



Agenda

Oxford City Council

Court House

TUESDAY, AUGUST 20, 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. Presentation - Council on Aging of Southwestern Ohio - Todd Dockum.
- B. Appointments to Boards and Commissions.
- C. 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 August 6, 2013 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. A Resolution authorizing the City Manager to enter into an agreement with Canon Solutions America for a 60-month lease of a Canon ImageRunner Advance C5255 color copier. (Kim Newton, Assistant to the City Manager)



Staff Report/Resolution

5. Resolutions.

- 1. A Resolution authorizing the City Manager to extend the current contract with Re/Max Alpha Commercial Group to list for sale and market the City owned real estate at 4293 Oxford Reily Road for a twelve (12) month period ending July 14, 2014. (Alan Kyger, Economic Development Director)



Staff Report/Resolution

- 2. A Resolution approving the Oxford Community Improvement Corporation's recommendation to loan \$45,000.00 to Hush Intimate Apparel, LLC. (Alan Kyger, Economic Development Director)



Staff Report/Resolution

6. Ordinances.

- A. First Reading - None.
- B. Second Reading.

1. An Ordinance Repealing Oxford Codified Ordinance Section 1141.04 Entitled Environmental Regulations, And Adopting New Oxford Codified Ordinance Section 1141.04 Entitled Environmental Regulations. (Jung-Han Chen, Community Development Director)



Staff Report/Ordinance

2. An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For Approximately Sixteen (16) Acres Of Land Generally Known As Indian Trace Apartments Located On The West Side Of U.S. 27 South Near The Intersection Of University Park Boulevard Oxford Ohio, And Rezoning The Property From R-3 Multi-Family Residential District To R-4 Multi-Family Residential District. (Jung-Han Chen, Community Development Director).



Staff Report/Ordinance

3. An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For Approximately Sixty Six (66) Acres Of Land Generally Known As Southpointe (Level 27) Apartments And The Surrounding Undeveloped Tract Of Land Located On The East Side Of U.S. 27 South Near The Intersection Of Southpointe Parkway Oxford, Ohio, And Rezoning The Property From R-3 Multi-Family Residential District To R-4 Multi-Family Residential District. (Jung-Han Chen, Community Development Director).



Staff Report/Ordinance

4. An Ordinance Amending Ordinance No. 3190. Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2013. (Joe Newlin, Finance Director).



Staff Report/Ordinance

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

1. Remarks from City Council and City Staff.

B. Future Meetings.

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.

MON - Sept 2 Holiday - City Offices Closed

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

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

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

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

THUR - Sept 12 City Council Budget Work Session - CIP 7:00 p.m.

THUR - Sept 12 Police Advisory Board Meeting 7:00 p.m. Senior Citizens Center

MON - Sept 16 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

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

WED - Sept 18 Board of Zoning Appeals Meeting 7:30 p.m.

WED - Sept 25 Civil Service Commission Meeting 7:00 p.m.

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

8. Adjourn.

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, August 6, 2013 at 7:15 p.m. Those members present were Ken Bogard, Bob Blackburn, John Harman, Kevin McKeehan, Kate Rousmaniere and Steve Snyder.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Mr. Steve McHugh, Law Director, and Ms. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. McKeehan moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22(G)(1) for the purpose of discussing appointments to Boards and Commissions. Ms. Rousmaniere seconded. The motion passed by the following roll call:

AYE: Mr. Bogard, Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder,
Mr. Blackburn, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Snyder moved to return from Executive Session at 7:30 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Bogard moved to approve the agenda. Ms. Rousmaniere seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

PRESENTATION **OXFORD SENIORS**

Ms. Joan Potter-Sommer, Executive Director, Oxford Seniors, 922 Tollgate Drive, invited Council, staff and community members to attend a Community Forum entitled Growing Older in Oxford: Our Future. What's Probable? What's Possible? What's Preferable? Ms. Potter-Sommer noted the forum would take place at Oxford Seniors, 922 Tollgate Drive on Tuesday, September 24, 2013 from 8:30 a.m. to 3:00 p.m. Ms. Potter-Sommer advised Oxford Seniors had been exploring options for adults growing older in Oxford and held interview sessions with pre and post retirees to glean from them what they needed to stay in Oxford.

Ms. Potter-Sommer noted the need for public transportation and housing friendly for older adults was expressed time and time again. Ms. Potter-Sommer advised to build on that information, Oxford Seniors, the Oxford Community Foundation and McCullough-Hyde Memorial Hospital were sponsoring the forum to include speakers from the Miami University Scripps Gerontology Center, the Ohio Department of Aging, Jewish Family Services, Maple Knoll Communities, the City of Oxford and the Council on Aging of Southwestern Ohio. Ms. Potter-Sommer noted the speakers would share demographic information about national, state and local older adult populations and models used by age friendly communities would be explained. Ms. Potter-Sommer advised a panel discussion would take place regarding what was already available for older adults living in and around Oxford. Ms. Potter-Sommer noted the audience would have the opportunity to provide input through a series of round-table discussions focused on the eight domains identified by the World Health Organization as necessary for an age friendly community. Ms. Potter-Sommer advised the registration fee was \$10 per person which included a box lunch and those interested could call the Oxford Community Foundation at 523-0623 to register. Ms. Potter-Sommer noted the information gathered at the forum would be submitted to City Council and others making decisions around the City so Oxford could become an age friendly community and encourage people to continue to live here as they aged and to come here to retire.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Bogard moved to appoint Stephen Quaye to the Community Relations Commission for a term expiring in 2016 and Mingze Yin for a term expiring in 2015 and Michael Kohus to the Historic and Architectural Preservation Commission for a term expiring in 2016. Mr. Snyder seconded. The motion passed 7-0-0.

Mayor Keebler advised there were still vacancies on the Board of Appeals (Building/Housing), the Income Tax Board of Review, the Environmental Commission and the Civil Service Commission. Mayor Keebler encouraged interested citizens to apply for the positions.

PUBLIC COMMENTS

Mr. Bob Ratterman, introduced himself as the Director of the Oxford Community Choice Pantry effective July 1, 2013 succeeding Mr. Mike Johnson. Mr. Ratterman gave credit to Mr. Johnson for his many years of service and for establishing the pantry as a community asset that helped hundreds of people on a monthly basis. Mr. Ratterman noted he provided Council members with the pantry's 2012 annual report and it would be distributed this week to donors and supporters. Mr. Ratterman thanked the Visitors Bureau for donating envelopes for the annual reports. Mr. Ratterman thanked Council, staff and the residents of Oxford for their generous support of the Oxford Community Choice Pantry in past years and going into the future. Mr. Ratterman noted the pantry welcomed the many hours of volunteer support and the financial and food donations greatly helped the pantry carry out their mission of feeding the hungry in Oxford.

Mr. Steve Dana, President of the Board, Oxford Community Choice Pantry, noted he wanted to echo Mr. Ratterman's comments about the City's constant and generous support of the pantry. Mr. Dana advised the customers of the pantry chose their own food, they weren't given food. Mr. Dana noted the customers were our neighbors who were working and not able to make ends meet. Mr. Dana advised everything the pantry received in terms of food donations and financial donations enabled the pantry staff to greet, support and nurture their neighbors. Mr. Dana thanked Council and noted he looked forward to another great year.

CONSENT AGENDA

MINUTES

Minutes of the July 16, 2013 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the July 9, 2013 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the July 17, 2013 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the July 18, 2013 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

RESOLUTIONS

RESOLUTION

CONTRABAND DISPOSAL

A Resolution No. 4759 authorizing the Police Chief and the Finance Director to dispose of contraband no longer needed as evidence. (Bob Holzworth, Police Chief)

RESOLUTION

SALVAGE VEHICLES

A Resolution No. 4760 authorizing the sale of salvaged, junk and/or abandoned motor vehicles. (Bob Holzworth, Police Chief)

RESOLUTION

SURPLUS PROPERTY

A Resolution No. 4761 declaring approximately 100 cubic yards of various tree limbs and 3000 cubic yards of compost 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)

Mr. Bogard moved to approve the consent agenda. Mr. McKeehan seconded. The motion passed 7-0-0.

RESOLUTION
ASSESSMENT OF
DELINQUENT CHARGES

A Resolution No. 4762 authorizing the assessment of delinquent charges for the removal or destruction of noxious vegetation to be placed on the Butler County, Ohio property tax duplicate. (Jung-Han Chen, Community Development Director)

Mr. Chen advised certain property owners in the City failed to abate tall grass violations, causing the City to hire a private contractor to mow these properties with City funds. Mr. Chen noted the purpose of this Resolution was to assess the property owners for the cost of abating the tall grass violations and the City would be reimbursed when the property tax was due or when the property was transferred. Mr. Chen noted this process was done annually.

Ms. Rousmaniere inquired how long it took for a property owner to become delinquent in terms of tall grass. Mr. Chen advised when the grass exceeded 10 inches a notice was sent to the property owner and after 10 days a placard was placed on the property and after that the grass would be cut.

Mr. Snyder moved to adopt Resolution No. 4762. Ms. Rousmaniere seconded. The motion passed 7-0-0.

ORDINANCES
FIRST READING

ORDINANCE
NEW SECTION 1141.04

An Ordinance Repealing Oxford Codified Ordinance Section 1141.04 Entitled Environmental Regulations, And Adopting New Oxford Codified Ordinance Section 1141.04 Entitled Environmental Regulations. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the deficiency of adequate trash collection facilities, especially in the Uptown area was brought to the Planning Commission's attention, and since the Uptown area had gone through a redevelopment phase, it was critical to incorporate provisions in the code to address the issue. Mr. Chen noted staff presented draft language to the Planning Commission in June and after discussion the Planning Commission tabled the matter for further deliberation to address (1) how to encourage recycling efforts; (2) how to ensure adequate space would be set aside for collection purposes; (3) how the site could be accessible for collection purposes; (4) how to ensure sufficient area was set aside for future tenants; and (5) the application of stipulations would be limited to commercial and multi-family complexes. Mr. Chen advised staff created design guidelines for trash and recycling collection facilities to provide flexibility yet set expectations so the designer/property-owner had an understanding of what the City was looking for. Mr. Chen noted the design guidelines were attached as Exhibit "A" on pages 38-50 of the agenda.

Mr. Chen referred to item 1141.04 (j) on page 35 of the agenda and noted the Planning Commission felt it was important to add recycling to this sub-section of the code. Mr. Chen advised after discussion the Planning Commission felt comfortable with the design guideline approach and recommended approval by City Council.

Mayor Keebler advised the original language presented by staff contained specific dimensions for trash and recycling facilities and Mr. Chen and Mr. Perry looked for some alternatives that would provide flexibility yet create expectations for the designers to follow. Mayor Keebler noted the Design Guidelines as presented on pages 38-50 of the agenda were not formal yet. Mayor Keebler noted the City created guidelines for other areas of the code where Council felt more flexibility was warranted and the guidelines could be updated from time to time. Mayor Keebler referred to the proposed new language for 1141.04(j) on pages 35 and 36 of the agenda and noted language was added to address recycling collection facilities along with the trash collection facilities. Mayor Keebler noted language was also added to require the applicant to consult with the service provider prior to the facility placement and design. Mayor Keebler advised buildings had been built in the last 5 years that did not include trash collection space and the tenants were using the alleyways which had to stop. Mayor Keebler noted the proposed Ordinance would require every new development or redevelopment to have a trash collection plan on their property. Mayor Keebler advised the Planning Commission was generally pleased with the design guidelines and noted some minimum dimensions should be incorporated within them.

ORDINANCE **ZONING MAP AMENDMENT**

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For Approximately Sixteen (16) Acres Of Land Generally Known As Indian Trace Apartments Located On The West Side Of U.S. 27 South Near The Intersection Of University Park Boulevard Oxford, Ohio, And Rezoning The Property From R-3 Multi-Family Residential District To R-4 Multi-Family Residential District. (Jung-Han Chen, Community Development Director)

Mr. Chen advised a set of site development regulations were created for the R-4 Multi-Family Residential District in February, 2013. Mr. Chen noted the new R-4 district site development regulations were the same as the previous R-3 prior to modifications. Mr. Chen advised the R-4 district was created for developments located in the outskirts of the City such as the Indian Trace Apartment complex and the Southpointe Apartment complex.

Mayor Keebler noted Indian Trace Apartments and Southpointe Apartments were developed under standards in the R-3 district which were now in the R-4 district. Mayor Keebler advised Council adopted R-4 as a new definition and Council needed to bring properties developed under those standards into the new zoning designation.

ORDINANCE
ZONING MAP AMENDMENT

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For Approximately Sixty Six (66) Acres Of Land Generally Known As Southpointe (Level 27) Apartments And The Surrounding Undeveloped Tract Of Land Located On The East Side Of U.S. 27 South Near The Intersection Of Southpointe Parkway Oxford, Ohio, And Rezoning The Property From R-3 Multi-Family Residential District To R-4 Multi-Family Residential District. (Jung-Han Chen, Community Development Director)

Mr. McKeehan inquired if the property owners were notified of the change in the zoning designation and Mr. Chen advised yes.

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3190. Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2013. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on pages 84 and 85 of the agenda which dealt with an increase in hotel and convention tax, a budgeted repayment of an advance to the General Fund and the receipt of \$60,000 from Phi Gamma Delta's insurance company as a result of the fire at the Fiji House which would be refunded once the property was restored.

Ms. Rousmaniere inquired what percent of the hotel tax went to the Visitors Bureau and Mr. Newlin advised 94%.

ORDINANCE
SECOND READING
NEW CHAPTER 139

An Ordinance No. 3225 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. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the only change to the proposed Ordinance from the first reading was the inclusion of staggered terms for new commission members.

Mr. Harman moved to substitute the Ordinance published in today's agenda for the one that was published in the July 16th agenda. The substituted Ordinance includes staggered terms for new commission members. Mr. Blackburn seconded. The motion passed 7-0-0.

Mr. Snyder noted this would be a large commission when the ex-officio and voting members were added together. Mayor Keebler advised there had been difficulty with student attendance. Mr. Blackburn noted adding two year terms for student representatives would increase student participation.

Mr. Chen advised student representatives were primarily fraternity and sorority members who had a lot of training in the second semester any many times there was not a quorum at the SCRC meetings. Mr. Chen noted alternate SCRC members would fill in when the primary SCRC member was not available.

Mr. McKeehan moved to adopt Ordinance No. 3225. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mr. Harman, Mr. McKeehan
Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised the Phi Gamma Delta Fraternity house fire occurred on May 25, 2013 and on July 2, 2013, the Ohio Department of Commerce Division of State Fire Marshal, working in conjunction with the Bureau of Alcohol, Tobacco, Firearms and Explosives and the Oxford Police Department, issued a news release seeking the public's assistance in solving a case that may be the result of arson. Mr. Elliott noted a Blue Ribbon Arson Reward was posted at the site and a \$5,000 reward was being offered for information leading to the identification of the person or persons who may be responsible for the fire. Mr. Elliott encouraged anyone with information about the fire to contact one of the agencies involved. Mr. Elliott noted Phi Gamma Delta was planning to rebuild the structure and keep the High Street side of the building. Mr. Elliott advised the HAPC approved plans for partial demolition and installation of security fencing at the site. Mr. Elliott noted the City received a \$60,000 check from Westfield Insurance to be used as security against the total cost of removing, repairing, or securing the structure incurred by the City.

Mr. Elliott advised he met with Jenny Levering, Director of the Cliff Alexander Office of Fraternity and Sorority Life & Student Activities with Miami University last week. Mr. Elliott noted the purpose of the meeting was to discuss building and property maintenance issues regarding fraternity houses. Mr. Elliott advised the City had 30 fraternity houses occupied by 290 students and last year, Miami University adopted a requirement that fraternity houses must have 20% upperclassmen in order for sophomores to utilize the second year exemption to live off campus. Mr. Elliott noted of the 30 houses, seven had fire sprinkler suppression systems. Mr. Elliott advised he and Ms. Levering would like to see all fraternity houses have fire sprinkler suppression systems.

Mr. Elliott advised on August 20th a group of Bowling Green, Ohio officials would visit Oxford to discuss various community issues. Mr. Elliott noted the City looked forward to hosting them and sharing information with them.

Mr. Elliott advised the CIP Work Session was rescheduled from August 22nd to September 12th at 7:00 p.m.

Ms. Rousmaniere noted Miami University classes started on Monday, August 26th and Sunday, August 25th and Monday, August 26th was the annual Walk-About event where university, City and community members welcomed new student residents to the mile square. Ms. Rousmaniere encouraged those interested in welcoming new neighbors to Oxford and distributing informational packets to them to contact her or Megan Donahue at Miami University.

Mr. Blackburn advised he received a flyer from Jason Kline who researched storm water pollution in Oxford as part of his Eagle Scout program. Mr. Blackburn commended Mr. Kline for his efforts and noted he did a great job on the flyer.

Mr. Blackburn advised the Wright Patterson Air Force Band was playing this Thursday as part of the Summer Music Festival in the Uptown Parks and was sponsored by a local bank.

Mr. Blackburn noted the annual Pig Roast would take place August 29th to welcome back students.

Mayor Keebler advised an event schedule would be sent to Council members regarding the visitors from Bowling Green.

Mayor Keebler asked Ms. Eaton to send Council members an email regarding the Senior Forum on Tuesday, September 24th so she could register those who wished to attend.

Mayor Keebler asked Council members to return the Oxford Community Choice Pantry annual report envelopes to Mr. Ratterman.

ADJOURN

Mr. Bogard moved to adjourn at 8:10 p.m. Ms. Rousmaniere seconded. The motion passed 7-0-0.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Original Department

Council Meeting Of: 8/20/2013

Kim Newton
Prepared By

Account Code No. #: MIS Printing
&
Reproduction

Budgeted Amount: 22,040

8/12/2013
Date Prepared

Agenda Title:	Lease Agreement for Canon ImageRunner Advance C5255 Color Copier
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Recommendation:	Approve
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Discussion: The Canon ImageRunner Advance C5255 Color Copier from Canon Solutions America will replace our current OCE' color copier.

The current lease for the Oce' copier is \$307 per month and the average maintenance cost is approximately \$384 per month, which includes overage costs at \$0.01232 per B&W copies and \$0.09185 for color copies. The average monthly payment is **currently \$691 per month**. (Note: we are currently averaging approximately 11,000 B&W and 2,700 color copies per month.)

A new 60 month lease with Canon would be \$310.00 per month with a maintenance agreement of \$0.0065 per B&W copies and \$0.04 per color copies, with an average monthly maintenance cost of \$181.00. Maintenance costs may be increased no more than ten percent annually. The total average monthly payment for the lease and maintenance would be approximately **\$491 per month** for an average savings of \$200 per month.

Please note, this copier (Canon) and vendor (Canon Solutions America) falls under the Ohio State Term Schedule (State Contract pricing), schedule number 800088.

Approved By:

Initial Date

Department Head: _____
City Attorney: _____
City Manager DK 8/13/13

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CANON SOLUTIONS AMERICA FOR A 60-MONTH LEASE OF A CANON IMAGERUNNER ADVANCE C5255 COLOR COPIER.

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

SECTION 1: The City Manager has reviewed information submitted for the replacement of the existing copier equipment and has recommended that the current copier equipment be replaced with the Canon ImageRunner Advance C5255 color copier.

SECTION 2: The City Manager has recommended that the City enter into a 60-month lease with Canon Solutions America for the Canon ImageRunner Advance C5255 color copier at a monthly cost of \$310.00 with a maintenance agreement of \$0.0065 per black and white copies and \$0.04 per color copies, with an average monthly maintenance cost of \$181.00. Maintenance costs may be increased no more than ten percent (10%) annually. It is anticipated that this lease agreement would result in an average savings of \$200.00 per month over the lease for the current copier.

SECTION 3: Council having reviewed the City Manager's recommendation, hereby authorizes the City Manager to enter into an agreement with Canon Solutions America for a 60-month lease of the Canon ImageRunner Advance C5255 color copier.

SECTION 4: Funds have been appropriated in an amount in excess of the annual cost authorized.

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

Council Meeting Of: August 20, 2013

Originating Department: Economic Development

Prepared By: Alan Kyger

Date Prepared: August 8, 2013

Agenda Title: A Resolution authorizing the City Manager to enter into a contract extension with RE/Max Alpha Commercial Group to list for sale and market, City real estate at 4293 Oxford Reily Road.

Recommendation: Approval

Discussion:

On July 20, 2010 the Oxford City Council passed Resolution 4551. Resolution 4551 authorized the City Manager to enter into a 12 month contract with RE/Max Alpha Commercial Group to list for sale & market 47.46 acres of land on Oxford Reily Road and Brookville Road. The address for this parcel is 4293 Oxford Reily Road and the Butler County parcel number is H4100119000029.

On August 21, 2012 the contract was extended for another year. The current listing contract expired on July 15, 2013. RE/Max Alpha Commercial Group has submitted a request to extent the existing listing for a year.

RE/Max Alpha Commercial Group has handled the listing and marketing of this property over the last three years. As we all know, non-rental residential real estate is just now starting to recover from the great recession. Our agent, Dan Mawer is currently in discussions with a potential purchaser for part of the land.

At this time, our options are:

- Renew the current listing with RE/Max Alpha Commercial Group.
- Seek another request for listing proposals from the real estate community.
- Bring the listing back inside the City.

City staff is recommending extending the current real estate listing with RE/Max Alpha Commercial Group for 12 months.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial / Date

AK / 8-8-13

DRK / 8-16-13

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXTEND THE CURRENT CONTRACT WITH RE/MAX ALPHA COMMERCIAL GROUP TO LIST FOR SALE AND MARKET THE CITY OWNED REAL ESTATE AT 4293 OXFORD REILY ROAD FOR A TWELVE (12) MONTH PERIOD ENDING JULY 15, 2014.

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

SECTION 1: The City of Oxford advertised for a Request for Proposal in 2010 and RE/Max Alpha Commercial Group was the only firm that responded.

SECTION 2: The City Manager and the Economic Development Director recommend the contract with RE/Max Alpha Commercial Group to list for sale and market the City owned real estate at 4293 Oxford Reily Road with six percent (6%) commission payable at closing, be extended for a twelve (12) month period ending July 15, 2014.

SECTION 3: Council hereby accepts the recommendation of the City Manager and the Economic Development Director and authorizes the City Manager to extend the current contract with RE/Max Alpha Commercial Group to list for sale and market the City owned real estate at 4293 Oxford Reily Road with six percent (6%) commission payable at closing, for a period of twelve (12) months ending July 15, 2014.

SECTION 4: 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

Economic Development Department

For the August 20, 2013
City Council Meeting

G. Alan Kyger
August 15, 2013

Agenda Title: Hush Intimate Apparel, Revolving Loan Fund Application.
\$45,000.00 for five years at 2% interest.

Recommendation: The CIC Board recommends approve with conditions.

Hush Intimate Apparel LLC has applied to the City of Oxford for Revolving Loan Funds. The amount requested is \$45,000, to be repaid over 5 years at 2%.

Hush Intimate apparel plans to open a women's lingerie boutique in the 'Uptown District'. Its mission statement states it's "a specialty lingerie boutique offering labels, styles and sizes that are currently unavailable in Oxford OH." It will be owned and operated by Anna-Marie Martinez.

The CIC Loan Review Committee met twice to review the application, on August 9th the loan review committee recommended the project with conditions, be sent to the full CIC Board for approval.

On August 15th the CIC Board met with Annie Martinez to review the application. The CIC Board unanimously approved recommending the loan with conditions.

The conditions are:

- The loan is secured by:
 - A personal guarantee from Anna-Marie Martinez
 - Anna-Marie Martinez's personal real estate is secured as collateral.
 - UCC filings are placed on the secured equipment and inventory.
- Hush Intimate Apparels equity position is verified prior to the loan closing.
- The private financing funds are in place and verified prior to the loan closing.
- Butler County has ratified the application as meeting all RLF standards.

The CIC Board feels adding additional retail diversity to the Uptown District is important to the fabric of the community and Uptown District. Hush Intimate Apparel will be another retail shopping option the RLF fund has added to the Uptown District over the last several years.

Reviewed By:

Department Head:



Initial Date

8-15-13

City Attorney:



City Manager:

 8-16-13

RESOLUTION NO.

A RESOLUTION APPROVING THE OXFORD COMMUNITY IMPROVEMENT CORPORATION'S RECOMMENDATION TO LOAN \$45,000.00 TO HUSH INTIMATE APPAREL, LLC.

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

SECTION 1: Council finds that the Oxford Community Improvement Corporation met on August 15, 2013 to consider the loan request of Hush Intimate Apparel, LLC for a loan from the Oxford Revolving Loan Fund (RLF) to assist with the redevelopment of 5 North Beech Street into a specialty lingerie boutique.

SECTION 2: The Oxford Community Improvement Corporation, after due deliberation, did recommend a loan of \$45,000.00 at two percent (2%) interest for five (5) years. The loan proceeds will be used for redevelopment of the site, interior equipment and displays, web design and inventory.

SECTION 3: The Oxford Community Improvement Corporation found the applicant meets all the requirements in the RLF guidelines, including job creation and job creation for low to moderate income individuals.

SECTION 4: Council of the City of Oxford hereby accepts and approves the action of the Oxford Community Improvement Corporation and approves the loan as proposed.

SECTION 5: Council hereby authorizes the City Manager, the Finance Director and the Law Director to prepare and execute loan documents as necessary with the following conditions being met prior to closing:

- a. The loan is secured by a personal guarantee from Anna-Marie Martinez.
- b. Anna-Marie Martinez's personal real estate is secured as collateral.
- c. Uniform Commercial Code filings are placed on the secured equipment and inventory.
- d. Hush Intimate Apparel LLC's equity position is verified prior to the loan closing.
- e. The private financing funds are in place and verified prior to the loan closing.
- f. Butler County has ratified the application as meeting all Revolving Loan Fund standards.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: August 6, 2013

Jung-Han Chen

Account Code No. #:

Prepared By:

Budgeted Amount:

July 30, 2013

Date Prepared:

Agenda Title:	PC-10-2013 Zoning Code Text Amendment to Amend Chapter 1141, Accessory, Temporary, Supplemental and Environmental Regulations, Specifically 1141.04(J) Trash Collection Facilities
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Recommendation: Approval

Discussion:

The deficiency of adequate trash collection facilities, especially in the Uptown area, was recently brought to Planning Commission's attention. Given that the Uptown area has been going through a redevelopment phase, it is now critical to incorporate necessary provisions in the Code to address this issue. Staff presented draft language for discussion at the June Planning Commission meeting. The Planning Commission felt that more work was needed on the language and tabled the case for further deliberation. Several challenges to deal with were discussed: (1) how to encourage recycling efforts; (2) how to ensure adequate space has been set aside for collection purposes; (3) how the site can be accessible for collection purposes; (4) leaving a sufficient area for future tenants; (5) the application of stipulations be limited to commercial and multi-family complexes.

Staff took a "design guidelines" approach to coordinate with the refuse collector and other City staff in addressing the trash collection issue during the development plan review process. This is a rather different approach that nowhere in Ohio a City has implemented. Staff also consulted with the City of Fort Collins, Colorado to hear their experiences from adopting design guidelines. The draft "design guideline is attached as Exhibit "A" for your information

The intent of design guidelines is to provide some flexibility, yet set certain expectations of the designer that trash collection facilities will be part of the development review process. This is the "how" of a trash collection facility, without limiting creativity and flexibility.

This approach will allow for greater collaboration between service providers and City staff in dealing with the trash collection issue. It also will provide a set of guidelines as what the City's general expectations are. More importantly, it provides the general intent of City Council policies to be accomplished at the staff level, without going through the formal variance process at the Board of Zoning Appeals.

Approved By:

Department Head:

City Attorney:

City Manager:

JHC, 7/31/13
DHC 8/2/13

ORDINANCE NO.

ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE SECTION 1141.04 ENTITLED ENVIRONMENTAL REGULATIONS, AND ADOPTING NEW OXFORD CODIFIED ORDINANCE SECTION 1141.04 ENTITLED ENVIRONMENTAL REGULATIONS.

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

SECTION I: Council hereby finds that the City of Oxford Planning Commission held a public hearing on July 9, 2013 and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Section 1141.04 entitled Environmental Regulations, and adopting new Oxford Codified Ordinance Section 1141.04 entitled Environmental Regulations.

SECTION II: Council hereby repeals Section 1141.04 of the Oxford Code of Ordinances and adopts new Section 1141.04 as follows: (deletions are struck through and additions are bolded)

1141.04 ENVIRONMENTAL REGULATIONS.

No land or building in any district shall be used or occupied in any manner creating dangerous, injurious, noxious, otherwise objectionable conditions that could adversely affect the surrounding areas or adjoining premises, except that any use permitted by this Ordinance may be undertaken and maintained if acceptable measures and safeguards are taken to reduce dangerous and objectionable conditions to acceptable limits as established by the following requirements.

- (a) Air Pollution. Air pollution shall be subject to the requirements and regulations established by the Ohio Environmental Protection Agency, the Regional Air Pollution Control Agency, and the United States Environmental Protection Agency.
- (b) Erosion and Drainage.
 - (1) No erosion by either wind or water shall be permitted that will have a noticeable adverse impact on neighboring properties.
 - (2) The Oxford Engineering Division as part of the zoning permit review process shall review plans according to the City of Oxford Storm Water Management Design Manual.
- (c) Fire and Explosion Hazard. Adequate safety devices shall be provided at any point where there are activities involving burning or storage of flammable or explosive materials. Adequate safety devices against the hazards of fire and explosion and adequate fire fighting and fire suppression equipment and devices, standard in the industry, shall be provided. Otherwise, burning of waste materials in open fire is prohibited.
- (d) Hazardous Materials and Electrical Disturbance. No activities shall be permitted which utilize hazardous, fissionable or radioactive materials if their use results at any time in the release or emission of any such materials into the atmosphere, the ground, or sewerage systems, and no activities shall be permitted that emit electrical disturbance affecting the operation at any point of any equipment other than that of the creator of such disturbances.
- (e) Noise. No activity on private property shall emit noise in excess of sound levels that creates a nuisance to surrounding properties or in violation of the noise ordinances.

(f) Light and Glare from Exterior Lights.

- (1) The light source within a light fixture shall not be visible from a neighboring structure. Lights may be shielded or recessed and set on low poles to prevent light from shining onto neighboring properties and distracting drivers.
- (2) No light used for illuminating a parking area shall shine onto property in a residential district.
- (3) The intensity and direction of light shall not significantly disrupt the night habitat of any natural area larger than one-half acre, a stream and riparian corridor, or other similar natural areas.
- (4) The foot-candle measurement at any property line shall not exceed 1.0 lumen.
- (5) Lighting intensity shall be reduced after closing hours.

(g) Exemptions.

- (1) The following noise levels shall be exempt from the noise provisions during the daytime only: Firearms on authorized ranges, Legal blasting, Temporary construction activity and equipment, Installation of utility equipment, lawn mowers, chainsaws, garden and farming equipment.
- (2) The following noise sources shall be exempt from the noise provisions at all times: Aircraft, Railroads, Emergency vehicles and equipment, Warning devices operating continuously for not more than five minutes, Bells, chimes or carillons operating continuously for not more than five minutes, The repair of essential utility services. Officially sanctioned parades or other events.

(h) Prohibited Outdoor Storage of Inoperative Vehicles, Farm Equipment, Junk, Building Materials, And Trash.

- (1) Outdoor storage, including, but not limited to junk, trash, salvage, building material, or parts thereof, including used tires, shall be prohibited anywhere within the City of Oxford except in an authorized junk yard or scrap processing facility.
- (2) The parking of a currently licensed inoperative vehicle for a period of more than one week shall be prohibited, with the exception of those stored in an enclosed garage or other accessory building.
- (3) Parking of inoperative farm equipment that has not been operative for more than one year shall be prohibited unless stored in an enclosed structure.
- (4) After receipt of notice of any of the above violations, such violation shall be resolved within ten days or declared a nuisance, with each subsequent period of 30 days during which the violation exists, constituting a separate valuation of this Ordinance and subject to the Nuisance Prevention provisions for the City of Oxford.

(i) Exotic Animals.

- (1) No person shall own, harbor, keep, breed, sell or import any exotic animals or reptiles. The term "exotic animal or reptiles" shall mean wild animals/reptiles not indigenous to Ohio. Example: lions, tigers, elephants, alligators, crocodiles.
- (2) Exemptions and special provisions:
 - A. Exotic animals purchased or adopted or housed on the subject property prior to the adoption of this Amendment provided:
 1. That a bill of sale or notarized statement verifying this date is provided.

2. That such exotic animal be confined in a house, building, or other enclosure in such a way that human contact, other than with the owner(s), cannot occur.
- B. Wild animals held for exhibit or use by research institutions and other governmental agencies having legal authority to process wild animals, publicly supported zoos, circuses, or extensions thereof.
- C. Any animal which is commonly sold by a bona fide commercial pet shop which does not constitute a hazard to the health or safety of persons or household pets.

~~(j) Trash Collection Facility.~~

- ~~(1) Adequate waste disposal on-site facilities shall be shown on the plans submitted for a zoning permit, including a change of use permit. The Zoning Administrator may accept an alternative plan that adequately provides for the disposal of all waste generated by the proposed use. If such facilities or alternative plan are not acceptable, the permit may be denied.~~
- ~~(2) A trash collection facility shall include a large container such as a dumpster or a small container such as a garbage can, bag or other similar container. No trash collection facility shall be stored in the front yard and shall conform to side and rear yard pavement setbacks of the applicable zoning district.~~
- ~~(3) A large trash collection facility shall be situated in a permanent location and placed on a concrete pad (4000 psi minimum). A dumpster pad shall be of a dimension that will allow a dumpster to sit entirely on the pad and to permit the front or rear wheels of a trash disposal truck to rest on the pad while emptying the dumpster. No part of the container shall overhang the limits of the pad.~~
- ~~(4) If a site contains a large exterior trash collection facility such as a dumpster, this area shall be screened so as to not be visible from a public right-of-way or an adjacent property.~~
- ~~(5) The Zoning Administrator may approve plans for shared dumpster facilities.~~

(j) Trash/Recycling Collection Facility.

- (1) Purpose.** The purpose of this sub-section is to ensure the provision of facilities, which are compatible with surrounding land uses; for the collection, separation, storage, loading and pickup of trash and recyclable materials.
- (2) General Standard.** Properties shall have adequately sized, conveniently located, accessible, trash and recycling facilities, to accommodate the specific needs of the proposed use(s) on the site.
- (3) Applicability and Design Regulations.** The following regulations shall be applied to all new commercial or multiple-dwelling structures and all existing commercial or multiple-dwelling structures where there is a redevelopment or change of use requiring a zoning permit. Compliance with these regulations shall be demonstrated on plans and exhibits and made part of an application for zoning permit from the Department of Community Development.
 - A.** Areas for storage of trash and recyclable materials shall be adequate in capacity, number and distribution to serve the development, whether commercial, multi-dwelling or a combination thereof.

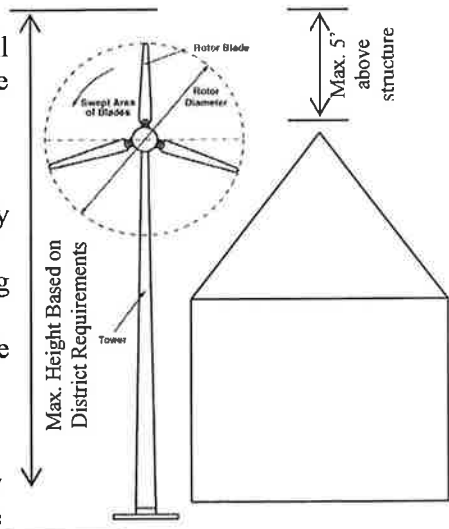
- B. The amount of space provided for the collection and storage of recyclable materials shall be designed to accommodate collection and storage containers that are appropriate for the recyclable materials generated. Recyclable materials storage areas shall be clearly marked and shall be located abutting refuse collection and storage areas.
- C. Where possible, each trash and recycling enclosure shall be designed to allow walk-in access without having to open main enclosure service gates. This is intended to reduce main service gates being left open and blocking parking or access.
- D. Trash and recycling areas must be enclosed so that they are screened from public view. The enclosure shall be constructed of durable materials such as masonry and shall be compatible with the structure to which it is associated. Gates on the enclosures shall be constructed of metal or some other comparable durable materials, shall be painted to match the enclosure and shall be properly maintained.
- E. Enclosure areas shall be designed to provide adequate, safe and efficient accessibility for service vehicles. The applicant shall consult the service provider prior to the facility placement and design.
- F. Enclosure areas shall be constructed on a 4000 psi concrete pad at least 4-inches in thickness.
- G. The storage/enclosure area shall not be in the front yard or the right of way.
- H. The facility shall be reviewed and approved according to the City of Oxford Trash and Recycling Facilities Design Guidelines.
- I. This section does not relieve property owners of any requirements in Chapter 931, Solid Waste Collection and Disposal; Recycling.

(k) Wind Turbines.

Wind energy conversion systems shall be allowed in all zoning districts as an accessory structure subject to the following conditions:

(1) General.

- A. Permit is required.
- B. No system shall be directly or indirectly lit, unless required by the FAA.
- C. No system shall be used for advertising of any kind.
- D. No system shall produce a detectable noise at the property lines.
- E. Turbines are prohibited in the front yard.
- F. Systems are subject to the Property Maintenance Code and shall be removed within six (6) months of being nonfunctional.
- G. The height of a wind system shall be measured from grade, base of tower or the lowest adjacent grade of the structure in which the system is attached, to the tip of the rotor blade in a 90 degree position.



(2) Requirements:

- A. For parcels less than one acre, no ground mounted systems are permitted. All systems shall be mounted to the principle or accessory structure and shall not project more than five (5') feet above the roof of the structure and also shall not exceed the height requirement for accessory uses or of the zoning district in which it is located, dependent upon which structure it is attached.
- B. For parcels one acre or greater, a ground mounted system is permitted and shall not exceed the height requirement of the zoning district in which it is located.
 - 1. Ground mounted systems shall be setback from the rear and side property lines equal to the height of the turbine or satisfy the zoning district setback requirements, whichever is greater.
 - 2. Any system mounted to the principle or accessory structure shall not project more than five (5') feet above the roof of the structure and also shall not exceed the height requirement for accessory uses or of the zoning district in which it is located, dependent upon which structure it is attached.

(1) Solar Panels.

Solar panels shall be allowed in all zoning district either attached to a permitted principal use or accessory building or as an accessory structure subject to the following regulations:

- (1) Freestanding solar panels are prohibited in the front yard.
- (2) Panels that are freestanding or attached shall satisfy the rear and side yard setback requirements of the zoning district in which they are located.
- (3) Solar Panels are permitted on the roof of the principal structure or accessory structure, provided that the addition of the panels does not cause the structure to exceed the height requirement for the zoning district in which it is located.
- (4) Solar panels shall be placed and arranged such that reflected solar radiation or glare shall not be directed onto adjacent buildings, properties or roadways.
- (5) Panel systems are subject to the Property Maintenance Code and shall be removed within six (6) months of being nonfunctional.
- (6) No panel shall be used for advertising of any kind.
- (7) Permit is required.

SECTION III: 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)



Trash and Recycling Facilities

DRAFT



Design Considerations



City of Oxford Guidance Document
July 2013

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Introduction

The City of Oxford Zoning Code contains provisions for trash and recycling collection in section 1141.04(j). The purpose of the Code Section is to:

1) To ensure the provision of facilities, which are compatible with surrounding land uses; for the collection, separation, storage, loading and pickup of trash and recyclable materials.

2) The general standard is that:

Properties shall have adequately sized, conveniently located, accessible, trash and recycling facilities, to accommodate the specific needs of the proposed use(s) on the site.

Applicability

The trash/recycling facilities codes contained in the City of Oxford Zoning Code apply to all new commercial or multiple-dwelling structures and all existing commercial or multiple-dwelling structures where there is a redevelopment, change of use or change to a structure. Compliance with these regulations shall be demonstrated on plans and exhibits and made part of an application for zoning permit from the Department of Community Development.

Design

Materials: Trash and recycling areas must be enclosed such that they are screened from public view. The enclosure shall be constructed of durable materials, such as masonry, and shall be compatible with the structure to which it is associated. Gates on the enclosures shall be constructed of metal or some other comparable durable material, shall be painted to match the enclosure, and shall be properly maintained. Enclosure areas should be constructed on a concrete pad, for longevity and safety of handlers. Gravel, packed dirt and rutted asphalt will not be allowed. Gates should be positioned to swing clear of the enclosure's front width. Gate pins should be installed to hold gates open for integrity and safety.

Layout: Whenever possible, recyclable materials storage areas shall be located adjacent to refuse collection and storage areas in order to provide convenient recyclable materials drop-off, storage, and collection. (Refer to Illustration H)

Space Allocation

How much space is adequate for the collection and loading of trash and recyclable materials? This is a hard question to answer due to the variability in development types and collection methods.

The amount of space provided for the collection and storage of materials shall be designed to accommodate collection and storage containers consistent with the materials generated. It is recommended the recycling storage area be at least as large as the amount of space provided for the collection and storage of refuse materials.

Estimating area needed: *See next page*

Based on the container sizes below, the typical development site should allocate a 10'x20' area of land in order to accommodate both recycling and trash containers. The area could be more or less depending on service vehicle type, servicing angle and frequency of pick up. See example drawings.

EXAMPLE CONTAINER SIZE AND SERVICE VEHICLES FOR ESTIMATING LAND AREA

Container Type	Width	Depth	Height	Wheeled
95 gallon wheeled cart	2.5'	2.5'	4.5'	Y
REAR LOADED (RL) DUMPSTERS				
RL 2 yd dump.	6'	5'	3.75'	Y
RL 3 yd dump.	6'	6'	4.1'	Y
RL 4 yd dump.	6'	7.5'	4.1'	Y
RL 6 yd dump.	6'	9.6'	4.1'	N
RL 8 yd dump.	6'	11.1'	5'	N
FRONT LOADED (FL) DUMPSTERS				
FL 2 yd dump.	7'	3'	3'	Y
FL 3 yd dump.	7'	3.5'	4'	N
FL 4 yd dump.	7'	4.25'	4.25'	N
FL 6 yd dump, side/top access	7'	5.5'	5'	N
FL 6 yd dump, sloped top	7'	5.5'		N
FL 8 yd dump, side/top access	7'	5.5'	6.67'	N
FL 8 yd dump, sloped top	7'		6'	N
COOKING OIL STORAGE				
Stationery tank	3'	3'	4'	N
Dumpster	5'		4'	Y

Vehicle Type	Access Requirements/Concern
Front loader	15 ft. vertical clearance. Rolloff 25-30 ft. vertical clearance. 60-70 ft. horizontal distance. The greater vertical clearance, the smaller horizontal distance required
Rear loader	15 ft. vertical clearance. 50-60 ft horizontal clearance.
Stake bed	Access to containers only. Forklift may be required.
Cooking Oil truck/tanker	10' wide by 20' long. Maintain proximity for hose or dump.

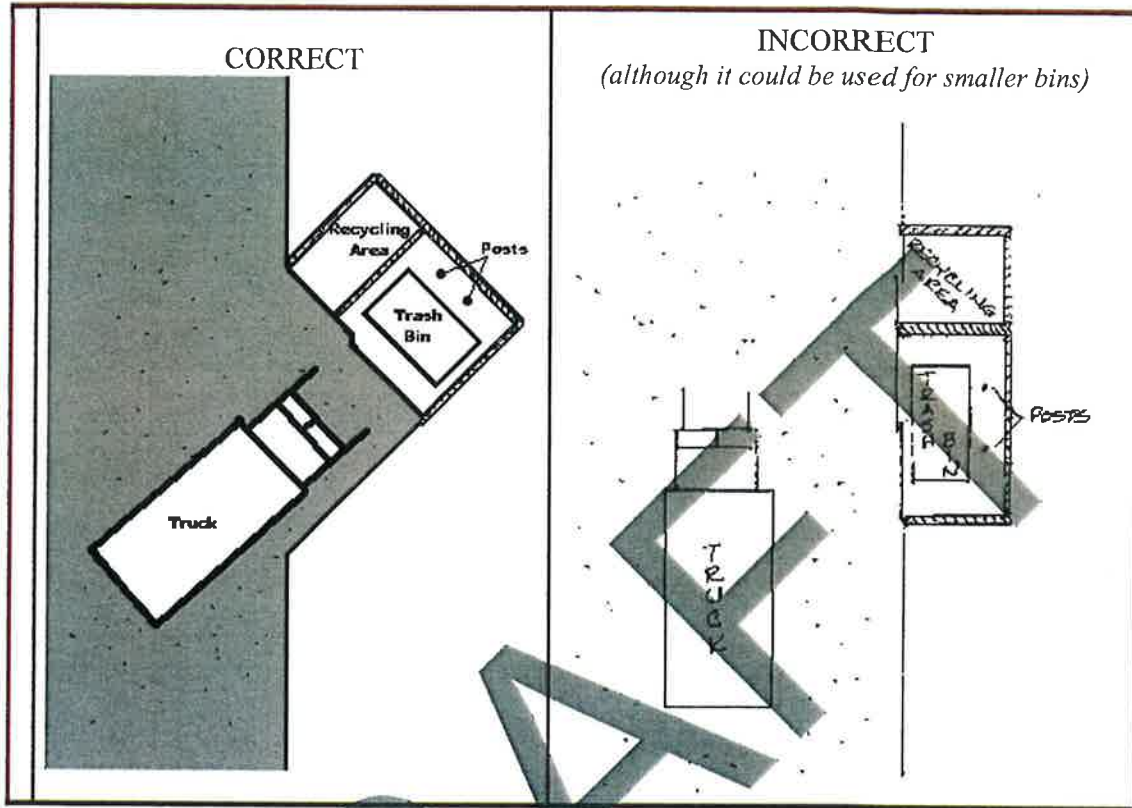
Location

Recyclable materials storage areas shall be located adjacent to refuse collection and storage areas in order to provide convenient recyclable materials drop-off, storage, and collection.

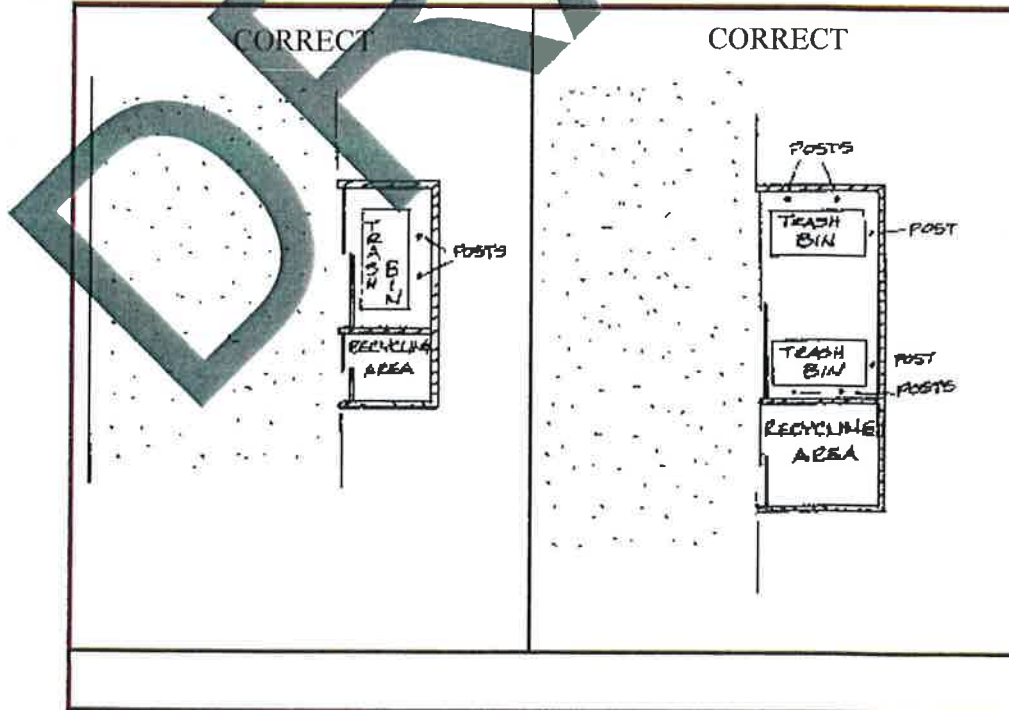
Accessibility

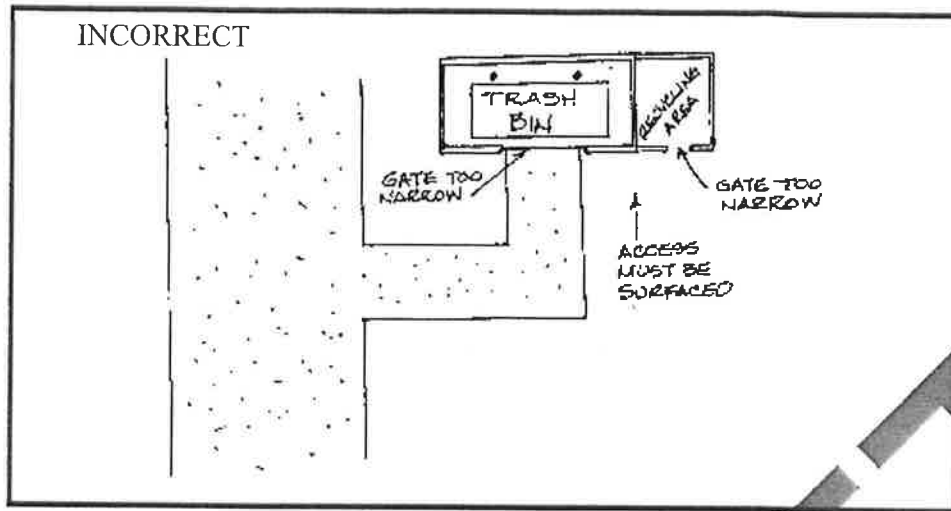
All areas designated for collection and loading of these materials must provide access for those who deposit materials as well as those responsible for collecting and loading the materials. Each trash and recycling enclosure shall be designed to allow walk in access without having to open the main enclosure service gates. If the collection truck must enter your property to service bins, the truck must be able to circulate the parking area without backing up. Trash/Recycling vehicles require up to 25' of vertical clearance over the enclosure and the approach to the enclosure. Trucks are approximately 31 feet long, 8 feet wide and have an outside turning circle of 88.5 feet. Since the enclosure area should be designed to provide adequate, safe and efficient accessibility for service vehicles, the following design examples are provided:

Large Bins (3-10 yds): Bins are stationary (no wheels) & require that the truck drive straight up to the enclosure.



Small bins (2 yds or smaller): Bins may be rolled into/out of the enclosure. Manual movement can only be for a short distance.





Screening

Trash and recycling areas must be enclosed such that they are screened from public view.

Generally, landscape and building elements are used to screen areas of low visual interest or visually intrusive site elements (i.e. trash collection) from off-site view. Such screening shall be established on all sides of such elements except where an opening is required for access. If access is possible only on a side that is visible from a public street, a removable or operable screen shall be required. The screen shall be designed and established so that the area or element being screened is no more than twenty (20) percent visible through the screen.

Screening Materials: Required screening shall be provided in the form of new or existing plantings, walls, fences, screen panels, topographic changes, buildings, horizontal separation or a combination of these techniques.

Signage

It is a good idea to provide signage in recycling areas, especially with larger, commercial facilities.

Clear signage is imperative to proper circulation of traffic and can also help to reduce inappropriate or illegal dumping. Signage examples include painted arrows/lines on ground as well as directional signposts at key points in the area. Containers should be clearly marked.

Maintenance

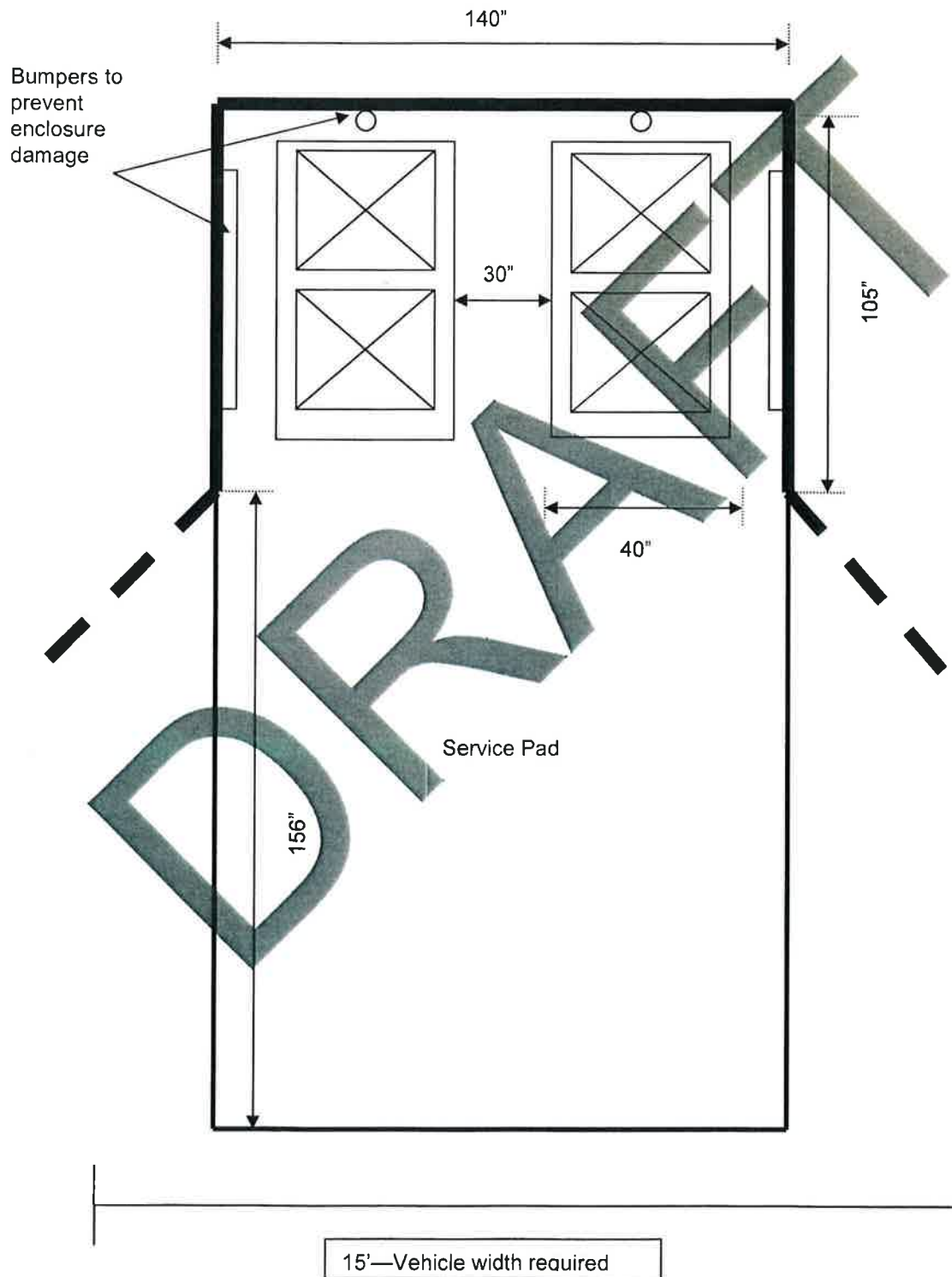
The property owner is responsible for supplying and maintaining adequate containers for recycling and waste disposal. The types of materials used in construction of the enclosure can greatly impact future maintenance requirements.

Review and Permitting

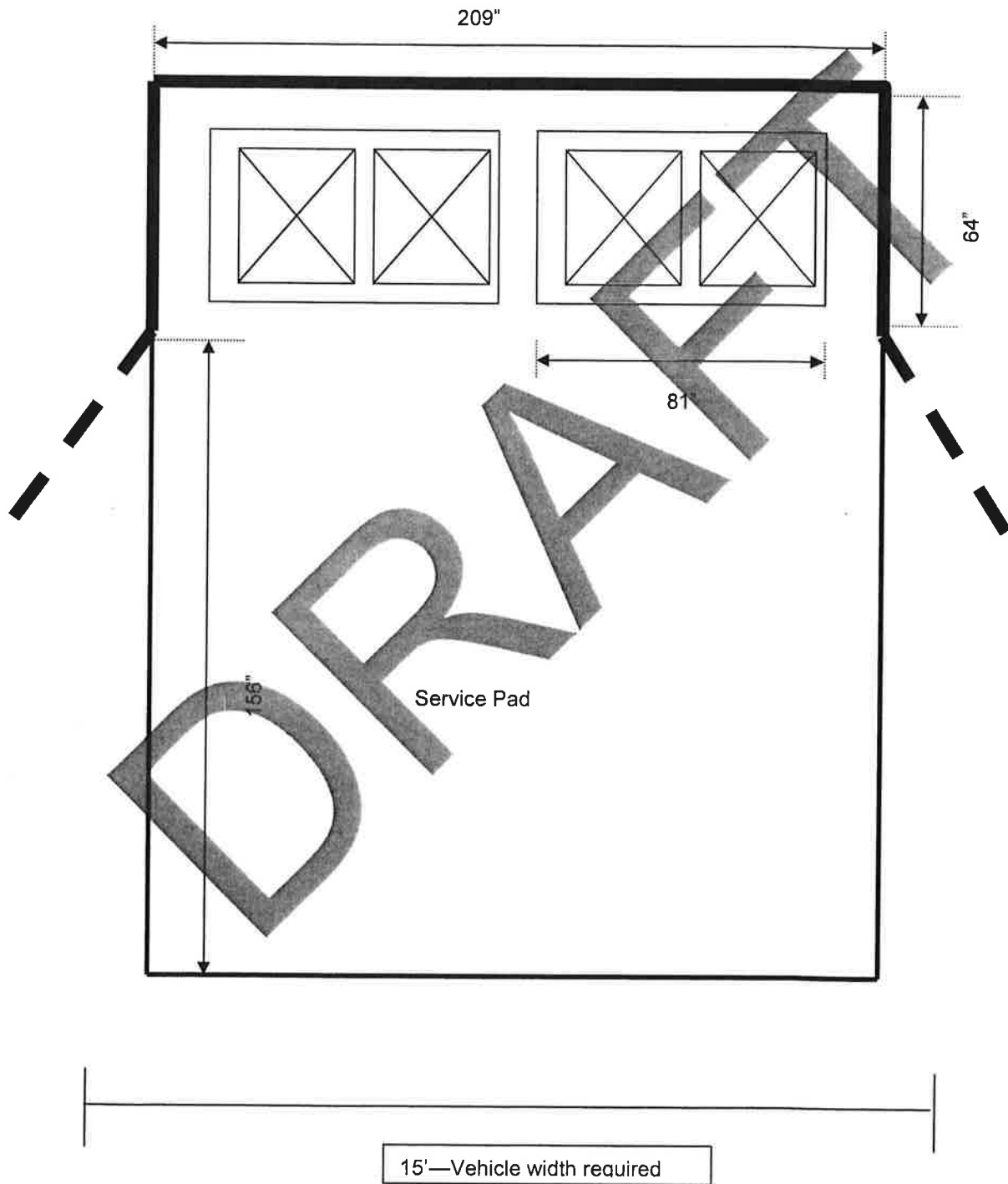
These guidelines are intended to be just that, guidance for a good design for development. These should allow some flexibility for the site designer while still ensuring that development undergoing a permit application review will result in new or improved trash/recycling collection facilities.

ALL OF THESE DRAWINGS NEED TO BE REVISED TO SHOW PED ACCESS

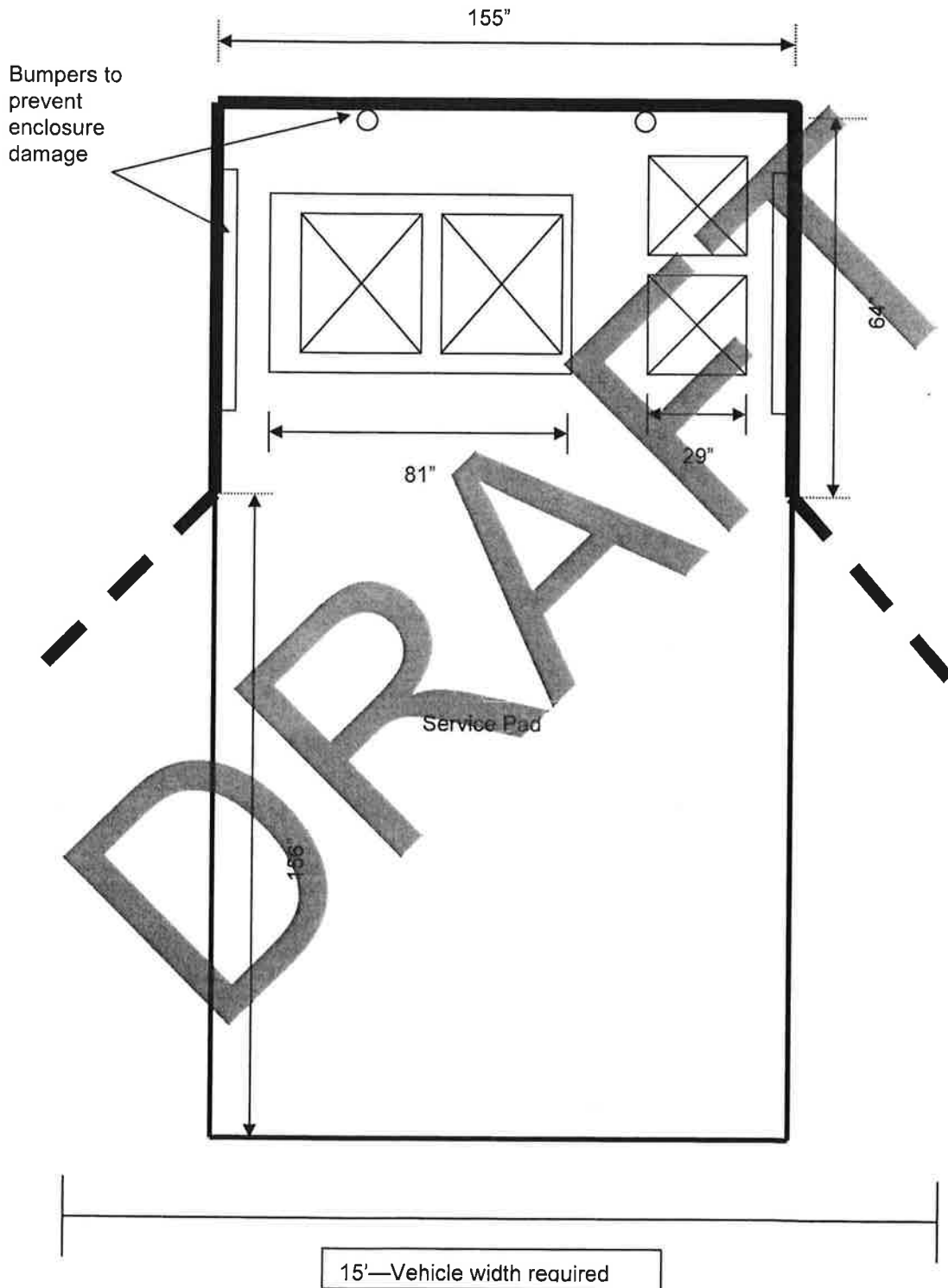
This illustration shows one 2-yard recycling bin and one 2-yard trash bin.



This illustration shows an alternative alignment for one 4-yard recycling bin and one 4- yard trash bin.

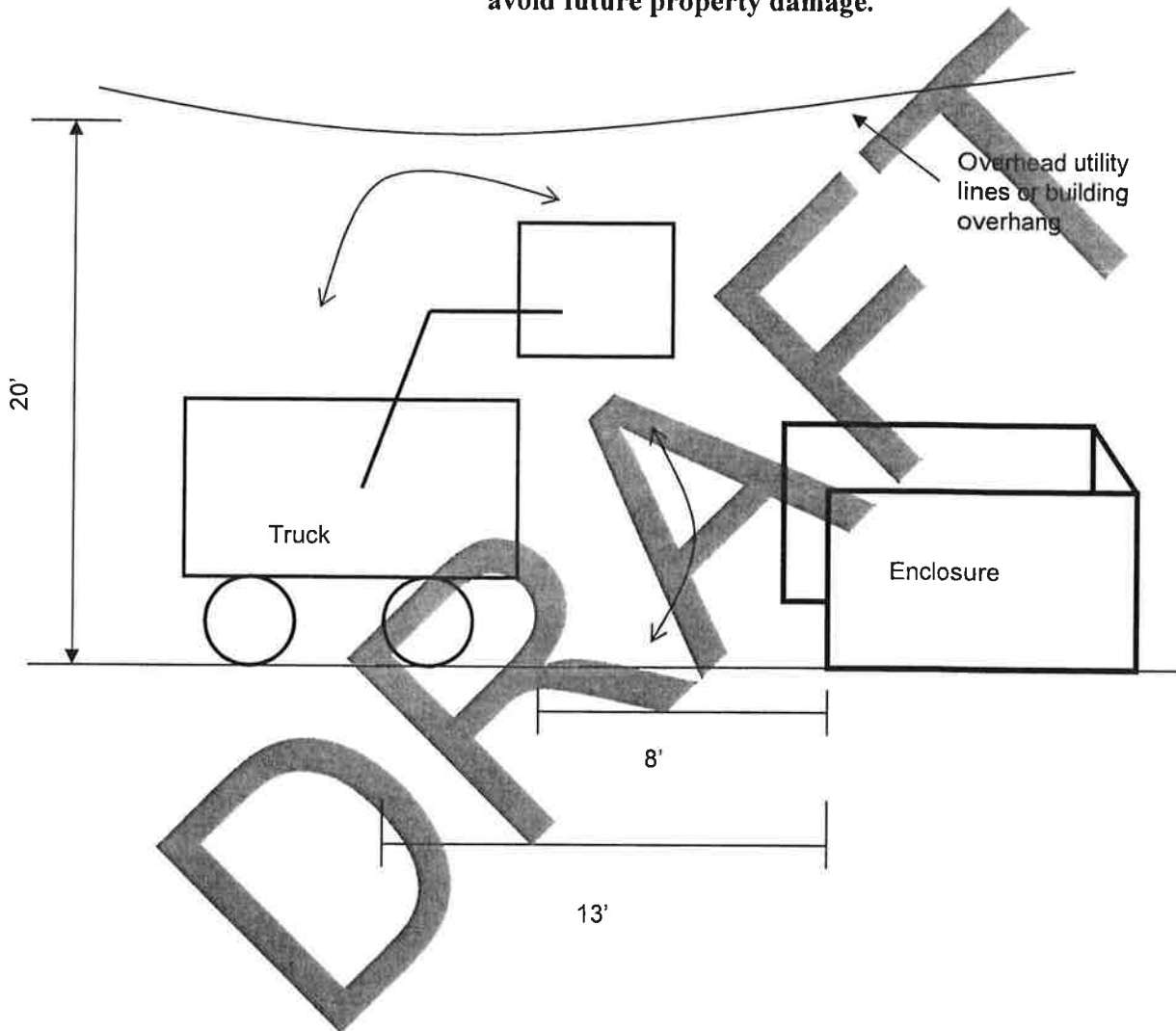


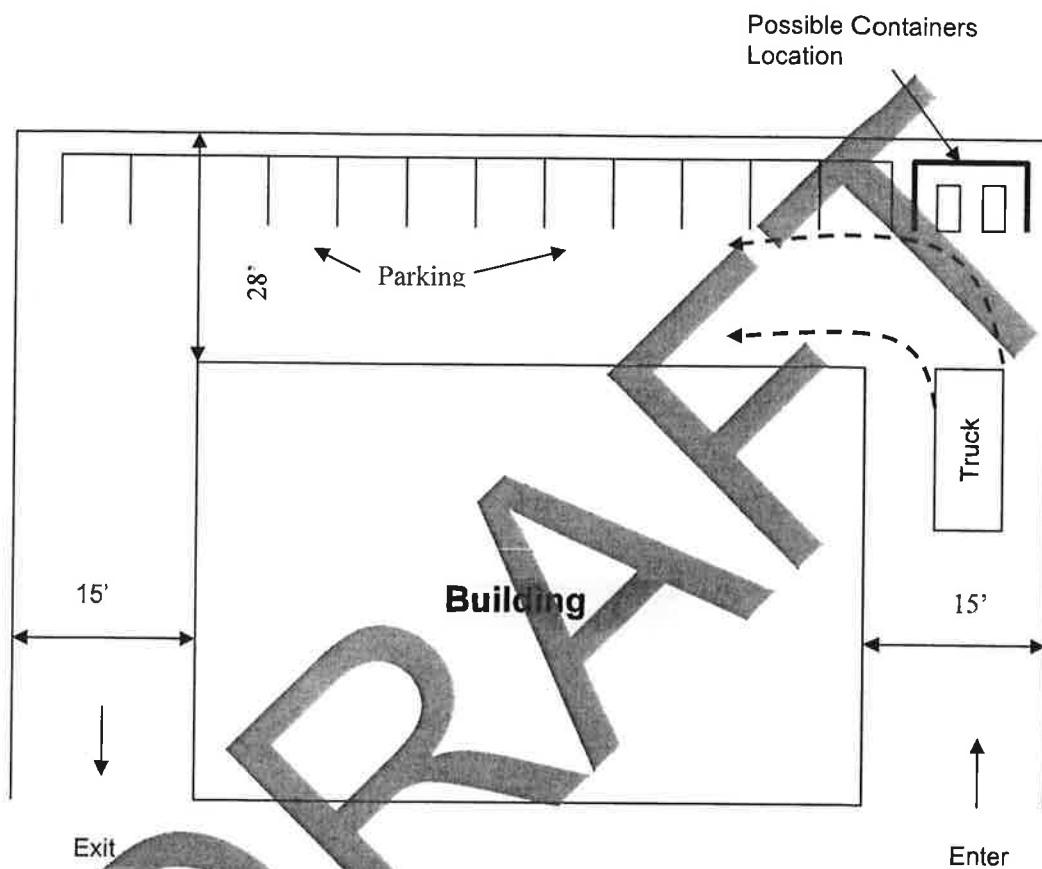
This illustration shows an alignment for one 3-yard recycling bin and two 95-gallon trash carts



Twenty-foot clearance of overhead obstructions is necessary where the vehicle will lift and empty the container. Generally, the driver will move the container out away from the enclosure about eight feet before dumping.

If overhead obstructions exist it is advisable to have the hauler review plans in order to avoid future property damage.

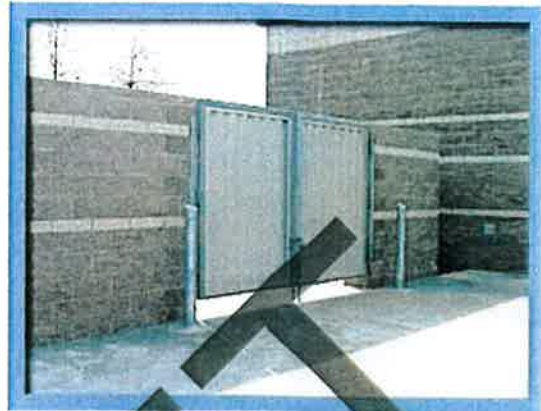




The good, bad and ugly... (examples)



Enclosures do not have to be unsightly - this enclosure was designed to complement a new commercial office building.



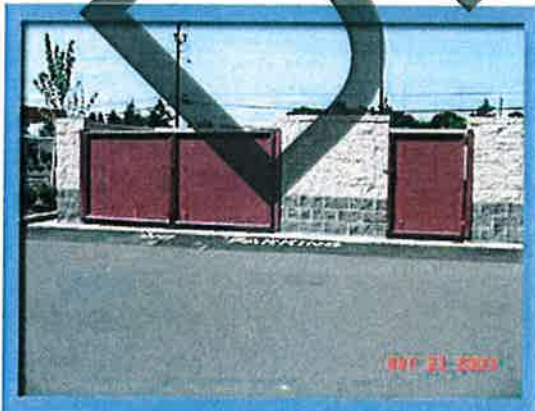
Using design elements from the main building, this enclosure sits in the middle of a parking lot providing great access for service vehicles.



Built with the same cedar siding as the professional office building, this spacious enclosure looks good and works well. Posts provide extra protection.



This large enclosure uses provides continuity and blending by using design elements from the main building.



Another large, well-designed enclosure, this includes a smaller service door. It encourages employees/janitorial staff to put materials inside the enclosure since they do not have to open the heavier gates.



This enclosure has been damaged and is too small for a group of strip mall tenants. Tenants leave trash outside, creating an unsightly and potentially unhealthy area. Furthermore, it is not conducive to recycling.



This shopping area places containers in full view of the street. It is unsightly for the residential development across the street, it promotes illegal dumping, and is prone to contamination of recyclables.



Small and unsightly, this enclosure does not meet the needs of this multifamily dwelling.



Don't try this at home! The collector is pulling out a 1,200 pound container that could have been picked up mechanically if the enclosure had been well designed.

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

<u>Report Date</u>	August 6, 2013
<u>Case Number</u>	PC-10-2013
<u>Applicant Information</u>	City of Oxford, Applicant
<u>Requested Action</u>	Zoning Code Text Amendment
<u>Summary of Request</u>	ZONING CODE TEXT AMENDMENT to amend Chapter 1141, Accessory, Temporary, Supplemental & Environmental Regulations, specifically 1141.04(j) Trash Collection Facilities, City of Oxford, Applicant
<u>Public Hearing Information</u>	On June 11, 2013 and July 9, 2013 Public Hearings took place at 118 W. High Street. A Public Hearing notice was published in the Oxford Press on April 26, 2013.
<u>Commission Action</u>	The Planning Commission tabled this case at their June 11, 2013 meeting. The case was heard again at the July 9, 2013 Planning Commission meeting. The Planning Commission voted 7-0-0 recommending approval to City Council.
<u>Commission Findings and Conclusions</u>	The Planning Commission recommended this Zoning Code Text Amendment approval so that trash collection facilities would be addressed during staff review of new construction, redevelopment or change of use, ensuring they are compatible with surrounding land uses, are adequately sized, conveniently located, accessible, and accommodate the potential needs of the proposed uses(s) on the site.
<u>Exhibits Submitted to the Commission</u>	1. Proposed Language to City Council 2. Staff Reports dated July 2, 2013 and May 21, 2013, Including Proposed Language 3. Language Submitted by Richard Keebler at the June 11, 2013 Planning Commission Meeting 4. Interoffice Reviews 5. Zoning Code Text Amendment Application dated April 26, 2013

1141.04(j) Trash/Recycling Collection Facility -- Zoning Text Amendment

PC-10-2013 – With revisions after July 9, 2013 Planning Commission discussion ✓

(In concert with a design guideline bulletin)

- (1) Purpose.** The purpose of this Section is to ensure the provision of facilities, which are compatible with surrounding land uses; for the collection, separation, storage, loading and pickup of trash and recyclable materials.
- (2) General Standard.** Properties shall have adequately sized, conveniently located, accessible, trash and recycling facilities, to accommodate the specific needs of the proposed use(s) on the site.
- (3) Applicability and Design Regulations.** The following regulations shall be applied to all new commercial or multiple-dwelling structures and all existing commercial or multiple-dwelling structures where there is a redevelopment or change of use requiring a zoning permit. Compliance with these regulations shall be demonstrated on plans and exhibits and made part of an application for zoning permit from the Department of Community Development.

 - a. Areas for storage of trash and recyclable materials shall be adequate in capacity, number and distribution to serve the development, whether commercial, multi-dwelling or a combination thereof.
 - b. The amount of space provided for the collection and storage of recyclable materials shall be designed to accommodate collection and storage containers that are appropriate for the recyclable materials generated. Recyclable materials storage areas shall be clearly marked and shall be located abutting refuse collection and storage areas.
 - c. Where possible, each trash and recycling enclosure shall be designed to allow walk-in access without having to open main enclosure service gates. This is intended to reduce main service gates being left open and blocking parking or access.
 - d. Trash and recycling areas must be enclosed so that they are screened from public view. The enclosure shall be constructed of durable materials such as masonry and shall be compatible with the structure to which it is associated. Gates on the enclosures shall be constructed of metal or some other comparable durable materials, shall be painted to match the enclosure and shall be properly maintained.
 - e. Enclosure areas shall be designed to provide adequate, safe and efficient accessibility for service vehicles. The applicant shall consult the service provider prior to the facility placement and design.
 - f. Enclosure areas shall be constructed on a 4000 psi concrete pad at least 4-inches in thickness.
 - g. The storage/enclosure area shall not be in the front yard or the right of way.
 - h. The facility shall be reviewed and approved according to the City of Oxford Trash and Recycling Facilities Design Guidelines.
 - i. This section does not relieve property owners of any requirements in Chapter 931, Solid Waste Collection and Disposal; Recycling.

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-10-2013

Date – July 9, 2013
(Revised)

APPLICATION

Applicant: City of Oxford
Action Request: **ZONING CODE TEXT AMENDMENT** to Amend Chapter 1141,
Specifically Section 1141.04(j) Environmental Regulations,
Concerning Trash Collection Facilities, **City of Oxford, Applicant**

DESCRIPTION

This is a follow up from this item being tabled on June 11, 2013. A proposed text amendment updating the specifics of trash collection areas was presented on June 11th. Several comments and suggested revisions were made by the Commission and Staff. Since that time, staff studied further the potential consequences of codifying very specific land area requirements and is now suggesting a slightly different approach. Staff discovered that generally municipalities use zoning codes to require screening of such areas and sometimes the type of surface material, but typically not the specific amount of land to be used.

The suggested approach would not include specific land area dimensions in the code language, but would instead, involve a design guideline manual, as well as coordination with the actual trash collection provider, during the development review process. Staff studied closely a design guideline manual, as well as code language from the City of Fort Collins, CO. Their code language actually resulted from a community goal to divert more waste away from the landfill and toward recycling, but the community found that the collection areas were not functioning well with the increased demand for recycling space. The result was an update to both trash and recycling facilities which helped the city create a consistent look that is now the expected norm for developments. The attached language is customized for Oxford, particularly with the addition of the four inch thick concrete pad, and other necessary consistencies with our existing zoning laws.

ZONING CODE

The attached text amendment illustrates changes to Chapter 1141 Accessory, Supplementary and Environmental Regulations, specifically Trash Collection Areas.

COMPREHENSIVE PLAN

In Chapter 5 (Land Use) on page 3.22 of the 2008 Comprehensive Plan, one of the six strategies for “Supporting the redevelopment of commercial areas along Locust Street” was LU 5.3: “Enhance the Zoning Code to provide for increased buffering between commercial and residential uses including screening, noise restrictions, lighting restrictions, trash receptacle screening.” The proposed language gives more practical guidance toward increasing the likelihood of trash and recyclable materials being contained in a safe, tidy and functional manner.

In Chapter 9 (Community Facilities and Services) on page 9.4 of the 2008 Comprehensive Plan, one of the seven strategies for “Improving City Services” was CF 3.1: “Expand recycling to high density multi-family buildings. The proposed language gives more attention to space for recycling materials; therefore it brings the developments in the community closer to this goal.

DECISION CRITERIA

A copy of the Text Amendment Decision Criteria is attached.

ANALYSIS

Trash collection facilities have not been a discussion item in the past but have always fell under staff administrative reviews when zoning permits have been applied for. The 2008 Comprehensive Plan supports the Planning Commission's efforts in updating city policies on this topic. As noted above in the description, City staff is suggesting a slightly different approach than previously recommended. However, in order to fully re-cap all the recent efforts made by Staff and Commission, below is a table comparing the major points of the currently codified language with the proposed latest text. The previously recommended language is not included in this comparison table.

Current	Proposed
Applicable to: No specific land uses or zones listed	Applicable to: Commercial and Multi-family
No thickness requirement for base	4" thick concrete pad required
<u>Screening from:</u> R.O.W. or adjacent property	<u>Screening from:</u> Public view
<u>Adequacy:</u> No specific guidance	<u>Adequacy:</u> Generally case-by-case for 1. capacity, 2. number and 3. distribution
<u>Aesthetics:</u> Screening only	<u>Aesthetics:</u> Screening and coordinate appearance w/building
<u>Location:</u> Comply with rear and side yard pavement setbacks	<u>Location:</u> Not permitted in the front yard. Must demonstrate accessibility
<u>Graphical reference:</u> None	<u>Graphical reference:</u> References a design guide
<u>Functionality:</u> Unknown	<u>Functionality:</u> Consult with collection service provider
Does not address recycling	Addresses recycling

The attached proposed code language continues the broad intent of the currently codified language, but expands on the somewhat vague term "adequate" by challenging the site designer to consider multiple characteristics of the property and the specific land use. Consistent with the "general intent" approach, the proposed language includes more detailed ways to accomplish the "how" of a good trash and recycling collection area without limiting the creativity and flexibility often needed. The two latest additions of particular note that accomplish these goals are:

1. Coordination with collection service provider in the code
2. Consultation of the Design Guideline in the code (The Design Guideline will not be part of the codified ordinance, but instead be a reference document)

The collection provider (currently Rumpke) that the city contracts with knows if a particular trash/recycling area is in a location that can be serviced. There are many variables well outside the scope of a zoning code such as overhead power lines and the geometry of driveway curb cut. The provider can often give input on the best size and location depending on the surrounding constraints and also the specific land use. The owner/tenant can also request up to six regular pick-ups per week, depending upon the volume. The type of container(s) and frequency of pick up is all handled outside the zoning code. However, that information will be important to know during the planning stages, so the proper size, number and location of sites can be designed.

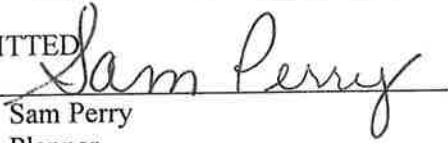
The use of Design Guidelines is not a new approach for the City of Oxford. There are at least two well-known uses of Design Guidelines as a standard part of development review for the City. This approach allows the general intent of City Council policies to be accomplished at the staff level, without subtle changes having to go through the formal variance process at Board of Zoning Appeals. One example of design guidelines is the Historic District Guidelines. Another example is the Storm Water Management Design Manual.

RECOMMENDATION

In summary, the attached language is not substantially different than the previous code language, but is a change in procedural steps of plan/permit review, by allowing the needed flexibility for different situations. The addition of the design guide will support the intent of the code language. Therefore the proposal should result in the most effective process for designers while being efficient, safe and attractive for the general public. Staff recommends that the Planning Commission forward the proposed legislation to City Council for adoption.

SUBMITTED

BY:


Sam Perry
Planner

Community Development Department

DATE: July 2, 2013

ATTACHMENT

Section 1135.02(c)

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

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

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

Text Amendments

- A. The proposed amendment will make the Code conform more closely to the Comprehensive Plan.
- B. The proposed amendment will improve the public health, safety, and general welfare of Oxford.
- C. The proposed amendment will clarify the intent of the Code.
- D. The proposed amendment will better implement the intent of the Code.
- E. The proposed amendment will improve enforcement of the Code.

1141.04(j) Trash/Recycling Collection Facility -- Zoning Text Amendment

PC-10-2013 -- July 9, 2013 ✓

(In concert with a design guideline bulletin)

- (1) Purpose.** The purpose of this Section is to ensure the provision of facilities, which are compatible with surrounding land uses; for the collection, separation, storage, loading and pickup of trash and recyclable materials.
- (2) General Standard.** Properties shall have adequately sized, conveniently located, accessible, trash and recycling facilities, to accommodate the specific needs of the proposed use(s) on the site.
- (3) Applicability and Design Regulations.** The following regulations shall be applied to all new commercial or multiple-dwelling structures and all existing commercial or multiple-dwelling structures where there is a redevelopment, change of use or change to a structure. Compliance with these regulations shall be demonstrated on plans and exhibits and made part of an application for zoning permit from the Department of Community Development.
 - a. Areas for storage of trash and recyclable materials shall be adequate in capacity, number and distribution to serve the development, whether commercial, multi-dwelling and/or a combination thereof.
 - b. The amount of space provided for the collection and storage of recyclable materials shall be designed to accommodate collection and storage containers that are appropriate for the recyclable materials generated. Recyclable materials storage areas shall be clearly marked and shall be located abutting refuse collection and storage areas.
 - c. Each trash and recycling enclosure shall be designed to allow walk-in access without having to open main enclosure service gates.
 - d. Trash and recycling areas must be enclosed so that they are screened from public view. The enclosure shall be constructed of durable materials such as masonry and shall be compatible with the structure to which it is associated. Gates on the enclosures shall be constructed of metal or some other comparable durable materials, shall be painted to match the enclosure and shall be properly maintained.
 - e. Enclosure areas shall be designed to provide adequate, safe and efficient accessibility for service vehicles. The applicant shall consult the service provider prior to the facility placement and design.
 - f. Enclosure areas shall be constructed on a 4000 psi concrete pad at least 4-inches in thickness.
 - g. The storage/enclosure area shall not be in the front yard or the right of way.
 - h. The applicant shall consult the Design Guidelines manual as a design aid.
 - i. This section does not relieve property owners of any requirements in Chapter 931, Solid Waste Collection and Disposal; Recycling.

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-10-2013

Date – June 11, 2013

APPLICATION

Applicant:	City of Oxford
Action Request:	ZONING CODE TEXT AMENDMENT to Amend Chapter 1141, Specifically Section 1141.04(j) Environmental Regulations, Concerning Trash Collection Facilities, City of Oxford, Applicant

DESCRIPTION

The deficiency of adequate trash collection facilities, especially in the Uptown area was brought to Planning Commission's attention recently. Given that the Uptown area has been going through a redevelopment phase, it is now critical to incorporate necessary provisions in the Code to address this issue. At the May Planning Commission Work Session, Staff presented their ideas on this topic for discussion and the Planning Commission agreed that it was a good idea to further deliberate this topic during a regular meeting.

ZONING CODE

The attached text amendment illustrates changes to Chapter 1141 Accessory, Supplementary and Environmental Regulations.

COMPREHENSIVE PLAN

Not applicable.

AGENCY REVIEWS

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

Police:	Received with no comment
Fire:	No comment received
Engineering:	Received with no comment
Econ. Dev.	No comment received

DECISION CRITERIA

A copy of the Text Amendment Decision Criteria is attached.

ANALYSIS

Trash collection facilities have not been a discussion item in the past but have always fell under staff administrative reviews when zoning permits have been applied for. However, the on-going development in the Uptown area has highlighted that this issue does require a more concrete stipulation for addressing any future development projects.

Normally, trash generation is not an issue; however, trash containment is a common problem in an urbanized area, especially where rental properties are concentrated. Initiatively, the proportion of trash corresponds with the number of individuals residing in a dwelling unit and the numbers of dwellings on a property. This issue is more prominent in the Uptown District and other highly concentrated rental areas. The Uptown area is unique in that it promotes mixed-use development and is prime real estate for rental and commerce. Therefore, we need to consider residential and commercial uses at the same time for the Uptown District.

The Economic Development Director has been instrumental in developing the proposed language since he has been working with various property owners to collectively address the trash issue. His input has been invaluable in getting this matter to the Planning Commission's attention. Furthermore, his interaction with the property owners has provided him with a direct perspective. The proposed language outlines specific storage areas to be set aside based on the uses.

Keep in mind, the proposed language only requires storage areas be based upon the use, which then determines the size of the container. The proposed language further stipulates that a larger trash collection facility will need to include a concrete pad, larger than the storage area, to allow sufficient room for the container to be emptied by the trash truck.

It also stipulates that a large trash collection facility has to be screened from view and satisfy the setback requirement. Again, it is a much less issue in an owner-occupied neighborhood and the proposed language is, by and large, focusing on the Uptown environment.

RECOMMENDATION

Staff recommends that the Planning Commission concur with the changes and forward to City Council for legislation.

SUBMITTED

BY: Jung Han Chen
Jung-Han Chen
Community Development Director

DATE: May 21, 2013

ATTACHMENT

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

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

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

Text Amendments

- A. The proposed amendment will make the Code conform more closely to the Comprehensive Plan.
- B. The proposed amendment will improve the public health, safety, and general welfare of Oxford.
- C. The proposed amendment will clarify the intent of the Code.
- D. The proposed amendment will better implement the intent of the Code.
- E. The proposed amendment will improve enforcement of the Code.

Chapter 1141 Accessory, Temporary, Supplemental and Environmental Regulations

1141.04 Environmental Regulations

(j) Trash Collection Facility.

~~(1) Adequate waste disposal on-site facilities shall be shown on the plans submitted for a zoning permit, including a change of use permit. The Zoning Administrator may accept an alternative plan that adequately provides for the disposal of all waste generated by the proposed use. If such facilities or alternative plan are not acceptable, the permit may be denied.~~

~~———— (2) A trash collection facility shall include a large container such as a dumpster or a small container such as a garbage can, bag or other similar container. No trash collection facility shall be stored in the front yard and shall conform to side and rear yard pavement setbacks of the applicable zoning district.~~

~~———— (3) A large trash collection facility shall be situated in a permanent location and placed on a concrete pad (4000 psi minimum). A dumpster pad shall be of a dimension that will allow a dumpster to sit entirely on the pad and to permit the front or rear wheels of a trash disposal truck to rest on the pad while emptying the dumpster. No part of the container shall overhang the limits of the pad.~~

~~———— (4) If a site contains a large exterior trash collection facility such as a dumpster, this area shall be screened so as to not be visible from a public right-of-way or an adjacent property.~~

~~———— (5) The Zoning Administrator may approve plans for shared dumpster facilities.~~

(1) A trash collection facility shall include a large container such as a dumpster or a small container such as a garbage can or other similar container. No trash collection facility shall be stored in the front yard and shall conform to side and rear yard pavement setbacks of the applicable zoning district.

(2) Adequate on-site waste disposal facilities shall be shown on the plans submitted for a zoning permit, including a change of use permit based on the following requirements:

- a. A minimum of 2.5' by 3' storage space is required for each residential dwelling unit.
- b. A minimum of 3' by 6' of storage space is required for commercial space up to 2,500 sq. ft. of space.
- c. A minimum of 6' by 6' of storage space is required for commercial space over 2,500 sq. ft. of space.

(3) If a site contains a large exterior trash collection facility such as a dumpster, this area shall be screened so as to not be visible from a public right-of-way or an adjacent property.

(4) A trash collection facility that contains a dumpster shall be situated in a permanent location and placed on a concrete pad (4000 psi minimum). A dumpster pad shall be of a dimension that would allow a dumpster to sit entirely on the pad and to permit the front or rear wheels of a trash disposal truck to rest on the pad or public right-of-way when emptying the dumpster. No part of the dumpster shall overhang the limits of the pad.

(5) Any mixed-use structures or lots must provide storage space in an amount equal to the sum of all individual uses combined.

*Distributed
@ mtg*

1141.04 (j) Trash Collection Facility

- (1) One or more trash facilities shall be provided on each site or property to collect waste generated on that site.
- (2) A trash collection facility shall include one or more containers such as dumpsters, waste wheelers, trash cans, or similar containers as appropriate for the wastes being collected. A trash collection facility may also include a trash compactor if needed to meet the trash collection storage needs of the proposed property use.
- (3) No trash collection facility shall be located in the front yard, and the facility shall conform to side and rear yard pavement setbacks of the applicable zoning district.
- (4) The trash collection facility(ies) shall be adequately sized for the site and type of use being served. The proposed trash collection facility(ies) shall be shown on the plans submitted for a zoning permit, including a change of use permit, based on the following minimum requirements:
 - a. A minimum 36" wide x 42" deep space is required for each residential unit.
 - b. A minimum 7' wide x 10' deep space is required for each commercial space up to 2,500 sq.ft.
 - c. A minimum 10' wide x 10' deep space is required for each commercial space 2,500 sq. ft. and larger.

Any sites expected to host a restaurant or other eating establishment which will generate waste cooking oil shall provide additional space within the trash collection facility for a waste oil container.

- (5) Any trash collection facility that contains a dumpster and/or compactor shall be situated in a permanent location and shall be screened so as not to be visible from the public right-of-way or adjacent property. It shall have as its base a minimum 4000 psi concrete slab.
- (6) An appropriate paved surface shall be provided between the trash collection facility and the public right-of-way or other refuse truck loading area to facilitate movement of the containers. Where the facility includes a dumpster or other container designed to be loaded directly from the trash collection facility to the refuse truck, and the container

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 5/31/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-10-2013 ZONING CODE TEXT AMENDMENT to amend Chapter 1141, Accessory, Temporary, Supplemental & Environmental Regulations, specifically 1141.04(j) Trash Collection Facilities, **City of Oxford, Applicant**

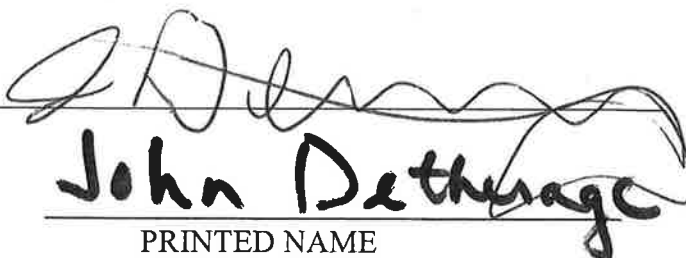
 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **6/6/13** 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 Dethridge
PRINTED NAME

Date: 6-9-13

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 5/31/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-10-2013 ZONING CODE TEXT AMENDMENT to amend Chapter 1141, Accessory, Temporary, Supplemental & Environmental Regulations, specifically 1141.04(j) Trash Collection Facilities, **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **6/6/13** 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: 6-3-13

VICTOR POPESCU

PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 5/31/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-10-2013 ZONING CODE TEXT AMENDMENT to amend Chapter 1141, Accessory, Temporary, Supplemental & Environmental Regulations, specifically 1141.04(j) Trash Collection Facilities, **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **6/6/13** 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:

Lt. [Signature] #24

Date: 6/4/13

Lt. John A. Jones #24
PRINTED NAME

Zoning Code Text Amendment Application
City of Oxford, Ohio

REQUIRED INFORMATION

Name of Applicant: City of Oxford
(Attach a Letter of Agency if the applicant is not the property owner.)
Mailing Address: 101 E High St.
Oxford OH 45056
Telephone Number(s): 524 5204
Email Address: jchen@cityofoxford.org

SUBMISSION REQUIREMENTS

A written, detailed description, where applicable, is required for each subsection.

All applications must include:

- A. A general description of the proposed amendment.
- B. A narrative statement that describes how the proposed amendment relates to the Comprehensive Plan.
- C. A statement that identifies potential negative consequences of the proposed amendment.
- D. Any existing section number and text that is proposed to be deleted or amended.
- E. Any new or amended text as it is proposed to be codified including its proposed location in the Code. (section numbers)
- F. A narrative statement that describes the expected effects of the proposed text.
- G. A narrative statement that compares the expected effects of the proposed text with any existing text that it will replace, if applicable.

Planning Commission and Council Review The Planning Commission shall base its recommendation on a proposed Zoning Code amendment upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. Council shall base its decision on the same materials and shall consider the Planning Commission recommendation. If the Planning Commission or Council finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

Decision Standards A proposed amendment shall be approved only if it meets at least one of the following criteria, and if its benefits will likely outweigh any potential pitfalls. The proposed amendment will:

- A. make the Code conform more closely with the Comprehensive Plan.
- B. improve the public health, safety, and general welfare of Oxford.
- C. clarify the intent of the Code.
- D. better implement the intent of the Code.
- E. improve enforcement of the Code.

All materials and the application fee in the amount of **\$150.00 plus actual postage**, payable to the City of Oxford must be delivered to the office of Community Development, 101 East High Street, Oxford, Ohio 45056 45 days prior to the proposed meeting date. Any questions should be directed to the Community Development Department at (513) 524-5204.

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

SIGNATURE OF APPLICANT: Jung Han Chen Date: 4/26/13
PRINTED NAME: Jung-HAN Chen

FEE / RECEIPT

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

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: August 6, 2013

Jung-Han Chen

Account Code No. #:

Prepared By:

Budgeted Amount:

July 30, 2013

Date Prepared:

PC-11-2013 ZONING MAP AMENDMENT Area 1: Land locally known as Indian Trace Apartments, generally located on the west side of U.S. 27 South near the intersection of University Park Blvd, to be rezoned from R3 (Multi-Family Residential) District to R4 (Multi-Family Residential) District, approximately 16 acres. Area 2: The R3 zoned land within the property locally known as Southpointe Apartments, generally located on the east side of U.S. 27 South near the intersection of Southpointe Pkwy, to be rezoned from R3 (Multi-Family Residential) District to R4, (Multi-Family Residential) District approximately 66 acres, **City of Oxford, Applicant**

Recommendation: Approval

Discussion:

In 2012, after an almost year-long study, a proposal to amend the R-3 site development regulations took place. The changes resulted from the Nonconforming Subcommittee recommendations to the existing site development regulations to encourage redevelopment of large apartment complexes and to attempt to bring those apartments into conformance with the Zoning Code.

During the process, it was also recommended that a “different” set of development regulations be put in place for those properties located in the outskirts of the City.

A two-step process was developed to address this: first, a set of site development regulations were created for the R-4 Multi-Family Residential District, in February, 2013. The “new” R-4 Multi-Family Residential District site development regulations are the same as the previous “R-3” prior to the modifications. The second step was to amend the official zoning map to those areas more suitable for the R-4 District site development regulations.

In essence, these new areas are designated as new districts, but with the same site development regulations as before; therefore, there is very minimal impact, if any, with the proposed changes.

Approved By:

Department Head:
City Attorney:
City Manager:

JHC 7/31/13
DRK 8/2/13

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE PLANNING COMMISSION'S RECOMMENDATION AND GRANTING A ZONING MAP AMENDMENT FOR APPROXIMATELY SIXTEEN (16) ACRES OF LAND GENERALLY KNOWN AS INDIAN TRACE APARTMENTS LOCATED ON THE WEST SIDE OF U.S. 27 SOUTH NEAR THE INTERSECTION OF UNIVERSITY PARK BOULEVARD OXFORD, OHIO, AND REZONING THE PROPERTY FROM R-3 MULTI-FAMILY RESIDENTIAL DISTRICT TO R-4 MULTI-FAMILY RESIDENTIAL DISTRICT.

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

SECTION 1: Council finds in accordance with Section 1125.01 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on July 9, 2013 on the City of Oxford's application for a Zoning Map Amendment for approximately sixteen (16) acres of land generally known as Indian Trace Apartments located on the West side of U.S. 27 South near the intersection of University Park Boulevard Oxford, Ohio, a map of which is attached hereto and incorporated herein as Exhibit "A" and requesting the rezoning of the property from R-3 Multi-Family Residential District to R-4 Multi-Family Residential District.

SECTION 2: The Oxford Planning Commission, after the public hearing and deliberation, recommended granting the Zoning Map Amendment, and found that the proposed rezoning request was in keeping with the intended characteristics of the general vicinity of the property and was the most appropriate zoning classification of the property in question.

SECTION 3: Council hereby accepts the recommendation of the Oxford Planning Commission, and after deliberation, finds for the granting of the Zoning Map Amendment, rezoning approximately sixteen (16) acres of land generally known as Indian Trace Apartments located on the West side of U.S. 27 South near the intersection of University Park Boulevard Oxford, Ohio, a map of which is attached hereto and incorporated herein as Exhibit "A" and rezoning the property from R-3 Multi-Family Residential District to R-4 Multi-Family Residential District.

SECTION 4: Council hereby grants the rezoning of the property as requested by the applicant, incorporating the application and documents submitted by the applicant as a term and condition of the granting of this rezoning request and orders that the official zoning map be amended.

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

<u>Report Date</u>	August 6, 2013
<u>Case Number</u>	PC-11-2013
<u>Applicant Information</u>	City of Oxford, Applicant
<u>Requested Action</u>	Zoning Map Amendment
<u>Summary of Request</u>	ZONING MAP AMENDMENT Area 1: Land locally known as Indian Trace Apartments, generally located on the west side of U.S. 27 South near the intersection of University Park Blvd, to be rezoned from R3 (Multi-Family Residential) District to R4 (Multi-Family Residential) District, approximately 16 acres. Area 2: The R3 zoned land within the property locally known as Southpointe Apartments, generally located on the east side of U.S. 27 South near the intersection of Southpointe Pkwy, to be rezoned from R3 (Multi-Family Residential) District to R4, (Multi-Family Residential) District approximately 66 acres, City of Oxford, Applicant
<u>Public Hearing Information</u>	On July 9, 2013 a Public Hearing took place at 118 W. High Street. A Public Hearing notice was published in the Oxford Press on June 7, 2013. Public Hearing notices were mailed out to surrounding properties on June 24, 2013.
<u>Commission Action</u>	The Planning Commission voted 7-0-0 recommending approval to City Council.
<u>Commission Findings and Conclusions</u>	The Planning Commission recommended this Zoning Map Amendment approval so that the zoning would reflect the new R-4 Multi-Family Residential District and encourage urbanized development in the future.
<u>Exhibits Submitted to the Commission</u>	1. Staff Report dated June 26, 2013 2. Proposed Re-Zoning Map 3. Property Notifications 4. Interoffice Reviews 5. Zoning Map Amendment Application dated May 24, 2013

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-11-2013

Date – July 9, 2013

APPLICATION

Applicant:	City of Oxford
Action Request:	ZONING MAP AMENDMENT from “R3” Multi-Family Residential District to “R4” Multi-Family Residential District generally known as Indian Trace Apartments approximately 16 acres, located on the west side of U.S. 27 South near the interaction of University Park Blvd, and the area generally known as Southpointe Apartments, approximately 66 acres, located on the east side of U.S. 27 South near the intersection of Southpointe Parkway. City of Oxford, Applicant

DESCRIPTION

The proposed map amendment would revise the zoning classification of the above mentioned properties from R-3 Multi-Family Residential District to a new R-4 Multi-Family Residential District.

As you may recall, in 2012 the Planning Commission reviewed site development regulations for the R-3 District to specifically address apartments located in and around the core of the City. The changes reflected an urbanized, built environment and were intended to seek ways to encourage redevelopment utilizing sustainable development best practices.

ZONING CODE

The text portion of the proposed zoning classification has already been put in place concurrent with the R-3 site development revision.

COMPREHENSIVE PLAN

Not applicable.

AGENCY REVIEWS

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

Police:	Received with no comment
Fire:	Received with no comment
Engineering:	Received with no comment
Econ. Dev.	No comment received

DECISION CRITERIA

A copy of the Text Amendment Decision Criteria is attached.

ANALYSIS

The areas in question are located in a rural setting, along U.S. 27 South, a major thoroughfare to and from Oxford. These areas are on the outskirts of Oxford and would require an automobile to and from the site.

In 2012, after an almost year-long study, a proposal to amend the R-3 site development regulations resulting from the Nonconforming Subcommittee recommended changes to the existing site development regulations to encourage redevelopment of large apartment complexes and to attempt to bring those apartments into conformance with the Zoning Code. During the process, it was also recommended that a

“different” set of development regulations be put in place for those properties located in the outskirts of the City. The idea was to create site development regulations for the urbanized built environment and maintain the existing multi-family site development regulations for those outlying properties.

A two-step process was taken to address this challenge. The first step was to create a set of site development regulations for the R-4 Multi-Family Residential District, which took place in February, 2013. The second step was to amend the official zoning map to those areas more suitable for the R-4 District site development regulations. This is what is being presented tonight.

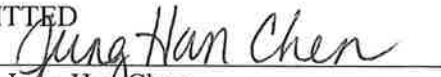
In essence, these new areas are following the former R-3 site development regulations and will have minimal impact, if any, with the proposed changes.

RECOMMENDATION

Staff recommends that the Planning Commission accept the amendment and move forward with this request to City Council for legislative action.

SUBMITTED

BY:


Jung-Han Chen
Community Development Director

DATE: June 26, 2013

ATTACHMENT

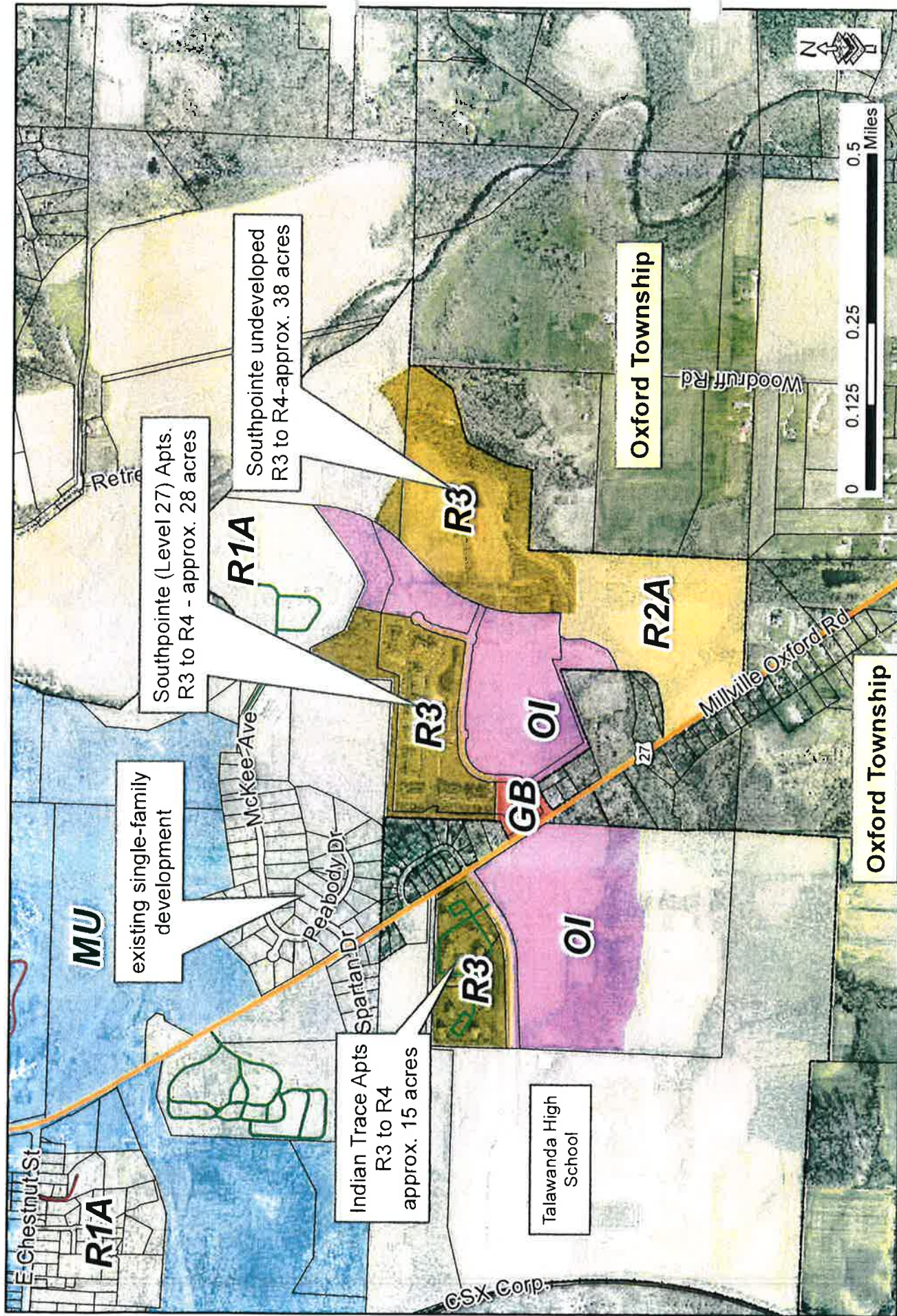
(c) Planning Commission and Council Review. The Planning Commission shall base its recommendation on a proposed Zoning Code amendment upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. Council shall base its decision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

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

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

Text Amendments

- A. The proposed amendment will make the Code conform more closely to the Comprehensive Plan.
- B. The proposed amendment will improve the public health, safety, and general welfare of Oxford.
- C. The proposed amendment will clarify the intent of the Code.
- D. The proposed amendment will better implement the intent of the Code.
- E. The proposed amendment will improve enforcement of the Code.



Proposed Rezoning Map

City-initiated Rezone from R-3 to R-4

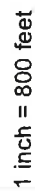
Map Produced July 5, 2013

- R-1A, Single-Family Low Density Residential
- R-2A, Single- and Two-Family Residential
- R-3, Multi-Family Residential
- MU, Miami University
- GB, General Business
- OI, Office & Light Industrial



Property notifications

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



CITY OF
OXFORD
HOME OF MIPAM INSTITUTE

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.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 6/20/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-11-2013 Zoning Map Amendment Area 1: The land locally known as Indian Trace Apartments, generally located on the west side of U.S. 27 South near the intersection of University Park Blvd, to be rezoned from R3 to R4, approximately 16 acres. Area 2: The R3 zoned land within the property locally known as Southpointe Apartments, generally located on the east side of U.S. 27 South near the intersection of Southpointe Pkwy, to be rezoned from R3 to R4, approximately 66 acres **City of Oxford, Applicant**

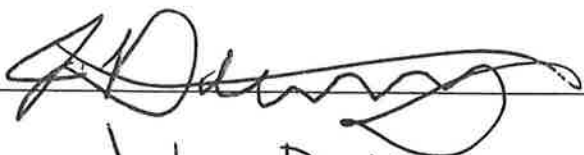
☒ Review ☐ Revisions ☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **7/2/13** 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: 6-26-13

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 6/20/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-11-2013 Zoning Map Amendment Area 1: The land locally known as Indian Trace Apartments, generally located on the west side of U.S. 27 South near the intersection of University Park Blvd, to be rezoned from R3 to R4, approximately 16 acres. Area 2: The R3 zoned land within the property locally known as Southpointe Apartments, generally located on the east side of U.S. 27 South near the intersection of Southpointe Pkwy, to be rezoned from R3 to R4, approximately 66 acres **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **7/2/13** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

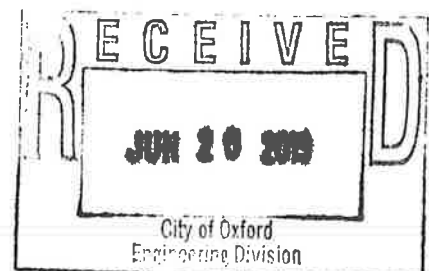
Drawings reviewed by:

V. Popescu

Date: 6-20-13

VICTOR POPESCU

PRINTED NAME



City of Oxford
Inter-Office Review Transmittal Sheet

Date: 6/20/2013

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

PC-11-2013 Zoning Map Amendment Area 1: The land locally known as Indian Trace Apartments, generally located on the west side of U.S. 27 South near the intersection of University Park Blvd, to be rezoned from R3 to R4, approximately 16 acres. Area 2: The R3 zoned land within the property locally known as Southpointe Apartments, generally located on the east side of U.S. 27 South near the intersection of Southpointe Pkwy, to be rezoned from R3 to R4, approximately 66 acres **City of Oxford, Applicant**

 X Review Revisions Other

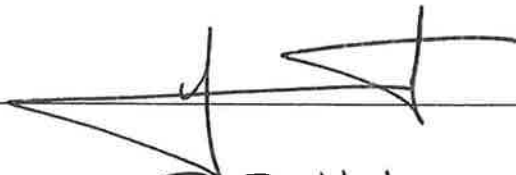
Comments or status update requested by: Lynn Taylor

Please return no later than: **7/2/13** 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:


R. B. HOLZWORTH
PRINTED NAME

Date: 6/24/2013

Zoning Map Amendment Application
City of Oxford, Ohio

REQUIRED INFORMATION

Name of Applicant: City of Oxford
(Attach a Letter of Agency if the applicant is not the property owner.)
Mailing Address: 101 E. High
Oxford, OH 45056
Telephone Number(s): (513) 524-5204 Email Address: _____
Location of Property: _____
(Indicate address if there is an existing structure or subdivision name and lot number if subdivided.)
Legal Description: _____
Total Area: _____ Acres / Square Feet (circle one)
Existing Use of Property: APT
Current Zoning: R3
Proposed Zone(s): R4
Proposed Use: _____

SUBMISSION REQUIREMENTS

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

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

Attach a statement which responds to the following questions:

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

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

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

SIGNATURE OF APPLICANT: [Signature] Date: 6/1/13

PRINTED NAME: Jung-Han Chen

FEE / RECEIPT

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

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: August 6, 2013

Jung-Han Chen
Prepared By:

Account Code No. #:

Budgeted Amount:

July 30, 2013
Date Prepared:

PC-11-2013 ZONING MAP AMENDMENT Area 1: Land locally known as Indian Trace Apartments, generally located on the west side of U.S. 27 South near the intersection of University Park Blvd, to be rezoned from R3 (Multi-Family Residential) District to R4 (Multi-Family Residential) District, approximately 16 acres. Area 2: The R3 zoned land within the property locally known as Southpointe Apartments, generally located on the east side of U.S. 27 South near the intersection of Southpointe Pkwy, to be rezoned from R3 (Multi-Family Residential) District to R4, (Multi-Family Residential) District approximately 66 acres, **City of Oxford, Applicant**

Recommendation: Approval

Discussion:

In 2012, after an almost year-long study, a proposal to amend the R-3 site development regulations took place. The changes resulted from the Nonconforming Subcommittee recommendations to the existing site development regulations to encourage redevelopment of large apartment complexes and to attempt to bring those apartments into conformance with the Zoning Code.

During the process, it was also recommended that a "different" set of development regulations be put in place for those properties located in the outskirts of the City.

A two-step process was developed to address this: first, a set of site development regulations were created for the R-4 Multi-Family Residential District, in February, 2013. The "new" R-4 Multi-Family Residential District site development regulations are the same as the previous "R-3" prior to the modifications. The second step was to amend the official zoning map to those areas more suitable for the R-4 District site development regulations.

In essence, these new areas are designated as new districts, but with the same site development regulations as before; therefore, there is very minimal impact, if any, with the proposed changes.

Approved By:

Department Head:
City Attorney:
City Manager:

JHC 7/31/13
DK 8/2/13

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE PLANNING COMMISSION'S RECOMMENDATION AND GRANTING A ZONING MAP AMENDMENT FOR APPROXIMATELY SIXTY SIX (66) ACRES OF LAND GENERALLY KNOWN AS SOUTHPOINTE (LEVEL 27) APARTMENTS AND THE SURROUNDING UNDEVELOPED TRACT OF LAND LOCATED ON THE EAST SIDE OF U.S. 27 SOUTH NEAR THE INTERSECTION OF SOUTHPOINTE PARKWAY OXFORD, OHIO, AND REZONING THE PROPERTY FROM R-3 MULTI-FAMILY RESIDENTIAL DISTRICT TO R-4 MULTI-FAMILY RESIDENTIAL DISTRICT.

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

SECTION 1: Council finds in accordance with Section 1125.01 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on July 9, 2013 on the City of Oxford's application for a Zoning Map Amendment for approximately sixty six (66) acres of land generally known as Southpointe (Level 27) Apartments and the surrounding undeveloped tract of land located on the East side of U.S. 27 South near the intersection of Southpointe Parkway Oxford, Ohio, a map of which is attached hereto and incorporated herein as Exhibit "A" and requesting the rezoning of the property from R-3 Multi-Family Residential District to R-4 Multi-Family Residential District.

SECTION 2: The Oxford Planning Commission, after the public hearing and deliberation, recommended granting the Zoning Map Amendment, and found that the proposed rezoning request was in keeping with the intended characteristics of the general vicinity of the property and was the most appropriate zoning classification of the property in question.

SECTION 3: Council hereby accepts the recommendation of the Oxford Planning Commission, and after deliberation, finds for the granting of the Zoning Map Amendment, rezoning approximately sixty six (66) acres of land generally known as Southpointe (Level 27) Apartments and the surrounding undeveloped tract of land located on the East side of U.S. 27 South near the intersection of Southpointe Parkway Oxford, Ohio, a map of which is attached hereto and incorporated herein as Exhibit "A" and rezoning the property from R-3 Multi-Family Residential District to R-4 Multi-Family Residential District.

SECTION 4: Council hereby grants the rezoning of the property as requested by the applicant, incorporating the application and documents submitted by the applicant as a term and condition of the granting of this rezoning request and orders that the official zoning map be amended.

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

MAYOR

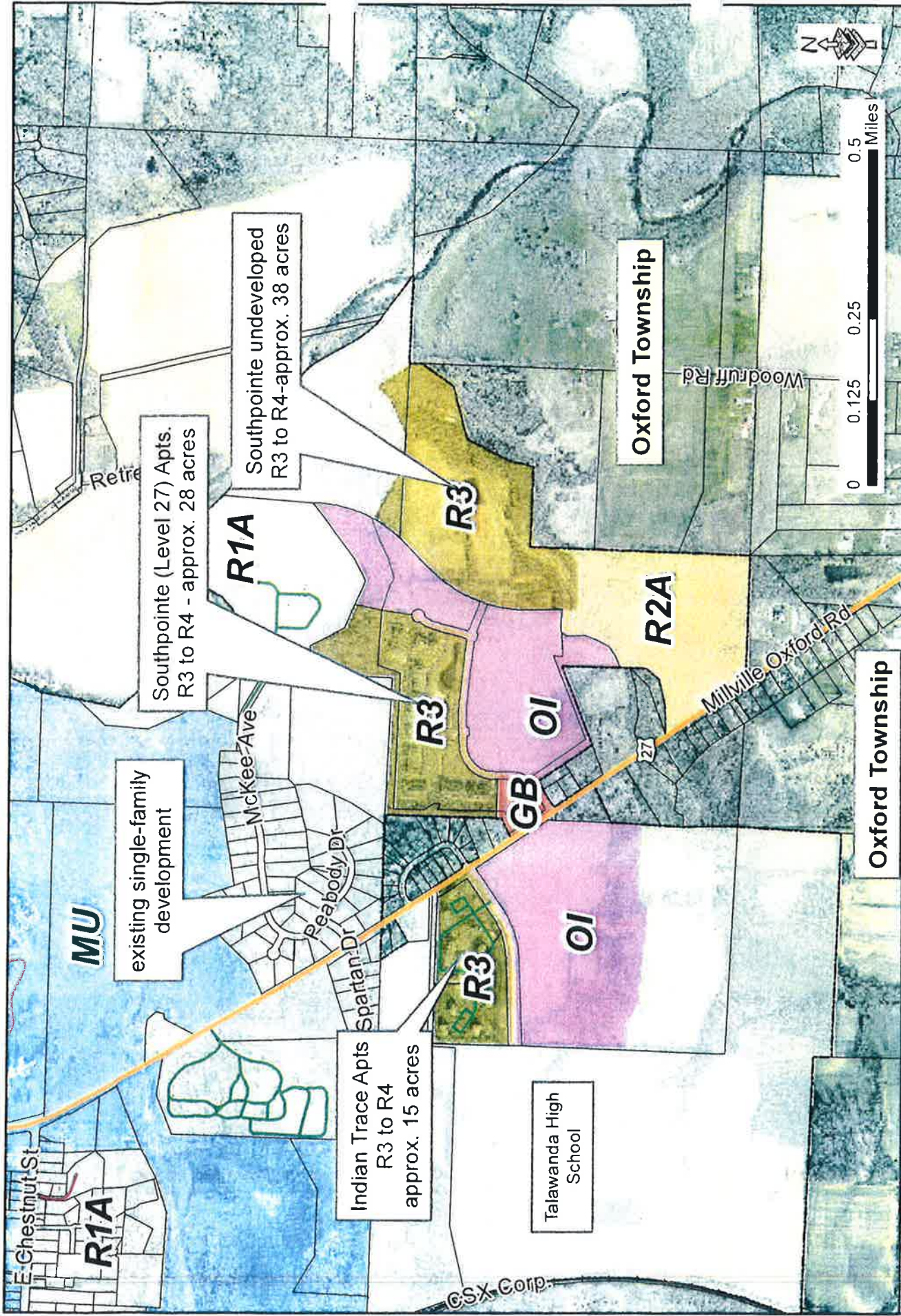
ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)



Proposed Rezoning Map

City-initiated Rezone from R-3 to R-4

Map Produced July 5, 2013

R-1A, Single-Family Low Density Residential
 R-2A, Single- and Two-Family Residential
 R-3, Multi-Family Residential
 MU, Miami University
 GB, General Business
 OI, Office & Light Industrial

CITY OF OXFORD STAFF SUMMARY REPORT

Report to City Manager

Finance
Originating Department

Council Meeting Of :

Joe Newlin

Account Code No. :

see below

Prepared By

Budgeted Amount :

Date Prepared

Agenda Title:	2013 Supplemental Budget #3
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Recommendation:	Approve
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Issue 1

Hotel and Convention Tax revenue is averaging 14% more in 2012 and 2011 (through the end of June) need to increase budgeted revenue in both the General Fund and Hotel & Convention Tax Fund by 14% to a revised estimate of \$194,650 an increase of \$23,905. City will only pay the OVB actual amount received up to the additional \$23,905.

Action Needed:

Revenue Side

General 110	23,905.00	Estimated increase in revenue
Hotel & Convention Tax 120	23,905.00	Estimated increase in revenue
General 110	1,434.00	Transfer from Hotel & Convention Tax Fund

Expense Side

Hotel & Convention Tax 120	22,471.00	Amount owed to Oxford Visitors per 2013 Budget 94%
Hotel & Convention Tax 120	1,434.00	Transfer to General Fund

Net Effect on Fund Balance/(s)	25,339.00	
Increase/(Decrease)		

Issue 2

Budgeted repayment of Advance for \$395,000 to the General Fund (OPW portion of College Ave. rebuild) actual advance in 2012 was \$400,000 to the Capital Improvement Fund. Need to increase budgeted amount of both revenue in the General Fund and expenditure in Capital Improvement Fund by \$5,000.

Action Needed:

Revenue Side

General 110	5,000.00	Advance from Capital Improvement Fund
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Expense Side

Capital Improvement 141	5,000.00	Advance Repayment to General Fund
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Net Effect on Fund Balance/(s)	-	
Increase/(Decrease)		

Issue 3

Receipt of \$60,000 from FIJI house (Phi Gamma Delta) Insurance Company per section 1301.04 Fire Insurance Proceeds funds to be returned after proof of repairs, removal, or securing the building has been received by the City Manager.

Action Needed:

Revenue Side

General 110	60,000.00	Un-budgeted receipt in General Fund
-------------	-----------	-------------------------------------

Expense Side

General 110	60,000.00	Un-budgeted refund in General Fund
-------------	-----------	------------------------------------

Net Effect on Fund Balance/(s) -
Increase/(Decrease)

Total Net Effect on Fund Balance/(s)	25,339.00
Increase/(Decrease)	

Breakdown by Fund

General 110	30,339.00
Hotel & Convention Tax 120	-
Capital Improvement 141	(5,000.00)

Net Effect on Fund Balance/(s)	25,339.00
Increase/(Decrease)	

Approved By:

Department Head:

City Manager:

Initials

Date _____

17/3/113

Doc 1 8/2/13

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3190. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 3 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2013.

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

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

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

General Fund 110	23,905.00
Hotel & Convention Tax Fund 120	23,905.00
General Fund 110	60,000.00

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

General Fund 110	60,000.00
Hotel & Convention Tax Fund 120	22,471.00
Hotel & Convention Tax Fund 120	1,434.00
Capital Improvement Fund 141	5,000.00

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

Transfer from:	
Hotel & Convention Tax Fund 120	1,434.00

Transfer to:	
General Fund 110	1,434.00

SECTION 5: The following advance(s) be executed:

Advance from:	
Capital Improvement Fund 141	5,000.00

Advance to:	
General Fund 110	5,000.00

SECTION 6: The following increase/(decrease) in revenues be made:

General Fund 110	1,434.00
General Fund 110	5,000.00

SECTION 7: In all other respects, Ordinance No. 3190 shall remain in full force and effect.

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)