City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, JUNE 15, 2021

EXECUTIVE SESSION
7:00 P.M.

TUESDAY, JUNE 15, 2021

1. Roll Call. Mike Smith, Mayor William Snavely, Vice-Mayor David Prytherch Jason Bracken Chantel Raghu Glenn Ellerbe 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 <u>not</u> 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 <u>five</u> minutes or less.

REGULAR MEETING
6:30 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 – "Rick Parker Day"

      Proclamation

   B. Proclamation – "Pam Collins Day"

      Proclamation

   C. Swearing-In – Officer Brooke Hartwig. (John Jones, Police Chief)

   D. Appointments to Boards and Commissions.

   E. Presentation – Water Softening Alternative Analysis. (Mike Dreisbach, Service Director)

4. Consent Agenda.

   A. Minutes of the June 1, 2021 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

      Minutes

   B. Minutes of the June 1, 2021 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

      Minutes

   C. Report regarding the May 11, Planning Commission Meeting. (Sam Perry, Community Development Director)

      Report

   D. Report regarding the May 12, 2021 Historic and Architectural Preservation Commission Meeting. (Sam Perry, Community Development Director)

      Report

   E. Report regarding the June 2, 2021 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

      Report

   F. Report regarding the June 8, 2021 Planning Commission Meeting. (Sam Perry, Community Development Director)

      Report

   G. Report regarding the June 9, 2021 Historic & Architectural Preservation Commission Meeting. (Sam Perry, Community Development Director)

Report

H. A Resolution accepting the bid and authorizing the City Manager to enter into an agreement with Southwestern Ohio Services, LLC to complete Phase II of the TRI Pickleball & Tennis Court replacement project at a cost of $21,202.00 plus a contingency in the amount of $3,798.00 for a total cost not to exceed $25,000.00. (Casey Wooddell, Parks and Recreation Director)

Staff Report/Resolution

D. Appointments to Boards and Commissions.

E. Presentation – Water Softening Alternative Analysis. (Mike Dreisbach, Service Director)

5. Resolutions.

1. A Resolution authorizing the City Manager to sell less than half of an acre of surplus real property. (Doug Elliott, City Manager)

Staff Report/Resolution

2. A Resolution authorizing the City Manager to amend the existing professional services agreement with Bayer & Becker, Inc. for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City at a cost not to exceed $56,000.00. (Sam Perry, Community Development Director)

Staff Report/Resolution

3. A Resolution authorizing the City Manager to enter into an agreement with EVunited for the purchase and installation of a dual port electric vehicle charging station in the City's parking garage at state contract pricing at a cost of $25,508.50 plus a ten percent (10%) contingency in the amount of $2,550.85 for a total cost not to exceed $28,059.35. (Mike Dreisbach, Service Director)

Staff Report/Resolution

2. A Resolution authorizing the City Manager to amend the existing professional services agreement with Bayer & Becker, Inc. for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City at a cost not to exceed $56,000.00. (Sam Perry, Community Development Director)

3. A Resolution authorizing the City Manager to enter into an agreement with EVunited for the purchase and installation of a dual port electric vehicle charging station in the City's parking garage at state contract pricing at a cost of $25,508.50 plus a ten percent (10%) contingency in the amount of $2,550.85 for a total cost not to exceed $28,059.35. (Mike Dreisbach, Service Director)

6. Ordinances.

A. First Reading.

1. An Ordinance Authorizing The Tax Budget For The Year 2022 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance

Director)

Staff Report/Ordinance

B. Second Reading.

1. An Ordinance Approving A Conditional Use Permit Application To Allow A Restaurant And Place Of Worship To Be Located At 22 N. College Avenue Oxford, Ohio 45056 With Conditions. (Sam Perry, Community Development Director)

Staff Report/Ordinance

1. An Ordinance Authorizing The Tax Budget For The Year 2022 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

7. A. Announcements & Communications.

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

2. Future Meetings.

WED –June 16 Board of Zoning Appeals Meeting Cancelled

THUR –June 17 Climate Action Steering Committee Meeting 9:30 a.m. Leonard Howell Park

THUR- June 17 Civil Rights Commission Meeting 4:00 p.m. Municipal Building

MON –July 5 Holiday – City Offices Closed

TUES- July 6 City Council Meeting 7:30 p.m.

WED-July 7 Environmental Commission Meeting 7:00 p.m. – Municipal Building

TUES- July 13 Public Arts Commission of Oxford Meeting 4:30 p.m. – Municipal Building

TUES- July 13 Planning Commission Meeting 7:00 p.m.

WED – July 14 Historic and Architectural Preservation Commission Meeting 6:15 p.m.

TUES- July 20 City Council Meeting 7:30 p.m.

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

8. Adjourn.

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

MEETING MINUTES
PLANNING COMMISSION
TUESDAY, May 11, 2021
7:00 P.M.

Virtual Meeting held via Zoom and broadcast to YouTube in accordance with House Bill 404

I. Call to Order

Those members present: Jason Bracken, David Prytherch, Carla Blackmar, Steve Dana, Shana Rosenberg, Richard Keebler, and Corey Watt
Those members excused: None.
Staff members present: Sam Perry, Zachary Moore and Christopher Conard
Staff members excused: None.

II. Approval of Agenda

Mr. Prytherch made motion to approve the agenda. Mr. Dana seconded the motion. All were in favor with a raised hand vote.

III. Approval of Minutes of April 13, 2021

Mr. Keebler made motion to approve the minutes as presented. Ms. Dana seconded the motion. Mr. Prytherch commented this was the last set of minutes prepared by Lynn Taylor during her service for the City. All were in favor with a raised hand vote.

IV. Public Comments Related to Items Not on the Agenda

Ms. Jessica Greene, Assistant City Manager, addressed the Commission from the viewpoint of serving as the Economic Development Director for the City of Oxford. Ms. Greene first thanked the Planning Commission for their hard work. Ms. Greene mentioned that the applicant for the Elms Hotel Annex project at 22 S Beech Street was being asked to go through the Planning Commission and HAPC approval procedures again due to approvals expiring during a pandemic. Ms. Greene urged the Commission to consider an extension or an expedited 'rapid' approval process, since nothing had changed with the proposal since the original approval. Ms. Greene voiced her support for the development, and thanked the Commission for their future consideration.

Responding to Ms. Greene's comments, Mr. Watt stated he had met with Mr. Perry and Mr. Chris Skoglind (HAPC Chair) to discuss the matter and mentioned that there were in fact changes in the proposal since the original approval that they felt were important to review. Mr. Watt thanked Ms. Greene for her comments.

V. Reports from Commissions, Boards, Committees & Staff

Mr. Perry noted there had been temporary relief put in place from the enforcement of temporary business sign standards, put in place in response to the pandemic. Staff is looking at setting a date to return to normal enforcement of sign standards, potentially July. Temporary signs include banners, yard signs, etc. Mr. Perry invited the Commission to observe temporary signs they may like in the community, and welcomed any feedback in the future in working toward more permanent changes to standards.

Mr. Prytherch reported from City Council that the Lake Forest subdivision was approved, and is now headed toward a final submission. Mr. Prytherch mentioned that the Amtrak platform design is under contract.

Mr. Dana gave a report on the CIC. Business school students presented their findings as to what is the most viable new business for Oxford. The students revealed two different business possibilities: (1) solar panel installation; and (2) growing hemp.

Mr. Bracken gave a report on the Environmental Commission. The Commission is still working on promoting solar energy. Mr. Bracken thanked the PSP teams from the Institute for the Environment and Sustainability, mentioning they did a great job on the greenhouse gas inventory and resiliency. The Commission is also looking into pollination, retention basins, riparian buffers, and best practices. Mr. Bracken reported the Commission may have found possible solutions for methane emissions from the landfill, such as bio-filters and/or flaring.

Ms. Rosenberg reported that she will be attending the Comprehensive Plan Steering Committee meeting as the Planning Commission representative in a couple of weeks. Ms. Rosenberg also mentioned the Housing Advisory Commission had met to follow up on its goals.

Ms. Blackmar gave a report on the Oxford Parking and Transportation Advisory Board. The Board is starting to look at parking rates, including potential adjustments. Ms. Blackmar reported OPTAB is beginning the update of the transportation portion of the Comprehensive Plan update. Ms. Blackmar commended the Community Development Department for the production of the "What's Happening Over There?" online story map. Ms. Blackmar felt the story map was a great best practice in communication as it helps proactively engage the community, and voiced support for similar future work.

Mr. Watt gave a report on the Historic and Architectural Preservation Commission. Mr. Watt stated the upcoming agenda included a Certificate of Appropriateness for the 22 S. Beech Street project. Mr. Watt shared that the 22 N. College Avenue applicant presenting to the Planning Commission tonight had previously been at HAPC the previous month for consideration of a Certificate of Appropriateness.

VI. New Business

PC-2021-11, 22 N. College Avenue, CONDITIONAL USE, change current use from restaurant/bar to a restaurant/church, **Tom Ellis,** Happy People LLC, Applicant

<u>Mr. Prytherch made motion to enter into public hearing. Mr. Keebler seconded. All were in favor with a raised hand vote.</u>

Mr. Moore began his presentation. Mr. Moore summarized the application details: (1) Case number is PC-2021-11; (2) Address is 22 N College Avenue; (3) the applicant is Happy People LLC, under care of Pastor Tom Ellis who is the pastor of The Calvary Church located in Springdale OH; (4) the property owner is Nara Properties LLC represented by Joseph Kang; (5) the architect for the project is Greg Eller of Eller Architecture; (6) the site area is a little over 10,000 square feet; (7) the current zoning classification is RO Office Residential District; and (8) the proposal is to establish a Place of Worship use.

Mr. Moore elaborated on the use status. The property was previously used for many decades as a restaurant, most recently a Japanese restaurant called Sushi Nara which closed in April 2020. The owner submitted a letter to the City stated the intent to continue the restaurant use, which is non-conforming in the RO District. The applicant would like to continue the restaurant use as a coffee shop, in conjunction with church usage which is a Conditional Use in the RO District.

Mr. Moore shared a map showing the site location. Mr. Moore shared the same map again, but with zoning classifications within the vicinity. Mr. Moore stated that the subject property is located within the Uptown Historic District and is listed on the National Register of Historic Places. Mr. Moore explained that the RO District is meant to be a transition between the Uptown business/mixed-use area and residential areas surrounding it in the Mile Square. RO is meant to be a blend between residential use and compatible commercial uses with limited impacts.

Mr. Moore displayed a map from the Comprehensive Plan, indicating that it falls within the Neighborhood Enhancement Area, where the goal is to stabilize and enhance existing neighborhoods in a way that reinforces traditional character already present. Mr. Moore stated staff feels the proposal at hand would fulfill the objectives of the Neighborhood Enhancement Area, to reutilize and rehabilitate the historic Alexander House.

Mr. Moore briefly touched on the history of the site, including the following points: (1) the building was constructed in 1869; (2) previously inhabited by two different doctors; (3) it was a restaurant for several decades; and (4) the architectural styles are a combination of Greek Revival, Italianate, and Classical Revival.

Mr. Moore presented some photos of the exterior of the property from all angles, highlighting the two story portico and patio on the south side of the structure and an existing second story deck on the western side. The building was originally in an L shape, but an addition built in 1880 made the building footprint more rectangular. Mr. Moore shared some historic photos taken in 1907 and the 1980s. Mr. Moore explained that a carriage house used to be located to the west of the main house, but that was eventually torn down and replaced with a new single-family house on its dedicated lot. The original lot totaling 15,000 square feet and stretched between College Avenue and the parallel alley, and is now 2 lots totaling 5,000 and 10,000 square feet. Mr. Moore displayed aerial "bird's eye" views of the property.

Mr. Moore displayed the original submitted site plan, highlighting the fact that the Commission's packet contained both an original version and a revised version that had been submitted for HAPC's review. Mr. Moore stated that the two plans are very similar, probably 90 to 95 percent alike.

Mr. Moore presented the first floor plan and highlighted the changes proposed, including: (1) a ramp to access the back patio; (2) a new glass elevator lift to reach the second level; (3) restrooms; (4) coffee and condiment bars; and (5) a railed ramp to access the back deck. Mr. Moore explained that a Code waiver is needed for the railed ramp, due to the increase in lot coverage. The Zoning Code offers an exemption for accessibility ramps when there is a setback conflict, but not when there is a coverage issue.

Mr. Moore presented the second floor plan, highlighting features including the elevator lift, as well as the stage and AV booth for the auditorium space.

Mr. Moore presented the original building elevations. Mr. Moore mentioned that HAPC and Mr. Watt, being a member of HAPC, have already seen the application and approved the exterior changes. Mr. Moore presented updated building elevations, noting the features previously discussed as well as a few others including: (1) storage bins in the back for storing lawn equipment; (2) freestanding sign identifying the business "Redlife Coffee House"; and (3) evergreen shrubs along the north side to screen garbage wheeler totes.

Mr. Moore described one of HAPC's conditions of approval to assess/study the possibility of relocating the elevator lift in a manner that would be less visible from the street. Mr. Moore showed a slide where the architect had examined an alternate location, but determined it was not feasible due to a deficient clearance for wheelchairs that would result. The applicant prefers to maintain the same location as shown in the original application.

Mr. Moore presented a side-by-side view of the patio ramp change between the original and revised plans. The architect had determined the existing walk should be sufficient, so it will not need to curve around the new elevator lift. The revised plan also presents a better view of evergreen plantings to soften the view.

Mr. Moore presented a parking study he had performed, explaining that there is no room on the site for additional off-street parking, so all new demand generated would need to be accommodated by publicly available parking. The study was conducted within ¼ mile buffer (5 minute walk) of the site over a 2-hour timespan on a Sunday morning, revealing plenty of existing capacity at least during that time of day to accommodate up to 75 church members at once.

Mr. Moore presented staff's recommendation for approval, subject to 3 conditions, including: (1) a code waiver to allow the church to operate until 10:00pm where the Code only allows up to 9:00pm; (2) a code waiver for the increase in coverage spurred by the additional ramp; and (3) provision for a bike rack in front.

Mr. Moore offered to pull up the decision criteria later, if so desired by the Chair.

Mr. Watt gave the applicant a chance to speak. Mr. Tom Ellis, Pastor of the Calvary Church in Springdale, thanked the Commission for their time and consideration. Mr. Ellis expressed he hoped this project would bring value to the city, specifically four things associated with value: (1) preservation of the historic building and architectural aspects; (2) coffee shop, intended for operation Monday through Saturday 7:00am to either 9:00pm or 10:00pm, and would be open for coffee, community use, and study groups, and they feel they would not be oversaturating the coffee shop market in Oxford; (3) support groups for the community in the evening, such as addition recovery or grief share; and (4) value for people of faith, attending services on Sunday. Mr. Ellis thanked Mr. Moore and Mr. Perry for their assistance through the process, and turned it over to his architect Mr. Greg Eller for any additional comments.

Mr. Eller stated he had looked at relocating and rotating the elevator lift, but it would not fit in the corner. It would be better back where it was shown originally. Mr. Eller stated the portion where it connects is one-story, so even in the corner it would still be visible. Mr. Eller said he would work with the city as work progresses on the renovation. Mr. Eller offered to answer any questions.

Mr. Watt inquired of the Commission whether they had any questions for the applicant or staff. There were none.

Mr. Watt asked Mr. Perry whether there were any public comments. Mr. Perry stated that there was no one from the public virtually attending wishing to speak on the matter.

Mr. Prytherch made motion to return to regular session, seconded by Mr. Dana. All were in favor by a raised hand vote.

Mr. Watt invited Commission members to discuss the proposal.

Mr. Dana said he was impressed by the architectural sensitivity and the value it would bring to the neighborhood. Mr. Dana said it is something we would want for Oxford, in accordance with the Comprehensive Plan.

Mr. Prytherch thanked the applicant and the architect for their proposed investment; it is a keystone structure, there is some deferred maintenance there and was sorry to see Sushi Nara go, but happy to see this investment move forward. Mr. Prytherch stated the reason for the Conditional Use is to examine the impacts generated, and felt the reason churches are in this category is that they can be much bigger. Mr. Prytherch stated we're happy to have churches and coffee shops in the walkable Uptown district.

Mr. Keebler stated the parking study was slightly skewed, because the other two churches on Church Street are currently at limited capacity. If it were a typical church Sunday, the study would have had different results. Although he didn't feel it was enough to suggest that the proposed use wouldn't work.

Mr. Watt thanked Mr. Eller for trying to accommodate a new location for the elevator. Mr. Watt stated the HAPC overall was pleased that there was minimal disruption with the planned restoration. Mr. Watt thanked the applicants for being receptive.

Mr. Keebler made a motion to approve, seconded by Ms. Rosenberg. Mr. Watt asked Mr. Keebler to clarify whether his motion included the 3 conditions recommended by staff, Mr. Keebler responded yes. Mr. Prytherch felt the record could reflect the findings in the staff report pertaining to the decision criteria. Mr. Keebler adopted such observation as part of his motion. Mr. Watt asked Mr. Perry to call the roll.

AYE: Ms. Rosenberg, Mr. Bracken, Mr. Prytherch, Mr. Keebler, Ms. Blackmar, Mr. Dana, Mr. Watt (7)
NAY: None (0)
ABS: None (0)

Motion PASSED. Thus the application was recommended for approval subject to the following conditions:

1. As a waiver to Section 1143.09(d)(2)(A), business hours are permitted to fall within the 7:00am to 10:00pm timeframe daily.

2. As a waiver to the lot coverage standard in Section 1143.09(c)(4)(A)(1), the increase in coverage proposed which results from the added deck ramp shall be allowed despite being over the 35% maximum.

3. A minimum of three (3) bicycle parking spaces (e.g., fulfilled by installing a bike rack) shall be provided within easy access of the front entrance.

VII. Old Business

There was none.

VIII. Administrative Approvals

Mr. Watt asked Mr. Perry to provide an update. Mr. Perry responded several were done this week, and would be included in next month's packet. Mr. Watt clarified they were done the morning prior.

IX. Adjournment

Ms. Blackmar stated there was an update she forgot to mention earlier. Ms. Blackmar shared that Age Friendly Oxford is hosting a webinar on Universal Design, with the intent to assist people to age/stay in place in their home. It is scheduled for May 27 at 11:00am. They are worked on getting it onto the web. For those on the Oxford Seniors or Age Friendly mailing lists, notifications should have been received. This workshop will be more oriented toward consumers. A future workshop is also planned, which would be oriented toward real estate professionals and builders, to help push for adoption of Universal Design in the community.

Mr. Prytherch stated he hoped the Commission could return again to the 35 percent lot coverage in the RO District, since it seemed that applicants frequently needed waivers to it; the Code itself could be changed. Mr. Prytherch stated it had been talked about in the past, considering permitting additional uses in the RO.

Mr. Conard inquired of Mr. Prytherch and staff of what they thought the right lot coverage percentage should be.

Mr. Moore stated he did think it was odd to go from 100 percent coverage in the UP District, to 35 percent in RO, then to 45 percent in the Residential Mile Square Districts; RO should at the very least match the Mile Square coverage.

Mr. Conard stated in his conversations with the former Law Director, their conclusion that if a zoning standard frequently requires waivers or variances, then the Code is not working and should be changed.

Mr. Conard inquired of Mr. Prytherch whether additional uses should be placed in the conditional use category, or having more permitted uses listed. Mr. Prytherch responded the conversation was along the lines of allowing limited impact commercial uses compatible with residential in a mixed use setting, similar to the Neighborhood Business (NB) zone that was established. Mr. Conard stated it might be preferable to have uses fall in the conditional use category, to maintain a level of control because of the transitional aspect of the RO.

Mr. Keebler expressed that there could still be waivers even if the limits were raised.

Mr. Dana inquired of Mr. Keebler what the reasonable solution was. Mr. Keebler responded the solution was to maintain reasonable limits, and still be willing to give waivers when the conditions require it. Mr. Conard stated the critical component is to look at everything case by case.

Mr. Watt asked staff to offer a perspective on the coverage percentages at some point in the near future, possibly in the summer.

Mr. Keebler shared he was on Council at the time the previous owner of 22 N College wanted to rezone from RO to UP, which would have allowed 100 percent coverage on the lot; it was turned down unanimously.

Mr. Rosenberg made motion to adjourn the meeting. Mr. Dana seconded the motion. All were in favor by a raised hand vote. The meeting adjourned at 8:02pm.

A regular meeting of the Oxford City Council was called to order by Mayor, Mike Smith on Tuesday, June 1, 2021 at 7:30 p.m. Members present were William Snavely, Jason Bracken, Glenn Ellerbe, David Prytherch, Chantel Raghu and Edna Southard.

Staff members present were Doug Elliott, City Manager, Jessica Greene, Assistant City Manager, Joe Newlin, Finance Director, John Jones, Police Chief, John Detherage, Fire Chief, Casey Wooddell, Parks and Recreation Director, Sam Perry, Community Development Director, Chris Conard, Law Director and Mary Ann Eaton, Clerk of Council.

APPROVAL OF AGENDA

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

PUBLIC PARTICIPATION

PROCLAMATION
"RELAY FOR LIFE DAY OXFORD"

Mayor Smith read the Proclamation and presented it to Ms. Karen Martino who thanked Mayor Smith and Councilors for proclaiming Saturday, June 19 th as "Relay for Life Day" in the City of Oxford.

INTRODUCTION
REPRESENTATIVE THOMAS HALL
HOUSE DISTRICT 53

Representative Thomas Hall, thanked Council for the opportunity to introduce himself noting his office was dead-set on having these meetings, whether an open Council Meeting or Town Hall in the community to hear from constituents and understand what they are trying to accomplish and to try to be the best voice possible for House District 53.

Representative Hall advised he was born and raised in Madison Township, attended Madison High School and went on to further his education at Miami University. Representative Hall noted his experience at Miami was something he will never forget and he felt having Miami University in Oxford was something Council should be proud of. Representative Hall advised being in the State Capital he meets people everyday who are Miami University graduates which he felt is a testament of what a phenomenal college exists in District 53.

Representative Hall provided background on his political career noting he ran for Township Trustee as he believed local government will always be the best government and advised the only way he had a chance to win was by going door to door. Representative Hall advised through that experience he learned more about the township and more about what people were saying and he felt the testament of going door to door still holds true today. Representative Hall advised even through the pandemic he was able to get out and knock on doors and talk with voters all across the district.

Representative Hall noted District 53 was going to hold many Town Hall meetings and outreach sessions this fall and advised he wanted to have a continuous conversation in Oxford to discuss policy and what can be done to improve the City of Oxford and District 53. Representative Hall noted District 53 has 5 pieces of legislation, two of which have passed out of the House currently and 4 pieces are still being drafted. Representative Hall advised he would stay for the full meeting this evening and would be glad to meet with Councilors afterward to answer any questions. Representative Hall noted as he serves as Oxford's state representative he wanted to make sure he was the true voice for Oxford and for the entire district.

Mr. Prytherch thanked Representative Hall for visiting Oxford noting he did not believe Oxford's last representative made it to Oxford. Mr. Prytherch advised he did not feel the relationship was what it should be between a town and their representative. Mr. Prytherch noted people can disagree politically but he felt in was in Oxford's best interest to have good representation in Ohio District 53 and Representative Hall needs a strong Oxford.

Mayor Smith thanked Representative Hall and Representative Hall advised he looked forward to any questions after the meeting.

PUBLIC COMMENTS

Ms. Ella Cope, 417 Sandra Drive, advised she was the creator of the Change Makers of Oxford mural, which was opened in 2019, has been on display directly across the street for the last two years and was recently de-installed. Ms. Cope noted she has been informed that PACO voted to reinstall the mural on the east-facing wall of the Municipal Building. Ms. Cope advised she was excited about the mural's new home and its continued future in the City of Oxford. Ms. Cope noted her hope the mural continues to educate people and provoke people to think about the complex and difficult history of civil rights and social justice work in Oxford, Ohio. Ms. Cope advised she hoped the City continues to support and be interested in preserving and protecting public art in Oxford, Ohio. Ms. Cope noted she believed public art is what gives a town its character and allows a town to express its personality and its identity. Ms. Cope advised she felt public art should be preserved and encouraged by officials such as City Councilors. Ms. Cope thanked Council for their support.

Mr. Snavely thanked Ms. Cope noting it was a marvelous mural and noted Ms. Cope should be very proud of it. Mr. Snavely advised Council was very proud of Ms. Cope for putting it forward. Mr. Snavely noted his hope it was the beginning of a trend of more public art in the Oxford community.

Ms. Cope noted her hope it was the beginning of a trend. Ms. Cope advised Council also needed to thank Joseph Prescher. Ms. Cope advised while she created the concept for the mural and did research and fund-raising, Joe did the final design and painted the mural himself. Ms. Cope noted her hope people remember the great work he did on the project.

Ms. Southard advised Council was very proud of the Public Arts Commission of Oxford, which was formed a few years ago and is encouraging public art in the community. Ms. Southard noted her hope Ms. Cope's mural was the first of many public art projects.

CONSENT AGENDA

Minutes of the May 18, 2021 City Council Meeting. (Mary Ann Eaton, Clerk of Council) pg6

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

RESOLUTIONS

RESOLUTION
PURCHASE OPTION

A Resolution No. 7300 authorizing the City Manager to negotiate an Option to Purchase the Nelson Morrow Building from the Board of Education of the Talawanda City School District. (Doug Elliott, City Manager)

Mr. Elliott advised this was a follow-up to the discussion regarding the contract with AECOM Technical Service, Inc. to construct the rail platform. Mr. Elliott noted the proposed Resolution would authorize him to negotiate an option to purchase the Nelson Morrow building from the Board of Education of the Talawanda City School District. Mr. Elliott advised this action would further construction of the Amtrak passenger rail platform on the CSX line. Mr. Elliott advised presently the Board of Education was getting an appraisal of the property noting the City may do so was well. Mr. Elliott advised the proposed Resolution will ensure all of Council is in agreement with staff moving forward with the negotiation of an option to purchase the building. Mr. Elliott noted the purchase would be contingent upon the City receiving state and/or federal funding to finance the property.

There were no comments from the public.

Mr. Prytherch advised he appreciated Council considering the proposed Resolution noting when Council started talking about Amtrak in that location they felt it was ideal. Mr. Prytherch advised he appreciated the effort.

Mr. Ellerbe noted he was glad to have another opportunity for town/gown partnership.

Ms. Southard moved to adopt Resolution No. 7300. Mr. Prytherch seconded. The motion passed 7-0-0.

RESOLUTION
ADA TRANSITION PLAN

A Resolution No. 7302 of Oxford City Council adopting an Americans with Disabilities Act (ADA) Transition Plan. (Jessica Greene, Assistant City Manager)

Ms. Greene advised the City should have previously had this plan in place noting the City has been working on ADA compliance and improvements for many years and have spent millions of dollars on it although never adopted a plan which is required by the American With Disabilities Act. Ms. Greene advised the City used the services of a Miami University Political Science class who did an assessment of some of the City's facilities, created a list of areas that need improvement and created a draft ADA Transition Plan. Mr. Greene noted staff recommends Council's approval of the Transition Plan and advised under this plan a self-assessment of City facilities, communications and practices for engaging the public would be done every few years to make sure no one is barred from participation in any way. Ms. Greene offered to answer any questions.

There were no comments from the public.

Ms. Southard congratulated staff for this effort noting she felt it was excellent and advised Council need to help those who are not as abled as they are.

Mr. Prytherch and Mayor Smith commended the effort as well.

Mr. Snavely moved to adopt Resolution No. 7302. Ms. Southard seconded. The motion passed 7-0-0.

RESOLUTION
GRANT APPLICATION

A Resolution No. 7303 authorizing the City Manager to apply for Butler County Community Development Block Grant Coronavirus funding (CDBG-CV). (Jessica Greene, Assistant City Manager)

Ms. Greene advised the Butler County Commissioners established a special Community Development Block Grant Coronavirus Fund noting they were asking Cities to apply for funds for longer-term recovery and revitalization of low to moderate-income areas. Ms. Greene advised she was proposing a continuation of Oxford's Small Business Grant Program with a stipulation that most of the funds need to go directly to non-owner employees. Ms. Greene noted if awarded, the Oxford Chamber of Commerce has agreed to be a partner and will help facilitate this grant program.

There were no comments from the public.

Mr. Prytherch noted this dovetails with what Council has talked about before and advised this was a different pool of money, which was why Council was able to budget less out of the recovery funds.

Mr. Snavely moved to adopt Resolution No. 7303. Ms. Southard seconded. The motion passed 7-0-0.

RESOLUTION
OKI GRANT APPLICATION

A Resolution No. 7304 of Council authorizing the City Manager to submit a grant application to the Ohio-Kentucky-Indiana (OKI) Regional Council of Governments requesting funding from the Surface Transportation Block Grant Program and authorizing the City Manager to secure through property tax levy funds a 40% local match for the engineering, design and construction of the Oxford Area Trail System (OATS) from Peffer Park to the Talawanda Middle School. (Jessica Greene, Assistant City Manager)

Ms. Greene advised the proposed grant was for Phase V of the Oxford Area Trail which will close the gap between the east and west sides of town noting it involves a railroad crossing and steep topography and advised it will be ADA compliant.

Mr. Ellerbe recused himself as he lives near the proposed section of trail.

Ms. Greene advised this was a very expensive segment of trail, which will come up the hill to Chestnut Street and connect to the future multimodal facility. Ms. Greene noted she was asking for a larger grant match for this segment to score better with OKI as she was trying to be strategic in getting funds for the trail program.

There were no comments from the public.

Mr. Snavely noted he felt the OATS trail was one of the best things going in Oxford in many ways and advised Ms. Greene deserves a lot of credit for sheparding it along. Mr. Snavely noted it helped everyone in town who was willing or interested in walking or bicycling. Mr. Snavely advised he felt the trail was a community treasure and Council should support it.

Ms. Southard advised she was delighted with the trail and was honored to walk it almost every day. Ms. Southard noted she felt it added to the quality of life in Oxford.

Mr. Elliott referred to the title of the proposed Resolution and Section 3 and suggested the word "secure" be replaced with the word "utilize" since the City already has levy funds. Mr. Snavely made the friendly amendment.

Mr. Prytherch noted this segment would connect the heart of town with the high school, which is a public safety problem that has made him uncomfortable since the high school was constructed along the railroad tracks directly south of town. Mr. Prytherch advised this is what he voted for in the levy, to use the money to secure the big money through grants such as this.

Mr. Snavely moved to adopt Resolution No. 7304. Mr. Ellerbe seconded. The motion passed 6-0-0.

RESOLUTION
MOON CO-OP LOAN AGREEMENT

A Resolution No. 7305 authorizing the City Manager to amend the loan agreement between the City of Oxford and Moon Cooperative Services, Inc. (Jessica Greene, Assistant City Manager)

Ms. Greene advised in 2011 Moon Co-Op entered into an agreement with the City of Oxford for a loan from the revolving loan fund noting in 2012, 2013, 2014 and 2015 it was amended to be interest only. Ms. Greene advised in 2016 a new loan agreement was established which was meant to be for a year although it continued through 2020. Ms. Greene noted a new amortization schedule has been established which the Moon Co-Op Board is in agreement with. Ms. Greene advised the new loan requires interest and principle payments noting staff recommends approval of the proposed Resolution.

Moon Co-Op members Ms. Raghu, Mr. Prytherch, Ms. Southard and Mr. Snavely recused themselves.

There were no comments from the public.

Mr. Ellerbe moved to adopt Resolution No. 7305. Mr. Bracken seconded. The motion passed 3-0-0.

RESOLUTION
SRO AGREEMENT

A Resolution No. 7306 authorizing the School Resource Officer Program Memorandum of Understanding between the Talawanda City School District and the City of Oxford and authorizing the City Manager to sign the Memorandum of Understanding on behalf of the City. (John Jones, Police Chief)

Chief Jones advised the proposed Resolution would authorize the City Manager to sign the agreement with the Talawanda School District for the City to provide three School Resource Officers. Chief Jones noted it was essentially the same agreement that has been signed the last few years with some changes in the rate. Chief Jones noted the proposed agreement was approved by the Talawanda City School Board at their May 17 meeting.

There were no comments from the public.

Mr. Snavely noted he has only heard good things about the program.

Mr. Prytherch advised Council heard at their last meeting that school safety and policing were top issues for community members.

Mr. Prytherch noted he supported the partnership between the City and the school district.

Ms. Raghu inquired how many arrests have taken place in the schools and Chief Jones advised not many. Chief Jones noted OPD was compiling a public records request for Talawanda's Superintendent and would provide that information to Council as well.

Mr. Snavely moved to adopt Resolution No. 7306. Mr. Ellerbe seconded. The motion passed 7-0-0.

RESOLUTION
NIC AGREEMENT

A Resolution No. 7307 authorizing the City Manager to enter into a new agreement with National Inspection Corporation for Chief Building Official/Plans Examiner, and Building Inspection Services for the City of Oxford. (Sam Perry, Community Development Director)

Mr. Perry advised the proposed Resolution represents a change in the Community Development Department's operations. Mr. Perry noted the City has contracted with National Inspection Corporation (NIC) for over 20 years and advised the agreement has been tweaked over the years. Mr. Perry advised for the last couple of years he has wanted to bring code enforcement back in house and have more direct supervision over that function. Mr. Perry noted the agreement has been renegotiated and he planned to bring in a fulltime staff person to perform code enforcement duties. Mr. Perry advised the building inspection and plans examination will continue with NIC without interruption.

There were no comments from the public.

Mr. Prytherch noted his support for bringing this function back in house.

Mr. Snavely moved to adopt Resolution No. 7307. Ms. Southard seconded. The motion passed 7-0-0.

ORDINANCE

FIRST READING

CONDITIONAL USE APPLICATION

An Ordinance Approving A Conditional Use Permit Application To Allow A Restaurant And Place Of Worship To Be Located At 22 N. College Avenue Oxford, Ohio, 45056 With Conditions. (Sam Perry, Community Development Director)

Mr. Perry advised the proposed Ordinance was a recommendation from the Planning Commission to approve a Conditional Use Application, which is a zoning action to allow a use that may not be allowed administratively without a public hearing. Mr. Perry noted the use proposed by Pastor Tom Ellis and the non-profit is to convert a building that was not previously used as a church into that function. Mr. Perry advised 22 N. College Avenue has been vacant as the Sushi Nara Japanese restaurant closed in June of 2020. Mr. Perry noted the Planning Commission found the proposal to be a good adaptive reuse of the building with a coffee shop on the bottom floor and the upstairs area would be used for worship functions. Mr. Perry discussed the two waivers and one condition for approval as recommended by the Planning Commission and outlined on page 80 of Council's packet.

Mr. Tom Ellis, advised he was the Pastor of the Calvary Church in Springdale, Ohio and thanked Council for considering the proposal this evening.

Ms. Southard advised she felt this was an excellent reuse of the historic building, which needed to be preserved. Ms. Southard noted she felt it would be good for the economy and good for the community.

Mr. Snavely advised he felt it was a good use of the property and noted some concern with the availability of parking spaces which Mr. Perry and Mr. Prytherch addressed.

Ms. Raghu noted she felt combining a coffee shop and place of worship was an interesting concept and inquired if the coffee shop was a separate entity and Mr. Perry advised yes.

Mr. Ellerbe and Mayor Smith noted their support for the proposal.

ORDINANCE

SECOND READING

SUPPLEMENTAL BUDGET

An Ordinance No. 3622 Amending Ordinance No. 3600. Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2021. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on pages 116-118 of Council's packet and offered to answer any questions.

There were no comments from the public or from Council.

Ms. Southard moved to adopt Ordinance No. 3622. Mr. Snavely seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott welcomed everyone back to in-person meetings.

Mr. Elliott provided an update from the Regional Income Tax Agency noting their service has proven to be very effective and efficient in the collection and administration of the City's income tax.

Mr. Elliott provided an update on the City's Electric Aggregation Program.

Mr. Elliott advised at the next meeting a presentation will be made regarding water softening alternatives.

Mr. Wooddell advised today was opening day of the Aquatic Center and if you missed it, you missed the best cannonball by Mayor Smith. Mr. Wooddell noted it was also the first day for summer camp. Mr. Wooddell encouraged everyone to attend the Freedom Festival on July 3 at the Oxford Community Park from 5-10 p.m. with fireworks at 10:00 p.m.

Mr. Perry advised Andrew Wilson who was the City's Technical Assistant served his last day on Friday and went on to work for the City of Hilliard as GIS Administrator. Mr. Perry noted Andrew had a great career with the City of Oxford for the last 15 years.

Chief Jones referred to page 4 of Council's packet and advised the June 7 Oxford Parking and Transportation Advisory Board was meeting virtually, not at the Courthouse.

Ms. Raghu thanked Representative Hall for attending the meeting this evening noting she would like to speak to him after the meeting because he is very pro-safety. Ms. Raghu noted a Work Session would be held before the next Council meeting on June 15 to hear from some people who are being has harassed locally which is something not unique to Oxford, it is a districtwide problem. Ms. Raghu advised she would like to pick Representative Hall's brain about what he could do from the State Legislature to try to build a culture that is safe for everyone, and in particular LGBTQ, people of color, marginalized community members, and women who do not feel safe.

Mr. Ellerbe thanked Representative Hall for attending the meeting this evening.

Mr. Ellerbe noted he looked forward to getting Phase V of the Oxford Area Trail that connects the eastern, western and south sides of the City done.

Mr. Ellerbe advised he was glad to see everyone back in town and smiling faces he can actually see.

Mr. Snavely noted he was glad to be back for in-person meetings. Mr. Snavely thanked Representative Hall for being in attendance as Council appreciated it. Mr. Snavely encouraged Representative Hall to keep listening.

Ms. Southard thanked Representative Hall for being in Oxford and noted it was nice to see everyone in person. Ms. Southard advised everyone still needs to be careful, stay safe and take care of each other.

Ms. Southard noted a lot of construction was going on in town and advised all the information about road closures etc. was on the City's website and on Miami University's website and encouraged everyone to stay informed that way.

Ms. Southard advised a lot of work has been done on City Boards and Commissions in terms of strategic planning in preparation for the Comprehensive Plan update. Ms. Southard noted she looked forward to making good things happen for the community.

Mr. Bracken encouraged everyone to get vaccinated noting we were not through this yet and people were still vulnerable.

Mr. Prytherch noted it was a pleasure to see everyone in person noting we were starting to put the pandemic in the rearview mirror. Mr. Prytherch advised he felt Council helped get the community through and it was critically important for Miami University to have a good or at least a decent year. Mr. Prytherch noted it was tough for businesses but most of them survived. Mr. Prytherch advised he was excited about the American Rescue Plan Act funding and a variety of other initiatives.

Mayor Smith advised on June 4 the Metro Parks of Butler County was opening their Mill Race Preserve area on Four Mile Creek at 3:00 p.m. beginning at the Black Covered Bridge.

ADJOURN

Mr. Ellerbe moved to adjourn at 8:38 p.m. Mr. Snavely seconded. The motion passed 7-0-0.

A Work Session of the Oxford City Council was called to order by Mayor, Mike Smith on Tuesday, June 1, 2021 at 6:30 p.m. Council members present were Jason Bracken, Glenn Ellerbe, David Prytherch, Bill Snavely and Edna Southard. Chantel Raghu arrived at 6:40 p.m.

Staff members present were Doug Elliott, City Manager, Jessica Greene, Assistant City Manager, Joe Newlin, Finance Director; John Jones, Police Chief; Geoff Robinson, Police Lieutenant; Casey Wooddell, Parks and Recreation Director; Chris Conard, Law Director and Mary Ann Eaton, Clerk of Council.

APPROVAL OF AGENDA

Mr. Snavely moved to approve the agenda. Mr. Ellerbe seconded. The motion passed 6-0-0.

PURPOSE

The purpose of the Work Session was for Council to discuss options for allocating American Rescue Plan Act funding.

DISCUSSION

Mr. Elliott provided opening remarks and turned the Work Session over to Ms. Greene.

Ms. Greene provided a PowerPoint and advised the City anticipated receiving 4.5 million dollars distributed in two parts a year apart.

Ms. Greene noted the funding could be used for responding to the public health emergency and negative economic impacts, revenue loss for the City, premium pay and water, sewer, and broadband infrastructure.

Ms. Greene discussed the community input she received during the business listening session she hosted on May 11, 2021 and the community survey which included 183 online responses as well as the input she received during the non-profit partners listening session she hosted on May 4, 2021. Ms. Greene also discussed possible projects as presented by City of Oxford Department Heads.

Ms. Greene discussed the filtering process to achieve what staff is recommending this evening and advised the City has until 2024 to decide how to use the funds and until 2026 to utilize the funds.

Ms. Greene presented options related to housing needs including emergency housing, transitional housing and permanent housing for a total of $1,400,000.00.

Ms. Greene presented options related to accessibility and equity which included finishing the installation of ADA curbing throughout the City, a sidewalk snow removal program, improving accessibility of the Oxford Courthouse for public meetings and improved broadband infrastructure within the City for a total of $1,516,000.00.

Ms. Greene presented options related to public health, which included the replacement of lead service lines throughout the City, providing year round restrooms at the Oxford Community Park and providing a match toward a community wide mobile command center for a total of $1,125,000.00.

Ms. Greene presented options related to economic recovery including a grant program for locally owned businesses, which would be managed by the Oxford Chamber of Commerce in the amount of $300,000 and providing a hazard pay bonus to City of Oxford employees who did not have the option to work remotely during COVID in the amount of $73,000.00. ($500 for full-time and $250 for part-time employees)

Mr. Snavely expressed support for the housing initiatives especially the expansion of Talawanda Oxford Pantry and Social Services (TOPSS) and the development of a Community Land Trust. Mr. Snavely suggested moving broadband down the list since it might be included in the federal infrastructure plan. Mr. Snavely commended Ms. Greene for her efforts in making this evening's presentation.

Ms. Southard commended Ms. Greene for her efforts. Ms. Southard expressed support for revenue replacement and infrastructure improvements especially the replacement of lead pipes.

Mr. Ellerbe indicated he liked all of the options presented although he felt most of the funding should go towards housing needs. Mr. Ellerbe noted revenue replacement and public restrooms might have to wait. Mr. Ellerbe advised he felt the City needed broadband infrastructure.

Ms. Raghu expressed her support for the housing options although she was not sure about a commercial kitchen in the TOPSS facility. Ms. Raghu asked for additional information regarding a mobile command center, which Lt. Robinson addressed.

Mr. Prytherch commended Ms. Greene for her efforts in providing the presentation. Mr. Prytherch noted he felt additional Work Sessions will be needed to monitor the progress of various projects.

Mr. Ellerbe suggested the land bank should be funded before anything else.

Mr. Bracken advised he supported everything presented. Mr. Bracken suggested funding could be utilized for solarizing the non-profit buildings and facilities.

ADJOURNMENT

Mr. Snavely moved to adjourn at 7:26 p.m. Ms. Southard seconded. The motion passed 7-0-0.

Office of the Mayor

Proclamation

Whereas: Pamela Collins has served McCullough-Hyde Memorial Hospital/TriHealth, the City of Oxford and Miami University for nearly four decades; and

WHEREAS, currently serving in the role of Chief Patient Services Officer for McCullough-Hyde Memorial Hospital/TriHeath, Pam has led and improved clinical services throughout her tenure; and

WHEREAS, Pam has been responsible for patient care operations including Adult Medical Surgical, Pediatrics, Intensive Care, Emergency, Community & Employee Wellness, Respiratory, Sleep Medicine, Pharmacy, Education and Infusion and Laboratory and even stepped up to serve as the Interim President of the hospital for a period of time; and

WHEREAS, Pam's colleagues see her as a caring and compassionate nurse leader who has the passion, drive, and grit to see things through even during the most difficult of times; and

WHEREAS, Pam has always had the hospital and the Oxford Community's best interest at the forefront of all actions and decisions she has made and as one of the Coalition for a Healthy Community - Oxford Area founding members, she continues to support healthy changes that better our community; and

WHEREAS, Pam serves on several professional nursing advisory Boards for Miami University, Indiana East University and Ivy Tech and is a member of the American College of Healthcare Executives where she is a fellow; and

WHEREAS, Pamela Collins will retire from McCullough-Hyde Memorial Hospital/TriHealth as of July 2, 2021.

NOW, THEREFORE, I, Michael Smith, Mayor of the City of Oxford, Ohio, do hereby proclaim Friday, July 2, 2021 as:

"PAMELA COLLINS DAY"

in the City of Oxford and encourage all community members to thank her for her many years of service to the Oxford community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 15th day of June, 2021.

MICHAEL SMITH, MAYOR

Office of the Mayor

Proclamation

Whereas: Rick Parker has led the Miami University Community Federal Credit Union as President/CEO for twenty five years and will retire at the end of June; and

WHEREAS, during this time, the credit union has served its members in the Oxford community so well that it has grown from $6 million in assets to roughly $80 million; and

WHEREAS, after moving out of Gaskill Hall on the Miami campus in the 1990s, the credit union has been located in the "old Kroger" building on Wells Mill Drive, and then expanded its branch location on College Corner Pike; and

WHEREAS, last year the credit union then moved to its new home location on Lynn Avenue; and

WHEREAS, in addition to serving the Oxford community with personal financial services delivered in the tradition of excellence, the credit union has also been a very active sponsor of local events and organizations, and in particular youth sports; and

WHEREAS, Rick is also an active member of the local Rotary.

NOW, THEREFORE, I, Michael Smith, Mayor of the City of Oxford, Ohio, do hereby proclaim Friday, June 18, 2021 as:

"RICK PARKER DAY"

in the City of Oxford, as his friends and colleagues hold an open house at the Lynn Avenue location to honor him and to thank him for his many years of service to the community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 15th day of June, 2021.

MICHAEL SMITH, MAYOR

The City of Oxford
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Oxford, OH 45056

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	June 10, 2021
COUNCIL MEETING DATE:	June 15, 2021
AGENDA TITLE:	May 12, 2021 Historic and Architectural Preservation Commission Summary (Virtual Meeting)
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 6/11/21 Sam Perry

New Business:

HAPC-2021-01, 22 S. Beech Street, Certificate of Appropriateness, demolition of existing structure and construction of new 4-story mixed-use structure, Scott Webb, Applicant/Architect/Agent

Due to the expiration of the 2019 approval, the applicant requested a Certificate of Appropriateness (COA) for approval to demolish the existing commercial building formerly known as Mesler Auto. The plan is to replace it with a brick and EFIS four-story mixed use building including sub-grade parking, ground floor hotel, apartments and top level open-air commercial use. The architect has submitted similar three dimensional renderings, perspectives, floor plans and elevation drawings. The property is located in the Uptown Historic District therefore an approval by the HAPC is required before city staff can issue a building permit. The existing building was designated as Non-Contributing in the 2018 Inventory. Since the time of the previous approval, a new Code was adopted, which included some differences in procedural steps and timing. The previous Code chapter was 1331. The new Code chapter is 1152. The new code allows two years for completion of an approved building, after the permit has been issued. The new code also requires a bond equivalent to demolition cost to be held by the City until the project is completed. The applicant followed up after the 2019 HAPC approvals with the building permit application; but the building permit completion stalled in 2020. This was due to the pandemic according to correspondence from the applicant. The HAPC reviewed the case per the code and design guidelines, approving the request, as-submitted with the same five conditions as the previous approval.

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STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	David Treleaven, Environmental Specialist
DATE PREPARED:	June 3, 2021
COUNCIL MEETING DATE:	**June 15, 2021**
AGENDA TITLE:	June 2, 2021 Environmental Commission (Virtual) Meeting Summary
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 6-11-21 MBD 6/7/21

This meeting was conducted virtually utilizing Zoom in accordance with Ohio House Bill 404 and the guidelines set forth by the Ohio Department of Health.

Environmental Commission members in attendance for the Wednesday, June 2, 2021 virtual meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair and City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Jason Bracken, Mr. Andor Kiss, Mr. Steven Elliott, and Mr. Justin Fain. A quorum was present.

Mr. Bracken moved for approval of the minutes from the May 5, 2021 Commission meeting; Mr. Elliott seconded. The minutes were unanimously approved as presented.

Discussion:
For the Environmental Commission's participation in the Comprehensive Plan Input Report, Staff had previously prepared and distributed a memo describing the Commission's purpose, duties and responsibilities. Staff utilized the City of Oxford's Codified Ordinance Chapter 135 that established the Environmental Commission as the basis for the write-up. Commissioners observed that there was no specific reference to the climate in the write-up, but as Chapter 135 was last revised in 2012, widespread public awareness of climate change issues had likely not yet occurred. Staff inquired of the Commissioners if they wished to include a short list of the Environmental Commission's recent accomplishments in the Comprehensive Plan input; Staff was instructed to do so. This summary write-up is due June

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30, 2021. Also due on June 30th are three questions that the Commission wishes to be included in a community survey for the Comprehensive Plan. Commissioners discussed various topics and presentation styles for the public input. It was concluded that the general topics of the Public survey questions would focus on the Commissions existing duties and responsibilities and if they should be revised for the future, renewable energy, and land use and development. Mr. Ralinovsky requested volunteers for a sub-committee to develop three questions for these topics. Mr. Ralinovsky, Ms. Raghu, and Mr. Kiss volunteered and are to meet and develop the specific language for the public survey questions. The questions are to be provided to the Commissioners for review and/or comment prior to the June 30th deadline.

Currently, there are no established regulations for stream setback distances that are applicable to the City of Oxford (Oxford). Discussion with the Butler County Soil and Water Conservation District (BCSWCD) indicated that their recommendation for the width of undistributed, natural vegetation (ideally, wooded) areas along waterways is 75 feet on either side, although there is no regulations or legislation mandating that distance. The BCSWCD stated that they were not aware of any regulations or legislation anywhere in Butler County requiring riparian buffers. Staff presented an example of determination of stream setback distances from the Warren County zoning regulations, which utilizes the area of the watershed to determine the width the (ideally) undisturbed area along either side of a waterway. Utilizing the BCSWCD's Butler County Watershed Inventory, Oxford is largely located in the Acton Lake Dam-Four Mile Creek watershed that has an area of approximately 38 square miles. If the same standard as Warren County utilizes is applied, the stream set back along the Four Mile Creek would be 100 feet on either side of the Four Mile Creek. Smaller setbacks of 75 feet are called for watershed drainages of one-half to twenty square miles, and a setback of 50 feet for drainages that are less than one-half square mile in area. Discussions with Oxford's Community Development Department indicated that they typically utilize the BCSWCD's 75 feet for stream setback, but will use a smaller setback distance as a negotiating tool with developers. The concern was expressed that establishing specific setback distances could hamper the Planning Commission and the Community Development Department in dealing with future developments. Staff was instructed to develop a proposal for establishing stream setback distances utilizing the Warren County zoning regulations as an example.

Ms. Raghu informed the Commission that the installation of roof-mounted solar panels on seven residences and one church by PRO Lighting, Inc. is tentatively scheduled for late June, 2021. PRO Lighting is currently starting the installations in Silverton, Ohio. By having multiple communities involved, PRO Lighting, Inc. was able to purchase the panels and associated equipment at a reduced expense due to the economy of scale.

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With Ohio lifting the last of the COVID-19 restrictions on June 2, 2021, future monthly meetings of the Environmental Commission will be in person and opened to the public.

Ms. Raghu informed the Commission that at the May 18, 2021 City Council meeting, there was a presentation by Miami University Institute for the Environment and Sustainability graduate students summarizing the greenhouse gas inventory they had conducted on Oxford. City Council subsequently approved a Climate Action Steering Committee proposal to have Oxford become carbon neutral by 2040.

Staff updated the Commission on the monthly emission monitoring event of the landfill's 23 passive gas vents for May. The total carbon dioxide equivalent (CO2e) monthly value was slightly above the average value for the past eight months. At approximately 132.5 metric tons (MT) CO2e for the entire landfill, May's monthly value was slightly above the average value for the past eight months (130.7 MT). Six of the 23 passive vents contribute approximately 75% to the total CO2e emissions to date, with one vent (gas vent #23) contributing almost a third of the total monthly CO2e value by itself. The fluctuations in the total CO2e values (ranging from 23.7 MT to 291.7 MT) continues to suggest that the landfill emissions are not particularly steady over time, and that continued monitoring will likely be necessary to determine an accurate estimate of the landfill's CO2e emissions. Mr. Bracken had previously shared a summary from the USEPA District 5 office discussing options for voluntary methane destruction. Only gas vent #23 has the emission volume rate and methane concentration to justify the use of a solar flare. The other five gas vents could be combined by piping to possibly achieve the necessary flow volume for a flare to function. Another option is to install "biofilters" by the gas vents, pipe their emissions through the biofilter, which would reduce or eliminate the methane content, utilizing compost material and the associated bacteria. Staff is current researching details for biofilter construction and operations.

Staff provided a summary of the on-going residential food scraps drop-off program. Since the program started in April 2019 and through May 24, 2021 (112 weeks), approximately 79,500 pounds (39.75 tons) of food scraps have been collected for composting. This is approximately 710 pounds per week on average, with the program's expense coming to \$0.32 per pound. For 2021, a total of just over 15,850 pounds has been collected in 20 weeks, with a weekly average of just over 790 pounds, and a program's expense of \$0.29 per pound.

Commissioners concluded discussions at 7:55 p.m. The next regularly scheduled monthly Commission meeting is tentatively scheduled for 7:00 p.m. on July 7, 2021, in the Municipal Building's First Floor Conference Room.

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STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	June 10, 2021
COUNCIL MEETING DATE:	June 15, 2021
AGENDA TITLE:	June 8, 2021 Planning Commission Summary (Virtual Meeting)
CITY MANAGER/DEPT HEAD APPROVAL:	Sam Perry DRE 6-11-21

New Business

PC-2021-15, 22 S. Beech Street, formerly Mesler Auto Body, CONDITIONAL USE, mixed use building Hotel Annex, Restaurant, & Student Housing, Scott Webb, Architect, Applicant/Agent

This was a Conditional Use application for a hotel use and increased floor area ratio (FAR) at 22 S Beech, formerly the site of Mesler Auto Body. The existing automotive use, now vacant, is non-conforming in the UP Uptown District. Mr. Webb, acting as agent for the owner, is requesting a four-story building consisting of 12 hotel rooms on the first floor, a commercial restaurant space on the fourth floor, and 11 total residential units located on the second, third, and fourth floors. The hotel will be considered an "annex" to the Elms Hotel located a block away at 75 S Main, meaning guests will check-in at the main hotel and then be permitted to drive and park beneath the new building in a below-grade garage, then access their room via an elevator. The 11 residential units are divided between 5 units on the second floor, 5 units on the third floor, and 1 unit on the fourth floor, with a total of 31 bedrooms overall; this information is derived from the latest received Building Permit plans, since the submitted application for the Conditional Use does not contain this information.

The nature of the requested Conditional Uses are essentially a repeat of what was previously considered by Planning Commission and Council in 2018. The application is more or less the same as was presented then, which had received Council approval on September 18, 2018 by Ord. No. 3484. The applicant had also received COA approval from HAPC on May 8, 2019. A Building Permit application was submitted in September 2019 and went through two rounds of review with applicable departments but was not ultimately approved, as the project became stalled due to the COVID-19 pandemic. The Conditional Use, COA, and original Building Permit have all since expired, thus necessitating new approvals in order for the project to move forward. The HAPC granted a COA to the applicant at its meeting on May 12, 2021.

The Commission discussed the details of the case after hearing reports from staff and the applicant. The Commission adopted the staff findings with the exception of the findings related to recommended conditions. The Commission voted unanimously to recommend approval to City Council with one new condition, which was to stripe a buffer between a parking space and an interior egress doorway to ensure adequate spacing for opening of the door.

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PC-2021-17, 3600 Southpointe Pkwy, CONDITIONAL USE MINOR AMENDMENT, gas canopy and building design, Scott Webb, Architect, Applicant/Agent

After hearing from staff and the applicant, the Commission discussed the details of the request, which was to alter the previous approval as requested by Shell Gas Station corporate brand coloring. The Commission determined unanimously that this would be a major change which would require the applicant to start an entire new application. However, the applicant would be able to change building colors and brick material without any amendments.

Administrative Approvals – Previously Approved

PC-2021-06, 122 S Campus Avenue, CONDITIONAL USE MINOR AMENDMENT, Existing Fraternity, blocking of door to facilitate two separate facilities, John Fenstemacher, Ohio Lambda Company

PC-2021-13, 28 & 32 W. High Street, LOT CONSOLIDATION, Part of Inlots #87 & #88, New Lot #3997, Dollar Investments LLC

PC-2021-16, 5470 College Corner Pike, LOT SPLIT, Part of Lot #1942, 23.708 acres, Marcia A. Haughey & Lindsey J. Zink

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STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	June 10, 2021
COUNCIL MEETING DATE:	June 15, 2021
AGENDA TITLE:	June 9, 2021 Historic and Architectural Preservation Commission Summary (Virtual Meeting)
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 6-11-21 Sam Perry

Old Business:

Chair Skoglind provided an update on the Comprehensive Plan Steering Committee on behalf of the HAPC's subcommittee: Chris, Edna, Sean. The subcommittee provided Existing Conditions content and discussion on the following topics:

- Membership/Purpose, full membership
- Governance Documents: Codified Ordinances, Inventory, Design Guidelines, Districts
- Cultural and Architectural Preservation groups in town have overlapping scope
- Public Perception: negative and positive perspectives from community members and property owners
- Prepared 6 draft survey questions for potential use in the October community survey
- Drafted 5 long term goals
- Drafted 5 short term goals

Corey Watt, Chair of Planning and Planning rep to HAPC announced that the Elms Hotel Annex had been recommended for approval by Planning the night before.

Dana Miller announced that the Truth and Reconciliation Marker from Equal Justice Initiative would be unveiled in the Dr. Martin Luther King Jr. Park at 9:00 a.m. on Monday, June 21, 2021.

This was the last Virtual meeting. The July meeting is planned to be in-person likely at the Courthouse / 118 W. High Street on July 13, 2021.

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

STAFF REPORT

ORIGINATING DEPARTMENT:	Parks & Recreation
PREPARED BY:	Casey Wooddell
DATE PREPARED:	June 8, 2021
COUNCIL MEETING DATE:	June 15, 2021
AGENDA TITLE:	Resolution to approve Tennis & Pickleball Court Contract
BUDGETED AMOUNT:	$50,000
ACCOUNT CODE:	141.620.63184
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	CDW 6/9/21 DRE 6-11-21

DISCUSSION:

The City's 2021 Budget includes up to $77,000 to repair and replace the tennis courts located at the TRI Community Center. The cost of this project is being split 50/50 between the City and Talawanda Recreation, Inc. (TRI). TRI owns the property, but the City utilizes the property via a lease agreement to run the operations of the Parks and Recreation Department.

City staff developed standards and specifications for this recreation facility project. This resolution is approving a contract for Phase II (of two phases) of this project. This phase is primarily focused on the athletic surfacing, coloring and striping of the newly installed pavement, as well as installing nets and posts for the sports courts.

Staff advertised a request for proposals on April 30 and May 7, 2021. Proposals were to be returned no later than 3:00pm on May 21, 2021. One proposal was submitted:

Contractor:	Proposal Price:
Southwestern Ohio Services	$21,202

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

Southwestern Ohio Services has completed multiple projects in the past for both the City and TRI. One of these projects includes the resurfacing of the basketball courts at the Oxford Community Park in 2017. City staff are very pleased with the results of that project.

This resolution will authorize the City Manager to enter into an agreement with Southwestern Ohio Services to complete Phase II of the TRI Pickleball & Tennis Court Replacement Project at a cost of $21,202. Staff is requesting a contingency in the amount of $3,798 bringing the total contract amount not to exceed to $25,000.

TRI will reimburse the City 50% of the total cost of this project upon completion.

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH SOUTHWESTERN OHIO SERVICES, LLC TO COMPLETE PHASE II OF THE TRI PICKLEBALL & TENNIS COURT REPLACEMENT PROJECT AT A COST OF $21,202.00 PLUS A CONTINGENCY IN THE AMOUNT OF $3,798.00 FOR A TOTAL COST NOT TO EXCEED $25,000.00.

WHEREAS, the 2021 budget includes up to $77,000.00 to repair and replace the tennis courts located at the TRI Community Center; and

WHEREAS, a request for bids was published in the *Journal News* on April 30, 2021 and on May 7, 2021. One sealed proposal was received, opened and read aloud on May 21, 2021; and

WHEREAS, the City Manager and the Parks and Recreation Director recommend Council accept the bid and authorize the City Manager to enter into an agreement with Southwestern Ohio Services, LLC to complete Phase II of the TRI Pickleball & Tennis Court replacement project at a cost of $21,202.00 plus a contingency in the amount of $3,798.00 for a total cost not to exceed $25,000.00; and

WHEREAS, the TRI will reimburse the City 50% of the total cost of this project upon completion.

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

SECTION 1: Council finds Southwestern Ohio Services, LLC to be the lowest and best bidder and accepts the bid of $21,202.00 to complete Phase II of the TRI Pickleball & Tennis Court replacement project at a cost of $21,202.00.

SECTION 2: The City Manager is hereby authorized to enter into an agreement with Southwestern Ohio Services, LLC to complete Phase II of the TRI Pickleball & Tennis Court replacement project at a cost of $21,202.00 plus a contingency in the amount of $3,798.00 for a total cost not to exceed $25,000.00. The TRI will reimburse the City 50% of the total cost of this project upon completion.

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

MAYOR

ADOPTED:
ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Doug Elliott
DATE PREPARED:	June 8, 2021
COUNCIL MEETING DATE:	June 15, 2021
AGENDA TITLE:	Sale of surplus real property.
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 6-11-21

DISCUSSION:

The City was approached by Ray Mock of 2032 Dana Drive to purchase a portion of the City's 47 acres of undeveloped land. Mr. Mock desires to purchase less than ½ acre of contiguous land to include a shed currently on City property. Mr. Mock will be responsible for all costs for the purchase of this property including property survey, description, minor subdivision, deed, and filing costs. The price for the land shall be based on a prorated value of $25,000 per acre. If 1,437 square feet of property is purchased (see attached map), the cost for the land would be $825.00.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SELL LESS THAN HALF AN ACRE OF SURPLUS REAL PROPERTY.

WHEREAS, the City of Oxford owns forty seven (47) acres of undeveloped land zoned R1B (Single-Family Medium Density Residential) located off of Oxford Reily Road; and

WHEREAS, the City has advertised this land for sale since it was acquired in 2008; and

WHEREAS, the real property is not needed for any municipal purpose; and

WHEREAS, the property owners at 2032 Dana Drive have requested to purchase less than half an acre of this property contiguous to their parcel.

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

SECTION 1: The City Manager is hereby authorized to sell up to half an acre of contiguous city-owned property to Raymond and Jill Mock.

SECTION 2: Raymond and Jill Mock are responsible for all costs associated with the sale of this land including a property survey, description, deed, and filing costs.

SECTION 3: The price for the land shall be based on a prorated value of $25,000.00 per acre.

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

____
MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

CONNECTEXPLORER

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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	June 7, 2021
COUNCIL MEETING DATE:	June 15, 2021
AGENDA TITLE:	Resolution to Authorize additional $6,938.70 to existing contract with Bayer Becker Engineers for Oxford Area Trails Route Planning & Cost Estimations
CITY MANAGER/DEPT HEAD APPROVAL: DRF 6-11-21	

On April 6, 2021, City Council authorized the City Manager to enter into contract with Bayer Becker Engineers in the amount of up to $49,061.30 for this project. Staff are currently recommending to increase the budget by $6,938.70, for a new total of $56,000.

The approved 2021 Budget included a $50,000 estimated cost. The project is to update the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City. The study area is the Oxford Community Park to the Black Covered Bridge.

The contract with Bayer Becker included a base cost of $42,662.00 plus a 15% contingency. The contingency was intended for Bayer Becker to support City staff in collecting public feedback. At the time of the original contract, it was not known that there would be two staff positions turning over in the Community Development Department. The 15% contingency will not be sufficient to cover this increased cost. Staff is recommending that this contract be increased in order to maintain staff coverage in the office as well as maintaining progress on the staff-led Comprehensive Plan update.

The work is to be completed before the end of 2021.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND THE EXISTING PROFESSIONAL SERVICES AGREEMENT WITH BAYER & BECKER, INC. FOR UPDATING THE OXFORD AREAS TRAILS ROUTE PLANNING AND COST ESTIMATIONS FOR THE "NORTHWESTERN ARC" PORTION OF THE CITY AT A COST NOT TO EXCEED $56,000.00.

WHEREAS, the 2021 budget includes $50,000.00 for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City, between the Oxford Community Park and the Black Covered Bridge; and

Whereas, staff has determined it is necessary to add an additional $6,938.70 to the agreement price for Bayer & Becker, Inc. to support City staff in collecting public feedback; and

WHEREAS, the City Manager and the Community Development Director recommend Council authorize the City Manager to amend the existing professional services agreement with Bayer & Becker, Inc. for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City by adding an additional $6,938.70 to the agreement price for a total cost not to exceed $56,000.00

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

SECTION 1: Council accepts the recommendation of the City Manager and the Community Development Director and further authorizes the City Manager to amend the existing professional services agreement with Bayer & Becker, Inc. by adding an additional $6,938.70 to the agreement price for a total cost not to exceed $56,000.00.

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

____
MAYOR

ADOPTED:

ATTEST:

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CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

RESOLUTION NO. 7283

A RESOLUTION ACCEPTING THE PROPOSAL AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES PROJECT AGREEMENT WITH BAYER & BECKER, INC. FOR UPDATING THE OXFORD AREA TRAILS ROUTE PLANNING AND COST ESTIMATIONS FOR THE "NORTHWESTERN ARC" PORTION OF THE CITY AT A COST OF $42,662.00 PLUS A CONTINGENCY IN THE AMOUNT OF $6,399.30 FOR A TOTAL COST NOT TO EXCEED $49,061.30.

WHEREAS, the 2021 Budget includes $50,000.00 for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City, between the Oxford Community Park and the Black Covered Bridge; and

WHEREAS, the Request for Proposals was advertised on the internet in multiple locations and in the *Journal News* on January 30, 2021 and February 17, 2021. Two (2) proposals were received and after careful consideration staff determined that Bayer & Becker, Inc. provided the lowest and best proposal for this particular project; and

WHEREAS, the City Manager and the Community Development Director recommend Council accept the proposal of Bayer & Becker, Inc. and authorize the City Manager to enter into a professional services project agreement with Bayer & Becker, Inc. in a form substantially similar to Exhibit "A" attached hereto for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City at a cost of $42,662.00 plus a contingency in the amount of $6,399.30 for a total cost not to exceed $49,061.30.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Community Development Director and accepts the proposal of Bayer & Becker, Inc. for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City at a cost of $42,662.00 plus a contingency in the amount of $6,399.30 for a total cost not to exceed $49,061.30.

SECTION 2: Council further authorizes the City Manager to enter into a professional services project agreement with Bayer & Becker, Inc. in a form substantially similar to Exhibit "A" attached hereto for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City at a cost of $42,662.00 plus a contingency in the amount of $6,399.30 for a total cost not to exceed $49,061.30.

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

Mike Smith
MAYOR

ADOPTED: April 6, 2021

ATTEST:
Mary Ann Eaton
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

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

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	May 21, 2021
COUNCIL MEETING DATE:	**June 15, 2021**
AGENDA TITLE:	**Purchase and Installation of Electric Vehicle Charging Stations in the City Owned Parking Garage**
BUDGETED AMOUNT:	$ 125,000
ACCOUNT CODE:	141.490.63194
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 6-11-21 MBD 5/24/21

Discussion: The City has been awarded $15,000 from the Ohio EPA (OEPA) to assist with the purchase and installation of a dual port electric vehicle charging system (Charger). The City has also budgeted $125,000 in the Capital Improvement Fund to fund electric vehicle chargers. The grant award from the OEPA allows for funding a Level 2 charging system; this system operates at a lower amperage than Level 3 systems, but a full charge may take 4-5 hours to complete. The OEPA anticipates offering additional grants for Level 3 "quick chargers" in 4Q 2021 or early 2022. Not all vehicles may accept a Level 3 charge.

The City plans to install the Level 2 Charging System in the City's parking garage just in front of the dynamic gate allowing access to upper levels of the structure. Under the State of Ohio Dept. of Admin. Services contract # GDC169 – RS900320, EVunited is an approved vendor for *Vehicle Chargers & Equipment*. The City has specified procurement of a ChargePoint Level 2 Charger, with all necessary equipment, a 5 year prepaid Cloud data plan, 5 year warranty and support plan with all signage, markings, etc... for our project. The total cost for the procurement and installation under the State contract is $25,508.50.

The City will recover approximately 59.9% of the total cost of the project up to a maximum of $15,000.

Once operational, the Charger's location will be uploaded to various EV parking apps where additional information may be obtained by users. Prior to operation, Staff will ask the City Council to review and approve parking and user fees for electric vehicle charging stations. Additional Chargers are anticipated for the Lot 52 surface lot as well as the Municipal Building (once additional grant funding becomes available from OEPA).

Staff recommends the City Council authorize the City Manager to enter into an agreement with EVunited for the purchase and installation of a dual port electric vehicle charging station at a cost of $25,508.50. Staff is also requesting a 10% contingency in the amount of $2,550.85, therefore the total cost not to exceed shall be **$28,059.35**.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH EVUNITED FOR THE PURCHASE AND INSTALLATION OF A DUAL PORT ELECTRIC VEHICLE CHARGING STATION IN THE CITY'S PARKING GARAGE AT STATE CONTRACT PRICING AT COST OF $25,508.50 PLUS A TEN PERCENT (10%) CONTINGENCY IN THE AMOUNT OF $2,550.85 FOR A TOTAL COST NOT TO EXCEED $28,059.35.

WHEREAS, the City has been awarded $15,000.00 from the Ohio Environmental Protection Agency (OEPA) to assist with the purchase and installation of a dual port electric vehicle charging system (Charger); and

WHEREAS, the City has also budgeted $125,000.00 in the Capital Improvement Fund to fund electric vehicle chargers; and

WHEREAS, under the State of Ohio Department of Administrative Services contract # GDC169-RS900320, EVunited is an approved vendor for *Vehicle Chargers & Equipment*; and

WHEREAS, the City Manager and the Service Director recommend Council authorize the City Manager to enter into an agreement with EVunited for the purchase and installation of a dual port electric vehicle charging station in the City's parking garage at state contract pricing at a cost of $25,508.50 plus a ten percent (10%) contingency in the amount of $2,550.85 for a total cost not to exceed $28,059.35.

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 pricing through the State of Ohio Department of Administrative Services and further authorizes the City Manager to enter into an agreement with EVunited for the purchase and installation of a dual port electric vehicle charging station in the City's parking garage at state contract pricing at a cost of $25,508.50 plus a ten percent (10%) contingency in the amount of $2,550.85 for a total cost not to exceed $28,059.35.

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

____
MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

Proposal Benefits

Following are a few of the benefits associated with the recommended charging solution for your Parking Garage site location.

EVunited is an approved vendor on the State of Ohio Procurement / DAS contract for the procurement of Electric Vehicle Charging Stations, contract# GDC169, RS900320 - Electric Vehicle Chargers and Equipment.

Benefits
Provide EV charging for Plug-in Hybrid vehicles and Electric Vehicles - works with all EV vehicle types (including Tesla).
Provide Charging to City Faculty, Visitors and Residents
Influence and Invite EV Drivers to spend more time in downtown
Flexible & Customized Billing Policy - evaluate billing for charging, or offer as a complimentary amenity. Or, elect to bill visiting EV drivers that may visit your campus community.
Reliability of 24/7 monitoring provides charging stability and driver confidence.
Evaluate reporting to determine energy usage and ROI.
Advertise the location of the campus charging stations on the EV Driver Map / Smart Phone Apps and other EV Driver maps
Achieve sustainability initiatives
Increase revenues for local businesses - attract EV drivers that typically spend money

Parking Garage - Level 2 Dual Port:

EVUNITED PROVIDES THE FOLLOWING ESTIMATE BASED ON THE PROJECT SUMMARY PROVIDED:

Description	Price	Qty	Subtotal
CT4023-GW1 *Dual Output, Gateway, Wall Mount Unit - 208/240V @30A with Cord Management*	$7,138.50	1	$7,138.50
CT4001-CCM *Bollard Concrete Mounting Kit*	$0	1	$0
CPCLD-COMMERCIAL-5 5yr Prepaid Commercial Cloud Plan	$1,105	2	$2,210
CT4000-ASSURE5 5yr Prepaid Assure Plan	$2,495	1	$2,495
CPSUPPORT-ACTIVE *Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.*	$0	1	$0
CPSUPPORT-VALID *Validate that a customer installation has been performed per ChargePoint published requirements. The on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station.*	$0	1	$0
EV-CustomPanel Custom order branded panels	$365	1	$365

Description	Price	Qty	Subtotal
EV-SIGN *EV signage for marking of designated parking for EV vehicles, includes install.*	$450	2	$900
SHIPPING *Shipping*	$0	1	$0
EV-INSTALL *Project Management, Make-Ready Construction, Site Validation, EVC Installation Services, (Please reference statement of work for detail)*	$11,650	1	$11,650
EV-STENCIL-OH EV Stencil of a parking spot	$375	2	$750
VW-REBATE *Subject to terms and availability*	$0	1	$0

Total **$25,508.50**

EVunited

CT4000 Family

ChargePoint® Level 2 Commercial Charging Stations

The CT4000 family is the latest generation of ChargePoint commercial charging stations. Refined yet rugged, these stations set the industry standard for functionality and aesthetics.

The CT4000 full motion color LCD display instructs drivers and supports dynamic updates of custom branded videos and advertisements.

Intelligent power management options double the number of parking spaces served by allowing two charging ports to share a single circuit. Sites with single port EV stations can upgrade to dual port stations without requiring additional electrical services.

The CT4000 is the first ENERGY STAR® certified EV charger because it charges efficiently and conserves power when not charging. As an ENERGY STAR certified EV charger, the CT4000 uses significantly less energy than a standard EV charger when in standby mode to help you save money on your utility bill.

All CT4000 models offer one or two standard SAE J1772™ Level 2 charging ports with locking holsters, each port supplying up to 7.2kW. With this standard connector, ChargePoint level 2 stations can charge any EV.

Stations are available in bollard and wall mount configurations for easy installation anywhere. All stations are fully software upgradeable remotely over the air.

Stations come in both 6' and 8' tall models with 18' and 23' cords, respectively. With multiple options for size and cord reach, your station can service up to four parking spaces, reach all car models regardless of parking style or car sizes and increase the usability of your EV spots.

Driver Friendly User Interface

- Instructional video shows how to use the station
- Multi-language: English, French, Spanish
- Touch button interface; works in rain, ice and with gloves
- Backed by ChargePoint's world class 24/7 driver phone support

Easily Communicate with Your Drivers

Whether you're a retail establishment wanting to advertise your latest product, a workplace looking to communicate with employees or a municipality wanting to welcome visitors, ChargePoint's prominent LCD screen makes it easy to reach EV drivers:

- Daylight readable, with auto brightness control
- 640 X 480 resolution active matrix
- Full motion 30fps video support
- Upload up to 60 seconds of high quality video on a color LCD screen to individual stations as often as desired
- Brand your charging stations to communicate with drivers
- Instructional video in English, Spanish or French

The First
ENERGY STAR®
Certified EV Charger

Service Products and Support

ChargePoint offers world-class service products and support that help ensure quality of work, save time and money, protect your investment and enhance the productivity of your charging stations. From site planning to installation and setup, to ongoing care and management, when you choose ChargePoint, you're covered.

+ **ChargePoint Configuration and Activation:** customized setup and activation of your stations
+ **ChargePoint Assure:** the most comprehensive EV Station maintenance and management in the industry

Energy Measurement and Management

+ Real-time energy measurement
+ 15 minute interval recording
+ Time of Day (TOD) pricing
+ Load shed by percentage of running average or to fixed power output

Minimize Costs with Flexible Power Management Options

In the vast majority of applications, a full power configuration is the best choice for both station owners and drivers. However, when drivers are parked for a longer time, an intelligent, lower power output can save station owners considerable installation cost while still providing drivers a great charging experience. With flexible power options, station owners can meet the needs of drivers while lowering costs:

Power Select (Patent Pending)

+ Allows for a lower capacity (less than 40A) circuit to power each port
+ Cuts installation costs by reducing the cost or even avoiding the need to upgrade panels or transformers

Power Sharing

+ Dynamically share one 40A, 30A or 20A circuit between two parking spaces
+ Doubles the number of parking spots served while reducing installation and operating costs
+ Allows station owners to upgrade a single port station to dual port to serve more drivers with no electrical upgrade

Clean Cord Technology

+ Keep charging cords off the ground
+ Standard on all models
+ Ultra-reliable second-generation gravity operated mechanism
+ Flexible over entire -40°F to +122°F product temperature range

Safe, Reliable, Energy Efficient Hardware

+ UL listed, meeting the stringent requirements of the nation's leading safety standards organization
+ Stations are rugged, built to withstand the elements
+ Safe, Reliable and Energy Efficient
+ ENERGY STAR certified, charges efficiently and conserves power when not charging

When Charging is Mission Critical, Protect Your Investment with ChargePoint Assure

+ **Minimize downtime:** ChargePoint Assure provides the most comprehensive EV Station maintenance and management in the industry
+ **Get up and running quickly and flawlessly:** Professional guidance for station configuration saves you time, and unlimited changes to station policies flexibly supports your business
+ **Eliminate unexpected future expenses:** Cost for parts and on-site labor to install is covered for all Assure eligible repairs
+ **One less thing to worry about:** Proactive station monitoring provides you with regular reporting
+ **Reduced risk of downtime:** We guarantee 98% annual uptime and one business day response to requests
+ **Support when you need it:** We're there for you *and* your drivers. Phone support available for station owners Monday to Friday from 5 AM to 6 PM Pacific. Phone support for drivers is 24/7/365, so you never need to field a driver call

CT4021

Dual-port bollard charging station with 18' charging cables. Standard *EV Charging Only* sign without optional custom branding.

Bollard Charging Stations

CT4011

CT4021

CT4025

Wall Mount Charging Stations

CT4013

CT4023

CT4027

Contact Us

Visit www.evunited.com

Call 614.504.3803

Email sales@evunited.com

EVunited

Listed by Underwriters Laboratories Inc.

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Joe Newlin
DATE PREPARED:	6/9/2021
COUNCIL MEETING DATE:	6/15/2021 & 7/6/2021
AGENDA TITLE:	Year 2022 Tax Budget Submitted to the County
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 7-11-21 6/9/21

DISCUSSION:

This is the annual Tax Budget to be submitted for the coming year to the Butler County Tax Commission, in accordance with requirements stipulated by Ohio Revised Code. Approval by the legislative body is required by July 15th and it is due to the County by July 20th.

The tax budget required for the County is essentially a preliminary budget estimate for next year. Beginning in August we will undertake our normal detailed line-item budget analysis and preparation. We will spend approximately 3 months of intensive preparation on our detailed budget, and the final approved budget will then be submitted to the County Budget Commission to replace this preliminary estimate.

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

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

This tax budget provides our first glimpse at 2022's General Fund budget. We have prepared this budget with an approximately 0% change from the 2021 amended Budget except for a few items. See "Exhibit B" for the General Fund and "Exhibit C" for all other Funds.

ORDINANCE NO.

ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2022 AND DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY AUDITOR.

WHEREAS, the annual Tax Budget for the coming year shall be submitted to the Butler County Auditor pursuant to the Ohio Revised Code Section 5705.30; and

WHEREAS, approval by the legislative body of each political subdivision is required by July 15th of each year and it is due to the county by July 20th of each year.

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

SECTION 1: The year 2022 tax budget, attached hereto as Exhibit "A" for the City of Oxford is hereby adopted and the Finance Director is directed to transmit a copy of said budget to the Butler County Auditor.

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

____
MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

Exhibit "B"

General Fund Budget Analysis

	2021 Estimate	2022 Budget	Delta
Total Revenue	14,481,634.00	12,514,704.00	(1,966,930.00)

Recreation Program Fees (Charges for Services)	685,130.00	621,450.00	(63,680.00)
Return of Advance from Parking Fund	100,000.00	-	(100,000.00)
Return of Advance from Capital Improvement Fund	103,250.00	-	(103,250.00)
Return of Advance from Oxford Area Trails	550,000.00	-	(550,000.00)
Return of Advance from High St Pedestrian Fund	1,000,000.00	-	(1,000,000.00)
Return of Advance from Special Assessment Fund	150,000.00	-	(150,000.00)
Total Revenue Delta			(1,966,930.00)

Total Expenditures	14,552,172.00	12,514,704.00	(2,037,468.00)

Security of Persons and Property			
Law Enforcement	5,878,516.00	5,857,882.00	(20,634.00)
Total Security of Persons and Property			(20,634.00)
Leisure Time Activities			
Recreation Programs	1,109,737.00	1,050,565.00	(59,172.00)
Total Leisure Time Activities			(59,172.00)
Community Environment			
Planning	513,679.00	509,329.00	(4,350.00)
Inspections	485,497.00	462,569.00	(22,928.00)
Urban Forestry	33,610.00	32,500.00	(1,110.00)
Total Community Environment			(28,388.00)
General Government			
Human Resources-Communications-Assistant City Manager	241,771.00	233,013.00	(8,758.00)
Municipal Building	142,157.00	138,920.00	(3,237.00)
City Garage	143,424.00	142,815.00	(609.00)
Court House	44,338.00	41,398.00	(2,940.00)
Engineering	197,655.00	174,770.00	(22,885.00)
Total General Government			(38,429.00)

	2021 Estimate	2022 Budget	Delta
Other Uses of Funds			
Transfer to Capital Improvement Fund	199,203.00	198,671.00	(532.00)
Transfer to Aquatic Center Debt Service Fund	292,313.00	305,250.00	12,937.00
Advance to Parking Fund	100,000.00	-	(100,000.00)
Advance to Capital Improvement Fund	103,250.00	-	(103,250.00)
Advance to Oxford Area Trails Fund	550,000.00	-	(550,000.00)
Advance to High St Pedestrian Fund	1,000,000.00	-	(1,000,000.00)
Advance to Special Assessment Fund	150,000.00	-	(150,000.00)
Total Other Uses of Funds			(1,890,845.00)
Total Expenditure Delta			(2,037,468.00)

Exhibit "C"

All Other Funds

Street: No capital purchases in 2022
State Highway Improvement: No changes from 2021
Community Development Block Grant: No changes from 2021
Community Development Block Loan: No changes from 2021
Parking Meter: No changes from 2021
Life Squad: No changes from 2021
Affordable Housing Trust: No changes from 2021
Law Enforcement Trust: No changes from 2021
Enforcement & Education: No changes from 2021
Fire/EMS: No changes from 2021
OVI Task Force: No changes from 2021
South Pointe TIF District 1: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018
South Pointe TIF District 2: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018
South Pointe TIF District 3: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018
South Pointe TIF District 4: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018
South Pointe TIF District 5: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018
OAT Property Tax Fund: No changes from 2021
Fire Loss Claims: No revenue or expenditures budgeted
Small Business Loan Fund: No revenue or expenditures budgeted
Local Coronavirus Relief Fund: No revenue or expenditures budgeted
Aquatic Center Debt Service Fund: Budgeted revenue and expenditures to match 2022 debt service payments
Southpoint TIF Debt Service Fund: Budgeted revenue and expenditures to match 2022 debt service payments
Capital Equipment: Expenditures changed to match transfer from the General Fund
Capital Improvement: Expenditures changed to match transfer from the General Fund
Parking Lot Improvement: Expenditures changed to match transfer from the Parking Fund
Municipal Facilities Capital Improvement: No activity in 2022
Oxford Area Trails Capital Improvement Fund: Expenditures changed to match transfer from the OAT Property Tax Fund
Special Assessment: Expenditures changed to match revenues
Water Capital Equipment: Matched expenditures to transfer from Water Fund
Water Operating: No changes from 2021
Water Improvement: Matched expenditures to transfer from Water Fund
Water Capacity Benefit NE: No changes from 2021

Exhibit "C" continued

Water Capacity Benefit NW: No changes from 2021
Water Capacity Benefit SE: No changes from 2021
Water Capacity Benefit SW: No changes from 2021
Wastewater Capital Equipment: Matched expenditures to transfer from Wastewater Fund
Wastewater Operating: No changes from 2021
Wastewater Improvement: Matched expenditures to transfer from Wastewater Fund
Wastewater Capacity Benefit NE: No changes from 2021
Wastewater Capacity Benefit NW: No changes from 2021
Wastewater Capacity Benefit SE: No changes from 2021
Wastewater Capacity Benefit SW: No transfer to Wastewater Improvement Fund
Solid Waste: No changes from 2021
Storm Water Utility: No changes from 2021
Landfill Post-Closure: No changes from 2021
Internal Service: No changes from 2021
Employee Benefits: No changes from 2021
Board of Building Standards: No changes from 2021
Hotel Tax Agency: No changes from 2021

City or Village of **Oxford**

Butler County, Ohio

(Date) **July 6**, **2021**
Year

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. **FAILURE TO COMPLY WITH SEC. 5705.30 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.**

To the auditor of said County:

The following Budget year beginning January 1, 2022, has been adopted by Council and is herewith submitted for the consideration of the County Budget Commission.

Signed

Title Finance Director

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED RATES

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND (Include only those funds which are requesting general property tax revenue)	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's estimate of Tax Rate to be Levied: **Inside 10 Mill Limit Budget Year**	County Auditor's estimate of Tax Rate to be Levied: **Outside 10 Mill Limit Budget Year**
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS					
GENERAL FUND	1,200,000				
SPECIAL REVENUE FUNDS	1,378,128				
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	**2,578,128**	**0**	**0**	**0**	**0**

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to be Levied	Tax Year County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column 3)
GENERAL FUND:		
Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION		
SPECIAL LEVY FUNDS:		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - A

DESCRIPTION (1)	For 2019 Actual (2)	For 2020 Actual (3)	Current Year Estimated for 2021 (4)	Budget Year Estimated for 2022 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	1,114,410.00	1,105,536.00	1,110,000.00	1,110,000.00
10% Rollback & Homestead	89,139.00	88,671.00	90,000.00	90,000.00
Tangible Personal Property Tax	-	-	-	-
Municipal Income Tax	9,351,198.00	8,612,160.00	8,630,000.00	8,630,000.00
Other Local Taxes	268,954.00	121,811.00	135,400.00	135,400.00
Total Local Taxes	10,823,701.00	9,928,178.00	9,965,400.00	9,965,400.00
Intergovernmental Revenues				
State Shared Taxes and Permits	-	-	-	-
Local Government	389,213.00	433,557.00	410,000.00	410,000.00
Estate Tax	-	-	-	-
Cigarette Tax	688.00	590.00	800.00	800.00
License Tax	-	-	-	-
Liquor and Beer Permits	38,300.00	11,196.00	38,000.00	38,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	428,201.00	445,343.00	448,800.00	448,800.00
Federal Grants or Aid	-	9,589.00	-	-
State Grants or Aid	17,137.00	6,841.00	13,387.00	13,387.00
Other Grants or Aid	100,820.00	88,427.00	146,150.00	146,150.00
Total Intergovernmental Revenues	546,158.00	550,200.00	608,337.00	608,337.00
Special Assessments	-	-	-	-
Charges for Services	677,965.00	385,228.00	685,130.00	621,450.00
Fines, Licenses, and Permits	693,932.00	601,272.00	683,000.00	683,000.00
Miscellaneous	510,387.00	702,112.00	269,863.00	269,863.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	138,149.00	360,517.00	136,654.00	136,654.00
Advances	2,921,431.00	4,071,764.00	2,133,250.00	230,000.00
Other Sources				
TOTAL REVENUES	16,311,723.00	16,599,271.00	14,481,634.00	12,514,704.00

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - B

DESCRIPTION (1)	For 2019 Actual (2)	For 2020 Actual (3)	Current Year Estimated for 2021 (4)	Budget Year Estimated for 2022 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	4,335,806.00	4,146,816.00	4,818,616.00	4,811,116.00
Travel Transportation	-	-	-	-
Contractual Services	911,184.00	895,990.00	1,059,900.00	1,046,766.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Security of Persons and Property	5,246,990.00	5,042,806.00	5,878,516.00	5,857,882.00
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	128,356.00	216,233.00	135,574.00	135,574.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	128,356.00	216,233.00	135,574.00	135,574.00
Leisure Time Activities				
Personal Services	1,106,877.00	1,059,105.00	1,299,566.00	1,299,566.00
Travel Transportation	-	-	-	-
Contractual Services	462,343.00	390,888.00	562,861.00	503,689.00
Supplies and Materials	-	-	-	-
Capital Outlay	50.00	-	-	-
Total Leisure Time Activities	1,569,270.00	1,449,993.00	1,862,427.00	1,803,255.00
Community Environment				
Personal Services	581,560.00	552,062.00	707,520.00	658,592.00
Travel Transportation	-	-	-	-
Contractual Services	374,281.00	346,368.00	509,548.00	530,088.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	2,822.00	-	-
Total Community Environment	955,841.00	901,252.00	1,217,068.00	1,188,680.00
Basic Utility Services				
Personal Services				
Travel Transportation				
Contractual Services				
Supplies and Materials				
Capital Outlay				
Total Basic Utility Services	-	-	-	-

FUND NAME: GENERAL FUND

FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - C

DESCRIPTION (1)	For 2019 Actual (2)	For 2020 Actual (3)	Current Year Estimated for 2021 (4)	Budget Year Estimated for 2022 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	883,280.00	985,344.00	931,510.00	915,252.00
Travel Transportation	-	-	-	-
Contractual Services	999,629.00	934,135.00	1,157,196.00	1,135,025.00
Supplies and Materials	-	-	-	-
Capital Outlay	6,393.00	-	-	-
Total General Government	1,889,302.00	1,919,479.00	2,088,706.00	2,050,277.00
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	2,873,401.00	2,689,027.00	1,196,631.00	1,209,036.00
Advances	2,921,431.00	4,071,764.00	2,133,250.00	230,000.00
Contingencies	-	-	40,000.00	40,000.00
Other Uses of Funds				
Total Other Uses of Funds	5,794,832.00	6,760,791.00	3,369,881.00	1,479,036.00
TOTAL EXPENDITURES	15,584,591.00	16,290,554.00	14,552,172.00	12,514,704.00
Revenues over/(under) Expenditures	727,132.00	308,717.00	(70,538.00)	-
Beginning Cash Balance	5,823,938.00	6,551,070.00	6,859,787.00	6,789,247.30
Ending Cash Fund Balance	6,551,070.00	6,859,787.00	6,789,249.00	6,789,247.30
Rounding	(0.80)	(0.68)	(1.70)	-
Outstanding Advances to be repaid	-	-	-	-
Estimated Encumbrances (outstanding at year end)	91,478.17	55,766.44	-	-
Estimated Ending Unencumbered Fund Balance	6,459,591.03	6,804,019.88	6,789,247.30	6,789,247.30

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2022	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2022
GOVERNMENTAL:							
SPECIAL SERVICE:							
Street	586,078.43	1,004,344.00	1,590,422.43	794,827.00	209,517.00	1,004,344.00	586,078.43
State Highway Improvement	67,766.95	36,328.00	104,094.95		20,200.00	20,200.00	83,894.95
Community Development Block Grant	149,999.60	221,450.00	371,449.60		221,450.00	221,450.00	149,999.60
Community Development Block Loan	420,315.83	31,560.00	451,875.83		160,000.00	160,000.00	291,875.83
Parking Meter	250,057.34	772,873.00	1,022,930.34	455,868.00	282,187.00	738,055.00	284,875.34
Life Squad	23,848.21	176.00	24,024.21			0.00	24,024.21
Affordable Housing Trust	6.93		6.93			0.00	6.93
Law Enforcement Trust	47,633.65	11,720.00	59,353.65		22,460.00	22,460.00	36,893.65
Enforcement & Education	126,186.73	1,609.00	127,795.73		16,000.00	16,000.00	111,795.73
FEMA	0.00		0.00			0.00	0.00
Fire/EMS	1,839,018.17	2,407,235.00	4,246,253.17	1,834,804.00	619,477.00	2,454,281.00	1,791,972.17
OVI Task Force	(277,352.05)	450,000.00	172,647.95	59,355.00	390,645.00	450,000.00	(277,352.05)
South Pointe TIF District 1	178,030.71	289,922.00	467,952.71		268,230.00	268,230.00	199,722.71
South Pointe TIF District 2	4,521.55	7,366.00	11,887.55		6,815.00	6,815.00	5,072.55
South Pointe TIF District 3	6,784.59	11,054.00	17,838.59		10,227.00	10,227.00	7,611.59
South Pointe TIF District 4	6,769.35	11,028.00	17,797.35		10,203.00	10,203.00	7,594.35
South Pointe TIF District 5	6,732.45	10,971.00	17,703.45		10,150.00	10,150.00	7,553.45
OAT Property Tax Fund	45,268.17	1,050,555.00	1,095,823.17		1,050,000.00	1,050,000.00	45,823.17
Fire Loss Claims	0.00		0.00			0.00	0.00
Small Business Loan Fund	0.00		0.00			0.00	0.00
Local Coronavirus Relief	106,707.72	0.00	106,707.72		0.00	0.00	106,707.72
TOTAL SPECIAL REVENUE FUNDS	3,588,374.33	6,318,191.00	9,906,565.33	3,144,854.00	3,297,561.00	6,442,415.00	3,464,150.33

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2022	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2022
DEBT SERVICE FUNDS							
Aquatic Center Debt Service Fund	0.00	305,250.00	305,250.00		305,250.00	305,250.00	0.00
Southpointe TIF Debt Service	0.00	305,625.00	305,625.00		305,625.00	305,625.00	0.00
TOTAL DEBIT SERVICE FUNDS	0.00	610,875.00	610,875.00		610,875.00	610,875.00	0.00
CAPITAL PROJECT FUNDS							
Capital Equipment	765,534.08	187,450.00	952,984.08		187,450.00	187,450.00	765,534.08
Capital Improvement	1,521,610.92	199,203.00	1,720,813.92		199,203.00	199,203.00	1,521,610.92
Parking Lot Improvement	9,520.43	10,000.00	19,520.43		10,000.00	10,000.00	9,520.43
Municipal Facilities Capital Improvement	272,048.03		272,048.03			0.00	272,048.03
Oxford Area Trails Capital Improvement Fund	1,014,042.63	1,036,000.00	2,050,042.63	31,214.00	1,004,786.00	1,036,000.00	1,014,042.63
TOTAL CAPITAL PROJECTS	3,582,756.09	1,432,653.00	5,015,409.09		1,401,439.00	1,432,653.00	3,582,756.09
Special Assessment	40,775.77	109,302.00	150,077.77		109,302.00	109,302.00	40,775.77
TOTAL SPECIAL ASSESSMENT	40,775.77	109,302.00	150,077.77	0.00	109,302.00	109,302.00	40,775.77

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2022	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2022
PROPRIETARY:							
ENTERPRISE FUNDS							
Water Capital Equipment	199,864.02	86,000.00	285,864.02		86,000.00	86,000.00	199,864.02
Water Operating	3,837,448.45	2,719,679.00	6,557,127.45	1,463,210.00	1,256,469.00	2,719,679.00	3,837,448.45
Water Improvement	2,198,778.31	419,348.00	2,618,126.31		419,348.00	419,348.00	2,198,778.31
Water Capacity Benefit Fund NE	565,115.35	4,397.00	569,512.35			0.00	569,512.35
Water Capacity Benefit Fund NW	180,063.64	1,377.00	181,440.64			0.00	181,440.64
Water Capacity Benefit Fund SE	322,571.46	2,525.00	325,096.46			0.00	325,096.46
Water Capacity Benefit Fund SW	187,016.32	1,464.00	188,480.32			0.00	188,480.32
Sewer Capital Equipment	185,165.53	12,600.00	197,765.53		12,600.00	12,600.00	185,165.53
Sewer Operating	2,087,680.66	2,981,051.00	5,068,731.66	1,738,662.00	1,242,389.00	2,981,051.00	2,087,680.66
Sewer Improvement	1,491,640.29	310,655.00	1,802,295.29		310,655.00	310,655.00	1,491,640.29
Sewer Capacity Benefit Fund NE	453,145.85	3,534.00	456,679.85			0.00	456,679.85
Sewer Capacity Benefit Fund NW	176,295.52	1,347.00	177,642.52			0.00	177,642.52
Sewer Capacity Benefit Fund SE	482,163.07	3,500.00	485,663.07			0.00	485,663.07
Sewer Capacity Benefit Fund SW	59,452.13	1,053.00	60,505.13			0.00	60,505.13
Solid Waste	1,456,394.31	1,774,527.00	3,230,921.31	227,466.00	1,658,061.00	1,885,527.00	1,345,394.31
Stormwater Utility	48,833.75	777.00	49,610.75		30,000.00	30,000.00	19,610.75
Landfill Post-Closure	1,218,627.98	10,822.00	1,229,449.98		1,200.00	1,200.00	1,228,249.98
TOTAL ENTERPRISE FUNDS	15,150,256.64	8,334,656.00	23,484,912.64	3,429,338.00	5,016,722.00	8,446,060.00	15,038,852.64

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2022	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2022
INTERNAL SERVICE FUNDS							
Internal Service Fund	56,802.35	260,251.00	317,053.35		256,729.00	256,729.00	60,324.35
Employee Benefits Fund	458,640.10	2,193,296.00	2,651,936.10		2,370,792.00	2,370,792.00	281,144.10
TOTAL INTERNAL SERVICE FUNDS	515,442.45	2,453,547.00	2,968,989.45	0.00	2,627,521.00	2,627,521.00	341,468.45
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	0.00	6,900.00	6,900.00		6,900.00	6,900.00	0.00
Hotel Tax Agency Fund	0.00	135,400.00	135,400.00		135,400.00	135,400.00	0.00
TOTAL TRUST AND AGENCY FUNDS	0.00	142,300.00	142,300.00	0.00	142,300.00	142,300.00	0.00
TOTAL FOR MEMORANDUM ONLY	**22,877,605.28**	**19,401,524.00**	**42,279,129.28**	**6,574,192.00**	**13,205,720.00**	**19,811,126.00**	**22,468,003.28**

EXHIBIT III

PURPOSE OF BONDS AND NOTES	Authority for Levy Outside 10 Mill Limit*	Date of Issue	Date Due	Ordinance or Resolution	Serial or Term	Rate of Interest	Amount of Bonds and Notes Outstanding at Beginning of Budgeted Year 1/1/2022	BUDGET YEAR Amount Required for Principal and Interest 1/1/2022 to 12/31/2022	BUDGET YEAR Amount Receivable from Other Sources to Meet Debt Payments 1/1/2022 to 12/31/2022
Payable from Bond Retirement Funds:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
INSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
Aquatic Center BAN Refunding Bonds	N/A	4/11/2019	12/1/2042	Ordinance	Serial/Term	2.50 - 4.00%	4,340,000.00	305,250.00	0.00
Southpointe TIF Road Project Bonds	N/A	4/11/2019	12/1/2028	Ordinance	Serial	2.50 - 4.00%	1,875,000.00		305,625.00
TOTAL							6,215,000.00	305,250.00	305,625.00
OUTSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
TOTAL									

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
REVENUES PG 1 OF 1

DESCRIPTION	For 2019 Actual	For 2020 Actual	Adjusted Budget Year 2021	Estimate for Budget 2022	Explanation for Changes from prior year: % increase over prior year budget	
REVENUES						
Local Taxes						
General Property Tax - Real Estate	1,114,410	1,105,536	1,110,000	1,110,000	0.00%	
10% Rollback & Homestead, Trailor	89,139	88,671	90,000	90,000	0.00%	
Tangible Personal Property Tax					0.00%	
Municipal Income Tax	9,351,198	8,612,160	8,630,000	8,630,000	0.00%	
Other Local Taxes (Hotel tax)	268,954	121,811	135,400	135,400	0.00%	
Total Local Taxes	10,823,701	9,928,178	9,965,400	9,965,400	0.00%	0
Intergovernmental Revenues						
State Shared Taxes and Permits					100.00%	
Local Government	389,213	433,557	410,000	410,000	0.00%	0
Estate Tax					0.00%	
Cigarette Tax	688	590	800	800	0.00%	
License Tax						
Liquor and Beer Permits	38,300	11,196	38,000	38,000	0.00%	
Gasoline Tax						
Library and Local Government Support Fund						
Property Tax Allocation						
Other State Shared Taxes and Permits						
Total State Shared Taxes and Permits	428,201	445,343	448,800	448,800	0.00%	0
Federal Grants or Aid		9,589			0.00%	
State Grants or Aid	17,137	6,841	13,387	13,387	0.00%	
Other Grants or Aid	100,820	88,427	146,150	146,150	0.00%	
Total Intergovernmental Revenues	117,957	104,857	159,537	159,537	0.00%	0
Special Assessments						
Charges for Services	677,965	385,228	685,130	621,450	-9.29%	(63,680)
Fines, Licenses, and Permits	693,932	601,272	683,000	683,000	0.00%	0
Miscellaneous	510,387	702,112	269,863	269,863	0.00%	0
Other Financing Sources:						
Proceeds from Sale of Debt						
Transfers	138,149	360,517	136,654	136,654	0.00%	0
Advances	2,921,431	4,071,764	2,133,250	230,000	-89.22%	(1,903,250)
Other Sources						
TOTAL REVENUE	16,311,723	16,599,271	14,481,634	12,514,704	-13.58%	(1,966,930)
			5,878,516	5,857,882	Security of Persons & Property	
			135,574	135,574	Public Health & Welfare	
			1,862,427	1,803,255	Leisure Time Activities	
			1,217,068	1,188,680	Community Environment	
			2,088,706	2,050,277	General Government	
			1,196,631	1,209,036	Transfers	
			2,133,250	230,000	Advances	
			40,000	40,000	Contingency	
TOTAL EXPENSES			14,552,172	12,514,704		
NET GAIN/(LOSS)			(70,538)	0		

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
revision to the % increase
EXPENDITURES
Increase over PRIOR YR: 0.00% 0.000

Dept	2019 Actual Personal Services	2019 Actual Operating	2019 Actual Capital Outlay	2019 Actual total		2020 Actual Personal Services	2020 Actual Operating	2020 Actual Capital Outlay	2020 Actual total	
Security of Persons & Property										
110	4,300,380	786,467	0	5,086,847		4,112,719	775,451	0	4,888,170	
120	35,426	36,849	0	72,275		34,097	29,441	0	63,538	
130	0	0	0	0		0	0	0	0	
140	0	0	0	0		0	0	0	0	
170	0	87,868	0	87,868	5,246,990	0	91,098	0	91,098	5,042,806
Total	4,335,806	911,184	0	5,246,990		4,146,816	895,990	0	5,042,806	
Public Health & Welfare										
210	0	11,420	0	11,420		0	11,625	0	11,625	
220	0	6,472	0	6,472		0	6,484	0	6,484	
221	0	110,464	0	110,464	128,356	0	198,124	0	198,124	216,233
Total	0	128,356	0	128,356		0	216,233	0	216,233	
Leisure Time Activities										
290	6,326	18,102	0	24,428		11	15,276	0	15,287	
610	116,157	79,644	50	195,851		95,786	47,184	0	142,970	
620	691,362	246,237	0	937,599		622,593	226,391	0	848,984	
630	293,032	118,360	0	411,392		340,715	102,037	0	442,752	
680	0	0	0	0	1,569,270	0	0	0	0	1,449,993
Total	1,106,877	462,343	50	1,569,270		1,059,105	390,888	0	1,449,993	
Community Environment										
310	370,697	19,656	0	390,353		385,696	32,197	0	417,893	
320	87,580	322,535	0	410,115		77,005	252,665	2,822	332,492	
335	0	8,000	0	8,000		0	8,000	0	8,000	
345	0	19,837	0	19,837		0	43,021	0	43,021	
360	123,283	4,253	0	127,536	955,841	89,361	10,485	0	99,846	901,252
Total	581,560	374,281	0	955,841		552,062	346,368	2,822	901,252	
General Government										
408	0	113,659	0	113,659		0	115,633	0	115,633	
410	229,759	7,361	0	237,120		286,823	21,605	0	308,428	
420	177,435	115,488	0	292,923		183,141	101,191	0	284,332	
421	0	390,723	0	390,723		0	403,226	0	403,226	
430	1,402	170,265	0	171,667		0	135,617	0	135,617	
450	80,694	26,231	0	106,925		85,926	30,863	0	116,789	
465	84,725	8,934	0	93,659		87,201	2,041	0	89,242	
470	23,791	8,296	0	32,087		27,247	11,958	0	39,205	
480	79,188	55,652	0	134,840		95,023	52,033	0	147,056	
481	100,074	24,256	0	124,330		98,836	21,054	0	119,890	
483	0	30,198	6,393	36,591		0	18,729	0	18,729	
490	106,212	48,566	0	154,778		121,147	20,185	0	141,332	
500	0	0	0	0	1,889,302	0	0	0	0	1,919,479
Total	883,280	999,629	6,393	1,889,302		985,344	934,135	0	1,919,479	
Transfers		2,873,401		2,873,401			2,689,027		2,689,027	
Advances	0	2,921,431		2,921,431		0	4,071,764		4,071,764	
Contingency		0		0			0		0	
tot gen fund	6,907,523	8,670,625	6,443	15,584,591		6,743,327	9,544,405	2,822	16,290,554	

Dept	2021 Estimate Personal Services	2021 Estimate Operating	2021 Estimate Capital Outlay	2021 Estimate total		2022 Tax Budget Personal Services	2022 Tax Budget Operating	2022 Tax Budget Capital Outlay	2022 Tax Budget total	
Security of Persons & Property										
110	4,775,003	921,259	0	5,696,262		4,767,503	908,125	0	5,675,628	
120	43,613	44,750	0	88,363		43,613	44,750	0	88,363	
130	0	0	0	0		0	0	0	0	
140	0	0	0	0		0	0	0	0	
170	0	93,891	0	93,891	5,878,516	0	93,891	0	93,891	5,857,882
Total	4,818,616	1,059,900	0	5,878,516		4,811,116	1,046,766	0	5,857,882	
Public Health & Welfare										
210	0	15,000	0	15,000		0	15,000	0	15,000	
220	0	6,600	0	6,600		0	6,600	0	6,600	
221	0	113,974	0	113,974	135,574	0	113,974	0	113,974	135,574
Total	0	135,574	0	135,574		0	135,574	0	135,574	
Leisure Time Activities										
290	0	22,500	0	22,500		0	22,500	0	22,500	
610	187,048	78,050	0	265,098		187,048	78,050	0	265,098	
620	782,696	327,041	0	1,109,737		782,696	267,869	0	1,050,565	
630	329,822	135,270	0	465,092		329,822	135,270	0	465,092	
680	0	0	0	0	1,862,427	0	0	0	0	1,803,255
Total	1,299,566	562,861	0	1,862,427		1,299,566	503,689	0	1,803,255	
Community Environment										
310	413,474	100,205	0	513,679		413,474	95,855	0	509,329	
320	128,697	356,800	0	485,497		79,769	382,800	0	462,569	
335	0	8,600	0	8,600		0	8,600	0	8,600	
345	0	33,610	0	33,610		0	32,500	0	32,500	
360	165,349	10,333	0	175,682	1,217,068	165,349	10,333	0	175,682	1,188,680
Total	707,520	509,548	0	1,217,068		658,592	530,088	0	1,188,680	
General Government										
408	0	141,156	0	141,156		0	141,156	0	141,156	
410	149,362	9,732	0	159,094		149,362	9,732	0	159,094	
420	184,053	116,048	0	300,101		184,053	116,048	0	300,101	
421	0	360,400	0	360,400		0	360,400	0	360,400	
430	0	181,403	0	181,403		0	181,403	0	181,403	
450	167,111	74,660	0	241,771		158,353	74,660	0	233,013	
465	90,070	13,350	0	103,420		90,070	13,350	0	103,420	
470	27,210	46,577	0	73,787		27,210	46,577	0	73,787	
480	77,798	64,359	0	142,157		70,298	68,622	0	138,920	
481	108,982	34,442	0	143,424		108,982	33,833	0	142,815	
483	0	44,338	0	44,338		0	41,398	0	41,398	
490	126,924	70,731	0	197,655		126,924	47,846	0	174,770	
500	0	0	0	0	2,088,706	0	0	0	0	2,050,277
Total	931,510	1,157,196	0	2,088,706		915,252	1,135,025	0	2,050,277	
Transfers		1,196,631		1,196,631			1,209,036		1,209,036	
Advances		2,133,250		2,133,250			230,000		230,000	
Contingency		40,000		40,000			40,000		40,000	
tot gen fund	7,757,212	6,794,960	0	14,552,172		7,684,526	4,830,178	0	12,514,704	2,037,468

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
TRANSFERS/ADVANCES PG 1 OF 1

DESCRIPTION	For 2019 Actual	For 2020 Actual	Adjusted Budget Year 2021	Estimate for Budget 2022
REVENUES TRANSFERS-IN				
From Hotel Tax Fund			-	-
From Parking Fund	30,120	33,364	33,302	33,302
From Oxford Natural Gas Fund	-	-	-	-
From Water Fund	39,343	46,852	37,784	37,784
From Sewer Fund	39,343	46,852	37,784	37,784
From Capital Improvement Fund	-	-	-	-
From FEMA Fund	-	-	-	-
From Storm Water Fund	-	-	-	-
From Refuse Fund	29,343	36,852	27,784	27,784
From Small Business Loan Fund	-	196,597	-	-
Total Transfers In	**138,149**	**360,517**	**136,654**	**136,654**
REVENUES ADVANCES-IN				
Return of Advance from Parking Fund	-	-	100,000	-
Return of Advance from Capital Equipment Fund	-	-	-	-
Return of Advance from Capital Improvement Fund	265,650	785,050	103,250	-
Return of Advance from Oxford Area Trails	2,125,781	1,800,000	550,000	-
Return of Advance from Southpointe TIF Fund	200,000	-	-	-
Return of Advance from High St Pedestrian Fund	-	1,000,000	1,000,000	-
Return of Advance from Employee Benefit Fund	5,000	5,000	5,000	5,000
Return of Advance from Special Assessment Fund	100,000	150,000	150,000	-
Return of Advance from OVI Task Force Fund	225,000	225,000	225,000	225,000
Return of Advance from OVI Task Force Fund	-	106,714	-	-
Total Advances In	**2,921,431**	**4,071,764**	**2,133,250**	**230,000**
EXPENDITURES TRANSFERS-OUT				
To FEMA Fund	-	-	-	-
To Street Fund	578,085	452,425	447,665	447,665
To Capital Equipment Fund	626,308	489,004	187,450	187,450
To Capital Improvement Fund	1,164,003	1,409,448	199,203	198,671
To Municipal Facilities Fund	-	-	-	-
To Oxford Area Trail Fund	-	-	-	-
To Aquatic Center Debt Service Fund	95,605	-	292,313	305,250
To Park Debt Service Fund	311,250	-	-	-
To Storm Water Fund	40,000	30,000	-	-
To Special Assessment Fund	40,000	90,000	50,000	50,000
To Fire/EMS Fund	18,150	18,150	20,000	20,000
To Small Business Loan Fund	-	200,000	-	-
Total Transfers Out	**2,873,401**	**2,689,027**	**1,196,631**	**1,209,036**
EXPENDITURES ADVANCES-OUT				
To Parking Fund	-	-	100,000	-
To Capital Equipment Fund	-	-	-	-
To Capital Improvement Fund	265,650	785,050	103,250	-
To Oxford Area Trails Fund	2,125,781	1,800,000	550,000	-
To Southpointe TIF Fund	200,000	-	-	-
Return of Advance from High St Pedestrian Fund	-	1,000,000	1,000,000	-
To Employee Benefit Fund	5,000	5,000	5,000	5,000
To Special Assessment Fund	100,000	150,000	150,000	-
To OVI Task Force Grant Fund	225,000	225,000	225,000	225,000
To Local Coronavirus Relief Fund	-	106,714	-	-
Total Advances Out	**2,921,431**	**4,071,764**	**2,133,250**	**230,000**

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
TRANSFERS/ADVANCES PG 1 OF 1

DESCRIPTION	For 2019 Actual	For 2020 Actual	Adjusted Budget Year 2021	Estimate for Budget 2022
REVENUES TRANSFERS-IN				
From Hotel Tax Fund			-	-
From Parking Fund	30,120	33,364	33,302	33,302
From Oxford Natural Gas Fund	-	-	-	-
From Water Fund	39,343	46,852	37,784	37,784
From Sewer Fund	39,343	46,852	37,784	37,784
From Capital Improvement Fund	-	-	-	-
From FEMA Fund	-	-	-	-
From Storm Water Fund	-	-	-	-
From Refuse Fund	29,343	36,852	27,784	27,784
From Small Business Loan Fund	-	196,597	-	-
Total Transfers In	138,149	360,517	136,654	136,654
REVENUES ADVANCES-IN				
Return of Advance from Parking Fund	-	-	100,000	-
Return of Advance from Capital Equipment Fund	-	-	-	-
Return of Advance from Capital Improvement Fund	265,650	785,050	103,250	-
Return of Advance from Oxford Area Trails	2,125,781	1,800,000	550,000	-
Return of Advance from Southpointe TIF Fund	200,000	-	-	-
Return of Advance from High St Pedestrian Fund	-	1,000,000	1,000,000	-
Return of Advance from Employee Benefit Fund	5,000	5,000	5,000	5,000
Return of Advance from Special Assessment Fund	100,000	150,000	150,000	-
Return of Advance from OVI Task Force Fund	225,000	225,000	225,000	225,000
Return of Advance from OVI Task Force Fund	-	106,714	-	-
Total Advances In	2,921,431	4,071,764	2,133,250	230,000
EXPENDITURES TRANSFERS-OUT				
To FEMA Fund	-	-	-	-
To Street Fund	578,085	452,425	447,665	447,665
To Capital Equipment Fund	626,308	489,004	187,450	187,450
To Capital Improvement Fund	1,164,003	1,409,448	199,203	198,671
To Municipal Facilities Fund	-	-	-	-
To Oxford Area Trail Fund	-	-	-	-
To Aquatic Center Debt Service Fund	95,605	-	292,313	305,250
To Park Debt Service Fund	311,250	-	-	-
To Storm Water Fund	40,000	30,000	-	-
To Special Assessment Fund	40,000	90,000	50,000	50,000
To Fire/EMS Fund	18,150	18,150	20,000	20,000
To Small Business Loan Fund	-	200,000	-	-
Total Transfers Out	2,873,401	2,689,027	1,196,631	1,209,036
EXPENDITURES ADVANCES-OUT				
To Parking Fund	-	-	100,000	-
To Capital Equipment Fund	-	-	-	-
To Capital Improvement Fund	265,650	785,050	103,250	-
To Oxford Area Trails Fund	2,125,781	1,800,000	550,000	-
To Southpointe TIF Fund	200,000	-	-	-
To High St Pedestrian Fund	-	1,000,000	1,000,000	-
To Employee Benefit Fund	5,000	5,000	5,000	5,000
To Special Assessment Fund	100,000	150,000	150,000	-
To OVI Task Force Grant Fund	225,000	225,000	225,000	225,000
To Local Coronavirus Relief Fund	-	106,714	-	-
Total Advances Out	2,921,431	4,071,764	2,133,250	230,000

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Zachary Moore
DATE PREPARED:	May 17, 2021
COUNCIL MEETING DATE:	June 1, 2021
AGENDA TITLE:	PC-2021-11, 22 N. College, CONDITIONAL USE, change current use from restaurant/bar to a restaurant/church, Tom Ellis, Happy People LLC, Applicant
CITY MANAGER/DEPT HEAD APPROVAL:	DRE 5-28-21

Proposal Summary:

Pastor Tom Ellis is requesting Conditional Use approval for a property he is looking to purchase at 22 N College Avenue. This particular property is known as the Dr. William S. Alexander House, a historic landmark that has been on the National Register since 1987. The house was most recently occupied by the Sushi Nara Japanese restaurant, which closed in April 2020 and the property has remained vacant since. The applicant is looking to rehabilitate the structure and start up a new coffee shop business ("Redlife Coffee House") on the first floor, while also utilizing the second floor for church functions with a planned auditorium space to accommodate up to 75 people at one time.

On May 11, the Oxford Planning Commission held a virtual hearing and reviewed the case and the decision standards. The Commission found the proposed uses to be appropriate for the given site and its location on a prominent commercial corridor (US 27) in Oxford as well as in a residential/commercial transition (RO) zone. The Commission voted 7-0-0 to recommend approval of the application subject to 3 conditions:

1. As a waiver to *Section 1143.09(d)(2)(A)*, business hours are permitted to fall within the 7:00am to 10:00pm timeframe daily.
2. As a waiver to the lot coverage standard in *Section 1143.09(c)(4)(A)(1)*, the increase in coverage proposed which results from the added deck ramp shall be allowed despite being over the 35% maximum.
3. A minimum of three (3) bicycle parking spaces (e.g. fulfilled by installing a bike rack) shall be provided within easy access of the front entrance.

ORDINANCE NO.

AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT APPLICATION TO ALLOW A RESTAURANT AND PLACE OF WORSHIP TO BE LOCATED AT 22 N. COLLEGE AVENUE OXFORD, OHIO 45056 WITH CONDITIONS.

WHEREAS, the Planning Commission met pursuant to Oxford Codified Ordinance Section 1147.02 on May 11, 2021 for the purpose of considering the request of Tom Ellis Applicant, for a Conditional Use permit to allow a restaurant and place of worship to be located at 22 N. College Avenue Oxford, Ohio 45056; and

WHEREAS: the Planning Commission, after a public hearing and discussion, voted and approved a motion recommending approval of the Conditional Use permit application to allow a restaurant and place of worship to be located at 22 N. College Avenue Oxford, Ohio 45056 with the following conditions/waivers:

a) As a waiver to Section 1143.09(d)(2)(A) of the Codified Ordinances of the City of Oxford, Ohio, business hours shall be permitted between 7:00 a.m. and 10:00 p.m. daily.
b) As a waiver to the lot coverage standard in Section 1143.09(c)(4)(A)(1) of the Codified Ordinances of the City of Oxford, Ohio, the increase in coverage proposed which results from the added deck ramp shall be allowed.
c) A minimum of three (3) bicycle parking spaces shall be provided within easy access of the front entrance.

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

SECTION 1: Council hereby accepts the action of the Planning Commission and accepts the recommendation report submitted by the Planning Commission and incorporates the same herein and further grants the Conditional Use permit application to allow a restaurant and place of worship to be located at 22 N. College Avenue with the following conditions/waivers:

a) As a waiver to Section 1143.09(d)(2)(A) of the Codified Ordinances of the City of Oxford, Ohio, business hours shall be permitted between 7:00 a.m. and 10:00 p.m. daily.
b) As a waiver to the lot coverage standard in Section 1143.09(c)(4)(A)(1) of the Codified Ordinances of the City of Oxford, Ohio, the increase in lot coverage proposed which results from the added deck ramp shall be allowed.
c) A minimum of three (3) bicycle parking spaces shall be provided within easy access of the front entrance.

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

____
MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

Case No:
PC-2021-11

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Meeting Date:
May 11, 2021

STAFF REPORT

Community Development | Planning Commission

APPLICATION DETAILS

Applicant	Happy People LLC, c/o Tom Ellis
Location	22 N College Avenue – Parcel ID H4100008000177
Property Owner	Nara Properties LLC, c/o Joseph Kang
Architect	Eller Architecture LLC, c/o Greg Eller
Action Request	Conditional Use for a Place of Worship
Current Use	Former restaurant, now vacant
Current Zoning	RO Office Residential District
Site Area	10,047 square feet
Surrounding Land Uses	Four-unit apartment building to south at 14 N College; Single- and two-family properties to west and north; Commercial to east
Staff Recommendation	**Approve**, subject to recommended conditions

PROPOSAL SUMMARY

Mr. Tom Ellis is the Pastor of The Calvary Church, located in Springdale. Mr. Ellis is interested in purchasing property at 22 N College Avenue, the site of the historic William S. Alexander House. The property was most recently utilized as a Japanese restaurant (Sushi Nara), which closed in April 2020. The building is starting to show signs of deterioration, having now been vacant for a year.

The current owner has filed a letter with Community Development to retain non-conforming usage of the property as a restaurant, since the underlying RO District normally prohibits restaurant uses. Churches, or "Places of Worship" per the Oxford Zoning Code's terminology, are allowed in the RO District but require Conditional Use approval. Mr. Ellis has hired Architect Greg Eller to draw up plans for rehabilitation and reuse of the structure as both a coffee shop and church. The coffee shop enterprise, which staff has interpreted can serve as a continuation of the "restaurant" use, has already been applied for through the Building Permit process.

The purpose of this Conditional Use review is to consider elements and impacts of the proposal pertaining to usage of the building/property for church-related functions. The applicant intends for the building to be used for community gatherings, events, support groups, and other services related to the church ministry.

PUBLIC COMMENTS

Public notices were mailed to surrounding property owners and a sign was posted at the front of the property. The notice specifically addressed possible changes to the date, location and format of the meeting due to the COVID-19 pandemic, including the possibility of a video conference and/or teleconference format. As of the writing of this report, no written public comments have been received.

DEPARTMENT COMMENTS

Below are comments from City departments:

<table>
<tr><th>Department</th><th>Respondent</th><th>Response</th></tr>
<tr><td>Economic Development</td><td>Seth Cropenbaker, Assistant to the City Manager</td><td>Returned with Comments</td></tr>
<tr><td colspan="3">The Economic Development staff support the rehabilitation of this site, and reopening of a business at 22 N College. This is a marquee location and a historically and aesthetically relevant building in Oxford.
• The proposed remodel for the first floor coffee shop and addition of an elevator for improved access to the second floor are welcomed proposals.

However, there are concerns for the second floor plan and intended use.
• The use of the 2nd floor seems unclear. Is it a community space as part of a business model or a place of worship?
• Does this difference or distinction matter for our zoning compliance?

An additional concern is parking, particularly for any gathering or meeting approaching their proposed 75 person limit.
• An influx of 75 people into this area for a specific meeting time would create a significant strain on parking, as only street/metered parking is available in the area.
• While the building may be able to accommodate 75 people for a restaurant service, in that usage guest arrive at separate times creating staggered arrival and departure times, unlike 75 people gathering for a set start time as for a meeting.</td></tr>
<tr><td>Engineering</td><td>Scott Otto, City Engineer</td><td>Returned without Comments</td></tr>
<tr><td colspan="3"></td></tr>
<tr><td>Fire</td><td>John Detherage, Fire Chief</td><td>Returned without Comments</td></tr>
<tr><td colspan="3"></td></tr>
<tr><td>Police</td><td>John Jones, Police Chief</td><td>Returned without Comments</td></tr>
<tr><td colspan="3"></td></tr>
</table>

SITE HISTORY

Located in the Uptown Historic District, the building is known as the Dr. William S. Alexander House has been on the National Register of Historic Places since 1987. The lot was first acquired by a Mr. John M. Shera in 1867, who constructed the house in 1869 using lumber and bricks from his farm. The Shera family sold the property to Dr. Herschel D. Hinkley in 1888.

Prior to the existence of modern-day hospitals or clinics, doctors often operated out of their homes, making them a haven for the sick and injured. During his tenure in Oxford, Dr. Hinkley not only practiced medicine but also served on Miami University's Board of Trustees. He eventually accepted a position at the Cincinnati College of Medicine and Surgery in 1894, and the next year sold the house and his medical practice to Dr. William S. Alexander. Dr. Alexander was also active in the local community, serving four consecutive terms as a Village Councilor and being appointed as Miami's physician to men. He lived and practiced in the house up until his death in 1917.

In 1954, the descendants of Dr. Alexander divided the house into four interior apartments, which may have been rented to students in the years following. The house was later sold to a new owner in 1985, who initiated the National Register nomination process. According to the current owner, the property had been utilized as a restaurant for the remaining 35 years of its history, up until the closure of Sushi Nara in April 2020. Prior to occupancy by Sushi Nara, the building had previously been occupied by the Alexander Restaurant as well as a bar called A-List on the second floor.

Apart from its history as a medical practice for two different doctors, the property's architectural style is also significant. The oldest portion of the building was built in an L-shape, exemplifying Greek Revival and Italianate styling. An addition was made to the south elevation in 1880, infilling the L and resulting in a more rectangular building footprint. This addition included a two-story portico with classical Doric columns and a second floor balcony, which exists to this day and is probably the building's most distinguishing element. The front porch was built in a Classical Revival style around 1900 and originally included a small centered balcony on the second floor. The balcony element was removed in the 1950s, but railing was later added back to the porch roof as a way to better resemble the original design.

The lot on which the building sits (old Lot 176) was originally much larger, totaling 15,047 square feet in size, stretching between N College Avenue and the alley. A carriage house previously existed on the west side of the lot near the alley, but was later demolished. The lot was split in 2007 to make way in 2008 for a new single-family dwelling at 207 W Church Street, where the carriage house previously stood.

CASE HISTORY

The site has been involved in numerous past applications and approvals by entities including the City of Oxford. A summary of relevant case history is provided below:

- PC-ADM-05-2007, Lot Split: 5,000 square foot lot split off from the original lot (Lot 176) which previously totaled 15,047 square feet in size. The application was filed in November 2007, administratively approved by the City, and subsequently recorded on February 21, 2008. A new single-family dwelling was eventually built on the new 5,000 square foot lot, wrapping up construction in August 2008.

- PC-02-2008, Rezoning from RO to UP: Case withdrawn by applicant/owner. Application initially filed by the owner in December 2007 for the purpose of making the existing restaurant use conforming rather than non-conforming, by nature of rezoning from a residential district (RO) to a commercial district (UP). Applicant/owner withdrew consideration of the application on February 5, 2008, prior to the scheduled hearing date with the Planning Commission.

- PC-08-2008, Conditional Use for a Place of Worship (The Bridge Church): Case withdrawn by applicant. Application had been filed in February 2008 for consideration. However, the Church Pastor decided to withdraw on March 10 prior to the scheduled Planning Commission hearing in April.

- PC-21-2008, Rezoning from RO to UP: Case withdrawn by applicant/owner. Same exact request as PC-02-2008 was submitted again in July 2008 by the same owner. The intended purpose was to make the existing restaurant use conforming to the underlying zoning district. At its October 4 meeting, the Planning Commission voted 7-0-0 to deny the request, citing their belief that none of the Decision Standards were met. After initially requesting an extension of the first reading, the applicant chose to withdraw on December 2 before reaching a first reading with Council.

COMMENTARY

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

- Church/Place of Worship Use: Based on the submitted floor plans, staff finds that the planned second floor rooms and functions most directly pertain to use of the structure as a church. Included on the second floor is an auditorium space showing seating capacity for up to 63 attendees, with a new stage platform in front as well as a new AV booth platform in the rear. The applicant states that events could attract anywhere between 25 to 75 participants. Additional uses on the second floor include a nursery room, small group meeting/fellowship room, and restrooms. The second floor is currently only accessible by interior and exterior stairs; to achieve greater accessibility, the applicant proposes installing a glass enclosed elevator lift at the back side of the existing rear deck.

- Restaurant/Coffee Shop Use: While the restaurant use is recognized as one that can legally continue so long as the present Building Permit application moves forward to fruition, it is helpful to examine this planned function within the scope of the Conditional Use request. Based on the submitted floor plans, it appears that the coffee shop business will be mostly contained to ground level interior and exterior spaces. The interior layout of the first floor is to be mostly retained, with a few minor improvements such as the installation of a coffee station, condiment table, wall-mounted flat screen monitors, and restrooms. At least one new outdoor ramp is proposed to link the existing outdoor deck to the public sidewalk, to comply with ADA accessibility requirements. There is certainly the potential for there to be a symbiotic relationship between the coffee shop and planned church functions. The applicant expresses the desire to add value to Uptown Oxford by providing a quality setting for "connection, study and relaxation" that would be open to all members of the public to enjoy. It should be noted that the Zoning Code restricts business uses in RO to fall between the hours of 7:00am and 9:00pm, per *Section 1143.09(d)(2)(A)*. This provision is meant to protect residential uses from nuisance activities associated with businesses at a later hour. The applicant desires to operate the coffee shop between the hours of 7:00am and 10:00pm. Staff does not believe the additional evening hour is cause for concern, and recommends a waiver per Condition #1.

- Parking: While the Parking Chapter of the Oxford Zoning Code does not require any off-street parking spaces within the RO District, parking is a potential concern to address as part of a Conditional Use process per *Section 1147.03(b)(15)*. Seeing as how limited available space on the site effectively prevents the provision of additional off-street spaces, all additional parking demand generated by the proposed use will either need to be absorbed by available on-street capacities within vicinity of the site, or by other private commercial uses or properties nearby which agree to offer shared parking. Staff initially recommended the applicant have a parking study prepared by an engineer or other qualified professional so that the potential impact on existing capacities could be better understood. Staff also offered to perform a limited scope parking study in-house, which the applicant accepted based on an hourly charge. A study conducted the morning of April 18 documented the number of available public parking spaces within a quarter-mile (five minute walk) of 22 N College. Within a roughly two-hour timeframe, the study returned a total of 398 available spaces, including 372 on-street spaces and 26 spaces in Lot 52. With group gatherings estimated to max out at around 75 attendees, staff feels this observed capacity is more than sufficient to absorb anticipated demand, at least at the given day and hour. It should be noted the study scope did not include the City parking garage, since it is technically a little further than a five minute walk, but the garage could very likely provide numerous additional spaces to the use. The applicant expresses that recurring events would likely take place on either Sunday morning or afternoon, as well as Tuesday evenings, so the scope of the present study only serves to paint a clearer picture, but not a complete one. The Commission may recommend additional studies be performed if deemed necessary.

- Landscaping and Screening: Since the proposal at hand involves reuse of an existing building, the project is exempt from the City's Tree Ordinance. There are several mature trees located on and within proximity to the site, all of which are presumed to be un-impacted by the level of construction activity anticipated. A revised set of plans later shared with staff by the architect show the planting of evergreen shrubs along the front walkway on the north side of the building, which will be a welcome addition to help screen a couple air conditioning units and cellar door from the public right-of-way along W Church Street.

- Lot Coverage: The maximum lot coverage in the RO District is 35%, as provided in Oxford Zoning Code *Section 1143.09(c)(4)(A)(1)*. The existing coverage on-site is estimated to be 41.5%. With the addition of an ADA walkway/ramp leading up to the south side deck, this will add approximately 2.1% of additional coverage to the site, bringing the total resulting coverage percentage to 43.6%. Staff feels this is a worthy addition that should not be prevented by virtue of adhering more closely to the lot coverage standard. In addition, it is odd that the RO District prescribes for a maximum lot coverage of 35%, while the more outlying Mile Square Residential Districts (R-1MS, R-2MS, and R-3MS) provide a max of 45%. For these reasons, staff recommends a waiver be granted in the form of Condition #2.

- Non-Vehicular Mobility: Bicycle parking requirements normally come into play for General Business (GB) site development per *Section 1143.12(d)(5)*, or when off-street parking spaces are being provided per *Section 1149.07(e)(5)(A)*. The existing layout of the site with green spaces in front and to the side of the building allow for ample room to provide a bike rack for future coffee shop patrons and churchgoers to utilize. If this site were being developed under the GB zoning provisions, a minimum of 3 bicycle parking spaces would be required. Staff recommends the same be provided in this case per language recommended in Condition #3.

- Refuse/Waste Collection and Storage: The latest plans received from the applicant show a total of six (6) waste wheelers to the north of the building, screened by a series of evergreen shrubs. The applicant feels this is the best location for refuse storage due to the kitchen door already being on that side, while on the west side new outdoor storage bins would be installed for the purpose of housing lawn equipment.

- Signage: The applicant intends to install a new freestanding sign at the location previously occupied by the Sushi Nara sign. The sign would display the business name (Redlife Coffee House) on either side and be designed in accordance with Zoning Code requirements, including a maximum sign height of 6 feet.

DECISION CRITERIA

A. The proposed use is in fact a Conditional Use appropriate in the zoning district in which it is proposed.
A "Place of Worship" is in fact listed as a Conditional Use for the Office Residential (RO) District.

B. The use and site will satisfy the general intent of the Zoning Code.
The purpose of the RO District as stated in *Section 1143.09(a)* is *to encourage a residential environment in established areas of historically significant character. Offices and service facilities are*

permitted to support community needs in suitable locations that do not produce incompatible effects on adjacent residential neighborhoods. A mix of uses within one structure is encouraged. This district is appropriate adjacent to higher volume thoroughfares, as well as between commercial areas and residential neighborhoods. Staff believes the proposed use embodies the spirit of the RO District, being located on a major thoroughfare (US 27), serving a community need, containing a mix of uses, and being generally compatible with the surrounding residential environment. It is also worth pointing out many other churches and religious organizations are currently located in the RO zone surrounding the Uptown business district, including Oxford Presbyterian Church at N Main & W Church, the Interfaith Center on S Campus, Holy Trinity Episcopal at E Walnut and S Poplar, and the Hillel Foundation on E Walnut.

C. The use and site will be compatible with the general intent of the Comprehensive Plan.
As shown on Map 3.6 of the Oxford Comprehensive Plan, the property is located in the "Neighborhood Enhancement Area" generally bounded by Elm, Spring, Campus, and Vine Streets but also including another portion in the NE corner of the Mile Square stretching as far north as Homestead Avenue. According to the Plan, development intent in this area is *to stabilize and enhance existing neighborhoods* through continued maintenance and improving property in a way that reinforces traditional characteristics and commercial features. Staff believes the proposed re-use the Alexander House would further these purposes, ensuring the historic nature of the area remains in-tact while retaining a commercial function that has been present at this particular corner of town for decades.

D. The use and shape of the site are sufficient for the proposed use.
This criterion generally does not apply to the application at hand, since very little in the way of new building construction or expansion is proposed to occur.

E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
The building had previously been utilized as a restaurant for several decades. The property's location at the corner of a major US highway carrying both in-town and thru traffic is well-suited for commercial use. The nature of activities planned for the site is not expected to result in an elevated level of disturbance to surrounding residential properties to the south, west, north and northwest. The corner of the intersection immediately opposite to the east is in commercial use.

F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
Staff does not believe the effects and impacts from the proposed use will be any more detrimental or disturbing than those which were associated with the previous restaurant use. Regarding use of the outdoor deck & patio spaces, the applicant states these would be used for additional seating and doesn't anticipate any programming in these areas which could generate noise or other impacts.

G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
Staff sees this proposal as involving two separate but ultimately interconnected principal uses – a church, and restaurant (coffee shop). It can be said that many churches offer a coffee bar or café area which is primarily used and/or patronized by members of a church; in such cases, the "coffee use" would be seen more as an accessory use to the overarching principal use of a property or building as a church. In this case, the outward appearance of the use is proposed to be more focused on the coffee shop element, e.g. with outdoor signage identifying the coffee use (Redlife Coffee House) as opposed to the church use.

H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
Since this is a reuse of an existing building served by public infrastructure, many of these matters are somewhat moot.

I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
The building itself and existing infrastructure will largely remain in-tact.

J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
The HAPC has reviewed and approved a Certificate of Appropriateness (COA) for this proposal, inclusive of the elevator lift proposed for the rear of the structure (pending an evaluation of alternative location options).

K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
There are no off-street parking areas, connections, or movements to consider with this application. Parking is proposed to be handled/absorbed by existing capacities of on-street parallel parking spaces and other publicly available spaces.

L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
On the contrary, the proposed project should help to ensure the preservation and continued use of a historic landmark property in Oxford.

M. Proposed construction will not result in the complete elimination of existing mature trees on the site. Effort shall be made to direct disturbance and construction around or away from the existing mature trees without completely taking away use of the site or connectivity to existing infrastructure.
Not applicable.

N. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.
A Building Permit application to acknowledge the continuation of the restaurant use was submitted on April 1. A Certificate of Appropriateness (COA) application to consider changes to the exterior, inclusive of the new glass enclosed lift, was also submitted on March 29 and reviewed/approved by the HAPC on April 14.

STAFF RECOMMENDATION

In consideration of the Decision Criteria, staff recommends approval of the Conditional Use application subject to the following conditions:

1. As a waiver to *Section 1143.09(d)(2)(A)*, business hours are permitted to fall within the 7:00am to 10:00pm timeframe daily.

2. As a waiver to the lot coverage standard in *Section 1143.09(c)(4)(A)(1)*, the increase in coverage proposed which results from the added deck ramp shall be allowed despite being over the 35% maximum.

3. A minimum of three (3) bicycle parking spaces (e.g., fulfilled by installing a bike rack) shall be provided within easy access of the front entrance.

SUBMITTED BY: Zachary W. Moore

Zachary Moore, AICP
Planner

DATE: May 4, 2021

APPENDIX A
RELEVANT ZONING CODE PROVISIONS

Within the Oxford Zoning Code, *Section 1143.09* provides the base zoning standards for the RO Office Residential District. *Section 1147.02(c)-(d)* governs the Planning Commission's decision making process on Conditional Uses. *Section 1147.03(b)(15)* provides Conditional Use provisions specific to church uses.

1143.09 – RO Office Residential District.

(a) Purpose.
This district is designed to encourage a residential environment in established areas of historically significant character. Offices and service facilities are permitted to support community needs in suitable locations that do not produce incompatible effects on adjacent residential neighborhoods. A mix of uses within one structure is encouraged. This district is appropriate adjacent to higher volume thoroughfares, as well as between commercial areas and residential neighborhoods. This district shall be considered a residential district.

(b) Uses.

(1) Permitted uses.

A. Single-family dwellings.
B. Two-family dwellings.
C. Accessory buildings and uses incidental to the principal use as provided in Chapter 1141.
D. Professional offices of doctors, dentists, chiropractors, lawyers, engineers and similar-type professions limited to 2,500 square feet of gross floor area.
E. Hospitals
F. Real estate, insurance and similar-type offices limited to 2,500 square feet of gross floor area.
G. Barber and beauty shops.
H. Instructional studios.

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

A. Community-Oriented Residential Social Service Facilities (CORSSF's).
B. Shared Housing and Congregate Housing for the elderly.
C. Government owned and/or operated parks and recreation facilities.
D. Bed & Breakfasts.
E. Publicly owned and operated neighborhood recreation centers.
F. Day care facilities, including Day Care for child, Day Care Center for child, Day Care Home Type A family, and Day Care Home Type B family.
G. Schools: primary, intermediate, and secondary, both public and private.
H. Places of worship.
I. Funeral homes.
J. Parking lots.
K. Offices of non-profit organizations and foundations, 2,500 sq. ft. maximum.

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)
Any parcel, property or structure that is within the Historic District Overlay shall also consult the current design guidelines of the Historical Architectural Preservation Commission and Chapter 1331 of the Oxford Codified Ordinance and shall follow the procedures for approval contained therein.

		Office & 1-family	2-family residential
(1)	Lot requirements.		
A.	Minimum lot area per dwelling unit	5,000 sq. ft.	3,750 sq. ft.
B.	Minimum lot width	50 feet	75 feet

C.	Minimum lot frontage	50 feet	75 feet

(2) Yard requirements.

A.	Minimum front yard depth	20 feet	20 feet
B.	Minimum rear yard depth	35 feet	35 feet
C.	Minimum side yard width	7.5 feet	7.5 feet

(3) Structural requirements.

A.	Maximum building height	35 feet	35 feet

(4) Lot coverage.

A. Lots with vehicular access from a public street
1. Lot total – Maximum 35 percent
2. All enclosed buildings – Maximum 25 percent of lot
3. Front yard – Maximum 25 percent of front yard

B. Lots with vehicular access from a rear or side alley, and no access from a public street
1. Lot total – Maximum 40 percent
2. All enclosed buildings – Maximum 25 percent of lot
3. Front yard – Maximum 15 percent of front yard

(d) Supplementary Regulations.

(1) To minimize traffic congestion on major roads and to protect the surrounding residential areas from any adverse activities that may be associated with such business uses, a site plan, shall be submitted to, and approved by, the Zoning Administrator prior to issuing a zoning certificate. The site plan shall show the site layout, including the locations and dimensions of vehicular and pedestrian entrances, exits, driveways, and the vehicular circulation pattern, structure siting and dimensions, off-street parking spaces, landscaped yards, and the location and type of lighting facilities and signs.

(2) No zoning certificate shall be issued for an "RO" use until the applicant shall have certified to the Zoning Administrator that:

A. The business activity is open to the public only between the hours of 7:00 a.m. and 9:00 p.m.

B. The business activity shall be conducted wholly within a completely enclosed building.

C. All premises shall be furnished with all-weather hard surface walks of a material such as bituminous or Portland cement concrete, wood, tile, terrazzo or similar material, and except for parking areas, the grounds shall be planted and landscaped.

(3) Failure to comply with any of the above conditions by property owners or users will be considered a zoning violation appropriate for prosecution under the terms of this Ordinance.

1143.02(c) – Planning Commission Review.

The Planning Commission shall base its review of a proposed Conditional Use upon the complete application, upon any staff report, and upon any relevant and credible testimony presented during the public hearing.

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

(1) Burden of Proof.

A. Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use. This Zoning Code assumes that the uses listed in this section are not appropriate unless an applicant proves that the use will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.

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

(2) General Decision Standards.

All Conditional Uses shall satisfy these General Decision Standards.

A. The proposed use is in fact a Conditional Use appropriate for in the zoning district in which it is proposed.

B. The use and site will satisfy the general intent of this Zoning Code.

C. The use and site will be compatible with the general intent of the Comprehensive Plan.

D. The size and shape of the site are sufficient for the proposed use.

E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.

F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.

G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.

H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.

I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.

J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.

K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.

L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.

M. Proposed construction will not result in the complete elimination of existing mature trees on the site. Effort shall be made to direct disturbance and construction around or away from existing mature trees without completely taking away use of the site or connectivity to existing infrastructure.

N. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

1143.02(d) – Action by Planning Commission.

(1) The Planning Commission shall recommend to Council approval, approval with conditions, or denial of an application as presented and shall clearly state the findings upon which its recommendation is based.

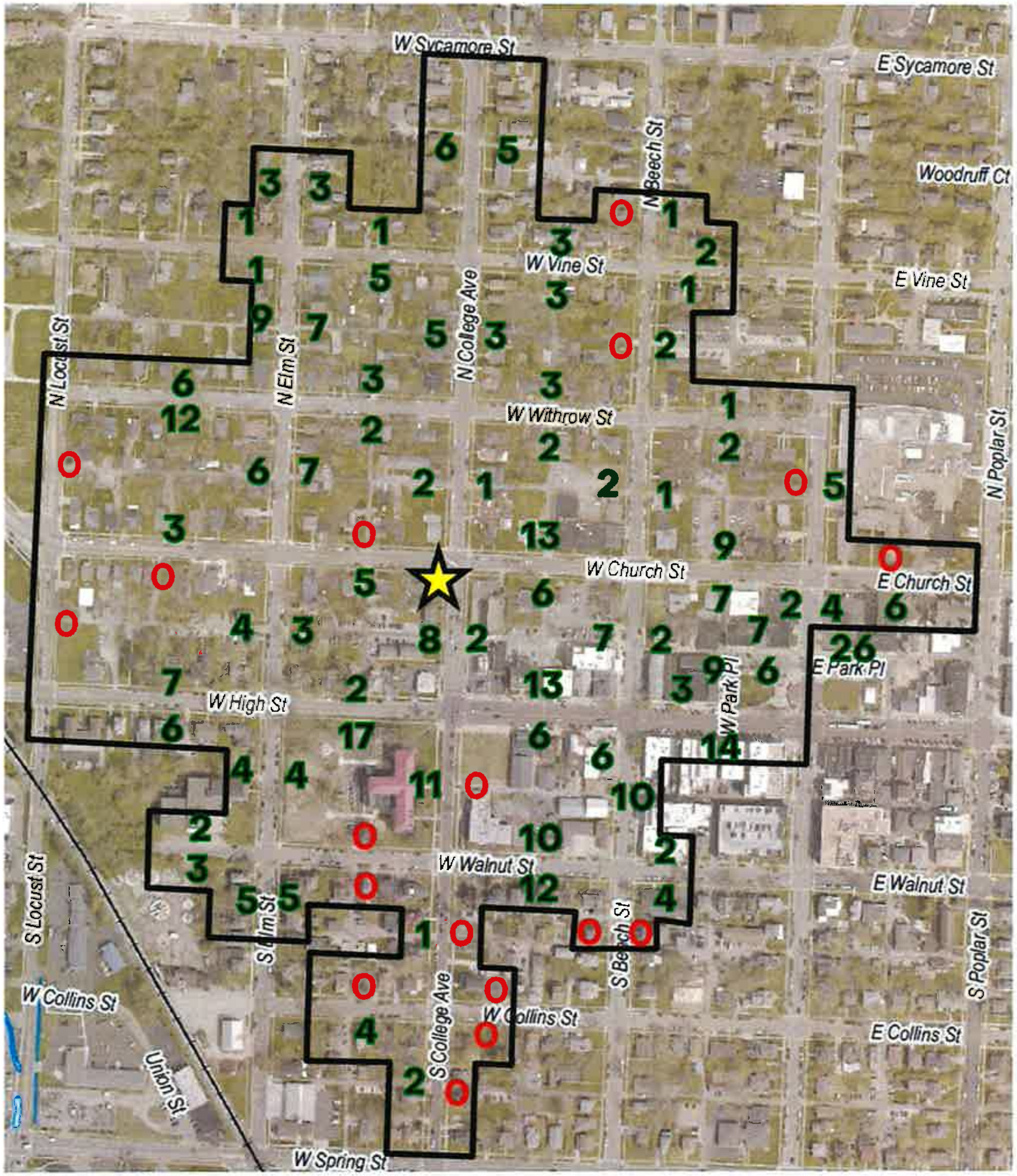
(2) The Planning Commission shall base its recommendation to Council upon how well the application satisfies the General Decision Standards and the Decision Standards for the proposed use. In its recommendation, Planning Commission may waive or modify dimensional regulations of the Zoning Code, or impose more strict regulations and any additional conditions, guarantees, and safeguards it deems necessary to satisfy the purposes of this Zoning Code.

1143.03(b)(15) – Churches, Libraries, Community and Recreation Centers.

A. Potential Concerns
   1. Adequate lot size to permit future expansion.
   2. Location and screening of outdoor recreation areas.
   3. Bus or van storage.
   4. Lighting.
   5. Parking and traffic impact.

B. Regulations.
   1. None.

Parking Study by Staff



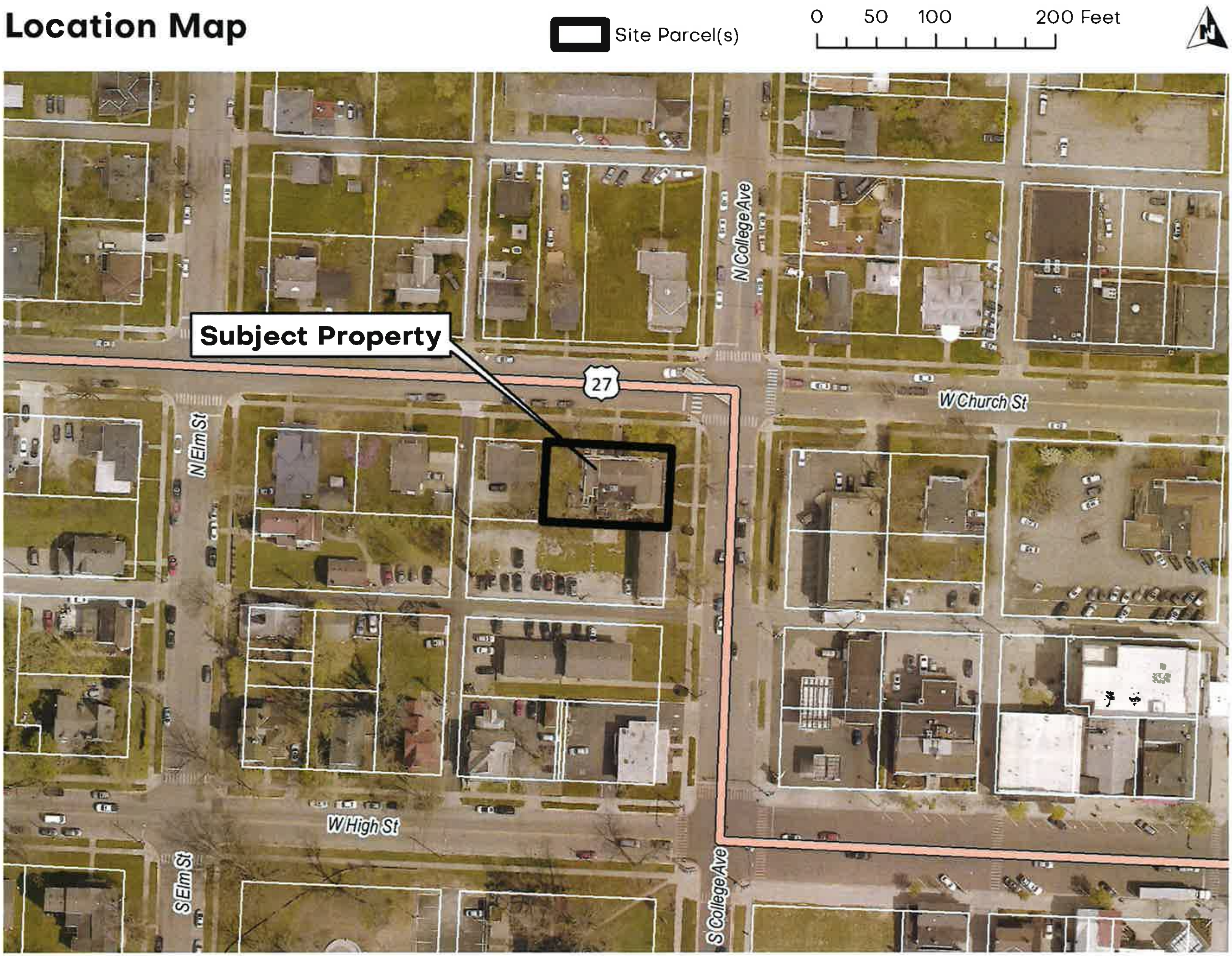
Conducted on
Sunday April 18
9:10 – 10:53 am

Scope of study was
¼ mile from site
(5 min walk)

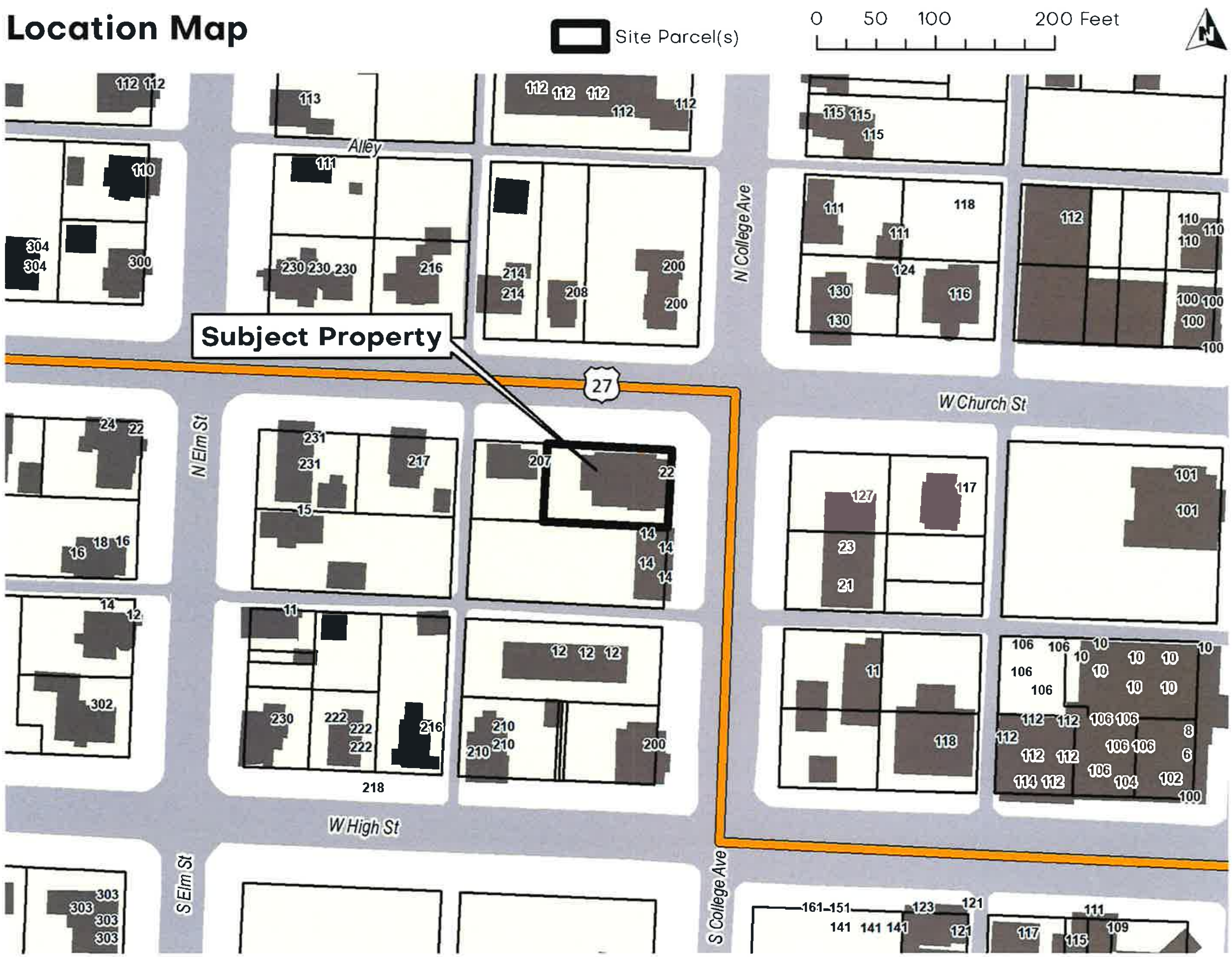
398 available public parking spaces

- **372** on-street spaces, incl. **14** accessible
- **26** available spaces at Lot 52 (City Parking Garage not within scope)

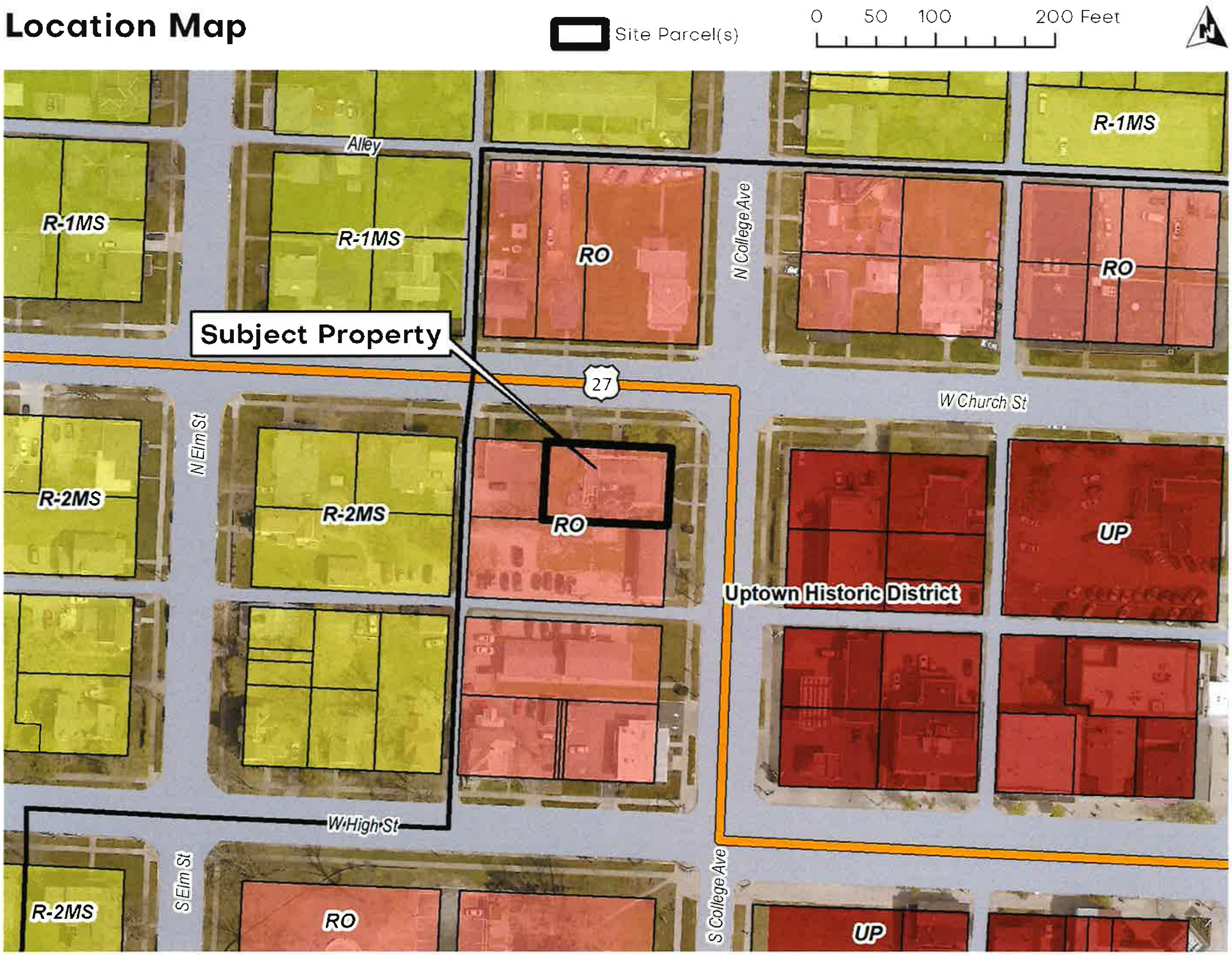
Location Map



Location Map



Location Map



City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

PC-2021-11
Surrounding Property Owners Notifications Map

Legend

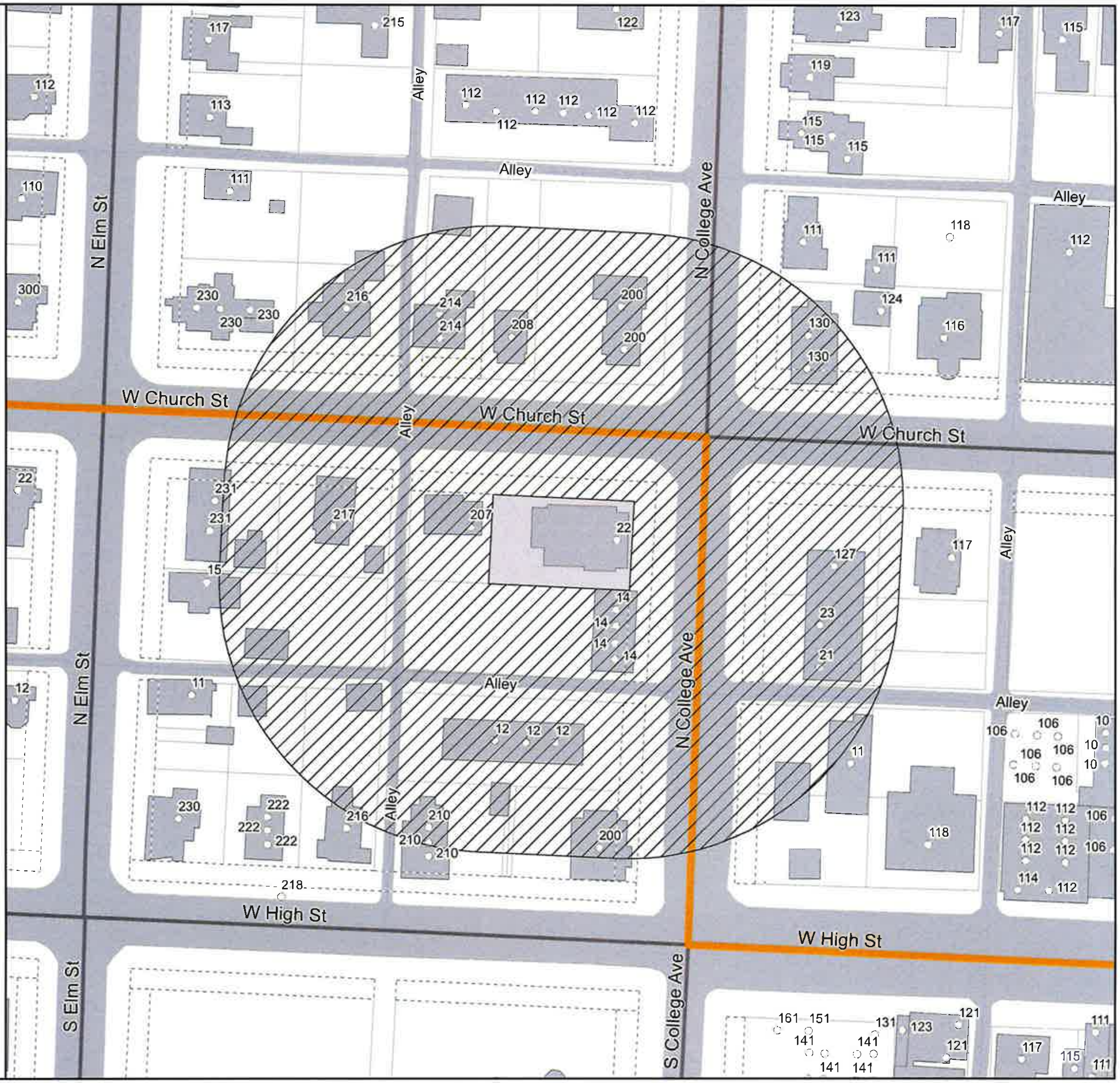
- Subject Area
- 200 Ft. Buffer
- Oxford Corp. Limit
- Address Point
- Parcel
- 16.5' Vacated ROW
- Building Footprint
- Paved Roadway

N

1 inch = 100 feet

Prepared on Friday, April 23, 2021

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



Internal Use Only: Case No.	PC-2021-11
Date Filed	3/29/21

Conditional Use Permit Application

Applicant Information

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

Name * Happy People, LLC

Mailing Address * 11970 Kenn Rd.

City, State & Zip Code * Cincinnati, OH 45240

Telephone Number(s) * 513-674-9600

Email Address TEllis@TheCalvaryChurch.com

Owner Information

Name * Nara Properties, LLC

Mailing Address * 5848 Charter Oak Dr.

City, State & Zip Code * Cincinnati, OH 45236

Telephone Number(s) * 513-252-6232

Email Address Dojinus@gmail.com

Location and Lot Information

Location of Property * 22 North College Ave Oxford, OH 45056

Legal Description * 176 ENT LESS W 60.60 ½ Vac STS

Zoning District * Oxford TWP-O Corp-D L/TWND CSD RO-Office Residential

Total Area * .2619 → *Check One* * Acres X Square Feet ___

Existing Use Description * Restaurant / Bar

Proposed Use Description * Restaurant / Church

Submission Requirements and Documentation

From Section 1147.02(a)[i].

(1) Contents of application for conditional use permit. Thirteen complete sets of all information shall be submitted with an application. The Zoning Administrator may modify this requirement based upon the type of materials included. Please contact the Zoning Administrator prior to submitting an application to discuss the submission requirement. If any information is submitted in color or on non-standard paper, more copies may be required.

A. Application Fee.

B. Description of Use and Site.

A written, detailed description shall include the following information. A separate response is required for each subsection.

1. The name, mailing address, and telephone number of the applicant and the property owner.
2. If the applicant is not the owner, a statement from the owner that the applicant is entitled to apply on his or her behalf.
3. A legal description of the site, including all separate lots.

A. The proposed use is in fact a Conditional Use appropriate for the zoning district in which it is proposed.
B. The use and site will satisfy the general intent of this Zoning Code.
C. The use and site will be compatible with the general intent of the Comprehensive Plan
D. The size and shape of the site are sufficient for the proposed use.
E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use
H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

Fees & Receipt

The required fees are $500.00 plus $10.00 for postage. You may write a $510.00 check payable to **City of Oxford**. You may also pay in-person using Visa, MasterCard, and Discover.

Sign and Date

Applicant Signature * ______________________

Date * 3.29.21

Submit Application, Submission Requirements and Documentation, and Fees

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

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

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

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

For Staff Use Only

Fee Paid Date * ______________ Receipt Number * ______________

[1] City of Oxford Codified Ordinances: http://www.cityofoxford.org/fees-ordinances-and-charter/
[2] Butler County Auditor Real Estate Search: http://www.butlercountyauditor.org/

March 29, 2021

To Whom It May Concern;

The owners of Nara Properties, LLC hereby give permission to Happy People, LLC and it's representatives to make application for a Building Permit and Conditional Use; effective immediately.

Sincerely,

Joseph Kang

Nara Properties, LLC

Owner

Sushi Nara
22 N. College Avenue
Oxford, OH 45056

To Whom It May Concern,

During the initial government shut down in March 2020, we continued business as usual. However, due to the unprecedented circumstances and impact of COVID-19 on businesses everywhere, and particularly in our small college town, we decided to close our restaurant located at 22 N. College Avenue, on April 1, 2020. We initially intended this to be a short term shut down; however, due to the continued economic impact everywhere, we have since decided to sell the building in order to focus on our investments in Cincinnati.

It is imperative that the property continue to have a non-conforming use as a restaurant or food and beverage service establishment. It's been such an establishment for over 35 years and proven to be the highest and best use at this location. Please extend this use for our property at this time; regardless of the time we have been closed due to COVID-19.

Sincerely,

Joseph Kang
Owner, Sushi Nara

4. A description of the existing uses of the site.

The site was used as a restaurant and bar until it closed in April 2020. See letter from Sushi Nara who is the current owner.

Sushi Nara
22 N. College Avenue
Oxford, OH 45056

To Whom It May Concern,

During the initial government shut down in March 2020, we continued business as usual. However, due to the unprecedented circumstances and impact of COVID-19 on businesses everywhere, and particularly in our small college town, we decided to close our restaurant located at 22 N. College Avenue, on April 1, 2020. We initially intended this to be a short term shut down; however, due to the continued economic impact everywhere, we have since decided to sell the building in order to focus on our investments in Cincinnati.

It is imperative that the property continue to have a non-conforming use as a restaurant or food and beverage service establishment. It's been such an establishment for over 35 years and proven to be the highest and best use at this location. Please extend this use for our property at this time; regardless of the time we have been closed due to COVID-19.

Sincerely,

Joseph Kang
Owner, Sushi Nara

6. A description of the proposed use.

a. A description of operations, including type of goods sold, services performed, and expected number of customer, clientele, delivery, and service vehicles.

The property will serve as a coffee shop and Christian community gathering space. Coffee, tea, pastries and other food items will be sold. The property will also serve as a place for Christian community gatherings, events, support groups, and services. We anticipate that the coffee shop will serve around 200-300 a day, and group gatherings would be from 20-75 people (in accordance with occupancy requirements).

b. Hours of operation

The planned hours of operation for the coffee shop are Monday-Saturday (7am-10pm). We would also have Christian community gatherings in there on Sunday's, as well as possible private study groups and gatherings.

7. A narrative statement that evaluates the compatibility of the proposed use with the general vicinity and adjacent properties.

a. How the use is similar to or different from existing area uses and if there will be any interaction between the proposed use and existing uses.

The site will be used in a *similar* way to its previous use as a restaurant/bar. Since it will be used as a coffee shop, it will provide food and drink service to customers in the area.

The site will be used *differently* to its previous use in that it will be used to hold community gatherings.

8. A statement about why the location proposed is more appropriate for the use than other locations.

The property, as a historic building with great character and ambiance, provides a great space for a coffee shop and a place for community gatherings. There are few if any properties currently available in Oxford with a similar feel and setup.

9. A statement of the necessity or desirability of the proposed use to the neighborhood or community.

We feel this space will add value to the Uptown experience by providing a high quality coffee shop setting and place for connection, study and relaxation. We feel this space will also add value to the community of Oxford by providing support groups for those facing challenges in the community (i.e. addiction, grief, financial issues, etc). We also feel that providing worship and prayer gatherings the space will be a strength to people of faith and those exploring their faith.

10. Separate, detailed statements that individually address each of the items listed as potential concerns for the proposed use.

N/A

11. A list of the names and mailing addresses of all land owners within 200 feet of the site

- 207 W Church St., Patricia Coyne (121 Beechnut Rd, Westwood, MA 02090)
- 217 W Church St., Gold Dust Properties, LLC (5899 Gold Dust Dr., Cincinnati, OH 45247)
- 14 N College Ave., Mydears, Inc (3687 Kehr Rd, Oxford, OH 45056)
- 12 N College Ave., 12 N College, LLC (2825 NW 60th St, Seattle WA 98107)
- 200 W High St., Rodbro and Myers Investments, LLC (21 N. Poplar St., Oxford, OH 45056)
- 15 N Elm St., Jason & Stephanie Reynolds (6500 Brown Rd., Oxford, OH 45056)
- 127 W Church St., Robert Blackburn (4368 Kehr Rd., Oxford, OH 45056)
- 124 W Church St., Sous Le Ciel Investments, LLC (21 N. Poplar St., Oxford, OH 45056)
- 200 W Church St., Calista Enterprises, LLC (116 E. High St., Oxford, OH 45056)
- 208 W Church St., 208 W Church St, LLC (3225 W McLeod Dr., STE 100, Las Vegas, NV 89121
- 214 W Church St., Mile Square Preservation, LLC (21 N. Poplar St., Oxford, OH 45056)
- 216 W Church St., Natrey, LLC (PO Box 91, West Chester, OH 45071)
- 231 W Church St., Dudley Prime Properties, LLC (6744 Contreras Rd., Oxford, OH 45056)
- 216 W High St., MPR IV, LLC (26 Portland Pl., Saint Louis, MO 63108)
- 222 W High St., Charles Peterka (1217 Albert Circle., Oxford, OH 45056)
- 210 W High St., First Class, LLC (5876 Stillwell Rd., Oxford, OH 45056)
- 117 W Church St., David & Kristine Winkler (PO Box 53., Oxford, OH 45056)

12. Such other information regarding the proposed use, site, or surrounding area as may be pertinent to the application or required by Planning Commission.

Parking - As it pertains to parking, since the property has been used as a restaurant for over 35 years, we feel that the property has demonstrated that it can be sustained by the available parking in the area and has not caused any known issues in surrounding community. During community gatherings at the property, we feel the supporting street parking would be adequate, and would not cause additional nuisance to the neighborhood.

5. The zoning district in which the site is located.

RO - Office Residential District
OXFORD TWP-O CORP-D L/TWND CSD

ORIGINAL SUBMITTED PLAN

SITE PLAN
SCALE: 1" = 10'-0"

VICINITY MAP
PROPERTY LOCATION

KEYNOTES

1. EXISTING SIDEWALK TO REMAIN
2. EXISTING BRICK RETAINING WALL TO REMAIN
3. NEW CONCRETE SIDEWALK AND ADA WHEELCHAIR RAMP
4. EXISTING WOOD DECK TO REMAIN - REMOVE SLOPED WOOD POST AND BEAM TRELLIS FRAMING - REPAIR/REPLACE RAILING
5. EXISTING DECORATIVE FENCE AT EAST AND WEST TO REMAIN
6. CUT & MODIFY FENCE AT NEW CONC WALK
7. REPAIR/REPLACE EXISTING WOOD FENCE AT WEST AND SOUTH PERIMETER
8. NEW WOOD FRAME ADA RAMP WITH TREX DECKING 1:12 MAX. SLOPE PROVIDE WOOD HANDRAIL/GUARDRAIL EACH SIDE - 4' WIDTH
9. EXISTING STREET PARKING

eller architecture LLC

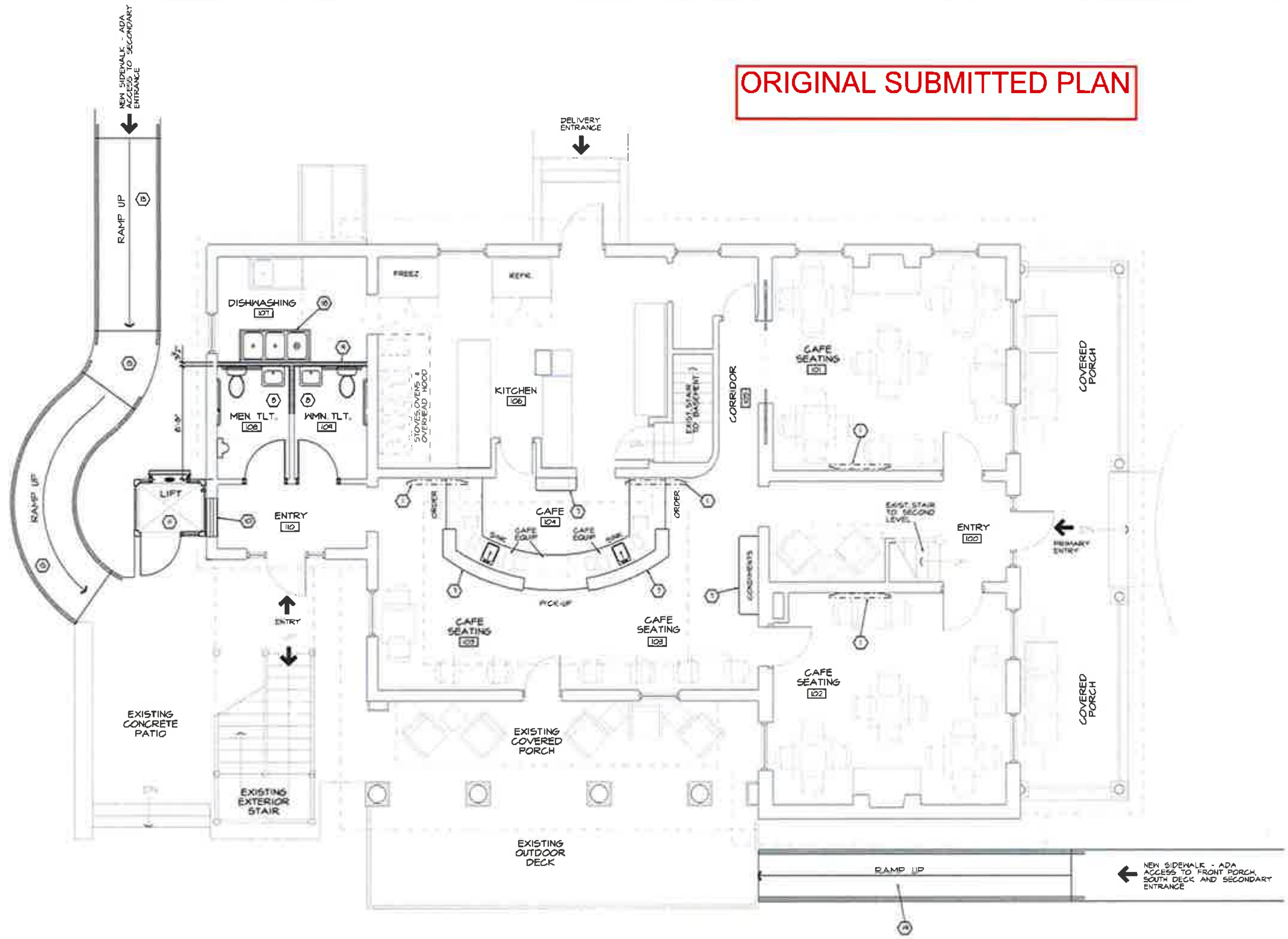
HAPPY PEOPLE, LLC
11970 Kenn Rd.
Cincinnati, Ohio 45240

22 North College Avenue, Oxford, OH – Renovations

SITE PLAN

2020.06
March 29 2021
S1.1
ZONING

ORIGINAL SUBMITTED PLAN



North

1 PROPOSED RENOVATIONS
FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

KEYNOTES

1. WALL MOUNTED FLAT SCREEN MONITOR - COORDINATE WITH AV EQUIPMENT PACKAGE FOR SIZE, WIRING, ETC.
2. AV BOOTH PLATFORM - SEE FRAMING PLAN AND DETAILS
3. EDGE OF PLATFORM - SEE FRAMING PLAN AND DETAILS
4. AV BOOTH COUNTERTOP - SEE ENLARGED PLAN
5. NEW FRAMED OPENING WITH ADDED HEADER
6. NEW DOOR AND SIDELIGHT
7. NEW CASEWORK - WOOD CABINETS, SOLID SURFACE COUNTERTOPS, SINKS WHERE SHOWN - CAFE CASEWORK TO BE COORDINATED WITH CAFE VENDOR
8. REMODEL AND ENLARGE EXISTING TOILET ROOM WITH NEW ADA COMPLIANT FIXTURES, GRAB BARS, DOOR, ETC.
9. NEW WALLS
10. DEMOLISH WINDOW AND INFILL OPENING WITH MASONRY
11. GARAVENTA LIFT - GENESIS ENCLOSURE MODEL VERTICAL PLATFORM LIFT - EXTERIOR USE 90 DEGREE ENTRY/EXIT ENCLOSURE - LARGE 45.5"X57" PLATFORM SIZE, PROVIDE TALL GLASS ENCLOSURE, VENT/FAN AND PLEXIGLAS DOME ROOF
12. CUT GUARDRAIL AND CONSTRUCT NEW CONNECTING GUARDRAILS TO NEW LIFT ENCLOSURE
13. CUT ROOF OVERHANG TO INSTALL NEW LIFT ENCLOSURE
14. NOT USED
15. NEW CONCRETE ADA RAMP @ 1:12 WITH HANDRAIL AND LANDINGS
16. ADDED WALL MOUNTED DECORATIVE WOOD HANDRAILS EACH SIDE OF EXISITNG STAIRS
17. RAISE HEIGHT OF EXISTING WOOD GUARDRAIL TO 42" HIGH - NEW SPINDLES - RE-USE EXISTING TOP RAIL
18. RELOCATE 3 COMP. DISHWASHING SINK WITH ENLARGED TOILET ROOMS
19. NEW WOOD FRAME ADA RAMP WITH TREX DECKING - SLOPE MAX OF 1:12 SLOPE WITH WOOD HANDRAIL/GUARDRAIL EACH SIDE

eller architecture LLC

HAPPY PEOPLE, LLC
11970 Kenn Rd.
Cincinnati, Ohio 45240

22 North College Avenue Oxford, OH - Renovations

FIRST FLOOR PLAN

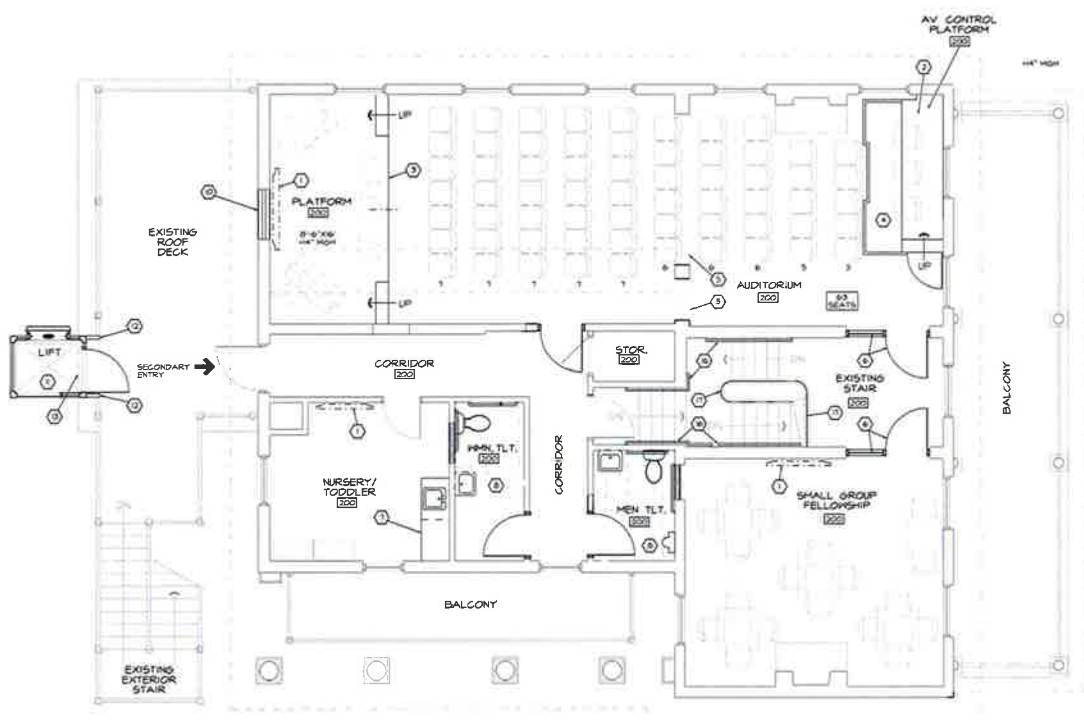
2020.06

March 29, 2021

A1.1

ZONING

ORIGINAL SUBMITTED PLAN



North

1 PROPOSED RENOVATIONS
SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

KEYNOTES

1. WALL MOUNTED FLAT SCREEN MONITOR - COORDINATE WITH AV EQUIPMENT PACKAGE FOR SIZE,WIRING,ETC.
2. AV BOOTH PLATFORM - SEE FRAMING PLAN AND DETAILS
3. EDGE OF PLATFORM - SEE FRAMING PLAN AND DETAILS
4. AV BOOTH COUNTERTOP - SEE ENLARGED PLAN
5. NEW FRAMED OPENING WITH ADDED HEADER
6. NEW DOOR AND SIDELIGHT
7. NEW CASEWORK - WOOD CABINETS,SOLID SURFACE COUNTERTOPS SINKS WHERE SHOWN - CAFE CASEWORK TO BE COORDINATED WITH CAFE VENDOR
8. REMODEL AND ENLARGE EXISTING TOILET ROOM WITH NEW ADA COMPLIANT FIXTURES,GRAB BARS,DOOR,ETC.
9. NEW WALLS
10. DEMOLISH WINDOW AND INFILL OPENING WITH MASONRY
11. GARAVENTA LIFT - GENESIS ENCLOSURE MODEL VERTICAL PLATFORM LIFT - EXTERIOR USE 90 DEGREE ENTRY/EXIT ENCLOSURE - LARGE 45.5"X57" PLATFORM SIZE PROVIDE TALL GLASS ENCLOSURE VENT/FAN AND PLEXIGLAS DOME ROOF
12. CUT GUARDRAIL AND CONSTRUCT NEW CONNECTING GUARDRAILS TO NEW LIFT ENCLOSURE
13. CUT ROOF OVERHANG TO INSTALL NEW LIFT ENCLOSURE
14. NOT USED
15. NEW CONCRETE ADA RAMP @ 1:12 WITH HANDRAIL AND LANDINGS
16. ADDED WALL MOUNTED DECORATIVE WOOD HANDRAILS EACH SIDE OF EXISITNG STAIRS
17. RAISE HEIGHT OF EXISTING WOOD GUARDRAIL TO 42" HIGH - NEW SPINDLES - RE-USE EXISTING TOP RAIL
18. RELOCATE 3 COMP. DISHWASHING SINK WITH ENLARGED TOILET ROOMS
19. NEW WOOD FRAME ADA RAMP WITH TREK DECKING - SLOPE MAX OF 1:12 SLOPE WITH WOOD HANDRAIL/GUARDRAIL EACH SIDE

eller architecture LLC

HAPPY PEOPLE, LLC
11970 Kenn Rd.
Cincinnati, Ohio 45240

22 North College Avenue Oxford, OH - Renovations

SECOND FLOOR PLAN

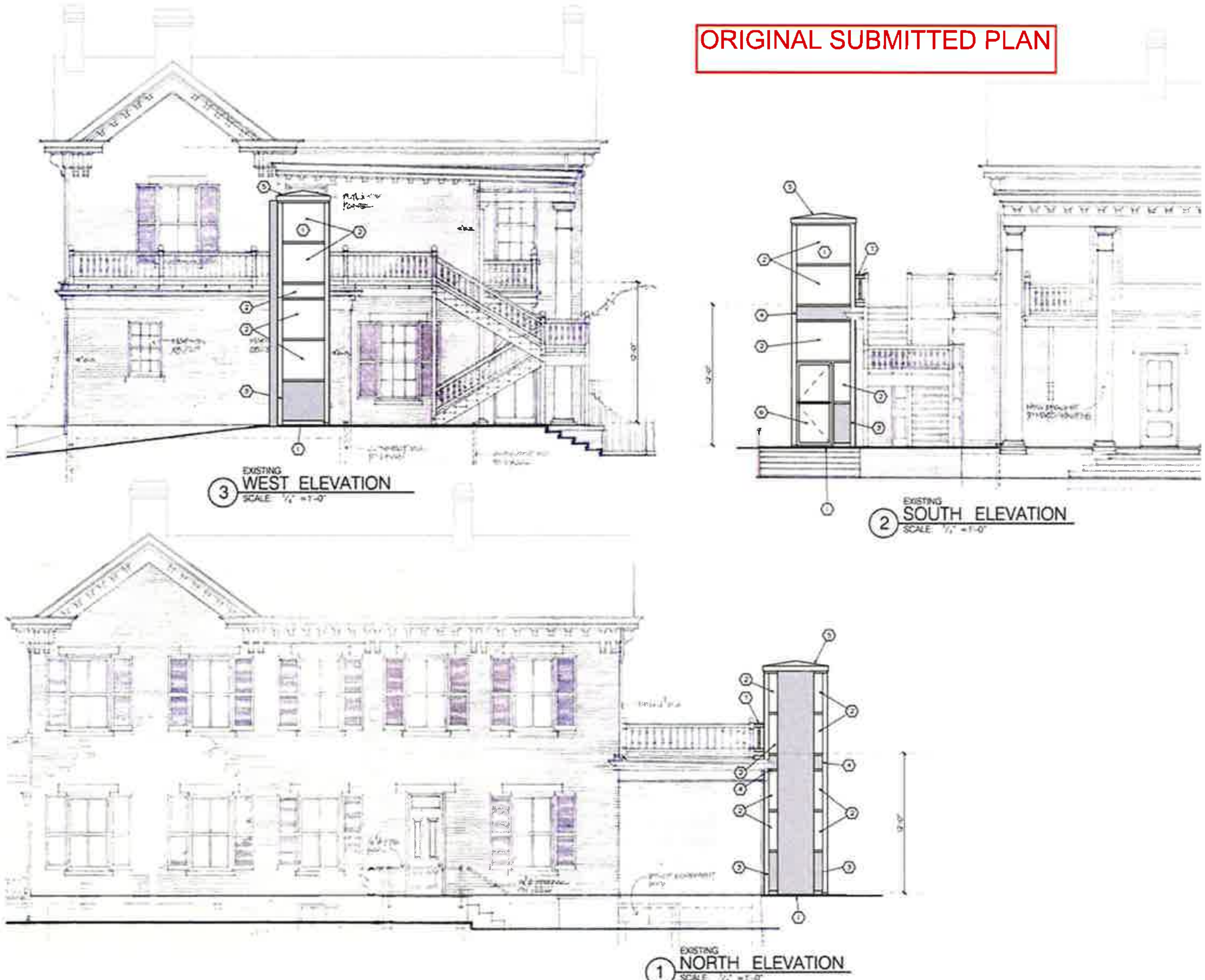
2020.06

March 29, 2021

A1.2

ZONING

ORIGINAL SUBMITTED PLAN



KEYNOTES

1. GARAVENTA LIFT - GENESIS ENCLOSURE MODEL VERTICAL PLATFORM LIFT - EXTERIOR USE 90 DEGREE ENTRY/EXIT ENCLOSURE LARGE 45.5"x57" PLATFORM SIZE PROVIDE TALL GLASS ENCLOSURE VENT FAN AND PLEXIGLAS DOME ROOF
2. GLASS PANELS - TYPICAL UNLESS NOTED OTHERWISE
3. SOLID STEEL PANEL AT LOWER SECTION
4. SOLID STEEL PANEL AT MID SECTION
5. PLEXIGLASS DOME ROOF
6. LIFT ENCLOSURE GLASS DOOR
7. CONSTRUCT NEW WOOD GUARDRAIL TO CONNECT TO NEW LIFT ENCLOSURE GUARDRAIL TO MATCH EXISTING - MINIMUM OF 42" ABOVE DECK WITH NO OPENINGS GREATER THAN 3.5"

eller architecture LLC

HAPPY PEOPLE, LLC
11970 Kenn Rd
Cincinnati, Ohio 45240

22 North College Avenue, Oxford, OH - Renovations

EXTERIOR ELEVATIONS

2020.06 | March 29 2021

A3.1
ZONING

LATEST PLAN - APPROVED BY HAPC

1 SITE PLAN
SCALE 1" = 10'-0"

VICINITY MAP

PROPERTY LOCATION

KEYNOTES

1. EXISTING SIDEWALK TO REMAIN
2. EXISTING BRICK RETAINING WALL TO REMAIN
3. EXISTING CONCRETE STEPS TO REMAIN
4. EXISTING WOOD DECK TO REMAIN - REMOVE SLOPED WOOD POST AND BEAM TRELLIS FRAMING - REPAIR/REPLACE RAILING
5. EXISTING WROUGHT IRON FENCE AT EAST AND WEST TO REMAIN CLEAN, PREP, AND PAINT
6. CUT & MODIFY EXISTING WROUGHT IRON FENCE AT NEW CONC. WALK - PROVIDE NEW MATCHING POSTS AT EACH SIDE OF NEW OPENING
7. EXISTING WOOD PRIVACY FENCE TO REMAIN - REPAIR, CLEAN AND STAIN
8. NEW WOOD FRAME AND CONCRETE ADA RAMP WITH TREX DECKING 1:12 MAX. SLOPE PROVIDE WOOD HANDRAIL/GUARDRAIL EACH SIDE - 4' WIDTH CLEAR - SEE SECTION 3 - SHEET A8.1
9. EXISTING STREET PARKING
10. NEW ADA WHEELCHAIR LIFT ON NEW TURNED DOWN STRUCTURAL CONCRETE SLAB WITH 3" RECESSED PIT - SEE FLOOR PLANS
11. NEW REINFORCED CONCRETE SLAB WITH TURNED DOWN PERIMETER WITH 3" RECESSED PIT
12. EXISTING SITE POLE LIGHT FIXTURE - STRAIGHTEN AND REPAIR
13. NEW SITE POLE LIGHT FIXTURE - MATCH EXISTING LANTERN STYLE
14. NEW SIGNAGE - 12 SF SIGN FACE EACH SIDE AS PER ZONING SIGN REGULATION CHAPTER 1S FOR RO (RESIDENTIAL OFFICE DISTRICT) - PROVIDE INDIRECT SHIELDED LIGHTING ON EACH FACE - LOCATE AT ORIGINAL SIGN LOCATION
15. EXISTING MECHANICAL CONDENSER UNIT - PROVIDE EVERGREEN SHRUB SCREEN
16. NEW PT WOOD FRAME GUARDRAIL WITH 4x4 PT WOOD POSTS, TOP AND BOTTOM RAILS AND PICKETS TO 42" ABOVE DECK SURFACE PROVIDE 1-1/2" DIAM. STEEL PIPE HANDRAIL @ 36" ABOVE DECK AT RAMP - MOUNT RAIL TO 4x4 WOOD POSTS WITH METAL BRACKETS - STAIN WOOD AND PAINT METAL SURFACES. OPTION TO RE-USE EXISTING WOOD POSTS AT EXISTING DECK IF IN GOOD CONDITION
17. EVERGREEN SHRUBS - 3'-4' HIGH AS SCREEN (BOXWOOD, YEW OR SIMILAR)
18. RESIN OR PLASTIC TRASH AND RECYCLING BINS/CONTAINERS - INSTALL ON CONCRETE PAVERS SET ON COMPACTED SAND BASE
19. OUTDOOR STORAGE BINS, PREFABRICATED RESIN/PLASTIC OR WOOD SITE BUILT - 6' WIDE x 3' DEEP x 3' HIGH & 4' WIDE x 2' DEEP x 4' HIGH WITH LOCKS - INSTALL ON CONCRETE PAVERS SET ON COMPACTED SAND BASE

DEMOLITION NOTES

A. DEMOLISH EXISTING 6' PRIVACY FENCE AT DECK (EAST & WEST)
B. DEMOLISH EXISTING 4' PRIVACY FENCE/RAIL AT DECK (SOUTH)
C. DEMOLISH 3' WOOD PICKET FENCE AT EXISTING RAMP/WALK
D. DEMOLISH WOOD ENCLOSURE - FENCE PANELS AND ROOF
E. DEMOLISH EXISTING 6' PRIVACY FENCE

eller architecture LLC

HAPPY PEOPLE, LLC
11970 Kenn Rd. Cincinnati, Ohio 45240

RENOVATIONS TO THE HISTORIC
ALEXANDER HOUSE
22 North College Avenue Oxford, OH 45056

SITE PLAN

STATE OF OHIO - GREGORY G. ELLER - REGISTERED ARCHITECT

2020.08

April 8, 2021

S1.1

PERMIT SET

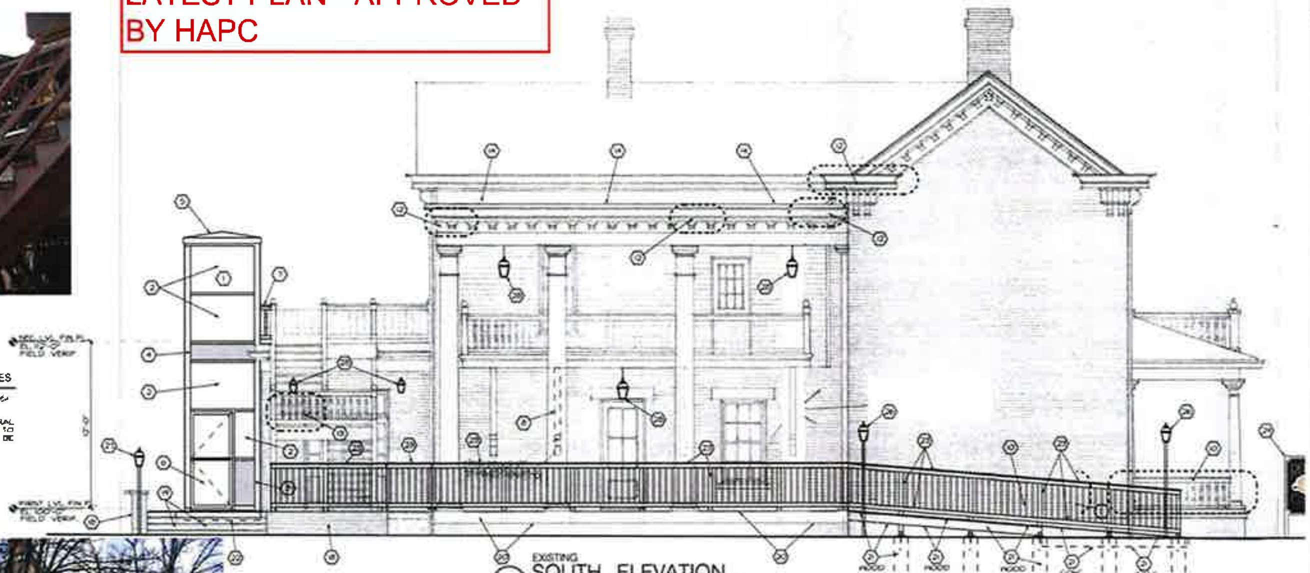
LATEST PLAN - APPROVED BY HAPC

5 EXAMPLE PHOTO: GARAVANTA LIFT GENESIS WITH ENCLOSURE
NO SCALE

LIFT - ENCLOSURE MATERIALS AND FINISHES

1. STEEL FRAME, PLEXIGLAS ROOF PANEL AND GLASS/STEEL ENCLOSURE PANELS

2. STEEL FRAME AND PANELS AVAILABLE IN ANY RAL COLORS. THIS PROJECT: COLORS TO BE SELECTED TO MATCH BUILDING TRIM COLORS. GLASS PANELS TO BE PROVIDED WITH GRAY TINT TO DARKEN



2 EXISTING SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

4 EXISTING NORTHEAST VIEW
NO SCALE

3 EXISTING SOUTHEAST VIEW
NO SCALE

1 EXISTING EAST ELEVATION
SCALE: 1/4" = 1'-0"

KEYNOTES

1. GARAVANTA LIFT - GENESIS ENCLOSURE MODEL VERTICAL PLATFORM LIFT - EXTERIOR USE 90 DEGREE ENTRY/EXIT ENCLOSURE - LARGE 45"X55" PLATFORM SIZE. PROVIDE TALL GLASS ENCLOSURE, VENT FAN AND PLEXIGLAS DOME ROOF
2. GLASS PANELS - TYPICAL UNLESS NOTED OTHERWISE
3. SOLID STEEL PANEL AT LOWER SECTION
4. SOLID STEEL PANEL AT MID SECTION
5. PLEXIGLASS DOME ROOF
6. LIFT ENCLOSURE GLASS DOOR
7. CONSTRUCT NEW WOOD GUARDRAIL TO CONNECT TO NEW LIFT ENCLOSURE GUARDRAIL TO MATCH EXISTING - MINIMUM OF 42" ABOVE DECK WITH NO OPENINGS GREATER THAN 3.5"
8. CONSTRUCT NEW WOOD BALCONY BRACKET TO MATCH EXISTING BRACKETS - STRUCTURALLY CONNECT TO EXISTING BALCONY FLOOR FRAMING
9. RE-ATTACH / REPAIR DOWNSPOUT
10. REPAIR / RECONSTRUCT FRONT PORCH RAILING
11. REPAIR COLUMN BASE
12. REPAIR / REPLACE DAMAGED FASCIA, SOFFIT AND TRIM
13. REPAIR / REPLACE DAMAGED STAIR AND ROOF DECK BALCONY
14. RE-ROOF LOW SLOPE ROOF AREA WITH NEW EPDM MEMBRANE AND MEMBRANE FLASHING TO EXISTING RTU MECHANICAL UNIT
15. DEMOLISH EXTERIOR DOOR, INFILL OPENING WITH BRICK MASONRY TO MATCH EXISTING WITH STONE SILL AT WINDOW SILL HEIGHT. INSTALL WOOD SHUTTERS (WINDOW SIZE) AT PREVIOUS DOOR LOCATION
16. REPLACE MISSING SHUTTERS WITH MATCHING WOOD SHUTTERS
17. EXISTING SIDEWALK / SLOPED SIDEWALK TO REMAIN
18. EXISTING BRICK RETAINING WALL TO REMAIN
19. EXISTING CONCRETE STEPS TO REMAIN
20. EXISTING WOOD DECK TO REMAIN - REMOVE SLOPED WOOD POST AND BEAM TRELLIS FRAMING - REPAIR/REPLACE RAILING
21. NEW WOOD FRAME AND CONCRETE ADA RAMP WITH TREX DECKING 1:12 MAX SLOPE. PROVIDE WOOD HANDRAIL/GUARDRAIL EACH SIDE - 4' WIDTH CLEAR - SEE SECTION 3 - SHEET A6.1
22. NEW REINFORCED CONCRETE SLAB WITH TURNED DOWN PERIMETER WITH 3" RECESSED PIT
23. NEW PT WOOD FRAME GUARDRAIL WITH 4X4 PT WOOD POSTS, TOP AND BOTTOM RAILS AND PICKETS TO 42" ABOVE DECK SURFACE. PROVIDE 1-1/2" DIAM STEEL PIPE HANDRAIL @ 36" ABOVE DECK AT RAMP - MOUNT RAIL TO 4X4 WOOD POSTS WITH METAL BRACKETS - STAIN WOOD AND PAINT METAL SURFACES. OPTION TO RE-USE EXISTING WOOD POSTS AT EXISTING DECK IF IN GOOD CONDITION. STAIN WOOD TO MATCH PAINTED HOUSE WOODWORK
24. EVERGREEN SHRUBS - 3'-4' HIGH (BOXWOOD, YEW OR SIMILAR) AS SCREEN FOR AC CONDENSORS, TRASH CANS, SERVICE AREA
25. TRASH AND RECYCLING CONTAINER AREA. INFILL WITH CONCRETE PAVERS ON COMPACTED SAND BASE - PROVIDE EVERGREEN SHRUB SCREEN - SEE SITE PLAN
26. NEW 7' LIGHT POLE AND CARRIAGE LIGHT - MATCH EXISTING FIXT.
27. EXISTING LIGHT POLE AND CARRIAGE LIGHT - REPAIR
28. EXISTING BUILDING EXTERIOR LIGHT FIXTURE TO REMAIN
29. BUILDING GROUND MOUNTED SIGN WITH GROUND MOUNTED LIGHT FIXTURES SHIELDED WITH EVERGREEN VEGETATION - SIGN LOCATED IN PREVIOUS SIGN LOCATION - SIGN SHOWN IS PRELIMINARY LAYOUT ONLY - FINAL DESIGN (AS PER ZONING CODE) WILL BE SUBMITTED AT A LATER DATE
30. OUTDOOR STORAGE BINS - PREFABRICATED RESIN/PLASTIC OR WOOD SITE-BUILT - INSTALL ON CONCRETE PAVERS

GENERAL NOTES

1. PAINT ALL EXTERIOR BRICK - COLOR TO BE SELECTED FROM APPROVED HISTORICAL COLOR PALETTE(S). CLEAN, PREP AND REPAIR BRICK PRIOR TO PAINTING
2. PAINT ALL EXTERIOR WOOD TRIM (DOOR & FRAMES, WINDOW & FRAMES, CORNICE TRIM, COLUMNS, RAILINGS, ETC.) - COLOR TO BE SELECTED FROM APPROVED HISTORICAL COLOR PALETTES. REPAIR, REPLACE, CLEAN AND PREP WOOD TRIM PRIOR TO PAINTING
3. PAINT ALL PREVIOUSLY PAINTED METAL WORK (GUTTERS, DOWNSPOUTS, FLASHING, ETC.) - COLOR TO BE SELECTED FROM APPROVED HISTORICAL COLOR PALETTES. REPAIR, REPLACE, CLEAN AND PREP METAL SURFACES PRIOR TO PAINTING
4. REPAIR / REPLACE EXISTING WOOD SHUTTERS AND PAINT
5. CLEAN BRICK RETAINING WALLS AND RE-POINT BRICK AND STONE TOP AS REQUIRED
6. POWERWASH EXTERIOR CONCRETE SLABS, WOOD STEPS, DECK BOARDS AND TREX DECKING
7. CLEAN, PREP AND PAINT ALL EXTERIOR PORCH, BALCONY AND DECK CEILINGS

eller architecture LLC

HAPPY PEOPLE, LLC
11970 Kenn Rd. Cincinnati, Ohio 45240

RENOVATIONS TO THE HISTORIC
ALEXANDER HOUSE
22 North College Avenue Oxford, OH 45056

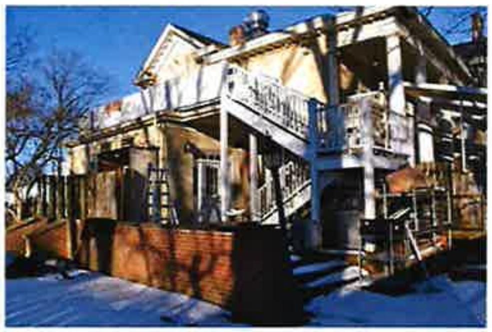
EXTERIOR ELEVATIONS - SOUTH AND EAST

2020.08 | April 8, 2021

A3.1

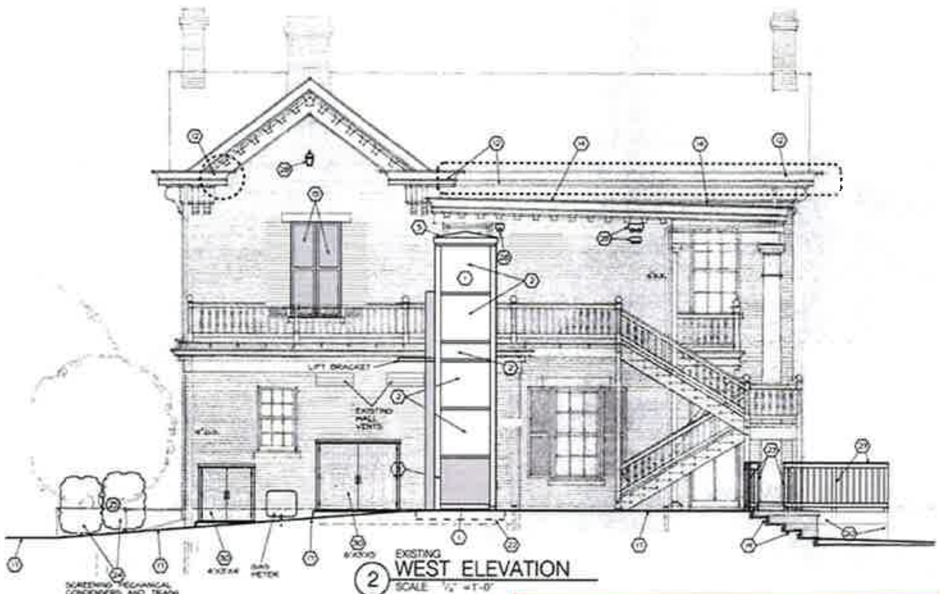
PERMIT SET

3 EXISTING NORTHWEST VIEW
NO SCALE



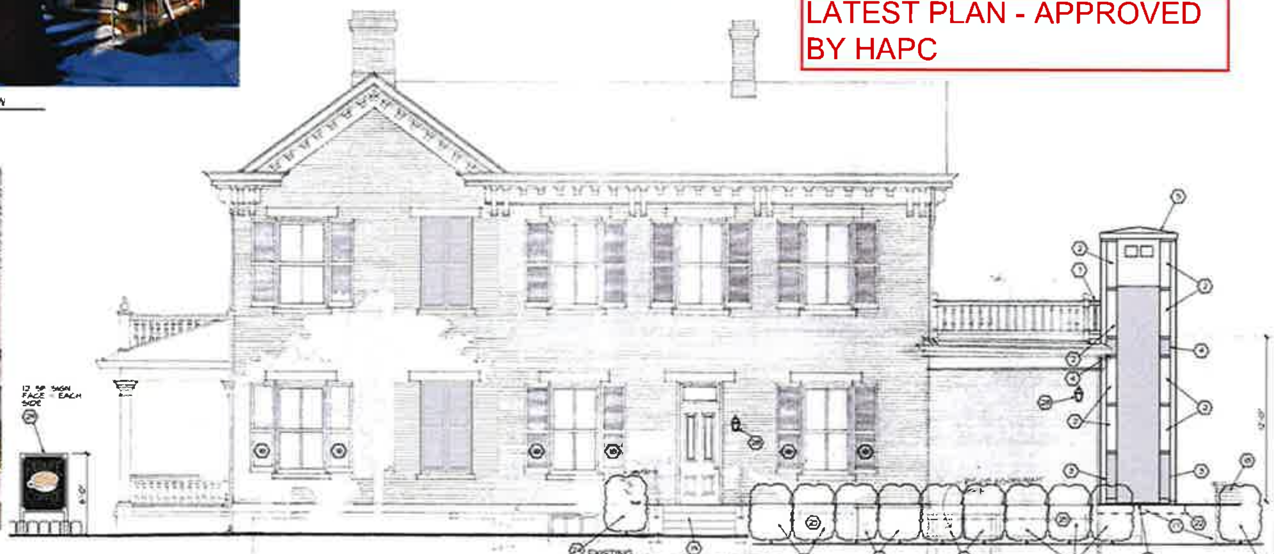
4 EXISTING SOUTHWEST VIEW
NO SCALE

5 EXAMPLE PHOTO: GARAVANTA LIFT GENESIS WITH ENCLOSURE
NO SCALE



2 EXISTING WEST ELEVATION
SCALE: 1/4" = 1'-0"

LATEST PLAN - APPROVED BY HAPC



1 EXISTING NORTH ELEVATION
SCALE: 1/4" = 1'-0"

KEYNOTES

1. GARAVENTA LIFT - GENESIS ENCLOSURE MODEL VERTICAL PLATFORM LIFT - EXTERIOR USE 90 DEGREE ENTRY/EXIT ENCLOSURE LARGE ASSIST PLATFORM SIZE PROVIDE TALL GLASS ENCLOSURE VENTFAN AND PLEXIGLAS DOME ROOF
2. GLASS PANELS - TYPICAL UNLESS NOTED OTHERWISE
3. SOLID STEEL PANEL AT LOWER SECTION
4. SOLID STEEL PANEL AT MID SECTION
5. PLEXIGLASS DOME ROOF
6. LIFT ENCLOSURE GLASS DOOR
7. CONSTRUCT NEW WOOD GUARDRAIL TO CONNECT TO NEW LIFT ENCLOSURE GUARDRAIL TO MATCH EXISTING - MINIMUM OF 42" ABOVE DECK WITH NO OPENINGS GREATER THAN 3.5"
8. CONSTRUCT NEW WOOD BALCONY BRACKET TO MATCH EXISTING BRACKETS - STRUCTURALLY CONNECT TO EXISTING BALCONY FLOOR FRAMING
9. RE-ATTACH / REPAIR DOWNSPOUT
10. REPAIR / RECONSTRUCT FRONT PORCH RAILING
11. REPAIR COLUMN BASE
12. REPAIR / REPLACE DAMAGED FASCIA/SOFFIT AND TRIM
13. REPAIR / REPLACE DAMAGED STAIR AND ROOF DECK BALCONY
14. RE-ROOF LOW SLOPE ROOF AREA WITH NEW EPDM MEMBRANE AND MEMBRANE FLASHING TO EXISTING RTU MECHANICAL UNIT
15. DEMOLISH EXTERIOR DOOR/INFILL OPENING WITH BRICK MASONRY TO MATCH EXISTING WITH STONE SILL AT WINDOW SILL HEIGHT INSTALL WOOD SHUTTERS (WINDOW SIZE) AT PREVIOUS DOOR LOCATION
16. REPLACE MISSING SHUTTERS WITH MATCHING WOOD SHUTTERS
17. EXISTING SIDEWALK / SLOPED SIDEWALK TO REMAIN
18. EXISTING BRICK RETAINING WALL TO REMAIN
19. EXISTING CONCRETE STEPS TO REMAIN
20. EXISTING WOOD DECK TO REMAIN - REMOVE SLOPED WOOD POST AND BEAM TRELLIS FRAMING - REPAIR/REPLACE RAILING
21. NEW WOOD FRAME AND CONCRETE ADA RAMP WITH TREX DECKING 1:12 MAX SLOPE PROVIDE WOOD HANDRAIL/GUARDRAIL EACH SIDE - 4' WIDTH CLEAR - SEE SECTION 3 - SHEET A8.1
22. NEW REINFORCED CONCRETE SLAB WITH TURNED DOWN PERIMETER WITH 3" RECESSED PIT
23. NEW PT WOOD FRAME GUARDRAIL WITH 4X4 PT WOOD POSTS, TOP AND BOTTOM RAILS AND PICKETS TO 42" ABOVE DECK SURFACE PROVIDE 1-1/2" DIAM STEEL PIPE HANDRAIL @ 36" ABOVE DECK AT RAMP - MOUNT RAIL TO 4X4 WOOD POSTS WITH METAL BRACKETS - STAIN WOOD AND PAINT METAL SURFACES OPTION TO REUSE EXISTING WOOD POSTS AT EXISTING DECK IF IN GOOD CONDITION STAIN WOOD TO MATCH PAINTED HOUSE WOODWORK
24. EVERGREEN SHRUBS - 3'-4' HIGH (BOXWOOD, YEW OR SIMILAR) AS SCREEN FOR AC CONDENSORS, TRASH CANS, SERVICE AREA
25. TRASH AND RECYCLING CONTAINER AREA INFILL WITH CONCRETE PAVERS ON COMPACTED SAND BASE - PROVIDE EVERGREEN SHRUB SCREEN - SEE SITE PLAN
26. NEW LIGHT POLE AND CARRIAGE LIGHT - MATCH EXISTING FIXT
27. EXISTING LIGHT POLE AND CARRIAGE LIGHT - REPAIR
28. EXISTING BUILDING EXTERIOR LIGHT FIXTURE TO REMAIN
29. BUILDING GROUND MOUNTED SIGN WITH GROUND MOUNTED LIGHT FIXTURES SHIELDED WITH EVERGREEN VEGETATION - SIGN LOCATED @ PREVIOUS SIGN LOCATION - SIGN SHOWN IS PRELIMINARY LAYOUT ONLY - FINAL DESIGN (AS PER ZONING CODE) WILL BE SUBMITTED AT A LATER DATE
30. OUTDOOR STORAGE BINS - PREFABRICATED RESIN/PLASTIC OR WOOD SITE-BUILT - INSTALL ON CONCRETE PAVERS

GENERAL NOTES

1. PAINT ALL EXTERIOR BRICK - COLOR TO BE SELECTED FROM APPROVED HISTORICAL COLOR PALETTES. CLEAN, PREP AND REPAIR BRICK PRIOR TO PAINTING
2. PAINT ALL EXTERIOR WOOD TRIM (DOOR & FRAMES, WINDOW & FRAMES, CORNICE, TRIM, COLUMNS, RAILINGS, ETC.) - COLOR TO BE SELECTED FROM APPROVED HISTORICAL COLOR PALETTES. REPAIR, REPLACE, CLEAN AND PREP WOOD TRIM PRIOR TO PAINTING
3. PAINT ALL PREVIOUSLY PAINTED METAL WORK (GUTTERS, DOWNSPOUTS, FLASHINGS, ETC.) - COLOR TO BE SELECTED FROM APPROVED HISTORICAL COLOR PALETTES. REPAIR, REPLACE, CLEAN AND PREP METAL SURFACES PRIOR TO PAINTING
4. REPAIR / REPLACE EXISTING WOOD SHUTTERS AND PAINT
5. CLEAN BRICK RETAINING WALLS AND RE-POINT BRICK AND STONE TOP AS REQUIRED
6. POWERWASH EXTERIOR CONCRETE SLABS, WOOD STEPS, DECK BOARDS AND TREX DECKING
7. CLEAN, PREP AND PAINT ALL EXTERIOR PORCH, BALCONY AND DECK CEILINGS

eller architecture LLC

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RENOVATIONS TO THE HISTORIC
ALEXANDER HOUSE
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EXTERIOR ELEVATIONS - NORTH AND WEST

STATE OF OHIO · GREGORY ELLER · REGISTERED ARCHITECT

2020.08

April 8, 2021

A3.2

PERMIT SET