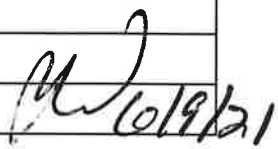




The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

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.



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)

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)
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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)

Exhibit "B"

	<u>2021</u> <u>Estimate</u>	<u>2022</u> <u>Budget</u>	<u>Delta</u>
<u>Other Uses of Funds</u>			
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			<u>(1,890,845.00)</u>
Total Expenditure Delta			<u>(2,037,468.00)</u>

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 ofOxfordButler

County, Ohio

(Date)

July 62021

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	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

[illegible]

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

EXHIBIT II -A

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	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

EXHIBIT II - B

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

EXHIBIT II - C

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

EXHIBIT II - D

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	BUDGET YEAR								
	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	Amount Required for Principal and Interest 1/1/2022 to 12/31/2022	Amount Receivable from Other Sources to Meet Debt Payments 1/1/2022 to 12/31/2022
Payable from Bond Retirement Funds: INSIDE 10 MILL LIMIT: Aquatic Center BAN Refunding Bonds Southpointe TIF Road Project Bonds	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
	N/A	4/11/2019	12/1/2042	Ordinance	Serial/Term	2.50 - 4.00%	4,340,000.00	305,250.00	0.00
	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:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
TOTAL									

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

DESCRIPTION

DESCRIPTION	For 2019	For 2020	Adjusted	Explanation for Changes from prior year	
	Actual	Actual	Budget Year 2021	Estimate for Budget 2022	% 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, Trailer	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%
Estate Tax					0.00%
Cigarette Tax	688	590	800	800	0.00%
License Tax					0.00%
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	428,201	445,343	448,800	448,800	0.00%
Total State Shared Taxes and Permits					0
Federal Grants or Aid					
State Grants or Aid	17,137	9,589			0.00%
Other Grants or Aid	100,820	88,427	13,387	13,387	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%
Fines, Licenses, and Permits	693,932	601,272	683,000	683,000	0.00%
Miscellaneous	510,387	702,112	269,863	269,863	0.00%
Other Financing Sources:					
Proceeds from Sale of Debt					
Transfers	138,149	360,517	136,654	136,654	0.00%
Advances	2,921,431	4,071,764	2,133,250	230,000	-89.22%
Other Sources					
TOTAL REVENUE	16,311,723	16,599,271	14,481,634	12,514,704	-13.58%
					(1,966,930)
TOTAL EXPENSES					
NET GAIN/(LOSS)					
					0
					(70,538)

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

EXPENDITURES

Increase over PRIOR YR: 0.00%

0.00%

Dept	2019 Actual				2020 Actual				2021 Estimate				2022 Tax Budget			
	Personal Services		Capital		Personal Services		Capital		Personal Services		Capital		Personal Services		Capital	
	Operating	Outlay	total		Operating	Outlay	total		Operating	Outlay	total		Operating	Outlay	total	
Security of Persons & Property																
110	4,300,380	786,467	0	5,086,847	4,112,719	775,451	0	4,888,170	4,775,003	921,259	0	5,696,262	4,767,503	908,125	0	5,675,628
120	35,426	36,849	0	72,275	34,097	29,441	0	63,538	43,613	44,750	0	88,363	43,613	44,750	0	88,363
130	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
140	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
170	0	87,868	0	87,868	0	91,098	5,042,806	91,098	0	93,891	0	93,891	0	93,891	0	93,891
Total	4,335,806	911,184	0	5,246,990	4,146,816	895,990	0	5,042,806	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	11,420	0	11,420	0	11,625	0	11,625	0	15,000	0	15,000	0	15,000	0	15,000
220	0	6,472	0	6,472	0	6,484	0	6,484	0	6,600	0	6,600	0	6,600	0	6,600
221	0	110,464	0	110,464	0	198,124	216,233	198,124	0	113,974	0	113,974	0	113,974	0	113,974
Total	0	128,356	0	128,356	0	216,233	0	216,233	0	135,574	0	135,574	0	135,574	0	135,574
Leisure Time Activities																
290	6,326	18,102	0	24,428	11	15,276	0	15,287	0	22,500	0	22,500	0	22,500	0	22,500
610	116,157	79,644	50	195,851	95,786	47,184	0	142,970	187,048	78,050	0	265,098	187,048	78,050	0	265,098
620	937,362	246,237	0	937,599	622,593	226,391	0	848,984	782,696	327,041	0	1,109,737	782,696	267,869	0	1,050,565
630	293,032	118,360	0	411,392	340,715	102,037	0	442,752	329,822	135,270	0	465,092	329,822	135,270	0	465,092
680	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1,106,877	462,343	50	1,569,270	1,059,105	390,888	0	1,449,993	1,299,566	562,861	0	1,862,427	1,299,566	503,689	0	1,803,255
Community Environment																
310	370,697	19,656	0	390,353	385,696	32,197	0	417,893	413,474	100,205	0	513,679	413,474	95,855	0	509,329
320	87,580	322,535	0	410,115	77,005	252,665	2,822	332,492	128,697	356,800	0	485,497	79,769	382,800	0	462,569
335	0	8,000	0	8,000	0	8,000	0	8,000	0	8,600	0	8,600	0	8,600	0	8,600
345	0	19,837	0	19,837	0	43,021	0	43,021	0	33,610	0	33,610	0	32,500	0	32,500
360	123,283	4,253	0	127,536	88,361	10,485	0	99,846	165,349	10,333	0	175,682	165,349	10,333	0	175,682
Total	581,560	374,281	0	955,841	552,062	346,368	2,822	901,252	707,520	509,548	0	1,217,068	658,592	530,088	0	1,188,680
General Government																
408	0	113,659	0	113,659	0	115,633	0	115,633	0	141,156	0	141,156	0	141,156	0	141,156
410	229,759	7,361	0	237,120	286,823	21,605	0	308,428	149,362	9,732	0	159,094	149,362	9,732	0	159,094
420	171,435	115,488	0	286,923	183,141	101,191	0	284,332	184,053	116,048	0	300,101	184,053	116,048	0	300,101
421	0	390,723	0	390,723	0	403,226	0	403,226	0	360,400	0	360,400	0	360,400	0	360,400
430	1,402	170,265	0	171,667	0	135,617	0	135,617	0	181,403	0	181,403	0	181,403	0	181,403
450	80,694	26,231	0	106,925	85,926	30,863	0	116,789	167,111	74,680	0	241,771	158,353	74,680	0	233,013
465	84,725	8,934	0	93,659	87,201	2,041	0	89,242	90,070	13,350	0	103,420	90,070	13,350	0	103,420
470	23,791	8,296	0	32,087	27,247	11,958	0	39,205	27,210	46,577	0	73,787	27,210	46,577	0	73,787
480	79,188	55,652	0	134,840	95,023	52,033	0	147,056	77,798	64,359	0	142,157	70,298	68,622	0	138,920
481	100,074	24,256	0	124,330	98,836	21,054	0	119,890	108,982	34,442	0	143,424	108,982	33,833	0	142,815
483	0	30,198	6,393	36,591	0	18,729	0	18,729	0	44,338	0	44,338	0	41,398	0	41,398
490	106,212	48,566	0	154,778	121,147	20,185	0	141,332	126,924	70,731	0	197,655	126,924	47,846	0	174,770
500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	883,280	999,629	6,393	1,889,302	985,344	934,135	0	1,919,479	931,510	1,157,196	0	2,088,706	915,252	1,135,025	0	2,050,277
Transfers																
Advances	0	2,873,401	0	2,873,401	0	2,689,027	0	2,689,027	1,196,631	1,196,631	0	2,133,250	1,209,036	230,000	0	2,037,468
Contingency	0	2,921,431	0	2,921,431	0	4,071,764	0	4,071,764	2,133,250	2,133,250	0	40,000	230,000	40,000	0	230,000
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	7,757,212	6,794,960	0	14,552,172	7,584,526	4,830,178	0	12,514,704

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	30,120	33,364	33,302	33,302
From Parking Fund	-	-	-	-
From Oxford Natural Gas Fund	39,343	46,852	37,784	37,784
From Water Fund	39,343	46,852	37,784	37,784
From Sewer Fund	-	-	-	-
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	-	-	305,250
To Park Debt Service Fund	311,250	-	292,313	-
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	30,120	33,364	33,302	33,302
From Parking Fund	-	-	-	-
From Oxford Natural Gas Fund	39,343	46,852	37,784	37,784
From Water Fund	39,343	46,852	37,784	37,784
From Sewer Fund	-	-	-	-
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	-	-	305,250
To Park Debt Service Fund	311,250	-	292,313	-
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



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 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:	<i>DRE 6/11/21 Sam Perry</i>

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.



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:	<i>DRF 6-11-21</i>

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:

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.


MAYOR

ADOPTED: April 6, 2021

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 45056

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:	<i>DRE 6-11-21</i> <i>MBD 6/7/21</i>

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:	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:	<i>DRE 6-11-21</i>

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

Click a starting point.





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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:	<i>DRE 6-11-21 Sam Perry</i>

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.



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





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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:	<i>Sam Perry</i> 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



**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 Skoglund (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

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

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 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 Snively 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. Snively 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. Snively 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. Snively suggested moving broadband down the list since it might be included in the federal infrastructure plan. Mr. Snively 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. Snively moved to adjourn at 7:26 p.m. Ms. Southard seconded. The motion passed 7-0-0.



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 <i>DRE 6-11-21</i>

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:
Southwestern Ohio Services

Proposal Price:
\$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 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:	<i>DRE 6-11-21</i> <i>MBL 5/24/21</i>

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 <i>Dual Output, Gateway, Wall Mount Unit - 208/240V @30A with Cord Management</i>	\$7,138.50	1	\$7,138.50
CT4001-CCM <i>Bollard Concrete Mounting Kit</i>	\$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 <i>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.</i>	\$0	1	\$0
CPSUPPORT-VALID <i>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.</i>	\$0	1	\$0
EV-CustomPanel Custom order branded panels	\$365	1	\$365

Description	Price	Qty	Subtotal
EV-SIGN <i>EV signage for marking of designated parking for EV vehicles, includes install.</i>	\$450	2	\$900
SHIPPING <i>Shipping</i>	\$0	1	\$0
EV-INSTALL <i>Project Management, Make-Ready Construction, Site Validation, EVC Installation Services, (Please reference statement of work for detail)</i>	\$11,650	1	\$11,650
EV-STENCIL-OH <i>EV Stencil of a parking spot</i>	\$375	2	\$750
VW-REBATE <i>Subject to terms and availability</i>	\$0	1	\$0
Total			\$25,508.50

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

Ultra-reliable second-generation gravity operated mechanism.

18' and 23' cords to reach all car models and serve more parking spaces.

World-class 24/7 driver phone support.

Instructional video shows how to use the station. Multi-language charging instructions, giving drivers the choice of English, French or Spanish.

Driver interaction is supported in any weather by five rugged, back-lit buttons with audio feedback.

Strong and rugged design materials built to withstand the elements.

CT4000 stations come with 18' or 23' cords to increase the usability of your charging spots, on 6' and 8' tall models respectively.

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

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Listed by Underwriters
Laboratories Inc.





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:	<i>DRE 5-28-21</i>

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)

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:

Department	Respondent	Response
Economic Development	Seth Cropsenbaker, Assistant to the City Manager	Returned with Comments
<i>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.</i> <i>The proposed remodel for the first floor coffee shop and addition of an elevator for improved access to the second floor are welcomed proposals.</i> <i>However, there are concerns for the second floor plan and intended use.</i> <i>The use of the 2nd floor seems unclear. Is it a community space as part of a business model or a place of worship?</i> <i>Does this difference or distinction matter for our zoning compliance?</i> <i>An additional concern is parking, particularly for any gathering or meeting approaching their proposed 75 person limit.</i> <i>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.</i> <i>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.</i>		
Engineering	Scott Otto, City Engineer	Returned without Comments
Fire	John Detherage, Fire Chief	Returned without Comments
Police	John Jones, Police Chief	Returned without Comments

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 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)	<u>Lot requirements.</u>		
	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.

Conducted on

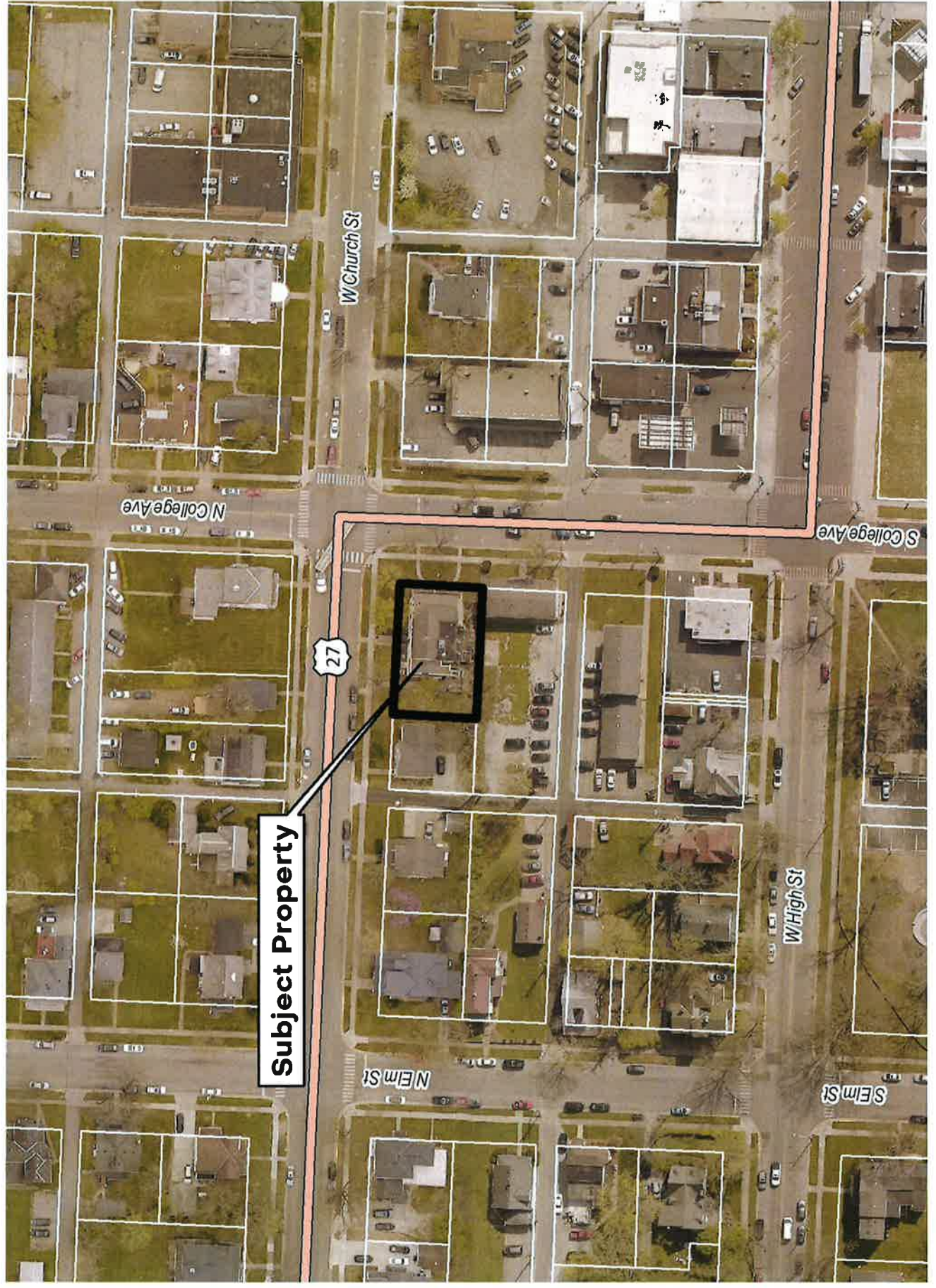
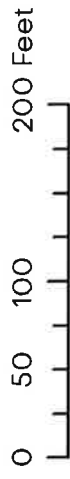
Scope of study was

398 available public

372 on-street spaces,

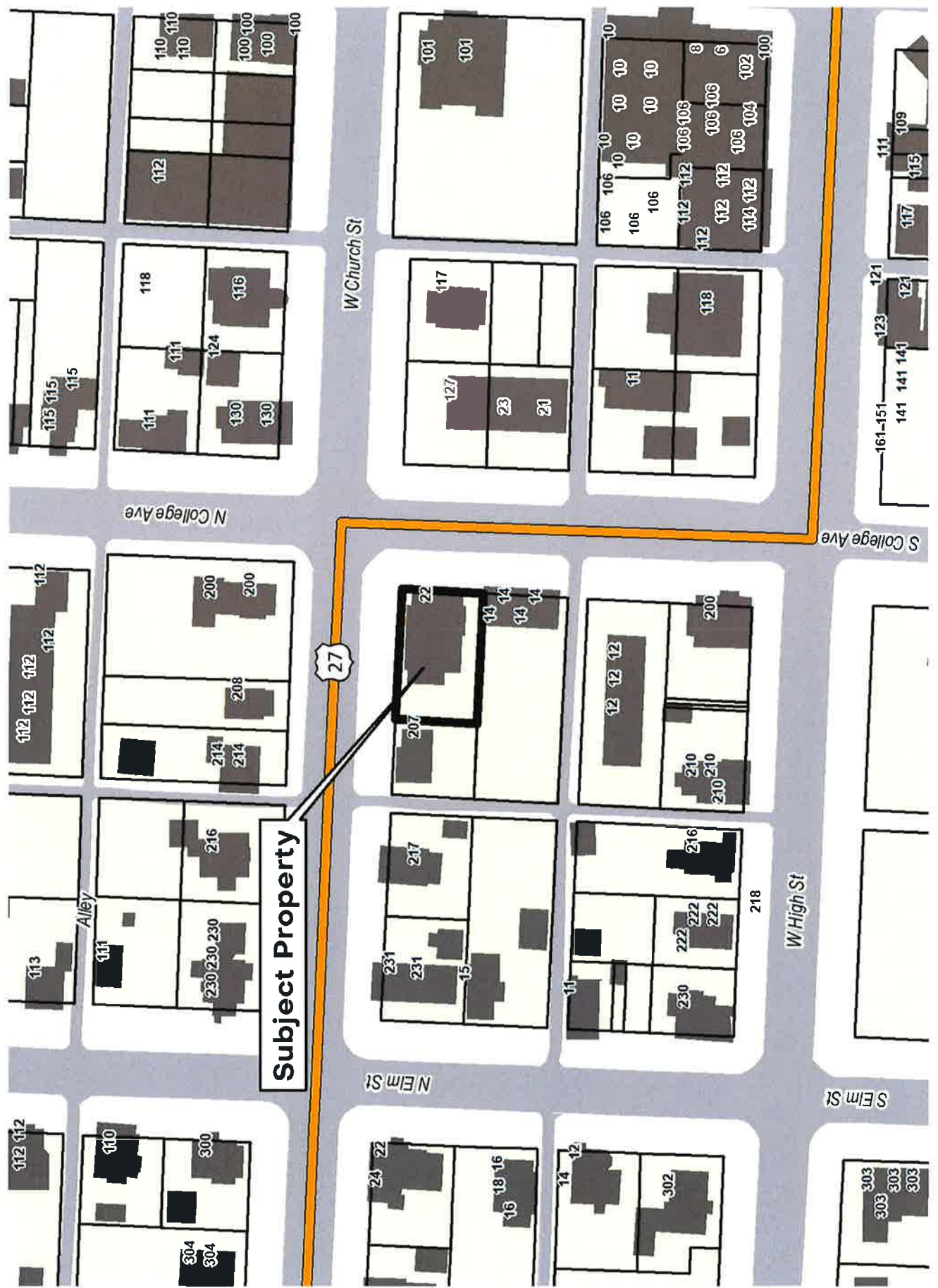
26 available spaces

Location Map



Location Map

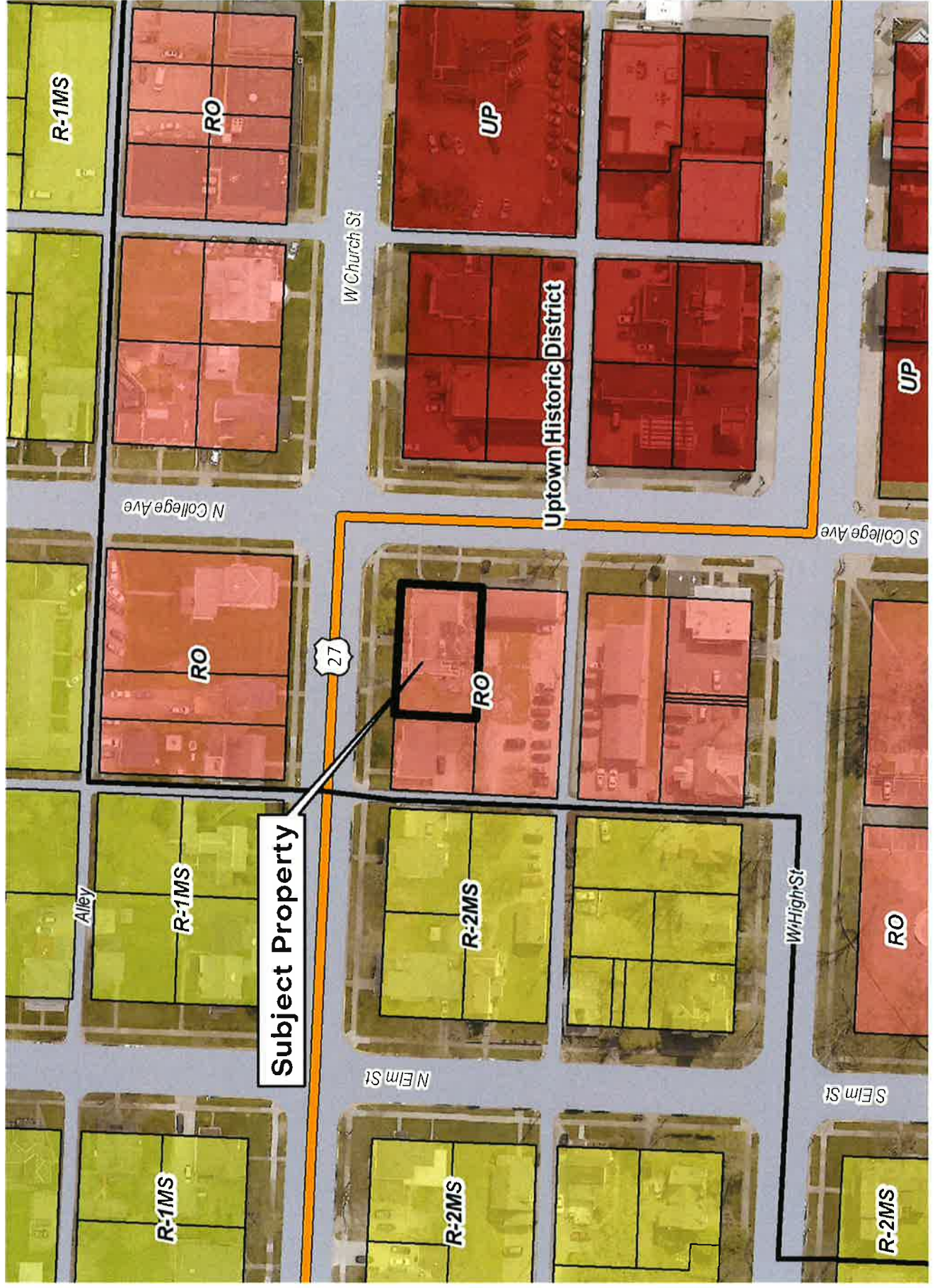
Site Parcel(s)



Location Map



 Site Parcel(s)





PC-2021-11 Surrounding Property Owners Notifications Map

Legend

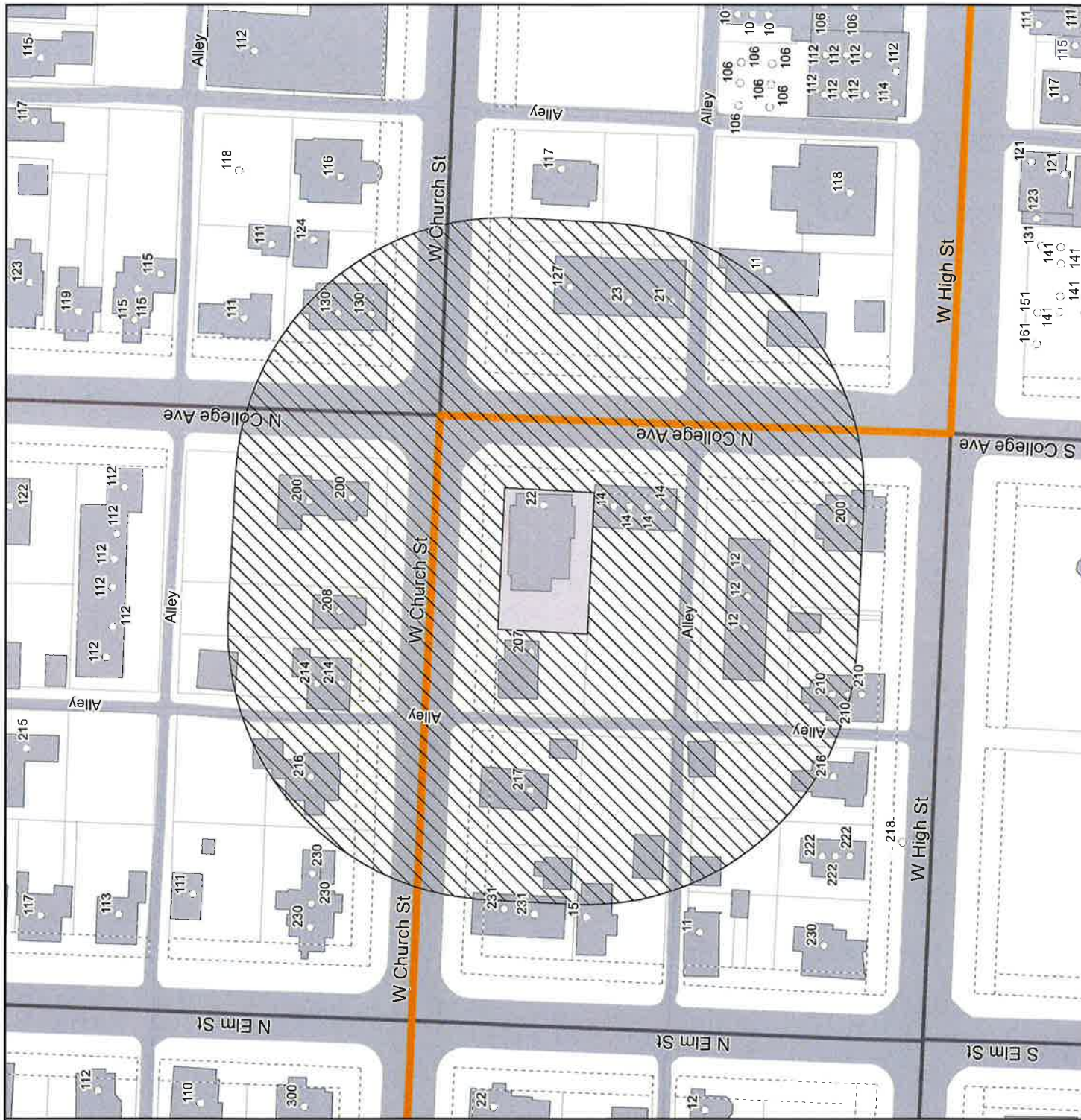
- Subject Area
- 200 Ft. Buffer
- Oxford Corp. Limit
- Address Point
- Parcel
- 16.5' Vacated ROW
- Building Footprint
- Paved Roadway



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:	PC-2021-11
Case No.	
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 1/2 Vac STS
 Zoning District * Oxford TWP-OCorp-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):

- (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 *

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

* 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,

A handwritten signature in black ink, appearing to read 'J. Kang', followed by a long horizontal flourish line.

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,

A handwritten signature in black ink, appearing to read 'Joseph Kang', with a stylized flourish at the end.

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,

A handwritten signature in black ink, appearing to read 'Joseph Kang', is written over a faint, circular official stamp.

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



PROPERTY LOCATION

1

TO REP-

1. EXISTING SIDEWALK TO REMAIN
2. EXISTING BRICK RETAINING WALL TO REMAIN
3. NEW CONCRETE SIDEWALK AND ADA PAVEMENT RAMP
4. EXISTING WOOD DECK TO REMAIN - REMOVE SLOPED WOOD POSTS AND BENCH WELLS PLANNING - RECONSTRUCT RAILING
5. EXISTING DECORATIVE FENCE AT EAST AND WEST TO REMAIN
6. BUILD A MOIST FENCE AT NEW CONC. WALK
7. REPAIR/REPLACE EXISTING WOOD FENCE AT WEST AND SOUTH
8. NEW WOOD FRAME AND RAIL WITH 70% DECKING 1" MAX SLOPE PROVIDE WOOD HANDRAILS/GUARDRAIL EACH SIDE - 4" MIN. DIA.
9. EXISTING STEEL FENCING



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

22 North College Avenue, Oxford, OH -- Renovations

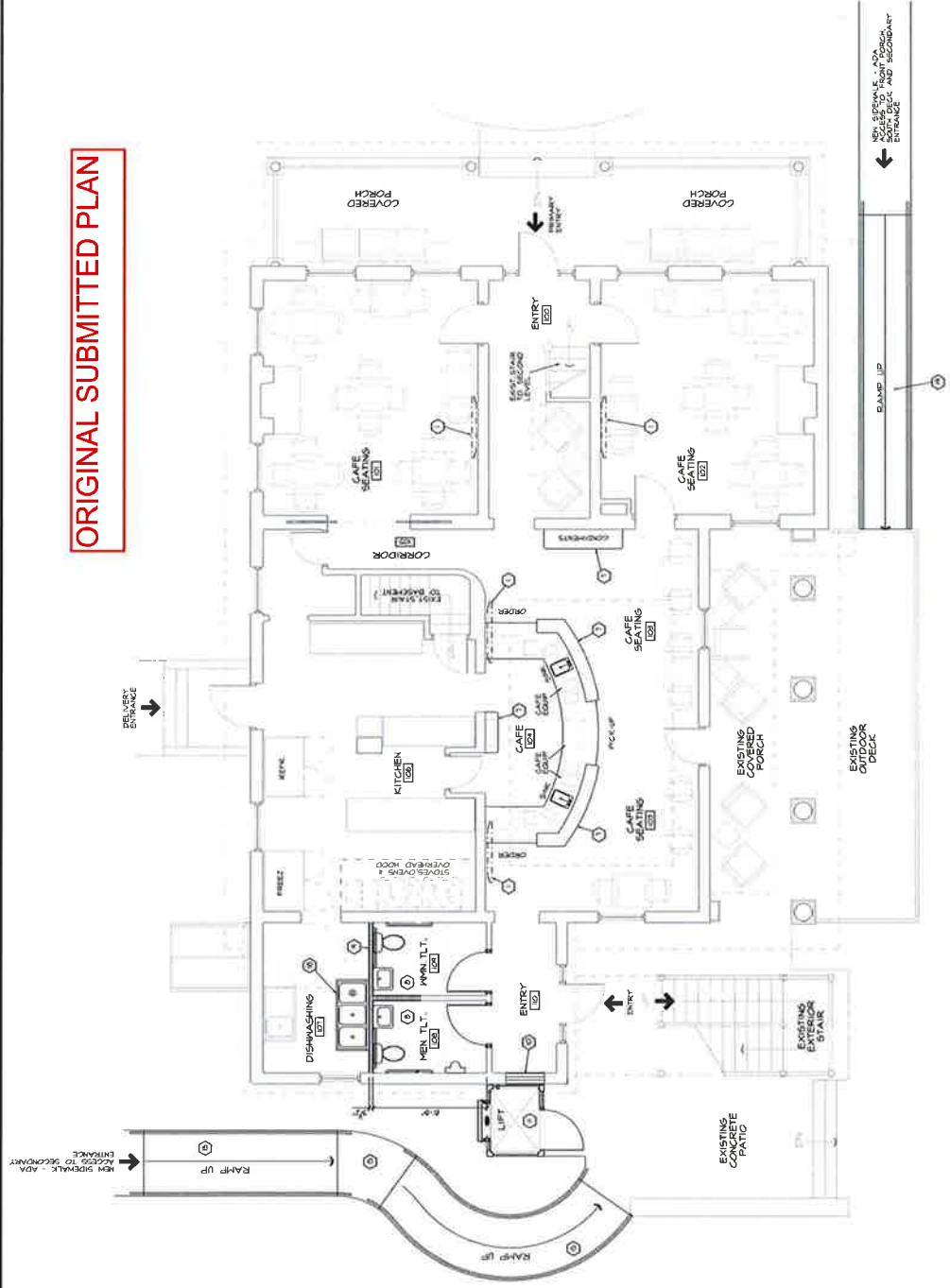
PLAN

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KEYNOTES

1. WALL MOUNTED PLAT SCREEN MONITOR - COORDINATE WITH AV SYSTEMS ENGINEER
2. AV BOOTH PLATFORM - SEE FRAMING PLAN AND DETAILS
3. BOSE OF PLATFORM - SEE FRAMING PLAN AND DETAILS
4. AV BOOTH CONTROLS - SEE ENLARGED PLAN
5. NEW FRAMED OPENING WITH ADDED HEADER
6. NEW DOOR AND SURELIFT
7. NEW CASEWORK - WOOD CABINETS/SOLID SURFACE COUNTERTOPS
8. RELOCATE 3 CAFE CHAIRS TO NEW DOOR WITH NEW ADA COMPLIANT FIXTURES/GRAB BARS DOOR ETC.
9. NEW WALLS
10. NEW DOOR AND SURELIFT
11. NEW CASEWORK - WOOD CABINETS/SOLID SURFACE COUNTERTOPS
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ORIGINAL SUBMITTED PLAN



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

eailer architecture
1111 New Market St.
Cincinnati, OH 45240
www.eailerarchitecture.com

HAPPY PEOPLE, LLC 11970 Karm Rd. Cincinnati, OH 45240	
22 North College Avenue Oxford, OH - Renovations	
FIRST FLOOR PLAN	
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BY: [Signature]	BY: [Signature]
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ZONING	

Architectural floor plan of the second floor of the University of Toronto Library. The plan shows a large auditorium with tiered seating, a stage, and a control platform. A central corridor connects the auditorium to a rest area containing a washroom, a rest room, and a small group room. A balcony is located on the right side of the floor. The plan includes various numbered callouts (1-10) and labels for different rooms and areas.

Key areas and labels include:

- AV CONTROL PLATFORM** (Callout 1)
- STAGE** (Callout 2)
- AUDITORIUM** (Callout 3)
- EXISTING STAIR** (Callout 4)
- SMALL GROUP MEETING** (Callout 5)
- WASH** (Callout 6)
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- REST ROOM** (Callout 10)
- EXISTING ROOF DECK** (Callout 11)
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HAPPY PEOPLE, LLC
11970 Kenn Rd.
Cincinnati, Ohio 45240

22 North College Avenue Oxford, OH - Renovations

SECOND FLOOR PLAN

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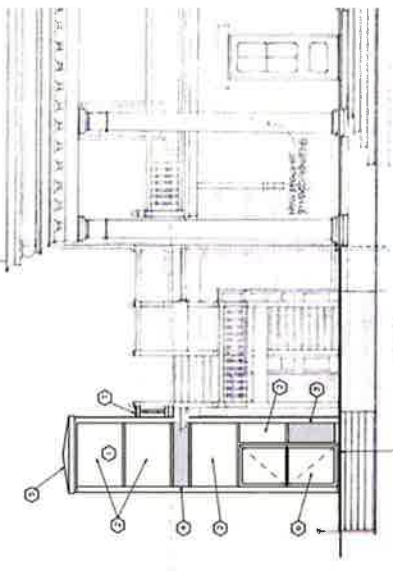
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SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

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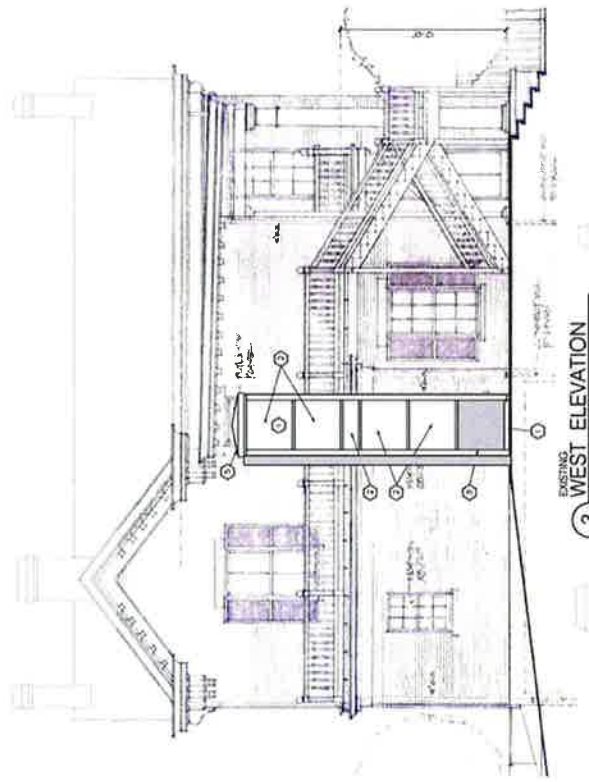
ORIGINAL SUBMITTED PLAN

KEYNOTES

- 1. EXISTING LIFT - 6000 LBS. CAPACITY, 10' X 10' X 10' ENCLOSURE
- 2. EXISTING PANELS - TYPICAL, 1/2" X 10' X 10' ENCLOSURE
- 3. EXISTING PANELS - TYPICAL, 1/2" X 10' X 10' ENCLOSURE
- 4. SOLID STEEL PANEL AT LOWER SECTION
- 5. SOLID STEEL PANEL AT MID SECTION
- 6. 1/2" X 10' X 10' ENCLOSURE DOOR
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- 98. 1/2" X 10' X 10' ENCLOSURE DOOR
- 99. 1/2" X 10' X 10' ENCLOSURE DOOR
- 100. 1/2" X 10' X 10' ENCLOSURE DOOR



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



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



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

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HAPPY PEOPLE, LLC
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Oxford, Ohio 43040

22 North College Avenue, Oxford, OH - Renovations

EXTERIOR ELEVATIONS

March 29, 2021
A3.1
Zoning

An aerial photograph of a building complex with a red outline. A white floor plan is overlaid on the building, showing various rooms and furniture. The plan includes labels for 'RECEPTION', 'OFFICE', 'CONFERENCE', 'KITCHEN', 'BATH', 'BEDROOM', 'LIVING ROOM', 'DINING ROOM', 'PATIO', 'GARAGE', and 'STORAGE'. The building is situated on a street corner, with 'N COLLEGE AVE' visible at the top and 'W 10TH AVE' on the left. The surrounding area includes trees, parking lots, and other buildings.



VICINITY MAP	FREQUENCY	LOCATION

KEYNOTES

- [illegible]

DEMOLITION NOTES & COMMENTS:

- A. DEMOLISH EXISTING PRIVACY FENCE AT DECK (EAST & WEST)
- B. DEMOLISH EXISTING 4' PRIVACY FENCE/RAIL AT DECK (NORTH)
- C. DEMOLISH 8' DECK FENCE AT EXISTING BALCONIES
- D. DEMOLISH ROOF ENCLOSURE - FENCE PANELS AND ROOF
- E. DEMOLISH EXISTING 6' PRIVACY FENCE



HAPPY PEOPLE, LLC
11070 Kern Rd. Cincinnati Ohio 45240

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

SITE PLAN



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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	PERMIT SET
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LATEST PLAN - APPROVED
BY HAPC



5 EXAMPLE PHOTO: GLASS/METAL LIFT ENCLOSURE WITH FINISHES
NO SCALE

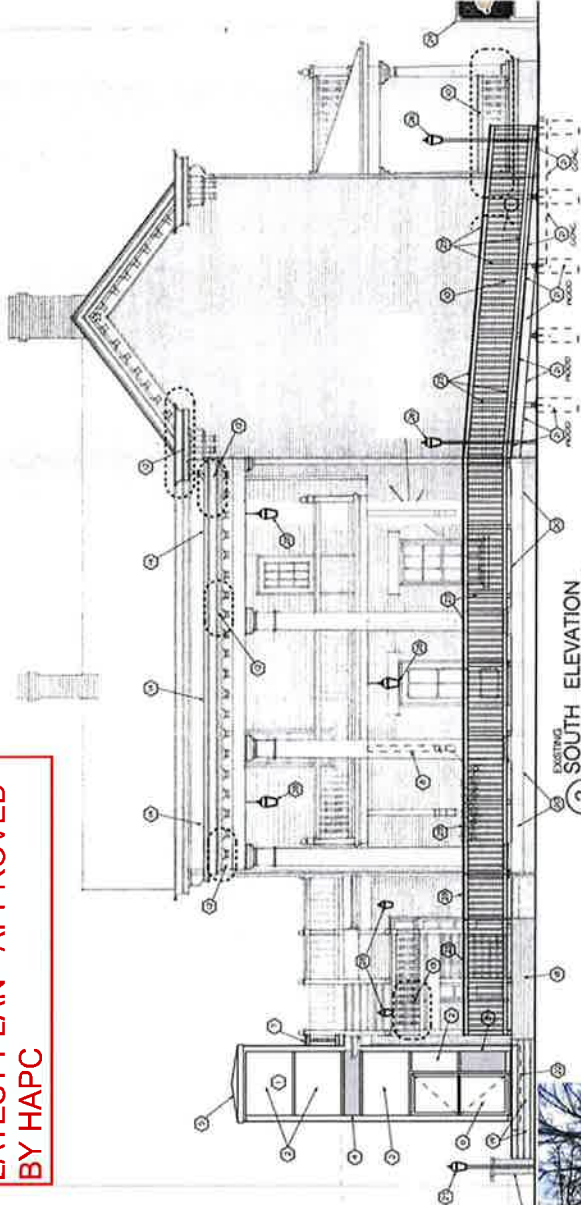
LIFT - ENCLOSURE MATERIALS AND FINISHES
STEEL FRAME/ENCLOSURE PANELS AND GLASS
ENCLOSURE PANELS
ENCLOSURE MATERIALS AND FINISHES TO BE SELECTED TO BE PROVIDED WITH LIFT TO COMPLY WITH ALL CITY AND STATE REQUIREMENTS



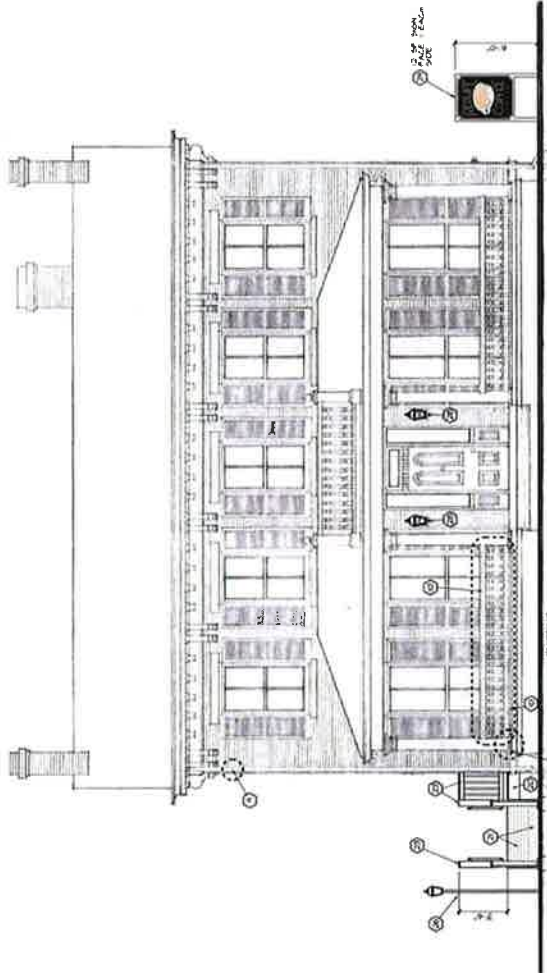
4 EXISTING NORTHEAST VIEW
NO SCALE



3 EXISTING SOUTHEAST VIEW
NO SCALE



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



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

KEYNOTES

1. EXISTING ROOF LINE - TO REMAIN
2. BLIND PANELS - TYPICAL ALTERN NOTED OTHERWISE
3. SOLID STEEL PANEL AT LOWER SECTION
4. SOLID STEEL PANEL AT MID SECTION
5. ALUMINUM CORNER JOINT
6. LIFT ENCLOSURE GLASS DOOR
7. EXISTING ROOF LINE - TO REMAIN
8. EXISTING ROOF LINE - TO REMAIN
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GENERAL NOTES

1. EXISTING ROOF LINE - TO REMAIN
2. EXISTING ROOF LINE - TO REMAIN
3. EXISTING ROOF LINE - TO REMAIN
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24. EXISTING ROOF LINE - TO REMAIN
25. EXISTING ROOF LINE - TO REMAIN

ealler architecture

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Portland, OR 97201

HAPPY PEOPLE LLC

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ALEXANDER HOUSE

RENOVATIONS TO THE HISTORIC
ALEXANDER HOUSE

EXTERIOR ELEVATIONS - SOUTH AND EAST

April 8, 2021

A3.1

PLANT SET

