



Agenda

Oxford City Council

Court House

TUESDAY, JULY 16, 2013

EXECUTIVE SESSION

7:00 P.M.

1. Roll Call. Richard Keebler, Mayor; Ken Bogard, Vice-Mayor; Kevin McKeehan; Bob Blackburn; Kate Rousmaniere; John Harman; Steve Snyder

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

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

A. Proclamation - 'Phi Delta Theta Week'.



Proclamation

B. Presentation - Oxford Visitors Bureau - Jessica Greene.

C. Appointments to Boards and Commissions.

D. Public Comments.

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

4. Consent Agenda.

A. Minutes of the July 2, 2013 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

B. Report regarding the June 26, 2013 Environmental Commission Meeting. (Mike Dreisbach, Service Director)



Report

C. Report regarding the July 3, 2013 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)



Report

D. A Resolution authorizing the City Manager to enter into a contract with Walt Sweeny Ford for the purchase of a 2014 Ford F-350 truck and specified options at a cost not to exceed \$26,791.00 which is below the state contract price. (Mike Dreisbach, Service Director)



Staff Report/Resolution

E. A Resolution declaring a 1992 Chevrolet K2500 four wheel drive pickup truck (current vehicle #46) as surplus City property no longer needed for any municipal purpose and authorizing its sale to the highest bidder at public auction or by utilizing an on-line auction service. (Mike Dreisbach, Service Director)



Staff Report/Resolution

5. Resolutions.

1. A Resolution determining the total cost of the assessment by lot, authorizing the list of assessments by lot to be filed with the Clerk of City Council and ordering the same be opened for public inspection and authorizing the Clerk of City Council to publish notice in a newspaper of general circulation that the list of assessments by lot is available for public inspection. (Mike Dreisbach, Service Director).



Staff Report/Resolution

2. A Resolution authorizing the City Manager to enter into a contract with ADS, LLC for the replacement of water main flow stopping equipment at a cost not to exceed \$75,927.03. (Mike Dreisbach, Service Director).



Staff Report/Resolution

6. Ordinances.

A. First Reading.

1. An Ordinance Repealing Ordinance No. 3000 To Amend The Composition And Organizational Structure Of The Student Community Relations Commission. (Jung-Han Chen, Community Development Director).



Staff Report/Ordinance

B. Second Reading.

1. An Ordinance Approving A Conditional Use Permit To Allow For The Expansion Of A Place Of Worship In A RO (Residential Office) District At 25 E. Walnut Street, Oxford, Ohio With Conditions. (Jung-Han Chen, Community Development Director).



Staff Report/Ordinance

2. An Ordinance To Approve Current Replacement Pages To The Oxford Codified Ordinances. (Mary Ann Eaton, Clerk of Council).



Staff Report/Ordinance

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

1. Remarks from City Council and City Staff.

B. Future Meetings.

WED - July 17 Board of Zoning Appeals Meeting 7:30 p.m.

THUR -July 18 Recreation Board Meeting 4:00 p.m. Oxford Community Park

WED - July 24 Civil Service Commission Meeting 7:00 p.m.

FRI - July 26 Community Improvement Corporation Meeting 12:00 p.m. LCNB

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

WED - Aug 7 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - Aug 7 Environmental Commission Meeting 6:30 p.m. Municipal Building

TUES - Aug 13 Planning Commission Meeting 7:30 p.m.

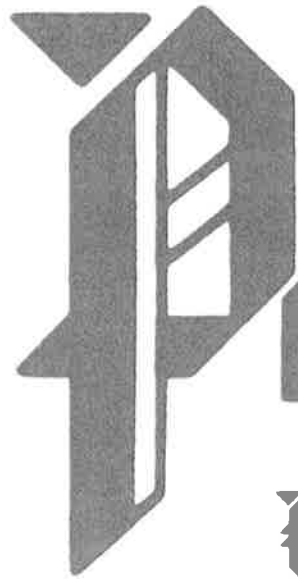
MON - Aug 19 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

WED - Aug 21 Board of Zoning Appeals Meeting 7:30 p.m.

FRI - Aug 23 Community Improvement Corporation Meeting 12:00 p.m. LCNB

WED - Aug 28 Civil Service Commission Meeting 7:00 p.m.

8. Adjourn.



Office of the Mayor

Proclamation

Whereas: the Phi Delta Theta Fraternity was founded on December 26, 1848, at Miami University in Oxford, Ohio, and has grown into a prosperous, international organization in its 165 year existence; and

WHEREAS, the fraternity was founded upon the noble precepts of friendship, sound learning and rectitude; and

WHEREAS, there have been over 245,000 members initiated into Phi Delta Theta; and

WHEREAS, the Fraternity holds its annual Kleberg Emerging Leaders Institute in Oxford, Ohio, to promote the ideas of scholarship, service to others, leadership, personal development, and fraternal values and ethics to its diverse membership.

NOW, THEREFORE, I, Richard A. Keebler, Mayor of the City of Oxford, Ohio, do hereby proclaim the week of July 28th through August 3rd, 2013 to be:

'PHI DELTA THETA WEEK'

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 16th day of July, 2013.

Richard A. Keebler, Mayor



A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, July 2, 2013 at 7:30 p.m. Those members present were Ken Bogard, Bob Blackburn, John Harman, Kevin McKeehan and Kate Rousmaniere. Steve Snyder was excused.

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

PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. McKeehan moved to approve the agenda. Mr. Bogard seconded. The motion passed 6-0-0.

PUBLIC PARTICIPATION

NOTICE TO LEGISLATIVE AUTHORITY

New permit for Dakotas of Oxford LLC DBA Dakotas of Oxford 325 S. College Avenue Oxford, Ohio 45056.

Mr. Kyger advised the owners of Dakotas of Oxford were requesting a D5I liquor permit which was for a restaurant meeting certain criteria. Mr. Kyger noted only 25% of their sales could be for alcohol. Mr. Kyger advised a D5I permit was not transferable.

Mr. Bogard moved to receive the notice without comment. Mr. Blackburn seconded. The motion passed 6-0-0.

PUBLIC COMMENTS

Mr. David Brown, Butler County Auditor's Office, advised the forfeited land sale would take place July 24th at 9:00 a.m. at the Government Services Center in Hamilton and there were 96 properties to be sold located in Hamilton and Middletown. Mr. Brown noted the Butler County Fair would take place July 21st through July 26th and the Auditor's Office would be represented there from 10:00 a.m. to 2:00 p.m. Mr. Brown advised tax bills were coming out and due on August 2nd. Mr. Brown noted the county financial reports were completed and posted on the Auditor's website @ www.butlercountyauditor.org.

Ms. Ashley Hampton, Miami University Hamilton, Center for Civic Engagement, advised she was the Administrative Director for Study of the United States Institute Program for student leaders. Ms. Hampton noted there were 20 students with her this evening from 4 African countries including Kenya, Botswana, Uganda and Zambia. Ms. Hampton advised the students were visiting for a 5 week program to learn and study at Miami and within the community about civic engagement and creating and implementing civic action plans. Ms. Hampton noted the students were excited to be here to see how the community and government came together to make a difference and she wanted to introduce them to City Council.

Mayor Keebler thanked Ms. Hampton for the introduction and noted his hope the students would take lessons home with them.

Ms. Prue Dana, 6314 Fairfield Road, thanked and complemented the City and the contractor for the rehabilitation work done on S. College Avenue over the spring and summer. Ms. Dana noted she felt the brick street connected the historic Uptown with the rest of the town and it was a special attribute that Oxford offered with regard to a scenic town. Ms. Dana advised she felt the street looked fabulous and it opened to traffic yesterday.

Mayor Keebler noted he felt the project looked wonderful and it was a beautiful streetscape. Mayor Keebler advised he liked the raised and different colored brick in the intersections.

CONSENT AGENDA

MINUTES

Minutes of the June 18, 2013 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the June 5, 2013 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the June 11, 2013 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the June 19, 2013 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the June 26, 2013 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)

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

RESOLUTIONS

RESOLUTION **PRE-ANNEXATION** **AGREEMENT**

A Resolution No. 4753 authorizing the City Manager to enter into a pre-annexation agreement with Merion Realty, Inc. for land in the Township of Oxford, Butler County, Ohio, to be annexed into the City of Oxford, Butler County, Ohio, subject to the conditions stipulated in the pre-annexation agreement. (Alan Kyger, Economic Development Director)

Mr. Kyger advised Council had before them a map of the parcel located at the corner of Todd Road and College Corner Pike. Mr. Kyger noted the owner acquired the property from a bankruptcy situation and it was currently listed for sale. Mr. Kyger advised the owner wished to have the property annexed into the City in order to market it as having access to City water and sanitary services. Mr. Kyger noted with this request for annexation, the City decided to include adjacent properties whose owners had signed annexation agreements and had already acquired City water and sanitary services. Mr. Kyger advised this annexation process was taking longer than expected and the pre-annexation agreement would allow the property owner to proceed in marketing the site as having access to City water and sanitary services.

Mayor Keebler noted there was a specific process for annexation which had not taken place yet and inquired if there was anything in the agreement that would supersede the normal annexation process and Mr. McHugh advised no. Mr. McHugh noted once the annexation petition was filed with the Butler County Commissioners the City had 20 days to adopt a Statement of Services Resolution.

Mr. Bogard moved to adopt Resolution No. 4753. Ms. Rousmaniere seconded. The motion passed 6-0-0.

RESOLUTION **AMENDING RESOLUTION 4752**

A Resolution No. 4754 amending Resolution 4752 and authorizing the City Manager to enter into a contract with Greve Chrysler Jeep Dodge for the purchase of three (3) Dodge Charger vehicles and specified options at state contract pricing at an amended cost not to exceed \$65,466.00. (Bob Holzworth, Police Chief)

Chief Holzworth noted at a previous meeting Council approved a Resolution for the purchase of three vehicles and it came to his attention subsequent to the approval that 3 options were omitted from the pricing package. Chief Holzworth advised he was requesting an increase in the purchase price of \$289.00 per vehicle.

Mr. Bogard moved to adopt Resolution No. 4754. Ms. Rousmaniere seconded. The motion passed 6-0-0.

ORDINANCES
FIRST READING

ORDINANCE
CONDITIONAL USE

An Ordinance Approving A Conditional Use Permit To Allow For The Expansion Of A Place Of Worship In A RO (Residential Office) District at 25 E. Walnut Street, Oxford, Ohio With Conditions. (Jung-Han Chen, Community Development Director)

Mr. Chen advised this proposal was to demolish the existing two-story house and expand the green space along the Walnut Street frontage. Mr. Chen noted the building expansion plan was to continue the single-story west wing further beyond the elevator tower to create office and meeting spaces attached to the main building. Mr. Chen advised the Planning Commission recommended approval of the project subject to 4 conditions with regard to lot coverage, off street parking, a landscaping plan and lot consolidation. Mr. Chen noted the applicant (Susan Kay) was in attendance. Mr. Chen offered to answer any questions.

Mayor Keebler noted there was a lot of discussion at the Planning Commission Meeting regarding the 4 conditions. Mayor Keebler advised the lot coverage would not be much different from what it was now but it would exceed the new norm. Mayor Keebler noted the difference in additional lot coverage would be mitigated through storm-water best management practices. Mayor Keebler advised the parking area was gravel now and would be brought up to City standards and no additional parking spaces would be approved. Mayor Keebler noted the landscaping buffer would soften the view of the parking area. Mayor Keebler advised the lot consolidation would force the existing house to be demolished since 2 buildings on one lot was not permitted.

Ms. Rousmaniere noted the proposed project's lot coverage was 10% over the allowable lot coverage and the applicant did not want to decrease the size of the building. Ms. Rousmaniere advised the excess storm-water would be mitigated by such things as permeable pavement, rain gardens, a variety of best practices. Ms. Rousmaniere noted Ms. Kay informed her that a board member was very interested in this topic and would develop some storm-water strategies for the site.

Mr. Bogard and Mayor Keebler noted they felt this was a nice looking project and it would enhance the property at the corner of Walnut and Poplar Streets.

ORDINANCE
CODE UPDATE

An Ordinance To Approve Current Replacement Pages Of The Oxford Codified Ordinances. (Mary Ann Eaton, Clerk of Council)

Ms. Eaton advised this was the City's annual code update which contained 200 changed pages. Ms. Eaton offered to update Council's code books if they wished her to. Ms. Eaton noted the online version of the code was already updated.

ORDINANCE
SECOND READING
CHARTER AMENDMENT

An Ordinance No. 3222 Providing For The Submission To The Electorate Of An Amendment To Article Nine, Nominations And Elections, Section 9.03, Nomination, Amending Section 9.03 Of The Charter Of The City Of Oxford, Ohio, To Comply With The Current Laws Of The State Of Ohio, And To Place The Same On The Ballot At The General Election, November 5, 2013.
(Doug Elliott, City Manager)

Mr. Elliott advised the City's Charter required nominating petitions for City Council candidates to be filed with the Butler County Board of Elections at least 75 days prior to the General Election. Mr. Elliott advised the proposed Charter Amendment would comply with the current state law of filing nominating petitions at least 90 days prior to the General Election. Mr. Elliott encouraged the electorate to vote in favor of the Charter Amendment.

Mr. McKeehan moved to adopt Ordinance No. 3222. Ms. Rousmaniere seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Bogard, Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Blackburn,
Mayor Keebler (6)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised the City contracted with the Regional Income Tax Agency (RITA) who administered the income tax of 190 Ohio municipalities. Mr. Elliott noted this service had proven to be very effective and efficient in the collection of the City's income tax. Mr. Elliott advised in 2012 RITA collected \$7,843,635 with an administrative cost of \$107,509 or 1.37% of the City's collection total.

Mr. Elliott advised the General Assembly would continue discussion with regard to HB5 which dealt with municipal income tax reform. Mr. Elliott noted his hope the final bill would be revenue neutral.

Mr. Elliott advised he, Mayor Keebler and Chief Holzworth met today with Dr. Mike Curme, Interim Associate Vice President & Dean of Students and Miami University Police Chief, John McCandless. Mr. Elliott noted the topic of discussion was student drinking and the dangerous drinking practices of some students. Mr. Elliott advised it was a good meeting and they planned to meet again to continue this dialogue.

Mr. Dreisbach thanked the residents of S. College Avenue for their patience while the road was closed for rehabilitation. Mr. Dreisbach thanked Ms. Dana for her comments regarding the project.

Mr. Dreisbach noted this was a group effort with the Engineering Division designing the project, obtaining a \$400,000 grant towards the project and inspecting the project as it progressed. Mr. Dreisbach advised the Waste Water Collection Division replaced the sanitary sewer and the Water Distribution Division relocated critical water mains. Mr. Dreisbach noted the Streets and Maintenance Division installed storm sewers where there were none and Engineering removed several hazardous trees. Mr. Dreisbach advised this project was done while several other major projects were being done and thanked all of the employees involved. Mr. Dreisbach updated Council on various other projects being completed this summer.

Mayor Keebler noted the work on Chestnut Street was very good as well and he had received a lot of positive comments about how it was done and how fast it was done.

Chief Holzworth advised Respect for Law Camp was hosted in Oxford this past weekend and it was phenomenally successful. Chief Holzworth noted 120 young people from Butler County participated in the camp which offered many exciting events. Chief Holzworth advised he attended their church service on Sunday morning and then their graduation. Chief Holzworth noted he would provide more information, links and pictures of the event later in the week.

Mayor Keebler noted Respect for Law Camp was a great event and a county-wide effort although the OPD was responsible for most of the organizing.

Ms. Brahier invited everyone including the visiting international students to the City's July 3rd event at the Community Park from 6:00 p.m. to 11:00 p.m. Ms. Brahier noted this was a free event which included fireworks, concessions and games. Ms. Brahier advised the Police and Fire Departments provided wonderful assistance with parking and Mr. Blomquist did a wonderful job getting the park ready for the event.

Mr. Blackburn wished everyone a happy 4th of July.

Mr. Harman noted he would see everyone at the Community Park.

Ms. Rousmaniere noted she would see everyone at the park.

Mr. Bogard advised thoughts and prayers should go to the families of the 19 firefighters who lost their lives in Arizona. Mr. Bogard noted this was a tremendous loss.

Mr. Bogard noted Chestnut Street and Locust Street looked great and thanked Mr. Dreisbach and his staff for their efforts.

Mr. Bogard wished everyone a happy 4th of July.

Mr. McKeehan wished everyone a happy 4th of July.

ADJOURN

Mr. Bogard moved to adjourn at 8:07 p.m. Ms. Rousmaniere seconded. The motion passed 6-0-0.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: July 16, 2013

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

July 1, 2013
Date Prepared

Agenda Title:	Environmental Commission Meeting of June 26, 2013
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Recommendation:	For Review and Consideration
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Discussion:

Environmental Commission members present at the Wednesday, June 26, 2013 meeting were: Chair, Mr. Vince Hand; Ms. Kelly Church, and Mr. Wright Gwyn. A quorum was not present. Vice-Chair, Mr. Kevin Armitage; and City Council Representative, Ms. Kate Rousmaniere had previously informed the Commission that they would be unable to attend the June 26th meeting. Oxford residents Ms. Suzanne Zazycki, Outreach Coordinator with Miami University's Institute for the Environment and Sustainability Department (IES) and Mr. Jason Kline were also in attendance.

Minutes from the June 5, 2013 Commission meeting was not acted upon as there was not a quorum present.

Ms. Zazycki had previously requested the Commissioners consider a Professional Service Project (PSP) be undertaken by IES graduate students during the 2013-2014 academic year. Mr. Wright Gwyn had prepared a formal request, based upon previous discussions, outlining desired goals of the storm water PSP. The outline was two-fold: 1) locating and mapping existing structural storm water best management practices, such as detention/retention basins, green roofs, rain gardens, etc. in place in Oxford; and 2) researching components of effective storm water public education and outreach programs conducted by other municipalities and/or storm water management districts.

Mr. Kline updated Commissioners on the storm water curb-side catch basin labeling he is undertaking as part of the public service requirement for the Boy Scouts of America Eagle-rank. The latest edition of the public information flyer was reviewed and approved. Mr. Kline indicated he intended to start applying the medallions on the estimated 306 catch basins in the northwestern quadrant of Oxford on July 1, 2013, and anticipated completion of the project by the end of July 2013. Catch basins along College Corner Pike were not to be included in the project due to the volume and speed of vehicular traffic on the roadway. It was suggested that perhaps having Mr. Kline make a presentation regarding the project to City Council at an upcoming meeting would be appropriate.

The Commission adjourned at 7:35 p.m. The next scheduled meeting of the Environmental Commission was moved to Wednesday, August 7, 2013 at 6:30 p.m. in the Municipal Building's Second Floor Conference Room.

Approved By:	Department Head:	Initial	Date
	City Manager:	<u>[Signature]</u>	<u>7/5/13</u>

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: July 16, 2013

Sam Perry
Prepared By

Account Code No. #:

Budgeted Amount:

July 10, 2013
Date Prepared

HAPC MEETING REPORT – JULY 3, 2013

Requests for Review (Certificates of Appropriateness):

HAPC-08-2013 15 S. Beech Street, new review of an expired one-year COA approval for a new mixed-use building, **Scott Webb, Applicant, Agent**

Mr. Webb presented the design and explained it was the same design as the previously approved one. The HAPC approved the request unanimously. Mr. Webb explained that the project was slated to get underway later this year.

HAPC-07-2013 8 N. Beech Street, Krispy Kutz, COA for an alteration to an existing awning sign, **Keith Fairfax, Applicant, Agent**

Mr. Fairfax, the business owner, presented the request to attach a sign panel to an existing awning where Uptown Bucks was formerly located. The HAPC was concerned about the sign material being different than the awning. Therefore, the HAPC voted to approve the request with conditions.

HAPC-04-2013 20 W. High Street, Chase Bank, COA for alteration to a sidewalk area for ADA access, **Kevin Noble, Applicant, Agent**

Staff presented the request to the HAPC and explained that although this was not a modification to the actual building, it was still within the purview of the HAPC to review and consider the design of exterior modifications in the Uptown Historic District. The request originated from Chase's desire to replace an aged ATM machine that must now comply with ADA access requirements. The slope in front of the ATM and main pedestrian entry of the business is not consistent with ADA requirements. The proposed design would meet the requirements but would be partially within the public right of way. The exact amount of encroachment was not defined on the drawings and was not directly relevant to the HAPC decision. Mr. Noble, the architect for the bank, answered questions for the HAPC as well as explained the challenges of the site conditions. After lengthy discussion, the HAPC ultimately voted 5-1 to approve the design while realizing that the final decision to allow work in the right of way is not within their purview. They are only reviewing the appropriateness of the design, not the permission to build.

HAPC-05-2013 119, 121, 121-1/2, 123 W. High Street, COA for exterior repairs, **Kim Peterka, Applicant**

Staff presented this building maintenance repair request to the HAPC along with a historical photo of the building and a history over the past decade of repairs and upgrades to the exterior. The lower portion of the faux stone and brick façade is deteriorated. The applicant is working with a local contractor who is conducting a lab analysis of the exact color, texture and materials within the existing façade. This will result in instructions for a properly

matching mortar mix and final paint application. The attorney office portion will receive the mortar treatment mimicking the brick and the shoe store portion will receive horizontal lap wood siding. The HAPC voted unanimously to approve the request for the overall project, as proposed. Ms. Peterka abstained from the vote.

The meeting adjourned at 7:32 p.m. Next regular meeting is August 7th.

Department Head:

City Attorney:

City Manager:

JHC 7/10/13
DRE 7/12/13

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: July 16, 2013

Account Code #: 140.122.50705

Budgeted Amount: \$33,500.00

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

July 9, 2013
Date Prepared

Agenda Title: Purchase of Replacement Truck for Streets & Maintenance Division # 92-46

Recommendation: Approve

Discussion:

The 2013 capital equipment budget includes \$33,500 for the purchase of a replacement truck for use by the Streets & Maintenance Division of the Service Department. The current vehicle, #46, is a 1992 model that has met its planned replacement cycle of over 20 years. The new vehicle will be used extensively on a daily basis for division services including traffic, streets, and grounds maintenance. The vehicle is also capable of seating five adults; therefore this would be the first choice to minimize the number of vehicles necessary to transport staff. The vehicle will also be upfitted by another vendor upon delivery with a snow plow and lift system.

The State of Ohio DAS contract for the purchase of trucks and vans (Index GDC093; Item # 29BT) includes a 2013 Ford F-350 four wheel drive truck and associated equipment. The unit price for this vehicle sold through Valley Ford is \$26,782.00. Staff is also requesting the following optional equipment:

Delivery	\$ 264.00
Additional set of keys	70.00
All terrain tires	129.00
Snow plow preparation package	73.00
Tow Hitch; trailer mirrors; b/u alarm;	394.00
DEDUCT – Single Rear Wheel rather than dual	(699.00)

Total with all optional equipment and deductions \$27,013.00

However, Staff has obtained pricing from local dealers using identical specifications. Walt Sweeney Ford is able to offer the identical vehicle at a delivered price of **\$26,791.00**. This price yields a savings of \$222 and we are able to buy locally rather than from a dealer in Cleveland, OH. It is Staff's recommendation that the City purchase the vehicle from Walt Sweeney Ford.

This Resolution will authorize the City Manager to enter into an agreement with Walt Sweeney Ford for the purchase of a 2014 Ford F-350 truck and specified options at a cost not to exceed **\$26,791.00**. Staff also recommends Council authorize the sale of a 1992 Chevrolet K2500 four wheel drive pickup truck by public auction at the earliest convenience of the City. Public auction may include the use of an Internet government auction site such as GovDeals if approved by the City Manager.

Approved By:

Department Head:

Initial Date
MB 7/16/13

City Manager:

DRE 7/12/13

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH WALT SWEENEY FORD FOR THE PURCHASE OF A 2014 FORD F-350 TRUCK AND SPECIFIED OPTIONS AT A COST NOT TO EXCEED \$26,791.00 WHICH IS BELOW THE STATE CONTRACT PRICE.

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

SECTION 1: Council hereby authorizes the City Manager to purchase from Walt Sweeny Ford a 2014 Ford F-350 truck and specified options at a cost not to exceed \$26,791.00 which is below the state contract price.

SECTION 2: Council hereby further finds that sufficient funds to meet the maximum amount to be expended for the purchase of the 2014 Ford F-350 have been appropriated.

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

*ITEM – 29BT – PICKUP – Extended Cab, 4WD, DRW, 12,800 lb. – Flex Fuel

DELIVERY: 120 DAYS A.R.O. (See IV.A.) INDICATE CITY/STATE OF MANUFACTURER: Louisville, KY

CONTRACTOR: Valley Ford MFG: Ford MODEL: F-350 MODEL NUMBER: X3D

Item ID No.: 24801 UNIT PRICE: \$26,782.00

List any exceptions to the specifications: NONE

ITEM ID NO.		UNIT COST
23942	Delivery charge per mile, per vehicle round trip map mileage for delivery by the contractor:	\$.50
23943	Minimum Delivery Charge	\$ 50.00

ITEM ID NO.	CONTRACTOR'S ORDER NO.	OPTIONS	UNIT COST
23999	TAG	30 Day Tag	\$ 18.50
23945	PM	Parts Manual (Electronic)	\$ 380.00
23946	SM	Service Manual (Electronic)	\$ 380.00
24778	1K	Additional Set of Keys	\$ 70.00
24779	1S	Cloth Seat Covering	\$ 85.00
24781	BL1	Bed Liner	\$ 140.00
24783	52B	Tow Hitch / 7-Pin Plug / Brake Controller	\$ 190.00
24787	TBM	All-Terrain Tires	\$ 129.00
Specify on PO	TTM1	Trailer Tow Mirrors	\$ 145.00
24789	BU	Backup Alarm	\$ 59.00
Specify on PO	SB EXT	Seat Belt Extender (1 Unit)	\$ 0.00
24792	18B	Step Rails / Running Boards	\$ 299.00
24793	473	Manufacturer Snow Plow Prep Package (Does not include Plow)	\$ 73.00
24794	PLOW	Snow Plow (Order w/ Snow Plow Prep Package)	\$ 2,971.00
Specify on PO	SRW	Single Rear Wheel (SRW)	\$ -699.00

List standard paint colors: Vermillion Red, Pale Adobe, Blue Jeans, Tuxedo Black, Sterling Gray, Ingot Silver, Green Gem, Oxford White

INSTRUCTIONS TO STATE AGENCIES REQUESTING UNSPECIFIED OPTIONS: State agencies that require additional equipment that is not listed in the option table above will need to provide the following to the contract analyst, David Colopy, for approval;

1. Quote: Lists the unit price and the contents of the option(s). Manufacturer's invoice should be included.
2. Justification: Specific reasoning why the unlisted option is needed to perform job duties.

UNSPECIFIED OPTION PRICE: 3% above manufacturer invoice.

*Item 29BT is re-awarded to Valley Ford, effective May 10, 2013.

Pickup – 12,800 lbs., DRW, 4WD, Ext Cab, Long Bed – FFV

Item Number 29BT

Standard Specification Items	Minimum Requirements	Standard Specification Items	Minimum Requirements
FY2013			
Powertrain:		Exterior:	
Engine Type (Cylinder/Liter)	8 / 6.0	Body Side Moldings	Mfg. Std.
Horsepower (Net HP)	316	Rear Door Type	Locking Tailgate
Automatic Transmission	Automatic	Bed Length (ft)	8
Locking Differential	Locking Differential	Rear Step Bumper	Mfg Std
Drivetrain	4WD		
Chassis:		Seating:	
Alternative Fuel (Type)	E-85	Seating Capacity	6
Fuel Capacity (gals.)	35	Front Seat Type	Split Bench
Tires	All Season	Seat Covering	Vinyl
Spare Tire	Full Size	Floor Covering	Vinyl
Cooling System	h.d.a.		
Safety:		Accessories:	
Restraint System (Driver and Passenger)	Required	Air Conditioning	Required
Supplemental Restraint System (Driver and Passenger)	Required	Tilt Wheel & Cruise Control	Required
Power Antilock Brakes (Front and Rear)	Required	Power Windows & Door Locks	Required
Dimensions:		Keyed Door Locks	Required
Wheelbase (in)	158	2 Sets of Keys with FOBS	Required
Head Room (Front / Rear)	40 / 38	Intermittent Windshield Wipers	Required
Leg Room (Front / Rear)	41 / 31	Radio	Std. AM/FM
Shoulder Room (Front / Rear)	65 / 65	Exterior Rear View Mirror	Dual
Hip Room (Front / Rear)	60 / 61	Cargo Dome Lighting	Required
Cargo Volume (cu.ft.)	75	Skid Plate(s)	Required
Payload (lbs.)	6,630		
Gross Vehicle Weight Rating(GVWR)	12,800		
Electrical:		Warranty:	
Alternator (amps)	Mfg. Std.	Mfg. Standard Warranty (Min.)	3yr / 36,000 Mile
Battery (CCA)	Mfg. Std.		



Government Sales Department
5400 Glenway Avenue - Cincinnati, OH 45238
Phone (513) 732-2681 Fax (513) 732-2868
Email: dave@fleetsharepro.com



Date: 7/1/13
 To: Eric Keebler
 City of Oxford
 Oxford, OH

Phone:
 Fax:
 Email:

We are pleased to provide the following competitive quote per the State of Ohio Contract #GDC093

Item #29BT Pickup, Extended Cab, 4WD, DRW, 12,800 lb. - Flex Fuel

Powertrain/Functional

- Brakes – 4-Wheel Anti-lock Braking System (ABS)
- Engine – 6.2L 2 Valve SOHC EFI modular V8 gas (Flex-Fuel)
- Rear axle – Limited-Slip
- Stationary Elevated Idle Control
- Tire Pressure Monitoring System (TPMS) – SRW only
- Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector
- Transmission – TorqShift® 6-speed SelectShift Automatic® O/D

Exterior

- "3-Blink" lane change signal
- Bumpers – front & rear, black painted
- Fender vents – front
- Front License Plate Bracket
- Glass – solar-tinted
- Grille – Black painted
- Handles – door & tailgate, black
- Headlamps – dual-beam jewel effect
- Jack – 2-Ton mechanical
- Mirrors – Black Manual Fold-Away
- Spare tire, wheel, lock & carrier
- Tailgate – Removable w/key lock & TailGate Assist
- Tow hooks – front (2)
- Underhood Service Light
- Wheels – F-250/F-350 SRW – 17" Argent painted steel w/painted hub covers/center ornaments
- Window – Rear, fixed, solar glass

Interior

- Air conditioning – manual

- Audio – AM/FM stereo/digital clock & 2 speakers
- Door-trim – armrest/grab handle & reflector
- Floor covering – Black, full length vinyl
- Instrumentation – Multifunction switch message center
- Mirror – Rearview 11.5" day/night
- Power Equipment Group – Power side windows and locks
- Powerpoint – auxiliary (2) in instrument panel
- Scuff plates – color-coordinated
- Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver side), front center-seat includes integrated restraint
- Steering wheel – Black vinyl, w/tilt and telescoping steering column and cruise control
- Sun visors – color-coordinated vinyl, single driver w/pocket, single passenger w/mirror insert
- Windshield wipers – interval control

Safety/Security

- Safety Canopy® System
- Driver and Passenger frontal and side airbag/curtain
- Airbag deactivation switch – Passenger side (not incl. w/Crew Cab)
- Belt-Minder®
- Safety belts – color-coordinated w/height adjustment D-ring
- SecuriLock® Anti-Theft Ignition
- SOS Post-Crash Alert System™
- AdvanceTrac® w/Roll Stability Control™ (RSC®) (SRW only)
- Trailer Sway Control and Hill Start Assist Control
- MyKey®

Please indicate below selected color choice of vehicle

F1 Vermillion Red
 LQ Pale Adobe Metallic •
 N1 Blue Jeans Metallic •
 UH Tuxedo Black

UJ Sterling Grey Metallic •
 UX Ingot Silver Metallic •
 W6 Green Gem Metallic •
 YZ Oxford White

- Utility bodies with metallic colors require an additional charge of \$ 600.00

<u>Qty.</u>	<u>Code</u>	<u>Description</u>	<u>Each</u>	<u>Total</u>
1	X3C	2014 Ford F350 Extended Cab, 4WD, DRW. 12,800lb. - Flex Fuel Pickup Truck	\$26,780.00	\$26,780.00
1	MDC	Minimum Delivery Charge	\$50.00	\$50.00
1	KEY	Additional Set of Keys	\$70.00	\$70.00
1	TOW	Tow Hitch / 7-Pin Plug / Brake Controller	\$190.00	\$190.00
1	ATT	All-Terrain Tires	\$129.00	\$129.00
1	473	Snow Plow Prep Package	\$73.00	\$73.00
1	TTM	Trailer Towing Mirrors	\$145.00	\$145.00
1	BA	Backup Alarm	\$59.00	\$59.00
1	X3A	Single Rear Wheel (SRW)	(\$704.00)	-\$705.00
Primary Contract Total				\$26,791.00

To place your order please fax quotation and copy of primary and secondary purchase orders to our government sales office at 1-513-732-2868. Within 3-5 business days you should receive an order conformation from our office to confirm your order. If not, contact our sales office at 877-705-2779.

Thank you,

Dave Trimpe
Government Sales
Walt Sweeney Ford, Inc.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Service Department

Originating Department

Council Meeting Of: July 16, 2013

Michael B. Dreisbach

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

July 11, 2013

Date Prepared

Agenda Title: Resolution declaring a 1992 Chevrolet K2500 four wheel drive pickup truck (current vehicle #46) as surplus City property no longer needed for any municipal purpose and authorizing its sale to the highest bidder at public auction or by utilizing an on-line auction service.

Recommendation: Adopt the Resolution

Discussion:

The above referenced vehicle which is used by the Streets and Maintenance Division of the Service Department has met its planned replacement cycle of over 20 years and should be declared as surplus City property. Staff recommends that Council authorize the sale of the vehicle to the highest bidder at public auction which may include the use of an internet government auction site such as GovDeals if approved by the City Manager.

Approved By:

Department Head:

City Manager:

Initial Date

MBD/MAE 7-12-13

DRE 7/12/13

RESOLUTION NO.

A RESOLUTION DECLARING A 1992 CHEVROLET K2500 FOUR WHEEL DRIVE PICKUP TRUCK (CURRENT VEHICLE #46) AS SURPLUS CITY PROPERTY NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AND AUTHORIZING ITS SALE TO THE HIGHEST BIDDER AT PUBLIC AUCTION OR BY UTILIZING AN ON-LINE AUCTION SERVICE.

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

SECTION 1: The City Manager and the Service Director report that the 1992 Chevrolet K2500 four wheel drive pickup truck (current vehicle #46) is no longer needed for any municipal purpose and should be declared surplus.

SECTION 2: The City Manager and the Service Director recommend that the pickup truck be disposed of by sale to the highest bidder at public auction or by utilizing an on-line auction service.

SECTION 3: Council hereby finds and determines that the 1992 Chevrolet K2500 four wheel drive pickup truck (current vehicle #46) is no longer needed for any municipal purpose and is hereby declared to be surplus. Accordingly, the City Manager or his designee is hereby authorized to dispose of said property by sale to the highest bidder at public auction or by utilizing an on-line auction service.

SECTION 5: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: July 16, 2013

Account Code #: N/A

Budgeted Amount: N/A

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

July 9, 2013
Date Prepared

Agenda Title: Notice of Actual Costs for Special Assessment Improvements

Recommendation: Approve

Discussion:

On February 5, 2013, the Oxford City Council passed Resolution No. 4727 declaring the necessity to improve portions of certain properties on multiple streets in the City of Oxford. An exhibit with this Resolution identified properties that required improvements to the property's curb, gutter, sidewalk and/or driveway apron in the Right of Way (ROW). An estimate of probable cost was prepared for all property deficiencies with a cost of \$98,724.00. Following competitive bidding, the actual cost of work was \$87,217.45.

Since receiving notice of City's intention to move forward with improvements, several property owners elected to have the work done under their own control and at their own cost. Thirty two properties elected to have the City construct the required improvements. Per Ohio Revised Code 729.07, the attached Exhibit "A" details the actual costs incurred by the City for each property electing improvements via special assessment on their property taxes. The actual costs were within two percent of the estimate of probable costs for the improvements.

Upon approval of this Resolution, these costs will be filed with the Clerk of Council for public inspection. The City will also publish a notice for three consecutive weeks in the Oxford Press detailing the parcels involved and the actual costs of the work performed. If an owner objects to the assessment, they must file their objection in writing with the Clerk of Council within two weeks after the expiration of the notice.

The City Council will have the opportunity to review any objection and then consider adopting an Ordinance levying the costs of improvements upon the parcels as detailed in Exhibit "A". The Ordinance must detail the number of annual installments, in this case five (5), with City assessed interest on deferred payments at a rate of 5%. The owner may also pay cash for the assessment within 30 days after passage of the Assessing Ordinance.

Staff recommends Council authorize the Clerk to make said assessment costs available for public inspection and to publish such in the Oxford Press for a period of three consecutive weeks. The Clerk shall then report to Council any objections to the assessments that may be received prior to an assessment authorizing Ordinance.

Approved By:

Department Head:

Initial Date
[Signature] \ 7/16/13

City Manager:

DRE \ 7/17/13

RESOLUTION NO.

A RESOLUTION DETERMINING THE TOTAL COST OF THE ASSESSMENT BY LOT, AUTHORIZING THE LIST OF ASSESSMENTS BY LOT TO BE FILED WITH THE CLERK OF CITY COUNCIL AND ORDERING THE SAME BE OPENED FOR PUBLIC INSPECTION AND AUTHORIZING THE CLERK OF COUNCIL TO PUBLISH NOTICE IN A NEWSPAPER OF GENERAL CIRCULATION THAT THE LIST OF ASSESSMENTS BY LOT IS AVAILABLE FOR PUBLIC INSPECTION.

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

SECTION I: Pursuant to Ohio Revised Code 729.07, the City of Oxford Clerk of Council has reported to the Oxford City Council that the final cost of construction and repair of sidewalks, curbs and gutters was \$87,217.45.

SECTION II: Pursuant to Ohio Rev. Code 729.07, Oxford City Council authorized the creation of a list of estimated assessments ("Exhibit A"), which includes the total cost of construction, repair or installation to each lot or land abutting such construction, repair or installation.

SECTION III: Pursuant to Ohio Rev. Code 729.07, Council authorizes Exhibit A to be filed with the Clerk of Council and be made available for public inspection.

SECTION IV: Pursuant to Ohio Rev. Code 729.08, Council authorizes the Clerk of Council to publish a notice in the *Oxford Press* for three (3) consecutive weeks stating that Exhibit A is on file with the Clerk of Council and is available for public inspection. The notice shall further state that any person who objects to an assessment listed on Exhibit A must file his objections in writing with the Oxford Clerk of Council within two (2) weeks after the expiration of the notice.

SECTION V: Pursuant to Ohio Rev. Code 729.09, the Clerk of Council shall deliver any written objections to City Council for review and City Council will adopt an ordinance levying upon the lots and lands listed in Exhibit A the final assessment amounts with such changes or corrections as Council deems proper. The ordinance shall state that the assessments are payable over no more than five (5) annual installments, with interest on deferred payments at the rate of 5%. The ordinance shall also state that assessments can be paid in full in cash within 30 days after passage of the ordinance.

SECTION VI: This Resolution shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

NOTICE OF ACTUAL COSTS FOR SPECIAL ASSESSMENT IMPROVEMENTS

EXHIBIT "A"

Address		Direction	Street Name	Property Owner	Parcel #	Lineal Ft Curb	Square Feet Sidewalk	Square Ft Drive Apron	ESTIMATED	Estimated Cost	Lineal Ft Curb	Square Feet Sidewalk	Square Ft Drive Apron	ACTUAL	Actual Cost	Difference
College Quantities as of 6/3/13																
131	W	High	Barry Knauth		H41000040000130	35	50	325		\$3,965.00	35	50	325 (remove only)		\$3,859.75	-\$105.25
100	S	College	Drushal J Benjamin		H41000040000093	30	150			\$1,920.00	30	150			\$1,690.50	-\$229.50
129	W	Walnut	Tres Walnut LLC		H41000040000127	70	783			\$7,511.00	70	520			\$4,913.50	-\$2,597.50
110	S	College	Oxford Crisis and Referral		H40000040000094	35	275			\$2,940.00	35	275			\$2,542.25	-\$397.75
115	S	College	Harper Pointe Inc.		H41000040000121	15	150			\$1,485.00	15	150			\$1,272.75	-\$212.25
122	S	College	Tres Walnut LLC		H40000040000096	76				\$2,204.00	76				\$2,116.60	-\$87.40
123	S	College	Ward Phillip W Tr		H41000040000118	50	125	154		\$3,557.00	50	125	154		\$3,136.80	-\$420.20
201	W	Collins	Frederick Thomas A & Lewis Amanda		H40000040000101	68	325	72 (remove only)		\$4,463.00	68	325	72 (remove only)		\$4,106.30	-\$356.70
215	S	College	Tres Walnut LLC		H41000040000111	75	75			\$525.00		75			\$427.50	-\$97.50
222	S	College	Tri Development Co		H40000040000107	40	75	143		\$2,829.00	40	75	143		\$2,256.50	-\$572.50
Chestnut Quantities as of 6/3/13																
903		Marilyn	Raymond Tucker		H41001180000083	74	96			\$2,818.00	74	96			\$2,608.10	-\$209.90
417	W	Chestnut	Susan Sherwin		H41001180000087	91	80	90		\$3,919.00	91	80	90		\$3,593.35	-\$325.65
405	W	Chestnut	Christopher or Mary Mullins		H41001180000089	31	32			\$1,123.00	31	32			\$1,045.75	-\$77.25
329	W	Chestnut	Christopher Pirigyi		H41001180000090	80				\$2,320.00	80				-\$92.00	
311	W	Chestnut	Jackson or Cynthia Smeltz		H41001180000093	30	16	85		\$1,662.00	30	16	85		\$1,496.20	-\$165.80
131	W	Chestnut	Talawanda Local School District		H40001150000093	99	288	51		\$5,295.00	99	288	51		\$4,740.45	-\$554.55
101	W	Chestnut	Talawanda Local School District		H40001150000094	207	275	0		\$7,928.00	207	275	0		\$7,332.45	-\$595.55
13	W	Chestnut	Iti Bitti Company LLC		H40001150000019	35	130	0		\$1,925.00	35	130	0		\$1,715.75	-\$209.25
11	W	Chestnut	Sasser Tari & Duke Steven F.		H40001150000020	49	175	0		\$2,646.00	49	175	0		\$2,362.15	-\$283.85
1	W	Chestnut	Dudley Terry & Tom TRS		H40001150000012	64	330	0		\$4,166.00	64	330	0		\$3,663.40	-\$502.60
815		Erin	Kettlewell, Albert		H41001220000099	8				\$232.00	8				\$222.80	-\$9.20
622	W	Chestnut	Burbante, Diana		H41001220000097	10	170	78		\$2,104.00	10	170	78		\$1,770.10	-\$333.90
606	W	Chestnut	Fischer, Theresa		H41001220000088	11	40			\$599.00	11	40			\$534.35	-\$64.65
508	W	Chestnut	Allegree, Alex & Holly		H4100122000007	70	50	85		\$3,060.00	70	50	85		\$2,804.00	-\$256.00
410	W	Chestnut	Herring, Todd		H4100122000002	50	125			\$2,325.00	50	125			\$2,105.00	-\$220.00
406	W	Chestnut	Nelson, Melissa & Maurice		H4100122000001	50	50	54		\$1,800.00	50	50	54		\$1,677.50	-\$122.50
324	W	Chestnut	Welda, Dustin		H41001050000020	43	150	36		\$2,729.00	43	150	36		\$2,414.35	-\$314.65
316	W	Chestnut	Rupp, Dawn		H41001050000021	72	175	54 (remove only)		\$3,601.00	72	175	36		\$3,249.90	-\$357.10
230	W	Chestnut	Hodler Rentals, Inc.		H40001050000025	111	125			\$4,256.00	111	125	54 (remove only)		\$4,073.85	-\$182.15
212	W	Chestnut	Nash, Leonard & Bernice		H41001050000026	62	225			\$3,373.00	62	225			\$3,009.20	-\$363.80
208	W	Chestnut	Augsburger, Anthony & Scott		H41001050000027	91	455	66		\$6,352.00	91	455	66		\$5,570.05	-\$781.95
818	S	College	Davidson, Dave		H41001050000115	38	250	30		\$3,092.00	38	250	30		\$2,684.30	-\$407.70
										\$98,724.00	Total			\$87,217.45		

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: July 16, 2013

Account Code #: 320.810.50506

Budgeted Amount: \$ 100,000

Service Department
Originating Department

Michael Dreisbach, Service Director
Prepared By

July 8, 2013
Date Prepared

Agenda Title: Replacement of Water Main Flow Stopping Equipment

Recommendation: Approve

Discussion:

The 2013 Capital Improvement Budget includes \$100,000 for the replacement of water main flow stopping equipment, commonly referred to as a Hydra-Stop. This machine is able to insert a plug into a water main to stop or limit flow thereby allowing repairs to water mains while disrupting the fewest number of customers possible. The existing unit owned by the City is now approximately 20 years old and has reached the end of its useful life.

The City developed specifications and advertised for bids in the *Hamilton Journal* and *Oxford Press* on June 14 and 21, 2013. Bids were opened and publically read on June 26, 2013 with the following result:

ADS, LLC	\$ 75,927.03
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As expected by the City, only one bid was received. This equipment is extraordinarily specialized and proprietary. The bid was well below the established budget for the replacement equipment. This equipment is crucial to the operation of the utility, and Staff recommends the City Council authorize the City Manager to enter into an agreement with ADS, LLC for the replacement of water main flow stopping equipment at a cost not to exceed \$75,927.03. Staff is not requesting a contingency amount.

Approved By:

Department Head:

Initial Date
MBD \ 7/10/13

City Manager:

DRE \ 7/12/13

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ADS, LLC FOR THE REPLACEMENT OF WATER MAIN FLOW STOPPING EQUIPMENT AT A COST NOT TO EXCEED \$75,927.03.

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

SECTION 1: As previously adopted by Council for the City of Oxford, the 2013 Capital Improvement Budget includes \$100,000.00 for the replacement of water main flow stopping equipment, commonly referred to as a Hydra-Stop.

SECTION 2: The City of Oxford developed specifications and advertised for bids in the *Hamilton Journal* and *Oxford Press* on June 14, 2013 and June 21, 2013.

SECTION 3: After opening the only bid on June 25, 2013, the Service Director determined that ADS, LLC is the lowest bidder for the replacement of water main flow stopping equipment.

SECTION 4: Council hereby finds ADS, LLC to be the best bidder and accepts the bid of \$75,927.03 for the replacement of water main flow stopping equipment.

SECTION 5: Council hereby authorizes the City Manager to enter into a contract with ADS, LLC for the replacement of water main flow stopping equipment at a cost not to exceed \$75,927.03.

SECTION 6: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of: July 16, 2013

Account Code No. #:

Budgeted Amount:

Community Development

Originating Department

Jung-Han Chen

Prepared By

June 26, 2013

Date Prepared

Agenda Title:	ORDINANCE REPEALING ORDINANCE NO. 3000 AND ADOPTING A NEW CHAPTER 139 STUDENT/COMMUNITY RELATIONS COMMISSION OF THE OXFORD CODIFIED CODE
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Recommendation:	Approval
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Discussion:

During the last school year, the SCRC has had difficulties to bring enough student representatives and issues related to town-gown issues at its bi-weekly meetings. The co-chairs of the Commission invited staff and the MU Off-Campus Coordinator and the Director of MU Community Engagement Office to brainstorm how to position the Commission to be the conduit between student population and the community members in general.

The current composition from the student side does not provide enough interaction between the student governing body, ASG, and the community and tends to focus on IFC and PanHellenic representatives. Furthermore, there was a tendency that the terms of those student representatives being for one year lacked the continuity that a functioning commission requires. It is also felt that the SCRC should have a stronger presence dealing with issues related to the community and the university.

This is an effort to enhance the SCRC to be a Commission which will allow town and gown to collaboratively work together to discuss town-gown issues and make recommendations to improve the town-gown relationship. The changes are to expand the community voting members from currently three to six; with one Mile Square residents and one members being the co-chairs. It also provides a venue to further engage the Associated Student Government (ASG) in community affairs, since the proposed student voting members shall be designated by the ASG, including the Secretary for the Off-Campus Affair who also serve as the co-chair. Two of them will serve a term of two years.

This is a follow-up to the town-gown seminars that MU and City staff attended last year as an attempt to find ways to further integrate student population with community affairs and to expand community members' interaction with students as a regular basis.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

JHC 7/9/13

JHC 7/12/13

ORDINANCE NO.

ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE CHAPTER 139 ENTITLED STUDENT/COMMUNITY RELATIONS COMMISSION, AND ADOPTING NEW OXFORD CODIFIED ORDINANCE CHAPTER 139 ENTITLED STUDENT/COMMUNITY RELATIONS COMMISSION, TO AMEND THE COMPOSITION AND ORGANIZATIONAL STRUCTURE OF THE STUDENT/COMMUNITY RELATIONS COMMISSION.

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

SECTION 1: Council hereby repeals Chapter 139 of the Oxford Code of Ordinances to amend the composition and organizational structure of the Student/Community Relations Commission and adopts new Chapter 139 as follows:

139.01 ESTABLISHED.

There is hereby created a Student/Community Relations Commission consisting of ~~nine- eleven~~ voting members and ~~six- twelve~~ ex-officio members.

139.02 COMPOSITION AND APPOINTMENT.

(a) The composition of the Commission and method of appointment thereto shall be as follows:

- ~~(1) One member of the Oxford City Council;~~
- ~~(2) Three residents of the City of Oxford, at least one of whom shall reside in the Mile Square to be appointed by the Oxford City of Council to serve a three (3) year term.~~
- ~~(3) One Miami University graduate student, appointed by the Miami University Graduate Student Association to serve a one (1) year term~~
- ~~(4) Four undergraduate students of Miami University who are members of university-recognized organizations, one of whom shall be the Associated Student Government Secretary for Off-Campus Affairs, to be appointed by the Miami University Coordinator of Off-Campus Affairs for a one (1) year term.~~
- (1) Six residents of the City of Oxford, at least one of whom shall reside in the Mile Square to be appointed by the Oxford City of Council to serve a three (3) year term.**
- (2) Five Miami University students, appointed by the Associated Student Government, one of whom shall be the Secretary for Off Campus Affairs and two of whom shall serve a two (2) year term.**

(b) The Commission shall also have ~~six-(6)~~ **twelve (12)** ex-officio members as follows:

- (1) The City Manager or the City Manager's designee;**
- (2) The Miami University Dean of Students or the Dean's designee;**
- (3) The Miami University Coordinator of Off-Campus Affairs;**

- (4) One representative of the Oxford Chamber of Commerce;
- (5) One member of the Oxford Police Department **and one member of the Miami University Police Department;**
- (6) One representative of the Talawanda School District;
- (7) **One member of the Oxford City Council**
- (8) **One representative from each of the following Miami University recognized organizations: Interfraternity Council, PanHellenic Association; Graduate Student Association and International Student Association.**

Each of the above ex-officio members shall be appointed to serve a one (1) year term.

139.03 ORGANIZATION.

The Commission shall elect its own chairperson, secretary, and such other officers as it deems advisable. The Commission shall have full power to organize itself and to determine its own rules, regulations and bylaws. The Commission will meet not less than once per month during the academic year at a regularly scheduled time, date and place.

139.04 PURPOSE.

The purpose of the Commission shall be to identify and explore any and all matters that the Commission determines are related to student/community relations, and serve in an advisory capacity to the City Council. The Commission shall report and recommend to City Council as the Commission or City Council deems necessary. The Commission is expressly authorized and directed to make such recommendation to Council relative to legislation or policy matters as the Commission determines to be in the interest of student/community relations.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: BOB BLACKBURN

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: July 2, 2013

Jung-Han Chen

Account Code No. #:

Prepared By:

Budgeted Amount:

June 25, 2013
Date Prepared:

Agenda Title:	PC-09-2013 Conditional Use Permit Application-Expansion of a Place of Worship in a Residential Office (RO) District, Susan Kay, Holy Trinity Episcopal Church, Chantelle Noble, Architect, City Studios Architecture, Applicants, Agents
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Recommendation: Approval with Conditions

Discussion:

The Applicant is requesting an approval of a conditional use application for an expansion at 25 East Walnut Street, on the southwest corner of East Walnut and South Poplar Streets.

The proposal is to demolish the existing two-story house and expand the green space along the Walnut Street frontage. The building expansion plan is to continue the single-story west wing further beyond the elevator tower to create office and meeting spaces that will be attached to the main building. Currently, the detached house contains office space and classrooms on its first floor. The existing main building footprint is approximately 5,600 square feet and the proposed addition footprint is approximately 3,000 square feet.

The entire property is within the Uptown Historic District; therefore, the proposed demolition and construction falls under the jurisdiction of the Historic and Architectural Preservation Commission (HAPC). Both the demolition of the two-story home and the expansion of the main building were approved by the HAPC on May 1, 2013.

The Commission asked for any public comments and no public comments were submitted. After the public hearing, the Commission discussed issues related to lot coverage, off-street parking, lot consolidation, landscaping and the demolition of the existing house.

The Commission felt the expansion would be an appropriate project in the reinvestment of the Uptown area and voted 6-0-1 to recommend approval to Council subject to the following conditions:

1. Lot Coverage – The difference in additional lot coverage as a result of redevelopment shall be mitigated through stormwater best management practices.
2. Parking - Vehicle management areas shall meet current vehicle management requirements including, but not limited to, pavement. One existing parking space shall be allowed to encroach into the front yard setback the current distance.
3. Landscaping Plan – A plan needs to be provided and shall include appropriate landscaping buffering of the parking area.
4. Lot Consolidation – Consolidation needs to take place prior to the building permit being issued. The existing house can remain as a temporary use until construction is complete, but must be demolished concurrent with final occupancy.

Approved By:

Department Head:

City Attorney:

City Manager:

JHC 6/26/13
DKE 6/28/13

ORDINANCE NO.

AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO ALLOW FOR THE EXPANSION OF A PLACE OF WORSHIP IN A RO (RESIDENTIAL OFFICE) DISTRICT AT 25 E. WALNUT STREET, OXFORD, OHIO 45056 WITH CONDITIONS.

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

SECTION 1: Council hereby finds that the Planning Commission held a public hearing on June 11, 2013 in accordance with Section 1147.02 of the Codified Ordinances of the City of Oxford, on the application of Susan Kay, Applicant, Agent, for a conditional use permit to allow for the expansion of a place of worship in a RO (Residential Office) District at 25 E. Walnut Street, Oxford, Ohio 45056.

SECTION 2: The Planning Commission, after a public hearing and discussion, voted to approve a motion recommending approval of the conditional use permit application to allow for the expansion of a place of worship in a RO (Residential Office) District at 25 E. Walnut Street, Oxford, Ohio 45056 with the following conditions:

1. The difference in additional lot coverage as a result of redevelopment shall be mitigated through storm-water best management practices.
2. Vehicle management areas shall meet current vehicle management requirements including, but not limited to pavement. One existing parking space shall be allowed to encroach into the front yard setback at the current distance.
3. A landscaping plan shall be provided and shall include appropriate buffering of the parking area.
4. Lot consolidation shall occur prior to the building permit being issued. The existing house shall be allowed to remain as a temporary use until new construction is complete and shall be demolished concurrent with the issuance of the final occupancy permit.

SECTION 3: Council hereby accepts the recommendation 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 for the expansion of a place of worship in a RO (Residential Office) District at 25 E. Walnut Street, Oxford, Ohio 45056 in accordance with the conditions set forth above.

SECTION 4: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

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

<u>Report Date</u>	July 2, 2013
<u>Case Number</u>	PC-09-2013
<u>Applicant Information</u>	Susan Kay, Holy Trinity Episcopal Church Chantelle Noble, Architect, City Studios Architecture
<u>Requested Action</u>	Conditional Use
<u>Summary of Request</u>	Approval of an Expansion of a Place of Worship
<u>Public Hearing Information</u>	On June 11, 2013 a Public Hearing took place at 118 W. High Street. A Public Hearing notice was published in the Oxford Press on April 26, 2013. Courtesy notices were mailed to adjacent property owners on May 20, 2013.
<u>Commission Action</u>	The Planning Commission voted 6-0-1 recommending approval of the Conditional Use with conditions.
<u>Commission Findings and Conclusions</u>	The Planning Commission discussed and placed conditions upon lot coverage, stormwater runoff, parking, lot consolidation, and landscaping/buffering. The Planning Commission identified positives of the expansion: meet community needs, provide additional greenspace, choose to expand and not relocate. All agreed it was a well thought-out design. The Planning Commission noted that the HAPC approved the demolition and addition at their June meeting. After discussion the Planning Commission voted to approve the Conditional Use with conditions.
<u>Exhibits Submitted to the Commission</u>	1. Staff Report Dated June 5, 2013 2. Interoffice Review Transmittal Sheets 3. Review and Comment Forms 4. Surrounding Zoning Map 5. Aerial View 6. Property Notifications Map 7. Letter of Agency 8. Conditional Use Permit Application Dated April 26, 2013 9. Supporting Documents 10. Drawings, Photographs, Sketches

City of Oxford
Community Development Department
STAFF REPORT

Planning Commission

Case # PC-09-2013

Date – June 11, 2013

APPLICATION

Applicant:	Susan Kay/Holy Trinity Episcopal Church
Location:	25 E. Walnut Street
Owner:	Holy Trinity Episcopal Church
Agent:	Susan Kay or Architect Chantelle Noble
Action Request:	Conditional Use Permit Application -- Expansion of a Place of Worship in a Residential Office (RO) Zone
Current Use:	Place of Worship / Apartments
Surrounding Existing Land Uses:	Predominantly Residential Rental

DESCRIPTION

Applicant Susan Kay comes before the Planning Commission on behalf of the Holy Trinity Episcopal Church to present a conditional use permit request for an expansion at 25 East Walnut Street, on the southwest corner of East Walnut and South Poplar Streets. A conditional use permit is required for a place of worship land use, in the Residential Office Zoning District. Chantelle Noble of City Studios Architecture has prepared a site plan showing the ¼ block that the church owns. City Studios also has prepared three dimensional color renderings of the proposed building addition and site landscaping.

Holy Trinity has programming needs that currently cannot be fulfilled with the existing building and site conditions. The building committee has been working off and on for many years to come to this proposal before the Commission tonight. The proposal is to demolish the existing two-story house and expand the green space along the Walnut Street frontage. The building expansion plan is to continue the single-story west wing further beyond the elevator tower to create office and meeting spaces that are attached to the main building. Currently the detached house contains office space and classrooms on the first floor. The existing main building footprint is approximately 5,600 square feet and the proposed addition footprint is approximately 3,000 square feet. The main building has a basement but the proposed addition does not. The property, which is currently two lots, totals 27,288 square feet. As shown, the overall site would have approximately 47% lot coverage, which includes all buildings and pavement.

The entire property is within the Uptown Historic District; therefore, the proposed demolition and construction fall under the jurisdiction of the Historic and Architectural Preservation Commission (HAPC). Both the demolition of the two-story home and the expansion of the main building were approved by the HAPC on May 1, 2013.

The purpose of the Conditional Use Permit review process is to review the potential integration of the proposed land use within the existing surrounding land uses. In this case the land use existed prior to the zoning requirement for a conditional use permit; however, the owners propose expansion which requires the permit. Therefore, the Commission can now consider any existing compatibility concerns and what impacts an expansion might have on that compatibility. The Commission may not find any compatibility concerns. However, if there are any potential negative impacts as a result of the expansion and site development, this is the appropriate time to discuss the impacts and recommend any mitigation measures. Additionally, the Commission could request more information prior to a decision, if it felt appropriate.

SURROUNDING NEIGHBORHOOD

All property owners within 200 feet have been notified by letter, a sign has been posted on the property and notice has been placed in the newspaper. At the time of this writing, **two public comments of support, in response to the 200 foot notice, have been received.**

The property is primarily surrounded by residential rental properties of various densities and architectural styles. The exception to the residential rental properties is the Hillel Foundation directly across the alley to the west. Hillel Foundation is the center of Jewish student life activities for Miami University. Holy Trinity also has an active student base.

PLANNING COMMISSION AND BOARD OF ZONING APPEALS SITE HISTORY

1986-PC-11 – Replat/Lot Consolidation

1999-PC-25 – Replat/Lot Split

2000-BZA-07 – Lot Coverage Variance (44%) due to Elevator Tower addition

COMPREHENSIVE PLAN (2008)

There are no specific strategies or objectives directly referring to places of worship (churches) in the most recent Comprehensive Plan. However, there are indirect references that staff found helpful, which are included below with staff comments:

Land Use Chapter –Principles excerpt (page 3.9)

1. The community's small college town character will be preserved and enhanced.

(*Staff comment-* the church proposes to continue to invest in the Mile Square rather than relocate outside the urban core)

University and Community Chapter – Objectives excerpt (page 11.3)

Objective 2 – Foster model university-community collaboration

UC 2.6. Develop ongoing programs to help students learn the responsibilities of being good citizens and neighbors.

UC 2.7. Strengthen sense of community between students/nonstudents.

(*Staff comment-* churches commonly achieve this goal of building relationships which are not age specific)

ZONING CODE REGULATIONS EXCERPTS

§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.

Conditional Use

The purpose of Conditional Use regulations is at Section 1147.01(a):

"Purpose. Conditional Uses are land uses that are potentially appropriate in many zoning districts but that are likely to have characteristics that could be detrimental to the public health, safety, or general welfare if not located appropriately, operated appropriately, or mitigated with good design."

§1143.09(b)(2)H.: Conditional Uses in RO:

STAFF FINDINGS: Places of Worship are specifically listed as a Conditional Use in the RO District.

§1143.09(c): RO Site Development Regulations:

STAFF FINDINGS: Lot size, setbacks, and building height appear to be satisfied. However, building coverage and total lot coverage are not satisfied. A maximum of 25% of the site is allowed to be covered

by enclosed buildings. A maximum of 40% of the lot is allowed to be covered by buildings and paving. Exact survey calculations have not been submitted. Staff's rough calculations (after a lot consolidation) show that building coverage will be approximately 35% and that total lot coverage will be approximately 47%. The building addition is approximately 3,000 square feet footprint, and the demolished building is approximately 1,800 square feet. There is also a new outdoor terrace area. The asphalt/gravel parking area is not proposed for removal, and by definition is to be included in the total lot coverage calculation.

§1147.03(b)(15) Use Regulations & Potential Concerns:

(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

STAFF FINDINGS: The list of specific concerns above is not a comprehensive list of all the criteria. *See the attached code Section 1147.02(c)(2) for the complete list.* Churches commonly fit well within a mixture of residential uses, because of the low impact that they have and the potential close proximity to building users. The church does not have a bus or van. No details have been submitted for outdoor lighting yet. On-site parking is not required for churches in the RO zone. However, there are approximately five un-striped off-street parking spaces on the property, near the existing two story house. Additionally, some adjacent on-street parking spaces are reserved for handicap parking on Sundays. One block to the west is a public parking garage.

COMMENT FORMS

Two public comment forms indicating support, were received.

AGENCY REVIEWS

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

Police:	No comment received
Fire:	Returned without comment
Engineering:	Returned without comment
Econ. Dev.	Returned with comment of support

DECISION CRITERIA

A copy of the Conditional Use Permit Decision Standards is attached.

ANALYSIS

The plans submitted lack the detail that a complete building permit application would contain. However, they are sufficient to conduct the Conditional Use Permit review. Staff is not aware of any existing land use conflicts between Holy Trinity and surrounding properties, or of any that would directly result from this expansion. City departments will conduct a more complete review of detailed construction plans, if and when the Planning Commission and City Council approve the Conditional Use Permit.

One area of nonconformance is the unpaved off-street parking along the alley, which encroaches partially into the front yard (setback). Section 1149.05 (Non-Residential Vehicle Management) requires that parking areas not be in the front setback (20 feet in the RO zone), that they are paved, and that they are bounded by a six-inch raised curb. However, according to Section 1147.07(d)(2), the Planning Commission can waive or modify dimensional regulations of the Zoning Ordinance.

Once the existing two story house is removed, the encroachment of the one parking space into the front yard (setback) may be more noticeable. However, as the landscaping matures, it may be less noticeable. The Planning Commission may wish to at least require paving of the gravel area and a raised curb along the north perimeter. Although a detailed landscape plan has not yet been submitted, the three dimensional rendering does give an adequate concept of what the mature landscape would look like. The two existing shade trees in the front yard are not shown on the rendering. If possible, at least one could be saved, if it fits within the landscape design.

RECOMMENDATION

Staff recommends that the Commission solicit input from the applicant at the hearing about the parking area location and landscaping materials prior to a decision. The Commission could waive or modify the vehicle management requirements if it so desired. Additionally, appropriate conditions can be attached to the approval. Staff recommends that the Planning Commission forward a recommendation of approval to City Council based upon the findings in this report.

SUBMITTED

BY:



Sam Perry
Planner

DATE: June 5, 2013

ATTACHMENT

(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 public comment 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 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. 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.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 5/20/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-09-2013 CONDITIONAL USE 25 E. Walnut Street, Holy Trinity Episcopal Church, to allow for the expansion of a place of worship in a RO (Residential Office) District, Susan Kay, City Studios Architecture, Applicants, Agents

 X Review

 Revisions

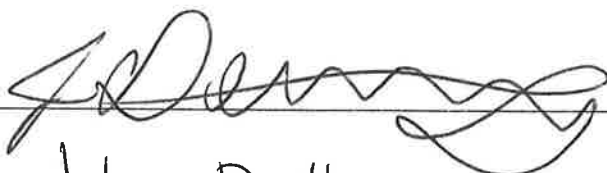
 Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **6/5/13** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Drawings reviewed by:



John Detherage

PRINTED NAME

Date: 5-21-13

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 5/20/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-09-2013 CONDITIONAL USE 25 E. Walnut Street, Holy Trinity Episcopal Church, to allow for the expansion of a place or worship in a RO (Residential Office) District, Susan Kay, City Studios Architecture, Applicants, Agents

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **6/5/13** Note: If no comments are received, we will assume the project meets your department's standards.

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

Drawings reviewed by:



Date:

6-4-13

VICTOR POPESCU

PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 5/20/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-09-2013 CONDITIONAL USE 25 E. Walnut Street, Holy Trinity Episcopal Church, to allow for the expansion of a place of worship in a RO (Residential Office) District, Susan Kay, City Studios Architecture, Applicants, Agents

X Review _____ Revisions _____ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **6/5/13** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Allowing existing Mile Square places of worship the opportunity to expand seems to make sense. Otherwise these uses will leave the Mile Square for greener pastures.

Drawings reviewed by: _____

Date: 5-28-13

G. ALAN FURMAN
PRINTED NAME



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

DATE OF HEARING: **June 11, 2013**

PC-09-2013 CONDITIONAL USE 25 E. Walnut Street, Holy Trinity Episcopal Church,
to allow for the expansion of a place or worship in a RO (Residential Office) District, **Susan**
Kay, City Studios Architecture, Applicants, Agents

If you cannot attend the public hearing on this Conditional Use being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it by **June 5, 2013** to Lynn Taylor, 101 East High Street, Oxford, OH 45056.

Name: Judy Ramsey - D + B Family Ltd Ptn.

Address: PO Box 849
Oxford, OH 45056

Telephone: Home: 523-6786 Work: 523-2638

COMMENTS:

Our Family Partnership supports Holy Trinity's expansion plan. We wish them well.

Signature Judy Ramsey Ltd Ptn

Date 5-30-13



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

DATE OF HEARING: June 11, 2013

PC-09-2013 CONDITIONAL USE 25 E. Walnut Street, Holy Trinity Episcopal Church,
to allow for the expansion of a place or worship in a RO (Residential Office) District, **Susan**
Kay, City Studios Architecture, Applicants, Agents

If you cannot attend the public hearing on this Conditional Use being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it by **June 5, 2013** to Lynn Taylor, 101 East High Street, Oxford, OH 45056.

Name: St. Mary Church

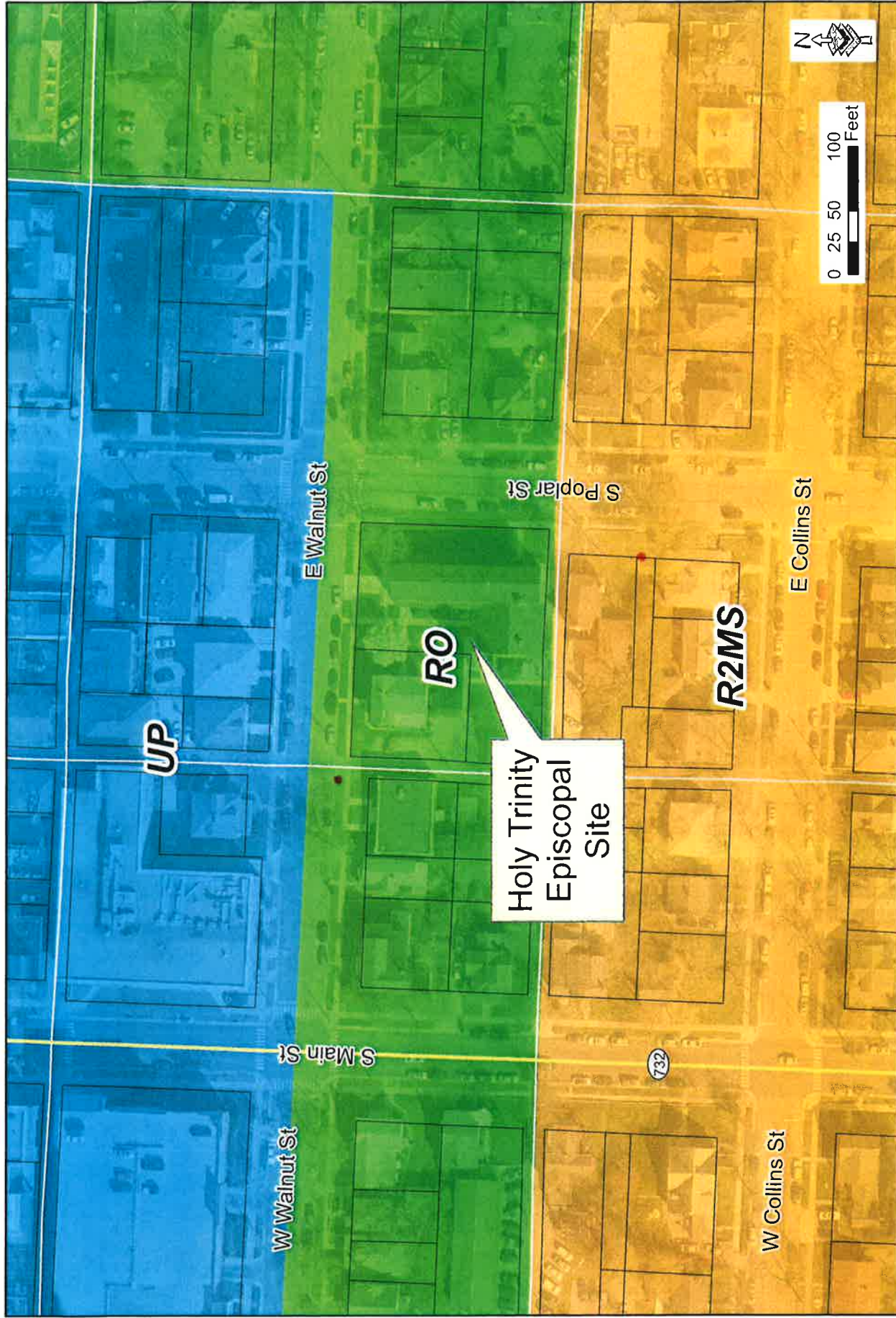
Address: 111 E. High St

Telephone: W Home: 523-2153 Work: _____

COMMENTS: No complaints!

Jim Burk
Signature

5/22/13
Date



Surrounding Zoning Map

Holy Trinity Episcopal Church - 25 E. Walnut St

Map Produced June 5, 2013

R-2MS, Single- and Two-Family Mile-Square Residential

RO, Office Residential

UP, Uptown





PC-09-2013

property
notification

Legend

 19 & 25 E. Walnut St.

 200 Ft. Buffer

 Oxford Corporation Limit

 Parcel

 16.5' Vacated ROW

 Building Footprint

 Paved Roadway



1 inch = 100 feet



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



LETTER OF AGENCY

To Whom It May Concern:

Please be advised that either Susan Kay or City Studios Architecture has permission to represent our interest with the City of Oxford and act on our behalf for the Oxford Planning Commission hearing on June 11th, 2013, regarding the Application for Conditional Use by Holy Trinity Episcopal Church for our property located at 19-25 East Walnut Street, Oxford, OH, 45056.

Thank you,

Karen Burnard

The Reverend Karen Burnard, Rector
Holy Trinity Episcopal Church

April 25, 2013

Date

Case No.: PC-09-2013
Date filed: 4/26/13

Conditional Use Permit Application

City of Oxford, Ohio

REQUIRED INFORMATION (print clearly)

Name of Applicant: Susan Kay or City Studios Architecture
(Letter of agency attached)

Mailing Address: Holy Trinity Episcopal Church c/o Susan Kay
25 East Walnut St., Oxford, OH 45056

E-mail Addresses: kays@miamioh.edu; cnoble@citystudioarch.com

Telephone Number(s): Kay 513-523-8651 (h) 255-1757 (cell); City
Studios 513-621-0750; Holy Trinity 513-523-
7559

Name of Property Owner (if other than Applicant) Holy Trinity Episcopal Church

Location of Property: 19 and 25 E. Walnut Street, Oxford, OH 45056

Legal Description: Legal Description for Holy Trinity Episcopal Church Property [not
to be used for conveyance or recording purposes]

Entire Lot # 3353, containing 7,275 sq. ft. or 0.167 acres, and adjacent Entire Lot # 3354, containing 20,015 sq. ft. or 0.459 acres, situated at the southwest corner of Walnut and Poplar Streets in the City of Oxford, Ohio, as shown on a plat recorded at Vol 38, Page 40 of the Butler County Engineer's Record of Land Surveys.

Zoning District: R0 Office/Residential; part of the Historical Architectural
Preservation Area

Total Area: 2.129 Acres

Existing Use Description: Parcel Id H4100003000245 --- Lot # 3354 --- is a church whose uses include worship space on the main floor with fellowship space, a choir room, nursery, library, kitchen, and restrooms on the lower level; on the upper level, in addition to the worship space, uses include the rector's office, a children's classroom, and a restroom.

Parcel Id H4100003000244 --- Lot # 3353 --- is classified as a 2-family dwelling; it is used for two 1-person apartments upstairs, and a small entry way containing office equipment, an office, a children's class-room, two restrooms, a meeting room with kitchen, and a small room used as an office by Oxford Center for Peace and Justice down stairs.

Proposed Use Description: At the time of this application, Holy Trinity has not yet received permission from HAPC to demolish the building on Lot

3353; their application is on the HAPC agenda of May 1. The demolition is required as a part of the expansion of the building on Lot # 3354 and the reuse of both lots for which Conditional Use is sought. Also at the time of this application, Holy Trinity has not yet consolidated the two lots, as it needs to leave the building on Lot # 3353 intact until the addition is built in order to have space for the office and classroom functions of that building as well as to allow tenants in the apartments to have maximum time to seek new, affordable; in addition, the church plans for the meeting room on the first floor to function as the on-site contractor's location during construction of the addition. Holy Trinity must wait until after demolition to consolidate the lots or risk the problem of having two principal uses on one lot.

The proposed use of the main church building with the proposed addition you see before you is to consolidate the present functions of the church into one structure and to make space available for the congregation and its activities both within the church and within the community to grow.

The uses of the overall building and its addition may change as the necessary outreach and functions of the church change with societal and community changes. Thus, all of the spaces in the addition, with the possible exception of office spaces, can be viewed as multi-functional. All uses of the spaces will, however, conform to the principal use as a building for all the callings and mission of a faith community.

SUBMISSION REQUIREMENTS

The required fee of **\$400.00 plus actual postage**, made payable to the City of Oxford, must accompany the applications. The entire submission must be prepared in accordance with Chapter 1147, Conditional Uses, of the Zoning Code of the City of Oxford.

Attach thirteen (13) copies of a site plan indicating the following:

1. North arrow -- Attachment 1
2. Scale -- Att. 1
3. Vicinity Map -- Att. 1, 2
4. All existing and proposed lot lines within the site -- Att. 1, 2
5. Dimensions of all lots and of the entire site and any adjacent rights-of-way -- Att. 1
6. Loc., hgt., and use of all proposed and existing structures -- Att. 4 - 10
7. Loc. and design of all proposed vehicle management area -- Att. 4 - 10
8. Location, size, and type of all proposed signs -- Att. 2 (existing signage); no new signage proposed except signage to mark designated church and handicap parking in the parking indicated on the plans and church parking on the alley way next to the present building.
9. Loc., hgt., and type of all proposed screening and landscaping -- Att. 4 - 10

10. Distances to residential zoning districts if within 1,000 feet – Att. 1
11. The use of land and location of structures on adjacent property and across adjacent rights-of-way -- Att. 2
12. Elevations of proposed structure, or typical elevations if structures are not yet designed, shall be required by the Zoning Administrator if the proposed location, height, or bulk of the structure is such that it may negatively affect an adjacent use – Att. 4-10
13. Photographs of the existing use and its surroundings. – Att. 2, 3
14. Other information as required by the Planning Commission

Attach a Narrative Statement describing how the proposed Conditional Use meets the following Decision Standards of the zoning district in which it is to be located: Please see Attachment 11

- A. The proposed use is in fact a Conditional Use 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. All necessary permits and licenses for the Conditional Uses and its operation have been or can be obtained for the use at the proposed location.

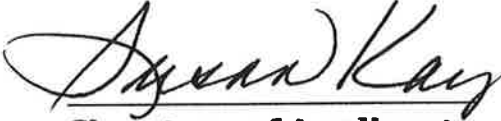
On a separate sheet of paper, provide the names and addresses of all adjoining property owners within 200 feet of the site, including those across streets, roads, alleys and highways. *Property Owner names will not be included in the agenda packet.

NOTE: The Butler County website (www.butlercountyohio.org/auditor) is very helpful when searching for the mailing address of adjoining property owners. Once the site is up, click on online searches, then click on real estate. It will allow you to search by owner, address or parcel number.

All materials must be delivered to the office of the Community Development Director, City of Oxford, 101 East High Street, Oxford, Ohio 45056. Any questions should be directed to the Community Development Department at (513) 524-5204. The issue will be placed on the next possible agenda.

Incomplete applications will not be processed.

NOTE: Notification and publication requirements must be adhered to. Submit materials 45 days prior to the proposed meeting date. City Staff will erect a public hearing sign on the subject property. It is the Applicant's responsibility to remove the signage once the hearing(s) are completed.


Signature of Applicant

SUEAN KAY
Printed Name

Date: 4/25/2013

FEE/RECEIPT

\$400 Fee Paid (postage charged to Holy Trinity)/ Receipt Number: 18253 , 27

Attachment 11

Narrative Statement describing how the proposed Conditional Use meets the following Decision Standards of the zoning district in which it is to be located:

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

Section 1143.09 (b) (2) H of the Planning and Zoning Code lists “places of worship” as a conditional use in the RO district. When Holy Trinity joins the two lots under consideration, the conditional use will extend to cover the entire quarter block, providing a more unified space for the place of worship that now is a conditional use for the larger of the two lots.

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

Section 1143.09 (a) indicates that “this district (RO) is appropriate . . . between commercial areas and residential neighborhoods. The property is across Walnut from the UP zone which on Walnut has multi-story apartments and, to the west on the same side, the hotel. Diagonally across Poplar is zoned UP. Directly across Poplar is RO. On the same side of Walnut, west from Holy Trinity are Hillel and single-family residences.

The proposed use of the site seems to satisfy the purpose of this section of the Zoning Code. The use provides a transition between the commercial uses of UP and the R2MS district to the south. In addition, the proposed addition to the main building will enhance the appearance of this district, which is in close proximity to the UP district, thus enhancing the UP as well.

By discontinuing the use of the Old Rectory for rental units, Holy Trinity will be more in compliance with the Zoning Code in that the overall property will not have uses that are somewhat unrelated to the principal purposes of the church building.

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

The proposed use of the combined lots will enhance the appearance of the area; provide a more consolidated, accessible, and attractive green space than is present on the two separate lots with two separate buildings; soften the appearance of that corner and the streetscape leading to Hillel and the residential houses; be of a scale that blends well with the office-residential character of the zoning district.

The addition to Holy Trinity’s present building will also allow it to better serve the community at large and assist in cooperation between the University and the City.

Holy Trinity presently opens its doors to a variety of community groups and University organizations. The addition will make meeting space for such groups more plentiful, comfortable, and attractive.

Three years ago, Holy Trinity received a two-year grant (\$18,00 per year) for College Student Ministry from the Episcopal Church USA; the Diocese of Southern Ohio has matched the grant for an additional two years. This grant has allowed Holy Trinity to increase the numbers of Miami students who worship and study at Holy Trinity and who also join in outreach efforts for the community. The students volunteer for Holy Trinity's monthly dinners that are open to anyone in the community, volunteer in community service agencies, and engage with younger people in our own community. Holy Trinity's young people have also cooperated with adherents to other faiths, most recently in a 2013 spring break service learning experience of border and immigration issues along the Arizona border with Mexico.

Demolition of the Old Rectory will eliminate the visual separation between Holy Trinity Church and Hillel and emphasize the cooperative coexistence of the two faith communities. All of these instances of opening doors to the larger community and working with students from Miami are evidence of community-building as well as University/City cooperation – both called for in the Comprehensive Plan.

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

The plan to move an office, classroom, and meeting room from the Old Rectory to the new addition to the Church, then demolish the Old Rectory and consolidate the lots will provide a much better size and shape of the site for the proposed use. Holy Trinity will then have classroom space to accommodate two different classes, additional meeting space for two different sized meetings, and more office space at least equivalent to the present office space in the Church building and in the Old Rectory. In addition, space will be freed on the main floor for the nursery, now housed on the lower level at some distance from worshipping parents. One building on one square lot, integrated into its site and the green space is a far better use of the site than the present uses.

There will be adequate space for some expansion if that becomes necessary, by extending the short leg of the L-shape somewhat more toward the north. There could even be a second storey added to the addition, at substantial expense and with extensive remodeling. However, the Church is probably at or very near the maximum it will need in the foreseeable future. The present proposal represents "Stage 2" of an expansion that was begun about 13 years ago with the addition of the bell tower, elevator housing, and more accessibility through improved walkways.

The only expansion that is now foreseen is an expansion of the Narthex, the entryway into the worship space. At present, it is too small to create a welcoming atmosphere or to provide adequate access to coat storage in winter. Especially during special events, it can become quite crowded. The Church had originally

planned to include Narthex expansion into the present changes to the building; however, it reached the limits that it could afford at the present time and had to defer these plans; nevertheless, with proper variances, there is room for expansion of that small section of the building toward the street. No changes to the main building beyond the limited connection required to the addition are proposed for this phase of our planning.

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

Holy Trinity creates no hazardous emissions or other hazardous conditions. It has ceased the "burning of the greens" on the grounds; but when that was done in the past, the Fire Department was notified and proper permits were secured. Now, the only outdoor fire is contained in an outdoor grill on the steps of the Church to signal the beginning of the Easter Vigil on the night before Easter.

There is no proposed recreation area (in the form of a designated playground with equipment) that would create an attractive nuisance and possible disturbing noise; however, children may be playing in the green space as they do now without creating much of a disturbance. There is no need for specific screening of an outdoor recreation area.

The bells will continue to ring as they do now; there are no plans for larger bells or amplification. Parishioners, priest, and choir have been known to march around the block, chanting in procession; the noise level, however, is hardly enough to be hazardous or in violation of noise ordinances. Occasionally the community gathers outside for procession into the church on holy days or eves; this produces neither noise nor traffic disruption. Burials are occasionally done in the Columbarium next to the main church building in the green space area. On occasions when burials are done in the Columbarium, the effect on traffic may even be positive as there would be no procession to a cemetery. Burials are not accompanied by loud noise and are always in the daytime. The Church expects much more use of the outdoor space with the new addition, but it will not be of a character to create a nuisance or disturbance.

Lighting spillover should not be a problem as there will be no lighting other than safety lighting that will be directed toward the grounds; and the surrounding area is already highly lighted, making any additional lighting on Holy Trinity's site trivial.

Holy Trinity has no plans for owning a bus or van; thus there will be no need for storage that would detract from the site.

There will be little or no additional impact on traffic or parking. The church would love to have additional parking on the site but has no useable space for it. Under the expansion plan, the Church will end up with approximately the same number of legal parking spaces. (That is, some spaces will be lost that have been gained by

stacking cars one behind the other; this possibility will be eliminated under the proposed plan.)

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.

Please see the answer to E.

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.

Holy Trinity believes that community outreach and service activities, the practice of radical hospitality to others, and the incorporation of University students into the church community and the larger Oxford community are part of the principal use that cannot be operated independently 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.

There is no evidence that the addition to the main building will have any additional impact on public facilities and services. There may even be some reduction of such impact with the demolition of the Old Rectory.

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

Please see the answer to H.

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 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 attached renderings of the proposed building and grounds are evidence that this condition will be met. Holy Trinity has an active group of "grounds keepers" and an active group of maintenance people in the parish. Both groups of parishioners supplement the efforts of professional maintenance and landscaping groups to insure that the grounds and building are properly maintained.

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. Not applicable.

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

There are no natural or scenic features on the property of importance. While the house that is proposed for demolition is historic, its historic character is not major in terms of design, events, or occupants. By the time this application is heard by Planning Commission, Holy Trinity will have demonstrated to HAPC the impossibility of restoring the house without major financial difficulty on the part of the Church.

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

All permits and licenses for the Conditional Use and its operation can and will be obtained for the use at the present location; in fact, the main building is now recognized as a Conditional Use in the RO zoning district. The present application is for a major revision to the already granted Conditional Use.

25 East Walnut St
Oxford, OH 45056

DATE: HAPC REVIEW
04.12.2013

A1.1



SITE PLAN - NEW FIRST FLOOR PLAN ATOP SITE SURVEY

1/16"=1'-0"

Attachment 3(a)
Ref. Reg. 13





E Walnut St

Alley

Attachment 2
Def. Reg.
3, 4, 8, 13, 11

UP Multi-fam.
EXISTING
EXISTING
EXISTING
EXISTING
EXISTING

CHURCH
ANNEX
TO BE
RAZED

PRESENT
CHURCH
BLDG.

EXISTING
MONUMENT
SIGN -
REMAINS

RESIDENCES

RMS
RESIDENCES

HILL

Attachment 3 (b)
Ref. Reg. 13



HOLY TRINITY EPISCOPAL CHURCH
25 East Walnut St
Oxford, OH 45056

CIVIL ENGINEERING
ARCHITECTURE
25 E. 1st St., Suite 2
Cincinnati, OH 45202
416.213.4141
www.civil-engineering.com

DATE: HAPC REVIEW
04.12.2013

PRELIMINARY
NOT FOR CONSTRUCTION

A0.1

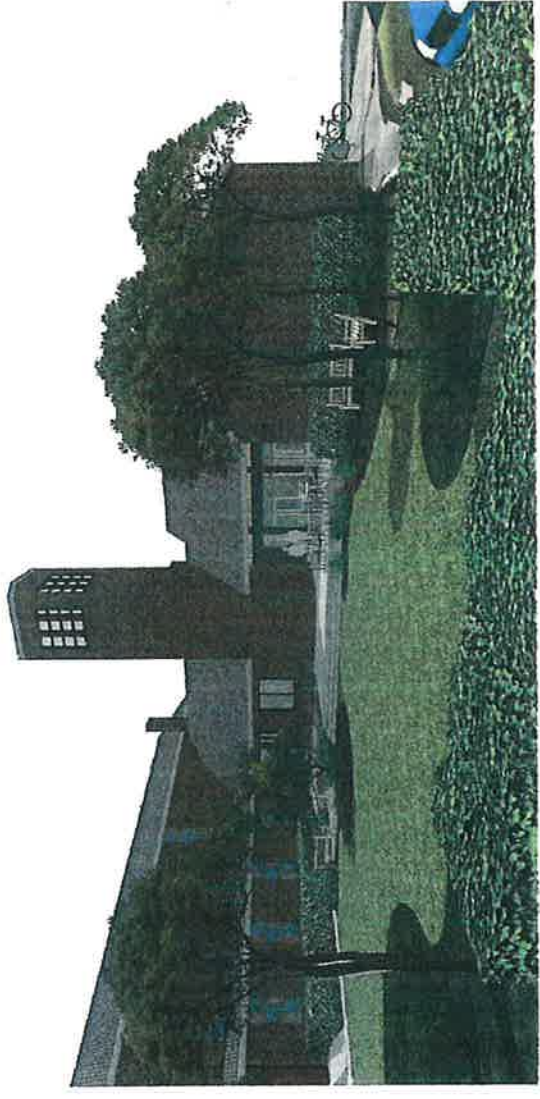
PHOTOS OF EXISTING SITE
NOT TO SCALE

Attachment 7
 Ref. Req. 6, 7, 9, 12,



1 VIEW OF PROPOSED EXPANSION FROM NORTHEAST COURTYARD

1/8" = 1'-0" NOT TO SCALE



2 VIEW OF PROPOSED EXPANSION FROM NORTHWEST COURTYARD

1/8" = 1'-0" NOT TO SCALE

HOLY TRINITY EPISCOPAL CHURCH
 25 East Walnut St
 Oxford, OH 45056

CITY PLANNING
 ARCHITECTURE
 102 E. 1st St., 2nd Fl.
 Columbus, OH 43215
 Tel: 614.462.1113
 Fax: 614.462.1114

DATE: HAPC REVIEW
 04.12.2013

PRELIMINARY
 NOT FOR CONSTRUCTION

A0.0

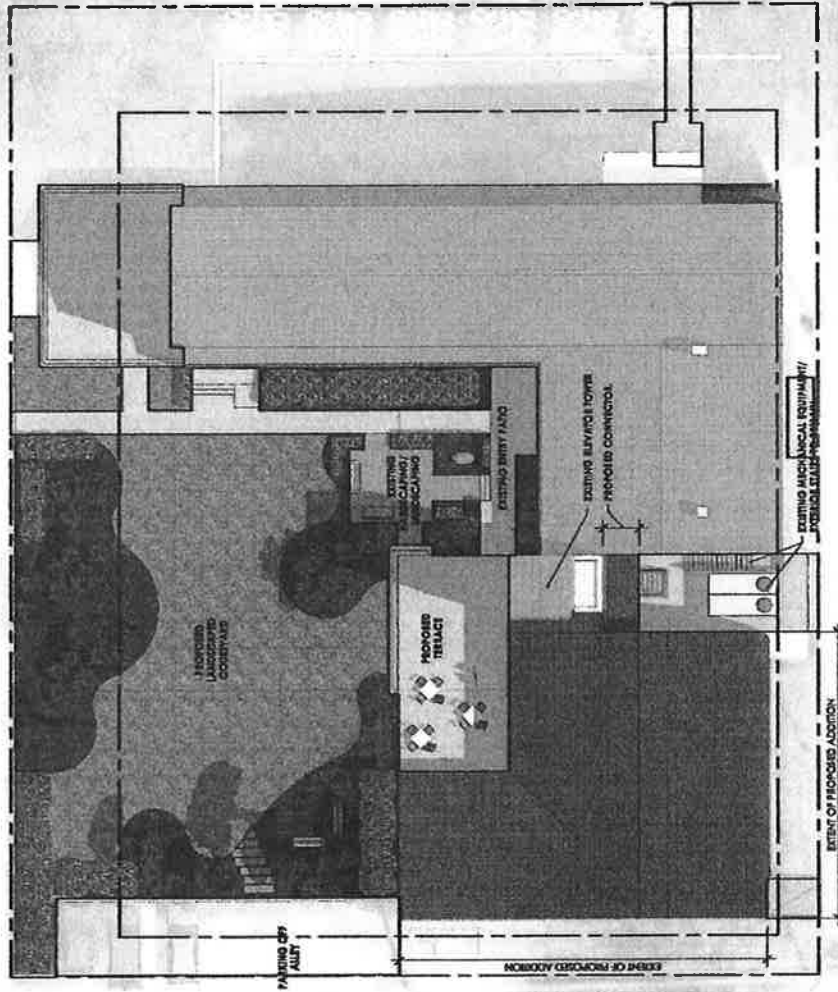
25 East Walnut St
Oxford, OH 45056

ARCHITECTURE
2000 Award for Structural
Engineering, 1999
City of Chicago, 1999
City of Chicago, 1999

DATE: HAPC REVIEW
04.12.2013

PRELIMINARY
NOT FOR CONSTRUCTION

A1.0



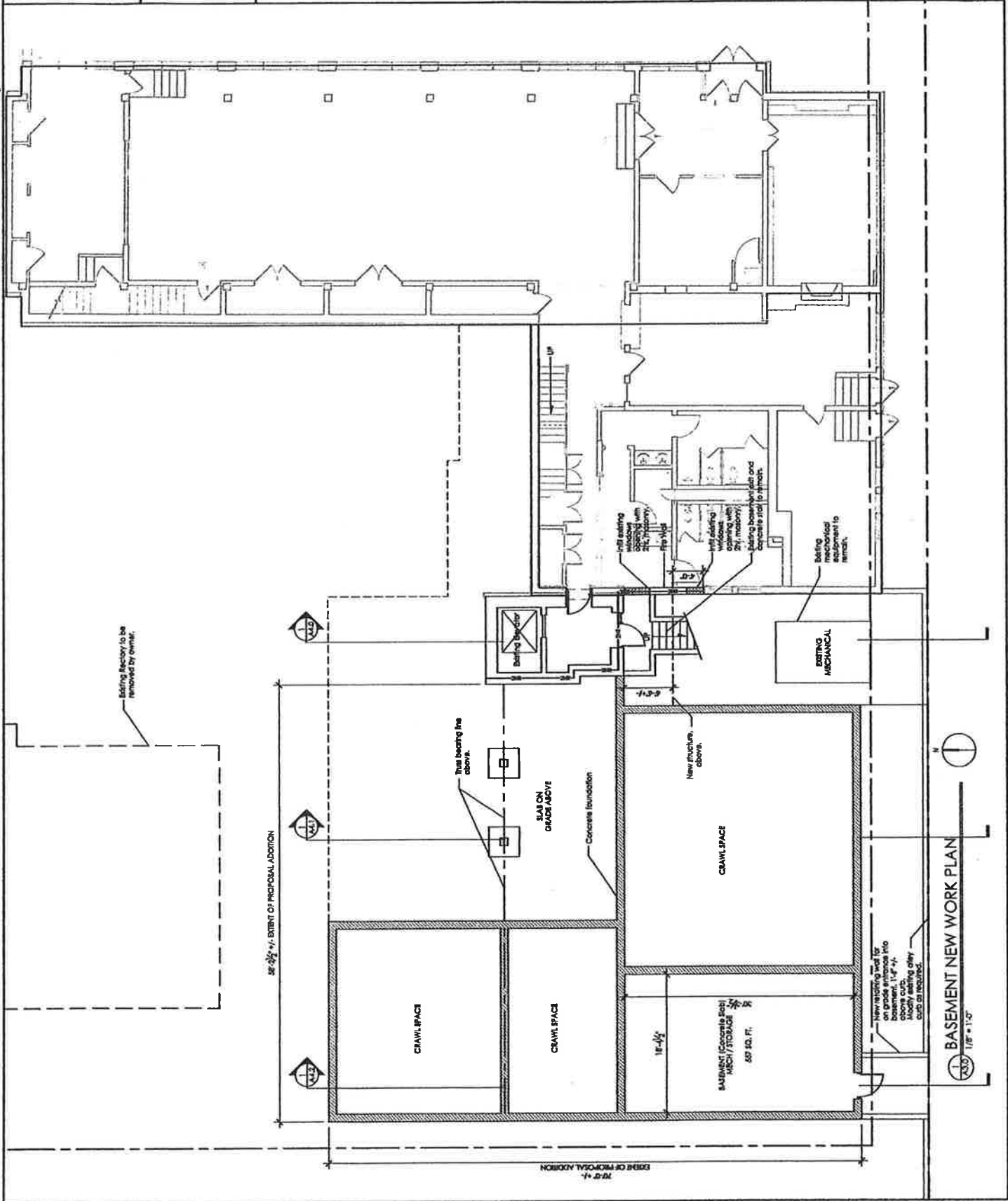
SITE PLAN



**STUDIO
ARCHITECTURE**

**PRELIMINARY
NOT FOR CONSTRUCTION**

A3.0



25 East Walnut St
Oxford, OH 45056

DATE: HAPC REVIEW
04.12.2013

A3.1



FIRST FLOOR NEW WORK PLAN

25 East Walnut St
Oxford, OH 45056

ARCHITECTURE

100

2000

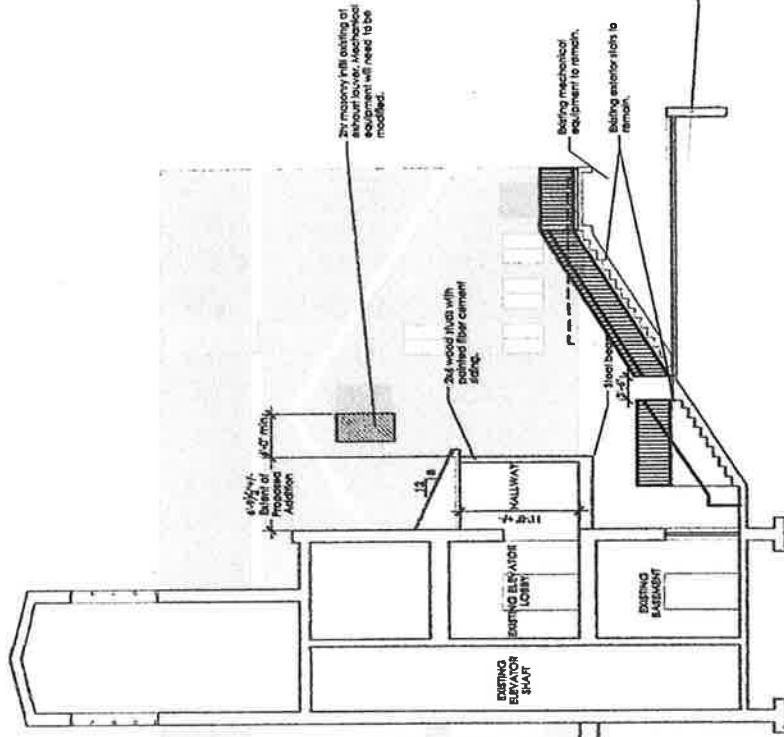
$$u_1(t) = u_2(t) = 1, \quad u_3(t) = 0, \quad t \in T$$

DATE:	HAPC REVIEW
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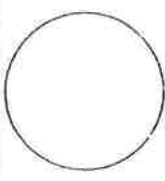
DECLINATIONS

A4.0

SECTION AT EXTERIOR STAIRS

$$D.1 = 8/1$$


Attachment 9
Ref. Reg. 6, 7, 9, 12

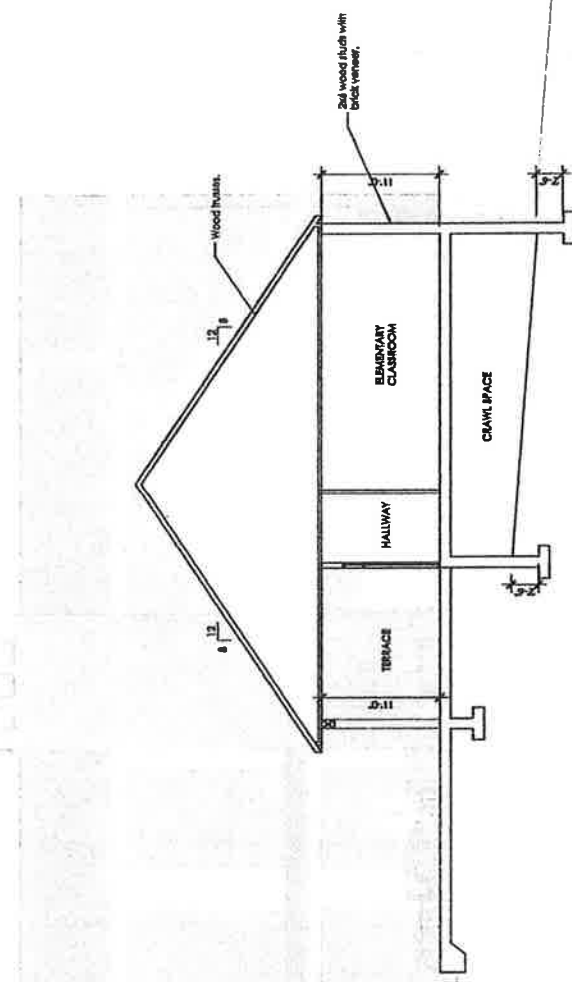


HOLY TRINITY EPISCOPAL CHURCH
25 East Walnut St
Oxford, OH 45056

DATE: NAC REVIEW
04.12.2013

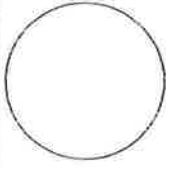
PRELIMINARY
NOT FOR CONSTRUCTION

A4.1



SECTION AT TERRACE
1/8" = 1'-0"

Attachment 12
Ref. Dag. 6, 7, 9, 12



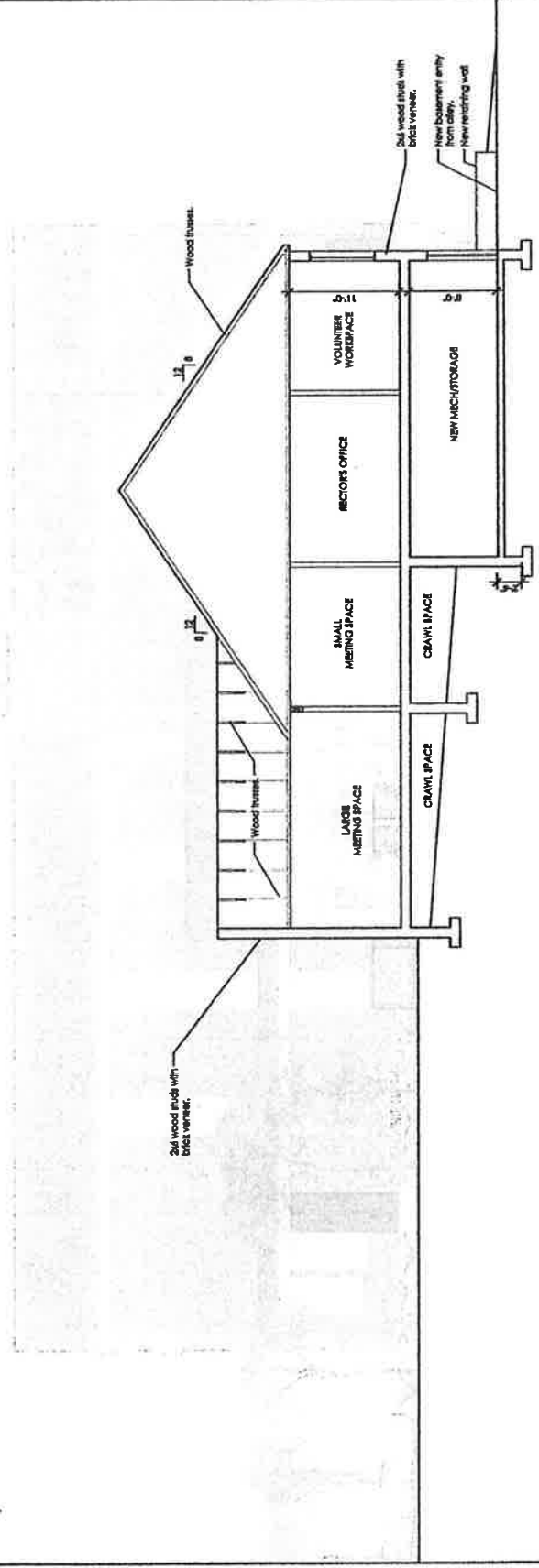
HOLY TRINITY EPISCOPAL CHURCH
25 East Walnut St
Oxford, OH 45056

DATE: 04.12.2013
HAPC REVIEW

DATE: 04.12.2013
HAPC REVIEW

PRELIMINARY
NOT FOR CONSTRUCTION

A4.2



SECTION THROUGH BASEMENT ENTRANCE
1/8" = 1'-0"

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: June 19, 2012

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

June 4, 2012

Date Prepared

Agenda Title: Ordinance To Approve Current Replacement Pages To The Oxford Codified Ordinances.

Recommendation:

Discussion:

The Oxford Codified Ordinances are updated once each year to incorporate all Ordinances passed by City Council as well as any changes in State laws. This Ordinance is to approve the update.

The update includes legislation adopted through May 21, 2013.

*** Copies of the replacement pages (Exhibit "A") are available at City Hall during normal business hours ***

Approved By:

Initial Date

Department Head:

City Manager:

MAE 6/28/12

ORDINANCE NO.

AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO
THE OXFORD CODIFIED ORDINANCES.

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

SECTION 1: Council has determined that certain provisions within the Codified Ordinances should be amended to conform with current State law as required by the Ohio Constitution. Various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances. The City has heretofore entered into a contract with Walter H. Drane Co. to prepare and publish revisions which are before Council.

SECTION 2: The Ordinances of the City of Oxford, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2013 Replacement Pages so the Codified Ordinances are hereby approved and adopted.

SECTION 3: The following sections and chapters are hereby added, amended or repealed and respectfully indicated in order to comply with the current State law:

Traffic Code

301.031	Beacon; Hybrid Beacon. (Added)
301.161	Highway Traffic Signal. (Added)
301.17	Intersection. (Amended)
301.181	Median. (Added)
301.26(b)	Private Road or Driveway. (Added)
301.361	Shared-Use Path. (Added)
301.45	Traffic. (Amended)
301.46	Traffic Control Device. (Amended)
301.47	Traffic Control Signal. (Amended)
303.01	Compliance With Order of Police Officer. (Amended)
303.99	General Traffic Code Penalty. (Amended)
313.03	Traffic Signal Indications. (Amended)
313.04	Lane-Use Control Signal Indications. (Amended)
313.05	Special Pedestrian Control Signals. (Amended)
313.06	Flashing Traffic Signals. (Repealed)
331.12	U-Turns Restricted. (Amended)
333.11	Texting While Driving Prohibited. (Added)
335.032	Electronic Wireless Communication Device Prohibited. (Added)
335.07	Driving Under License Suspension or Restriction. (Amended)
335.072	Driving Under Financial Responsibility Law Suspension or Cancellation. (Amended)
335.074	Driving Under License Forfeiture or Child Support Suspension. (Amended)
337.01	Driving Unsafe Vehicles. (Amended)
337.09	Lights on Parked or Stopped Vehicles. (Amended)
337.18	Motor Vehicle and Motorcycle Brakes. (Amended)
337.23	Limited Load Extension on Left Side of Passenger Vehicle. (Amended)
337.29	Bumper Heights. (Amended)

339.01	Oversize or Overweight Vehicle on State Routes. (Amended)
339.03	Maximum Width, Height, and Length. (Amended)
339.06	Vehicles Transporting Explosives. (Amended)
339.07	Towing Requirements. (Amended)
339.08	Loads Dropping or Leaking. (Amended)
341.05	Commercial Drivers' Criminal Offenses. (Amended)
351.04	Parking Near Curb; Handicapped Parking. (Amended)
373.02	Riding Upon Seats; Handle Bars; Helmets and Glasses. (Amended)_

General Offenses Code

501.01	Definitions. (Amended)
501.11	Organizational Criminal Liability. (Amended)
513.01	Drug Abuse Definitions. (Amended)
513.03	Drug Abuse; Controlled Substance Possession. (Amended)
513.12	Drug Paraphernalia. (Amended)
513.121	Marihuana Drug Paraphernalia. (Added)
517.01	Gambling Definitions. (Amended)
517.02	Gambling. (Amended)
517.06	Methods of Conducting a Bingo Game. (Amended)
517.07	Instant Bingo Conduct. (Amended)
517.08	Raffles. (Amended)
517.09	Charitable Instant Bingo Organizations. (Amended)
517.10	Location of Instant Bingo. (Amended)
517.11	Bingo or Game of Chance Records. (Amended)
517.13	Bingo Exceptions. (Amended)
517.15	Skill-Based Amusement Machines. (Amended)
525.02	Falsification. (Amended)
529.021	Purchase by Minors. (Amended)
529.04	Liquor Consumption in Motor Vehicle. (Amended)
533.08	Procuring. (Amended)
533.09	Soliciting. (Amended)
537.03	Assault. (Amended)
537.12	Misuse of 9-1-1 System. (Amended)
545.01	Theft and Fraud Definitions. (Amended)
549.01	Weapons and Explosives Definitions. (Amended)
549.02	Carrying Concealed Weapons. (Amended)
549.04	Improperly Handling Firearms in a Motor Vehicle. (Amended)
549.10	Possessing Replica Firearms in School. (Amended)

SECTION 4: The complete text of the Traffic and General Offenses Code sections listed above are set forth in full in the current replacement pages to the Codified Ordinances which are attached hereto and incorporated herein by reference as Exhibit A. Any summary publication of this Ordinance shall include a complete listing of these sections. Notice of adoption of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)