liberate Greece from Turkish domination. Houses, banks, and churches took on the form of small Greek Doric temples.

16. Industrial Vernacular (1) – a kind of business architecture that derives from the industrial emphasis of the International Style and other 20th-century industrial construction, often not designed by the builder, not an architect.

17. International Style (1) - a style based on the Modern Movement that emanated from the Bauhaus in the 1920s and began to emerge in the United States in the 1930s.

18. Italian Villa (1) – style promoted by early 19th-century architects like A. J. Davis who saw in it a valuable model for suburban and exurban residential building during the period of Jacksonian westward expansion.

19. Italianate (16) – a Victorian revival style characterized by the appropriation of cornices, brackets, and other Italian baroque ornaments, often accompanied by extended vertical dimensions in windows, doors, and overall proportions.

20. Late Victorian (2) – a version of Victorian style that post-dates the larger Victorian movement.

21. Mid-20th Century Modern (5) – an American version of modern architecture that appropriates forms from the International Style, the work of Frank Lloyd Wright, and the general vocabulary of the post-WW II Modern Movement. Generally dated to the 1950s and 1960s.

22. Neoclassical (2) – a style principally derived from the architecture of classical antiquity and the work of the Italian architect Andrea Palladio, revived in the 19th century by American architects like Charles Bulfinch. Noted for its understatement as opposed to exuberance.

23. Post Modern (5) – a style that rebelled against the Modern Movement by using various kinds of ornament, revivalist elements, and material contrasts, usually with an ironic formal or spatial intention.

24. Post War Commercial (1)– a modern style developed for commercial ventures, usually with a “no-nonsense” formal simplicity and use of industrial materials.

25. Queen Anne (5) – a late 19th- and early 20th-century revival style (mostly unrelated to the English Baroque architecture of the period of Queen Anne!) using a broad vocabulary of gables, over-hanging eaves, spindles and other turned wood elements, porches (often polygonal) and “gingerbread” detailing on roof and horizontal cornices.

26. Ranch (1) – a style of low, one-story residential architecture popularized in large part after WW II thanks to the GI Bill and the expansion of magazines such as Better Homes and Gardens. Returning soldiers financed such homes constructed in large developments all over the United States.

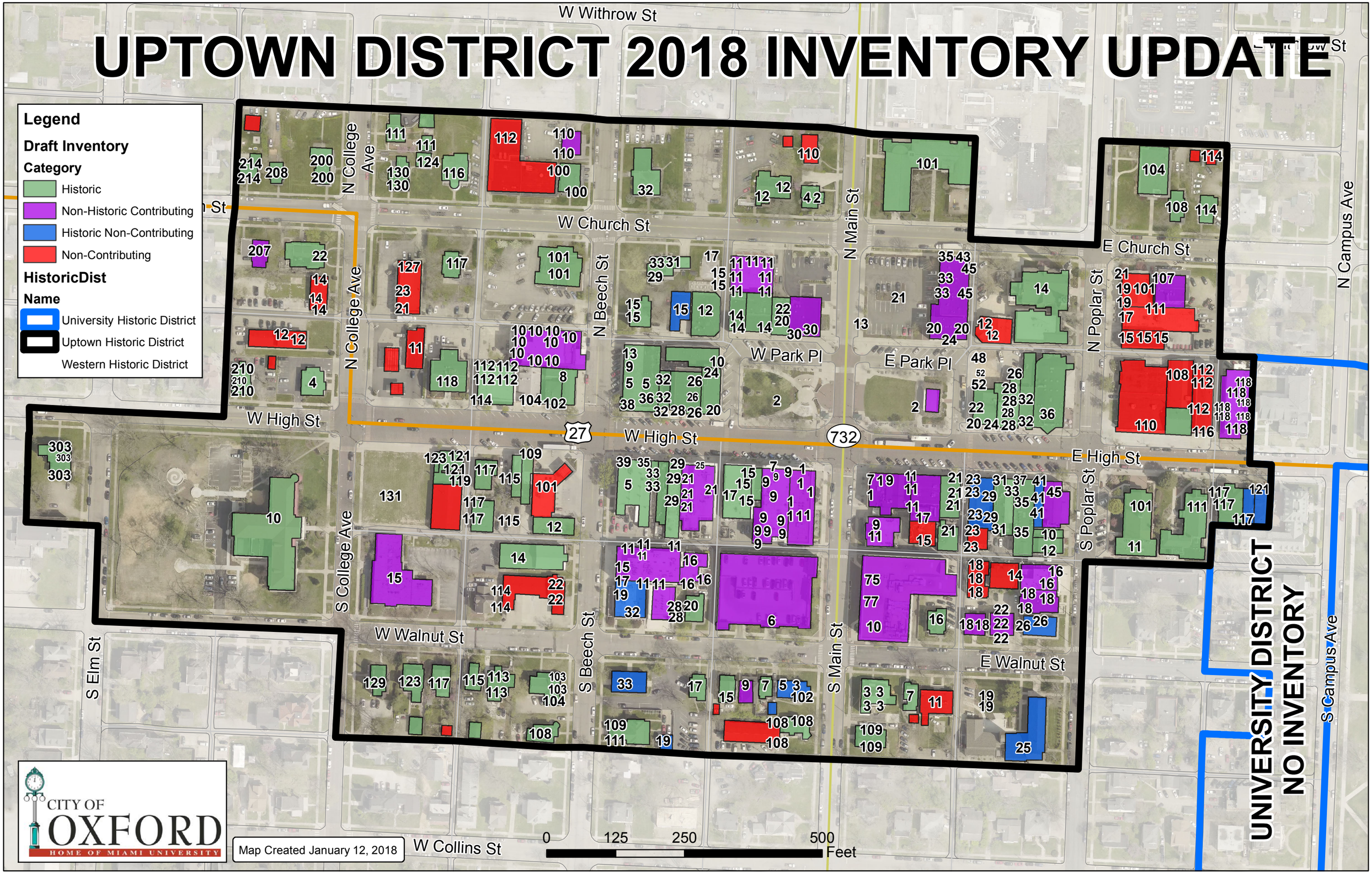
27. Revivalist (19) – any style that intentionally re-uses forms of an earlier style. Many kinds of classical architecture may be considered revivalist, but the term usually refers to an objective of reinstating the values associated with the earlier period or matching forms from that period for contextual purposes.

28. Strip Commercial (1) – A kind of commercial architecture that developed with the expansion of automobile transportation after WW I and again after WW II. It permitted drivers to see the stores and the available parking from the street the building(s) fronted. Usually a simple modernist vocabulary characterized the architecture, but many variations emerged over time.

29. Vernacular (20) – This term usually refers to architecture built within a local or regional tradition with professional architectural design, although it sometimes draws on familiar architectural forms. Vernacular buildings may respond to climate, to local topography, or to functional need. There is no single form or vocabulary that can be defined as vernacular.

30. Victorian (2) – This is a collective term for the era dominated by Queen Victoria of England. In the United States it is usually associated with the Italianate style of that time but can include other styles, as well, such as (ironically) the Queen Anne style and the Richardsonian Romanesque.

UPTOWN DISTRICT 2018 INVENTORY UPDATE



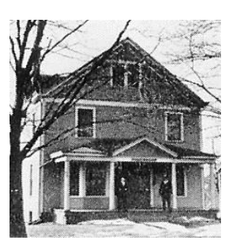
Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
101	E. High	Oxford Municipal Building			**H**	The rectangular red brick building features a two-story projecting portico with pediment and dentils supported by four square columns and four pilasters. Broken pediment over central door and stretcher brick flat lintels above first story windows. Second story features arched casement windows with keystone and stretcher brick semicircular arches. Neo-classical entablature encircles entire building. Gabled roof has large center cupola. The building was built as part of the Public Works Progress Administration (WPA). A one-story addition for a firehouse was added in the late 20th century to the south façade. There is a photograph of well known local mason, Harry Thobe, setting the cornerstone of this building.	1939	Neoclassical	http://www.lanep	Institutional	N	N	N		Rial T. Parrish		MS	9/5/2016
123	W. Walnut	Shera House #2			**H**	The building is two story wood frame structure with wrap around porch (N and W sides) supported by smooth Tuscan columns. Queen Anne features include large fan light window in projecting attic gable, carved wood cornice brackets and 2-story bay on the west side of the house. Although the historic siding is covered, the house is largely intact and could be restored to its original appearance.	1904	Queen Anne	http://www.lanep	Residential	N	N	N				MS	9/5/2016
123	W. Walnut	outbuilding behind 123 W. Walnut			**H**	3 Car Garage behind 123 W. Walnut. Horizontal Siding and trim in same style as the main residence. Structure has been maintained and is complimentary to the residence. Color scheme and hip roof style matches the residence. The structure is accessible from the alley only.					N	N	N				MK	3/27/2016
15	S. College	Lane Library			**NHC**	This building was designed by Oxford architect and Miami faculty member Keppel O. Small. The two-story brick structure has a lower level partially below grade. The deep eaves and stained glass windows are notable.The Oxford branch of the Lane Library was built in 1975 on property that was bought from Miami University with funds raised by volunteers headed by Walter Havighurst. The first addition to the structure was built in 1981 to accommodate the Smith Library of Regional History and enlarge the children's department. In 1991 a second substantial addition was added. Both additions were designed by the firm Steed-Hammond-Paul.	1975	Mid-20th Century Modern		Institutional	N	N	N	1981, 2017	Keppel O. Small		LK	9/12/2016
129	W. Walnut	Shera House #1			**H**	This is a three-story frame house with original porch and smooth Tuscan columns. The four front bays, five side bays, and horizontal weather board are notable. The house is largely intact, having original wood siding. The house was built circa 1904. It is one of three houses built side by side along Walnut Street by the Oxford banker, Donald Shera	1904	Queen Anne, Modified	http://www.lanep	Residential	N	N	N				LK	9/12/2016

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
36	E. High	Miami Western Theater			**H**	This two story theater building had a large marquee outside and 2 large murals inside. One mural depicted the life at Miami University, while the other mural depicted events at Western College. Both murals were made by Stiver Studios from Columbus, Ohio. Parts of the original marquee and art deco curved tile front façade remain. The changes of stucco, glass block and covered patio made in the 1990s could be altered to restore the building back to its original appearance. The Miami Western Theater was built by F and Y Construction in 1938-39 replacing one residence on Poplar Street owned by Oxford dentist Arthur Ramsey.	1939	Art Moderne	http://www.lanep	Commercial	N	N	N	1990		F and Y Construction	LK	9/12/2016
104	W. High	Kyger Building		under construction							N	N	N		Scott Webb		MK	9/20/2016
112-116	E. High	Park Place Real Estate			**NC**	The current structure is new and was completed in 2006. The simple brick facade design is commercial contemporary. Windows have limestone headers and sills. Windows show non-functional shutters at each side. The design is a non-descript commercial design. The brick is in running bond with little relief or shadow lines. Current designation of Non-contributing. The site was the former location of Ozzie's Restaurant and 'The Balcony'	2011	Contemporary		Mixed	N	N	N		Don Thomas		MK	9/20/2016
117	W. Walnut	Shera House #3			**H**	The current structure retains much of it original design elements. Cornice details and siding have been reasonably maintained over the years to help retain the original character of the design. The use of the building remains residential. The porch across the front of the house still has the railing as described in the last inventory. Spindled Railing members in between the Tuscan Style Columns. The third floor windows are the same and still have a diamond shape grid design as well as the original entablatures. Siding as well as the neutral colors of the trim combine to make this structure a welcoming element of the historic residential neighborhood in which it is located.	1902	Colonial Revival	http://www.lanep	Residential	N	N	N				MK	9/20/2016
117	W. Walnut	outbuilding behind 117 W. Walnut			**NC**	Small carport shed structure accessed off of the alleyway					N	N	N				MK	

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
303	W. High				**H**	The structure is a 2 story painted brick building with a stone foundation. Facade and foundation are original. The front porch was added at a later date, which included a new front door with sidelight and transom units. Window design remains is similar to the original 1/1 Double Hung Units. Each window is 6 lites over 6 lites. Small side porch with gothic trim remains on the east side. Additions were done in 1989 and 2013.	1859	Greek Revival	http://www.lanep	Residential	N	N	N	1989			MK	
10	S. College	Ox College			**H**	This three-story brick, wood and stone structure was built in 1850. It was founded as the Oxford Female Institute. It is believed to be the oldest Protestant school for women in the United States. Caroline Scott Harrison, wife of Benjamin Harrison, graduated from Oxford College in 1852. She was the first President of the Daughters of the American Revolution. The main entrance on College Avenue has a 3 Story Pavilion with flanking wings. The main entrance is a 2 story portico with round fluted columns; restored in 2014. The portico cornice is elaborately decorated with terra cotta, engraved and raised motifs topped by dentils. The existing front doorway, which was added later, has leaded glass sidelights and fanlight transom flanking double French doors. On the east side a 5 sided bay element and the original veranda extend to the south and wrap around the southeast corner. The building was colloquially known as Oxford College for decades. The building today serves as Oxford Community Arts Center with private artist studios on the 3rd floor.	1850	Georgian Revival	http://www.lanep	Institutional	Y	Y	Y				MK	
115	W. Walnut	Samuel Douglas House			**H**	The 2 story wood frame structure retains much of it original design elements. Front and Side Porches have colonial style columns and railings. The use of the building remains residential. Upper Attic Level floor has small window units for natural light introduction to the attic area. Horizontal Siding with wood trim at the windows and corners. Stone foundation is visible at the porch and main structure.	1909	Late Victorian		Residential	N	N	N				MK	10/13/2016
115	W. Walnut	outbuilding behind 115 W. Walnut			**H**	Small outbuilding at rear of property accessed from the alley. It is a small 2 car storgae garage building with 2 carriage doors at the alley. Small window and access door are on the side. Colors and materials of the structure match that of the main house.					N	N	N				MK	
114	W. Walnut	Rental			**NHC**	This four story building has red brick and cast stone materials on the first three levels. The fourth level is reminiscent of a gable-dormered french mansard.	2017	Vernacular		Mixed	N	N	N		Scott Webb			

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
108	S. Beech	Hugh Moore house			H	The building is two story brick structure with curved wrap-around porch (E & N sides). It is a variation of an American Foursquare house with box shape, offset front entry, hipped roof with large central dormers and large single light windows in the front. Other features include Tuscan columns on porch, stained glass windows and fish scale shingles on gables. The house was owned by local physician Hugh Moore, for several decades.	1907	American Four Square	http://www.lanep	Residential	N	N	N			ask Valerie	MS	10/13/2016
22	S. Beech	Fryman Motors			HNC	Site composed of two story wood framed structure with large canopy/car port and cement block building with office and 4 garage bays for car repair.	1959	dustrial Vernacular		Commercial	N	N	N			Fryman Motors	MS	10/13/2016
113	W. Walnut	Walnut Lodge			H	This two-story house is constructed of red striated brick with cobblestone pillars and porch walls. The screened porch on the east side of the house has a balcony on top that imitates a porte cochere. The 6 over 1 windows are distinctive with the top three lights small squares and the bottom three lights long rectangles. This 1920s home was built with an upstairs apartment by Wealthy and Perry Schultz, a retired Indiana farmer. In the mid-1960s it was used as a fraternity annex by Alpha Delta Phi. Ealeta Dingledine converted it to a retired women's residence in 1965.	1920	Arts and Crafts	http://www.lanep	Residential	N	N	N			Wealthy and Perry Shultz	LK	10/13/2016
103	W. Walnut	Barrows-Clough-Gilchrist-Moore			H	This two-story painted brick house was originally built in the federal style with later Victorian accents. It is believed to have been built some time in the 1840s. Some distinguishing features of the house include a long covered wrap-around porch with Tuscan columns and a circular corner on the east side of the building. The front facade windows extend to the floor. There is an attic tower with 2 Palladian windows on the northeast corner of the house. The Barrows-Clough-Gilchrist-Moore House was bought by Jeanelle and Dr. Hugh Gilchrist from John Clough in 1864. It had been used as a stop in the Underground Railroad with a secret closet in the basement. In 1872 the house was enlarged to add a doctor's office. The home stayed in the family until 1931 when the Gilchrist's grandson, Hugh Miller Moore, and his half brother Hazelett Moore stopped practicing medicine there. Later the house became the home of Martha and Victor Furth, an Oxford architect who fled Nazi Germany. The house was converted to office spaces in the early 2000's.	1840	Federal with Victorian details	http://www.lanep	Commercial	Y	N	N			John Clough	LK	10/13/2016
14	S. Beech	Bethel AME Church			H	This brick Greek revival structure features brick pilasters and dentils on the front facade. The vertical window proportions are a prominent feature. In the upper facade there is a date plate in the gable that reads A.M.E. Church 1857, Remodeled 1896. Oxford's oldest African American congregation bought the property in 1857, fifteen years after their founding. Alterations include an 1896 interior remodeling, the addition of a vestibule in 1950, a rear annex in 1954 and the replacement and enlargement of the annex in 1981. It is believed that this is the oldest continuously operating African Methodist Episcopal church in Ohio.	1855	Greek Revival	http://www.lanep	Institutional	Y	N	N	1896, 1950, 1981		Joel Collins	LK	10/13/2016

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
15-17	S. Beech				**NHC**	This mixed use commercial office/residential building is a 4 story building constructed of Concrete, Masonry and simulated stucco work above grade. The lower floor is beige/yellow color brick on the 3 story portion of the building fronting on Beech Street. The 4 story portion toward the rear is redish/brown brick with precast headers. The cornice work is stucco with molding detail built into it. The Fourth Floor is set back several feet from the front of the building on Beech Street. The upper levels design maintains the intent to keep the historic character of the District with a new structure.	2014	Revivalist		Mixed	N	N	N		Scott Webb		MK	12/5/2016
19	S. Beech	Commercial Office Space			**HNC**	A commercial structure currently used as a Real Estate Office. It is multi-level 1-1/2 - 2 story building brick and concrete. Sub-structure is wood and steel elements. Its main entrance is on Beech street but it has 2 sub-entrances on Walnut Street. The basic building is a brick finish in standard running bond which is painted grey. The Beech Street Side is a painted vertical wood siding in a warm grey color. At the Beech street entrance there is also a brick half wall in redish brick with a precast cap which surrounds the front patio. Facade has had several renovations since its original construction.	1956	Vernacular		Commercial	N	N	N				MK	12/5/2016
28	W. Walnut				**NHC**	A mixed use commercial retail/residential building that is a 4 story building constructed of Concrete, Masonry and simulated stucco work at the cornice's. The lower floor is intended for small commercial/retail uses. The 4th story portion is set back from the front to cut down the height intensity. Precast headers and sills at the windows contrast to the redish/brown brick. The cornice work is stucco with molding detail built into it. The upper floors are intended for student rental units. Those floors have a separate exterior stairway access with railings. This structure is listed as Non-Historic but is contributing to the Historic character of the district.	2016	Revivalist		Mixed	N	N	N		Greg Meyer		MK	12/5/2016
20	W. Walnut	Student Housing			**H**	This one and a half story house is constructed of striated red brick. It has a large front gable dormer and a large rear gable dormer. The eaves are wide and decorated with brackets. Most of the windows are double hung and have three vertical lights over a single light. The front door is on the right side of the façade. A group of 3 windows is to the left of the door. An old coal chute can be seen on the east side of the building. The full front porch is covered by the extended roof and has a brick railing. Structure has been maintained in an adequate manner to achieve an original appearance. This is one of the last remaining original bungalows in the district.	1920	Bungalow	http://www.lanep	Residential	N	N	N				MK	12/5/2016
16	W. Walnut	Commercial Office / Residential			**NHC**	This mixed use building is located directly behind the Bungalow at 20 West Walnut Street off of the alley. It is a 3 story building constructed of Concrete foundation work and Masonry above grade. The lower floor is beige color brick with redish/brown brick on the Upper Floors. There is a soldier course band at the floor lines. The cornice work is stucco with molding detail built into it. Segmented Limestone arches adorn the window and door heads.	2008	Revivalist		Mixed	N	N	N		Scott Webb		MK	12/5/2016

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
6	W. Walnut	Municipal Parking Garage			**NHC**	Municipal Parking Garage Structure built in 2001. Structure is a basic precast concrete and poured concrete structural elements. The vehicular entrance is from Walnut Street. The Exterior Facade is redish/brown brick in standard running bond. Precast Elements are integrated into the design to highlight openings and other elements. The precast cornice work includes bracket details in keeping with other older buildings in the district.	2001	Revivalist		Institutional	N	N	N		Scott Webb		MK	12/5/2016
33	W. Walnut	Commercial Office Space			**HNC**	This red brick 2 story rectangular office building has a front door on the north side facing Walnut Street with side doors on the east and west sides. The front door has sidelights and a broken pediment with pilasters. The entry porch is poured concrete with four 2 story classical columns. All paired windows have shutters.	1970	Colonial Revival		Commercial	N	N	N				LK	12/6/2016
109-111	S. Beech	Karl Zwick House			**H**	This two and a half story symmetrical red brick duplex has a partially pedimented shingled roof facade with 2 small windows at the peak on the north, west and south facades. It has a simple panel frieze and large entablatured cornice on the front porch and main roof. The front porch has a poured concrete floor with doric columns and a flat roof. The two wooden front doors are centered with single panes and transoms. The windows are 1/1 double hung with projecting stone sills and flatstone lintels. There are recessed side entrances for both units. The building is believed to have been built some time between 1900 and 1910.	1900	Four-Square Craftsman	http://www.lanep	Residential	N	N	N				LK	12/6/2016
19	W. Walnut	Carriage house behind 109-111			**HNC**	This 2 story structure has a single car garage on the first floor with a stone foundation covered in concrete. There are 1/1 windows. The second floor has wood shingle siding while the first floor has board and batten siding. It has a multiple shed roof.	1910	Vernacular		Residential	N	N	N				LK	12/6/2016
17	W. Walnut				**H**	This is a two story vinyl sided house with a stone foundation. The symmetrical house has a concrete front porch with narrow turned posts and no railing. There is a pediment above the central front door. The 1/1 windows have simple trim. There are small square single paned windows centered in the north and west roof gables.	1909	Vernacular	http://www.lanep	Residential	N	N	N				LK	12/6/2016
15	W. Walnut				**H**	The building is a two-story vinyl clad house sitting on the alley. The front has an off center front door with a single transom and a first floor bay window. There is a full front porch with narrow square posts. All windows are vinyl 1/1 double hung, including small windows in the south and west gables. It has a block foundation with a brick foundation under the small back porch. The house was briefly a chapter house of a non-fraternity that became Phi Kappa Tau. It was part of MU's cottage system from 1917-1918 and from 1922-1923.	1907	Four-Square Craftsman	http://www.lanep	Residential	N	N	N			Mrs. Robertson	LK	12/6/2016

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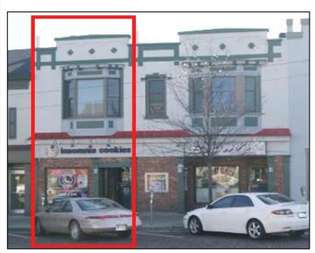
9	W. Walnut				**NHC**	This house was originally a 1 1/2 story bungalow. In 2016 the house was remodeled and a full second story was added. It does not retain many of its bungalow features. The house is vinyl sided with 1/1 windows. The front door remains off set with a single pane transom. The front porch is poured concrete with a decorative brick railing with lower brick columns.	1919	ungalow, Modifie	http://www.lanep	Residential	N	N	N				LK	12/6/2016
7	W. Walnut	Stearns House			**H**	This 2 story vinyl-sided house has a full front porch with a right front entrance. The porch has brick posts topped with square wooden columns. There are replacement 1/1 windows with simple trim. The Sears and Roebuck house was erected on a piece of Wilma Stearns mother's lot.	1927	Vernacular	http://www.lanep	Residential	N	N	N		Sears and Roebuck	Theron and Wilma Stearns	LK	12/6/2016
7	W. Walnut	garage behind 7 W. Walnut			**HNC**	A simple 1 car garage with vinyl siding and 2/2windows on the sides.	1927				N	N	N				LK	12/6/2016
102	S. Main	VanAusdall House			**H**	The 2 story aluminum clad house has 1/1 newer windows with simple trim. The front porch faces Main street and has an off-set door with a transom. The porch has Victorian style details. There are additions on the back (west end) with two small porches. One porch has narrow square columns, a flat roof and transomed door. There is one remaining off center interior chimney. The house was a home and office of a doctor in the later 1800s. It became a rooming house in 1920 when it was bought by Margaret VanAusdall. It stayed in the VanAusdall family and was rented to students until the 2000s.	1839	Federal	http://www.lanep	Residential	N	N	N				LK	12/6/2016
108	S. Main	Ferris House			**H**	The Ferris House is a brick 2 story with a stone foundation. The front facade is assymmetrical with a large wrap around front porch with a flat roof. The porch has tapered wood columns with brick rails. The south end of the front porch extends at an angle to the southeast. The windows on the main house are 1/1 with brick slip sills and shutters on all facades. There are two interior off centered chimneys. The shed roofed addition at the rear attaches the house to a rectangular brick 2 story addition of 8 apartments. In the 1870's this house was the location of a saloon owned by Patrick Dugan. Amelia and Henry Ferris lived in the house for almost 40 years.	1830	Federal	http://www.lanep	Residential	N	N	N				LK	12/6/2016
75	S. Main	Elms Hotel			**NHC**	The Elms Hotel is a three and a half story brick building characterized by paired and single arches in 7 pilastered bays on the 1st floor of the west facade. The south Facade has 3 pairs of arches in 3 bays on the first floor. The 3 & 4 floors are separated from the 1 & 2 floors by a brick water table with 2 header courses supported by a brick dentil projection. The 3rd & 4th stories have 2 over 2 windows in pairs beneath a single arched lintel. The cornice contains single and paired brackets along the west and south facades. The south and alley facades contain blind window features.	2001	Revivalist		Commercial	N	N	N		Scott Webb	HDS/Stewart Developers	MS	2/5/2017

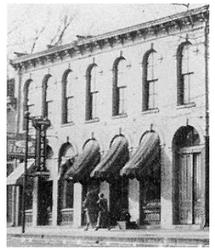
Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
16	E. Walnut	Stewart House			**H**	The Stewart house is a two and a half story wood frame house with full width front porch, east two story bay and roof dormers. The house has colonial revival elements such as tuscan front porch colums and a palladian window in the front dormer. The house has its original front door including transom and side lites. William Stewart was superintendent of Oxford public schools for 27 years.	1909	Colonial Revival	http://www.lanep	Residential	N	N	N			Isabelle (Coulter)/William Stewart	MS	2/5/2017
3	E. Walnut	Jones House			**H**	The Jones house is a two storey brick dwelling believed to have been built between 1860 and 1870. Some of its features inclue: two storey front "tower" bay, front porch with smooth tuscan columns, decorative window lintels on the 2nd story and original transomed front door. The front bay originally supported a 3rd story tower.	1860	Italian Villa	http://www.lanep	Residential	N	N	N			Sarah (Porter)/Walter Jones	MS	2/5/2017
109	S. Main	Hidlay House			**H**	The Hidlay house is a two and a half story frame dwelling with wrap around front porch, cut stone foundation and north & south semi circular two story bays. Its colonial revival features include a paladian window in the front dormer, coupled tuscan porch columns and front door with transom window. The house is covered in vinyl siding.	1910	Colonial Revival	http://www.lanep	Residential	N	N	N			Dora (Rains)/Milton Hidlay	MS	2/6/2017
7	E. Walnut	Beeks House			**H**	The Beeks house features an asymmetrical facade with wrap around porch and two story front bay window. It's features include the original front door with transom and plantation style window openings.	1908	Late Victorian	http://www.lanep	Residential	N	N	N			Mary (Keely)/Oscar Beeks	MS	2/6/2017
11	E. Walnut	Hillel Center			**NC**	The Arthur Beerman Hillel Center is a one story brick structure with rear walk out access. The features include a flat metal roof and symmetrical facade with all metal windows and doors.	1973	Mid-20th Century Modern		Institutional	N	N	N				MS	2/6/2017
25	E. Walnut	Holy Trinity Episcopal Church			**HNC**	The Holy Trinity Episcopal Church building is a three story red brick structure. The elements include running bond brick pattern, rectilineal doors and stained glass windows. Additions to the west facade, including a bell tower and one-story west wing, were added in the 21st century.	1950	Mid-20th Century Modern		Institutional	N	N	N	2000, 2015	David Maxfield		MS	2/6/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
18	E. Walnut	Apartment			**NHC**	This is a 2 story brick apartment structure. First floor windows are casement type 2 x 5 grid patterns. The second floor windows are casement type as well with a 2 x 4 grid pattern. The main entrance has a pediment over the recess applied over the brick. Poured concrete steps with aluminum railings lead up to the main entry door. Shutters adorn the front windows as well as the alley side. Structure is capped with a hip roof with colonial OG style gutters and downspouts. There is a small dormer on the front roof surface with a double casement type window and 2 x 3 grid pattern	2000	Colonial Revival		Residential	N	N	N				MK	1/9/2017
18	E. Walnut	Apartment in alley			**NC**	This is a 2 story brick apartment structure. First floor windows are casement type 2 x 5 grid patterns. The second floor windows are casement type as well with a 2 x 4 grid pattern. There are 3 entrances on the west facing elevation. Each entrance is recessed into the building. Half brick walls with colonial columns are present at the entry recesses. Single or double concrete steps lead up to the colonial style entry doors. Shutters adorn the front windows as well as the alley side. Structure is capped with a hip roof with colonial OG style gutters and downspouts. The building is believed to have been built early in the decade between 1990 and 2000.	1990	Colonial Revival		Residential	N	N	N				MK	1/9/2017
22	E. Walnut	The Rutherford			**NHC**	A three story residental rental unit structure with an oversize brick design. The upper floor switches to a vertical masonry design up to the fascia board. The fascia design has 8" wide brackets in a cove style profile. An oversized gutter board design is used adding to the height appearance of the front. The front windows are double hung units with a 4/2 grid design. Each window has an 8" precast header and 4" high sills . At several ponts there is an 8" x 8" precast unit inserts built into the brick design. Each upper floor unit has a balcony with a provincial style railing.	2005	Post Modern		Residential	N	N	N		Greig Rutherford		MK	1/9/2017
26	E. Walnut	Folker Apartments			**HNC**	This is a 2 1/2 story brick apartment structure. First floor windows are double hung with 6/6 grid patterns. The upper floor windows are double hung as well with a 6/6 grid pattern. The main entrance has a cottage style door with glazing at the upper sash. The glass has 3 x 3 grid pattern. The brick at the entrance is brought out about 8" with a small shed type roof over it. There is a dentile detail built into the brick at the top of the bump-out. Concrete steps lead up to the the main entry slab porch which has aluminum railings around the perimeter. At the upper floor windows and the main entry there are green awnings. The entry has a half circle style with the upper floor windows having a shed type awning. At the west side of the building there are concrete egress set of steps with an iron fire escape from the upper floor terminating on it. A typical hip roof was added in the 2000s. There are colonial OG style gutters and downspouts.	1937	International		Residential	N	N	N				MK	1/9/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
10	S. Poplar	Oxford Copy Shop			**H**	This one story commercial flat-roofed building is attached to the brick house to the south. The building was built as a gift shop and is the location of a former Typing Pool. The façade is dominated by a large plate glass window in three sections on the left, and an aluminum and glass doorway to the right. Green and white striped vinyl awning extends a few feet from the roof. There is an ornate parapet containing the business sign.	1950	Vernacular	http://www.lanep	Commercial	N	N	N				MK	1/9/2017
12	S. Poplar	Marquis-Peden House			**H**	This elevated two story brick house has a central entrance with an additional entrance to the right. There is a full width one story porch with flat hip roof in front façade, supported by brick pillars topped by square stone capitals. There is a plain wood arched frieze below porch roof eaves. The replacement windows are 3/1 double hung with plain stone lug sills and lintels. There is a hip dormer on north side second story and a small stained glass window on south side first story. The one story Oxford Copy Shop to the north is attached/abutting.	1925	Four-Square Craftsman	http://www.lanep	Residential	N	N	N				MK	1/9/2017
14	S. Poplar	Apartment			**NC**	This is a 3 story brick apartment structure. First floor entrances are on the north side of the building along the alley. The brick design is running bond with single and double soldier course accents at the floor lines. The windows are double hung style with 6/1 grid pattern. The windows have an 8" soldier course header and a 4" rowlock sill. Structure is capped with a typical gable type roof with 12" rake extensions. The OG gutters and downspouts are black as an accent color.	2006	Revivalist		Residential	N	N	N		Scott Webb		MK	1/9/2017
16	S. Poplar	Mixed			**NHC**	This is a three and four story structure with brick and limestone finishes. The first floor is designated for small retail/commercial uses. The upper floors are designated for rental units. It is a 4 story building with offsets at the upper floors to cut down the height intensity in the Historic district. The entrance to the residential units is on the left. The commercial side is on the right. There is a segmented arch at the third floor window section. There is a 3 story element on the northeast corner. The main windows are an aluminum storefront system with tinted glazing. The upper floors at the left side are finished in brick in a running bond. At the right side there are 2 sections of brick in a stacked soldier course pattern. The cornice work is an insulated coating system in a stepped pattern.	2014	Post Modern		Mixed	N	N	N		Scott Webb		MK	1/9/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
18	S. Poplar	Mixed			**NHC**	This is a three story structure with brick and limestone finishes. The first floor is designated for small retail/commercial uses. The upper floors are designated for rental units. The entrance to the residential units is on the right and is capped with a black awning unit. The commercial side is on the left with segmented arches over the commercial storefront window units. The first floor limestone appearance finish runs up to the sills of the second floor units. The windows in the residential units are double hung with a 9/9 grid pattern. The cornice work is a stepped design pattern with standard profile colonial brackets.	2008	Revivalist		Mixed	N	N	N		Kenneth Bowerman		MK	1/10/2017
23	E. High	Rear building in alley (CJ's and apts)			**NC**	This structure is located directly behind 23 East High Street down the alley. It is a mixed use structure for a bar and has some rental units above. A mix of vertical and horizontal sidings finish the exterior. Some painted concrete block is also present. The residential units have wood decks.		Vernacular		Mixed	N	N	N				MK	2/7/2107
23-29	E. High	Hush and Jimmy Johns			**HNC**	This two story building has an asymmetrical two story front (north) façade with partially pedimented roof. A large palladian window on the east half of the front façade is framed by simple wood surrounds. Shallow first story arcade with faux stucco exterior treatment. Off-center entrance to upstairs offices. The building is believed to have been built between 1980 and 1990.	1980	Post Modern		Mixed	N	N	N				MK	2/7/2017
33	E. High	Insomnia Cookie			**H**	This 2 story masonry building was formerly a one story building with a flat roof and shallow pressed metal cornice (still visible). Although it is connected to 31 East High with matching paint and cornice, it was actually built as a separate building. Square pilasters adorn the first story, protruding from the stretcher brick façade. There is a second story bay window with 1/1 double hung windows framed by segmental brick arches. The second story was believed to have been added sometime after 1979. The first floor facade is unpainted brick while the second floor facade brick is painted to match the adjacent building at 31 East High St.	1965	Italianate Revival		Mixed	N	N	N	1980		Pauline (Neuhaus) and Bernard Ringold	MK	2/7/2107
31	E. High	The Purity			**H**	This two story masonry building is joined to the adjacent building at 33 East High St but were built at different times as two different buildings. The second story includes a bay window and single window, with upper and lower masonry trim details. The first and second story is separated by pressed metal roof as trim. The first floor facade brick is unpainted while the second floor facade brick is painted. This side of the building currently houses Bruno's Pizza.	1910		http://www.lanep	Mixed	N	N	N		Fred Mueller			

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
35-39	E. High	Snyder's			**H**	Two story brick commercial building occupied by Wild Bistro Restaurant. It was formerly occupied by Oxford's oldest continuous business. Symmetrical front (north) façade with large plate glass windows and two glass and aluminum doors. Second story has four 1/1 double hung windows with wooden shutters. Early photos indicate that second story windows were long and narrow. There appears to have been a stone or brick belt course between the second and attic stories. Wide frieze panel under eaves with narrow molding running through center. The firewalls on each end are a prominent feature of the roofline.	1840	Federal	http://www.lanep	Mixed	N	N	N				MK	2/7/2107
41	E. High	Hi-Vue Apartments			**HNC**	Two story building with recessed front (north) entrances to basement and first story businesses. Basement and first story facades have stretcher brick exterior and brick steps leading to business entrances. First story access is below grade. Second story apartment entrance from first story. First story windows are plate glass; doors are glass and aluminum. Currently house a salon, small computer business and an upper floor apartment. The apartment has a large plate glass picture window with 2 sliding flanker windows.	1980	Vernacular		Mixed	N	N	N				MK	2/7/2107
45	E. High	Attractions			**NHC**	Two story structure is built on a former site of a saloon. The current building is a mixture of stucco style finishes along with a large Atrium Section on the east side. Atrium side faces Poplar Street. The second floor has lounge and bar. Entrance to this space fronts on High Street in the west corner. Exterior finishes are a mixture of stucco appearance material and fixed glass commercial window units. The stucco finish has a 2 tone appearnce with several vertical and horizontal bump out sections extending about 1" over the field surfaces.	1983	Post Modern		Commercial	N	N	N		Robert Doran & Associates		MK	2/7/2107
20-24	E. High	The McCullough Block			**H**	The two-story brick McCullough Block is one of the oldest commercial buildings in Oxford. It was later enhanced with a brick exterior featuring matching stepped gable firewalls. The windows are 6 over 6 with stone lintels and sills. There are 5 second story windows on the front facade and 12, 6 over 6 windows on the west side. All windows have working shutters with dogs. The front door leading to the second story has a 12 paned transom. The 2 other front doors leading to commercial spaces have single paned transoms. In 2004 the stucco was removed to expose original brick and windows were restored. Over the years it has housed a tavern, rooming house and hotel. In 2015-16 a connecting rear building was removed and replaced by a smaller a two story rear entrance from Park Place. In 1855 the Sigma Chi fraternity was founded in a student's second floor room. For over 100 years a drug store was operated in the front of building.	1818	Federal	http://www.lanep	Commercial	N	N	N			McCullough family	LK	1/9/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
28-30	E. High	Apple Tree			**H**	The two-story painted brick building's assymetrical Italianate style facade was added sometime in the 1870's. The tall second story windows have full arches with keystones, rosettes at the base of the arch and stone sills. The cornice has single brackets with moldings. The first story has been altered by large plate glass windows and 2 aluminum trimmed doors. The eastern third recessed entryway has a remaining keystone arch that matches those of the upstairs windows. There are 4 star-shaped anchors visible on the front of the building. This building has housed many businesses including an art school, milliner, laundry and newspaper office.	1850	Italianate	http://www.lanep	Mixed	N	N	N	1870			LK	2/7/2017
32	E. High	Folker Building			**H**	The Italianate facade was added to this 2 story brick structure in the 1870's and then extensively altered in the 1930's changing to the present Colonial Revival facade. There are 3 second story rectangular windows with 9 over 9 panes and shutters. Above the windows are vertical flat stretcher bricks. The windows have stone sills. There is a large metal-roofed display window on the first floor. The recessed entrance with a transomed door and tiled floor is to the west of this display window. Above the entrance are vertical flat stretcher bricks. The building was acquired by the Folker family whose initials can be seen in the tiled entryway. Over the years a grocery store, township clerk's office and printing business have been housed here.	1860	Italianate Revival, Modified	http://www.lanep	Mixed	N	N	N	1930			LK	1/9/2017
32	E. High	City Clock				In the decade between 1880 and 1890 this clock was located on the south side of High Street in front of a jewelry store. It was moved to its present location on the north side of High Street in the late 1930s. The clock was purchased by the City of Oxford in 1979 and became part of the city logo in 1999.	1880									Frank Schweeting		
110	E. High	W.W. Mac Dime Store			**NC**	This one story flat-roofed building has a painted brick facade and concrete block foundation. The front facade is assymterical with two doors and 4 large plate glass windows. The wood shingled awning was removed from the facade in 2017. On the Poplar side there is another entrance with large plate glass windows that was formerly used as a Dairy Queen. The building was built as a dime store, then became the Boar's Head Inn, a dry cleaner and finally the Follet's Miami Co-Op Book Store.	1959	Vernacular	http://www.lanep	Commercial	N	N	N	2017	Miami Valley Lumber CO.	W.W. Mac. CO.	LK	1/9/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
110	E. High	2 story portion of former Folletts			**H**	This painted brick two-story building has an altered assymetrical front facade. The 5 second story windows are one over one. There are three entry doors and one plate glass window on the first floor. This is one of the oldest buildings in the commercial district. Except for a grocery store and cobbler shop, this was primarily a residential use until the 1900's. From 1970 to 2016 Follett's Miami Book Store occupied the commercial space. Prior to the book store a car dealership, printing company and a music store occupied the space.	1839	Federal		Commercial	N	N	N	1900			LK	1/9/2017
118	E. High	Dubois Book Store			**NHC**	This mixed use 3 and 4 story structure and was completed in 2011. It is a post modern structure with brick and limestone finishes. The first floor is a clothing and text book store. The upper floors are designated for rental units. The 4 story section on the west side is the main entrance for the bookstore. The three story wing on the east is set back from the 4 story section several feet. This gives a separate building appearance. The entrance to the residential units are along side the storefront entrances. On the fourth floor section the exterior finish is a stacked block course between the windows. The main windows are an aluminum storefront system with tinted glazing. The upper floors have double hung windows. The cornice work is an insulated coating system in a stepped pattern. On the 3 story section upper floors there is a built-out bay window unit.	2011	Revivalist		Mixed	N	N	N		Scott Webb		MK	2/7/2107
111	E. High	St. Mary Church			**H**	St. Mary is a brick interpretation of Gothic Revival. The symetrical front facade's crenellated tower has 4 buttresses of stone and brick that support it. In the middle of the tower there is a wooden double door with metal detailing. The crenellated stone treatment surrounding the door has a stone hood mold with a cross. Above the door is a stained glass transom inscribed with "St. Mary Church". On both sides of the church there are are six buttresses to support the side walls. Between these buttresses are stained glass windows with 3 courses of header brick segmented arches and stone sills. There are 5 stained glass windows on the east side and 4 stained glass windows plus a side entrance on the west side. The rectory and meeting rooms were added to the south-west side of the building in 1942 with a small garden area in front. The brick addition has 3 dormers on the second floor front facade. The single, paired and ribbon windows on both stories have stone surrounds. The front door has a crenellated stone surround. St. Mary Church was first organized in 1852 and in 1867 built their first church here with cemetery west of Oxford. This structure was destroyed by fire in 1917 and the present church was erected in 1921.	1921	Gothic Revival	http://www.lanep	Institutional	N	N	N	1942			LK	1/9/2017
117	E. High	Campus Gates			**H**	This 2 story wood-sided symetrical building has a center aluminum trimmed door on the first floor with large display windows on each side. There are four square 2 story columns supporting the decorative pediment. On the second floor there are 3 double hung windows. On the east side there is an entrance to the upstairs and one to the basement. There are steps on all three sides going up to the front porch. The building was built as Campus Gates Apartments with 8 units typically occupied by single working women. In 1965 the first floor was converted to commercial use.	1936	Colonial Revival	http://www.lanep	Mixed	N	N	N	1965			LK	1/9/2017

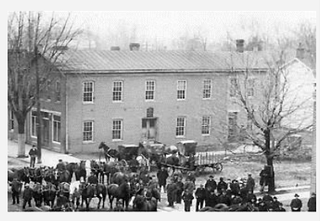
Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
119	E. High	Bagel Deli			**HNC**	This narrow infill 2 story brick building has a concrete block foundation. The first story has a horizontal plate glass window on the west side and an entry on the east side. The second floor has centered ribbon windows. The front gable has aluminum siding.	1955	Collegiate	http://www.lanep	Mixed	N	N	N				LK	1/9/2017
121	E. High	Skippers			**HNC**	By the end of the 20th century this 2 story brick building had been significantly altered to be a restaurant. The first story has a center door with large plate glass windows on each side. The metal awning runs across the entire front facade above the first floor. There is a side entrance door on the east side with building mechanics located above it. On the east side of the building is a service entrance. The second floor has 3 large plate glass windows. The Miami Co-op Bookstore occupied this building for almost 50 years.	1925	Vernacular	http://www.lanep	Commercial	N	N	N				LK	1/9/2017
21 Rear	E. High	Mac & Joes			**H**	Located down the alley between 21 and 23 East High Street is a bar and grille establishment. It is a painted masonry 2 story structure. It has a neon sign above the main entry door which leads up to bar and grille on the second floor. The lower floor is used for related puposes to the establishment and is not accessible to the public. At that entrance is a glass block panel with a painted metal entry door next to it. The current use was established in 1946. It is believed to be the oldest continuously operating pub in Oxford.	1912	Vernacular		Commercial	N	N	N				MK	2/7/2017
19-21	E. High	Vlachos Building			**H**	This is a two story building of painted adobe brick. First floor story has been altered over the years to accomodate changing tenants. There is a central door which leads up to second floor apartment units. The upper story has 2 projecting bay windows with 1/1 double hung windows. Between the two bay windows is a decorative panel with the figure of a man. It is surrounded with decorative tile work. At the cornice are brick dentil detailing featrures. Below the dentil work is a stringer course of brick painted in a distict accent color to further highlight the detail.	1910	Vernacular	http://www.lanep	Mixed	N	N	N				MK	2/7/2017
11-17	E. High	Minnis Building			**NHC**	This is a three and four story building with masonry finishes. At the first floor there are 3 storefronts and a single entrance to the restaurant in the lower level. The next 2 floors are brick in standard running bond. Brick quoins accent the corners and small bump out at the center. Brick soldier headers with flared ends and a flared brick key are above the second floor windows. On the third floor the windows have limestone headers and keys which mimic the second floor. The fourth floor has a mansard style roof with painted sheet metal finish. Three dormers with segmented arch tops, also in metal finish, run across the front. Decorative painted metal railings accent the second and third floor openings.	1999	Revivalist		Mixed	N	N	N		Mike Dingledine		MK	2/7/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
15 Rear	E. High	Circle Bar			**NC**	Located down the alley which runs parallel to High street behind the Masonic Lodge and 11 South Main street. It is a bar and grill establishment. It is a painted horizontal wood clap board siding with non distinct design features. There is a small porch with concrete floor and steps leading up to the green slab style entry door. It a one story structure with a gable style roof.		Vernacular		Commercial	N	N	N				MK	2/7/2017
1-9	E. High	Masonic Lodge			**NHC**	This two and three story masonry building replaced a building lost to fire damage. The ground level of the red brick façade features a primary arched opening with a recessed entryway arcade in front of the retail storefronts. The second level has narrow window openings and a gabled roof feature over the central arched opening.	1972	Revivalist	http://www.lanep	Commercial	N	N	N		Barcus, Small, Swift Architects		MK	2/7/2017
9-11	S. Main	Alpha House - Main St Gourmet			**NHC**	A 2 story masonry structure with a stucco finish front on both floors. The center section has a gable pediment with 3 layers a trim at the rakes. A small round louver is at the peak. The windows have 4 and 6 inch wide trim sections at the jambs and sills. The header trim has an additional tapperred trim piece above the basic trim. The main entry doors are recessed. The trim over the entry has an additional decorative tappered trim piece The cornice detail on each side of the main entry bump out has 3 dentil trim pieces over the fascia trim. The building was built in the decade between 1980 and 1990.	1990	Post Modern		Commercial	N	N	N				MK	2/7/2107
1	W. High	One West High			**NHC**	One West High Street is a 4 story brick and cast stone structure. The north facade (High Street) is broken into 4 bays with two flat projecting bays on the east and west sides. The east facade (Main Street) is broken into 12 bays with 3 flat projecting bays at the north, south & center. The first floor is characterizsed by cast stone columns forming the commercial window bays and entrances. The 2nd, 3rd & 4th floors are redish brown brick in running bond with 2 over 2 windows that have simple rectangular headers and lintels. The projecting cornice has brackets and raised panels on both facades.	2009	Revivalist		Mixed	N	N	N		Bob Treadon		MS	2/6/2017
5-9	W. High				**NHC**	5-9 West High Street is a 4 storey brick mixed use structure. Its major feature on it's High street facade is a 3 story curved bay in light colored brick with paired 1 over 1 windows with fixed transoms that divied the facade into 3/1 asymmetrical proportions. The first floor commercial spaces are defined by brick columns supporting a cast stone sign band. The 2nd & 3rd storeys are defined at the floor line by a soldier course of brick with square cast stone accents. Elliptical cast stone arches crown the windows of the 2nd, 3rd & 4th floors that are not in the bay. The projecting cornice contains brackets which align with the cast stone accents and large dentils.	2011	Revivalist		Mixed	N	N	N		Scott Webb		MS	2/6/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
11	W. High	Chatten-Hayden Building			**H**	The Chatten-Hayden building is a three storey brick building. The first floor is defined by a pilastered cast iron store front with large clear-story windows. The 2nd and 3rd floor windows have cut stone elliptical arches with cut stone lintels. A steel fire escape is attached to the facade. The projecting cornice contains brackets and raised panels.	1867	Italianate	http://www.lanep	Mixed	N	N	N			John Chatten	MS	2/6/2017
13-19	W. High	Kyger-Horner Building			**H**	This building is three storey brick with partial alterations. The altered first floor is defined by wood pilasters supporting a corniced sign band and large clear-story arched windows. The 2nd & 3rd floors are divided into 7 bays. The unaltered 2nd floor has windows topped with half circle and elliptical arches. The unaltered 3rd floor has windows topped in single and double half circle arches. The unaltered projecting cornice has two sizes of brackets and raised panels. The Kyger family has been prominent in the Oxford community. This building is one of the largest original buildings in the commercial district. The building has housed a dance hall, apartments and several businesses.	1868	Italianate	http://www.lanep	Mixed	N	N	N			George & Moses Kyger	MS	2/6/2017
21-27	W. High	Fiesta Charra			**NHC**	This three and four story brick building has a flat roof with a cornice supported by decorative brackets. The larger east side of the building is four stories while the smaller west side is three stories with an added parapet. The first floor of the front facade has three entrances. The entrances are all set back with the entrance for the upstairs apartments on the east corner at a diagonal. Across the first floor facade are one story tan brick pilasters supporting decorative arches over the plate glass windows and doorways. There is a painted frieze between the first and second floors. The east side of the building is red brick with a symmetric pattern of single and paired arched windows. There are brick courses between the upper floors. The west side of the building is tan brick with pilasters continuing up from the first floor. There are two sets of arched paired windows on each floor between the pilasters. Each set of windows have arched brick pediments. There is a brick course between the second and third floors.	2009	Revivalist		Mixed	N	N	N		Scott Webb		LK	4/10/2017
29	W. High	Graeters			**H**	This 2 story flat-roofed building has a stucco facade with 3 paired round arch windows on the second floor. These windows have been replaced to mimic original windows and have a continuous sill. There are four pairs of decorative brackets supporting a projecting cornice. The first floor has been altered and it has a large center window with the entrance on the right. On the left is the entrance for the upstairs apartments.	1880	Italianate	http://www.lanep	Commercial	N	N	N				LK	2/7/2017

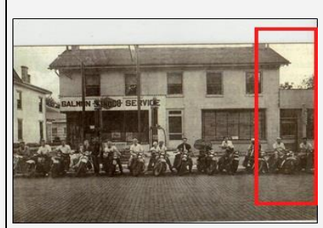
Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
31	W. High	Kona			**H**	This 2 story flat-roofed brick building has 2 1/1 upstairs windows with triangular pediments and decorative cornice brackets. This building is Italianate with Neoclassical elements. The altered first floor has a center window with a door on each side. The first story is framed by two cast iron pilasters on each side and a lintel with a decorative wreath motif. The writing on the pilasters reads, "G.L. Mesker and Co. Ironworks, Evansville Indiana". Oxford's African American Free Masons used the upper floor as a lodge in the 1930's and 1940's.	1885	Italianate	http://www.lanep	Commercial	N	N	N				LK	2/7/2017
33	W. High	formerly Green Door			**H**	This two story flat-roofed building is built of rusticated concrete block. It has two double hung upstairs windows with modified triangular pediments with decorative ornaments. There are 3 brackets supporting a projecting cornice. On the first floor there is a display window on the left and the entrance on the right. This building housed a barbershop from the 1920's through the 1970's.	1910	Italianate	http://www.lanep	Mixed	N	N	N				LK	3/22/2017
35-39	W. High	Schlenck Block			**H**	This two-story painted brick commercial building has three symmetrically placed oriel windows on the second floor facade with carved lintels and lower brackets. The cantilevered windows are flanked with tall single hooded windows on each side with similarly carved lintels. The building has bracketed cornices with a centrally placed pediment with the inscription, " Schlenck Block 1883". On the first floor, the large plate glass display windows for the three businesses are somewhat filled in, but the four cast iron pilasters are visible. The carved lintels are still in place on the west facade of the building on all windows and doorways. Moritz Schlenck, a Bavarian immigrant built the building which housed three apartments on the second floor for family. This building housed three family-owned stores selling groceries, dry goods and shoes. The store used a pneumatic tube. The first long distance phone in Oxford was installed in this building in 1895. The 1 story L-shaped extension was added in 1899. The grandson of Moritz Schlenck had a store in the Schlenck Block until 1974. Beasley's Bakery was located in the corner shop from the 1940s until the 1980s.	1883	Italianate	http://www.lanep	Mixed	N	N	N		F. Spencer of Liberty IN	Moritz Schlenck	LK	3/22/2017
210	W. High	Beckett House			**H**	This 2-1/2 storey red brick residence has brick work by local mason Harry Thobe. Its features include east & west 2 storey bays, wrap around porch with brick columns, 3 paladian windows in the attic gables , original front door with leaded glass side lights and simulated shingle metal roof, cast iron cresting on porch roof and tin cresting on peak of main roof.	1900	Queen Anne	http://www.lanep	Residential	N	N	N			Rose & Zora Beckett	MS	3/1/2017
12	N. College	Apartments			**NC**	This is a 2 story symetrical rectangular painted brick building with gabled roof. The gables are clad in aluminum siding with one rectangular vent. The building contains 8 apartments, 4 facing north, 4 facing south.	1975	Post War Commercial		Residential	N	N	N				MS	4/17/2017

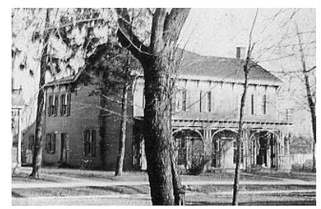
Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
11	N. College	Shell gas station			**NC**	This fuel station & convienience store site consits of a one story gabled structure, two fuel pump awnings and one pole sign. The structure is stucco clad with metal windows and asphalt shingles.	1962	Strip Commercial		Commercial	N	N	N			Shell Oil Company	MS	4/17/2017
4	N. College	Columbia Federal Savings & Loan			**H**	This one story brick and cast concrete structure has been a bank since construction. It contains several bays with glazing between exposed concrete beams and an integrated drive-through.	1965	Mid-20th Century Modern		Commercial	N	N	N		Small, Wertz, Barcus and Swift	Columbia Federal & Loan	MS	4/17/2017
118	W. High	Oxford Courthouse			**H**	This WPA-era red brick building was originally built as a post office. It has a symetrical facade with four, 4 over 6 windows with brick pilasters rising to a neoclassical dentiled cornice. The main entrance doors are flanked by fluted doric columns on each side. The building main feature is the large cupola with neoclassical moldings and arched louvers. Other details include a large flag pole, cast iron railings and ornate light posts at the base of the front steps. The building is currently used as a county court and a city council chambers.	1938	Colonial Revival	http://www.lanep	Institutional	N	N	N			United States Postal Service	MS	3/1/2017
20-24	W. High	Farmers Bank			**H**	Banks have continued to occupy the first floor of this 3 story brick structure since it was built in 1872. There is an unusual scored brick veneer covering the building. There is a multi-level ornate bracketed cornice. The second floor was used for years as small commercial/retail businesses inlcuding a small print shop and a dentist. In the 1880's the basement level housed an African-American Barbershop. In the 1950's and again recently the ground level facade was modernized. The removal of the ATM was the most recent alteration to facade. In 2014 there was a window renovation project on the South (Front) and the East (Side). The arched stone window molds were retained with the window replacements.	1872	Italianate	http://www.lanep	Mixed	N	N	N	1950			MK	3/27/2017
26-28	W. High	Joshua Davis Block			**H**	Originally built as a 3 story structure it was formally referred to as Davis Hall. The third floor was originally a 2 story ceiling height and was used as a meeting hall and later an opera house. Major facade changes were made in 1924 due to a fire. In 2008 a fourth floor was created in the original 2 story ceiling space. An additional row of windows was added in the new fourth floor. The second floor window detailing remained. The new third and flourth floor windows are done in 2/2 style with new detailing and a new pedimient. The front cornice was raised and new simplified detailing provided. The first floor continues to be commercial/retail uses.	1871	Italianate	http://www.lanep	Mixed	Y	N	N	2008		Joshua Davis	MK	3/27/2017

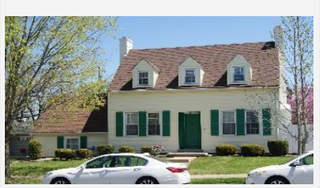
Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
32	W. High	Chinese Cuisine			**H**	Small 2 story brick building with single door; setback on the right is the entrance to the second floor. Commercial hollow metal doors are used for both the restaurant and residential units upstairs. A large cornice caps the roof. Located in the west section of Oxford's business district it is surrounded by many other historic commercial buildings. Current use of the main floor is asian cuisine restaurant with rental units upstairs. It started out as a harness shop with a billiard room upstairs. Other past uses are a grocery store and barber shop. It also was the home of The Oxford Press from 1941 to 1968.	1890	Federal	http://www.lanep	Mixed	N	N	N				MK	3/27/2017
36	W. High	Cincinnati Gas & Electric			**H**	This 2 story masonry building is stucco on the upper floor with two divided lite windows with arched openings. The lower level features a storefront window and an awning connected to the adjacent building to the west. The building housed Cincinnati Gas and Electric for decades.	1949	Vernacular		Mixed	N	N	N					
38	W. High	Bourne's Livery			**H**	This is a two story masonry commercial building partly covered in stucco. The first story façade has a projected awning semi circular style with a weathered copper roof finish. The second story south façade is stucco over original brick. Stepped gable front (south) façade has been heavily altered. Asymmetrical façade with main doorway to the left (coffee shop). Right (east) entrance to small Cajun restaurant. Original windows are 2/2 double hung. Windows have brick header arched lintels and projecting lug sills partially obscured by paint. These are very visible on the west façade. The site of one of Oxford's most successful early businesses - Ezra Bourne had a flourishing horse trading business for many years. Later, the Oxford Hardware Store occupied the site, which was owned by Eldon Sizemore and Maurice Corso. It served Oxford for many years.	1900	Italianate	http://www.lanep	Mixed	N	N	N	1920			MK	3/27/2017
100	W. High	You're Fired			**H**	This painted brick two-story single front gabled building has a wide cornice. On the High Street side, there are four upstairs windows with curved lintels and lug sills. There are two iron stars above the second floor windows. The first floor has side cast iron pilasters. Centered between these two pilasters is a large double display window with single windows on each side. The front first floor facade is newer brick. On the Beech Street side is the business entrance. The entrance is centered with 2 windows on the south side and 1 window and a door on the north side. The entrance and windows are metal framed. There are 5 upstairs windows with curved lintels. There are five iron stars between the first and second floors. The north end of the building on the Beech Street side is set back about 6 inches and houses a separate business. The door to this business is on the left side. The door and 3 paneled display windows to its right are metal framed. There are two 2/2 upstairs windows in this section. There is a black awning over the entrance and first floor windows. The building once housed a saloon and a carriage painting business on the second floor. It also housed a poolroom, gasoline station, children's clothing store and the Ruhlman's grocery for most of the latter half of the 19th century.	1880	Greek Revival	http://www.lanep	Mixed	N	N	N				LK	3/22/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
102	W. High	AAA			**H**	This flat-roofed 2-story, painted brick building has a large cornice supported with brackets alternating with frieze panels. All windows and the front entrance on the right side of the building have carved stone lintels with brackets and keystones. Upstairs there are 4 double hung windows. Downstairs there are 3 tall windows. There is a red awning above the first floor facade covering the window molds. This building was constructed as a residence. The Cormier family ran an undertaking business here from 1909 until the late 1920's. It remained a private residence with upstairs renters until 1963 when the grocery next door expanded.	1898	Italianate	http://www.lanep	Mixed	N	N	N				LK	3/22/2017
112-114	W. High	Halter Block			**H**	This painted brick 2-story building has a flat roof with projecting cornices with large brackets. Centered above the cornice is a decorative sign," Halter Block". The six newer sliding upstairs windows are asymetrically divided by brick piers. The original header brick segmental arches are still visible above these windows. The remodeled first story has a center front entrance for the upstairs apartments. The 2 business entrances are on either side of the center entrance. These entrances have double glass metal framed doors with glass transoms. On each side of both sets of double doors are large 3 paned display windows with knee walls. There is a flat metal awning across the entire first floor facade. Originally this building was a livery and boarding stable. The upper level became the USO clubroom in 1942. The Halter name replaced "Beckett Block" at the top of the building when the family plumbing business occupied the site in the late 1940s.	1900	Italianate	http://www.lanep	Mixed	N	N	N	1940		Beckett	LK	3/22/2017
10	N. Beech	Rodbro/Myers/ Wood Mixed Use Building			**NHC**	This flat roofed brick building has a fourth floor that is set back from the front facade with a patio space. The first floor has a double entrance with two sets of double metal framed doors at street level. The projecting roof arcade with lighted arches and cornice extends over the public sidewalk supported by brick pillars. The arcade was designed to replicate the former building. On the right side of the entrance the first floor facade is cut stone with large metal framed plate glass windows. On the left side of the facade is two story glazing that forms the entry to the upper level apartments. The right side of the facade has two symmetrically placed windows on the second and third floors. Above the main entrance are two large triple windows surrounded by cut stone with a cornice. The third floor above the entrance is set back with two more triple windows and outdoor patio space. On the north facade, the upper level windows are industrial style grid.	2017	Revivalist		Mixed	N	N	N				LK	4/17/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
10	Park Place West	McCord Building			**H**	This is a unique structure in that the left side of the building was an infill of an alley added in the 1920's. It has a concrete/masonry facade with a split face appearance. First floor houses a small commercial use. The second has a rear access of off of the old alley which is an accessory use for the first floor. The older structure on the right (built in 1875) was referred to as the McCord Building. It was an Undertaker, Furniture store, bowling alley from 1930 to 1960. There is a newer brick facade on this side. Other than fresh painting and minor finish work, the original detailing has changed little since it was built.	1875	Vernacular		Commercial	N	N	N	1920			MK	3/27/2017
12	S. Beech	DiPaolos Restaurant			**HNC**	This is a one-story brick commercial building with gabled facade and offset entry door. The front addition has a brick face with the two original stone plaques dated 1914 on the south side facing the alley. A 1980s remodel heavily altered the facade. The original rusticated cement block can still be seen on the north side. The north side of the building is vinyl and wood sided. This building originally had a "Boomtown " front and served as the village post office for 10 years. Other businesses were housed in this building until the DiPaolo family ran a restaurant here from 1976 until the end of the 20th century.	1914	Vernacular		Commercial	N	N	N	1980			LK	4/10/2017
101	W. High	UDF			**NC**	This one-story painted rusticated cement block building has its main entrance on the east side. There are large metal framed plate glass windows with knee walls on each side of the entrance. The north side of the building has a side entrance with similar windows on the east side of the entrance. There are short metal awnings with decorative brackets at the top of the north and east sides of this flat-roofed building. The island of gas pumps sits diagonally to the corner of High and Beech with a flat roof and similar decorative brackets. There is parking on the north and east sides of the building.	1985	Vernacular		Commercial	N	N	N				LK	4/10/2017
109	W. High	Corso's Grocery			**H**	This two story stucco-over-brick commercial building has bracketed cornices and three long single-pane windows with stone lintels on the second floor. The first floor has a center doorway with large plate glass windows on each side. The two original cast iron pilasters are visable on the west and east side of the front facade. The building matches the mass of the abutting building to the west. This building housed a fruit and vegetable market owned by the Corso family from 1912 until 1976. The Sicilian immigrants operated the market and lived upstairs and behind the shop. Bakeries occupied the site for the remainder of the 20th century.	1870	Italianate	http://www.lanep	Commercial	N	N	N				LK	3/22/2017
111	W. High	Major's Market			**H**	This narrow two-story brick building has three 2/2 double hung windows with lug sills and flat stone lintels. The first floor commercial space has an inset door and plate glass window, with the upstairs apartment entrance on the east side. The building matches the mass of the abutting building to the east. This bulding was originally occupied by a tailor's establishment. In the early 1900s it was known as the West End Market. In the 1930s through World War II, it was known as Major's Market and was operated by Golda and Truman Major who lived in the upstairs apartment.	1888	Italianate	http://www.lanep	Commercial	N	N	N				LK	3/22/2017

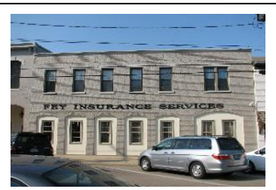
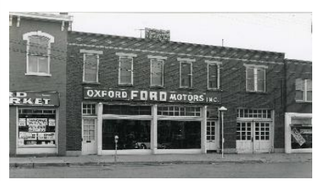
Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
117	W. High	Helen Douglass House			**H**	This painted brick two-story house has double-side chimneys and three second story single paned windows with flat stone lintels and projecting lug sills. It has a full facade one story front porch with round wooden half columns with doric capitals. This home belonged to a gun maker, Joseph Hayden for most of the remainder of the 1800's. In the early 1900's it was home to the Cormier family. During the 1920's part of the porch was enclosed to use as a gas station office. In the 1930's the Cormier's son added the building at the rear for a funeral parlor.	1839	Greek Revival	http://www.lanep	Residential	N	N	N				LK	3/22/2017
117.5	W. High	The Morgue			**H**	This long commercial building is situated on a north-south sloping alley. The main entrance is on the corner of the alleys at basement level. The main entrance is on a diagonal to the alleys. There are small 1/1 double hung windows that are slightly recessed into the rock faced ashlar exterior. This building was originally built as a funeral parlor. This funeral parlor was run by the the son of the owners of 117 West High, Joseph and Wilhelmina Hayden.	1931		http://www.lanep	Residential	N	N	N			Joseph and Wilhelmina Hayden	LK	3/22/2017
121	W. High	Beal Building			**H**	This altered 2 story brick-like veneer building has some of the original brick exposed on the front knee wall. There is a stone foundation with a front center entrance that leads upstairs. There are 2 large wooden framed plate glass windows on each side of this entrance. On the north east corner there is a door in the corner leading to the first floor business. The second floor has five 1/1 windows. There are chimneys on the east and west sides at the roof peak. There is scalloped wood trim under the roof eaves. At the back of the building on the east side along the alley there is a 2 story wooden addition with an entrance. In the 1930s this residence was converted to business use on the first floor.	1839	Federal	http://www.lanep	Mixed	N	N	N				LK	4/11/2017
123	W. High	Shoe Store			**H**	This one story flat-roofed building has a pressed metal front facade that is visible under a concrete veneer made to look like stone. There is a wooden door with a three paneled transom on the front left with a large wooden framed plate glass window to the right. There is wood siding on the west side with 6 four paned windows with aluminum awnings. This small building is attached to a large cement block 1 1/2 story building in the back which extends to the alley to the south. This building reflects the former small-scale commercial enterprises of its era such as barber shops, dry cleaners and shoe repair shops.	1928	Vernacular		Commercial	N	N	N				LK	4/11/2017
119 1/2	W. High	Warehouse			**NC**	This 1 1/2 story concrete block building sits on the southeast corner of 121 W. High lot. There are 3 storefronts facing the north south alley. Each storefront has one or two large plate glass windows. The storefront to the north has a rusticated concrete block facade. On the southeast corner is a metal two stall garage door. It sits on the diagonal at the corner. The south side of the building has 4 metal framed windows.		Vernacular	http://www.lanep	Commercial	N	N	N				LK	4/12/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
101	West Church	Smith Funeral Home			**H**	This two story painted brick house is surrounded by a decorative wrought iron fence. The home has deep cornices and decorative brackets. The front facade is symmetrical with a center entrance with a transom and side lites. There are two 1/1 windows on each side of the entrance with wooden storms. The front porch runs across the front facade with brick pillars and railings. This porch has a tongue and groove wooden ceiling. The porch extends on the west side and is attached to a drive through carport. Upstairs there are five 1/1 windows. The center window is over the front porch and has a decorative wooden railing. On the east side of the house, facing Beech Street, there is a large side porch with brick pillars and railings and a transomed door. The downstairs windows have wooden storms and there are 3 sets of paired windows upstairs. All windows are 1/1. The back brick addition has a 2 car garage with metal doors. There is a newer brick one story addition on the west side. There is also a stucco addition on the back east side. The south side of the building has a newer brick face. It is believed that Benjamin Harrison boarded here in the early 1850s while attending college. Colonel James Newton lived here during the "Irish Riot" in 1862. The house was a funeral home from the 1920's until 2004 when it became a rental.	1830	Federal	http://www.lanep	Residential	N	N	N				LK	4/17/2017
100	West Church				**H**	This two-story frame house has a symmetrical facade with a deep cornice and decorative brackets. The center front entrance has a fan light and side lights. There is a small brick stoop. There are paired 1/1 vinyl replacement windows with shutters on each side of the entrance. Upstairs there is a centered single window with paired windows on each side. The front of the house is gabled and the back addition has a hip roof. There is a stone foundation with glass block windows. All windows on the sides and back of the house have been replaced. There is horizontal lap wood siding. There is an entrance at the center back of the house. The house was converted to rentals in the 1900s.	1860	Federal and Italianate elements	http://www.lanep	Residential	N	N	N				LK	4/17/2017
110	North Beech	Attorney Office			**NHC**	This three-story gable-roofed, brick building has a symmetrical front facade with a center entrance. The metal framed entrance and first floor triple windows are arched with brick pediments. There are brick courses on the first floor facade with a soldier course band between the first and second floors. In the center of this larger brick course is a square stone inset with the building's address and leaf decorations. There are other plain square stone insets on the second and third floors. The upper floors have 1/1 metal framed windows with brick pediments and stone sills. The building's other facades follow the same patterns on the upper floors. There is a side entrance on the north side of the building.	1997	Eclectic with Georgian elements		Mixed	N	N	N				LK	4/18/2017
112	West Church	Frontier Telephone			**NC**	This two-story brick building has a two-story brick addition on the east side that extends to the back alley. There are two front entrances, one at the far west side and one in the center front. There are no windows on the front facade and the west side original windows have been bricked over. There is metal grating against the ground along the entire front facade covering basement access. The back of the building is brick and metal siding. There is a second story fire escape, two first floor entrances, and a double loading door at the back of the building.	1951	Mid-20th Century Modern, Modified		Industrial	N	N	N				LK	4/18/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
116	West Church	Rental			**H**	This 2 story frame house still retains several of the original design elements and noteworthy features. First there is a circular central pavilion (porch) with flanking side porches. The circular part is covered and the overhang is supported by unusual posts. This covered central portion extends in front of the front door. Beside the arched doorway is a companion arched window. Above this central pavilion on the second floor is a palladian window with an arched decorative woodwork surround with keystone. The design has a feather motif. Above this, in the attic story, is a pair of deep and narrow gable dormers. Gable dormers are also found on the sides of the house. On the east side of the house there is a 1-story semicircular bay. There is an addition on the rear of the house. Many of the significant features of the house have been lost in recent years. A brick half-wall was added to the front porch.	1904	Colonial revival		Residential	N	N	N			George Munns House	MK	5/15/2017
117	West Church	Johnston-Prather House			**H**	This house is Oxford's most definitive example of Neo-Classical revival architecture. Front (north) façade features a centrally placed full portico with pediment and palladian windows. There are also palladian windows in the large side wall dormers that are covered with imbricated shingles. Two story pilasters rest against the front façade at the rear of the portico. Pilasters serve also as end boards at the corners. Plain frieze in roof cornice and above windows. Oriel windows on each of side facades -- one with stained glass. The trabeated doorway is asymmetrically placed in the front façade. Large full story windows in front façade.	1911	Neo-Classical	http://www.lanep	Residential	N	N	N			William Johnson	MK	4/19/2017
124	West Church				**H**	This small house apparently used to be a carriage house that later became a garage. It current use is an apartment. A single garage door is on the north end of the façade which faces west. The entry door is on the south end of the façade. There is a pair of double hung 1/1 windows in between. In the attic story there is a central gable dormer with a pair of double hung 1/1 windows. The roof comes down further in the front which provides an overhang across the façade.	1911	Accessory	http://www.lanep	Residential	N	N	N				MK	4/19/2017
130	West Church	Stork-Kolb House			**H**	This two story frame house is quite decorative, although it is doubtful that it was originally. The roof has cresting along the ridgelines. The front wood porch wraps around the south and east sides of the house. There is an additional rear side porch on the east side. Both are highly decorative with spindled posts and railings, and decorative brackets and cornices. The gable ends of the house have decorative bargeboards. In addition, there is a small rear porch with some decoration. It is likely that the rear portion of the house is an addition. The house is believed to have been built in the decade between 1900 and 1910.	1900	Victorian	http://www.lanep	Residential	N	N	N				MK	4/19/2017
111	North College	Shellhouse-Edwards House			**H**	This one and a half story frame house has a symmetrical layout (besides the north end addition). There are chimneys on both ends of the main structure. The central door is heavily recessed with shutters. In the rear there is a large shed dormer. There is also a patio in the rear. On the north end of the house there is a 1-story addition with a garage (entrance around back). Three small dormers adorn the west elevation. The house is vinyl-sided.	1938	Colonial Revival	http://www.lanep	Residential	N	N	N		David Maxfield	Mervin Shellhouse	MK	4/19/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
111.5	North College	House of Red Gables			**H**	This is a small structure on the southeast corner of the property behind 111 N College. There is a stone walkway from the alley to these 2 small houses. Originally know as the 'House of Red Gables'. This small structure is accessible from the alley which runs parallel to Church Street to the north of 111 N. College.		Salt Box Mix	http://www.lanep	Residential	N	N	N				MK	4/19/2017
111.5	North College	Wood Shaked Accessory			**H**	Just to the North of 111.5 N. College (Red Gables House) this quaint little structure is used as a single residence rental unit. It is adjacent to the East/West Alley to the north of 11 N. College. It is a frame building with a low slope gable roof. The exterior finiash is weathered wood shakes.		Cape Cod		Residential	N	N	N				MK	4/19/2017
14	North College	Rental			**NC**	This is a 2 story symetrical split level rectangular brick & stucco building with gabled roof. The gables are clad in aluminum siding. The building contains 4 apartments, 2 facing north, 2 facing south.	1975	Vernacular		Residential	N	N	N				MS	4/27/2017
22	North College	Alexander House			**H**	This two storey brick building includes bracketed cornice, symmetrical facade, paneled front door with leaded glass side lights. Other elements include cornice dentils, one story tuscan columms on front porch and two story tuscan colums on the south porch. Additional decorative elements include decorative frieze on both porches, turned wood baluster porch railings and operational wood shutters. There is a wrought iron fence along the sidewalk. The house served as an in-home doctor office for William Alexander. The building is currently used as a restaurant.	1865	Italianate	http://www.lanep	Commercial	N	N	Y			John Shera	MS	4/19/2017
200	West Church	Ferguson House			**H**	This two story brick structure has bracketed porch cornices, symmetrical facade, paneled front door with side lights. Other elements include one story tuscan columms on front porch and side porch. There is a one story rear addition with bay window. The house was originally built by Scottish immigrants Catherine and John Ferguson. The house stayed in the Ferguson family until 1990.	1865	Federal	http://www.lanep	Residential	N	N	N			Catherine & John Ferguson	MS	4/30/2017
207	West Church	Rental			**NHC**	This two story infill house is clad in vinyl siding to replicate clapboard and wood shake siding. The house has vinyl window cornices and neoclassical door pilasters and pediment. The house's major feature is its ground floor covered patio to the east with plain clad columns and aluminum balusters and railing.	2010	Revivalist		Residential	N	N	N		AJ Aurilio, Environ Group		MS	4/30/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
208	West Church	Clough Cottage			**H**	This one and a half story cottage retains its original horizontal wood clapboard siding. It's major feature is it's hip-roofed front porch with asymmetrical brick and wood porch columns. Other features include wood porch decking and west facing dormer. William Clough was a local pharmacist.	1937	Eclectic	http://www.lanep	Residential	N	N	N			Mabel & William Clough	MS	4/30/2017
214	West Church	Residential Rental			**H**	This two story wood framed Federal style house has a symmetrical facade with five bays. The facade has a central door and six over six windows. The house has a wide cornice freize and two chimneys. There is little to no foundation exposure. The house is covered in cement-based horizontal lap siding. The house is believed to have been built in the decade between 1870 and 1880. The house underwent a major structural and interior remodel in 2014.	1870	Federal	http://www.lanep	Residential	N	N	N	2014			MS	4/30/2017
12	Park Place West	Park Place Hall			**H**	This one storey brick building's major feature is it's angled entry facing the west park. The building has a rusticated cut stone foundation and window lintels. The buildings brick walls are capped with overlapping ceramic caps. Originally the building was constructed as a roller skating rink and dance hall.	1929	Eclectic	http://www.lanep	Commercial	N	N	N				MS	4/30/2017
15	North Beech	Hookah			**HNC**	This one storey concrete block building has aluminum sided gables and asphalt shigled roof. It's major feature is the corner multi-paned glass window at the main entrance. A former garage entry has been infilled with modern metal storefront entry doors.	1946	Eclectic		Commercial	N	N	N				MS	4/30/2017
15	North Beech	David Magie House			**H**	This two storey brick Federal style house features symmetrical facade, paneled front door with side lights and cut stone window lintels. The house retains its original box gutters and chimneys. The front cornice and gables feature a wide freize board with rope molding and acanthus leaf corbles. Magie is credited with contributions to hog genetics. This house is believed to have been built in the decade between 1830 and 1840. The building is used as a rental and attorney office.	1830	Federal	http://www.lanep	Mixed	N	N	N			David Magie	MS	4/30/2017
29	North Beech	Munns-Norris House			**H**	This two storey wood framed house features a symmetrical Federal facade facing Beech Street and an asymentrical facade facing Church Street. Both facades have Federal style porches with flat roofs and simple square wood columns. Both facades have attic dormers with 2 small windows. When the building was converted to office space windows were removed or resized. The house was owned by Irish immigrants Thomas and Grace Munns.	1830	Federal	http://www.lanep	Mixed	N	N	N				MS	4/30/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
32	West Church	J.G. Welsh House			**H**	This two and a half story house features elements of Colonial revival and Shingle style in its design. The colonial revival elements include the two sided wrap-around porch with tuscan columns and paladian windows in the attic dormers. The Shingle style elements include brick first floor mixed with fish scale shingles on the second story and attic dormers. Other features include first floor front bay, second story front bay and original brick chimney. The house was owned by local banker John Welsh. The single-story rear addition was added for the Lutheran Church in 1947.	1901	Colonial Revival & Shingle Styles	http://www.lanep	Residential	N	N	N			Mary (Mollyneaux) Millikin	MS	4/30/2017
11	West Church	Church Street Flats			**NHC**	This four story building features brick construction with large cast stone arches at the first floor with contrasting brick bands. Upper floors feature stone banding at the first and fourth floor lines with single and paired windows with cast stone arches. The building has a simple cornice with corbeled brackets.	2004	Revivalist		Mixed	N	N	N		Greig Rutherford		MS	4/30/2017
14	Park Place West	Enjoy Oxford			**H**	This two storey brick building still exhibits its original Italianate features such as paired cornice brackets and symmetrical facade. The first floor is now recessed but originally there were storefronts inside the arches. The first story has its original brick arches and the second story features cut stone keystone arched lintels.	1875	Italianate	http://www.lanep	Commercial	N	N	N				MS	4/30/2017
16-18	Park Place West	Stork Building			**H**	This two story brick building retains much of its original asymetrical facade. The west side has 5 window bays with brick arches on the ground floor and stone lintels on the second floor. The east side has a set of paired windows over what was once a garage door entrance. The first floor originally contained a storefront facade. The building was an automobile dealership for over 50 years.	1817	Commercial Vernacular	http://www.lanep	Commercial	N	N	N			Arthur Stork	MS	5/1/2017
20	Park Place West	20-22 West			**H**	This is the west half of what appears as the same 2 story brick building, but was actually built as a separate building and later modified to have similar materials. The building housed several different shops. In 1974, the flower shop to the east expanded into this space and at some point the second story bricks were covered with a painted brick-like veneer. The building is believed to have been built in the decade between 1850 and 1860. The entry door serves as access to the upper level tatoo parlor.	1850	Eclectic	http://www.lanep	Commercial	N	N	N				MS	5/1/2017
22	Park Place West	20-22 East			**H**	This is the east half of what appears as the same 2 story brick building, but was actually built as a separate building and later modified to have similar materials. This building is believed to be the remaining part of a larger brick building that was used for cigar making in the 1880s. The building is believed to have been originally built in the decade between 1830 and 1840. The entry door serves as access to the entire ground level store, currently a yoga studio.	1830		http://www.lanep	Commercial	N	N	N					

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
30	Park Place West	LCNB Bank			**NHC**	The major feature of this corner two story brick building is its metal clad half domed bay on the second floor. The Park Place facade has 3 recessed store fronts supported by a brick colonade. The second story has double hung two over two windows with contrasting brick arches. The Main Street facade has three store fronts on the ground floor with 6 two over two windows on the second floor. The building has a metal cornice with paired brackets on both facades.	2000	Eclectic		Commercial	N	N	N		Scott Webb		MS	5/1/2017
12	West Church	Johnston-Caldwell House			**H**	This is a 2 and a half story frame structure with vinyl siding. Its most distinctive feature is its front entrance. The front door is on the left end of the façade. It has a small front porch supported by spindled columns. The overhang provides the floor for a small decorative second story porch. This second story porch has a spindled balustrade and decorative brackets at the cornice. Originally this was the Johnston Caldwell Home. In the early 1900's it was the home of Elizabeth (Ramsey-Cramer) and John Johnston, a lumber dealer. Later it became the home of Laura (Wolf) and John Caldwell who was the village Post master. The house is believed to have been built in the decade between 1890 and 1900.	1890	Queen Anne		Commercial	N	N	N				MK	5/3/2017
2	West Church	MacMillan-Montgomery House			**H**	This two story frame house has been considerably altered over the years. Those changes resulted in the loss of some of the original historical charm. After World War 1 it was the home of Miami University's Medical Director Doctor Wade McMillan. Later in the century it was a business office for a nearby Doctor's office. There is a 2-story porch on the east side of the building. The second story porch is supported by 3 round columns with Tuscan capitals. The balustrade is composed of square balusters and railings. However, the balusters are turned at an angle so as to make the balustrade more decorative. There is a large, central pedimented gable on the south side of the house. The south side door is on the east end of the house, and the east side door is on the south end of the house. Both doors have a 4 light transom above.	1909	Queen Anne		Mixed	N	N	N				MK	5/3/2017
110	North Main	Lemkuhl House			**NC**	This ranch house has a variety of window sizes and styles. It has a narrow patio/porch on the south end of the façade. This is believed to be the first pre-fabricated house in Oxford.	1953	Ranch		Residential	N	N	N				MK	5/3/2017
110	North Main	Rear Accessory Building			**NC**	An accessory outbuilding for 110 North Main. It has simple horizontal siding finsh on the exterior which compliments the main structure. It is used as a garage.				Residential	N	N	N				MK	5/3/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
101	North Main	Oxford Presbyterian Church			**H**	One of the iconic churches on Church Street, this limestone church has a slate roof. It is said to have taken a full 2 years to construct. Originally named the Memorial Presbyterian Church because it was erected with funds donated by Laura (Magie) Kumler. Mrs. Laura Kumler donated the money to build the present church, dedicated September 11, 1927. Mrs. Kumler gave this church as a memorial to her daughter, Miss Mary Kumler, and her husband, Mr. Theophilus Kumler. In 1966 this church merged with United Presbyterian and in 1983 it was renamed the current Oxford Presbyterian Church. Two story tower in front (south) façade with decorative vents before bell tower. Four bay arcade in center front façade supported by smooth square stone pillars with cut stone segmental arches. Main entrance in south façade has ornately carved wood double doors with arched panels and a carved arched wood panel above the entryway. Doorway also framed by smooth stone pillars set into façade, topped by an entablature with a broken pediment.	1925	French Renaissance Revival	http://www.lanep	Institutional	N	N	N				MK	5/3/2017
35	East Church	Bella Place			**NHC**	This four story building features brick construction in standard running bond with limestone headers and sills. The North Side on Church street is 4 stories with small eating establishments at street level. The upper floors have simple double hung windows. The top floor has a considerable overhang at the roof level providing a distinct shadow line. Upper floors feature stone banding at the first and fourth floor lines with single and paired windows. The lower floor has a cut stone finish at church street. At the sides are concrete stairways up to the residential units. There is a stone band at the fourth floor line. The west side borders an open public parking area and is finished like the North Side with brick and stone trim at the doors and windows. There is a restaurant on the first floor fronting on Park Place.	2008	Revivalist		Mixed	N	N	N		Treadon		MK	5/3/2017
20	Park Place East	Bella Place Park			**NHC**	This four story building features brick construction in standard running bond with limestone headers and sills. Located to the north of the park it has an eating establishment at street level. The upper floors have simple double hung windows. Upper floors feature stone banding at the first and fourth floor lines with single and paired windows. The lower floor has a cut stone finish at the street level with a Semi-Circular entry at the main doors. This detail runs up to the fourth floor. At the sides of the main entry there are large semicircular stone details at the upper floor windows. The west side borders an open public parking area.	2008	Revivalist		Mixed	N	N	N				MK	5/3/2017
2	East High	John W. Altman Pavilion			**NHC**	Located on the site of the old iconic water tower, this pavilion is intended for planned public gatherings on the square. It also serves as an area for general public gatherings and relaxing. The structure is a mix of post modern, ecclectic and Art Deco. It has an exposed open web steel roof structure in a segmented arch design. Simple square columns support the roof structure.	2000			Institutional	N	N	N				MK	5/3/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
12	Park Place East	Corner Bar			**NC**	This multi-story building has a slanted front entrance on its southwest corner. It is constructed of red brick and topped with a semi-circular arch in a simple design. The number 12 stands out in brick relief near the top of the building. The roof edge and belt course between the 1st and 2nd story is in a ridged brick design. The first floor façade is metal painted black and very industrial-looking. The second story façade has one large 12 light window with a patterned brick border. This structure was purpose built as a Donatos Pizza commercial/residential rental unit use. It is now a Bar/Grille establishment. It has brick veneer on the first floor and part of the secondfloor. Stucco finishes complete the exterior. No disguishable style. It has a large transom window over the entry.	1996	Post Modern		Commercial	N	N	N				MK	5/3/2017
14	North Poplar	Oxford United Methodist Church			**H**	This is Oxford's tallest building and also one the iconic churches on Church Street. It incorporates buttressing and arches to accommodate for the large span in the nave. Its most distinctive features are: 2 tall towers (steeples) of different height at each corner of the façade; heavy cut stone; 1 story centrally placed double doorway with large lancet window above; arched corbel tables at the 2 levels in top of front façade; buttressing between all bays. The door surround is very decorative in carved stone. Semi-elliptical projecting stone lintels above 1st story windows. Lancet arched projecting stone lintels in 2nd story. Windows in both stories are either stained glass or diamond paned. Projecting lug sills with brackets throughout. The towers are 8-sided. The tallest one features wood louvered lancet windows, the shorter features gabled dormers in 4 sides. There is a stone cut water table. Recent additions include a housing for the organ system on the W side and a large addition in 1969 of classrooms and offices on the S side. Methodist worship began in Oxford around 1805 by way of a missionary named Moses Crume. Services were in a log building. In 1819, the society began building a new place of worship. The dedication of the building took place on July 6, 1873, with great fanfare. Construction of the society's third (and current) building was started in 1872. The church is a great landmark and impressive feature in Oxford. The 2 spires completed over a decade after constrcution started, are visible on the skyline for miles.	1872	Gothic Revival	http://www.lanep	Institutional	Y	N	N				MK	5/3/2017
17	North Poplar	Woods Bar			**NC**	This one-story flat roofed brick building has a double door main entrance on the right side of the front facade. There is a recessed entrance for the upstairs apartments on the left side. The triple display windows with knee walls are centered on the front facade. There are decorative painted panels between the doors and windows. There is a frieze across the front facade over the windows and entrances with decorative panels and toothlike dentils.	1969			Commercial	N	N	N				LK	5/1/2017
19	North Poplar	Red Brick Office			**NC**	This 2 1/2 story building has a brick front facade with three symmetrical dormers. There are two sets of arched 1/1 windows on the second floor under two of the dormers. On the left side of the second floor there is a large arched window with arched side lights under the left dormer. On the first floor there are two sets of double art deco steel doors with 1/2 circle windows. The doors were originally intended for a 1989 remodel of the former Miami-Western Theater to Beach Club Fitness Center, which never transpired. There are display windows, an ATM machine and a recessed entrance on the right for the upstairs apartments. The brick north facade has an entrance on the left and four symmetrically placed windows on the first floor with arched windows above them on the second floor.	1994	Eclectic		Mixed	N	N	N				LK	5/1/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
107	East Church	Metropolitan Lofts			**NHC**	This flat-roofed four story building has a red brick front facade. The upper three floors have 5 symmetrical 6/6 windows with stone sills and keystone lintels. These windows have working black shutters. The cornice has alternating brackets and decorative freizes. The first floor facade has a centered entrance with large paned windows with knee walls on each side. The upstairs apartment entrance is on the left hand side of the front facade. The west and east sides of the building are rusticated concrete block with no windows.	2009	Revivalist		Mixed	N	N	N				LK	5/1/2017
104	East Church	Seminary Building			**H**	This two-story painted brick church has a center entrance on the front facade. The entrance has a double door with a full transom and side lights. On each side of the entrance is an arched window. There are four two-story pediments that divide the front facade into thirds. The stained glass circular second floor window is centered above the main entrance. The front gable has a plaque that reads, "United Presbyterian Church, founded AD 1838". The square based steeple is at the north end of the roof. It has tall arched vents and a shake roof. The east and west facades of the church have 5 tall stained glass windows on the second floor. There is a back concrete block addition with a second floor bump out. It is Oxford's oldest house of worship. Until 1858 it housed both the Associate Reformed Church and the Oxford Theological Seminary. As the result of the merger in 1858, it became the United Presbyterian Church. In 1966 it merged with Oxford's Memorial Presbyterian Church and was renamed the Seminary Building.	1839	Greek Revival	http://www.lanep	Institutional	N	N	N				LK	5/1/2017
108	East Church	Presbyterian Parsonage			**H**	This front gabled two-story asbestos sided house has a brick porch across the front facade. The entrance is on the right side of the porch with a 7 paneled door. There are two tall 1/1 windows on the left side of the porch. There are 2 1/1 windows on the second floor front facade. The half timbered front gable has 2 windows with square paned colored glass surrounding each window. These windows are surrounded by alternating horizontal, vertical and diagonal wooden siding. On the west side of house there are two stained glass windows on the first floor and a window matching the front gable windows on the second floor. There is a two story bay window in the center of the west side facade. This house was built by the Presbyterian Church and used as a parsonage until 1966 when the church merged. In the 1980s and 1990s it housed social service agencies and became a student rental by 2000.	1892		http://www.lanep	Residential	N	N	N			United Presbyterian Church	LK	5/1/2017
114	East Church	John Miller house			**H**	This two-story stucco house has a one-story porch across the front facade with doric columns. There is an entrance on the left side with a three paned transom and 2 6/6 windows on the right side. On the second floor there are 3 symmetrical 6/6 windows. There is a cornice with brackets and a plain frieze panel across the front facade. The front windows have black shutters, while other windows on the house still have swinging shutter brackets. The house was purchased by John Miller in 1864 and remained in his family until 1919. In the 1920's the original brick was covered with stucco. The house was residential until the late 20th century when it became an insurance office and then a student rental. The original construction date or decade is unknown other than it existed prior to the Civil War. Therefore the year built date of 1850 is only approximate.	1850	Federal	http://www.lanep	Residential	N	N	N				LK	5/1/2017

Address	Street	Building	Picture	Historic Photo	Category	Description	Year Built	Style	OHI No	Use	Local	State	National	Year Mod	Designer	Original Owner	Author	Date
114.5	East Church	Alley Rental			**NC**	This two-story vinyl sided building with a small shed addition sits on the intersection of two alleys. The front entrance is on the east side under a small porch. The back door is on the west side next to a concrete chimney and an older brick chimney. All windows are vinyl clad.				Residential	N	N	N				LK	5/1/2017
114.5	East Church	Alley Carport			**NC**	This one-car carport's metal roof is supported by a concrete block wall on the west side and three metal poles on the east side.				Residential	N	N	N				LK	5/1/2017
15	North Poplar	Woods Sidebar			**NC**	This flat roofed two-story brick building has a double door entrance on the right of the front facade. The triple display windows with knee walls are centered on the first floor with the entrance for the upstairs apartments are on the left. There are three symmetrical paired 1/1 windows on the second floor. There is a fenced dining patio in front.	1969	Commercial Vernacular		Mixed	N	N	N				LK	5/1/2017

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: March 6, 2018

Sam Perry
Prepared By:

Account Code No. #:

Budgeted Amount:

February 13, 2018
Date Prepared:

Text Amendment to Oxford Code Chapter 1331

Recommendation: Adoption

Discussion:
City Council held a work session on January 16, 2018 to discuss the recently completed Uptown District Inventory. Part of the discussion included the need to clarify Oxford Codified Ordinances regarding the terminology used to describe categories of buildings. Attached are recommended text amendments that would be a bare minimum to reflect the new wording used in the 2018 Uptown Inventory. This would prevent inconsistencies during Certificate of Appropriateness reviews. On February 7, 2018, the HAPC passed a unanimous recommendation to recommend adoption of these text amendments to the City Council. These text amendments are not intended to be a long term solution to Chapter 1331. The Commission has discussed the likelihood of a more comprehensive update of Chapter 1331.

There are two new definitions proposed to be added to 1331.02: Contributing and Non-Contributing. An expanded explanation is provided in the updated Inventory. The current code uses the term "significant" while the new Inventory uses "contributing". Adding a matching definition in the codified ordinance will provide consistency.

There are two minor revisions recommended to the demolition decision criteria in 1331.063. These revisions place the new terms in the code section most commonly used when the HAPC reviews construction projects. The HAPC is planning to review this section for a potential update later in 2018.

This staff report is paired with a recommendation to adopt the updated Inventory portion of the Design Guidelines

Approved By:

Department Head: JHC / 2/26/18
City Attorney: /
City Manager: DRE / 3/2/18

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 1331 ENTITLED HISTORIC AND ARCHITECTURAL PRESERVATION, AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 1331 ENTITLED HISTORIC AND ARCHITECTURAL PRESERVATION.

WHEREAS, the Oxford City Council held a Joint Work Session on January 16, 2018 with the Historic and Architectural Preservation Commission to discuss the recently completed Uptown District Inventory; and

WHEREAS, part of the discussion included the need to clarify Oxford Codified Ordinance Chapter 1331 entitled Historic and Architectural Preservation regarding the terminology used to describe categories of buildings as set forth in the recently completed Uptown District Inventory; and

WHEREAS, on February 7, 2018 the Historic and Architectural Preservation Commission held a public meeting and after deliberation passed a unanimous motion recommending that City Council repeal Oxford Codified Ordinance Chapter 1331 entitled Historic and Architectural Preservation, and adopt new Oxford Codified Ordinance Chapter 1331 entitled Historic and Architectural Preservation to clarify the terminology used to describe categories of buildings as set forth in the Uptown Historic District Inventory to prevent inconsistencies during Certificate of Appropriateness reviews.

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

SECTION I: Council accepts the recommendation of the Historic and Architectural Preservation Commission and hereby repeals Oxford Codified Ordinance Chapter 1331 entitled Historic and Architectural Preservation, and adopts new Oxford Codified Ordinance Chapter 1331 entitled Historic and Architectural Preservation to clarify the terminology used to describe categories of buildings as set forth in the Uptown Historic District Inventory to prevent inconsistencies during Certificate of Appropriateness reviews as follows: (deletions are struck through and additions are underlined)

1331.01 PURPOSE.

(a) It is the intent of this Chapter to promote and protect the health, safety and general welfare of the public as a matter of public policy through:

(1) The enhancement of property values, the protection of the property rights of all citizens, the stabilization and improvement of neighborhoods and areas of Oxford, the increase of economic and financial benefits to Oxford and its inhabitants, and the promotion of tourist trade and interest.

(2) The protection, enhancement and use of structures, sites and areas that are reminders of past eras, events and persons important in local, state or national history.

(3) The development and maintenance of appropriate settings and general environment of the aforesaid structures, sites and areas.

(4) The preservation and encouragement of a city of varied architectural styles, reflecting the distinct phases of Oxford's history. In addition, this chapter is intended to maintain and enhance the scale and basic character of Oxford's historic areas through:

A. Protecting and preserving the basic characteristics and salient architectural details of structures, insofar as the characteristics and details are compatible with the basic characteristics of Oxford's historic areas.

B. Affording the widest possible scope of continuing vitality through private renewal and architectural creativity, within appropriate controls and standards. It is intended to foster a climate in which Oxford's historic areas may continue to exist as living, changing commercial and residential areas, not static museums.

C. Encouraging development of vacant and incompatibly developed properties in accordance with character of the area.

D. Encouraging maximum use by and convenience to pedestrians.

(5) Fostering civic pride.

(6) The provision of preservation information and advice to property owners and the general public.

1331.02 DEFINITIONS.

For the purpose of this chapter, unless the context clearly states otherwise:

(a) "Applicant" means any person, persons, association, partnership, or corporation who applies for a Certificate of Appropriateness in order to undertake any environmental modification of property subject to the provisions of this chapter.

(b) "Certificate of Appropriateness" or "COA" means the permission for environmental modification, or modifications, issued by the Historic and Architectural Preservation Commission or Board of Zoning Appeals under the provisions of this chapter.

(c) "Contributing" means Regardless of building age, the façade of the building conforms to the general character of the street wall in height, massing, proportion, fenestration, material, color, and detail. The building is in balance with the historic buildings in the district context and neither overwhelms nor detrimentally alters the historic character of the district. If the building does not conform stylistically to the character of the district, it nevertheless stands in an appropriate dialogue with the context. The building is typologically appropriate to the district.

~~(c)~~(d) "Council" means the Council of the City of Oxford.

~~(d)~~(e) "Historic and Architectural Preservation Commission" or "HAPC" is the body created and empowered by this chapter to represent the historic preservation interests of Oxford as set forth in this chapter and elsewhere in the Codified Ordinances of Oxford, Ohio.

~~(e)~~(f) "Environmental Modification" means any built exterior alteration, demolition, removal or exterior construction of any structure subject to the provisions of this chapter.

~~(f)~~(g) "Historic Site" means any place, area, structure, work of art, or object which has special character or special historic or architectural value as part of the development, heritage or cultural characteristics of Oxford, the State of Ohio, or the United States, and which has been designated as such pursuant to the provisions of this chapter.

~~(g)~~(h) "Historic District" means any area designated by the Council which contains two or more Historic Sites, including those properties that the Council determines should fall under the provisions of the chapter in order to assure that their appearance and development is harmonious with such Historic Sites.

~~(h)~~(i) "Historic Preservation Administrator" means the person designated by the City Manager to administer the provisions of this chapter.

(i)(j) "Modification, Major" means any construction of a new, independent structure; construction or other alteration that changes the square footage of an existing structure; construction or other alteration that changes the architectural style of an existing structure or portion thereof; any removal of important stylistic features such as chimneys, latticework, gables, gingerbread, soffets, shutters, windows, and doors; alteration of exterior surfaces such as wood to vinyl and painting unpainted surfaces.

~~(j)~~(k) "Modification, Minor" means any construction or alteration that does not change the architectural style of an existing structure and is not a major modification; repair or update of any exterior element to comply with current building code, including ADA, shall be considered a minor modification for the purposes of this chapter.

~~(k)~~(l) "Municipal Infrastructure" means publicly owned, maintained, or operated property including utilities, streets, curbs, gutters, sidewalks, utility poles, street lights, traffic control signs, metering devices, and appurtenances thereto. Objects placed upon publicly owned property such as bicycle racks, waste receptacles, tables, benches, recreation equipment, vending machines, and other similar devices can be considered municipal infrastructure. Wholly or partially enclosed structures shall not be considered municipal infrastructure for the purposes of this chapter.

(m) "Non-Contributing" means Generally, buildings in this category will be 50 or less years of age. The loss of the building would not have a negative impact on the historic character of the district. The loss of the building would improve the consistency and cohesion of the historic district.

~~(l)~~(n) "Ordinary Repairs and Maintenance" means replacement of any part of a property where the purpose and effect of such work and replacement is to correct or prevent any deterioration or decay to such property, or any part thereof, and to restore same, as nearly as may be practicable, to its original condition and appearance, including minor repair of exterior surfaces including caulking, repointing, and nonabrasive cleaning.

~~(m)~~(o) "Owner" means the owner of record and the term shall include the plural as well as the singular.

~~(n)~~(p) "Pre-Application Review" means a review of the ideas, principles, and general standards behind a proposed environmental modification; a less detailed examination of a proposed environmental modification than is required for a Certificate of Appropriateness.

1331.03 CREATION OF A HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION.

(a) In order to execute the purposes declared in this chapter, there is hereby created the Oxford Historic and Architectural Preservation Commission (HAPC). All members shall have, to the greatest extent practicable, interest and proficiency in historic and architectural preservation and adaptive reuse. The HAPC shall consist of seven voting members. Membership shall be composed of:

(1) One City of Oxford Council member.

(2) One City of Oxford Planning Commission member, who is not also a member of Council.

(3) One shall be an owner of real property in one of Oxford's Historic Districts.

(4) Four members appointed by Council, based on the following guidelines:

A. Two should have professional training or be employed in professions related to historic preservation, such as architecture, architectural history, history, archaeology, planning, real estate, building construction, or law related to any of these.

B. Other members should own real property in Oxford, be proprietors of businesses in an historic district, be residents of the historic districts, or have demonstrated a special interest in historic preservation and related matters.

(b) The City Manager shall serve as an ex-officio member.

(c) Members of the HAPC shall be appointed by a majority of Council. HAPC members shall serve for a period of four years and without compensation. Vacancies on the HAPC shall be filled within 60 days.

(1) Terms shall be staggered so that one or two members' terms expire each year.

(2) The members of the HAPC shall select from their number a Chairperson (Chair) and a Vice-Chairperson (Vice-Chair).

(d) The HAPC shall hold such meetings as it may require, and shall designate the time and place thereof. A minimum of four meetings shall be convened per calendar year.

(e) Four voting members shall constitute a quorum for the transaction of business.

1331.04 AUTHORIZATION AND DUTIES.

(a) The HAPC shall have the following authority and duties in addition to those otherwise specified.

(1) The HAPC shall create its own "Rules of Procedure" which will determine the operations of that body. Council shall approve such rules of procedure.

(2) The HAPC shall be empowered to conduct or coordinate a survey or surveys of all areas, places, structures, works of art, or objects in Oxford which the HAPC has reason to believe are or will be eligible for designation as historic sites or historic districts as described in Section 1331.05.

(3) The HAPC shall keep a register of all historic sites and historic districts designated under this chapter and those in Oxford designated by the state or federal government.

(4) The HAPC shall review all proposed National Register nominations for properties within its jurisdiction. When necessary for review of a proposed nomination, the HAPC may seek expert advice before rendering a decision, which expertise may be academic or consulting in nature.

(5) The HAPC shall establish guidelines for conservation and preservation of historic structures within Oxford's historic districts.

(6) The HAPC shall work for the continuing education of the citizens of Oxford in regard to the historic and architectural heritage of Oxford and the historic sites or historic districts designated under the provisions of this chapter.

(7) The HAPC shall obtain material regarding preservation and restoration and make such materials available to the general public.

(8) The HAPC will conduct or encourage members to attend educational sessions or to seek in-depth consultation with the Ohio Historic Preservation Office (OHPO) annually. Such training should pertain to the work and functions of the HAPC or to specific historic preservation issues. Barring extenuating circumstances, all HAPC members shall participate in such a session at least once annually.

(9) The HAPC shall advise Council and its other boards and Commissions on matters related to historic preservation or historic districts and regulations.

(10) With the consent of Council and the owners of property on which improvement funds would be applied, the HAPC may make application for federal, state, institutional, or private technical or financial assistance.

(11) The HAPC shall recommend to Council programs designed to encourage historic preservation when such programs would require commitments of the City or expenditure of City funds.

(12) The HAPC shall seek to establish and maintain a Historic Trust Account to provide funding for programs and improvements that serve the purposes of this Code. Rules and procedures for the administration of any such fund shall be approved by resolution of Council and kept on file with the Administrator.

(b) The HAPC shall recommend to Council the designation of historic districts or sites,

(c) The HAPC shall review all plans for the construction, alteration, repair, moving, or demolition of structures, sites, and areas in an historic district. Only the HAPC is empowered to issue a COA, except that the BZA may issue a COA upon appeal per Section 1331.06(b)(6)D.

(1) In its considerations of whether a proposed environmental modification is deserving of a COA, the HAPC shall consider the guidelines set forth in the Oxford Historic and Architectural Preservation Guidelines, which is hereby adopted by reference, in its entirety, as if its entire text and substance were a part of this chapter.

(2) In its considerations of whether a proposed environmental modification is deserving of a COA, the HAPC may also consider the cost of modifications or other proposals, where costs for a particular action or inaction may be unreasonable given existing conditions of a structure, site, or area.

(3) For the purpose of this section, the HAPC shall make determinations on exterior features of a site or structure and shall not consider interior arrangements.

(4) The HAPC shall encourage alterations and repairs to historic structures and to structures in historic districts in the spirit of their existing architectural style; however, additions in styles different than the existing structure may be approved if such additions complement the existing architectural style. The HAPC shall be flexible in its judgment of plans for alteration, repair, or demolition of structures, sites, and areas of little historic or cultural value except where such alteration, repair, or demolition would seriously impair the historic value and character of surrounding structures or of the surrounding area. It is not the intent of this chapter to limit alteration or repair to any one period of architectural style.

(5) The HAPC shall have the authority to call in experts to aid in its deliberations subject to financial procedures outlined in subsection (d) hereof.

(6) The HAPC shall issue a COA if it approves the plans submitted to it for review.

(d) The HAPC shall expend no capital general fund monies, except those specifically appropriated by Council, and shall incur no debt without the approval of Council.

1331.05 DESIGNATION OF HISTORIC SITES AND DISTRICTS.

(a) The HAPC, in considering any area, place, structure, work of art, or object in Oxford as an historic site or district, shall find that one of the following criteria is satisfied.

(1) The character of the site or district has value or significance as part of the history or development of Oxford, the State of Ohio, or the United States.

(2) It is the location or site of a significant historic event.

(3) It is identified with a person or persons who significantly contributed to the history of development of Oxford, the State of Ohio, or the United States.

(4) It embodies distinguishing characteristics of an architectural style or building type.

(5) It exemplifies the cultural, economic, social, educational, or political heritage of Oxford.

(6) Its relationship to other distinctive areas or structures designated for preservation requires designation to protect and preserve the previously designated site.

(7) Its unique location or singular physical characteristic represents an established and familiar visual feature of Oxford.

(b) The procedure for designation shall be as follows:

(1) The HAPC may propose designation of any area, place, structure, work of art, or object in Oxford as a historic site or historic district. The Administrator shall notify the owner of record of such property and any person having a recorded legal interest in such property of the proposed designation and solicit public input at a public meeting prior to the final designation by the Council.

(2) The HAPC shall notify the Planning Commission of the proposed designation and the Planning Commission shall furnish a written opinion with respect to the relationship of the proposed designation to the Comprehensive Plan of Oxford to the HAPC within thirty days of receipt of the notification.

(3) The HAPC shall review the Planning Commission's opinion and forward to Council a proposed designation along with the complete statement of the Planning Commission.

(4) In rendering its determination with respect to the proposed designation of any area, place, structure, work of art, or object as a Historic Site or District, the Council shall give due and full consideration to the findings and recommendations of the HAPC. In such determination the Council shall also consider the views expressed by persons participating in the public meeting held before the HAPC as well as the opinion of the Planning Commission. The Council shall hold public hearings on any such proposed designations and Council shall give public notice of the time and place of such public hearing, which shall be published not less than thirty days prior to the date of such hearing once in a newspaper of general circulation in Oxford. Council, by ordinance, may then designate areas, places, structures, works of art, examples of unique architecture or similar objects as historic sites or historic districts. All such designations shall be duly recorded on the official zoning map and be made a part of same.

(5) Within ten days of the passage of said ordinance, the Administrator shall send by registered mail a certified copy of the designation ordinance and a notice briefly stating the fact of said designation and a copy of Chapter 1331 to the owner of record and any person having a recorded legal interest in said property.

(6) Notwithstanding any other provisions of this Chapter, Council may rescind the designation of any area, place, building or structure as a historic site or historic district by ordinance. Passage of such ordinance shall relieve the owner or owners from any duties or penalties connected with this chapter. Council shall not pass such an ordinance without first proposing by motion that the designation of an area, place, structure, work of art or object in Oxford be rescinded and removed and notifying the HAPC to that effect. Council shall not pass such an ordinance until the procedures required by subsection (b)(1) through (5), to make a designation have been applied in the case of removal and rescinding of such a designation.

1331.06 REGULATION OF ENVIRONMENTAL MODIFICATIONS.

(a) Pre-Application.

(1) A pre-application review is required when environmental changes are aesthetically, structurally, or economically significant. Such review is an opportunity for an applicant and the HAPC to discuss a proposal prior to the applicant expending significant amounts of time and money on design, surveying, and engineering.

(2) The pre-application may consist of any information the applicant considers useful to the HAPC. The HAPC shall take formal action on the pre-application at a regular or special meeting. The HAPC is not bound by its determination at the pre-application because information and designs are incomplete.

(b) Application Procedures And Requirements.

(1) An applicant may apply for a COA without applying for any other permit. Alternatively, if an application is filed for a permit that may result in a regulated environmental modification on a regulated property, the Administrator shall determine if the proposed modifications require a Pre-Application Review, a COA, or both.

(2) An application for a COA shall not be considered until it is complete. An application shall be considered when all required and pertinent information has been provided and when all required fees have been paid.

(3) A complete application shall consist of the completed application form, the fee, and diagrams, drawings, illustrations, photosimulations, and written descriptions sufficient to describe the location of the property and structure and the proposed environmental modifications that require a COA. The Administrator or HAPC may require additional information or materials as necessary.

(4) There shall be a non-refundable filing fee attached to the application for a COA, payable in advance. The COA shall be valid for a period of one (1) year from the date of approval by the HAPC and all work shall be substantially completed within one year from the date of approval.

(c) Ordinary repairs and maintenance shall not require a COA.

(d) If the Administrator and the Chair determine a proposed municipal infrastructure improvement significantly impacts the historic or architectural environment of the Historical Districts, a COA is required.

(e) Minor modifications may be approved administratively.

(1) If both the HAPC Chair and Administrator agree that proposed modifications are minor and comply with standards, a COA may be issued immediately, without the involvement of the full HAPC.

(2) All administrative approvals shall be placed on the next regular HAPC agenda to ensure that the full HAPC and the public are aware of such approvals.

(3) Any minor modification that is not approved administratively shall follow the procedures of a proposed major modification.

(f) Major modifications shall be considered by the HAPC subject to the following procedure:

(1) Each pre-application and application shall be placed on the agenda for the next regularly scheduled HAPC meeting (or within 45 days) after a completed application is filed and any required fee is paid.

(2) Pre-Application shall not be considered at the same meeting as the regular application for the same proposal.

(3) The HAPC shall act upon each application within 60 days of its first HAPC hearing unless consideration has been continued beyond such period by official action, in which case the HAPC shall act within a reasonable time and as soon as is practical.

(4) Following approval or denial of a COA, the Administrator shall inform the applicant of the HAPC decision by first class mail within 10 days.

(g) If a COA is approved, permits relative to the proposed modifications may be issued immediately following normal zoning and building department review procedures.

(h) If a COA is denied, the City shall not issue any permits that would allow modifications for which the COA was denied. Application fee is not refundable.

(i) An application that is denied or approved-with-modifications, shall not be resubmitted for one year. If an applicant wishes to apply to have the case reconsidered, the Administrator and Chair together shall determine if the changes are substantial enough to warrant a new hearing.

1331.061 APPEAL.

(a) An applicant may appeal the denial of a COA to the Board of Zoning Appeals (BZA) within 21 days of the date of such denial. The BZA shall consider the appeal at its next regularly scheduled meeting or within 45 days. Consideration of an appeal is not a public hearing and does not require legal notice.

(b) An official transcript of the meeting or meetings at which the application was considered must be provided to the BZA at the cost of the appellant and the appeal shall be limited to the transcript of the HAPC hearing. No new claims or evidence shall be heard and no additional testimony shall be permitted.

(c) The BZA shall reverse the decision of the HAPC, in whole or in part, if it finds that the HAPC was unreasonable, arbitrary, or capricious in its application of Sections 1331.06 and 1331.07.

(d) The BZA shall remand the application to the HAPC, in whole or in part, if it finds that the HAPC misinterpreted a provision of the applicable standards when making its decision or that the HAPC committed procedural error which substantively and adversely affected the rights of the applicant.

1331.062 INSPECTIONS AND COMPLIANCE.

(a) The Chief Building Official shall review construction drawings, final plans, and other similar documents for compliance with an approved COA, any conditions attached thereto, and any approved or required modifications thereof.

(b) During the course of regular building inspections, the Building Inspector shall note any deviations from an approved plan, and shall promptly report any such deviations to the Administrator. If the Administrator determines that a deviation from an approved COA is planned or constructed, a stop work order shall be issued.

(c) The Administrator and the Chair together shall determine the impact of the modification with regard to the intent of an approved COA. Such determination shall be made within seventy-two (72) hours following the issuance of a stop work order, if possible.

(1) Any modification may be approved administratively and the order lifted if they determine that it is a minor modification to the approved COA.

(2) Any modification that is determined to be a major modification or that does not satisfy the intent of the approved COA will require a new application for COA. The stop work order shall not be lifted until the new application has be heard by the HAPC or the Administrator has determined that all further work will be in compliance with the approved COA.

(d) The Certificate of Code Compliance shall serve as official recognition that completed construction has satisfied the requirements of an approved COA.

1331.063 CONDITIONS OF REMOVAL.

(a) A demolition permit shall not be issued unless accompanied by a COA. The HAPC may only approve a COA if:

(1) The applicant has given clear evidence that the structure has incurred extensive damage to its basic structural elements such as the roof, walls, and foundation requiring substantial reconstruction, and the structure presents an immediate danger to the public health, safety or welfare as declared by the Chief Building Official; or

(2) The applicant has given clear evidence that two of the following conditions exist:

A. The structure has incurred extensive damage to its basic structural elements such as the roof, walls, and foundation requiring substantial reconstruction.

B. The structure is contributing and has been declared a public nuisance and its removal will not adversely affect the architectural or historic integrity of the streetscape.

C. The structure is non-contributing ~~not consistent with other structures in the district in terms of historic character, architectural style, construction material, height, setback or mass.~~

D. The square foot cost of meeting the minimum building code would exceed the square foot market value of similarly used and improved structures in the historic district.

E. The applicant has a plan for the re-use of the property, which mitigates any adverse effects of the proposed removal upon the property, the streetscape and the district through:

1. New construction which is consistent with this chapter and the guidelines set forth in the current Oxford Historic and Architectural Preservation Guidelines, and which contributes to the architectural or historic integrity of the district.

2. Exterior rehabilitation or restoration of the remaining structure which is consistent with this chapter and the guidelines set forth in the current Oxford Historic and Architectural Preservation Guidelines, and which contributes to the architectural and historic integrity of the streetscape.

3. Landscaping the parcel consistent with this chapter and the guidelines set forth in the current Oxford Historic and Architectural Preservation Guidelines, and relocating the remaining structure in the appropriate setting or preserving the parcel consistent with this chapter.

4. Landscaping the parcel consistent with this chapter and the guidelines set forth in the current Oxford Historic and Architectural Preservation Guidelines, and providing for its care as common space for the benefit of the general public.

(3) The applicant has posted a performance bond with security sufficient to insure completion of a plan for the re-use of the property and has paid a mitigation fee of fifty dollars ($50.00) and ten percent (10%) of the estimated demolition cost, whichever is greater, into the fund, or the applicant has requested and received a waiver of these requirements from the HAPC.

(4) If any party proceeds to remove a contributing ~~significant~~ principal structure prior to the issuance of an approved COA, a mitigation fee equal to fifty percent (50%) of the estimated demolition cost as determined by the Chief Building Official shall be levied for each day after notification of said violation until said party files a plan for the re-use of the property and a performance bond with the Clerk of Council.

1331.07 SUBSTANDARD CONDITIONS.

(a) In order that the purpose of this Chapter may be accomplished and structures & properties preserved against decay and deterioration, the following standards shall be applied by the HAPC and Administrator in order to determine the existence of substandard conditions which would be

detrimental to the health, safety, and welfare of the public or contrary to the policy and purpose of Section 1331.01, or any other code applicable to building safety and maintenance.

(1) Structural defects or hazards, including but not limited to, the following:

A. Footings or foundations that are weakened, deteriorated, insecure or inadequate, or of insufficient size to carry imposed loads with safety;

B. Members of walls or other vertical supports that split, lean, list, buckle, or are of insufficient size or strength to carry imposed loads with safety;

C. Members of ceilings, roofs, ceiling and roof supports, or other horizontal members which sag, split, buckle, or are of insufficient size or strength to carry imposed loads with safety.

D. Fireplaces or chimneys that list, bulge, settle, or are of insufficient size or strength to carry imposed loads with safety.

(2) Defective or inadequate weather protection, including, but not limited to, the following:

A. Broken or missing doors and windows;

B. Deteriorated, ineffective or lack of waterproofing of foundations or floors;

C. Deteriorated, ineffective or lack of exterior wall covering, including lack of paint or other approved protective covering;

D. Deteriorated, ineffective or lack of roof covering;

E. Broken, split, decayed or buckled exterior wall or roof covering;

F. Gutters and downspouts which have deteriorated or are missing.

(3) Defects increasing the hazards of fire or accident, including, but not limited to the following:

A. Accumulation of rubbish and debris;

B. Any condition, which may cause a fire or explosion or provide a ready fuel to augment the spread or intensity of fire or explosion arising from any cause.

(4) Inadequate maintenance of grounds that detract from the visual qualities of the area, site or structure.

(5) Upon receipt of notification of an alleged violation of this Section, the Administrator and the Building Administrator shall investigate and inspect any such property within thirty (30) days after the initial notification. After such inspection, the Administrator shall give written notice to the owner of record and any person in actual physical possession thereof stating in what respect the property is substandard and setting forth the repairs, alterations or improvements required to correct such substandard conditions or preserve the property and a stated period of time in which the required work shall be done. Such notice shall also inform the owner of record and any person in actual physical possession thereof that said administrators' findings may be subject to the review and hearing before the HAPC, if such is requested. When a hearing has been requested, the HAPC shall set forth the time and the place of the hearing and shall give written notice to the owner of record and any person in actual physical possession thereof of the time, date and place of said hearing, and the HAPC shall give public notice of the same. Such hearing shall be held not more than thirty (30) days after the request for the hearing or may be held within such a time as is mutually agreed upon by the HAPC, the owner of record, any person having a legal interest therein and the person in possession thereof.

(6) At the hearing, the HAPC shall review the findings and orders of the Administrator and shall determine whether such findings are true and correct within the meaning of this chapter. If the HAPC concurs with the findings that the affected property is substandard, the HAPC shall further determine whether the Administrator's orders for corrections are reasonable and necessary to accomplish the purposes of this chapter.

(7) The HAPC shall in connection with such hearings receive such evidence as may be presented on behalf of any party of interest, and based upon such evidence, the HAPC shall issue its own order affirming, reversing, or modifying the order of the Administrator.

(8) An order of the HAPC shall bear the same authority and consequences as if issued by the administrators. The findings and the orders and the decision of the HAPC shall be transmitted in writing, not later than thirty (30) days following the date of the hearing, to the owner of record, any person having a legal interest therein and any person in actual physical possession of the affected property.

(9) Regarding any property that is unoccupied or vacant, the HAPC upon review may, where appropriate and necessary, order the following:

A. That all accumulations of flammable or combustible rubbish or debris be removed from the premises by the owner of record or person in possession of the building.

B. That all windows, doors and other openings in any building on such property be locked, barricaded or otherwise secured by the owner of record of the property. Materials and methods used for securing buildings and effecting the exterior appearance of the building shall require a COA issued by the HAPC.

1331.08 INTERPRETATION.

(a) The Administrator is responsible for the interpretation of all procedural provisions in this chapter.

(b) If any section, subsection, paragraph, sentence, clause, or phase of this Historic and Architectural Preservation Chapter shall be declared invalid by any court of competent jurisdiction, the decisions of the court shall not impair the remaining portions of this Historic and Architectural Preservation Chapter which shall continue in full force and effect.

(c) If a provision of this Historic and Architectural Preservation Ordinance is found to be in conflict with a provision in any other law, the provision that establishes the higher standards shall prevail.

(d) Any permit issued or action taken by any employee or official of the City which is contrary to the provisions of this chapter shall be null and void and of no effect whatsoever.

1331.99 PENALTIES.

(a) If any environmental modification in violation of this ordinance is made or is imminent, the City may institute appropriate proceedings to prevent such unlawful environmental modification.

(b) Whoever violates the provisions of this chapter by failing to perform any act required or performing any act that is prohibited shall be guilty of a minor misdemeanor pursuant to Oxford Code Section 501.99.

(c) Whoever is guilty of violating any provision of this chapter a second time shall be guilty of a misdemeanor of the fourth degree pursuant to Oxford Code Section 501.99.

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

_____
VICE MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: STEVE DANA

PREPARED BY: LAW (STAFF)

A regular meeting of the Oxford City Council was called to order by Mayor Kate Rousmaniere on Tuesday, March 6, 2018 at 7:15 p.m. Those members present were Steve Dana, Glenn Ellerbe, David Prytherch, Chantel Raghu, Mike Smith and Edna Southard.

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

ADJOURN TO EXECUTIVE SESSION

Mr. Dana moved to adjourn to Executive Session at 7:15 p.m. in accordance with Ohio Revised Code Section 121.22(G)(1) for the purpose of discussing appointments to Boards and Commissions. Ms. Southard seconded. The motion passed by the following roll call:

AYE: Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Smith, Ms. Southard, Mr. Dana
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ADJOURN FROM EXECUTIVE SESSION

Mr. Ellerbe moved to adjourn from Executive Session at 7:28 p.m. Mr. Smith seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor Rousmaniere requested the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PUBLIC PARTICIPATION

APPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Dana moved to appoint Brian Martin to the Personnel Appeals Board for a term ending June 30, 2019. Mr. Smith seconded. The motion passed 7-0-0.

Mayor Rousmaniere reminded everyone Council was always looking for interested citizens of Oxford to apply for positions on Boards and Commissions.

Mayor Rousmaniere noted the applications as well as information regarding the various Boards and Commissions were available on the City's website and interested parties could also contact Council or staff for additional information.

PUBLIC COMMENTS

Mr. Sean Perme, 123 N. Beech Street, thanked Council for their work on the issue of bike sharing in Oxford. Mr. Perme noted the university was still unclear on their position regarding the concept of bike sharing and especially with regard to Spin as the bike sharing provider. Mr. Perme advised he would meet next Wednesday with Alex Wortman, Secretary for Infrastructure and Sustainability, Ted Pickerill, Secretary to the Board of Trustees, Cody Powell, V.P. Physical Facilities and Robin Parker, General Counsel, to discuss Council's Resolution authorizing the City Manager to sign the MOU with Spin and to try to get university officials on board with the bike sharing program.

Ms. Maggie Callaghan, 218 N. Campus Avenue, noted she was told the meeting would be more about the concept and need for bike sharing in Oxford. Ms. Callaghan inquired if anyone had questions for her or for Mr. Perme.

Mayor Rousmaniere advised the issue of Spin bikes being on Miami's campus was not the problem and noted the complication as explained to her dealt with communication. Mayor Rousmaniere advised the President of the university was not aware that these conversations were taking place and he felt there were more desirable bike sharing companies than Spin. Mayor Rousmaniere noted the MOU between Spin and the City was for 6 months although it could be terminated at any time and there was no financial commitment from the City. Mayor Rousmaniere advised Council would like a green light from Miami before signing the MOU with Spin and noted that signing the MOU would not prevent Miami from developing another bike share program on campus with a different company. Ms. Callaghan advised the students wanted a bike sharing program in Oxford and they would be willing to compromise on the vendor.

Mr. Prytherch inquired where things stood with regard to the City talking with Miami and where the City was with regard to signing the MOU. Mr. Elliott advised he requested an amended MOU from Spin and he has not received it yet. Mr. Elliott noted he requested any reference to an 'exclusive agreement' be stricken from the MOU. Mr. Elliott advised he felt the project would move forward on the City's behalf.

Mr. Ellerbe inquired what the City could do to help the students out and Mr. Perme asked for the MOU to be signed. Mr. Ellerbe noted he would like to see the project come to fruition while Mr. Perme and Ms. Callaghan were still students at Miami. Mr. Ellerbe asked Mr. Perme or Ms. Callaghan to send Council a recap after next week's meeting.

CONSENT AGENDA

MINUTES

Minutes of the February 20, 2018 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORT

Report regarding the February 15, 2018 Recreation Board Meeting. (Casey Wooddell, Parks and Recreation Director)

RESOLUTION
CONTRACT WITH CAMP SAFETY

A Resolution No. 6062 authorizing the City Manager to enter into a contract with Camp Safety Equipment, Inc. for the purchase of specified equipment to outfit two (2) Ford Interceptor utility vehicles for the Police Division through state contract pricing at a cost not to exceed $22,531.00. (John Jones, Police Chief)

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

RESOLUTIONS

RESOLUTION
AGREEMENT WITH
INTERACTIVE HEALTH

A Resolution No. 6063 authorizing the City Manager to enter into an agreement with Interactive Health to provide the annual employee and covered spouse health evaluations for 2018 at a cost not to exceed $21,875.00. (Candi Fyffe, Human Resources Director)

Ms. Fyffe advised the proposed Resolution was for the health evaluations and noted in 2013 her predecessor and staff contracted with Interactive Health which is a company that comes on site to do a blood draw for the employees. Ms. Fyffe advised since 2013 staff has learned that those employees who discovered a chronic condition such as high cholesterol, pre-diabetes or diabetes were doing something about it and bettering their health with regard to those chronic conditions. Ms. Fyffe advised the spend for maintenance medications and maintenance health visits has dropped significantly for the City's healthcare program from 2013 to date. Ms. Fyffe noted normally the City spent approximately $13,000 for the employees to have this process in place and in the last year what the City saved in claims costs just based on chronic conditions was $12,000. Ms. Fyffe noted the City was seeing a very good use of their dollar for this service and to that end she discussed with staff the addition of covered spouses for this year's program. Ms. Fyffe advised there were 108 covered employees and 67 covered spouses and staff was hoping to see a drastic decrease over the next 5 years in the chronic conditions that come with covering spouses in the City's healthcare plan. Ms. Fyffe noted staff was asking for Council's approval to continue the good use of Interactive Health and hopefully see some savings and healthier employees and spouses.

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

Mr. Elliott advised this was the first time Council has considered a Resolution for this program because this year by covering spouses it will cost over $20,000 and any contracts over $20,000 even if they are budgeted need to come before Council.

Ms. Southard inquired if employees and their covered spouses were required to have the blood draw done. Ms. Fyffe advised it was a voluntary program as it was written although there was a surcharge of $10 per pay if employees do not participate in the program. Ms. Fyffe noted last year only 3 individuals chose to have the additional surcharge on their health insurance premiums.

Ms. Raghu advised she felt the focus on preventative medicine was smart not only for the individual but for practicality and cost savings for healthcare in general.

Ms. Southard moved to adopt Resolution No. 6063. Mr. Dana seconded. The motion passed 7-0-0.

RESOLUTION
PAYMENT TO
4-LEAF DEVELOPMENT

A Resolution No. 6064 authorizing the City Manager and the Finance Director to release a payment in the amount of $46,818.43, payable to 4-Leaf Development, LLC, for reimbursement of eligible expenses related to the construction of a secondary access road connecting with Southpointe Parkway as defined in the Development Agreement attached hereto as Exhibit "A". (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the City received invoices for allowable costs for expenses related to this roadway project. Mr. Dreisbach noted most of the costs were for geotechnical, environmental and construction design drawing work as well as vegetation clearing along the right-of-way. Mr. Dreisbach advised these were eligible expenses and asked for Council's approval to make the payment to 4-Leaf Development, LLC.

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

Mayor Rousmaniere noted this was the beginning of construction on the TIF roadway to be built off of Southpointe Parkway. Mayor Rousmaniere inquired when the road would be built. Mr. Elliott advised the road would not be built until the City received the final numbers from the County Auditor late this fall and the road would be built in 2019.

Mr. Dana referred to page 28 of Council's packet and inquired if the environmental review would be obtainable by the public. Mr. Dreisbach advised the consultant would submit a report to the City and it would identify any rare species or threatened species that might be impacted by the construction of the roadway. Mr. Dreisbach noted he read a preliminary report and the species identified were the Indiana Bat and a couple other items that were not a surprise to City staff. Mr. Dana referred to page 38 of Council's packet and inquired about the status of a conservation easement. Mr. Dreisbach advised organizations such as the Three Valley Conservation Trust and other environmental non-profits were not interested in taking ownership of an easement in this location. Mr. Dana inquired if a traffic impact study had been performed and Mr. Dreisbach advised yes.

Mr. Prytherch advised he would register a protest every time money was dispersed that otherwise would be public tax dollars to pay for a roadway to serve one development. Mr. Prytherch advised that was the nature of the agreement signed in 2006 which was why he would vote in favor of the Resolution.

Mr. Dana moved to adopt Resolution No. 6064. Mr. Smith seconded. The motion passed 7-0-0.

ORDINANCES
FIRST READING

ORDINANCE
AMENDING THE DESIGN GUIDELINES
FOR HISTORIC DISTRICTS

An Ordinance Accepting The Historic and Architectural Preservation Commission's Recommendation And Amending The Design Guidelines For The City Of Oxford's Historic Districts To Incorporate The New Uptown Historic District Inventory. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the proposed Ordinance was a follow-up from the January 16, 2018 Joint Work Session between Council and the HAPC. Mr. Chen noted per Oxford Codified Ordinance Section 1131.04, the Guidelines used by the HAPC are considered by reference part of the Codified Ordinances and therefore, changes to the Guidelines need Council's approval before being utilized in the HAPC's Certificate of Appropriateness review process. Mr. Chen advised on February 7, 2018, the HAPC passed an unanimous motion to recommend that City Council replace the 1994 Uptown Historic District Inventory with the 2018 Inventory as part of the Design Guidelines. Mr. Chen noted the 1994 Guidelines included 41 of the 155 buildings in the Uptown Historic District and the proposed Inventory includes all completed buildings as well as the City Clock. Mr. Chen advised the new format includes similar information as before but it is presented in a tabular format and includes new and old pictures, a new four category system, new local historical context, expanded architectural descriptions and references to other resources and surveys. Mr. Chen thanked Councilor Smith, Mike Kohus and Lynn Kronholm of the HAPC for all of their hard work on the new inventory noting they spent hours and hours meeting and working on the inventory project over a 13 month period. Mr. Chen also thanked Councilor Southard and Mr. Bob Benson for creating definitions for the various architectural styles located throughout the Uptown Historic District.

Mr. Mike Kohus, Chair, Historic and Architectural Preservation Commission, advised the City hired Mr. Bob Benson to assist with creating the definitions and he could not think of anyone better to do that work. Mr. Kohus noted as time goes by architectural historical definitions get twisted and stretched and Mr. Benson assisted with pulling them back together. Mr. Kohus acknowledged Councilor Smith and Councilor Southard for their assistance with the project. Mr. Kohus noted he was glad everyone can now enjoy the history of Oxford which there was a lot of.

Mayor Rousmaniere inquired if buildings had certain protections by being categorized in the new inventory.

Mr. Chen advised all of the buildings in the Uptown Historic District were included in the new inventory and prior to the new inventory there were no descriptions of certain buildings. Mr. Chen noted with the new inventory the owner will understand what the building style is and what its historic context is and the HAPC can have a better dialogue with the owner. Mr. Chen advised any building in the Historic District had to go before the HAPC for any exterior modifications. Mr. Smith noted prior to the new inventory many buildings were not defined and had no pedigree so it made demolition easier. Mr. Chen advised there was a process to see if a proposal met certain criteria and by sharing information with property owners they could understand the historic significance of a building and possibly rethink a demolition or modification. Ms. Southard noted buildings could not be protected if no one knew what they were and the point was to explain what the buildings were and work together to protect them. Ms. Southard advised part of the Comprehensive Plan was to preserve the historic nature of the community. Ms. Southard noted a tremendous amount of work went into creating the new inventory and she felt it was a great document. Ms. Raghu inquired how the new inventory aligns with the goals towards creating affordable housing. Mr. Prytherch advised there were other market forces that were way more significant in terms of affordable housing. Mr. Dana inquired if the HAPC was willing to expand the inventory to include buildings outside of the Uptown District and Mr. Chen advised the HAPC would discuss that issue at their Work Session tomorrow evening. Mr. Prytherch noted he felt the new inventory was an incredible effort and long overdue and he felt the City's capacity to do the inventorying was not going to catch up with the desire to protect important buildings. Mr. Prytherch advised he looked forward to hearing creative ideas from the HAPC on how to up the capacity to do this work. Ms. Southard advised the HAPC had a number of ideas they were going to discuss tomorrow.

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

ORDINANCE
NEW CHAPTER 1331

An Ordinance Repealing Oxford Codified Ordinance Chapter 1331 Entitled Historic and Architectural Preservation, And Adopting New Oxford Codified Ordinance Chapter 1331 Entitled Historic And Architectural Preservation. (Jung-Han Chen, Community Development Director)

Mr. Chen advised since the new inventory will be adopted and it has 4 different categories the categories must match the Codified Ordinance. Mr. Chen noted the proposed Ordinance would provide new definitions for contributing buildings and delete the definition of significant buildings. Mr. Chen advised the proposed Ordinance would provide consistency between the inventory and the Codified Ordinance.

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

Ms. Southard advised the proposed language was much clearer because using the word significant is more of a value judgement.

Mr. Dana referred to page 69 section (9)B. of Council's packet and suggested changing the word affection to effecting .

Ms. Eaton noted the change would be made for the second reading of the Ordinance.

ORDINANCE
SECOND READING
CURB, GUTTER & SIDEWALK
ASSESSMENTS

An Ordinance No. 3464 Levying Upon The Lots And Lands Enumerated In The List Of Estimated Assessments (Exhibit A) The Amounts Set Forth On Such List And Setting Forth Terms For Payment Of Assessments. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised this was the final piece of legislation needed to close out the 2017 curb, gutter and sidewalk assessment program and it allows the City to send the amounts to the County Auditor to collect what the City spent in repairs for private property. Mr. Dreisbach noted there had been no objections from property owners to date.

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

Mr. Prytherch noted having replaced some curb lately, this was a way private property owners contribute to the public welfare. Mr. Prytherch advised these were significant investments that individuals have to make for sidewalks curbs and gutters that do not just benefit them but benefit the public welfare.

Ms. Southard moved to adopt Ordinance No. 3464. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Smith, Ms. Southard, Mr. Dana, Mr. Ellerbe
Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised the City's property tax levy for the Oxford Area Trail project will appear on the May 2018 ballot as Issue 2.

Mr. Elliott updated everyone on the Duke Energy electric pole replacement project on Contreras Road and some phased road closures.

Ms. Eaton asked Councilors to provide her with their vacation schedules.

Ms. Raghu advised she attended the Ohio Municipal League training in Columbus 2 Saturdays ago noting she learned a lot. Ms. Raghu noted she learned how well the City of Oxford is run and she learned how much Council exercised its administrative ability and how little they exercise their legislative ability. Ms. Raghu advised she was reminded by a constituent this past weekend that she was not elected to be the status quo and she found the OML conference to be inspiring.

Mr. Ellerbe wished OPD and OFD the best of luck next Thursday noting his hope it would be a regular average day.

Mr. Dana noted the area of US27 South was going to be under more development pressure and he and Councilor Smith would make a presentation to the Planning Commission about making a Comprehensive Plan work. Mr. Dana advised one place the Comprehensive Plan has teeth is when an Ordinance requires decision standards. Mr. Dana noted he felt it was important for the City to figure out how best to develop areas under pressure.

Mr. Smith noted the pressure on US27 South would occur when the new access roadway for Southpointe Parkway is built.

Ms. Southard wished everyone a safe beginning of Spring Break and noted her hope OPD and OFD would have as easy of a time as possible next Thursday. Ms. Southard noted she did a ride-along with OPD 4 years ago and it was quite an eye opener. Ms. Southard advised OPD did so much work keeping all residents of Oxford safe.

Mr. Prytherch referred to a recent newspaper article describing physical abuse OPD officers had endured in the last two weeks and noted there was public and then there was public service. Mr. Prytherch thanked OPD for the work they do so people can feel safe in their homes.

Mr. Prytherch advised Issue 2 for the construction of Oxford Area Trails would be on the ballot in May and there was an informational meeting on Wednesday, March 14th at 7:00 p.m. at the Oxford Community Arts Center. Mr. Prytherch noted there was also a new website www.oxfordareatrails.org which was a great informational resource about the proposed levy.

Mr. Prytherch advised he appreciated the Oxford Press piece about the Town Gown Initiative Team (TGIT) and all the great work that's being done for town/gown relations. Mr. Prytherch noted he was starting to get vibrations from Roudebush Hall that significant changes could happen at Miami University in the coming years that would have fundamental impacts on the town. Mr. Prytherch noted he felt Council needed to be tuned in and not have to react to major enrollment changes. Mr. Prytherch advised his hope the TGIT was up to the task of collaboration during what could be changing times in the coming years.

Mayor Rousmaniere advised during the recent Council Retreat Council agreed to develop some consistent communications with the university regarding enrollment. Mayor Rousmaniere noted she invited Michael Kabbaz who is a Senior Vice President for Enrollment Management to attend a meeting of Council in April to give an update on this year's enrollment and also to the extent he is able the short and long term projections for enrollment. Mayor Rousmaniere advised enrollment has grown by 15% during the last 8 years but this year Mr. Kabbaz has advised it was the same as last year. Mayor Rousmaniere noted Mr. Kabbaz also speaks about the challenges Miami faces in terms of state support which is now at 9% so Council needs to think about the financial strains Miami faces. Mayor Rousmaniere reiterated that she invited Mr. Kabbaz to speak to Council in April to give Council an update which is something she felt would be good to do annually. Mayor Rousmaniere advised there was only so much anyone knows about the far future because it was up to the Board of Trustees, the state, and the State Legislature.

Mayor Rousmaniere advised she had been working a lot with town/gown relations and she has been reminded of Pierre Trudeau who was the Prime Minister of Canada and said that being a Canadian next to the United States was like sleeping with an elephant because every time the elephant sneezed or twitched or anything happened the smaller person had to respond. Mayor Rousmaniere noted she felt that was a lot like living in a small town with a university. Mayor Rousmaniere advised Council had to keep working with Miami and thinking positively about the relationships with each other.

ADJOURN

Mr. Dana moved to adjourn at 8:33 p.m. Mr. Smith seconded. The motion passed 7-0-0.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of: **March 20, 2018**

Account Code No. #:

Budgeted Amount:

Community Development
Originating Department

Sam Perry
Prepared By

February 27, 2018
Date Prepared

Agenda Title: **Board of Zoning Appeals Meeting Report – February 21, 2018**

Adjudication Hearings

BZA-2018-04, 5017 College Corner Pike, variance to Section 1143.12(c)(2) minimum rear yard requirements in a GB District, **Scott Webb Appellant**

This request was for the existing Carstar Autobody repair shop to add a 30 foot addition to the rear of the building. The addition would encroach ten feet into the 25 foot rear yard setback. The rear of the building abuts a railroad right of way. The main concern of staff and BZA was the unknown location of the sanitary sewer line. The board deliberated using the decision criteria and determined the variance was warranted. The board approved the request 4-1-0 with a condition that the main sewer line be properly located and protected and that no portion of the building addition shall encroach into the sanitary main line and that the plan will be submitted to and approved by the City Engineer prior to the submittal of a building permit application. It was unknown at the meeting if a protective easement existed.

BZA-2018-05, 104 W. Collins, variance to Section 1143.05(c) maximum front yard coverage for properties without alley access in a R-2MS District, **Scott Webb, Appellant**

This request was from a property owner of an existing rental home to install two parking stalls. There is an existing curb cut but no driveway. Because of the close proximity of the house to the street, the addition of a driveway causes the front yard lot coverage to be exceeded by 16%, above the limit of 30%. The only concern from staff reviews was the potential for drivers to continue beyond the driveway. The board deliberated using the decision criteria and determined the variance was warranted. The board approved the request 4-0 with a condition that a permanent non-removable parking stop be installed at the end of the driveway to prevent getting into the back yard.

BZA-2018-06, 112 S. Poplar, variance to Section 1141.03(b) principal entrance upon a street in a R-3MS District, **Scott Webb, Appellant**

This request was from a property owner planning to clear the site completely and construct a new three-family building that is compliant with all required setbacks. One corner of the existing building encroaches two feet into the alley right of way. Two variances were granted in January: one for lot width and one for front yard lot coverage. The February request was for the location of the principal entrances. This issue was unknown prior to the January meeting. There is one entrance facing Poplar Street and the other two entrances will face the alley. Mr. Webb believed that City staff is interpreting this code incorrectly but did not appeal the staff decision; rather applied for the variance. The Law Director advised the BZA that there was little choice of the BZA since this issue was known last month. The board deliberated using the decision criteria and determined the variance was warranted. The board approved the request 5-0 with the condition that the side entrances will be addressed properly and approved by the Police and Fire Departments.

The next regular BZA meeting will be 6:30 p.m. on Wednesday, March 21, 2018 at 118 West High Street. The 2018 Caseload for BZA is significantly higher than 2017. There were 15 cases in all of 2017. The first three months of 2018 have 10 cases.

Approved By:		Initial	Date
	Department Head:	JMC	2/27/18
	City Attorney		
	City Manager:	DRE	3/16/18

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: March 20, 2018

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

March 9, 2018
Date Prepared

Agenda Title:	Environmental Commission Meeting of March 7, 2018

Recommendation:	For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, March 7, 2018 meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Ms. Madeline Maurer; City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Bill Snavely; Mr. Jon Ralinovsky, and Mr. Andor Kiss. A quorum was present. Mr. Vince Hand had previously informed the Commission that he would be unable to attend the meeting. Two Graduate Students (Ms. Celeste Bronson and Ms. Sara Rudokas) from Miami University's (MU's) Institute for the Environment and Sustainability (IES) were also in attendance.

The Minutes from the February 7, 2018 Environmental Commission meeting were unanimously approved as presented.

The IES students are part of a Professional Service Project (PSP) team investigating applicability of Oxford's participation in the Global Covenant of Mayors for Climate and Energy program (the Covenant) on behalf of the Commission. The PSP team has attempted contact with seven consultants that work on energy audits, greenhouse gas (GHG) inventories, and/or climate action plans (CAP) that are part of the requirements for formal participation in the Covenant. Additionally, the PSP has reached out to nine cities that have developed GHG inventories and/or CAPs for the Covenant. Responses from three of each group (six total) responded with information. Estimates for consultant fees for CAP development were approximately $80 to $150 per hour, and one at approximately $40,000 total. The City of Cincinnati reported setting up the GHG inventory took approximately five months with an employee and an intern (utilizing software purchased from the Covenant), with the annual updates taking one employee two months. Cincinnati estimated the CAP development would be approximately eight months of work. The PSP team reported that Dr. David Prytherch's urban geography undergraduate course had broken into 10 student teams that were tasked with investigating best management practices of successful CAP projects, and GHG emissions of various sectors of community activities (residential and commercial energy consumption, transportation, solid waste disposal, sanitary municipal waste treatment, etc.). An end-of-semester presentation from these 10 student teams is proposed to be a poster session associated with the PSP final project presentation in late April 2018.

(Continued)

Approved By:		Initial	Date
	Department Head:	MBP	3/14/18
	City Manager:	DRE	3/16/18

Ms. Raghu updated the Commission on City Council discussion regarding developments with the SPIN bikeshare program. At the February 20th meeting, Council accepted a resolution to establish a limited time pilot program for the bicycle rentals that had been arranged by members of MU's Association of Student Government (ASG). Subsequently, MU's legal counsel concluded that SPIN (a private company) did not have a right of commercial access to MU's campus property. City Council authorized Oxford to enter into a Memorandum of Understanding to allow a six month pilot program for the bicycle rentals, which allows time for MU and the ASG to work on details for access to MU's campus.

In association with the potential for a dramatic increase in bicycles in the Uptown business area (the SPIN rentals, and the existing and pending expansions of the Oxford Area Trail System and bicycle lanes on public streets), Commissioners expressed concerns regarding centralized parking for bicycles in the Uptown area. A Motion was proposed to investigate parking options.

Motion:

The Environmental Commission respectfully requests that City Council consider the establishment of common bicycle parking area(s) for Oxford's Uptown area.

Mr. Kiss summarized a video conference regarding electrical vehicle charging stations. The conference occurred on Thursday, March 1, 2018, with Ms. Maurer, Mr. Kiss, and City Staff, and Mr. Joe Williams, Tesla's Project Manager for Charging Infrastructure. Tesla will donate and provide up to $1,500 (each) for the installation of 240 volt charging stations (full charge in one to three hours, intended for municipalities and hotels). Tesla will also maintain and repair the stations. No contract, agreement, or commitment is required. The cost of electricity is not covered by Tesla and would be the responsibility of the participating entity. Tesla would come to Oxford to conduct inspections of potential locations (municipal and any commercial interests), and provide recommendations. A typical municipal parking lot installation would be a total of six charging stations, three dedicated to Tesla chargers and three "universal" chargers, in an effort to ensure availability. Mr. Williams indicated that the nation-wide interest in Tesla's program has been large and that he did not know how long Tesla would be offering the program. Staff inquired that if metered parking was utilized for the charging stations, would Tesla allow the existing parking meters to remain? Mr. Williams indicated that any existing payment requirement (parking meters, monthly parking permit fee, etc.) could stay in place (Tesla prohibits any charges aimed directly at recovery of electrical costs). Mr. Kiss had prepared a letter summarizing the Tesla program, with the intent to distribute it to businesses in Oxford. Commissioners suggested that Ms. Jessica Greene with Enjoy Oxford and perhaps the Oxford Chamber of Commerce should be alerted to this opportunity.

As use of the municipal facilities for the charging stations was being considered, ultimately a resolution from City Council authorizing the program would be necessary. Mr. Snavely indicated that he would alert Council to the potential of the program during the Public Comment period of the March 20, 2018 Council meeting.

The Commission reviewed the tree preservation and restoration text merged into Oxford's Codified Ordinances Chapter 1101 and 1145 by Community Development Director, Mr. Jung-Han Chen. The Commission unanimously approved of the draft revisions, and instructed Staff to provide them to the Planning Commission for their review, comments, and/or approval.

The Commission had received a citizen complaint regarding unsolicited weekly advertisements and periodic telephone books that are tossed upon lawns, creating litter. The Commissioners indicated they would like to investigate potential remedies to this situation. Given the potential time-sensitive nature of the Tesla program, it was concluded to work on this project at the upcoming April 4th Commission meeting, and the litter issue at the May 2nd meeting. Also, a representative from the Butler County Recycling and Solid Waste District is tentatively scheduled to make a presentation at the May 2nd Commission meeting. There is the potential that the District may have some advice on the litter matter.

The Commissioners concluded discussion at 8:30 p.m. The Environmental Commission is next scheduled to meet at 7:00 p.m. on April 4, 2018, in the Municipal Building's Second Floor Conference Room.