



Agenda

Oxford City Council

Court House

TUESDAY, SEPTEMBER 3, 2019

EXECUTIVE SESSION

7:15 P.M.

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

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. Report – Police Community Relations & Review Commission – Patrick Meade.
- B. Report – Short Term Rentals – Sam Perry.
- C. Proclamation – “Prostate Cancer Awareness Month”



Proclamation

- D. Notice to Legislative Authority – Stock Transfer for Fridge & Pantry, Inc. DBA Fridge & Pantry Uptown Market 35 E. Church Street Oxford, Ohio 45056.



Notice

- E. Appointments to Boards & Commissions.
- F. 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 19, 2019 City Council Work Session. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. Minutes of the August 20, 2019 City Council Work Session. (Mary Ann Eaton, Clerk of Council)



Minutes

- C. Minutes of the August 20, 2019 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- D. Report regarding the August 13, 2019 Planning Commission Meeting. (Sam Perry, Community Development Director)



Report

- E. Report regarding the August 14, 2019 Historic and Architectural Preservation Commission Meeting. (Sam Perry, Community Development Director)



Report

- F. Report regarding the August 21, 2019 Board of Zoning Appeals Meeting. (Sam Perry, Community Development Director)



Report

- G. A Resolution accepting the amounts and rates as determined by the Budget Commission of Butler County, Ohio and authorizing the necessary tax levies and certifying them to the County Auditor. (Joe Newlin, Finance Director)



Staff Report/Resolution

5. Resolutions.

1. A Resolution of the Council of the City of Oxford, Ohio, endorsing the Global Covenant of Mayors for Climate and Energy. (David Prytherch, Councilor).



Staff Report/Resolution

2. A Resolution of the Council of the City of Oxford, Ohio, authorizing the City Manager to extend the Pilot Program for a bicycle and e-scooter sharing system permit. (Doug Elliott, City Manager).



Staff Report/Resolution

3. A Resolution of Council supporting the submission of a grant application for Ohio Public Works Commission Issue 1 Funds in the amount of \$103,250.00 to be used for the repair and relining of storm-water culverts on US27 North. (Mike Dreisbach, Service Director).



Staff Report/Resolution

6. Ordinances.

A. First Reading.

1. An Ordinance Accepting The Recommendation Of The Planning Commission And Approving The Preliminary Planned Development And Preliminary Subdivision Application For South Farm Section Two With Conditions. (Sam Perry, Community Development Director).



Staff Report/Ordinance

B. Second Reading - None.

7. A. Announcements & Communications.

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

B. Future Meetings.

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

TUES – Sept 10 Public Arts Commission of Oxford Meeting 4:30 p.m. Municipal Building

TUES – Sept 10 Planning Commission Meeting 7:00 p.m.

WED - Sept 11 Historic and Architectural Preservation Meeting 6:30 p.m.

THUR – Sept 12 Recreation Board Meeting 11:30 a.m. Municipal Building

MON - Sept 16 Housing Advisory Commission Meeting 1:30 p.m. Municipal Building

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

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

8. Adjourn.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council

Originating Department

Council Meeting Of: September 3, 2019

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

August 27, 2019

Date Prepared

Agenda Title: Legislative Authority Notice - Stock Transfer for Fridge & Pantry Inc. DBA Fridge & Pantry Uptown Market 35 E. Church Street Oxford, Ohio 45056.

Recommendation: n/a

Discussion:

This is a stock transfer as indicated above.

Approved By:

Initial Date

Department Head:

City Manager:

DRE \ 8/30/19

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

29484280005		STCK	FRIDGE & PANTRY INC DBA FRIDGE & PANTRY UPTOWN MARKET 35 E CHURCH ST OXFORD OH 45056
PERMIT NUMBER		TYPE	
ISSUE DATE			
05 15 2019			
FILING DATE			
C2 D1 D3		PERMIT CLASSES	
09	088	A	F22841
TAX DISTRICT		RECEIPT NO.	

FROM 08/13/2019

RECEIVED

8/15/19

City of Oxford

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT	RECEIPT NO.	



MAILED 08/13/2019

RESPONSES MUST BE POSTMARKED NO LATER THAN. 09/13/2019

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A STCK 2948428-0005

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

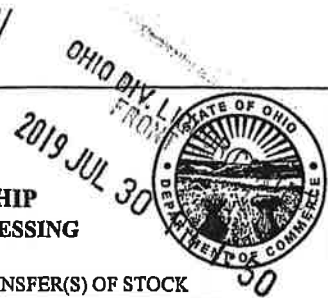
☐ Township Fiscal Officer

CLERK OF OXFORD CITY COUNCIL
101 E HIGH ST
OXFORD OHIO 45056

For Questions call
(614) 644-3162
Office Hours -
8:00 a.m. - 5:00 p.m.

Ohio Department of Commerce - Division of Liquor Control
6606 Tussing Road, Reynoldsburg, Ohio 43068-9005
<http://www.com.ohio.gov/liqr>

APPLICATION FOR CHANGE OF CORPORATE STOCK OWNERSHIP
PROCESSING FEE \$100.00 CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING



PERMIT HOLDER REQUESTS APPROVAL OF THE DIVISION OF LIQUOR CONTROL OF THE FOLLOWING TRANSFER(S) OF STOCK

Permit Holder Name
Fridge & Pantry, Inc.

Liquor Permit Number(s)
29484280005

FO22841

Permit Premises Address 35 E. Church St., Oxford, OH 45056

Email Address:

Attorney's Name, Address and Telephone Number (If represented)

Gary L. Jones, 207 N. Fourth St., Columbus, OH 43215, 614-469-1882

Is Stock Traded on a National Exchange? ☐ YES ☒ NO If YES, give Name of Exchange and Symbol

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

SECTION A: PREVIOUS 5% OR MORE STOCKHOLDERS

Name	BIRTHDATE	Social Security Number/FTI#	Number of Shares Issued For Stock Transfer Only (NOT Percentages)
1) Stephen Thomas			1,000
2) William Weisman			2,000
3) Larry Kolinski			2,000
4) David Ortner			1,000
5) Nicole Ortner			1,000

SECTION B: REVISED 5% OR MORE STOCKHOLDERS

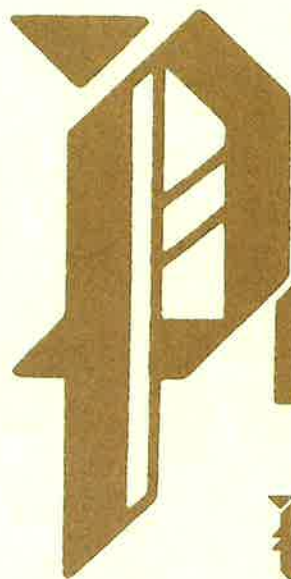
Name	BIRTHDATE	Social Security Number/FTI#	Number of Shares Issued For Stock Transfer Only (NOT Percentages)
1) Mark Weisman			3,000
2) William Weisman			2,000
3) Larry Kolinski			2,000
4) David Ortner			1,000
5) Nicole Ortner			1,000

NOTE: If any Stockholder is a business entity, that entity must list it's federal tax identification number (FTI #) above.

TOTAL NUMBER OF
SHARES ISSUED

10,000

LIST THE TOP FOUR OFFICERS OF THE CAPTIONED CORPORATION. IF AN OFFICE IS NOT HELD, PLEASE INDICATE BY WRITING "NONE"	Social Security Number	Birthdate
1) CEO/President Mark Weisman (CEO)		
2) Vice-President David Ortner		
3) Secretary Nicole Ortner		
4) Treasurer None		



Office of the Mayor

Proclamation

Whereas:

this year approximately 174,650 men will be diagnosed with prostate cancer in the United States alone – that's one man every 3.2 minutes and roughly 31,620 will die this year from the disease – which is 87 men everyday; and

WHEREAS, in Ohio an estimated 5,340 new cases of prostate cancer will be diagnosed and an estimated 1,130 deaths will occur in 2019; and

WHEREAS, men with relatives – father, brother, son – with a history of prostate cancer are twice as likely to develop the disease; and

WHEREAS, prostate cancer is the most commonly diagnosed cancer in American men and the second leading cause of cancer death behind lung and colon cancer; and

WHEREAS, men who served in the military who have been exposed to chemicals and herbicides are at a higher risk for developing prostate cancer; and

WHEREAS, 1 in 9 men are diagnosed with prostate cancer in his lifetime. Overall, African American men are 1.7 times more likely to be diagnosed with and 2.3 times more likely to die from – prostate cancer than white men; and

WHEREAS, education regarding prostate cancer and early detection strategies are critical to saving lives, and preserving, and protecting our families. The economic and social hardship it has on families is huge; and

WHEREAS, nearly 3 million men in the U.S. are living with a prostate cancer diagnosis; that number is estimated to climb to 4 million by 2024 as men in the baby boomer generation age; and

WHEREAS, all men are at risk for prostate cancer and we encourage the citizens of Oxford to increase the importance of prostate screenings.

NOW, THEREFORE, I, Kate Rousmaniere, Mayor of the City of Oxford, Ohio, do hereby recognize September 2019 as:

"PROSTATE CANCER AWARENESS MONTH"

in Oxford and encourage all citizens to join in this observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 3rd day of September, 2019.

KATE ROUSMANIERE, MAYOR



A Work Session of the Oxford City Council was called to order by Mayor, Kate Rousmaniere on Monday, August 19, 2019 at 7:00 P.M. Council members present were Steve Dana, Glenn Ellerbe, David Prytherch, Chantel Raghu, Mike Smith and Edna Southard.

Staff members present: Doug Elliott, City Manager; Jessica Greene, Assistant City Manager; Mike Dreisbach, Service Director; John Jones, Police Chief; Joe Newlin, Finance Director; Alan Kyger, Economic Development Director; Sam Perry, Community Development Director; Casey Wooddell, Parks and Recreation Director; Heidi Hill, Assistant Finance Director; and John Detherage, Fire Chief.

Hueston Kyger, City Council Candidate was also in attendance.

APPROVAL OF AGENDA

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

CAPITAL IMPROVEMENT PROJECTS

Mr. Elliott presented the proposed five-year Capital Improvement Plan which included information on the following:

- Funding sources proposed for the 2020 CIP Expenditures
- Detailed list of proposed construction projects
- Detailed list of proposed equipment purchases

Mr. Elliott addressed questions and comments from Council members.

The CIP figures will be incorporated into the City Manager's proposed budget for 2020 and will be submitted to Council in October, 2019.

ADJOURNMENT

Mr. Dana moved to adjourn at 9:05 p.m. Ms. Southard seconded. The motion passed 7-0-0.

A Work Session of the Oxford City Council was called to order by Mayor, Kate Rousmaniere on Tuesday, August 20, 2019 at 6:30 P.M. Council members present were Steve Dana, Glenn Ellerbe, David Prytherch, Chantel Raghu, Mike Smith and Edna Southard.

Staff members present: Doug Elliott, City Manager; Jessica Greene, Assistant City Manager; Mike Dreisbach, Service Director; John Jones, Police Chief; Joe Newlin, Finance Director; Casey Wooddell, Parks and Recreation Director; Alan Kyger, Economic Development Director; Sam Perry, Community Development Director; John Detherage, Fire Chief; Geoff Robinson, Police Lieutenant; Chris Conard, Acting Law Director and Mary Ann Eaton, Clerk of Council .

Hueston Kyger, Council candidate was also in attendance.

APPROVAL OF AGENDA

Mr. Dana moved to approve the agenda. Ms. Southard seconded. The motion carried 7-0-0.

PURPOSE

The purpose of the Work Session was for Council to discuss how their goals and or priorities from the 2019 Council Retreat might affect the City's 2020 Budget.

DISCUSSION

Mayor Rousmaniere advised Council would discuss their budget ideas for 2020 and take a "straw vote" at the end of the Work Session of items to move forward. Mayor Rousmaniere noted the ideas would be revisited at the September 3, 2019 Work Session.

Mayor Rousmaniere advised her proposal was for the City to obtain an electric car charger for use by the public. Mayor Rousmaniere noted staff was already working on this project.

Mr. Smith noted the City would receive increased gasoline tax revenue from the recent State of Ohio gasoline tax increase. Mr. Smith advised the revenues were earmarked for roadway infrastructure improvements noting the revenues were significant and could give the City some funding flexibility for these types of projects. Mr. Smith advised the estimated increased revenue for 2019 was \$43,000 and \$155,000 for 2020. Mr. Newlin noted funding was already increased some in the budget for paving and curb and gutter repair.

Ms. Southard proposed that the City of Oxford budget for seed money for the Public Arts Commission of Oxford (PACO) to work with the City to implement public art, specifically bike racks in the Uptown area and in other areas of town.

Ms. Southard noted PACO was requesting \$1,000 in the budget to start this project and get other stakeholders on board, including the Chamber of Commerce, businesses, and Enjoy Oxford to get more public art in Oxford in various contexts to make the town more vibrant. Mayor Rousmaniere inquired what the \$1,000 would do. Ms. Southard advised it would be seed money for publicity and to partner with other entities. Mayor Rousmaniere inquired if more than \$1,000 was needed and suggested \$5,000. Ms. Southard noted she would also like input from staff.

Mr. Prytherch and Mr. Dana proposed a one-time expenditure of \$10,000 to support the Butler County Regional Transit Authority (BCRTA). Mr. Prytherch noted he and Mr. Dana recognize other revenue sources will be necessary to substantively impact service levels and routes and advised the initial investment will support closer partnership in the short term to promote city-wide transit service over the long term. Mr. Dana noted he felt this initiative was deeply rooted in the Comprehensive Plan. Mr. Prytherch inquired if the City could use CDBG funds to assist BCRTA and noted he would like feedback from Council and from staff.

Ms. Raghu discussed three proposals: Divesting from Fossil Fuels, a City of Oxford Bottled Water Ordinance and a Curbside Composting program noting the Environmental Commission endorsed all three. After Ms. Raghu read the divestment information Mayor Rousmaniere inquired how other cities divest from fossil fuels which Mr. Newlin briefly addressed. Mr. Prytherch noted this proposal would not affect the 2020 budget. After Ms. Raghu read the Bottled Water Ordinance proposal it was determined this was also not a budgeting item for 2020. Ms. Raghu read the Curbside Composting proposal and suggested a RFP would be needed perhaps in January.

After discussion Council felt the current composting program should continue for another year with the possibility of adding more locations.

After discussion Council felt divesting will take time and the City needed more information as to how other cities have handled it.

After discussion Council felt a \$10,000 investment to support BCRTA was a good idea.

After discussion Council felt the bike rack proposal was a good idea and that PACO should work on it. Councilors were still not sure \$1,000 was enough seed money.

ADJOURNMENT

Mr. Dana moved to adjourn at 7:30 P.M. Ms. Southard seconded. The motion carried 7-0-0.

A regular meeting of the Oxford City Council was called to order by Mayor Kate Rousmaniere on Tuesday, August 20, 2019 at 7:30 p.m. Those members present were Steve Dana, Glenn Ellerbe, David Prytherch, Chantel Raghu, Mike Smith and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Mike Dreisbach, Service Director; Mr. John Jones, Police Chief; Mr. Geoff Robinson, Police Lieutenant; Mr. Joe Newlin, Finance Director; Mr. Sam Perry, Community Development Director; Casey Wooddell, Parks & Recreation Director; Mr. Alan Kyger, Economic Development Director; Mr. John Detherage, Fire Chief; Mr. Chris Conard, Acting Law Director and Ms. Mary Ann Eaton, Clerk of Council.

PLEDGE OF ALLEGIANCE

Mayor Rousmaniere requested the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PUBLIC PARTICIPATION

PRESENTATION **GOZERO SERVICES**

Mr. Grayson Hart, advised the mission of GoZERO was to get food waste out of the landfill in a way that strengthens the community, environment and economy and to build a non-profit business from the ground up to ensure the longevity and expansion of the environmental community and economic benefits created through its products and services. Mr. Hart provided slides of the carts GoZERO uses to collect food waste and noted GoZERO provides service to schools, restaurants, work places, events and neighborhoods including the City of Oxford. Mr. Hart advised GoZERO collects food scraps and other compostable materials and transports them to Class II Licensed EPA commercial composting facilities. Mr. Hart noted GoZERO operates in all of western Ohio and in Oxford. Mr. Hart noted GoZERO has grown quickly as a company noting in 2017 they collected 137 tons of compostable material, in 2018 they collected 272 tons and advised they have collected 386 tons to date in 2019. Mr. Hart noted 6 compost carts were delivered to Oxford on April 5, 2019 and advised the first collection date was April 12. Mr. Hart noted GoZERO collects the carts once a week and advised the program is open to the public at no cost. Mr. Hart noted 100 food scrap buckets were provided to the City for its residents on a first come first served basis and advised they were snapped up quickly. Mr. Hart advised Oxford allocated funds for the pilot program until the first week of January 2020. Mr. Hart noted originally food scraps were accepted only on Saturday mornings and advised as of July 5th the carts were moved to a different location and were available for residents to use 24/7. Mr. Hart noted to his best estimation GoZERO has collected 9,713 pounds of compostable material from Oxford in 19 weeks. Mr. Hart advised the program has grown steadily since it began and noted it would be interesting to see with the university back in session how much additional participation there might be. Mr. Hart discussed the metrics and environmental effects of composting instead of landfilling.

Mr. Hart advised the benefits of driving places to collect tonnage of food scraps outweigh the costs in terms of climate emissions. Mr. Hart offered to answer any questions.

Mr. Dana inquired how Oxford compared to a similar city over a similar period of time. Mr. Hart advised the City of Upper Arlington started a program a month after Oxford did and Oxford was composting more than they are. Mr. Hart advised GoZERO was still in the youth stages in terms of municipal composting programs.

Mr. Prytherch inquired if GoZERO had any issues with contamination. Mr. Hart advised things have gone exceptionally well in terms of contamination which he felt was due to Oxford's dedication to the program.

Mayor Rousmaniere noted a number of citizens do private composting and inquired to what extent that might undercut the GoZERO program. Mayor Rousmaniere advised a citizen asked if financing could be done so that only people who are using the composting program pay for it (after the pilot program ends). Mayor Rousmaniere inquired if information about the program would be distributed to Miami students during the "Walk About" event. Mayor Rousmaniere noted these issues might be something the Environmental Commission can look into.

Mr. Hart advised the food waste buy in was so large that he felt people composting at their home is good if they have the time, energy, knowledge and resources to do it. Ms. Raghu advised there were things (bioplastics, meat, dairy, etc.) commercial composting can do that people can not do in their backyard.

Mr. Hart noted GoZero has another model of residential collection where an existing commercial composter opens their cart space to the public for a \$10 per month subscription and GoZERO pro-rates discounts to the commercial service.

Ms. Southard inquired if there were any other models that might be different or better for Oxford and for its citizens. Mr. Hart advised GoZERO would consider Oxford's and Upper Arlington's model a sponsored station because the municipality is purchasing cart space and allowing residents to use those free of charge. Mr. Hart noted GoZERO has existing commercial customers that they partner with to allow residents to drop off in their carts. Mr. Hart advised some discussion has occurred about curbside composting although GoZERO does not currently offer that service.

Mayor Rousmaniere inquired if GoZERO had an educational program. Mr. Hart advised GoZERO has a resident's composting guide which explains what is compostable, what is not and it explains the reasons why.

Ms. Raghu advised Oxford was allocated 100 composting buckets with assistance from Mr. Dreisbach and Mr. Treleaven and noted she found the speed at which the 100 buckets were gone was remarkable. Ms. Raghu advised Mr. Treleaven created a poster and she felt he did most of the education which in part was why the program has been so successful. Ms. Raghu noted citizens also helped by going through the carts and removing contaminants which was in part why Oxford was getting such good product.

Councilors thanked Mr. Hart for his presentation.

PRESENTATION
CLIMATE ACTION TASK FORCE

Mr. Prytherch advised the Climate Action Task Force was created to advise Council on what kind of Greenhouse Gas (GHG) reduction commitment the City of Oxford should make and on what time horizon, should the City join an established framework such as the Global Covenant of Mayors for Climate and Energy, and if not what else might the City do.

Mr. Prytherch acknowledged the other Steering Committee members: Carla Blackmar, Prue Dana, Mike Dreisbach, Maddie Maurer, Sam Perry, Chantel Raghu, Bill Snaveley and Sandra Woy-Hazleton.

Mr. Prytherch advised a public engagement meeting was held over the summer and 30 people attended including two Miami University staff members.

Mr. Prytherch advised emissions of GHG in the atmosphere are changing the composition of the atmosphere and it is warming the planet noting the science was incontrovertible. Mr. Prytherch advised June was the hottest June on record and July was the hottest month on record noting it was no longer science's projection for the future. Mr. Prytherch provided slides with statistics and discussed the reasons why climate change was a municipal concern. Mr. Prytherch advised scientists have said if we are to avoid the most catastrophic effects of climate change we need to change the way we do business and get to net neutrality between 2050 and 2070.

Ms. Woy-Hazleton advised climate action was a process noting we can not do much locally until we know what we emit. Ms. Woy-Hazleton noted once we know what we emit we need to have targeted goals, a plan to achieve them, and report the progress. Ms. Woy-Hazleton advised the Climate Action Task Force recommends that Oxford sign onto the Global Covenant of Mayors for Climate and Energy noting 9,176 cities have signed on. Ms. Woy-Hazleton advised the task force was not asking Council to do anything that has not been done by a lot of other cities noting there were templates and a program was available. Ms. Woy-Hazleton advised the first step was to make a political commitment by signing on and within 1 year begin inventorying emissions. Ms. Woy-Hazleton noted Oxford has already started that process. Ms. Woy-Hazleton advised within 2 years a city completes the inventory and sets voluntary goals and within 3 years a city develops a plan to achieve the goals. Ms. Woy-Hazleton noted implementation would be ongoing to reduce GHG emissions and report the progress. Ms. Woy-Hazleton advised the Task Force looked at Small City Signatories Best Practices and noted a common theme was 80% - 100% reduction by 2050. Ms. Woy-Hazleton noted Climate Action Plans were often stand alone plans but increasingly they were incorporated in Comprehensive Plans which the Task Force would most likely recommend. Ms. Woy-Hazleton advised the implementation had to be a City and community effort. Ms. Woy-Hazleton advised a Climate Action Workshop took place on June 20 where citizens, staff and stakeholders met and City staff went through the achievements to date such as efficiency requirements in the code, zoning priorities for infill and adaptive re-use, technology upgrades, led lighting, composting, recycling, support for public transit and tree planting. Ms. Woy-Hazleton noted the workshop findings were:

- consensus around need for local climate action
- we have done a lot of work already
- best practices align with community goals, but... much opportunity for further progress

Mr. Prytherch advised this was a community-wide effort and noted under this scenario the City was the leader, coordinator and planner. Mr. Prytherch noted it could cost a lot of money to develop a Climate Action Plan although if you are developing a Comprehensive Plan it can be woven into that. Mr. Prytherch advised all of the best practices such as smart growth have to be accomplished through the Comprehensive Plan anyway. Mr. Prytherch noted someone from the City has to be on top of this for example if we are reporting on emissions. Mr. Prytherch advised the data comes from all kinds of different places and noted if it is a city-wide shared challenge someone coordinates but everyone shares the burden. Mr. Prytherch noted the City's boards and commissions can help accomplish the goals. Mr. Prytherch advised after performing due diligence the Climate Action Task Force recommends the City sign on to the Global Covenant of Mayors for Climate and Energy because it provides a framework like no other to guide the City in terms of accountability and the planning process. Mr. Prytherch reiterated it should not be a stand alone project it should be integrated into the planning we are already doing noting the Comprehensive Plan ideally should cover all different facets of City operations. Mr. Prytherch noted if we are weaving it into our land use decisions or equipment decisions it is not that different from what we are doing already. Mr. Prytherch advised this will be extra work and staff needs to figure out how that has to happen and if there are additional resources to make it happen. Mr. Prytherch noted we need to partner with Miami University, jurisdictions in the township and stakeholders. Mr. Prytherch reiterated this needs to be a community-wide process and the first step was the political commitment. Mr. Prytherch advised a Resolution to sign the Global Covenant of Mayors for Climate and Energy will be on the September 3 Council Agenda.

Ms. Carla Blackmar, noted she felt this was an opportunity for leadership. Ms. Blackmar advised in January Council adopted a resolution declaring a climate emergency and asking our representatives in congress to put a price on carbon. Ms. Blackmar noted in May the City of Cincinnati followed our lead and adopted an almost identical resolution. Ms. Blackmar advised she felt even though Oxford was very small it has tremendous power to be a leader within the township and within our region which has been a little behind on these issues. Ms. Blackmar noted she felt this was an opportunity for Oxford to step forward, do the right thing and receive the benefits from this performance based data driven model. Ms. Blackmar advised all of the information helps the City prepare for many of the changes that will need to be made in terms of the broader context in which we operate as a City. Ms. Blackmar noted it was reassuring to see how many small cities are doing their Climate Action Plan successfully. Ms. Blackmar advised she was glad to participate in the process.

Mr. Bill Snavelly, noted he felt this has been a real community effort and advised there was no question about the severity of the problem we face. Mr. Snavelly advised even a little town like Oxford can do something and be a constructive part of the process. Mr. Snavelly noted his hope Council will support the Resolution to join the Global Covenant of Mayors for Climate and Energy at their next meeting. Mr. Snavelly advised the data that Mr. Prytherch shared earlier should be chilling to everyone noting he was in Fairbanks, Alaska this summer where it was 90 degrees which is not normal. Mr. Snavelly noted his hope Oxford can do something locally and commended Council to that process.

Ms. Amy Shaiman, commended the committee and Council for taking action on this noting she also wanted to commend those who organized and City Council for supporting the pilot for GoZERO.

Ms. Shaiman noted her family is a continual participant in the GoZERO project and very much appreciate being able to compost everything they could not compost when they used a friends backyard composting area. Ms. Shaiman noted her hope to see the pilot move forward to something more permanent.

Mr. Dana inquired what part Miami University has or will have in this process. Mr. Prytherch advised Miami University was at the same decision point as the City. Mr. Prytherch noted their Sustainability Committee was tasked by the President to consider whether Miami should sign the university equivalent of the Global Covenant of Mayors for Climate and Energy. Mr. Prytherch advised after researching the issues the committee made a recommendation to President Crawford that Miami University should sign their equivalent. Mr. Prytherch noted the committees have been communicating with each other very well and advised Suzi Zazycki was the Chair of the Sustainability Committee at Miami and Adam Sizemore, Director of Sustainability, joined the City's Climate Action Task Force meetings. Mr. Prytherch noted a Climate Action Plan for Oxford can not be done separately, it has to be done as an integrated process.

Mayor Rousmaniere referred to a presentation made to Council in March by Miami's Institute for the Environment and Sustainability (IES) and noted they recommended that Oxford wait to sign the Mayors Covenant and revisit the feasibility of making a commitment in two years. Mayor Rousmaniere advised in the interim they recommended that Oxford conduct a full GHG inventory and noted she understood that group or a related group is doing that now and their work will be done this spring. Mayor Rousmaniere advised the IES group also recommended joining ICLEI for the Five Milestones Framework, ClearPath, which was their way to recommend making this happen. Mayor Rousmaniere inquired if Mr. Prytherch disagreed with their recommendation. Ms. Woy-Hazelton advised ICLEI is the tool used by the Global Covenant of Mayors for Climate and Energy and noted the City joined that for one year.

Ms. Southard asked for clarification regarding why it was recommended the City wait two years to sign onto the Global Covenant of Mayors for Climate and Energy. Mr. Snavelly advised he was a member of the Environmental Commission that worked with the group and heard their recommendations. Mr. Snavelly noted there was no indication the group would oppose Oxford going forward. Mr. Snavelly advised he felt they were not sure if City Council had the political will to do it.

Ms. Megan Kuykendoll, noted she wanted to speak to home composting verses the GoZero program and advised her family does both. Ms. Kuykendoll advised she was very happy to keep things out of the landfill that can not be composted at home. Ms. Kuykendoll thanked Council for supporting the composting effort noting she hoped to see it continue. Ms. Kuykendoll advised she also supported the climate initiatives noting she liked how it was thoughtfully presented and woven into the overall City goals.

Ms. Southard advised she felt it was exciting that the Climate Action Task Force work looks at all aspects of the community from transportation to composting and to all aspects of our lives. Ms. Southard stated she felt that was strength noting her hope we can build on those strengths.

Mayor Rousmaniere inquired if the Climate Action Task Force was going to stay together to continue the work.

Mr. Prytherch advised the City needs to talk to Miami and other partners to find out how they want to structure the work. Mr. Prytherch noted he felt there needs to be some kind of task force and advised we have a lot of committees and staff put a lot of time into this and we need to figure out an efficient process to do that. Mayor Rousmaniere advised she would recommend that there be a committee to help steer this effort forward.

PUBLIC COMMENTS

There were no additional public comments.

CONSENT AGENDA

MINUTES

Minutes of the August 6, 2019 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORT

Report regarding the August 7, 2019 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTION

ACCEPT GRANT FUNDS

A Resolution No. 7095 authorizing the City Manager to accept the Ohio Attorney General's Office Drug Use Prevention grant in the amount of \$21,911.96 for the 2019-2020 academic year to assist with the compensation of the City's School Resource Officers and with drug use prevention programs conducted in the schools. (John Jones, Police Chief)

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

RESOLUTIONS

RESOLUTION

RED FLAG LAW

A Resolution No. 7096 calling upon the Ohio Legislature to enact a "Red Flag" law that would allow the seizure of guns before a person can commit an act of violence against self or others. (Chantel Raghu, Councilor)

Councilor Raghu read the Resolution into the record as follows:

"WHEREAS, Governor DeWine has called for passage of "red flag" laws after the mass shooting in Dayton on August 4, 2019; and

WHEREAS, currently there is an innovative law enacted in at least 18 states known as the “red flag” law that allows law enforcement to seize guns from individuals determined to be a threat to themselves or others; and

WHEREAS, “red flag” laws in Indiana, Illinois, Florida, New Jersey, Connecticut, Oregon, Washington, Maryland, and Nevada can be used by family members, mental health professionals, or law enforcement to ask a judge for a “gun violence restraining order” or an “extreme risk protection order” based on someone’s violent or troubling behavior; and

WHEREAS, in Connecticut between 1999-2013, researchers found that police served 762 risk warrants, about 50 instances per year, and estimated that a gun suicide was prevented for every 10-20 seizures; police found guns in 99% of the cases in which they served warrants and seized an average of 7 firearms from each person; and

WHEREAS, removal of the gun via a “red flag” law is limited and targeted toward specific individuals and would create opportunities for more social services to address mental health and other safety issues; and

WHEREAS, this Resolution is for the immediate preservation of public peace, property, health and safety.

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

SECTION 1: Council hereby calls upon the Ohio legislature to enact a “red flag” law that would allow the seizure of guns before a person can commit an act of violence against self or others.

SECTION 2: The Clerk of Oxford City Council is directed to transmit copies of this resolution to Governor Mike DeWine and to all members of the Ohio legislature.”

Ms. Raghu noted Chief Jones commented on red flag laws at the last meeting and how it would be beneficial for public safety in general. Ms. Raghu advised she talked with a co-worker who attended a baseball game and felt he had to be on the lookout for an active shooter. Ms. Raghu noted it was not normal for us to be afraid to do our day to day activities and advised it was not ok to be scared to drop your kids off at school. Ms. Raghu referred to school shootings and noted 93% of the time the person showed a warning sign whether noticed by their peers or family members. Ms. Raghu advised there was a black hole in law enforcement to be able to try to prevent these situations from happening. Ms. Raghu noted she felt passing red flag laws in the State of Ohio could be very beneficial. Ms. Raghu advised in CT. they found after enacting this type of law there was a 14% reduction in the states firearm suicide rate. Ms. Raghu noted Indiana has had this type of law since 2005 and advised they have had a 7.5% reduction in the firearm suicide rate. Ms. Raghu noted red flag laws allow the ability for family members, law enforcement and mental health professionals to lookout for extreme risks, try to prevent a crises and allow the person in question to get the mental health care they need. Ms. Raghu advised this was something that speaks for our citizens who have been asking for it for a while. Ms. Raghu noted Council can represent them appropriately and ask the state legislature to do something.

Ms. Raghu noted her hope all of Council would support the resolution to try to help protect the citizens.

Ms. Carla Blackmar, expressed her gratitude for Council bringing this item to the floor noting she had school aged children. Ms. Blackmar advised she was at her son's preschool where they did a lock-down drill noting it was difficult to realize this is what we have come to. Ms. Blackmar noted it was hard as an individual citizen to keep pressure on state and federal elected officials in the way we need to in order to make change.

Ms. Amy Shaiman, added her appreciation for this resolution from the perspective of one who has been part of families and know many people who struggle with domestic violence which she felt was another important element of a red flag law. Ms. Shaiman noted she appreciated the leadership Council was taking on this issue.

Ms. Southard advised Council wanted to do whatever they could to keep everyone safe. Ms. Southard noted Chief Jones said it so well at the last Council meeting. Ms. Southard advised this was one step Council could take noting there must be others and noted her hope that whatever the police or citizens hear about something we as a City can do about this that it is brought forward so Council can do it. Ms. Southard advised she would like legal Counsel's advice about bump stock resolutions or ordinances and what the City can do to make these things happen. Ms. Southard referred to an article in today's Journal News about the gun issue which pointed out that a number of bills are on schedule in September before the House Judiciary Committee. Ms. Southard recommended everyone look at the bills, the Keep Americans Safe Act, the Extreme Risk Protector Order Act, the Federal Extreme Risk Protection Order Act, the Disarm Hate Act, and the Enhanced Background Checks Act. Ms. Southard noted as concerned citizens we should be active in trying to encourage the passing of those laws.

Mr. Prytherch noted this was a global problem and Council focuses on the things they can do. Mr. Prytherch advised Council can lobby the legislature to take action. Mr. Prytherch noted this resolution was a small act but it is targeted and within Council's power.

Mr. Dana advised he could not think of anything that is timelier than this right now. Mr. Dana noted Council can look at other issues regarding military style weapons and what can be done there, raise that issue, press that and continue the pressure until the legislators get the point that something must be done.

Ms. Southard noted she looked forward to hearing from legal counsel and the Police Chief regarding other means Council can take to influence action in the community and in the state.

Mayor Rousmaniere advised on December 4, 2018 a citizen, Amy Ruffin came to Council and requested the City consider banning bump stocks and develop a red flag law. Mayor Rousmaniere noted thankfully Councilor Raghu has brought the issue forward. Mayor Rousmaniere thanked Ms. Ruffin for raising this issue originally.

Mr. Conard noted for interested citizens the Ohio Revised Code Section 9.68 effective until December 28, 2019 is titled Right to bear arms - challenge to law is designed to even further limit the abilities of municipalities to control anything related to firearms.

Mr. Conard advised currently the Ohio Municipal Attorney's Association is putting together a presentation that they intend to take to the General Assembly. Mr. Conard noted one can only hope that in light of the developments in Dayton, El Paso and other places and sadly the reality that we can expect to hear about more of these situations that the discussion will continue. Mr. Conard advised the ability of City Council to do anything meaningful other than to make statements in resolutions and to contact the elected officials to say "do something" is all Council can continue to do. Mr. Conard noted at some point municipalities may pass their own legislation even if it is challenged.

Ms. Southard advised she felt Council should adopt a resolution regarding the bump stock issue. Mr. Dana suggested the military style weapons as well.

Mr. Elliott advised he thought bump stocks were outlawed by the federal government and noted Governor DeWine was in favor of red flag laws.

Mr. Dana moved to adopt Resolution No. 7096. Mr. Smith seconded. The motion passed 7-0-0.

RESOLUTION
RE-ESTABLISHING THE
OXFORD PARKING AND
TRANSPORTATION ADVISORY BOARD

A Resolution No. 7097 to re-establish the Oxford Parking and Transportation Advisory Board.
(David Prytherch, Councilor)

Mr. Prytherch advised the Comprehensive Plan talks about a transportation system of diversity with lots of different pieces and parts to it. Mr. Prytherch noted transportation and parking are complex issues and they are interconnected guided by the policies in place. Mr. Prytherch advised the City has a lot of projects that impact each other and require careful coordination. Mr. Prytherch noted while the Police Department is looking at parking and the Service Department is looking at paving and staff is looking at planning those things tie into each other and the conversations need to be interdisciplinary. Mr. Prytherch advised some people meet on the Amtrak project and others meet on the Oxford Area Trail project and noted he felt it was an efficient use of time for an Oxford Parking and Transportation Advisory Board (OPTAB) to meet quarterly to make sure all of those things talk to each other. Mr. Prytherch advised appointees can set agendas and take minutes so it is not additional work for staff. Mr. Prytherch noted the OPTAB would make recommendations to the City Manager and City Council regarding parking and transportation policies and improvements promoting the goals of the Comprehensive Plan. Mr. Prytherch advised Oxford had a parking and transportation advisory board in the past which focused on parking and noted it was not a great use of everyone's time. Mr. Prytherch advised he felt a board that meets less often but tackles meatier subjects will be a worthwhile investment. Mr. Prytherch noted the board would consist of a City Councilor, member of the Planning Commission, member of the Environmental Commission, a Chamber of Commerce representative, three community members and a City Manager designee.

Mr. Elliott thanked Mr. Prytherch for allowing him to make recommendations about the board noting it was modeled after PACO where a board member will set agendas and keep minutes rather than a staff member.

Mr. Elliott advised staff gets stretched thin because there were a lot of initiatives such as age friendly, housing affordability, train platform, complete streets, climate action, Census 2020, comprehensive plan update, e-scooters, electric aggregation, food composting, deer management, tree removal and replacement program, solid waste and recycling and on and on. Mr. Elliott noted he does not want to stretch staff to the point they feel like they are stretched too thin and advised staff was heavily involved in the Oxford Area Trail project noting staff has applied for grants and will have to implement it and maintain it. Mr. Elliott advised staff assisted somewhat with the Public Arts Commission of Oxford. Mr. Elliott noted several years ago the Police Community Relations & Review Commission was created and they expect the Police Chief to attend their meetings and provide reports to them. Mr. Elliott advised the Civil Rights Commission was reinvigorated and staff members attend those meetings. Mr. Elliott noted a new Solid Waste and Recycling contract was coming up and a new contract for City Electric Power, the Southpointe Roadway TIF agreements still need work and Miami University wants to meet to discuss an economic development strategic plan. Mr. Elliott advised staff had core functions that had to be done and if we keep taking on more projects he will have to ask for more staff.

Ms. Carla Blackmar, noted her concern there was not a logical place to take transportation concerns at this time. Ms. Blackmar advised Walk Audits were conducted with Age Friendly Oxford where citizens walked Locust Street and Fairfield Road noting some changes were implemented on Fairfield Road. Ms. Blackmar noted there was still a lot to be done in terms of complete streets and the roadway network in Oxford which is intimately tied to the Comprehensive Plan, to the idea of Climate Action Planning and having a multi-modal City. Ms. Blackmar advised she felt it would be nice to have a place that is a clearinghouse for these concerns. Ms. Blackmar noted she felt there were a lot of inadequacies right now from a pedestrian's perspective and advised she felt driving was getting out of hand. Ms. Blackmar noted she felt a lot could be done in terms of enforcement and tactical urbanism to improve the street network. Ms. Blackmar advised she understands that staff has a long list of projects noting on the other hand streets are one of Oxford's largest public investments and one of the City's largest sources of liability and advised she felt a transportation board was a very valuable place to put our efforts in the very long list that Mr. Elliott mentioned.

Ms. Southard noted the City had a transportation board in the past and advised it disbanded for a variety of reasons. Ms. Southard noted she felt the proposed board could be very useful and could work hard not to add additional work for the City but instead could relieve the City of some issues that people are very concerned about and make recommendations that might be useful and effectively heard.

Mr. Dana referred to page 29 of Council's packet which read "transportation is an integrated system – linking multiple modes of transportation, land use, and parking resources" noting he felt a transportation board would be very valuable because it ties a lot of transportation issues together and shows how they impact each other.

Mr. Prytherch noted his hope the board would meet less often but tackles a few of the issues simultaneously and advised his hope there would be some economies in that.

Ms. Southard mentioned self driving cars and noted there may be other things that the City is not prepared for.

Mr. Ellerbe inquired why there would be an Environmental Commission member over a Community Development member on the board. Mr. Prytherch advised the Community Development member could be the City Manager's designee depending on the agenda topic.

Ms. Southard moved to adopt Resolution No. 7097. Mr. Dana seconded. The motion passed 7-0-0.

RESOLUTION

COMPLETE STREETS POLICY

A Resolution No. 7098 accepting the Planning Commission's recommendation and approving the adoption of the Oxford Complete Streets Policy and incorporating the same into the Transportation Chapter of the Oxford Comprehensive Plan. (David Prytherch, Councilor)

Mr. Prytherch advised the Planning Commission reviewed the topic of "Complete Streets" and ultimately recommended a policy to Council in January of 2017. Mr. Prytherch noted this was a policy commitment and advised Complete Streets were streets planned, designed, and operated for users of all ages and abilities. Mr. Prytherch noted they seek to safely accommodate all modes: pedestrians, bikes, transit, cars, scooters, anyone that is a legal user of the road. Mr. Prytherch advised all roadway projects will consider needs of all users, and use best design practices. Mr. Prytherch noted Oxford is a great community for walking/biking, and we have made great progress although those who walk or ride the streets know first-hand they could be safer and more convenient. Mr. Prytherch advised the Comprehensive Plan sets out broad goals, but a clear policy would guide decision making and ensure consistent implementation. Mr. Prytherch noted Complete Streets should result from best practice through engineering judgement but how to allocate right-of-way was a policy decision. Mr. Prytherch advised tough decisions about balancing parking convenience with bicycle safety should be shouldered by elected/appointed officials (OPTAB), with assistance from staff. Mr. Prytherch encouraged everyone to read the Complete Streets Policy and noted this policy was recommended by the Planning Commission and Council should act on it one way or another. Mr. Prytherch noted he felt a Complete Streets Policy was actually a Climate Action best practice and advised all of these things tie together.

Mr. Elliott advised he envisioned there might still be discussion on particular projects noting the City does not build very many new roads although the city resurfaces existing roads. Mr. Elliott recommended Council adopt the proposed Resolution.

Ms. Megan Kuykendoll, advised she supported the Complete Streets Policy on multiple levels noting her family uses their car, their bikes, and they walk in Oxford. Ms. Kuykendoll advised she had young children and the component about safety for all users was really important to her. Ms. Kuykendoll noted as a driver in Oxford the safer we can make it for other modes of transportation the less anxiety there is for drivers watching out for people using the streets in various ways. Ms. Kuykendoll advised she felt this was a smart way to think about the climate initiative and others issues that tie in.

Ms. Southard advised she was in favor of making the streets safer for everyone noting bike lanes were terrific. Ms. Southard advised parking was also essential and she felt we had to take into account the many trucks that come through Oxford.

Ms. Southard noted she did not hear anyone mention trucks and other modalities that have an impact on the City, the environment and on pedestrians.

Mr. Dana advised he felt a Complete Streets Policy would address that issue which is critical to all of us. Mr. Dana noted the Comprehensive Plan was the overall guiding document of the City and he felt it should embody the most thorough and progressive planning. Mr. Dana advised he felt embodying Complete Streets does that. Mr. Dana noted there was no one design standard for all streets hence the need for a context based approach to transportation. Mr. Dana advised there was an emphasis in this Resolution on alternative modes of transportation which he felt was critical in making Oxford a more livable City.

Mayor Rousmaniere noted the Resolution was a policy commitment and not a set guideline for what every street should look like. Mayor Rousmaniere advised it is how we should consider our street design moving forward and the Planning Commission supported it 100%.

Mr. Prytherch distributed a handout to Council and staff and asked for two amendments to the policy with regard to exemptions (page 35 of Council's packet) and with regard to Best Practice Design (page 36 of Council's packet) which removes date specific publications and replaces them with non date specific publications.

Mr. Dana moved to amend the policy as requested by Mr. Prytherch. Mr. Smith seconded. The motion passed 7-0-0.

Mr. Dreisbach requested an addition to Best Practice Design which would read "Allow for local engineering judgement in the review process".

Mr. Ellerbe moved to add item (6) to Best Practice Design "Allow for local engineering judgement in the review process". Mr. Dana seconded. The motion passed 7-0-0.

Mr. Dana moved to adopt Resolution No. 7098. Mr. Smith seconded. The motion passed 7-0-0.

RESOLUTION
CONTRACT WITH
DOWNING CONSTRUCTION

A Resolution No. 7099 accepting the bid submitted by Downing Construction Co., Inc. and authorizing the City Manager to enter into a contract with Downing Construction Co., Inc. for the replacement of Bar Screen and Grit Removal Equipment per project specifications at the City's Wastewater Treatment Plant at a cost of \$198,400.00 plus a contingency in the amount of ten percent (10%) of the contract price or \$19,840.00 for a total cost not to exceed \$218,240.00. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the Capital Improvement Plan for this year includes funding to replace bar screen and grit removal equipment at the Wastewater Treatment Plant noting the equipment was over 20 years old. Mr. Dreisbach noted the equipment was critical in the operation of the plant to remove inorganic waste and grit from wastewater influent which are detrimental to the biological treatment processes.

Mr. Dreisbach advised two qualified bidders bid within the City's cost estimate with Downing Construction providing the best and lowest bid. Mr. Dreisbach offered to answer any questions.

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

Mr. Prytherch noted grit removal was integral because it saves the life on all of the other parts of the process downstream and advised he felt it was a good investment.

Mr. Dana moved to adopt Resolution No. 7099. Ms. Southard seconded. The motion passed 7-0-0.

ORDINANCES

SECOND READING

ORDINANCE

ANNEXATION OF 148.258 ACRES

An Ordinance No. 3533 Accepting The Annexation Petition From Douglas R. Elliott, Jr. For 148.258 Acres Of Land In The Township Of Oxford, Butler County Ohio, And Accepting Said Territory To Be Annexed. (Doug Elliott, City Manager)

Mr. Elliott advised the proposed annexation was several parcels of land at the Miami University Airport noting the primary reason for the annexation was to enable the City to lower the speed limit and to consider other improvements for pedestrian and motorist safety near the Oxford Community Park entrance off of Fairfield Road. Mr. Elliott advised the last step in this process was for Council to adopt an Ordinance accepting the annexation.

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

Mr. Ellerbe, Mayor Rousmaniere, Mr. Smith and Mr. Prytherch recused themselves as employees of Miami University.

Ms. Southard advised Council has discussed this annexation for some time in order to reduce the speed limit and noted this was the final step in that direction to make it safer getting to the new Aquatic Center and to the Community Park.

Mr. Dana noted he felt this was an excellent move to make and one he felt everyone seeks to support. Mr. Dana advised this was complete streets in action, making it easier for pedestrians and motorists to feel safe.

Mr. Dana moved to adopt Ordinance No. 3533. Ms. Southard seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Raghu, Mr. Dana, Ms. Southard (3)

NAY: None (0)

ABS: None (0)

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3534 Amending Ordinance No. 3493. Supplemental Budget Ordinance Number 7 To Make Supplemental Appropriations For Fiscal Year 2019. (Joe Newlin, Finance Director)

Mr. Newlin advised the appropriation for \$90,000 was for materials to relocate a water main that serves the Springwood neighborhood on SR73. Mr. Newlin noted the work will be performed by crews from the City's Water Department later in the year once all of the necessary permits are obtained.

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

Ms. Southard moved to adopt Ordinance No. 3534. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Chief Jones noted he appreciated Council's support in adopting the red flag legislation.

Chief Jones advised the annual Community Picnic will take place August 29th at 6:00 p.m. and noted an open house including guided tours of the new Police Station will also take place from 4-7 p.m. Chief Jones advised a ribbon cutting was scheduled for 5:30 p.m.

Mr. Perry advised property owners or agents for 51 short term rentals have registered with the City noting he would provide a detailed report at the next Council meeting.

Mr. Perry advised Mr. Treleven has been working with the Environmental Commission on a text amendment for the Tree Preservation and Protection Ordinance. Mr. Perry noted the Planning Commission should review the amendment soon.

Mr. Perry advised address canvassing was being done by the U.S. Census Bureau noting the Census Bureau has asked that law enforcement be notified that there were workers in the community knocking on doors, checking addresses, and looking for additional dwelling units to make sure an accurate Census mailing can be done next spring. Mr. Perry noted the workers had identification and carried a black Census bag.

Ms. Raghu thanked Mr. Prytherch for organizing the Climate Action Task Force and Steering Committee.

Ms. Raghu noted she felt the Global Covenant of Mayors for Climate and Energy provided a lot of good vision and she felt a lot of it is based on the Paris Climate Agreement. Ms. Raghu advised there was a lot Council could act on and she felt the City did not need to wait two years as the graduate students recommended.

Ms. Raghu referred to the red flag laws and noted when she looked at gun violence she feels very overwhelmed by it. Ms. Raghu advised Council at least took control over what they could by asking the state legislature to do something.

Ms. Raghu noted divesting from fossil fuels was something Council had a lot of control over and in some cases it can be even more competitive than investing in a very finite resource. Ms. Raghu advised saying we all drive cars is not a good enough answer and she felt Council should take big problems, do what they can, and not feel like there is nothing Council can do.

Mr. Dana advised he would comment on a couple of things that give him great hope and great hope in what staff is doing, complete streets, the Oxford Parking & Transportation Advisory Board and the climate action initiative. Mr. Dana noted these initiatives were all aggressive, will take the City in the right direction, and Council should feel good about that.

Mr. Smith noted it was move-in week and asked everyone to be patient with the approximately 4,400 freshman parents coming to Oxford on Thursday. Mr. Smith advised if they have a good experience they will continue to come back and support the City. Mr. Smith noted everyone else will move in Friday-Sunday.

Ms. Southard noted she thought it was fabulous that the road resurfacing projects were completed in time for move in and congratulated the Service Department for a job well done.

Ms. Southard advised next Monday was the Walk-About event noting Council members, staff and other volunteers visit students at their homes and welcome them as citizens of the community which she felt was an important message to get across.

Ms. Southard referred to the Community Picnic and advised it was great that a number of years ago the name of the event was changed from the "Pig Roast" which she felt was inappropriate for many reasons. Ms. Southard noted it was wonderful that there were so many efforts to make the picnic more sustainable with water fountains and compostable products being utilized. Ms. Southard advised John Buchholz and the Police and Service Departments deserve great credit for all of their efforts. Ms. Southard noted she looked forward to seeing everyone at the Community Picnic.

Mr. Prytherch thanked everyone and particularly staff noting they work in a community that sets really big goals for itself. Mr. Prytherch advised Council was trying to solve big problems locally and solve the world's problems. Mr. Prytherch noted staff has to keep Council grounded on what can be done and what can not be done and remind them of how to phase things. Mr. Prytherch advised other communities sign on to things such as the Global Covenant of Mayors for Climate and Energy but do not always do it. Mr. Prytherch noted what he has learned over time is that when you look at what Oxford does, it is on par with leading communities.

Mayor Rousmaniere advised the “Uptown Takeover” event would take place Saturday when 200 or so first year students will go on a scavenger hunt around the City, look for things and learn about the local merchants. Mayor Rousmaniere noted the students might also participate in Yoga in the Park and the Oxford Farmers Market on Saturday morning.

Mr. Conard introduced Mr. Ben Mazer noting Ben is a 2008 graduate of Miami University and attended the Ohio State Law School. Mr. Conard advised Mr. Mazer has worked for a number of places including Montgomery County and now at the Coolidge Wall law firm Mr. Conard advised Council may see Mr. Mazer frequently in the future.

Chief Jones thanked Ms. Southard for her comments regarding the Community Picnic and advised the “Pig Roast” started in 1998 after rioting occurred Uptown as an effort by police to heal some of those wounds. Chief Jones noted it was a much more police sponsored event then and a logo was designed to poke fun at police and build relationships. Chief Jones advised the event evolved over time and noted he felt the name change was good for a lot of reasons. Chief Jones advised back then a pig was actually roasted and it was an effort by police to do community outreach. Chief Jones noted the police were not offended by the name of the event as it was their idea.

ADJOURN

Mr. Dana moved to adjourn at 9:32 p.m. Mr. Smith seconded. The motion passed 7-0-0.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: September 3, 2019

Sam Perry
Prepared By

Account Code No. #:

Budgeted Amount: N/A

August 28, 2019
Date Prepared

Agenda Title: Planning Commission Meeting Report- August 13, 2019
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City Staff and Planning Commission members provided updates from various boards and recent meetings.

The main agenda item of the Planning Commission meeting was the Preliminary Planned Development/Preliminary Plat of Subdivision called South Farm Section 2, located off Kehr Road and Roberts Drive. The details of this discussion and recommendation were provided in a separate staff report within the agenda packet. The request was for a Planned Development and Subdivision because of the proposed clustering of the development that decreased the lot sizes. This is a change from the 13 existing platted lots to 25 lots. Although lots were recorded, no public street (Hoover Drive) had ever been built. The home product proposed by the developer is a compact home design on one floor. The builder has a similar development called Olde Winton in Fairfield, Ohio. A Home Owner Association would maintain the common areas. The majority of construction disturbance is planned to be in areas already cleared. The balance of the land contains non-mature trees and invasive plants. Public comments were offered in the discussion. The Planning Commission accepted the conditions suggested by staff, the majority of which had been previously discussed with the applicant. The Planning Commission voted 6-0-1 to recommend approval with conditions. One member abstained.

The meeting adjourned at 8:30 p.m.

After the regular meeting a work session was held to discuss potential upcoming planning and zoning code amendments.

Approved By:	Department Head:	<u>SP</u> , 8/28/19
	City Manager:	<u>DRE</u> , 8/30/19

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Council Meeting Of: September 3, 2019

Account Code No. #:

Budgeted Amount: N/A

Community Development
Originating Department

Sam Perry
Prepared By

August 29, 2019
Date Prepared

HAPC MEETING REPORT – AUGUST 14, 2019
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**HAPC-2019-12 Pre-Application, 118 W Church Street, proposed new structure in an alley,
Scott Webb, Applicant, Agent**

Architect Scott Webb presented a rendering of a potential new 2 story residence in the alley behind the existing 116 W. Church Street house. The proposed building would be a smaller version of the front house, and nearly match the architectural styling: dormers, curved entryway and horizontal siding. Oxford Zoning Code was revised in 2017 to no longer prohibit alley lots without street frontage from being developed. Oxford Zoning Code requires a pre-application for any new principal building, therefore, no vote was taken by the members. The case would likely return as a formal application in the future with full exterior design details for review.

The Commission also discussed the preliminary scan of the Mile Square area for candidate historic structures. Over 100 structures were identified. The Commission decided to analyze the findings based upon three conceptual categories: Sites, Clusters or Districts. It was not decided whether the candidate structures would be added to a historic district or simply reviewed for potential preservation strategies or programs. Commission members agreed to take another look with those three categories in mind to see what themes or trends might emerge.

The Commission asked for public comments as part of a new initiative for incorporation into decision-making. Two members of the public spoke and appreciated being asked.

The meeting adjourned at 7:10 p.m. The September 11 regular meeting is scheduled for 6:30 rather than 6:00 p.m.

The Commission held a work session after the regular meeting to discuss adapting sign regulations for Uptown to stay up to date with modern lighting technologies without detracting from the building character or atmosphere.

Department Head:	<u>DP</u> / <u>8/29/19</u>
City Manager:	<u>DRE</u> / <u>8/30/19</u>

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: September 3, 2019

Account Code No. #:

Sam Perry
Prepared By

Budgeted Amount: N/A

August 29, 2019
Date Prepared

Agenda Title:	Board of Zoning Appeals Meeting Report – August 21, 2019
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BZA-2019-08, 438 Emerald Woods Drive, Variance to Section 1141.03(h)(1)A, requiring additions to be constructed of similar material, in similar proportions, to the façade that is being extended or altered, **Scott Webb, Appellant**

Oxford code requires specifically that additions to brick buildings be brick materials. This case was a rear addition in a residential district. The Board held a hearing on this case, heard from staff and the owner's agent, Scott Webb. The Board deliberated the case based upon the 7 decision standards, finding that the variance was not substantial and would not negatively affect the essential character of the neighborhood. The variance was approved 5-0-0.

BZA-2019-05, 14 W Park Place, Variance to Section 1141.03(b), requiring a principle entrance upon a street, **Scott Webb, Appellant (Tabled 7/17/2019)**

Oxford code requires that any new address or unit permitted for construction have its door (principle entrance) facing a public street. This space above Enjoy Oxford was formerly a commercial office. Rather than navigate through the interior courtyard the owners prefer for the entrance to be from the alley stair. The Board held a hearing on this case, heard from staff and the owner's agent, Scott Webb. The Board deliberated the case based upon the decision standards, finding that the variance was substantial and that the governmental services (Public safety) would be negatively impacted. The variance was denied 5-0-0.

BZA-2019-07, 114 W. Collins Street, Variance to Section 1143.05(c) site development regulations, for lot width, lot size and lot coverage for an adaptive reuse, **Scott Webb, Appellant (Tabled 7/17/2019)**

Oxford code requires spacing between buildings and property lines for nearly every zoning district including the R2MS district (Single and Two Family Mile Square). The owner/applicant proposed to convert the former garage/office/storage area behind this original single family home into an attached dwelling unit, resulting in the conversion of a lodging house for 7 to a two family building for 8. The existing property is nonconforming in lot width, size and coverage. However, Oxford Code mandates dimensional requirements compliance when the use of the property changes. The Board held a hearing on this case, heard from staff and the owner's agent, Scott Webb. The Board deliberated the case based upon the decisions standards, finding that the variance was substantial, that governmental services (Public safety) would be negatively impacted and that the variance could be obviated another way. The variances were denied 5-0-0.

Approved By:

Department Head:

City Manager:

Initial

Date

DP / 8/29/19

DRE / 8/30/19

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 9/03/2019

Joe Newlin

Account Code No. _____

Prepared By:

Budgeted Amount: _____

8/22/2019
Date Prepared

Agenda Title: **3.65 and 3.25 Mill Property Tax Resolution**

Recommendation: **Approve**

Discussion:

This resolution is the annual standard resolution sent to us from the Butler County Auditor.

The purpose is to legally adopt the Oxford property tax rate for next year as approved by the Auditor's office.

Approved By:

Department Head:
City Manager:

Initial/Date
JN 8/22/19
DRE 8/30/19

RESOLUTION NO.

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION OF BUTLER COUNTY, OHIO AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

WHEREAS, Council in accordance with Ohio Revised Code, and having previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2020; and

WHEREAS, The Budget Commission of Butler County, Ohio has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within the ten mill tax limitation.

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

SECTION 1: The amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

SECTION: 2: There is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation, as set forth on Schedule A attached hereto and incorporated herein by reference:

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR
(VILLAGE COUNCIL)

Rev. Code, Secs. 5705.34, 5705.35

The Council of the CITY of **OXFORD**, Butler County, Ohio, met in

_____ session on the _____ day of _____, 20____, at the
(regular or special)

office of _____ with the following members present:

_____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax
Budget for the next succeeding fiscal year commencing January 1, 2020; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to this
Council together with an estimate by the County Auditor of the rate of each tax necessary to be
levied by this Council, and what part thereof is without, and what part within the ten mill tax
limitation; therefore be it

RESOLVED, By the Council of the **CITY OF OXFORD** Butler County, Ohio, that the
amounts and rates, as determined by the Budget Commission in its certification, be and the same are
hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Village the rate of
each tax necessary to be levied within and without the ten mill limitation as follows:

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

FUND	AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	AMOUNT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
			INSIDE 10 MILL LIMIT	OUTSIDE 10 MILL LIMIT
GENERAL FUND	1,190,000.00		3.65	
GENERAL BOND RETIREMENT FUND				
PARK FUND		1,050,000.00		3.25
RECREATION FUND				
FIRE LEVY				
POLICE LEVY				
TOTAL	1,190,000.00	1,050,000.00	3.65	3.25

=====

SCHEDULE B

=====

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

=====

FUND	COUNTY AUDITOR'S ESTIMATE OF YIELD OF LEVY (Carry to Schedule A)	MAXIMUM RATE AUTHORIZED TO BE LEVIED
=====		
GENERAL FUND:		
Current expense levy authorized by voters on ,20 not to exceed years.		
Current expense levy authorized by voters on ,20 not to exceed years.		
Current expense levy authorized by voters on ,20 not to exceed years.		
Current expense levy authorized by voters on ,20 not to exceed years.		
TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION	0.00	0.00
=====		
SPECIAL LEVY FUNDS: Park & Recreation		
Levy authorized by voters on May 8, 2018 not to exceed years.	1,050,000.00	3.25
Levy authorized by voters on ,20 not to exceed years.		0.00
Levy authorized by voters on ,20 not to exceed years.		
Levy authorized by voters on ,20 not to exceed years.		
Levy authorized by voters on ,20 not to exceed years.		
Levy authorized by voters on ,20 not to exceed years.		
Levy authorized by voters on ,20 not to exceed years.		
Levy authorized by voters on ,20 not to exceed years.		
Levy authorized by voters on ,20 not to exceed years.		
Levy authorized by voters on ,20 not to exceed years.		
Levy authorized by voters on ,20 not to exceed years.		
=====		

and be it further

RESOLVED, That the Clerk of this Council be, and he/she is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

_____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Adopted the _____ day of _____, 20____.

PRESIDENT OF COUNCIL

CLERK OF COUNCIL

=====

CERTIFICATE OF COPY

ORIGINAL ON FILE

The State of Ohio, Butler County, ss.

I, _____, Clerk of the Council of the Village of _____,
within and for said County, and in whose custody the Files and Records of said Council are required
by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and
copied from the original _____

now on file, that the foregoing has been compared by me with said original document, and that the
the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, 20_____

CLERK OF COUNCIL

NOTE: A copy of this Resolution must be certified to the County Auditor before the first day of
October in each year, or at such later date as may be approved by the Board of Tax appeals.

=====

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION
AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.
(VILLAGE COUNCIL)

ADOPTED _____, 20_____

FILED _____, 20_____

CLERK OF COUNCIL

COUNTY AUDITOR

DEPUTY AUDITOR

=====

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council

Originating Department

Council Meeting Of: September 3, 2019

David Prytherch

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

August 26, 2019

Date Prepared

Agenda Title: A Resolution of the Council of the City of Oxford, Ohio, endorsing the Global Covenant of Mayors for Climate and Energy.

Recommendation: Adoption

Discussion:

The 2008 City of Oxford Comprehensive Plan states “the essence of this Comprehensive Plan is to provide for the sustainability of the Oxford community.”

Oxford City Council identified in its 2019 annual retreat the goal of “Sustainability” with a primary objective of “climate action planning (i.e. greenhouse gas inventory and goal setting).”

In March of 2019 Council created an Oxford Community Climate Action Task Force to coordinate a local response to the global climate challenge, charged to analyze whether the City should join an established commitment and reporting framework like the Global Covenant of Mayors for Climate and Energy or alternative.

The Steering Committee of that Task Force, after research and public engagement, recommended to City Council on August 20, 2019 that the City of Oxford should sign the Global Covenant of Mayors as “public commitment to confront climate change, framework for integrating climate action into community planning and decision-making, and platform for measuring and reporting progress on a phased timeline”.

Approved By:

Initial Date

Department Head:
City Manager:

DRE 8/30/19

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF OXFORD, OHIO, ENDORSING THE GLOBAL COVENANT OF MAYORS FOR CLIMATE & ENERGY.

WHEREAS, the Global Covenant of Mayors for Climate & Energy is an alliance of cities and local governments with a shared long-term vision of promoting voluntary action to combat climate change and move to a low emission resilient society; and

WHEREAS, the Global Covenant of Mayors for Climate & Energy represents over 9,000 cities which comprise about ten percent of the world population; and

WHEREAS, Council having reviewed the Global Covenant of Mayors for Climate & Energy finds that endorsing it would be in the best interest of the health, safety and welfare of the citizens of Oxford and the citizens of the surrounding communities.

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

SECTION 1: Council hereby endorses the Global Covenant of Mayors for Climate & Energy and authorizes the Mayor to sign on to it on behalf of the City of Oxford, Ohio.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: LAW (STAFF)



**Global Covenant of Mayors for Climate & Energy
Commitment of City of Oxford, Ohio, United States.**



I, Mayor Kate Rousmaniere, on behalf of the City Council of Oxford, Ohio, commit to the Global Covenant of Mayors for Climate & Energy (GCoM), joining thousands of other cities and local governments around the world currently engaged in climate leadership.

GCoM envisions a world where committed mayors and local governments – in alliance with partners – accelerate ambitious, measurable climate and energy initiatives that lead to an inclusive, just, low-emission and climate resilient future, helping to meet and exceed the Paris Agreement objectives.

Whatever the size or location, the mayors and local leaders committed to GCoM stand ready to take concrete measures with long-term impact to tackle the interconnected challenges of climate change mitigation and adaptation, as well as access to sustainable energy.

To implement this vision, we pledge to implement policies and undertake measures to (i) reduce / avoidⁱ greenhouse gas (GHG) emissions, (ii) prepare for the impacts of climate change, (iii) increase access to sustainable energy, and (iv) track progress toward these objectives.

Specifically, within three years of this commitmentⁱⁱ, we pledge to develop, adoptⁱⁱⁱ, use and regularly report on the following:

- A community-scale GHG emission inventory, following the recommended guidance;
- An assessment of climate risks and vulnerabilities;
- Ambitious, measurable and time-bound target(s) to reduce/avoid GHG emissions;
- Ambitious climate change adaptation vision and goals, based on quantified scientific evidence when possible, to increase local resilience to climate change;
- An ambitious and just goal to improve access to secure, sustainable and affordable energy; and
- A formally adopted plan(s) addressing climate change mitigation / low emission development, climate resilience and adaptation, and access to sustainable energy.

The targets and action plans for mitigation / low emission development must be quantified and consistent with or exceed relevant national unconditional^{iv} commitments defined through the

UNFCCC (Intended) Nationally Determined Contribution (NDC). The targets and action plans should be in line with National Adaptation Plans, where these exist; and should be consistent with the principles around energy access and urban sustainability embodied in the Sustainable Development Goals (SDGs).

We will explore the allocation of adequate staff resources and institutional arrangements. This includes governance processes, municipal structures and budget allocations to deliver on this commitment and secure continuity.

We acknowledge that there may be additional regional- or country-specific commitments or requirements that we commit to follow, and that may be agreed through our city networks or through our direct engagement with local partners of GCoM.

The City of Oxford acknowledges that continued engagement in GCoM and associated Regional or National Covenants, as established, is contingent on complying with the above requirements within established timeframes.

City of Oxford
15 South College Avenue
Oxford, Ohio 45056
www.cityofoxford.org

Mayor Kate Rousmaniere
krousmaniere@cityofoxford.org
(513) 524-5200

City Manager Douglas Elliott
delliott@cityofoxford.org
(513) 524-5200

25,000 Inhabitants, 7.5 sq. miles

United States of America, www.cityofoxford.org

OFFICIAL SIGNATURE

Mandated by the Oxford City Council on **[DATE]**.

ⁱ "Avoid emission" via low emission development

ⁱⁱ Flexibility is allowed to suit differentiated local circumstances and needs.

ⁱⁱⁱ According to the city and local government's procedures

^{iv} Many countries have submitted two sets of NDC targets: unconditional targets, to be implemented without any explicit external support; and conditional targets. The latter are more ambitious than unconditional targets and require external support for their fulfilment. The cities and local governments committing to the GCoM are required to commit at least to the equivalent of their country's unconditional targets, but are encouraged to be more ambitious where possible.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: September 3, 2019

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

August 27, 2019

Date Prepared

Agenda Title: A Resolution of the Council of the City of Oxford, Ohio, authorizing the City Manager to extend the Pilot Program for a Bicycle and E-Scooter Sharing System Permit Program.

Recommendation: Adopt the Resolution.

Discussion:

In 2018 the City of Oxford approved a Pilot Program for a Bicycle and E-Scooter Sharing System Permit Program. The Rules and regulations for a pilot bicycle and e-scooter sharing system permit program included regulations for parking, operations, safety standards, and data sharing.

Initially two eScooter companies participated in the program. Currently one company is operating within the City. The use of these shared mobility devices has met or exceeded each company's expectations. The current program has provided Oxford citizens with another option for their local transportation needs.

With the rapid changes in this technology, I recommend the City continue with a shared mobility plan which will be amended as necessary based on current trends and at some point it will be adopted as an Ordinance and codified.

The name of the program has been updated to match current terminology. It will now be referred to as the "Micro-Mobility Shared Transportation Program".

I recommend the Pilot Program be extended for another year while the program language is refined.

Approved By:

Department Head :
City Manager :

Initial

Date

DRE

8/30/19

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF OXFORD, OHIO, AUTHORIZING THE CITY MANAGER TO EXTEND THE PILOT PROGRAM FOR A BICYCLE AND E-SCOOTER SHARING SYSTEM PERMIT PROGRAM.

WHEREAS, the City of Oxford implemented a pilot program to permit the operation of bicycle and e-scooter sharing systems for use by Oxford residents, workers, and visitors; and

WHEREAS, two e-scooter sharing systems obtained permits last year for operations within the City of Oxford; and

WHEREAS, the City's e-scooter Pilot Program is very popular with Miami University students; and

WHEREAS, the City's Pilot Program was titled "Interim Bicycle and E-scooter Sharing System Permit Program" the updated program shall be referred to as the "Micro-Mobility Shared Transportation Program".

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOVES THAT

SECTION 1: The City Manager is hereby authorized to extend the pilot program with amendments to the regulations governing the operation of bicycle and e-scooter sharing systems within the City of Oxford. Such regulations have and shall address, at a minimum, the following topics:

1. Safety;
2. Fleet deployment;
3. Permitted areas for parking;
4. Additional measures to ensure efficient and effective deployment of bicycle and e-scooter sharing systems in the City.

SECTION 2: The pilot program extension authorized by this resolution shall terminate upon the earlier of August 1, 2020 or the adoption of an ordinance regulating bicycle and e-scooter sharing systems by the Oxford City Council.

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

MAYOR

ADOPTED:
ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: KATE ROUSMANIERE
PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: September 3, 2019

Account Code #: N/A

Budgeted Amount: N/A

Service Department

Originating Department

Michael Dreisbach, Service Director

Prepared By

August 26, 2019

Date Prepared

**Agenda Title: Application for Ohio Public Works Commission - Issue One Funding.
Stormwater Conduit lining and repair on US27 North**

Recommendation: Approve

Discussion: The City has a solid history of success utilizing Ohio Public Works Commission grant funding opportunities. Recent grant awards have helped the City rebuild the foundation and brick surface of High Street, install borings under railroad tracks for utility mains, replace roadway culverts, and install traffic control signals at various intersections.

Ohio Public Works Commission - Issue One funds, administered by the Butler County Engineer's Office, are available to local governments for projects that improve safety. The City of Oxford, through an application process, has the opportunity to apply for Issue One funds to be used for the repair and relining of stormwater culverts on US27 North. Total project costs are estimated to be approximately \$175,000. The City may be eligible to receive approximately \$103,250 from the Commission (59%). The City would be required to provide approximately \$71,750 as the local match to completely fund the project. The local funding would be required in FY 2020 as we would contract for the work in December of 2020 for construction in the summer of 2021.

The cost sharing ratio for this project is approximately 59% OPWC and 41% City. Construction would be timed to try to minimize impact on area residents, BCRTA operations, and school bus transportation for Talawanda School District.

The City's application for funding, should Council approve the project, will include the following project schedule with **construction in 2021**:

Project Engineering	May 2020 through October 2020
Bid Advertising and Award	October 2020 – November 2020
Construction	May 2021 through August 2021

It is Staff's recommendation that Council authorize the City Manager to apply for and sign all documents necessary to receive a grant from the Ohio Public Works Commission for the lining and repair of two stormwater culverts on US27 North.

Approved By:

Department Head:

City Manager:

Initial Date

MBD \ 8/27/19

DRE \ 8/30/19

RESOLUTION NO.

A RESOLUTION OF COUNCIL SUPPORTING THE SUBMISSION OF A GRANT APPLICATION FOR OHIO PUBLIC WORKS COMMISSION ISSUE 1 FUNDS IN THE AMOUNT OF \$103,250.00 TO BE USED FOR THE REPAIR AND RELINING OF STORM-WATER CULVERTS ON US 27 NORTH.

WHEREAS, Ohio Public Works Commission Issue One Funds, administered by the Butler County Engineer's Office, are available to local governments for safety improvement projects; and

WHEREAS, the City Manager and the Service Director recommend Council authorize the City Manager to apply for and sign all documents necessary to receive a grant from the Ohio Public Works Commission for the repair and relining of storm-water culverts on US27 North.

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

SECTION 1: Council, having determined the repair and relining of storm-water culverts on US27 North to be beneficial to the City, hereby supports the use of grant funds to assist with the cost.

SECTION 2: Council hereby authorizes the City Manager to submit a grant application to the Ohio Public Works Commission requesting Issue 1 funds for the repair and relining of storm-water culverts on US27 North.

SECTION 3: The City Manager is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)



State of Ohio
Public Works Commission
Application for Financial Assistance

IMPORTANT: Please consult "Instructions for Financial Assistance for Capital Infrastructure Projects" for guidance in completion of this form.

Applicant

Applicant: City of Oxford Subdivision Code: 017-59234

District Number: 10 County: Butler Date: 07/26/2019

Contact: Scott Otto Phone: (513) 524-5208
(The individual who will be available during business hours and who can best answer or coordinate the response to questions)

Email: sotto@cityofoxford.org FAX: (513) 524-5267

Project

Project Name: US 27 North Culvert Lining Zip Code: 45056

Subdivision Type (Select one)	Project Type (Select single largest component by \$)	Funding Request Summary (Automatically populates from page 2)
☐ 1. County	☐ 1. Road	Total Project Cost: <u>175,000</u> .00
☒ 2. City	☒ 2. Bridge/Culvert	1. Grant: <u>103,250</u> .00
☐ 3. Township	☐ 3. Water Supply	2. Loan: <u>0</u> .00
☐ 4. Village	☐ 4. Wastewater	3. Loan Assistance/ Credit Enhancement: <u>0</u> .00
☐ 5. Water (6119 Water District)	☐ 5. Solid Waste	Funding Requested: <u>103,250</u> .00
	☐ 6. Stormwater	

District Recommendation (To be completed by the District Committee)

Funding Type Requested (Select one)	SCIP Loan - Rate: _____ % Term: _____ Yrs	Amount: _____ .00
☐ State Capital Improvement Program	RLP Loan - Rate: _____ % Term: _____ Yrs	Amount: _____ .00
☐ Local Transportation Improvement Program	Grant:	Amount: _____ .00
☐ Revolving Loan Program	LTIP:	Amount: _____ .00
☐ Small Government Program	Loan Assistance / Credit Enhancement:	Amount: _____ .00
District SG Priority: _____		

For OPWC Use Only

STATUS	Grant Amount: _____ .00	Loan Type: ☐ SCIP ☐ RLP
Project Number: _____	Loan Amount: _____ .00	Date Construction End: _____
_____	Total Funding: _____ .00	Date Maturity: _____
Release Date: _____	Local Participation: _____ %	Rate: _____ %
OPWC Approval: _____	OPWC Participation: _____ %	Term: _____ Yrs

1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Engineering Services

Preliminary Design:	_____	.00	
Final Design:	_____	.00	
Construction Administration:	_____	.00	
Total Engineering Services:	a.) _____	0 .00	0 %
Right of Way:	b.) _____	.00	
Construction:	c.) _____	175,000 .00	
Materials Purchased Directly:	d.) _____	.00	
Permits, Advertising, Legal:	e.) _____	.00	
Construction Contingencies:	f.) _____	.00	0 %
Total Estimated Costs:	g.) _____	175,000 .00	

1.2 Project Financial Resources

Local Resources

Local In-Kind or Force Account:	a.) _____	.00	
Local Revenues:	b.) _____	71,750 .00	
Other Public Revenues:	c.) _____	.00	
ODOT / FHWA PID: _____	d.) _____	.00	
USDA Rural Development:	e.) _____	.00	
OEPA / OWDA:	f.) _____	.00	
CDBG:	g.) _____	.00	
☐ County Entitlement or Community Dev. "Formula"			
☐ Department of Development			
Other: _____	h.) _____	.00	
Subtotal Local Resources:	i.) _____	71,750 .00	41 %

OPWC Funds (Check all requested and enter Amount)

Grant: <u>100</u> % of OPWC Funds	j.) _____	103,250 .00	
Loan: <u>0</u> % of OPWC Funds	k.) _____	.00	
Loan Assistance / Credit Enhancement:	l.) _____	0 .00	
Subtotal OPWC Funds:	m.) _____	103,250 .00	59 %
Total Financial Resources:	n.) _____	175,000 .00	100 %

1.3 Availability of Local Funds

Attach a statement signed by the Chief Financial Officer listed in section 5.2 certifying all local resources required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

2.0 Repair / Replacement or New / Expansion

2.1 Total Portion of Project Repair / Replacement:	<u>175,000</u> .00	<u>100</u> %
2.2 Total Portion of Project New / Expansion:	<u>0</u> .00	<u>0</u> %
2.3 Total Project:	<u>175,000</u> .00	<u>100</u> %

A Farmland
Preservation letter is
required for any
impact to farmland

3.0 Project Schedule

3.1 Engineering / Design / Right of Way	Begin Date: <u>05/01/2020</u>	End Date: <u>10/01/2020</u>
3.2 Bid Advertisement and Award	Begin Date: <u>10/01/2020</u>	End Date: <u>12/31/2020</u>
3.3 Construction	Begin Date: <u>06/01/2021</u>	End Date: <u>08/01/2021</u>

Construction cannot begin prior to release of executed Project Agreement and issuance of Notice to Proceed.

Failure to meet project schedule may result in termination of agreement for approved projects. Modification of dates must be requested in writing by project official of record and approved by the Commission once the Project Agreement has been executed.

4.0 Project Information

If the project is multi-jurisdictional, information must be consolidated in this section.

4.1 Useful Life / Cost Estimate / Age of Infrastructure

Project Useful Life: 45 Years Age: 1960 (Year built or year of last major improvement)

Attach Registered Professional Engineer's statement, with seal or stamp and signature confirming the project's useful life indicated above and detailed cost estimate.

4.2 User Information

Road or Bridge: Current ADT 12,500 Year 2018 Projected ADT 16,500 Year 2038

Water / Wastewater: Based on monthly usage of 4,500 gallons per household; attach current ordinances.

Residential Water Rate Current \$ Proposed \$

Number of households served:

Residential Wastewater Rate Current \$ Proposed \$

Number of households served:

Stormwater: Number of households served:

4.3 Project Description

- A: SPECIFIC LOCATION (Supply a written location description that includes the project termini; a map does not replace this requirement.) 500 character limit.

The project is located at two culverts on College Corner Pike (US 27 North). The 72" diameter culvert is located near Reagh's Way. The 42" diameter culvert is located near Todd Rd.

- B: PROJECT COMPONENTS (Describe the specific work to be completed; the engineer's estimate does not replace this requirement) 1,000 character limit.

The proposed work is slip lining the existing culverts with new pipe and grouting the annular space between the two pipes.

- C: PHYSICAL DIMENSIONS (Describe the physical dimensions of the existing facility and the proposed facility. Include length, width, quantity and sizes, mgd capacity, etc in detail.) 500 character limit.

The existing 42" diameter corrugated metal culvert is 130 ft. long. The existing 72" diameter corrugated metal culvert is 150 ft. long. The 42" diameter culvert will be slip lined with a 36" dia. HDPE pipe and the 72" diameter culvert will be slip lined with a 60" diameter pipe.

5.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.

5.1 Chief Executive Officer

(Person authorized in legislation to sign project agreements)

Name: Douglas R. Elliott Jr.

Title: City Manager

Address: 15 S. College Ave.

City: Oxford State: OH Zip: 45056

Phone: (513) 524-5201

FAX: (513) 523-7769

E-Mail: delliott@cityofoxford.org

5.2 Chief Financial Officer

(Can not also serve as CEO)

Name: Joseph Newlin

Title: Finance Director

Address: 15 S. College Ave.

City: Oxford State: OH Zip: 45056

Phone: (513) 524-5202

FAX: (513) 523-7298

E-Mail: jnewlin@cityofoxford.org

5.3 Project Manager

Name: Scott Otto

Title: City Engineer

Address: 15 S. College Ave.

City: Oxford State: OH Zip: 45056

Phone: (513) 524-5208

FAX: (513) 524-5267

E-Mail: sotto@cityofoxford.org

6.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)

- ☐ A certified copy of the legislation by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. This individual should sign under 7.0, Applicant Certification, below.
- ☐ A certification signed by the applicant's chief financial officer stating the amount of all local share funds required for the project will be available on or before the dates listed in the Project Schedule section. If the application involves a request for loan (RLP or SCIP), a certification signed by the CFO which identifies a specific revenue source for repaying the loan also must be attached. Both certifications can be accomplished in the same letter.
- ☐ A registered professional engineer's detailed cost estimate and useful life statement, as required in 164-1-13, 164-1-14, and 164-1-16 of the Ohio Administrative Code. Estimates shall contain an engineer's seal or stamp and signature.
- ☐ A cooperative agreement (if the project involves more than one subdivision or district) which identifies the fiscal and administrative responsibilities of each participant.
- ☐ Farmland Preservation Review - The Governor's Executive Order 98-IV, "Ohio Farmland Protection Policy" requires the Commission to establish guidelines on how it will take protection of productive agricultural and grazing land into account in its funding decision making process. Please include a Farm Land Preservation statement for projects that have an impact on farmland.
- ☐ Capital Improvements Report. CIR Required by O.R.C. Chapter 164.06 on standard form.
- ☐ Supporting Documentation: Materials such as additional project description, photographs, economic impact (temporary and/or full time jobs likely to be created as a result of the project), accident reports, impact on school zones, and other information to assist your district committee in ranking your project. Be sure to include supplements which may be required by your local District Public Works Integrating Committee.

7.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of this project, the applicant will comply with all assurances required by Ohio Law, including those involving Buy Ohio and prevailing wages.

Applicant certifies that physical construction on the project as defined in the application has NOT begun, and will not begin until a Project Agreement for this project has been executed with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding from the project.

Certifying Representative (Printed form, Type or Print Name and Title)

Original Signature / Date Signed

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: September 3, 2019

Zachary Moore
Prepared By:

Account Code No. #:

Budgeted Amount:

August 23, 2019
Date Prepared:

PC-2019-16, PRELIMINARY PLANNED DEVELOPMENT, South Farm Section Two, West End of Roberts Drive, 6.7 acres, South Farm Development, LLC, Applicant
--

Recommendation: Approval with conditions

Proposal Summary:

On behalf of South Farm Development LLC, Etta Reed, PE of Bayer Becker has submitted an application for a Preliminary Subdivision consisting of 25 single-family residential lots situated on 6.7 acres. The development site is located just west of the existing South Farm subdivision (as seen from Kehr Road), which currently consists of 11 homes on a cul-de-sac (Morgan Circle). Within the development area, a record plat is currently on the books for 13 individual lots, but all are unimproved with no street or other means of access provided – thus, a replat would be necessary to achieve the newly proposed design.

Proposed lots range between 3,620 and 5,095 square feet in size, with most around 4,000 square feet. Access is to be provided by extending an existing public street stub on Roberts Drive, and constructing a new street named Hoover Drive. This subdivision is proposed as a Planned Development in order to seek waivers to the Zoning Code to allow for a cluster design alternative, which incorporates flexibility in dimensional standards in exchange for retaining a greater degree of natural open space and thereby reducing overall construction impacts to the site.

Discussion and Recommended Conditions:

The Planning Commission considered the applicant's proposal at its August 13 meeting. Much of the Planning Commission's discussion on this case revolved around street accessibility and connectivity, buffering, and housing affordability. Mr. Mike Rudolph, a nearby resident, voiced concerns over traffic signage and housing price points, as well as the setup and responsibilities of the proposed homeowners association in relation to the existing association currently serving the already developed lots in South Farm Section 1. Economic Development Director Alan Kyger also spoke in favor of the development. The Commission voted 6-0-1 to recommend approval of the proposed Preliminary Planned Development to Council subject to the following conditions:

- 1) Estimated cost for removal of the hammerhead turnaround shall be submitted as a performance bond and found acceptable by the Service Department. The performance bond shall not be released until one of the following occurs, subject to the satisfaction of the Service Department:
 - a. The hammerhead is removed by the developer due to continuation of development to the south (extension of Hoover Drive); or
 - b. A period of ten (10) years has passed since the Final Planned Development was approved by City Council, unless a Certificate of Occupancy has not been issued for the final lot within the development in which case the bond should not be released until this occurs.

- 2) Construction drawings shall be submitted to the Community Development Department for distribution and review, prior to submittal of the Final Planned Development application.
- 3) Configuration of the alleyway and intersection with the hammerhead turnaround (in the southwestern corner of the development), as shown on the construction drawings, shall be to the satisfaction of the Fire Chief in providing sufficient accessibility for emergency vehicles.
- 4) In satisfying the spirit of Section 1145.12(h)(2), the applicant shall submit a revised Landscape Plan as part of the Final Planned Development submittal showing areas to be regraded or cleared of vegetation within the 25-foot setback area along the southern boundary of the site, as well as replacement vegetation within the cleared areas (trees, shrubs, etc.). The determination of whether the revised Landscape Plan satisfies the Zoning Code standard shall be determined as part of the Final Planned Development review by the Planning Commission and City Council.
- 5) In lieu of a sidewalk required by Section 405(A)(1), a 10-foot wide asphalt bike path shall be installed on the north side of Roberts Drive within the right-of-way. The bike path shall be installed prior to the release of the performance bond, in accordance with the spirit of Section 405(A)(3) as normally applies to all sidewalks.
- 6) The area to be conserved as permanent protected open space shall be shown on the final record plat, together with a set of covenants and restrictions outlining how the area is to be maintained and preserved over time. Conservation language shall be determined during review of the Final Planned Development.
- 7) The proposed Water Quality Basin in the open space north of Roberts Drive shall be maintained by the Homeowners Association, not the City of Oxford.

The Planning Commission also approved the following waivers:

- 1) The maximum residential lot coverage shall be increased from 40% to 65%.
- 2) The minimum front yard setback shall be reduced from 30 feet to 15 feet.
- 3) The minimum number of entrances to an existing street system shall be reduced from 2 to 1.
- 4) For Hoover Drive, the maximum street length shall be increased from 500 feet to 600 feet.

Staff Follow-Up:

During the August 13 Planning Commission meeting, the applicant objected to the inclusion of Condition #1 due to the cost, length of time involved, and contrast to lesser turnaround requirements in other jurisdictions. The argument made was that the party ultimately responsible for extending the street should bear the cost of removing the turnaround. In response to this objection and resulting discussion amongst Planning Commission members, City staff (inclusive of the Planner, Fire Chief and City Engineer) met with the applicant on August 23 to see if a solution or compromise could be reached on this issue. The end result was the conclusion that a temporary hammerhead turnaround was not actually necessary, since an alleyway connection would be provided to allow traffic to exit in the opposite direction, thus rendering the requirement for a performance bond moot. Staff is now recommending Condition #1 be reworded as follows:

- 1) The configuration of Hoover Drive at the southern end of the development and its intersection with the private alleyway to the west shall be to the satisfaction of the Fire Chief and City Engineer.

Approved By:

Department Head:
City Manager:

SP 8-26-19
DRE 8-30-19

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE RECOMMENDATION OF THE PLANNING COMMISSION AND APPROVING THE PRELIMINARY PLANNED DEVELOPMENT AND PRELIMINARY SUBDIVISION APPLICATION FOR SOUTH FARM SECTION TWO WITH CONDITIONS.

WHEREAS, Council hereby finds the Planning Commission held a public hearing on August 13, 2019 in accordance with Chapters 1101 and 1145 of the Codified Ordinances of the City of Oxford, on the application of Etta Reed, Bayer Becker, on behalf of South Farm Development LLC, for a Preliminary Subdivision and Preliminary Planned Development for South Farm Section Two; and

WHEREAS, the Planning Commission, after due deliberation found the application satisfies the code requirements in Chapters 1101 and 1145 of the Codified Ordinances of the City of Oxford, and recommended approval of the Preliminary Subdivision and Preliminary Planned Development application for South Farm Section Two with conditions.

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

SECTION 1: Council hereby accepts the recommendation of the Planning Commission and further approves the Preliminary Subdivision and Preliminary Planned Development application for South Farm Section Two with the following conditions:

01. The configuration of Hoover Drive at the southern end of the development and its intersection with the private alleyway to the west shall be to the satisfaction of the Fire Chief and the City Engineer.
02. Construction drawings shall be submitted to the Community Development Department for distribution and review, prior to submittal of a Final Planned Development application.
03. Configuration of the alleyway and intersection with the hammerhead turnaround (in the southwestern corner of the development), as shown on the construction drawings, shall be to the satisfaction of the Fire Chief in providing sufficient accessibility for emergency vehicles.
04. In satisfying the spirit of Section 1145.12(h)(2), the applicant shall submit a revised Landscape Plan as part of the Final Planned Development submittal showing areas to be regraded or cleared of vegetation within the 25-foot setback area along the southern boundary of the site, as well as replacement vegetation within the cleared areas (trees, shrubs, etc.). The determination of whether the revised Landscape Plan satisfies the Zoning Code standard shall be determined as part of the Final Planned Development review by the Planning Commission and City Council.
05. In lieu of a sidewalk required by Section 405(A)(1), a 10-foot wide asphalt bike path shall be installed on the north side of Roberts Drive within the right-of-way. The bike path shall be installed prior to the release of the performance bond, in accordance with the spirit of Section 405(A)(3) as normally applies to all sidewalks.

06. The area to be conserved as permanent protected open space shall be shown on the final record plat, together with a set of covenants and restrictions outlining how the area is to be maintained and preserved over time. Conservation language shall be determined during review of the Final Planned Development.
07. The proposed Water Quality Basin in the open space north of Roberts Drive shall be maintained by the Homeowners Association, not the City of Oxford.
08. The maximum residential lot coverage shall be increased from 40% to 65%.
09. The minimum front yard setback shall be reduced from 30 feet to 15 feet.
10. The minimum number of entrances to an existing street system shall be reduced from 2 to 1.
11. The maximum street length for Hoover Drive shall be increased from 500 feet to 600 feet.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-2019-16

Date – August 13, 2019

GENERAL INFORMATION

Applicant:	South Farm Development LLC c/o Michael Shea
Engineer:	Bayer Becker c/o Etta Reed
Location:	West end of Roberts Drive, adjoining existing South Farm Section 1
Owners:	Cobblestone Community Church; John Boyle et al.
 Action Request:	 Preliminary Subdivision & Preliminary Planned Development to replat 13 unimproved lots into 25 new single-family lots
Current Use:	Vacant Land
Site Size:	6.70 acres
Zoning:	R1-B Single-Family Medium Density Residential District
Surrounding Land Uses:	Church, Single-Family Residential and Vacant Land

PROPOSAL SUMMARY

On behalf of South Farm Development LLC, Etta Reed, PE of Bayer Becker has submitted an application for a Preliminary Subdivision consisting of 25 single-family residential lots situated on a 6.7-acre development site. The site is located just west of the existing South Farm subdivision (as seen from Kehr Road), which currently supports 11 homes on a cul-de-sac (Morgan Circle). Access is to be provided by extending an existing public street stub on Roberts Drive, as well as realigning the right-of-way for Hoover Drive with construction as a new street.

A record plat is currently on the books for 13 individual lots, but all are presently unimproved with no street or other means of access provided – thus, a replat would be necessary to achieve the newly proposed design. Proposed lots range between 3,620 and 5,095 square feet in size, with most around 4,000 square feet.

This subdivision is proposed as a Planned Development in order to seek waivers to the Zoning Code to allow for a cluster design alternative. The basic principle of a cluster design (or what our Code refers to as “Open Space Residential”) is to maintain the overall zoning density allowed for a given site, while reserving a significant portion as open space so that a greater degree of natural areas can be retained and left undisturbed. In order to achieve this type of development pattern, certain zoning standards must be relaxed to enable concentrated development and reduced construction impacts. As stated in the Zoning Code, one of the primary goals of a Planned Development is to provide for environmentally sensitive and cohesive developments that are an attractive alternative to traditional subdivisions.

AGENCY REVIEWS

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

Police:	Returned with comments
Fire:	Returned with comments
Engineering:	Returned with comments
Econ. Dev.:	Returned with comments

PUBLIC COMMENTS

Public notices were mailed to surrounding property owners and a sign was posted at the front of the property. No public comments have been received as of the writing of this report.

STAFF RECOMMENDATION

Staff recommends **approval** of the application subject to the following conditions:

- 1) Estimated cost for removal of the hammerhead turnaround shall be submitted as a performance bond and found acceptable by the Service Department. The performance bond shall not be released until one of the following occurs, subject to the satisfaction of the Service Department:
 - a. The hammerhead is removed by the developer due to continuation of development to the south (extension of Hoover Drive); or
 - b. A period of ten (10) years has passed since the Final Planned Development was approved by City Council, unless a Certificate of Occupancy has not been issued for the final lot within the development in which case the bond should not be released until this occurs.
- 2) Construction drawings shall be submitted to the Community Development Department for distribution and review, prior to submittal of the Final Planned Development application.
- 3) Configuration of the alleyway and intersection with the hammerhead turnaround (in the southwestern corner of the development), as shown on the construction drawings, shall be to the satisfaction of the Fire Chief in providing sufficient accessibility for emergency vehicles.
- 4) In satisfying the spirit of Section 1145.12(h)(2), the applicant shall submit a revised Landscape Plan as part of the Final Planned Development submittal showing areas to be regraded or cleared of vegetation within the 25-foot setback area along the southern boundary of the site, as well as replacement vegetation within the cleared areas (trees, shrubs, etc.). The determination of whether the revised Landscape Plan satisfies the Zoning Code standard shall be determined as part of the Final Planned Development review by the Planning Commission and City Council.
- 5) In lieu of a sidewalk required by Section 405(A)(1), a 10-foot wide asphalt bike path shall be installed on the north side of Roberts Drive within the right-of-way. The bike path shall be installed prior to the release of the performance bond, in accordance with the spirit of Section 405(A)(3) as normally applies to all sidewalks.
- 6) The area to be conserved as permanent protected open space shall be shown on the final record plat, together with a set of covenants and restrictions outlining how the area is to be maintained and preserved over time. Conservation language shall be determined during review of the Final Planned Development.
- 7) The proposed Water Quality Basin in the open space north of Roberts Drive shall be maintained by the Homeowners Association, not the City of Oxford.
- 8) The following waivers are hereby granted:
 - a. The maximum residential lot coverage shall be increased from 40% to 65%.
 - b. The minimum front yard setback shall be reduced from 30 feet to 15 feet.
 - c. The minimum number of entrances to an existing street system shall be reduced from 2 to 1.
 - d. For Hoover Drive, the maximum street length shall be increased from 500 feet to 600 feet.

WAIVER REQUESTS

Section 1145.07(b) provides that the *Planning Commission, in its recommendation, and Council in its decision may waive or modify dimensional regulations of the Zoning Code, or impose more strict regulations and any additional conditions, guarantees, and safeguards it deems necessary to satisfy the purposes of this Zoning Code. Dwelling unit density cannot be waived.* The applicant has requested the following waivers as part of the Planned Development application (commentary below extracted from applicant's cover letter):

- 1) **Section 1145.12(f)(2) – Residential Lot Coverage – maximum is 40%**
The lot coverage of the overall development is 38%, which is less than the 40% maximum allowable. However, the lot coverage for the individual lots is proposed to be 65% for the lots located on the east side of Hoover Drive, and 60% for those on the west side of Hoover Drive. South Farm Section Two is not your typical single family subdivision where the

home is surround[ed] by a yard, rather it is more in line with a condominium type development, wherein the homeowner owns the land under their home and a minimal area surrounding it. Since the HOA is responsible for the maintenance of all the ground, the land was placed in open space rather than within the individual residential lots. Furthermore, the impact to the existing vegetation is reduced by providing the smaller lot sizes.

- 2) **Section 1145.12(e)(2) – Front Setbacks – minimum is 30 feet per the R-1B district**
The proposed front setbacks (...) are 20 feet on the east side of Hoover Drive, and 15 feet on the west side of Hoover Drive. The reduced setbacks allows existing vegetation to be preserved and contributes to the cluster effect of the development while still meeting the needs of the residents.
- 3) **Section 1101.404(c)(7) – Dead-End/Loop/Stub Streets shall not exceed 500 feet unless otherwise approved due to topography or unusual circumstances**
Hoover Drive is 585 feet in length terminated with a temporary hammerhead turnaround. The dead-end/stub street classification for Hoover Drive is temporary. Per the Oxford Roadway Alternatives and Roadway Classifications map, a Major Collector roadway is planned to be located just to the south of the development on the Talawanda School District property. When the proposed roadway is constructed, Hoover Drive will be connected and will no longer be a dead-end/stub street.

STAFF ANALYSIS

History

The site has been involved in numerous past applications and approvals by the City of Oxford following annexation from Oxford Township in the early 1990s. A summary of the relevant case history is provided below:

- **8 Aug 1991, Preliminary Subdivision & Preliminary PUD Approval:** City Council by Ord. No. 2181 approves a preliminary subdivision plan comprising 186 single-family lots and 220 multi-family units on 94.385 acres west of Kehr Road. The applicant for this submittal was COGO Co. A condominium owners association was to be established for the common areas within the development.
- **17 March 1992, Final Plat & Final PUD for South Farm Section 1:** City Council by Ord. No. 2221 approves the first section of the approved development comprising a total of 11 lots on Morgan Circle. The final plat was recorded with the County Recorder on January 1, 1993.
- **20 October 1998, Final Plat & Final PUD for South Farm Section 2:** City Council by Ord. No. 2609 approves the second section of the approved development comprising a total of 18 lots. 6 of the new lots were situated on an extension of Roberts Drive to the west, while the other 12 were along a street to the south also named Roberts Drive at the time. A Y-intersection was platted on the southernmost end of the plat, with a new stub street called Hoover Lane veering to the east. The final plat was recorded with the County Recorder on March 22, 1999.
- **10 December 2002, Administrative Approval of a 32-acre Lot Split:** A 32-acre tract comprising the southern third of the original overall planned development is administratively approved and sold to the Talawanda School District, which still owns the property to this day.
- **16 August 2005, Conditional Use for a Place of Worship:** City Council by Ord. No. 2858 approves a conditional use permit to allow for development of Cobblestone Community Church. The site plan approved at the time reserved 39 acres for the church site and pond, and 19 acres for a reduced number of single-family lots (11 developed lots on Morgan Circle, and 34 undeveloped lots of which 13 were already platted as part of South Farm Section 2). The ordinance also established phasing requirements, with the final phase of necessary construction permits

submitted by 2014 and substantially operational within 2 years. Therefore, the conditional use approval is now considered expired.

- **7 February 2006, Replat of South Farm Section 2:** City Council by Ord. No. 2893 approves replat of 5 lots at the end of Roberts Drive South into 6 lots. Council also requires the street to be renamed Hoover Drive, and by separate Ord. No. 2894 vacates the original right-of-way supporting these lots to make way for the new right-of-way configuration. The final plat was recorded with the County Recorder on August 22, 2006.
- **23 February 2007, a small 3 acre portion of South Farm Section 2 is sold to Talawanda:** Following the replat and right-of-way vacation in 2006, Cobblestone Church sells a small triangle-shaped piece of land not contained within the “new” South Farm Section 2 to Talawanda School District.
- **8 May 2007, Conditional Use Minor Amendment:** Planning Commission approves a minor amendment to the Cobblestone Church Plan, to allow for a larger building and modified parking layout. The applicant and staff later met on May 24, 2007 and determined that a series of steps (outlined in the next bullet point) needed to be completed before any future building permits could be issued for the subdivision or the church.
- **18 September 2007, Final Plat South Farm Section 3:** City Council by Ord. No. 2972 replats 6 lots along Roberts Drive West into 1 lot, by Ord. No. 2973 vacates the Roberts Drive West right-of-way, and by Ord. No. 2974 approves South Farm Section 3. Section 3 effectively consolidated a series of parcels into one 42 acre lot to support the church. The final plat was recorded with the County Recorder on October 16, 2007.
- **16 October 2007, Replat of South Farm Section 2:** City Council by Ord. No. 2979 approves a replat of all 13 lots in order to increase the right-of-way width from 50 feet to 60 feet. The staff report indicates that the prior recorded plat had a provision requiring all streets to be constructed within 1 year from the original approval date in February 2006; however this did not happen and the standard right-of-way width had since changed. The final plat was recorded with the County Recorder on November 9, 2007.

Commentary

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

- **Density:** The gross density of the proposed development is 3.73 dwelling units/acre (25 units / 6.7 acres). The allowable density of the R-1B district is 5.81 dwelling units/acre (43,560 square feet in one acre / 7,500 square foot minimum lot size). When considering the residential lots alone exclusive of the open space areas, the net density is around 8.33 dwelling units/acre (25 units / approx. 3 acres) – this number represents the density “impression” to an onlooker, even though it is not the true density. It is safe to say that the number of units proposed is less than the maximum number of units possible if developed under “straight zoning” and not as a Planned Development. If the same amount of space were used for infrastructure/right-of-way (0.7 acres, or roughly 10% of the site), then the balance of the site area (6 acres) divided by the minimum lot size would result in a total of 31 units. Therefore, the proposed dwelling unit density is found acceptable and in keeping with the underlying zone.
- **Dwellings:** Each of the 25 lots proposed would support a single-family dwelling, in keeping with the underlying R1-B zoning. Home sizes and layouts would be similar to those found in Fairfield’s Olde Winton development, which was built by the same developer. Housing units essentially fall into 2 different categories:
 - **Garages in Front:** The east side of Hoover Drive is proposed to support houses with front-loading 2-car garages and driveways accessed from the public street. The applicant specifies a minimum floor area of 1,300 square feet for these units.

- **Garages in Rear:** The west side of Hoover Drive is proposed to support houses with rear-loading 2-car garages and driveways accessed from a private alley. The applicant specifies a minimum floor area of 1,150 square feet for these units.
- **Landscaping/Screening:** The applicant has submitted a Landscape Plan showing a total of 43 new trees to be planted, which includes 2 trees in open space areas near the hammerhead turnaround, 2 trees on Lot 1 near the Roberts/Hoover intersection, and 39 street trees planted in tree lawns within proposed right-of-ways. The street trees are planted 40 feet on center, and six different species are utilized. Section 1145.12(h)(2) specifies that *the required perimeter setback area [25 feet] shall be retained in natural woods or suitably landscaped with grass, ground cover, shrubs, trees, or earthen mound*. Staff believes the Landscape Plan submitted at this time does not fully comply with this standard, specifically in regard to the buffer along the southern boundary of the site near Lots 13 and 14. Additional information is needed to verify which existing trees can be salvaged and which areas to be cleared for construction will require re-planting of trees or other landscaping. The potential for a future major collector roadway to the south also serves as further impetus for a suitable buffer in order to provide adequate screening for Lots 13 and 14.
- **Lot Coverage:** Section 1145.12(f)(2) provides that *lot coverage for the residential portion of any planned development shall not exceed 40%*. The applicant proposes a waiver to this standard, interpreting it only to apply to the private residential lots exclusive of the open space (staff agrees with this interpretation). The maximum lot coverage proposed is 65%, applying to lots fronting on the east side of Hoover Drive which would support houses with front-loading garages. Lots on the west side of Hoover Drive would have slightly lower lot coverages at 60%, supporting houses with rear-loading garages.
- **Lot Dimensions:** A comparison of proposed lot dimensions to those required in the underlying R1-B zoning district is provided below.

	LOT SIZE	LOT WIDTH
Standard (R-1B)	7,500 square feet	65 feet
Proposed (Garages in Front)	3,620 square feet	40 feet
Proposed (Garages in Rear)	3,800 square feet	40 feet

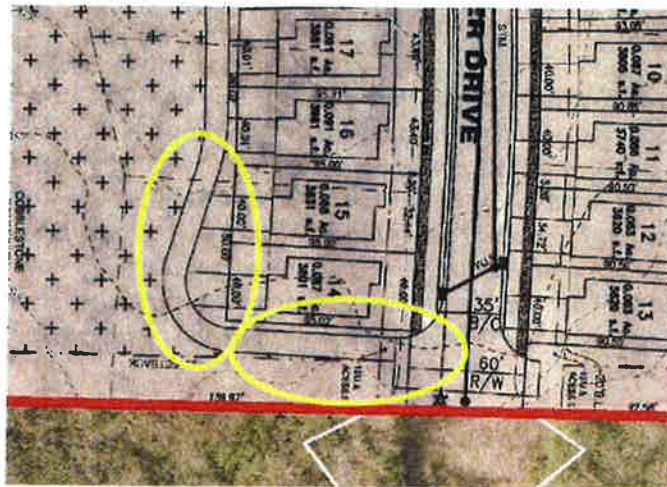
- **Lighting:** No information has been provided on the locations of street lights or any private light fixtures supporting alleys or open space areas. Section 406(F) of the Subdivision Regulations requires one street light to be installed *within 50 feet of every intersection, at the end of a cul-de-sac or dead end/stub street, and at intervals not exceeding 400 feet*. The Code gives the City Engineer the ability to vary spacing standards. Details on lighting should be provided as part of a Final Planned Development submittal.
- **Natural Resources:** Roughly 67% of the site (4.5 acres) is wooded, while the rest is occupied by tall grasses in a prairie-like setting. It is likely the prairie section of the site resulted from previous clearing of trees/vegetation in anticipation of a future street and construction of the original South Farm Section 2, which was platted but never materialized. According to Butler County Soil & Water, the site is confirmed to have been part of a larger row crop and pasture farm as far back as the 1930s, with the woods seen today recognized as successional growth that has taken place since farming operations ceased. Though there are smaller-sized native trees scattered throughout the wooded areas, there are also invasive species including Honeysuckle present as well. Topographically, the site slopes from south to north, leading all stormwater to drain down into the existing pond located on land owned by the South Farm Owners Association. A water quality basin is proposed in a section of open space north of Roberts Drive to capture and filter stormwater prior to being released into the pond. According to official sources, there are no wetlands or floodplain present on the site. The applicant also specifies that minimal areas (0.08 acres in total) contain slopes greater than 15%.

- **Neighborhood Conservation Overlay:** The applicant has submitted a written request for establishment of a Neighborhood Conservation (NC) Overlay District to encompass the entire proposed development. Under Chapter 1146 of the Zoning Code, NC Overlays reduce the number of unrelated occupants in any given dwelling down to 2, as opposed to the normal limit of 4. The Code provides that these restrictions are *intended to preserve the attractiveness, desirability and privacy of residential neighborhoods by precluding all or certain types of rental properties, thereby precluding the deleterious effect rental properties can have on a neighborhood such as property deterioration, increased density, congestion, and noise and traffic levels leading to the reduction of property values.* A previous subdivision proposal, Heritage Vineyard, had also proposed a “preemptive” approval of an NC Overlay prior to selling off lots to new owners. In keeping with the same procedure followed for Heritage Vineyard, if/when the South Farm development is approved and recorded, the overlay review and approval process can begin following acceptance of a single letter from the ownership group as the petition.
- **Open Space:** The Planned Development Code requires a minimum of **20%** of a site (in this case, 1.34 acres) to be devoted to open space, exclusive of a required 25-foot setback around the site perimeter. The applicant’s plan complies by reserving **25%** (1.68 acres) as open space. The division of land would result in three separate open space parcels, all under the HOA’s ownership. A significant degree of existing woodlands fall within these areas and should be retained in a natural state.
- **Setbacks:** A comparison of proposed setbacks to those required in the underlying R1-B zoning district is provided below. The applicant is requesting a waiver for the front yard setbacks, due to the Planned Development Code specifically calling for adherence to these setbacks in Section 1145.12(e)(2).

	SETBACKS		
	Front Yard	Side Yard	Rear Yard
Standard (R-1B)	30 feet	8 feet each side	35 feet
Proposed (Garages in Front)	20 feet	5 feet each side	5 feet
Proposed (Garages in Rear)	15 feet	5 feet each side	20 feet

- **Sidewalks & Trail Connections:** Section 405(A)(2) of the Subdivision Regulations requires sidewalks of no less than 5 feet in width to be constructed along both sides of all public and private streets, in accordance with the City’s Curb/Gutter/Sidewalk Manual unless otherwise determined by the Planning Commission. Sidewalks are shown along all sides of the proposed public streets, with the exception of the north side of Roberts Drive where a 10-foot wide area for a “Future OATS Trail – By Others” is noted. This segment aligns with the route shown on the City’s latest Oxford Area Trail System (OATS) map as a “Future Phase” from Peffer Park to Oxford-Reily Road/Talawanda Middle School. This segment would link Phases 3 and 4 together, as well as potentially to a future multi-modal facility at Chestnut Fields. The construction of Phase 2 recently went out to bid and was awarded, with estimated completion by next year.
- **Signage:** The applicant’s proposal does not contain any information on gateway signage or other “zoning applicable” types of signage to be installed on or near the site.
- **Streets & Traffic Circulation:** A variety of topics are discussed below:

- **Accessibility:** In his comments, the Fire Chief expresses concern over accessibility to the rear side of lots situated west of Hoover Drive, in being able to maneuver a fire engine onto the alleyway in the event of an emergency. The Chief believes extra pavement width and/or wider radii are necessary in certain locations so that an engine can effectively maneuver around tight turns. Specific locations are shown below; the location on the left could benefit from additional pavement width along the alley to help facilitate a turn, while the location on the right could benefit from a wider radius off the hammerhead as well as a taper to help funnel vehicles into the alley.



- **Connectivity Index:** Section 404(D)(1)(a) of the Subdivision Regulations mandates a minimum Connectivity Index of **1.25** for all major subdivisions. The index is determined by dividing the number of street *links* (road sections between intersections and cul-de-sacs) by the number of street *nodes* (intersections and cul-de-sac heads). The index resulting from the applicant's proposed development layout is **3** (2 links on Roberts Dr., 1 link on Hoover Dr., and 1 node at Hoover/Roberts intersection; $3 \text{ links} \div 1 \text{ node} = 3$), which is in compliance.
- **Entrances:** Section 404(C)(8) of the Subdivision Regulations requires all subdivisions to *have at least two (2) entrances to an existing street system unless otherwise determined by the Planning Commission*. Staff recommends a waiver to this provision since only 1 street stub currently exists, with no other way to access another existing street or road. It should additionally be noted that an 82-foot wide easement is currently on the books for a future extension of Booth Road directly to the south of the development site, on land owned by the Talawanda School District. The easement was recorded in 2014 to satisfy the City's reversionary rights to the old high school property, which was transferred to Miami University. This means there is another possible connection to the south if and when a road is built. The 2007 Thoroughfare Plan shows a future major collector road in this location.
- **Utilities:** The applicant proposes tapping into existing sanitary and water lines in proximity to the proposed development, which are currently serving the existing section of the South Farm subdivision to the east. Public streets and associated infrastructure are to be built according to City specifications, including a network of storm sewers which will feed stormwater into a water quality basin at the north end of the site. Section 1145.12(j) of the Zoning Code requires *electric and telephone facilities, street light wiring, and other wiring circuits and similar facilities* to be located underground.

General Decision Standards

All Planned Developments shall satisfy the General Decision Standards provided in Section 1145.06(b). The standards found within this section are below with staff analysis provided for each:

1. **The proposed planned development is in fact permitted in the zoning districts in which it is proposed.**

Single-family dwellings are a permitted use under the R1-B Zoning District. The resulting density of 3.73 dwelling units/acre has been found to be consistent with the underlying zoning.

2. **If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied.**

Not applicable.

3. **The uses and site plan will satisfy the general intent of this Zoning Code.**

The proposed subdivision design satisfies one of the key purposes of a Planned Development, in providing for an environmentally sensitive and cohesive development that is an attractive alternative to a traditional subdivision. Open Space Residential Developments, as provided for in the City's Subdivision Regulations but not technically followed as part of this submittal, are encouraged in order to conserve and protect the natural environment and rural landscapes within the City, and furthermore to promote efficient land development that reduces the costs of infrastructure, public service provision and ensures the orderly coordination of public streets.

4. **The uses and site plan will be compatible with the general intent of the Comprehensive Plan.**

One of the Comprehensive Plan's stated objectives is to create new residential areas with traditional neighborhood qualities, with an emphasis on protecting natural areas and creating new open spaces. The Plan further encourages implementation of alternative cluster style subdivision development. Staff believes this development proposal fulfills these objectives as well as the overall spirit of the Comprehensive Plan.

5. **The size and shape of the site are sufficient for the proposed planned development.**

The size and shape are found to be sufficient.

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

The applicant has taken great care to preserve a buffer around the perimeter of the subdivision as open space, specifically on the east side of the property adjoining the existing South Farm subdivision. The development will be in keeping with the surrounding existing and future land uses, including undeveloped land to the west, south, and east which is also zoned R1-B.

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

Staff does not believe this development will pose any of these concerns.

8. **Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.**

Other than single-family residential dwellings, no other accessory uses (such as a club house or other amenities) are proposed at this time. Accessory uses pursued by future resident owners, such as sheds, fences, etc. would be reviewed against the Zoning Code in effect at the time.

9. **The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.** *Opportunity for comment was provided to Fire, Police and Service Departments. The Fire Chief has expressed concerns over the configuration of the alleyway in the southwest corner of the development, as explained in the body of this staff report. The City Engineer has also commented about the temporary nature of the hammerhead turnaround, questioning how the hammerhead would be removed in the future and who would be responsible for it as it transitions into a standard intersection with a future roadway. Conditions are recommended that address these issues.*

10. **Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.** *Based on the information submitted, it does not appear that there will be any unusual or more substantial public expenditure involved than what is typically involved for development of a conventional residential subdivision.*

11. **The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.** *Though the housing units proposed in this "revised" South Farm section would differ in size and character in comparison to those currently located on Morgan Circle, the development would likely stand as its own unique enclave serving a specific market segment that is believed to have a short supply of available housing products at this point in time.*

L. **The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public streets.** *The Engineering Division has expressed that a Traffic Impact Study will not be necessary for this development, as the existing configuration between Roberts Drive and Kehr Road is expected to be able to handle the additional traffic load from the 25 new lots in combination with the 11 existing lots on Morgan Circle. The developer can participate in the OATS trail project by constructing the segment within their subdivision boundary; this segment would contribute to a trail route currently planned along Roberts Drive and crossing Kehr Road.*

M. **Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.** *Staff believes the applicant has designed their planned lots in such a way as to reduce the impacts to existing natural wooded areas on site. The protection of vegetation within open space areas should be ensured, at a minimum, through means of conservation restrictions on the plat.*

SUBMITTED BY:



Zachary Moore, AICP
Planner

DATE: August 8, 2019

APPENDIX

RELEVANT ZONING CODE PROVISIONS

Chapter 1101 constitutes the City of Oxford's Subdivision Regulations, in which Section 1101.4 provides design and construction standards to follow. Within the Zoning Code (Title Three), Section 1143.02 provides base zoning standards for the R1-B district and Chapter 1145 governs Planned Development applications.

1101.4 – Design standards and construction standards.

400 – General Statement

- (A) In laying out a subdivision, the subdivider shall comply with the following design standards and requirements. The regulations contained herein, the Zoning Ordinance, Comprehensive Plan, Stormwater Drainage Plan, Water System Master Plan, and the City of Oxford Thoroughfare Plan shall control the manner in which streets, lots, and other elements of a subdivision are arranged on the land. These design controls shall help ensure:
 - (1) Convenient and safe streets;
 - (2) Creation of useable lots;
 - (3) Provision of space for public utilities;
 - (4) Reservation of land for recreation uses;
 - (5) To minimize the impact on natural resources and the environment, and
 - (6) To ensure that planning of attractive, connected and functional neighborhoods shall be promoted, minimizing the undesirable features of unplanned, unconnected, undirected, haphazard growth.
- (B) The Planning Commission has the responsibility for reviewing the layout of each future subdivision early in its design development. The development shall be laid out
 - (1) To minimize
 - (a) The effect on ground water and aquifer recharge;
 - (b) Excavation and embankment;
 - (c) Unnecessary impervious cover;
 - (2) To provide adequate access to lots and sites; and
 - (3) To mitigate adverse effects of noise, odor, traffic, drainage, utilities and increased storm water runoff on neighboring properties.

401 – Suitability of Land

If the Planning Commission finds that land proposed to be subdivided is unsuitable for subdivision development due to poor drainage, flood hazard, topography, inadequate water or sewer supply, slippage potential, unstable subsurface conditions due to poor soils or other reasons and other such conditions which may endanger health, life, safety, or property and, if by any public agencies concerned it is determined that in the best interest of the public the land should not be developed for the purpose proposed, the Planning Commission shall not approve the subdivision unless adequate methods for solving the problems are advanced by the subdivider. For major subdivisions a written statement may be required by the Planning Commission describing characteristics of the development site, such as bedrock geology and soils, topography, flood prone areas, existing vegetation, structures and road networks, visual features, and past and present use of the site.

402 – Sensitive Development Areas

- (A) A Sensitive Development Area is defined as any land(s) or soil(s) proposed to be subdivided that, if subjected to improper use or management, is otherwise determined to be incapable or unsuitable of urban use. Sensitive Development Areas can also be considered those lands that pose special hazards to development or the environment, consisting of lands or soils of such sensitive character that they may require special use, design and engineering restrictions.
- (B) For the Preliminary Subdivision Plat, the applicant must create an inventory of sensitive areas identified in Section 402 (d) 1-8 from publicly available resources such as OEPA, ODNr, HAPC, FEMA, USFWS, OHPO, OKI, Butler County Soil and Water Conservation District, and other public entities. This information shall be provided with the preliminary application. Design of the subdivision shall be based on a site analysis provided by the applicant.
- (C) After the approval of the Preliminary Subdivision Plat, the applicant must develop a detailed site analysis of sensitive environmental areas on the site, conducted by firm(s) specialized in the areas, at a minimum: Ecological Survey, and Environmental Site Assessment. Other documentation may be required based on the site and the discretion of

the Planning Commission, including, but not limited to: Stream and Wetland Mitigation, Water Way Permits, Archaeological Inventory, Historic Architecture Inventory. The applicant must also provide report of the analyses following current professional norms for the discipline. It will be the Planning Commission's role to review information submitted by the applicant on each discipline to make the recommendations to City Council

- (D) Design of the subdivision shall be based on the site analysis provided by the applicant. To the maximum extent practicable, development shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative impacts and alterations of natural features. The following specific areas shall be preserved as undeveloped open space, and in accordance with the U.S. and Ohio Constitutions and state or federal regulations:

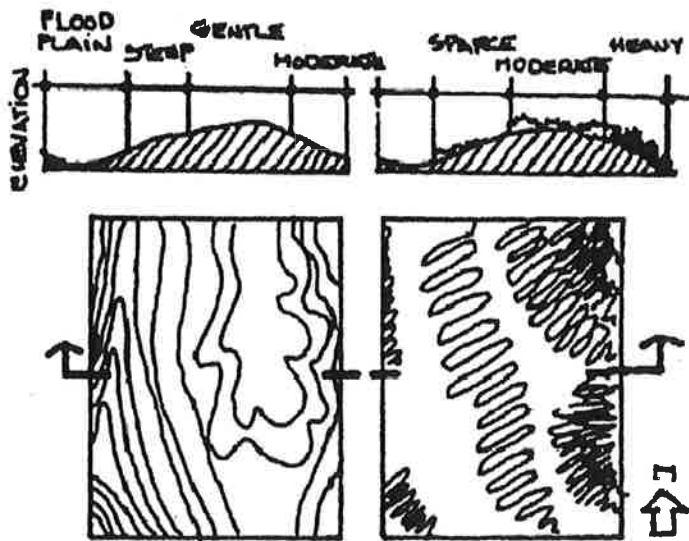
- (1) Unique and/or fragile areas, including wetlands, as may be defined in Section 404, Federal Clean Water Act, as amended; and in Ohio Environmental Protection Agency standards.
- (2) Land in the floodway as identified and mapped using the Federal Emergency Management Agency's Flood Hazard Boundary Maps. Federal Emergency Management Agency in scientific and engineering reports entitled 'Flood Insurance Study for Butler County, Ohio and Incorporated Areas' effective 12/17/2010, with accompanying Flood Insurance Rate Maps for Butler County, Ohio and Incorporated Areas effective 12/17/2010 and any revisions thereto are hereby adopted by reference and declared to be part of this chapter.
- (3) Steep slopes fifteen (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account.
- (4) Habitats of endangered wildlife, as identified on federal and state lists.
- (5) Historically and culturally significant structures and sites, as listed on, but not limited to, the National Register of Historical Places or on the local inventory of historic places maintained by the City of Oxford's Historic Architectural Preservation Commission.
- (6) Aquifers and tributary drainage systems.
- (7) Tree growth areas or urban forested areas containing native mature trees.
- (8) Any area as identified on Map 3.3 of the Comprehensive Plan.

- (E) The development shall be laid out to avoid adversely affecting groundwater and aquifer recharge; to reduce excavation and embankment; to avoid unnecessary impervious cover; to prevent flooding; to provide adequate access to lots and sites; and, to mitigate adverse effects of noise, odor, traffic, drainage, and utilities on neighboring properties. The placement of buildings shall take into consideration topography, building height, orientation and drainage. Storm Water Best Management Practices and Low Impact Development Designs are desirable and encouraged. City guidelines for these practices and designs can be found in the City of Oxford Storm Water Management Design Manual.

- (F) If the Planning Commission, or its designated representative, may require the applicant to submit a statement in order to demonstrate that satisfactory efforts have been made to mitigate any special hazards posed to the site if these sensitive lands are subjected to improper use or management. The statement, if required, shall be submitted in one or more of the following forms:

- (1) The statement shall describe in detail the extent of encroachment on any Sensitive Development Area, the extent and nature of the proposed alteration, the environmental impacts resulting from the proposed alteration, and the proposed methods of mitigation.

- (2) A Geotechnical Report and/or a Wetlands Assessment/Delineation, prepared by a professional engineer, licensed in the State of Ohio, or by a specialist in Streams and Wetland. This report can be in lieu of a development narrative.



403 – Typical Sections

Subdivisions shall be designed and constructed to conform to the Typical Sections incorporated by reference herein as Attachment H. The Typical Sections adopted as the standards for construction and design in the City are the following:

- (A) Principal Arterial street typical section;
- (B) Minor Arterial street typical section;
- (C) Major Collector street typical section;
- (D) Minor Collector street typical section;
- (E) Local street typical section;
- (F) Alley typical section;
- (G) Typical cul-de-sac details;
- (H) Temporary turn around;
- (I) Dead End/ Stub Street typical section (Hammerheads);
- (J) Multi-Use Path typical section;
- (K) Utility typical section; Utility locations;
- (L) Typical Lot Consolidation/Split;
- (M) Standard Plat of Survey;
- (N) Record Plats
- W.1: Standard Record Plat Title Sheet;
- W.2: Standard Record Plat.

404 – Streets

The purpose of a street network is to connect spatially separated places and to enable movement from one place to another. More specifically, the street network provides continuous and direct routes; provides greater emergency vehicle access; provides convenience and safety to drivers and pedestrians and to provide access to residents for goods and services.

Although the Planning Commission has established general street guidelines, many of the specific technical standards governing the Public Streets are regulated by the City of Oxford's Engineering Division.

(A) Relation to Adjoining Street System

- (1) The arrangement of streets in new subdivisions shall make provisions for the continuation of the principal existing streets in adjoining areas, or their proper projection where adjoining land is not subdivided, unless prevented by topography or other physical conditions, or unless, in the opinion of the Commission, such extension is not necessary or desirable for the coordination of the layout of the subdivision with the possible future development of adjacent tracts. The Planning Commission reserves the right to disapprove any street plan which does not represent good design or does not ensure continuity of the existing street system.

- (2) Offset streets shall be avoided within a proposed subdivision and adjacent to an existing subdivision.
- (3) The street and alley arrangement(s) shall be such, so as not to cause a hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it.
- (4) Streets obviously in alignment with existing streets shall bear the names of the existing streets. All proposed street names shall be checked against duplication or near duplication of other street names.
- (5) Wherever the tract to be subdivided abuts a dedicated or platted half-width street or alley, the other half-width of such street or alley falling within the proposed subdivision shall be platted.
- (6) Any subdivision with its main entrance onto an Arterial or Collector street shall provide a 25% wider opening at the entrance to the subdivision than the rest of the subdivision street width, unless otherwise determined by the Planning Commission.

(B) Street Classifications

- (1) The classification of all proposed streets shall be determined by the Planning Commission and shall conform to the Official City Thoroughfare Plan. The proposed use of the street, type of traffic and future traffic volume shall also be considered in determining the classification of a street.

Street Classifications:

- (a) Principal Arterial
- (b) Minor Arterial
- (c) Major Collector
- (d) Minor Collector
- (e) Local streets
- (f) Alleys

(C) Street Improvements

- (1) All public streets in residential subdivisions shall be the minimum width necessary to safely and adequately accommodate the vehicular traffic needs specific to the proposed subdivision, while balancing the needs of safe alternative modes of transportation. In all instances, street widths shall be measured from back-to-back of the installed curb. Minimum street width requirements are contained in Attachment H.
- (2) The City Engineer shall determine the need for a traffic impact study, based upon the level of impact of this development upon surrounding traffic flow and safety.
- (3) All street and public ways shall be constructed to their full specified width and to the appropriate grade and shall be surfaced in accordance with applicable standard specifications of the City. Such construction shall be subject to inspection by the City Engineer prior to release of the performance bond by Council. It is the duty of the subdivider to give proper notification to the City Engineer:
 - (a) Before the commencement of the work;
 - (b) Twenty-four hours prior to seeking an inspection; and
 - (c) At the end of the one-year maintenance improvements.
- (4) Proposed streets shall intersect one another and existing street(s) at right angles as topography and other limiting factors allow.
- (5) Street grade shall be designed to the Ohio Department of Transportation Highway Design Manual and acceptable to the City Engineer.
- (6) Where a tract of land is of such size, location or contour, preventing a lot arrangement directly related to a normal street design, there may be established one or more, dead-end/stub streets or other arrangements, provided that proper access shall be given to all lots from a dedicated street.
- (7) A cul-de-sac, dead-end/stub street or loop street shall not exceed 500 feet in length unless otherwise approved by the Planning Commission due to topography or unusual circumstances. (See also Section 405(B)(4))
- (8) All subdivisions shall have at least two (2) entrances to an existing street system unless otherwise determined by the Planning Commission. The spacing of the entrances shall be separated and in accordance with traffic engineering standards.

(D) Street Connectivity

The purpose of this section is to support the creation of a highly connected transportation system within the City in order to enhance traffic circulation efficiency for drivers,

pedestrians, and bicyclists; promote various modes of transportation; connect neighborhoods to each other and to local destinations such as schools and parks; reduce emergency response times; reduce vehicle miles of travel and travel time; increase effectiveness of municipal services delivery.

- (1) The following standard shall be met in all new residential development in order to increase connectivity.

- (a) Any residential development shall be required to achieve a connectivity index of 1.2 or greater unless the Planning Commission determines that this requirement is impractical due to topography, existing development, and/or natural features. A connectivity index is a ratio of the number of street links (road sections between intersections and cul-de-sacs) divided by the number of street nodes (intersections and cul-de-sac heads).

The following illustration provides an example of how to calculate the index. Street links on existing adjacent streets that are not part of the proposed subdivision are not included in the connectivity index calculation. The measure of connectivity is the number of street links divided by the number of nodes. Nodes exist at street intersections as well as cul-de-sac heads. Links are the stretches of road that connect nodes. Stub outs shall also be considered as links. In this example, there are five (5) links (circles) and four (4) nodes (stars); therefore, the connectivity index is 1.25.

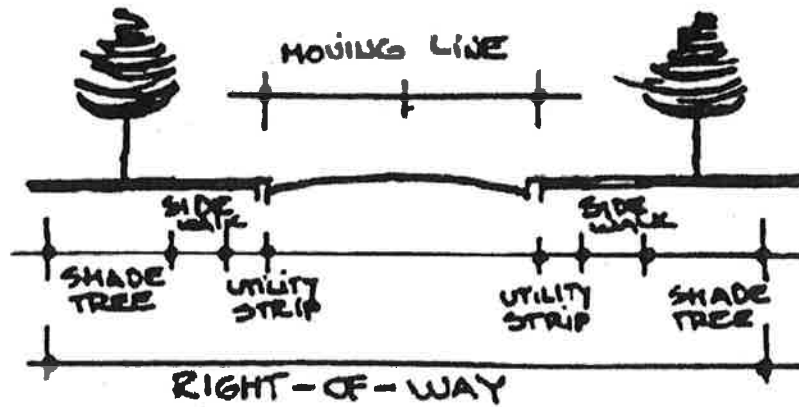


(E) Private Streets

- (1) No primary access into a subdivision shall be a private road.
- (2) Private streets shall conform to the minimum street standards, including construction materials, unless otherwise approved by the Planning Commission upon the City Engineer's recommendation.
 - (a) Sidewalks are required along a private street as required on public streets.
- (3) Any proposed private street shall serve a minimum of six (6) lots in order to be platted and recorded as a private street.
- (4) All lots utilizing a private street for access shall be provided with an access easement and maintenance agreement, to be noted on the Record Plat and to be outlined with the appropriate covenants and restrictions as to ensure that the private street is appropriately maintained. Such maintenance agreement shall be acceptable to the Planning Commission and Law Director.
- (5) The Planning Commission may require passing lanes, turnarounds, and overhead and width clearances as necessary to accommodate, public utility and fire and emergency vehicles.

(F) Rights-of-Way

Defined as a general term identifying land or property, usually in the configuration of a strip, acquired for or devoted to transportation purposes. When used in this context, right-of-way shall include the roadway, shoulders or berm, ditch, and slopes extending to the right-of-way limits under the control of the state or local authority. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a final Record Plat is to be separate and distinct from the lots or parcels adjoining such rights-of-way and not included within the dimensions or areas of such lots or parcels, provided the size of the lot for zoning purposes shall be determined by the applicable zoning resolution.



- (1) The right-of-way width required shall reflect future development as indicated by the Thoroughfare Plan and the Typical Section Drawings in Attachment H herein.
- (2) When a road is not referenced in the City of Oxford Thoroughfare Plan, or the Typical Section Drawings in Attachment H, the right-of-way width shall be established per the recommendation of the City of Oxford Engineer, and shall be approved by the Planning Commission.
- (3) The right-of-way shall be measured from lot line to lot line and shall be sufficiently wide to contain the roadway, curbs, sidewalks, utilities, graded areas and shade trees.
- (4) The right-of-way of a new street that is a continuation of an existing street shall in no case be continued at a width less than that of the existing street unless otherwise approved by the City Engineer and Planning Commission.

(G) Street Signage

Street signs, regulation signage, and warning signs shall be erected by the subdivider before building permits for homes are obtained. The subdivider shall maintain such signage until such time when the City accepts the streets for public use. All regulatory and warning signs shall meet the Ohio Manual of Uniform Traffic Control Devices. All signage shall be regulated by the City of Oxford Engineering Division.

(H) Parking

- (1) Off-street parking lots shall follow the Vehicle Management Chapter 1149 of the Zoning Code including landscaping, screening and lighting.

405 – Pedestrian/Multi-Use Paths

(A) Sidewalks

- (1) Concrete sidewalks, not less than five feet in width, shall be constructed along both sides of all streets, both private and public, and shall be in accordance with the City of Oxford's Curb, Gutter & Sidewalk Specifications Manual unless otherwise determined by the Planning Commission.
- (2) Sidewalks shall be required as a continuation of any existing sidewalk adjoining the lands to be subdivided.
- (3) It shall be the responsibility of the subdivider, prior to the release of the performance bond, to install any missing sidewalk segment on any undeveloped lots and in accordance with Section 106.

(B) Bike Paths/ Walking Trails

- (1) All bike paths or walking trails shall be elevated and/or distinguished from driving surfaces through the use of durable, low maintenance, hard surface materials such as asphalt, concrete, or other material approved by the City Engineer, to enhance pedestrian safety and comfort, as well as the attractiveness of the walkways.

- (2) Bike paths shall be installed in accordance with these regulations, the City of Oxford Comprehensive Plan, Thoroughfare Plan and Typical Section Drawings in Attachment H.
- (3) All proper easements, dedication and maintenance shall be recorded on the Record Plat.
- (4) Cul-de-sacs that exceed 300 feet in length shall provide a multi-use path and easement at the end of such cul-de-sac. The purpose of this is to provide connectivity to neighboring subdivisions as well as emergency access.

406 – Infrastructure

(A) Water Lines

An approved public water supply shall be provided for each lot within the subdivision areas and shall be in accordance with the City of Oxford Water and Sanitary Sewer Improvement Specifications Manual. Fire hydrants shall be installed in all subdivisions wherever required by the City Engineer and the Fire Chief in accordance with Ohio Fire Code and NFPA standards.

(B) Sanitary Sewers

The subdivider shall install sanitary sewer lines to serve each lot. All such sewer lines shall be constructed in accordance with regulations and requirements the City of Oxford Water and Sanitary Sewer Improvement Specifications Manual, the Sanitary Sewer Pump Station Requirements and under the inspection of the City Engineer.

(C) Storm Drainage

All necessary facilities, either underground pipe or drainage ditches, shall be installed to provide adequate disposal of surface water, groundwater and the waters of any natural watercourse and shall be in accordance with the City of Oxford Storm Water Management Design Manual.

(D) Detention/Retention

All necessary detention or retention facilities shall be installed in accordance with the City of Oxford Storm Water Management Design Manual.

(E) Utilities

Items of work which pertain to underground utilities, such as gas mains, electric lines and telephone cables, shall be constructed according to the standards and specifications of the utility company involved. Every effort shall be made to have all utilities provided underground.

(F) Street Lights

- (1) One street light shall be installed in conformance with the Ohio Department of Transportation specifications within 50 feet of every intersection created by the subdivision, at the end of a cul-de-sac or dead end/stub street, and at intervals not exceeding 400 feet. A street light shall have a fixture of at least 9,500 lumens. The City Engineer may vary from the spacing standards where the City Engineer determines that public safety or professional engineering design practice makes it necessary to vary the spacing standards.
- (2) Streetlights shall be designed, with appropriate lamps and reflectors, to minimize light pollution.
- (3) Light poles shall be consistent with the overall architectural theme and scale of the site.
- (4) Streetlights along the sidewalks shall not exceed 16' in height in accordance with Chapter 1149 of the Planning and Zoning Code. Streetlights for the purpose of illuminating an intersection, parking facility or roadway for safety purposes shall not exceed 32' in height.

(G) Sedimentation and Erosion Control

The subdivider shall comply with all requirements of Ohio's Standards for Stormwater Management Land Development and Urban Stream Protection, City of Oxford Storm Water Management Design Manual and subsequent amendments or revisions, as hereby incorporated into these regulations. In the development of a subdivision, the subdivider shall not cause or allow earth-disturbing activities that can pollute a public or private surface ditch, subsurface drainage, stream, river or lake. The subdivider shall also, to the greatest extent possible, take steps so that sediment will not be deposited onto an adjoining property or public right-of-way. Adequate control of soil erosion and sedimentation, through the use of best management practices with both temporary and permanent measures, shall be used during all phases of clearing, grading, and construction to conserve

soil resources and to maintain existing water quality. The Engineering Division will continuously monitor site development and efforts of sedimentation and erosion control.

407 – Driveways

- (A) Minimizing driveway access points or curb cuts by using access roads, shared entrances and access management best practices shall be encouraged.
- (B) All lots using common driveways shall provide a driveway easement and maintenance agreement noted on the Record Plat.
- (C) Driveways shall have a maximum grade of eight (8%) percent.
- (D) Residential driveway access shall not be permitted onto Principal and Minor Arterials or Major Collector streets. Subdivisions shall be designed to encourage residential driveway access by using, but not limited to, alleys, access roads or common driveways.
- (E) Shared driveways shall serve a maximum of three (3) lots and shall not exceed three hundred (300') feet unless otherwise determined by the Planning Commission.
- (F) Driveways shall be in accordance with Chapter 1149 of the Planning and Zoning Code and the Curb, Gutter, Sidewalk Manual.

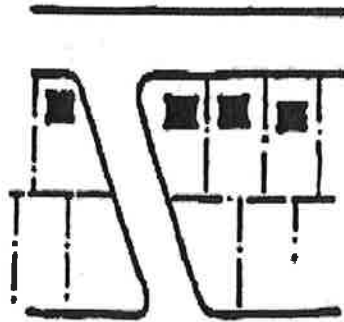
408 – Blocks

Blocks shall be arranged to accommodate lots and building sites of the size and character required by these Regulations and the applicable zoning district, to provide for adequate community facilities, and with regard of the limitations and opportunities of topography. Irregularly shaped blocks, blocks intended for dead end/stub and loop streets, and blocks containing interior parks and playgrounds may be approved by the Planning Commission if properly designed and located.

- (A) The maximum block length shall be 800 feet.
- (B) Where blocks are over 600 feet in length, a public walkway which traverses the block may be required to be dedicated and installed by the subdivider.
- (C) In platting residential lots, the depth of the block should not exceed 350 feet.
- (D) Blocks in the traditional gridiron pattern should consist of two tiers of lots and an alley right-of-way easement may be required to separate them where appropriate to continue an existing alleyway.

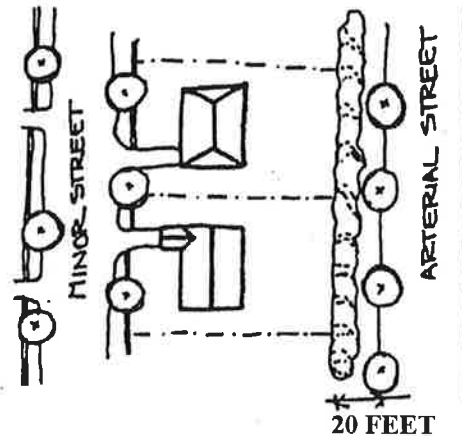
409 – Lots

- (A) The lot arrangement and design shall be such that all lots will provide satisfactory and desirable building sites, properly related to topography and the character of surrounding development. Consideration should be given to natural features and sites of historical significance.



- (B) All side lines of lots shall be at right angles to straight street lines and radial to curved street lines except where a variation to this rule will provide a better street and lot layout.
- (C) Through lots (extending from one parallel street to the other) are discouraged to avoid problems between adjoining owners, creating double frontage lots and to reduce the number of streets.
- (D) No lot shall have an area or width less than that required by applicable sections of the Zoning Code except those pursuant to the Open Space Residential Development Regulations.
- (E) Where corner lots back upon lots facing the side street, the corner lots shall have extra width sufficient to permit the establishment of front building lines on both the front and side of the lots adjoining the streets.
- (F) All utility easements on individual lots shall be in accordance with the Record Plat and Street Standards of Attachment H herein.
- (G) Each lot shall front (abut) on an approved street.

- (H) Lots may not be created in a new, proposed subdivision, by dividing land at the end of stub streets in adjacent, existing subdivision(s), such stub streets being intended to promote continuity of street systems in adjoining subdivisions, unless otherwise determined by the Planning Commission.



- (I) Twenty (20') feet minimum, of additional lot depth or a buffer strip, in accordance with the landscape standards of Chapter 1149 of the Zoning Code, Chapter 935 of the Codified Ordinance and Section 410 below, may be required where a residential lot in a subdivision backs up to a railroad right-of-way, a high pressure gasoline or natural gas line, open drainage ditch, an arterial street or highway, an industrial area or other existing land use which may have a detrimental effect on the residential use of the property.
- (J) Lands abutting State or Federal highways, collector streets, or arterials should be platted with the view of making the lots, if for residential use, desirable for such use by cushioning the impact of heavy traffic on such trafficways; and with the view also to minimizing interference with traffic on such trafficways as well as the accident hazard.
- (K) Panhandle or flag lots are specifically prohibited.
- (L) All lot numbers shall be assigned by the Butler County Auditor's office and addresses will be provided by the City of Oxford Community Development Department.

410 – Landscape Plan

- (A) A landscape plan shall be submitted with each plat application for proposed developments in accordance with Chapter 1149 of the Zoning Code and Chapter 935 of the City of Oxford Codified Ordinance, unless an exception is granted by the Planning Commission pursuant to these Regulations. The landscape plan shall identify existing and proposed trees, shrubs, and ground covers; natural features such as rock outcroppings; and other landscaping elements. Where existing plants are to be retained, the applicant shall include in the plans proposed methods of protecting them during construction.
- (B) **Buffering**
Buffering is the provision of an area between different land uses that attempts to minimize negative environmental impacts from one to the other. Buffers shall provide a year-round visual screen in order to minimize adverse impacts. They may consist of fencing, evergreens, berms, rocks, boulders, mounds, or combinations thereof to achieve the same objectives. Multi-use paths are permitted in the buffer area. Every subdivider shall provide sufficient buffering or additional lot depth when topographical or other barriers do not provide reasonable screening and when the Planning Commission determines that there is a need to shield;
- (1) Neighboring properties from any adverse external effects of a development; or
 - (2) The development from negative impacts of adjacent uses such as streets or railroads.
- (3) **Requirements**
- (a) Plant materials shall be sufficiently large and planted in such a fashion that a year-round screen at least eight (8) feet in height shall be produced within three (3) growing seasons.
 - (b) All plantings shall be installed according to accepted horticultural standards.
 - (c) A five (5') foot minimum buffer width from parking lots, garbage collection, utility areas, and loading and unloading areas shall be provided.

(d) Twenty (20') foot width minimum from all other land uses.

(i) When adjoining undeveloped, vacant or agricultural land, such buffer width may be reduced to ten (10') feet.

In high-density developments, when building design and siting do not provide privacy, the Planning Commission may require landscaping, fences, or walls to screen dwelling units for privacy. Buffers shall be measured from the property line.

411 – Maintenance of Improvements

Whenever any subdivision contains park areas, sewage treatment plants, water systems, drainage facilities or any other improvements to be used in common by persons living in the subdivision and which improvements cannot be maintained or are not maintained by an existing public agency, the deed restrictions applicable to the subdivision shall contain provisions establishing trusteeships and assessment procedures that will enable adequate care and maintenance to be provided for such improvements at the cost of persons residing in the subdivision.

412 – Deed Restrictions and Covenants

Deed restrictions or covenants running with the land may be included to provide for the creation of a Home Owner's Association, Condominium Association, or Board of Trustees in which individual owners share common responsibilities for the cost and upkeep of common open space, private driveways or streets, park areas, sewage treatment plants, water systems, drainage facilities or other facilities and the enforcement of the covenants and restrictions relating to the development. Any restrictions or easements; declaration of covenants, bylaws of a Home Owner's Association and its incorporation; Declaration of Condominium Ownership or other covenants, if any, shall be reviewed and approved by the City of Oxford Law Director and shall be recorded with the Record Plat. Enforcement of said Restrictions and Covenants is not the responsibility of the City.

1143.02 R-1B Single-Family Medium Density Residential District.

(a) Purpose.

This district is designed to provide and preserve single family residential development of a moderately low density character within and adjacent to areas of similar development.

(b) Uses.

(1) Permitted uses.

- A. Single-family dwellings.
- B. Accessory buildings and uses incidental to the principal use that do not include any activity conducted as business.
- C. Day Care Home Type B family.

(2) Conditional uses.

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

- A. Community-Oriented Residential Social Service Facilities (CORSSF's).
- B. Shared Housing for the elderly.
- C. Government owned and/or operated parks and recreation facilities.
- D. Bed and breakfast homes for transients.
- E. Open space recreation areas that are privately or publicly owned, such as golf courses, tennis courts, parks, forests, or wildlife preserves.
- F. Day care facilities, including Child Day Care, Child Day Care Center, and Day Care Home Type A family.
- G. Schools: primary, intermediate, and secondary, both public and private.
- H. Places of worship.

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)

(1) Lot requirements.

- A. Minimum lot area 7,500 sq. feet
- B. Minimum lot width 65 feet

(2) Yard requirements.

- A. Minimum front yard depth 30 feet
- B. Minimum rear yard depth 35 feet
- C. Minimum side yard width 8 feet on each side

(3) Structural requirements.

- A. Maximum building height 35 feet

(4) Lot coverage.

- A. Lots with vehicular access from a public street
 - 1. Lot total – 35 percent
 - 2. All enclosed buildings – 25 percent of lot

3. Front yard – 25 percent of front yard
- B. Lots with vehicular access from a rear or side alley, and no access from a public street
 1. Lot total – 40 percent
 2. All enclosed buildings – 25 percent of lot
 3. Front yard – 5 percent of front yard

1145.06 Planning Commission and Council review.

A preliminary plan shall be approved prior to approval of a final plan, although the processes can be concurrent for small, single phase developments. Both preliminary and final plan approval require a Planning Commission recommendation and Council approval.

The Planning Commission shall base its review of a proposed planned development 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.

The general decision standards for approval of a preliminary and final planned development are substantially similar. The final plan requires greater detail and is subject to additional decision standards. If, at any time, 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.

(a) **Burden of Proof.**

Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a planned development. This Zoning Code assumes that a planned development is appropriate only if an applicant proves that the proposed uses and design will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.

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

(b) **General Decision Standards.**

All planned developments shall satisfy these general decision standards:

- (1) The proposed planned development is in fact permitted in the zoning districts in which it is proposed
- (2) If the application is for the same site where a planned development application has been denied within one year, the plan is substantially different from the application so denied.
- (3) The uses and site plan will satisfy the general intent of this Zoning Code.
- (4) The uses and site plan will be compatible with the general intent of the Comprehensive Plan.
- (5) The size and shape of the site are sufficient for the proposed planned development.
- (6) The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- (7) The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- (8) Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.
- (9) The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- (10) Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- (11) The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- (12) The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public

streets.

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

1145.07 Action by Planning Commission

- (a) The Planning Commission shall recommend to Council approval, approval with conditions, or denial of an application as presented and shall clearly state the findings upon which its recommendation is based.
- (b) The Planning Commission shall base its recommendation and Council its decision upon how well the application satisfies the Decision Standards. Planning Commission, in its recommendation, and Council in its decision may waive or modify dimensional regulations of the Zoning Code, or impose more strict regulations and any additional conditions, guarantees, and safeguards it deems necessary to satisfy the purposes of this Zoning Code. Dwelling unit density cannot be waived.
- (c) Council may require the developer to file performance bonds with the City to guarantee completion of any public utilities associated with the planned development and any elements of the plan that are necessary to its success, if abandoned by the developer.

1145.12 Design.

- (a) Arrangement.

The physical arrangement of a planned development is not subject to the specific dimensional regulations that apply in the underlying zoning district, except as specifically noted in this Chapter. Land uses may be distributed throughout the site and throughout individual buildings in whatever manner is best suited to a particular planned development. Structures, vehicle management areas, open spaces, landscaping, and other elements may be distributed throughout the site in whatever manner is best suited to a particular planned development and the surrounding area.

- (b) Land Area.

A planned development shall be a minimum of 1 (one) contiguous acre or more.

- (c) Land Use.

- (1) The following land uses are permitted in proportion to those portions of a planned development that overlay an existing residential zoning district:

- A. Any land use permitted in any residential zoning district in this Code, except Mobile Homes.
- B. Institutional, public, and semi-public land uses that serve the planned development or the general public.
- C. Commercial land uses, if the total land area of the planned development is greater than 10 acres and if the commercial land use is intended to serve the planned development only. Such commercial land uses shall be limited as follows:
 - 1. No signs that are visible from outside of the development.
 - 2. No direct vehicular access to a public thoroughfare.
 - 3. No less than 95 percent of the total land area shall be devoted to residential land uses.
 - 4. No separate structure intended to be used, in whole or part, for commercial land uses shall be constructed prior to the construction of not less than 50 percent of the dwelling units.

- (2) The following land uses are permitted in proportion to those portions of a planned development that overlay an existing commercial zoning district:

- A. Any land use permitted in the underlying zoning district.
- B. Any land use permitted in any residential zoning district in this Code, except Mobile Homes.

- (3) The following land uses are permitted only in the portions of a planned development that overlay an existing industrial zoning district:

- A. Any land use permitted in the underlying zoning district.

- (4) The land uses permitted in a planned development may be distributed as follows:

- A. If a single planned development overlays more than one zoning district, then the land uses permitted according to this Section may be distributed throughout the entire planned development site.

- B. If a planned development includes land uses permitted only in an industrial zoning district, then those land uses may only be located in that portion of the planned development that overlays the industrially zoned land.
- (d) Residential Density.
Residential density shall not exceed 110 percent of the density permitted in the underlying zoning district. Residential land uses in a planned development that overlays a commercial zoning district shall not exceed the density of the R1B Single-Family Medium-Density Residential Zoning District. Area devoted entirely to non-residential land uses, including buildings, vehicle management areas, and other associated land use elements shall be excluded from the area used to calculate residential density.
- (e) Dimensional Regulations.
 - (1) Building Heights shall be limited as in the underlying zoning district, regardless of land use.
 - (2) Front setbacks shall be limited as in the underlying zoning district.
 - (3) All buildings and vehicle management areas shall be setback from the perimeter of a planned development no less than:
 - A. Residential zoning district - 25 feet.
 - B. Commercial zoning district - 25 feet.
 - C. Industrial zoning district - 50 feet.
- (f) Open Space.
 - (1) No planned development shall have less than 20 percent open space, which includes any area not less than 50 by 50 feet, not including the required setbacks, and includes nothing other than natural area.
 - (2) Lot coverage shall be regulated according to the underlying zoning district, except that lot coverage for the residential portion of any planned development shall not exceed 40 percent.
- (g) Sensitive Development Area.
 - A. A Sensitive Development Area is defined as any land(s) or soil(s) proposed to be developed that, if subjected to improper use or management, is otherwise determined to be incapable or unsuitable of urban use. Sensitive Development Areas can also be considered those lands that pose special hazards to development or the environment, consisting of lands or soils of such sensitive character that they may require special use, design and engineering restrictions.
 - B. For the Preliminary Planned Development, the applicant must create an inventory of sensitive environmental area identified in subsection (g)D.(1) to (8) from publicly available resources such as Butler County Soil and Conservation District, OKI, OEPA, ODNr, HAPC, FEMA, USFWS, OHPO and other public entities. This information shall be provided with the preliminary application. Design of the site shall be based on site information obtained from those public entities. An existing landscape plan shall be submitted with each application. The landscape plan shall identify existing trees, natural features and other landscaping elements.
 - C. After the approval of the Preliminary Planned Development, the applicant must develop a detailed site analysis of sensitive environmental areas on the site, conducted by firm(s) specialized in the areas, at a minimum: Ecological Survey, and Environmental Site Assessment. Other documentation may be required based on the site and the discretion of the Planning Commission, including, but not limited to: Stream and Wetland Mitigation, Water Way Permits, Archaeological Inventory, Historic Architecture Inventory. The applicant must also provide reports of the analyses following current professional norms for the discipline. It will be the Planning Commission's role to review information submitted by the applicant on each discipline to make the recommendations to City Council.
 - D. Design of the proposed Planned Development site shall be based on the site information obtained from those public entities. To the maximum extent practicable, development shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative impacts and alterations of natural features. The following specific areas shall be preserved as undeveloped open space, and in accordance with the U.S. and Ohio Constitutions and state or federal regulations:
 - (1) Unique and/or fragile areas, including wetlands, as may be defined in Section 404, Federal Clean Water Act, as amended; and in Ohio Environmental Protection Agency standards.

- (2) Land in the floodway as identified and mapped using the Federal Emergency Management Agency's Flood Hazard Boundary Maps. Federal Emergency Management Agency in scientific and engineering reports entitled 'Flood Insurance Study for Butler County, Ohio and Incorporated Areas' effective 12/17/2010, with accompanying Flood Insurance Rate Maps for Butler County, Ohio and Incorporated Areas effective 12/17/2010 and any revisions thereto are hereby adopted by reference and declared to be part of this chapter.

a. 100 foot natural buffer shall be maintained adjacent to all permanent and natural surface waters, springs, and wetlands. Development of this area is regulated as follows:

1. Natural vegetation shall be maintained.
2. No structures shall be built or improvements made, except as follows:
 - (a). Walking paths, bicycling paths, and the like, including infrastructure necessary to facilitate their development are permitted anywhere within the buffer.
 - (b). Roads and associated infrastructure are permitted in the buffer to facilitate crossing such water elements.
 - (c). Any improvements approved in a final plan.
 - (d). Any public safety or public utility improvements not associated with the planned development, but deemed necessary by the Service Director, Police Chief or Fire Chief.

- (3) Steep slopes fifteen (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account.

- (4) Habitats of endangered wildlife, as identified on federal and state lists.

- (5) Historically and culturally significant structures and sites, as listed on, but not limited to, the National Register of Historical Places or on the local inventory of historic places maintained by the City of Oxford's Historic Architectural Preservation Commission.

- (6) Aquifers and tributary drainage systems.

- (7) Tree growth areas or urban forested areas as defined in Chapter 935, of the Codified Ordinances of Oxford.

- (8) Any area as identified on Map 3.3 of the Comprehensive Plan.

E. The development shall be laid out to avoid adversely affecting groundwater and aquifer recharge; to reduce excavation and embankment; to avoid unnecessary impervious cover; to prevent flooding; to provide adequate access to lots and sites; and, to mitigate adverse effects of noise, odor, traffic, drainage, and utilities on neighboring properties. The placement of buildings shall take into consideration topography, building height, orientation and drainage. Storm water Best Management Practices in Low Impact Development Designs are desirable and encouraged. City guidelines for these practices and designs can be found in the City of Oxford Storm Water Management Design Manual

F. If the Planning Commission, or its designated representative, may require the applicant to submit a statement in order to demonstrate that satisfactory efforts have been made to mitigate any special hazards posed to the site if these sensitive lands are subjected to improper use or management. The statement, if required, shall be submitted in one or more of the following forms:

- (1) The statement shall describe in detail the extent of encroachment on any Sensitive Development Area, the extent and nature of the proposed alteration, the environmental impacts resulting from the proposed alteration, and the proposed methods of mitigation.
- (2) A Geotechnical Report and/or a Wetlands Assessment/Delineation, prepared by a professional engineer, licensed in the State of Ohio, or by a specialist in Streams and Wetland. This report can be in lieu of a development narrative.

(h) Landscaping and Screening.

- (1) A planned development shall satisfy all landscaping elements required by other sections of this Code.
- (2) The required perimeter setback area shall be retained in natural woods or suitably landscaped with grass, ground cover, shrubs, trees, or earthen mound.
- (3) A planned development that overlays a commercial or industrial zoning district that is adjacent to a residential zoning district shall be screened from the residential zoning district by a dense evergreen hedge a minimum of 8 feet tall and 10 feet wide at planting and that will maintain at least 90 percent opacity over time.

(i) Access and Mobility.

- (1) At residential densities greater than would be permitted in the R-1A District, have direct and principal access from a collector or arterial road.
- (2) Bicycle rack spaces shall be provided at all planned developments that overlay a commercial zoning district at a rate of 3 per acre.
- (3) Adequate pedestrian connectivity shall be provided to and through a planned development.

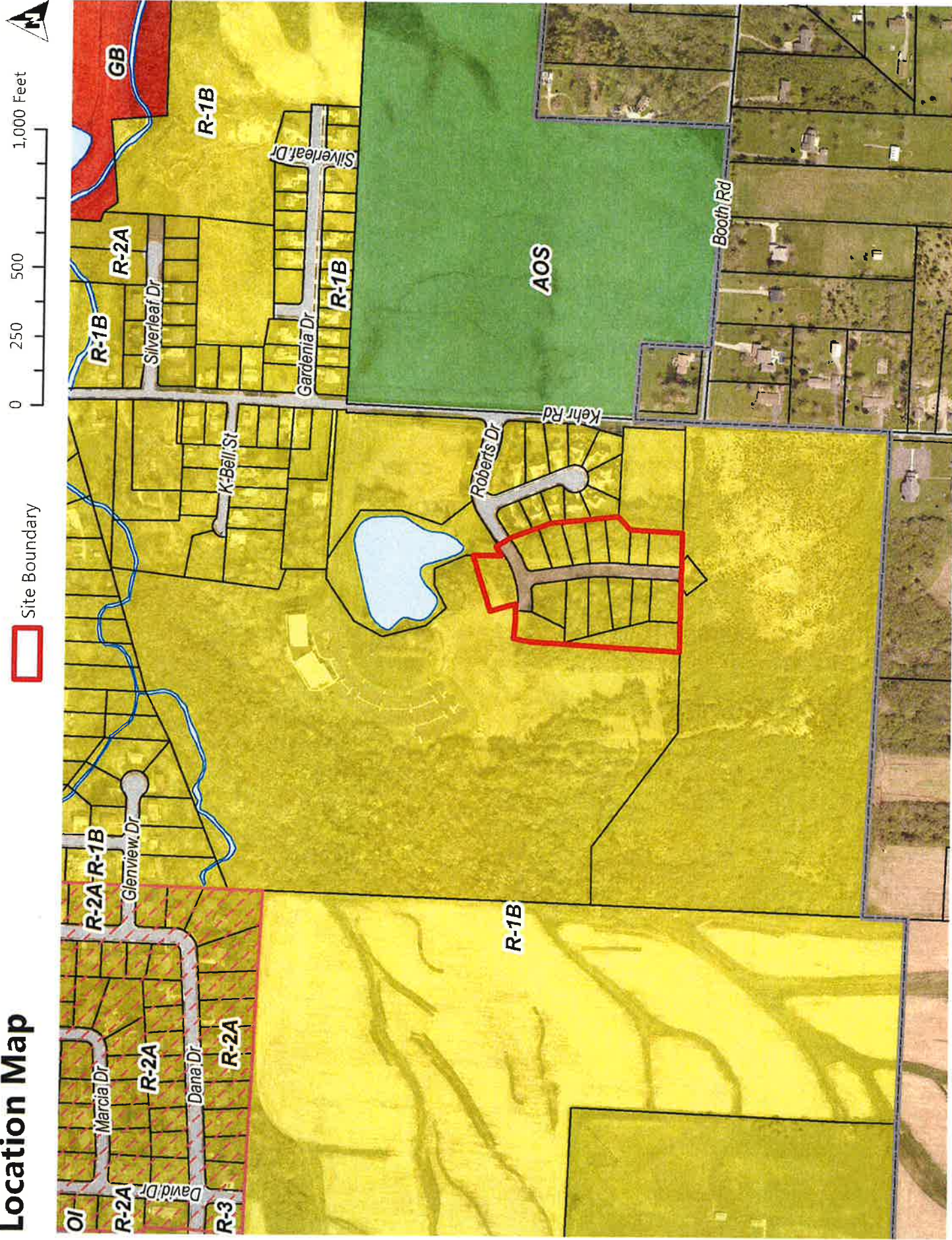
(j) Utilities and Infrastructure.

Electric and telephone facilities, street light wiring, and other wiring conduits and similar facilities shall be located underground.

(k) Plan-Specific.

Any other design elements deemed necessary by Planning Commission and Council to ensure that a planned development satisfies the decision criteria of this Chapter.

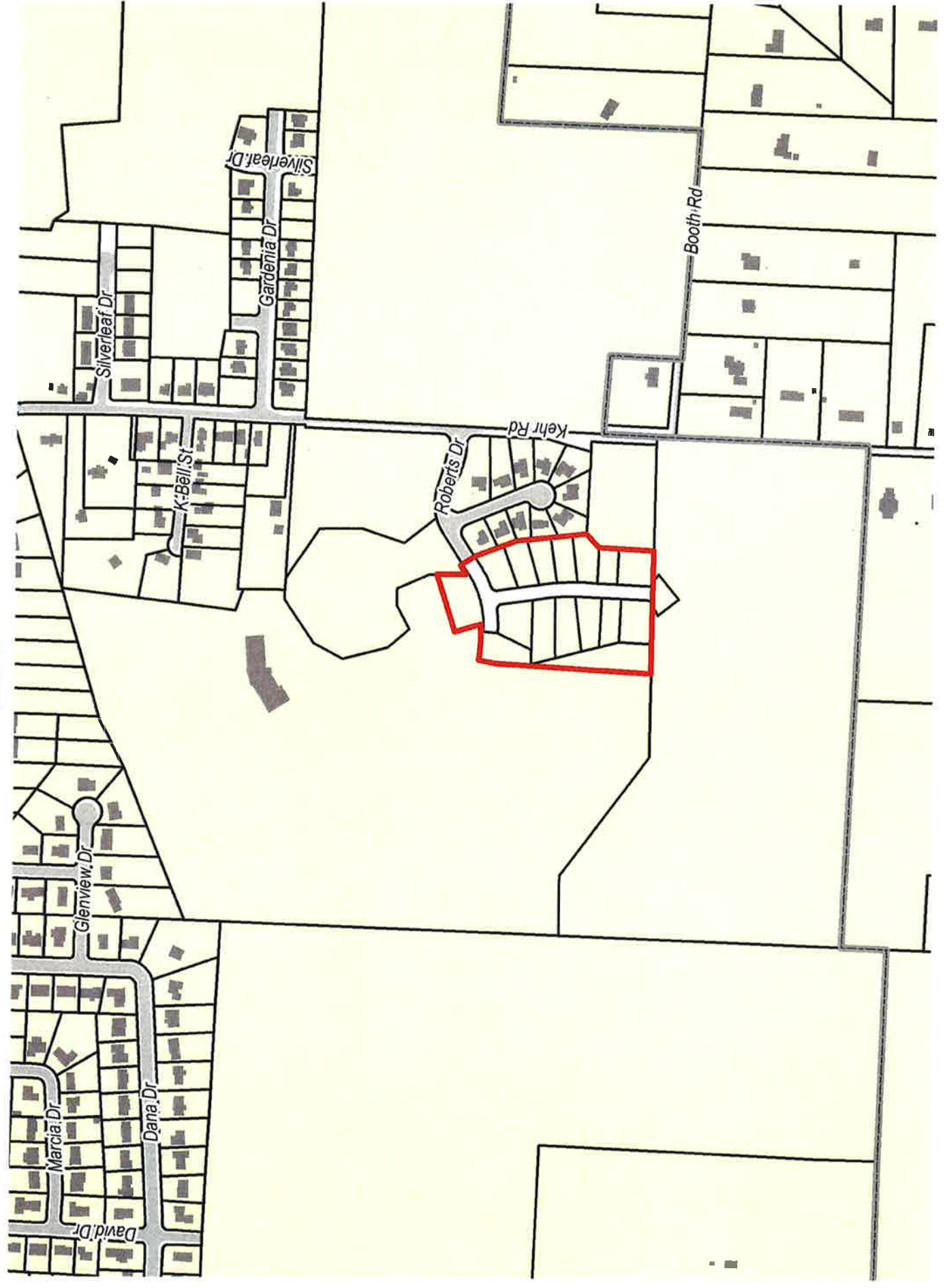
Location Map



Location Map



 Site Boundary



Location Map

 Site Boundary

0 250 500 1,000 Feet



City of Oxford
Inter-Office Review Transmittal Sheet



Date: July 10, 2019

To: **Fire Department** Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2019-16, PRELIMINARY PLANNED DEVELOPMENT, South Farm Section Two, West End of Roberts Drive, 6.7 acres, South Farm Development, LLC, Applicant

☒ Review ☐ Revisions ☐ Other

Please return no later than: **August 5, 2019** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

SEE ATTACHED

Drawings reviewed by:



PRINTED NAME

Date:

7-18-19

Memo

To: Community Development
From: John Detherage, Fire Chief
CC: N/A
Date: 7/18/2019
Re: South Farm Section Two

In response to waiver request #3, I would suggest eliminating the hammerhead at the end of Hoover Dr. By widening the alley to allow for emergency vehicles to continue moving forward in a loop to exit the street we could eliminate backing fire and EMS vehicles. This would also provide much better and more direct access to the garages and driveways of the units on the west side of Hoover Dr. should there be a car fire.

I spoke with Mike Davis, and he stated that the school district had no plans for the adjacent property. This street would likely remain a dead end for the foreseeable future.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: July 10, 2019

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2019-16, PRELIMINARY PLANNED DEVELOPMENT, South Farm Section Two, West End of Roberts Drive, 6.7 acres, South Farm Development, LLC, Applicant

 X Review Revisions Other

Please return no later than: **August 5, 2019** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

see memo dated 8/2/19.
-SAO

Drawings reviewed by: Scott Otto Date: 8/2/19

Scott Otto

PRINTED NAME



Memo

Service Department
Engineering Division

513/524-5208 fax 513/524-5267

TO: Community Development Department

FROM: Scott Otto, P.E.
City Engineer

RE: PC-2019-16
Preliminary Planned Development – South Farm Section Two
South Farm Development, LLC

DATE: August 2, 2019

The Engineering Division offers the following comments:

- Typical Sections in the City of Oxford Subdivision Regulations show sidewalk on both sides of a newly constructed street. For the extension of Roberts Drive, construct the asphalt trail instead of sidewalk on the north side of Roberts Drive.
- The proposed Water Quality Basin in the open space north of Roberts Dr. shall be maintained by the Homeowner's Association, not the City of Oxford.
- Language should be provided to explain a process for the HOA to remove the hammerhead turnaround if a future roadway is constructed to the south of this development and Hoover Drive is connected.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: July 10, 2019

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2019-16, PRELIMINARY PLANNED DEVELOPMENT, South Farm Section Two, West End of Roberts Drive, 6.7 acres, South Farm Development, LLC, Applicant

 X Review Revisions Other

Please return no later than: **August 5, 2019** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

The side with the alley → is there a way to make it easier for first responders to know which side to respond to? For example if a 911 caller says respond to front door, which side is it? AND how does responder know that?

Not a major issue, but I can see some confusion. Overall, I support this project and do not see a negative impact on providing emergency services.

Drawings reviewed by: _____

Date: _____

John A. Jones, Police Chief
PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: July 10, 2019

To: Fire Department Engineering Division Police Department **Econ Dev Department**

From: Community Development Department

PC-2019-16, PRELIMINARY PLANNED DEVELOPMENT, South Farm Section Two, West End of Roberts Drive, 6.7 acres, **South Farm Development, LLC, Applicant**

 X Review Revisions Other

Please return no later than: **August 5, 2019** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

SEE ATTACHED LETTER

Drawings reviewed by: _____

Date: 7-29-19

G. Alan Kyeen

PRINTED NAME

While I will defer to those more qualified to address items like emergency response access and lot coverage and restrictions, I do want to voice my support on a few items.

Thank you, South Farm Development LLC for continuing to use the street name Hoover Drive. Bill Hoover was the captain of the undefeated 1947 Miami football team and later was a co-owner of the Capital Varsity Athletic Equipment in Oxford. The Hoover family will appreciate your choice in keeping the street name.

Housing options for non-students, especially catering to Oxford's young professionals and empty-nesters, has been a repeated request within the community. Understandably, the Oxford Housing Advisory Commission and the OxVillAge Network are very interested in creating additional housing options in Oxford. Even during the last meeting of the Oxford Community Improvement Corporation, the question was asked, how the CIC could assist in creating housing options within the community. Over the last 30 years, the number of Oxford residents over the age of 30 has declined. Yes, declined. One of the reasons repeatedly stated is the lack of housing options within the Oxford community. Yet this same data shows those living in Oxford over the age of 65 are at an all-time high.

Census data like this may cause one to think we are a community of shrinking employment. This is not the case. The Oxford job market remains strong, with no significant employment reductions from Oxford's major employers. The jobs are here, there has been an increase in the number of employees who are choosing to live outside of Oxford.

My hope is a proposal like this will assist in attracting young professionals in choosing Oxford and to give the expanding Baby Boomer population more options to stay in Oxford.

I really like the west side of the proposed Hoover Drive development. With the garages in the rear of the lots and the homes moved forward on the lot. In my opinion, this will create a street which is inviting for walkability and is welcoming for neighborhood living. If possible, I would like to see both sides of Hoover Drive developed with rear garages. I think it would really create a unique neighborhood. Even if this means it may need to exceed the lot coverage requirements; it may prove to be a worthy exception.

To discourage the homes from migrating to potential student rental homes, hopefully the applicant will create a Neighborhood Overlay District for the street.

Oxford needs more non-student housing options. The lack of housing options in Oxford is, in my opinion, hurting our community.

Sincerely,

Alan Kyger

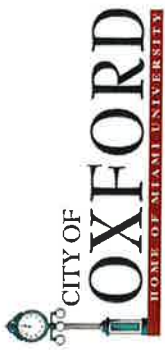
Oxford Population By Year & Age

	1960	1970	1980	1990	2000	2010
Under 5 years	420	656	565	545	461	457
5 to 9 years	376	561	567	551	499	429
10 to 14 years	294	550	516	506	533	331
15 to 19 years	1,938	4,615	3,794	3,761	5,310	4,758
20 to 24 years	2,342	5,701	7,613	8,254	9,669	10,004
25 to 29 years	364	784	1,058	910	945	981
30 to 34 years	257	470	641	734	526	533
35 to 44 years	486	674	853	1,235	1,101	812
45 to 54 years	411	642	637	851	1,128	937
55 to 59 years	276	279	317	277	444	509
60 to 64 years	193	262	273	286	277	432
65 to 74 years	289	417	447	531	484	581
75 years and above	182	257	374	496	566	607
All ages	7,828	15,868	17,655	18,937	21,943	21,371
0 to 14	1,090	1,767	1,648	1,602	1,493	1,217
as a % of total	8%	7%	5%	2%	2%	2%
15 to 29	4,644	11,100	12,465	12,925	15,924	15,743
as a % of total	59%	70%	71%	68%	73%	74%
30 to 44	743	1,144	1,494	1,969	1,627	1,345
as a % of total	9%	7%	8%	10%	7%	6%
35 to 64	1,366	1,857	2,080	2,649	2,950	2,690
as a % of total	17%	12%	12%	14%	13%	13%
65 plus	471	674	821	1,027	1,050	1,188
as a % of total	6.0%	4%	5%	5%	5%	5.6%

1990 to 2010	Population		as a %		Employment
0-14	385	Decreased	-0.04%	Decreased	Miami
15 to 29	2,818	Increased	5.4%	Increased	MHHM
30 to 44	624	Decreased	-4.1%	Decreased	TSD
35 to 64	41	Decreased	-1.4%	Decreased	City
65 Plus	717	Increased	0.1%	Increased	Schnider

Blue = High Point for the age group

Red = Decrease from previous year.



PC-2019-16

Surrounding Property Owners Notifications Map

Legend

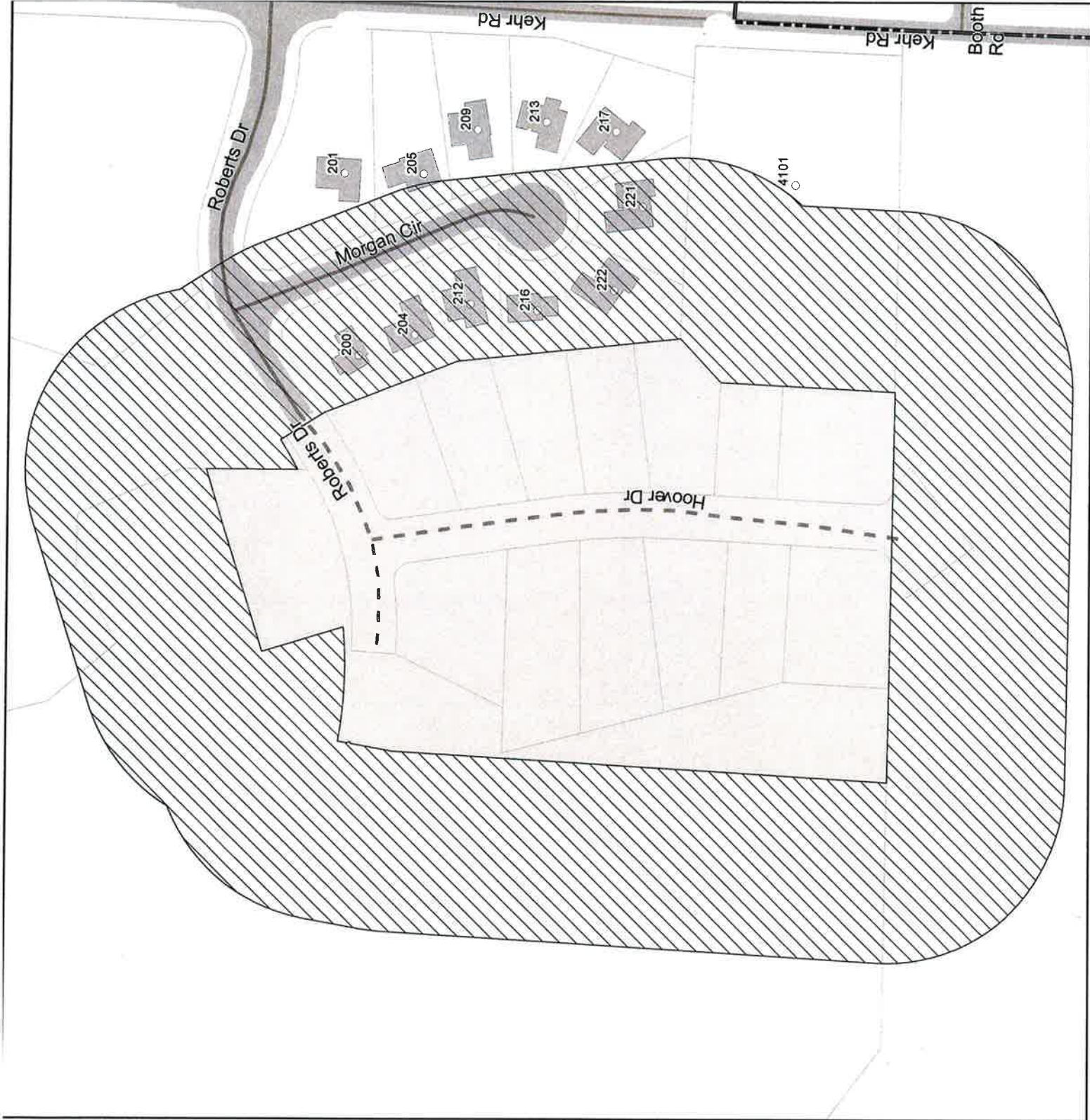
-  Subject Area
-  200 Ft. Buffer
-  Oxford Corp. Limit
-  Address Point
-  Parcel
-  16.5' Vacated ROW
-  Building Footprint
-  Paved Roadway



1 inch = 150 feet

Prepared on Wednesday, July 24, 2019

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.





Butler Soil and Water Conservation District

1802 Princeton Road, Suite 300

Hamilton, Ohio 45011

Telephone: (513) 887-3720

Fax: (513) 785-6668

www.butlerswcd.org

Zachary Moore
City of Oxford
15 S. College Avenue
Oxford, Ohio 45056

July 26th, 2019

Subject: South Farm Natural Resource Review

Dear Mr. Moore,

This letter and attachments provide our review of natural resources of the South Farm PUD submission to the City of Oxford. The Butler Soil & Water Conservation District (SWCD) checklist established with the City of Oxford was reviewed and the following are items to note.

- The receiving watershed through this area is about 20 acres (see attached map). This area is set within the larger Four Mile Creek HUC11 Watershed and the smaller Acton Lake Dam-Four Mile Creek HUC 12 Watershed. The proposed South Farm subdivision has about a 3-4% slope within the central cleared area.
- The soils found within the area are Wynn Silt Loam (WyC2 and WyB2) which are historically prime farmland soils. Looking at historical imagery dating back to 1938, this area was part of a larger row crop and pasture farm (see attachments). According to the USDA Web Soil Survey, Wynn Silt Loam soils are present and are very limited to dwellings with or without basements due to their shrink-swell components and depth to soft bedrock. This means that the developer will have to take special precautions to prevent these soil features from negatively impacting the infrastructure. The water table is greater than 2 meters deep, which should not negatively impact construction.
- According to the Butler County waterway maps and historical imagery, there is a gully or intermittent waterway flowing through the vegetated area on the west side of the property, then making its way towards the pond (see attached map). This may have been slightly redirected when the site was cleared and graded during construction of the neighboring South Farm subdivision. Precautions should be taken on the southernmost lots (14&15) to accept or reroute the flow of water that comes onto the site from 'uphill', but also make sure all the lots are properly graded to direct runoff to either a drainage collection system or the open spaces.
- The native trees found while walking the site included Black Cherry, Black Locust, Honey Locust, Cotton Wood, Ash, and Black Willow. There were also several types of invasive species, such as Amur Honeysuckle, Autumn Olive, Bradford Pear, Teasel and Phragmites. The majority of the forest understory contains invasive species. It would be

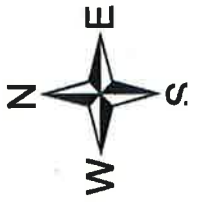
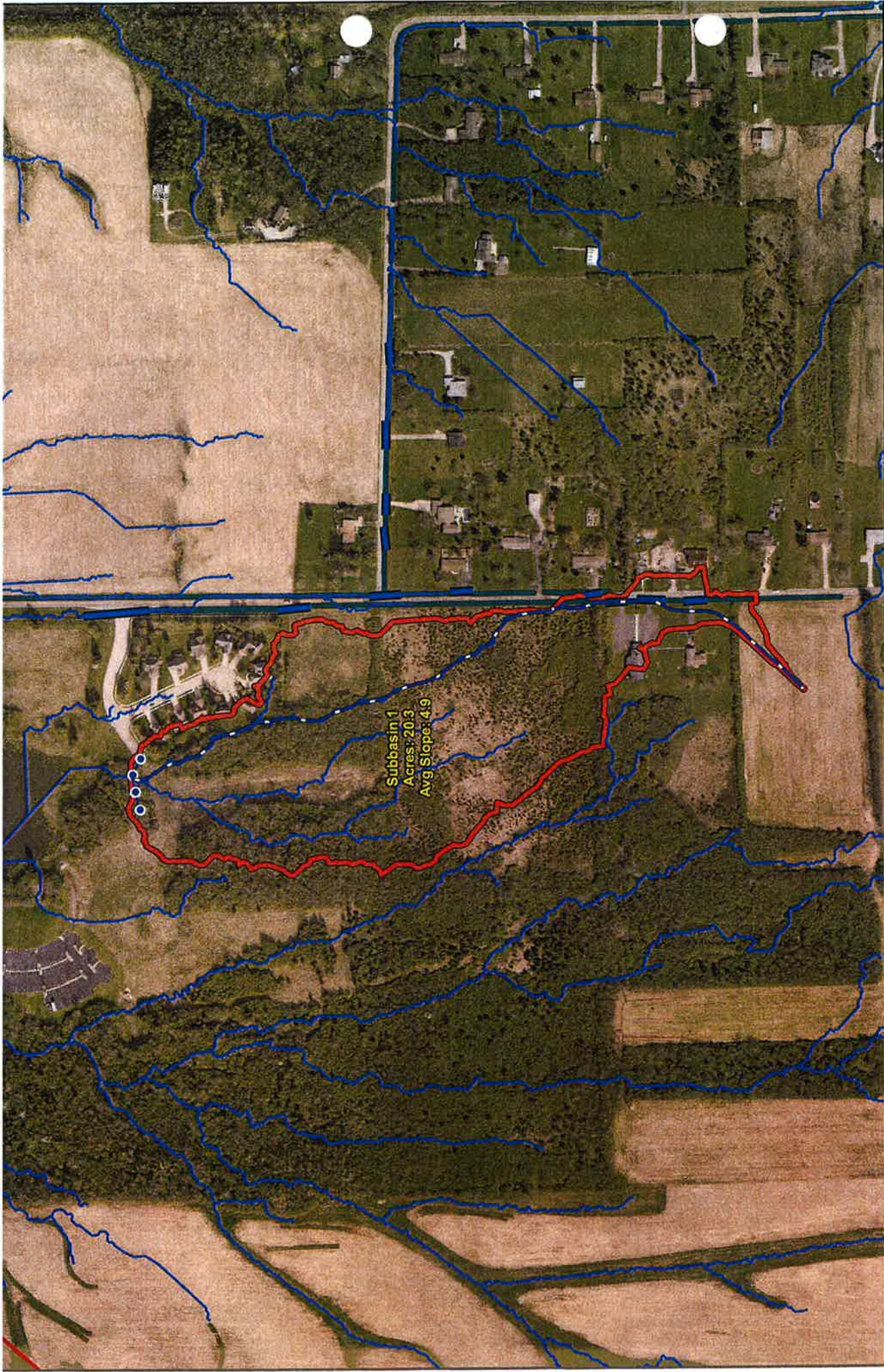
beneficial to the wildlife and surrounding vegetation if the developer could remove these while clearing other vegetation for construction.

Butler SWCD is not a regulatory agency; therefore, this information is technical advice to address natural resource concerns before future developed. If you have any additional questions or concerns, please do not hesitate to contact us at (513)887-3720.

Sincerely,

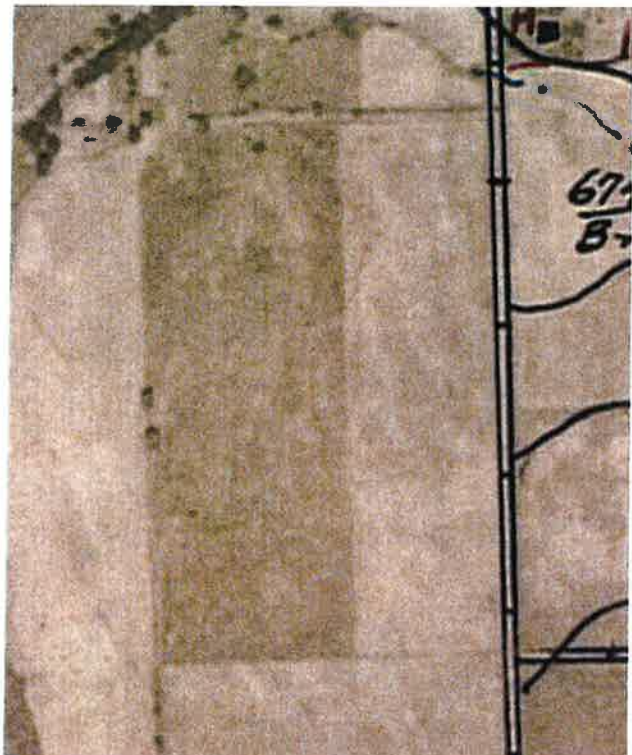
A handwritten signature in black ink, reading "Madeline Maurer". The signature is written in a cursive style with a large, stylized "M" and "M" at the beginning and end of the name.

Madeline Maurer
Urban Specialist
Butler Soil and Water Conservation District



This assessment was done by the Butler SWCD. No surveying or GPS points were used to create this map. It was digitized in relative mode from aerial photography and digital photos taken in the field. The data were obtained from the Ohio Department of Natural Resources and the Butler County GIS Department. It is to be used for informational purposes only and accurate only to the scale upon which it was mapped.

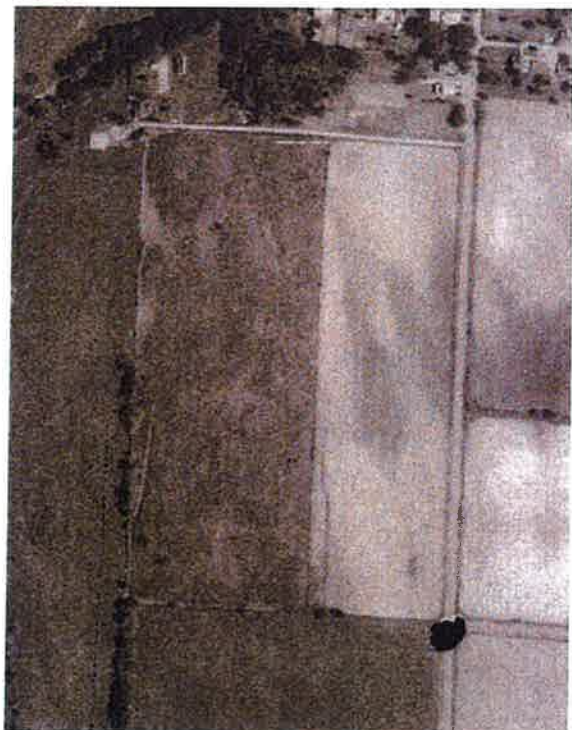
1938



1968



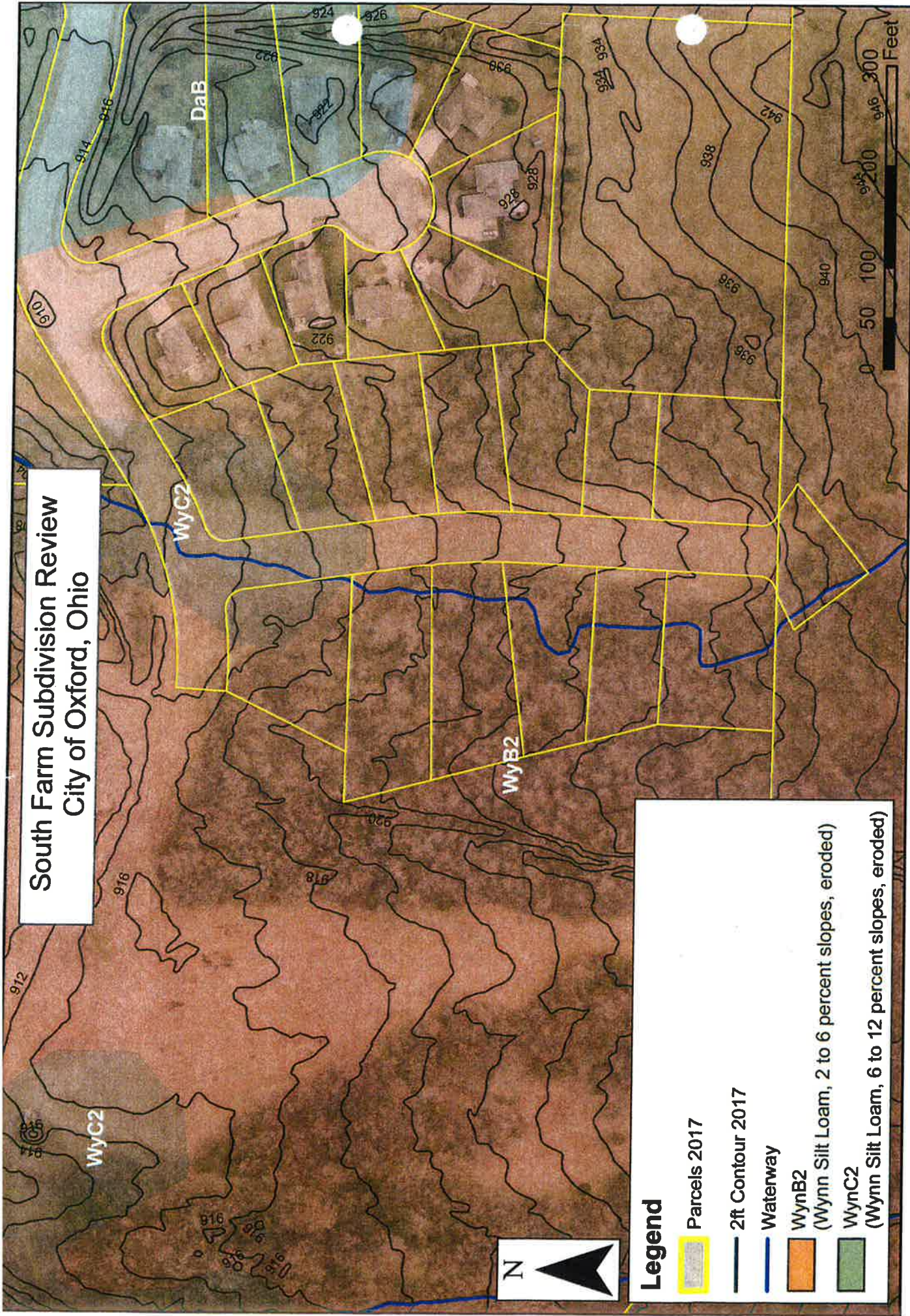
1976



1987



South Farm Subdivision Review City of Oxford, Ohio



Legend

-  Parcels 2017
-  2ft Contour 2017
-  Waterway
-  WynB2
(Wynn Silt Loam, 2 to 6 percent slopes, eroded)
-  WynC2
(Wynn Silt Loam, 6 to 12 percent slopes, eroded)

This assessment was done by the Butler SWCD. No surveying or GPS points were used to create this map. It was digitized in relative mode from aerial photography and digital photos taken in the field. The data were obtained from the Butler County GIS Department.

It is to be used for informational purposes only and accurate only to the scale upon which it was mapped.

Map generated by Madeline Maurer on 7/25/2019





4131 Kehr Road
Oxford, OH 45056

July 1, 2019

Mr. Zach Moore
Planner
City of Oxford
15 South College Ave.
Oxford, Ohio 45056

Re: South Farm Section Two

Dear Mr. Moore,

Please be advised that South Farm Development LLC, has our permission to submit applications for the approval of a Preliminary Planned Development on a portion of parcel H4100-132-000-014 located adjacent to Roberts Drive.

Should you have any questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Daryl Zimmer".

Daryl Zimmer, Trustee
Cobblestone Community Church

RECEIVED JUL - 1 2019

July 1, 2019

Mr. Zach Moore
Planner
City of Oxford
15 South College Avenue
Oxford, Ohio 45056

Re: South Farm Section Two

Dear Mr. Moore,

Please be advised that South Farm Development LLC, has our permission to submit applications for the approval of a Preliminary Planned Development parcels H4100-137-000-040 thru 061.

Should you have any questions, please do not hesitate to contact us.

Sincerely,



John Boyle, et al

RECEIVED JUL - 1 2019



Internal Use Only:

Case No.

Date Filed

PC-2019-16

7/1/19

Preliminary Subdivision Application

Applicant Information

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

Name * South Farm Development LLC

Mailing Address * 3225 Indian Creek Road

City, State & Zip Code * Oxford, Ohio 45056

Telephone Number(s) * 513-260-2234

Email Address msfarm3225@yahoo.com

Engineer/Surveyor Information

Name * Bayer Becker

Mailing Address * 110 South College Avenue, Suite 101

City, State & Zip Code * Oxford, Ohio 45056

Telephone Number(s) * 513-523-4270

Email Address ettareed@bayerbecker.com

Location and Lot Information

Location of Property * West end of Roberts Drive

Legal Description * H4100-132-000-014, H4100-137-000-049 thru 061

Zoning District * R-1B Proposed Lots * 28 Total Area * 6.70 Acres

Requirements and Documentation

Plat

Twenty (20) copies of the plat on bond. Drawing size must be at least 17x22" and should never exceed 24x36." The plat must be prepared in accordance with Chapter 1101, Subdivision Regulations and Chapters 1121-1137, Zoning Code of the City of Oxford¹. Scale should not exceed 1" = 100.¹ Plats containing less than three lots are exempted from the provisions of this section. The preliminary plat shall show:

No.	Required Item Description
1	20 sets (17" x 22" minimum)
2	Electronic version of all documentation submitted (PDF preferred)
3	Digital copy in Auto CAD format submitted on a CD. Shall utilize the NAD-83 Ohio South State Plane Coordinate System for horizontal control and the NAVD-1988 for vertical control. All subdivision boundary corners shall also be tied to the NAD-83 Ohio South State Plane Coordinate System and labeled with a northing and easting, as well as centerline intersections, temporary turn-around center points and easement centerline that does not follow a lot line.
4	The name, mailing address, and telephone number of the applicant and owner.
5	Letter of Agency. (A statement from the owner that the applicant is entitled to apply on his or her behalf.)

No.	Required Item Description
6	Attach a written, detailed description of the request.
7	Metes and bounds description of the property (Legal Description).
8	Vicinity Map
9	The zoning district in which the site is located.
10	Required Fee.
11	Number of proposed lots.
12	Preliminary Plat shall show the following:
12	A. The location of present property and section lines, streets, buildings, lakes and watercourses.
12	B. Boundary lines, size and tract of whole site and each individual lot in square feet and/or acres.
12	C. Any existing water mains, culverts, sewer lines, railroads, easements, parks, permanent buildings, power poles, other underground structures and streets within the tract or immediately adjacent thereto, including the location, dimension and size of the nearest water main and sewer line.
12	D. The proposed location and width of streets, alleys, lots, parking areas, pedestrian walks, ingress/egress, setback lines and easements.
12	E. The title under which the proposed subdivision is to be recorded and the name of the subdivider and owner if other than the subdivider platting the tract.
12	F. The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including mailing addresses and parcel numbers within 200 feet of the site.
12	G. North point, scale and date.
12	H. Existing contours with intervals of five feet or less referred to U.S.G.S. datum and obtained from a field survey.
12	I. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat.
12	J. The plan should evaluate existing watercourses, channels, storm sewers, culverts and proposed improvements pertaining to drainage and flood control in regard to their ability to handle the anticipated greater volume of run-off and peak flows.
12	K. Any existing building(s) to remain or to be razed.
12	L. Location of any wooded areas, topographic and natural features that are within and adjacent to the proposed project area to be preserved.
12	M. If and how the proposed subdivision will be subdivided in Phases.
12	N. Site Analysis as stipulated in Section 402(b).
12	O. Landscaping Plan
12	P. Building Concepts, as applicable.
12	R. Any other information that may be necessary as determined by Staff.

Surrounding Property Owners

On a separate sheet, provide the parcel numbers, names, and mailing addresses of all property owners within 200 feet of all boundaries of the property in question. The [Butler County Auditor Real Estate Search](#)² is helpful when searching for the mailing address of adjoining property owners. It allows you to search by owner, address, or parcel number.

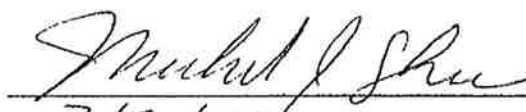
Fees & Receipt

The required fee for preliminary plan is \$470.00 plus \$10.00 per lot, plus \$10.00 postage charge.

Sign and Date

Applicant Signature *

Date *


7/9/19



Internal Use Only:

Case No.

Date Filed

PE-2019-16

7/1/19

Planned Development Application

Application Type

Choose One



Preliminary



Final



Preliminary & Final

Applicant Information

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

Name *

South Farm Development LLC

Mailing Address *

3225 Indian Creek Road

City, State & Zip Code *

Oxford, Ohio 45056

Telephone Number *

513-260-2234

Email Address

msfarm3225@yahoo.com

Owner Information

Name *

John Boyle, et al

Cobblestone Community Church Inc.

Mailing Address *

3225 Indian Creek Road

152 Ryan Dr., Suite 5

City, State & Zip Code *

Oxford, Ohio 45056

Oxford, Ohio 45056

Telephone Number *

513-260-2234

Email Address

msfarm3225@yahoo.com

Engineer/Surveyor Information

Name *

Bayer Becker

Mailing Address *

110 South College Avenue, Suite 101

City, State & Zip Code *

Oxford, Ohio 45056

Telephone Number *

513-523-4270

Email Address

ettareed@bayerbecker.com

Location and Lot Information

Name of Subdivision *

South Farm Section Two

Location of Property *

West end of Roberts Drive

Legal Description *

H4100-132-000-014, H4100-137-000-049 thru 061

Zoning District *

R-1B

Total Area *

6.7

Acres

Submission Requirements and Documentation

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The application requirements (Section 1145.05¹) for a preliminary and final planned development are different. The final planned development application requires a greater degree of accuracy and completeness than does the preliminary planned development application. This section describes the application content requirements for each step of the process.

Thirteen (13) complete sets of all information shall be submitted with each preliminary and final application. If any information is submitted in color or on non-standard paper, more copies may be required. The Zoning Administrator may modify this requirement based upon

O. Other information as required by the Planning Commission or Council.

(7) Elevations. Elevations of proposed structures or typical elevations if structures are not yet designed.

(8) Other. Photographs of the existing site and its surroundings.

(b) Final Plan.

- (1) The same items and information as required for the preliminary plan, except that the approximations shall be refined to specific locations, dimensions, and descriptions.
- (2) A detailed traffic impact analysis, including all modes of transportation, prepared by a qualified professional engineer
- (3) Any additional description or information requested by the Planning Commission or Council during the preliminary plan approval process.
- (4) Detailed agreements, contracts, deed restrictions, and sureties that will be used to guarantee performance of the development during and after construction.

Surrounding Property Owners

On a separate sheet, provide the parcel numbers, names, and mailing addresses of all property owners within 200 feet of all boundaries of the property in question. The [Butler County Auditor Real Estate Search](#)² is helpful when searching for the mailing address of adjoining property owners. It allows you to search by owner, address, or parcel number.

Decision Process

A preliminary plan shall be approved prior to approval of a final plan, although the processes can be concurrent for small, single phase developments. Both preliminary and final plan approval require a Planning Commission recommendation and Council approval. The review is based on the General Decision Standards found in Section 1145.06¹.

Fees & Receipt

The fees for a Preliminary, Final, or combined Preliminary and Final Planned Development application are \$470.00 plus \$100.00 per acre, plus \$10.00 postage charge.

Sign and Date

Applicant Signature *



Date *

6/27/19

Submit Application, Submission Requirements and Documentation, and Fees

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

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

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

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

¹ See City of Oxford Codified Ordinances: <http://www.cityofoxford.org/fees-ordinances-and-charter>

² Butler County Auditor Real Estate Search: <http://www.butlercountyauditor.org/>

July 1, 2019

Mr. Zach Moore
Planner
City of Oxford
15 South College Avenue
Oxford, Ohio 45056

Re: South Farm, Section Two
Neighborhood Conservation Overlay District

Dear Mr. Moore,

Upon recordation of the Record Plat for South Farm, Section Two, South Farm Development LLC intends to request approval of a Neighborhood Conservation Overlay District to be placed on the South Farm, Section Two.

Should you have any questions or wish to discuss further, please feel free to contact me.

Sincerely,



South Farm Development LLC

RECEIVED JUL - 1 2019

July 1, 2019

Mr. Zach Moore
Planner
City of Oxford
15 South College Avenue
Oxford, Ohio 45056

Re: South Farm, Section Two
Preliminary PUD Submittal

Dear Mr. Moore:

Enclosed please find the following items in support of South Farm Development LLC's Application for Preliminary Planned Development approval for South Farm, Section Two to be located at the end of Roberts Drive:

- 1) Executed Planned Development Application.
- 2) A check in the amount of \$1,150.00 made payable to the City of Oxford for the application fee.
- 3) Thirteen individual packets containing one (1) copy of each of the following:
 - a. Executed Planned Development Application.
 - b. An Affidavit from Cobblestone Community Church Inc. granting South Farm Development LLC permission to submit applications for the approval of a Preliminary Planned Development.
 - c. An Affidavit from John Boyle et al. granting South Farm Development LLC permission to submit applications for the approval of a Preliminary Planned Development.
 - d. List of property owners within 200 feet of the site.
 - e. Legal description of the property.
 - f. Existing Conditions Plan.
 - g. Preliminary Development Plan.
 - h. Typical Building Floor Plans and Elevations.
 - i. Preliminary Landscape Plan.
 - j. Photos of the subject site and surrounding area.
 - k. Example of proposed covenants and restrictions.
 - l. Letter from South Farm Development LLC regarding intention to request a Neighborhood Conservation District Overlay.
 - m. Marketing Material for homes in Olde Winton development.
- 4) A CD containing a pdf of the aforementioned items.
- 5) Applicant:

*South Farm Development LLC
3225 Indian Creek Road
Oxford, Ohio 45056
513-260-2234*

RECEIVED JUL - 1 2019

Owner:

John Boyle, et.al
3225 Indian Creek Road
Oxford, Ohio 45056
513-260-2234

Cobblestone Community Church Inc.
152 Ryan Drive, Suite 5
Oxford, Ohio 45056

6) Design Professionals:

Engineer, Surveyor & Landscape Architect:
Bayer Becker
110 S. College Ave., Suite 101
Oxford, OH 45056
513-336-6600

7) Description of use and site:

- a. A legal description of the boundary of the proposed development is enclosed.
- b. The property is currently vacant.
- c. The property is zoned R-1B, Single Family Medium-Density Residential District.
- d. A description of the proposed planned development:

- i. The number of housing units by size and type proposed within each phase.

South Farm, Section Two is a single family residential cluster development wherein the homes are clustered in the center of the development surrounded by natural open space area. The builder of South Farm Section Two has been successful in building homes in a similar development in the City of Fairfield. The size of the proposed lots and homes are similar to those in the Olde Winton development located on Winton Road in the City of Fairfield, Ohio.

The development shall consist of 25 single family homes located along a public street, however vehicular access to the homes located on the west side of Hoover Drive is provided via an alley located to the rear of the homes.

A separate Homeowners Association (HOA) will be established for South Farm, Section Two. The HOA will be responsible for the maintenance of the alley, snow removal for all the residences, and maintenance of the open space and all the lawns and landscaping around the homes.

Two different housing products will be provided within this development:

- *The east side of Hoover Drive will contain 3,620 SF minimum lots with driveway access to the public roadway. Homes will contain a minimum of 1,300 SF. Front yard setback shall be 20 feet with a 5 foot rear yard setback.*
- *The west side of Hoover Drive will contain 3,800 SF minimum lots with driveway access to a private alley located behind the homes. Homes will contain a minimum of 1,150 SF. Front yard setback shall be 15 feet with a 20 foot rear yard setback.*
- *Side yard setbacks for all lots within the development will be a minimum 5 feet on each side.*
- *All homes will contain attached 2 car garages.*

- ii. A description of any nonresidential operations, including types of goods sold, services performed, and expected number of customer, clientele, delivery, and service vehicles.

Not applicable.

- iii. The hours of operation of any nonresidential use.

Not applicable.

- iv. A phased development schedule, if applicable, that indicates the location and timing of phases and demonstrates that each completed phase would form a reasonably independent unit if succeeding phases were abandoned.

Not applicable.

- e. A narrative statement that evaluates the compatibility of the proposed planned development with the general vicinity and adjacent properties.

- i. How the proposed uses are similar to or different from existing area uses and if there will be any interaction between the proposed site and adjacent sites.

The proposed single family residential homes will be comparable in size with the existing single family homes located to the east on Morgan Circle and contain similar building materials. The proposed one and two story homes will be constructed of a mix of brick, stone and vinyl building materials.

5 foot wide sidewalks will be constructed along the south side of Roberts Drive and along both sides of the proposed Hoover Drive, as required by the Subdivision Regulations. Said sidewalk will connect to the existing sidewalk on the south side of Roberts Drive to the east. It is our understanding that the Oxford Area Trail System (OATS) will be constructed along the north side of Roberts Drive in the future.

- ii. How any existing structures, proposed structures, and the site design relate to adjacent structures and sites.

The proposed homes to be constructed within South Farm, Section Two will be comparable in size and contain similar building materials as the existing homes in South Farm, Section One.

- iii. If the proposed uses will involve any operations that create potential nuisances such as excessive noise, lighting, odor, fumes, vibrations or emissions.

The proposed use, residential, will not involve any operations that create potential nuisances.

- iv. How any potential negative effects on adjacent land will be mitigated.

South Farm, Section Two will not have a negative effect on adjacent land. The properties to the east contain single family residences, the property to the north and west contains Cobblestone Community Church and the property to the south is vacant and is owned by the Talawanda School District. South Farm Development LLC intends to maintain the existing tree buffer along the east and west property lines of the development.

- f. A statement about why the location proposed is appropriate for the planned development.

The subject property is an ideal location for South Farm, Section Two for several reasons:

- 1) *Per the Comprehensive Plan, South Farm, Section Two is located in an area designated for future neighborhood growth, Character Area – Neighborhood General 3.*
- 2) *The property is zoned appropriately for residential development, R-1B single family medium density residential.*
- 3) *Property was previously approved and is currently subdivided for 13 single family lots and public dedicated streets, Roberts Drive and Hoover Drive.*
- 4) *The proposed density of the development is 3.73 units/acre is significantly lower than the allowable density of the R-1B district, 5.81 units per acre*
- 5) *The property contains mature vegetation on the east and west sides of the property and cleared in the middle, which lends itself nicely for a cluster development.*
- 6) *South Farm, Section Two will contain a Neighborhood Conservation Overlay District.*
- 7) *The infrastructure is currently in place to support a residential development of this nature.*
- 8) *Provides a type of residential housing that is currently not available in Oxford.*
- 9) *The development will contain over 20% open space and maintain the existing vegetation along both the east and west property lines.*

- g. A statement of the necessity or desirability of the proposed planned development to the neighborhood or community.

There is a shortage of available single family residential lots within the City of Oxford for individuals to construct a new home. South Farm, Section Two will fulfill this need. With the maintenance free exteriors, and smaller lot sizes the homes will be attractive to empty nesters and young professionals.

- h. How the proposed mix of dwelling types and/or commercial uses advances community goals of diversity, affordability and market changes.

South Farm Section Two will provide the City of Oxford with a housing stock that they currently do not have - single family lots which will marketed to the empty nester, young professional demographic with the exterior maintenance being provided by the HOA.

- i. Proposals for the provision of public utilities and services, if insufficient or not available for the planned development, or for the provision of suitable private utilities and services.

Public water and sanitary sewer are available to the property. Stormwater retention has been provided in the existing retention pond to the north. A water quality basin will be provided to meet the requirements of the Ohio EPA National Pollutant Discharge Elimination System (NPDES) Permit. Overall impact from this development on the community is negligible, as 13 single family lots have been recorded for this property but never constructed.

- j. A general analysis of expected traffic impact, including vehicular and pedestrian safety resulting from the proposed development.

The proposed 25 single family lots will generate an additional 13 trips (3 entering and 10 exiting) in the AM Peak and 14 trips (9 entering and 5 exiting) in the PM Peak hour over the originally approved 13 lots. To accommodate pedestrian circulation, sidewalks will be provided on both sides of Hoover Drive and the south side of Roberts Drive. Additionally, in the future, a portion of the OATS trail will be constructed along the north side of Roberts Drive.

- k. The substance of proposed covenants, easements and other restrictions on the land and structures.

Enclosed please find the Covenants and Restrictions from the Olde Winton development. South Farm Development LLC intends to prepare similar covenants and restrictions for South Farm, Section Two.

In addition to the request for approval of the Preliminary Development Plan, South Farm Development LLC requests that the following waivers be granted for South Farm, Section Two:

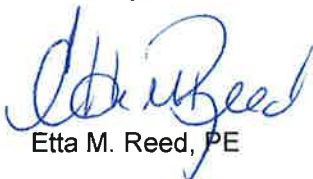
- 1) Per Section 1145.12(f)(2) "... lot coverage for the residential portion of any planned development shall not exceed 40%". The lot coverage of the overall development is 38%, which is less than the 40% maximum allowable. However, the lot coverage for the individual lots is proposed to be 65% for the lots located on the east side of Hoover Drive and 60% for those on the west side of Hoover Drive. South Farm Section Two is not your typical single family subdivision where the home is surrounding by a yard, rather it is more in line with a landminium type development, wherein the homeowner owns the land under their home and a minimal area surrounding it. Since the HOA is responsible for the maintenance of all the grounds, the land was placed in open space rather than within the individual residential lots. Furthermore, the impact to the existing vegetation is reduced by providing the smaller lot sizes.
- 2) Per Section 1145.12(e)(2) "Front setbacks shall be limited as in the underlying zoning district." R-1B requires a minimum 30 ft. front yard setback. The proposed front setbacks for South Farm, Section Two are 20 ft. on the east side and 15 ft. on the west side of Hoover Drive. The reduced setbacks allows existing vegetation to be preserved and contributes to the cluster effect of the development while still meeting the needs of the residents.
- 3) Section 1101.404(C)(7) of the Subdivision Regulations states "...dead-end/stub streets or loop street shall not exceed 500 feet in length unless otherwise approved by the Planning Commission due to topography or unusual circumstances." Hoover Drive is 585 feet in length terminated with a temporary hammerhead turnaround. The dead-end/stub street classification for Hoover Drive is temporary. Per the Oxford Roadway Alternatives and Roadway Classifications map, a Major Collector roadway is planned to be located just to the south of the development on the Talawanda School District property. When the proposed roadway is constructed, Hoover Drive will be connected and will no longer be a dead-end/stub street.

As aforementioned, this development is modeled after the Olde Winton Development located on the east side of Winton Road, north of Nilles Road in the City of Fairfield. We encourage you, Planning Commission members and City Council members to visit the development prior to the Planning Commission meeting.

Please place this item on the August 13th Planning Commission Meeting agenda.

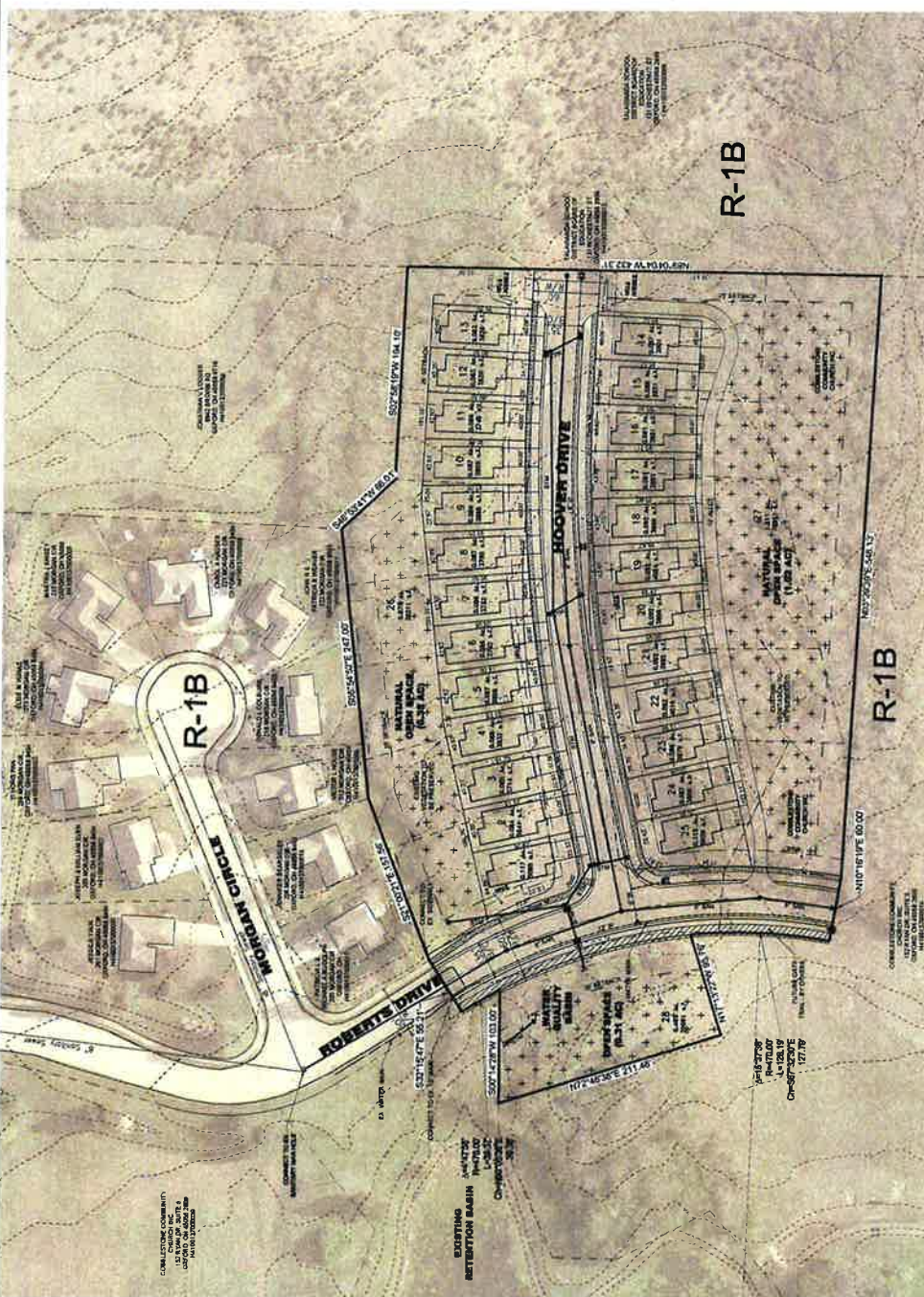
Should you have any questions, or need any additional information, please do not hesitate to contact us.

Sincerely,


Etta M. Reed, PE

Enclosures

Cc: Mike Shea
John Boyle



DEVELOPER

SOUTH FARM DEVELOPMENT LLC
3225 OXFORD CREEK RD
OXFORD, OH 45056
513-260-2234

OWNERS

OWNERS
JOHN BOYLE ET AL
3225 INDIAN CREEK RD
OXFORD, OH 45056
513-260-2234

COBBLESTONE COMMUNITY CHURCH INC.
152 RYAN DR, SUITE 5
OXFORD, OH 45056

GENERAL NOTES

1. SANITARY SEWER, STORM SEWER AND WATER MAIN SHALL BE CONNECTED TO EXISTING CITY OF OXFORD SYSTEMS AND CONSTRUCTED PER CITY OF OXFORD STANDARDS AND SPECIFICATIONS.
2. ELECTRIC TO BE SUPPLIED BY DUKE ENERGY.
3. ALL PUBLIC STREETS TO BE CONSTRUCTED ACCORDING TO CITY OF OXFORD STANDARDS AND SPECIFICATIONS.
4. 2-FOOT INTERVAL CONTOURS PROVIDED BY BUTLER COUNTY GIS, DATED 2017 AND BASED ON NAD83(HARN) GEOGRAPHIC COORDINATE SYSTEM.

SITE DEVELOPMENT DATA

SITE DEVELOPMENT DATA
EXISTING ZONING: R-1B SINGLE FAMILY
MEDIUM DENSITY RESIDENTIAL DISTRICT

PROPOSED ZONING: R-PUD RESIDENTIAL
PLANNED UNIT DEVELOPMENT

DEVELOPMENT AREA: 6.70 AC.
OPEN SPACE: 1.68 AC. = 25% PROVIDED
1.34 AC. = 20% REQUIRED

DEVELOPMENT LOT COVERAGE:
2.55 AC. = 38% (40% MAXIMUM)

UNIT COUNT:
TOTAL UNITS = 25
FRONT LOADED = 13
ALLEY LOADED = 12
SINGLE FAMILY LOTS = 25

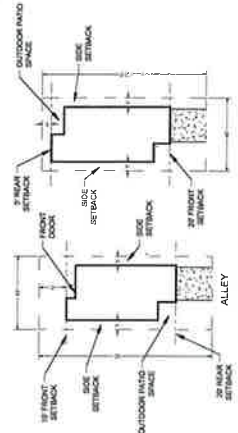
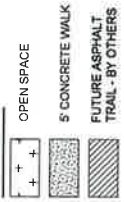
OPEN SPACE LOTS = 3
TOTAL LOTS = 28



VICINITY MAP

NO SCALE

LEGEND



FRONT LOADED

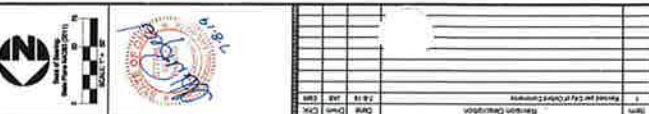
NOT TO SCALE
(2020 SF)

35% MAXIMUM LOT COVERAGE

ALLEY LOADED

NOT TO SCALE
(3800 SF)

ON MAXIMUM LOT COVERAGE



VICINITY MAP

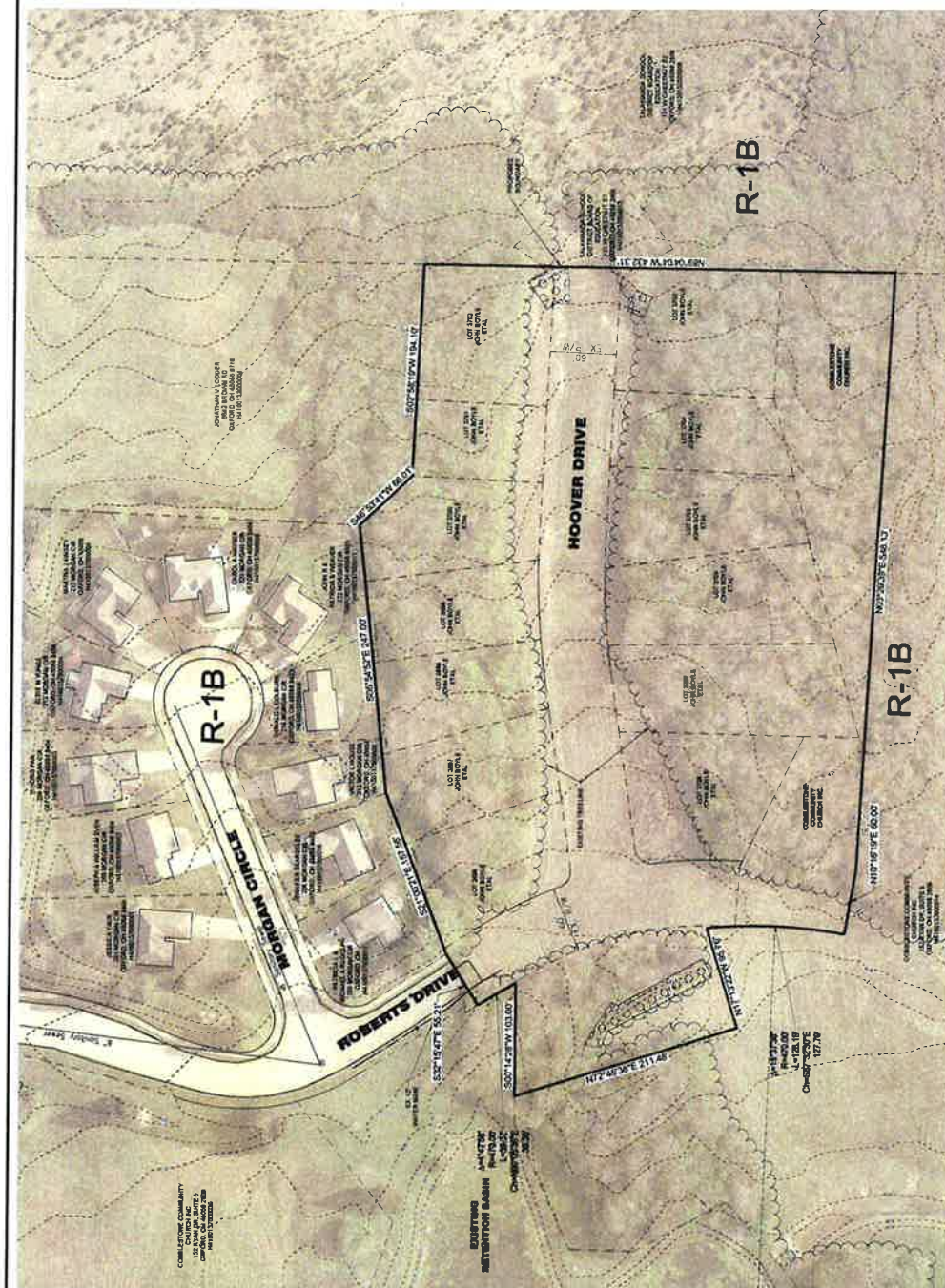
NO SCALE

LEGEND

SLOPES > 15%

SITE ANALYSIS

- THE SITE DOES NOT CONTAIN 70% OF DATED JOIN AND IS DERIVED AS ZONE X PER FEMA COMMUNITY PANEL MAP071051F.D JUNE 19, 2018.
- PER THE IRCS WEB SOIL SURVEY, MUCH OF THE SITE CONTAINS SOILS DESIGNATED AS PRIME FARMABLE HOWEVER, THE PROPOSED SINGLE FAMILY RESIDENTIAL USE WILL BE COMPARABLE TO THE ADJACENT USES WHILE MAINTAINING EXISTING VEGETATION IN OPEN SPACE LOTS
- THE PROJECT SITE IS NOT LOCATED WITHIN AREAS NOTED BY THE CITY OF OXFORD FOR SPECIAL MANAGEMENT. THE LOCAL COMMISSION HAS NO HISTORIC OR NATIONAL LANDSCAPE MONUMENTS OR HISTORIC DISTRICTS THAT INCLUDE THE PROJECT SITE.
- THE SITE DOES NOT CONTAIN ANY MAPPED NATURAL OR ANTHROPOLATICAL FEATURES INVENTORY MAP ADMINISTERED BY THE U.S. FISH AND WILDLIFE SERVICE.
- THE PROJECT SITE IS NOT LISTED ON THE NATIONAL REGISTER OF HISTORIC PLACES, ON ENVIRONMENTAL RESOURCES AND GREENSPACE MAPPING DENOTES TREE CANOPY COVER EAST AND WEST OF THE EXISTING HOODER DRIVE RIGHT-OF-WAY.
- THE PROPOSED SITE LAYOUT HAS BEEN DESIGNED TO MAINTAIN THESE AREAS IN OPEN SPACE LOTS.
- VERY MINIMAL AREAS OF STEEP SLOPES GREATER THAN 15% (APPROXIMATELY 0.06 ACRES). THE SITE DOES NOT CONTAIN AREAS OF SLOPES GREATER THAN 20%.





View from the center of Roberts Dr. facing west towards future development.



View from east property line north of Roberts Dr. facing north.

RECEIVED JUL - 1 2019



View from east property line north of Roberts Dr. facing south.



View from north property line facing west.



View from the north property line facing south towards future development.



View from the north property line facing southeast towards future development.

RECEIVED JUL - 1 2019



View from the west property line facing north.



View from the west property line facing east.



View from the center of the property of the future development facing east.



View from the center of the property of the future development facing south.



View from the center of the property of the future development facing north.



View from the center of the property towards the south end of the future development facing south.



View from Roberts Dr extended facing back east towards Roberts Dr.



View from the south end of the future street facing north.

RECEIVED JUL - 1 2019



View from the end of Roberts Dr. facing east along Roberts Dr.

Date: July 1, 2019
Description: South Farm Section Two
Location: City of Oxford,
Butler County, Ohio



Situated in the State of Ohio, Congress Lands West of the Miami River, Section 34, Town 5, Range 1, City of Oxford, Butler County and being the dedicated roadways of Roberts Drive West and Hoover Drive and all of Lots 3696-3708 of Replat for South Farm, Section 2 & 2A as recorded in Official Record 7959, Page 1551 of the Butler County, Ohio Recorder's Office and part of Lot 3695 of The Final Plat For South Farm, Section 3 as recorded in Official Record 7951, Page 589 of the Butler County, Ohio Recorder's Office and being further described as follows:

Beginning at the southwest corner of Lot 2892 of South Farm, Section 1 as recorded in Plat Envelope 2357, Page "A" of the Butler County, Ohio Recorder's Office and being the northwest corner of Part Lot 2821 and being the lands of Jonathan V. Lodder as recorded in Official Record 8995, Page 1056 of the Butler County, Ohio Recorder's Office and being the **True Point of Beginning**;

thence, leaving the southwest corner of said South Farm, Section 1 and with the westerly boundary of said lands of Jonathan V. Lodder, South 46° 53' 41" West, 66.01 feet;

thence, South 02° 58' 19" West, 194.10 feet to the southwest corner of said lands of Jonathan V. Lodder and being on the northerly boundary of Part Lot 2821 and being the lands of Talawanda School District Board of Education as recorded in Official Record 6978, Page 2200 of the Butler County, Ohio Recorder's Office;

thence, leaving the southwest corner of said lands of Jonathan V. Lodder and with the northerly boundary of said lands of Talawanda School District Board of Education as recorded in Official Record 6978, Page 2200 and as recorded in Official Record 7861, Page 23 of the Butler County, Ohio Recorder's Office, North 89° 04' 04" West, 432.31 feet;

thence, leaving the northerly boundary of said lands of Talawanda School District Board of Education as recorded in Official Record 6978, Page 2200 and on a new division line through said Lot 3695 for the following five courses:

- 1) North 03° 29' 39" East, 548.13 feet;
- 2) North 10° 16' 19" East, 60.00 feet;
- 3) with a curve to the left, having a central angle of 15° 37' 38", a radius of 470.00 feet, an arc length of 128.19 feet, and a chord bearing and distance of South 87° 32' 30" East, 127.79 feet;
- 4) North 17° 13' 22" West, 95.76 feet;
- 5) North 72° 46' 38" East, 211.48 feet to the easterly boundary of said Lot 3695;

thence, leaving said new division line and with the easterly boundary of said Lot 3695, South 00° 14' 28" West, 103.00 feet to the northerly right of way of Roberts Drive West;

6900 Tylersville Road, Suite A 110 South College Ave, Suite 101 1404 Race Street, Suite 204
Mason, OH 45040 Oxford, OH 45056 Cincinnati, OH 45202
513-336-6600 513-523-4270 513-834-6151

209 Grandview Drive
Fort Mitchell, KY 41017
859-261-1113

<http://www.bayerbecker.com>

thence, leaving the easterly boundary of said Lot 3695 and with the northerly right of way of said Roberts Drive West, with a curve to the left, having a central angle of $04^{\circ} 47' 58''$, a radius of 470.00 feet, an arc length of 39.37 feet, and a chord bearing and distance of North $60^{\circ} 05' 36''$ East, 39.36 feet;

thence, through said Roberts Drive West, South $32^{\circ} 15' 47''$ East, 55.21 feet to the northwest corner of Lot 2896 of said South Farm, Section 1 and being on the southerly right of way of said Roberts Drive;

thence, leaving the southerly right of way of said Roberts Drive West and with the westerly boundary of said South Farm, Section 1, South $21^{\circ} 00' 21''$ East, 157.56 feet;

thence, continuing with the westerly boundary of said South Farm, Section 1, South $05^{\circ} 54' 52''$ East, 247.00 feet to the **True Point of Beginning** containing 291,817 square feet or 6.70 acres of land, more or less.

OLDE WINTON

CUSTOM GARDEN HOMES

HASSLE-FREE LIVING IN FAIRFIELD

Sample
Homes



**COLDWELL
BANKER**
WEST SHELL



STARTING AT ~~\$160,000~~

price
incorrect

Built by JNB Custom Homes, LLC

HOA | \$99 Monthly | Mowing | Snow Removal | Landscape Management



The Schneider Group | "Don't Make a Move Without Us"
Clare Schneider, Realtor, SRS | clare.schneider@cbws.com | 513-377-2325
Matt Schneider, Realtor | matt.schneider@cbws.com | 513-377-2326

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THE SCHNEIDERS
Group

Coldwell Banker West Shell | 9106 West Chester Towne Centre Dr | West Chester, Ohio 45069



If your property is listed with a real estate broker, please disregard. It is not our intention to solicit the offerings of other real estate brokers. We are happy to work with them and cooperate fully. ©2015 Coldwell Banker Residential Real Estate LLC. All Rights Reserved. Coldwell Banker West Shell fully supports the principles of the Fair Housing Act and the Equal Opportunity Act. Operated by a subsidiary of NRT LLC. Coldwell Banker and the Coldwell Banker Logo are registered service marks owned by Coldwell Banker Real Estate LLC. Real estate agents affiliated with Coldwell Banker West Shell are independent contractor sales associates and are not employees of Coldwell Banker West Shell.

OLDE WINTON GARDEN HOMES

THREE MODELS AVAILABLE

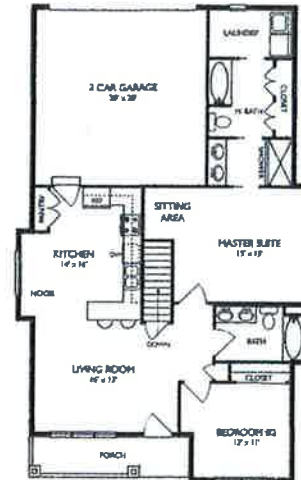
All Models | First Floor Master | 2-car Garage | 2 Full Baths
First Floor Laundry | Porch or Patio | Custom Finishes



THE BETSY

2 Bedroom | Ranch Style
Starts at approx. 1150 square feet

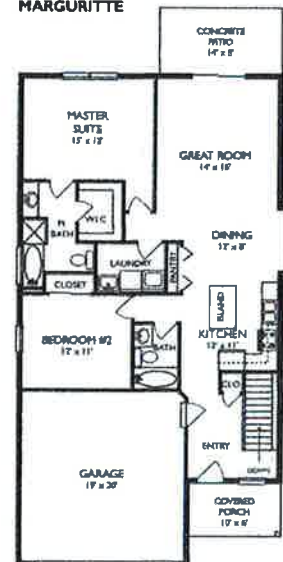
BETSY



THE MARGUERITE

2 Bedroom | Ranch Style
Starts at approx. 1210 square feet

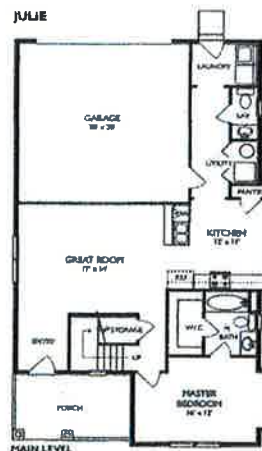
MARGURITTE



THE JULIE

3 Bedroom | 2 Story
Starts at approx. 1300 Square Feet

JULIE



Note: Bump-outs on the floor plans are extra features and not included in the base price.



MARGUERITE

2 Bedroom Ranch

Master Suite with Attached Bath

Great Room

Dining Room

First Floor Laundry

Front Entry Garage

Covered Front Porch

Rear Patio

Basement

Starts at Approx 1210 Sq Ft

~~\$99~~ per month HOA

Includes Snow Removal, Mowing
and Landscape Management

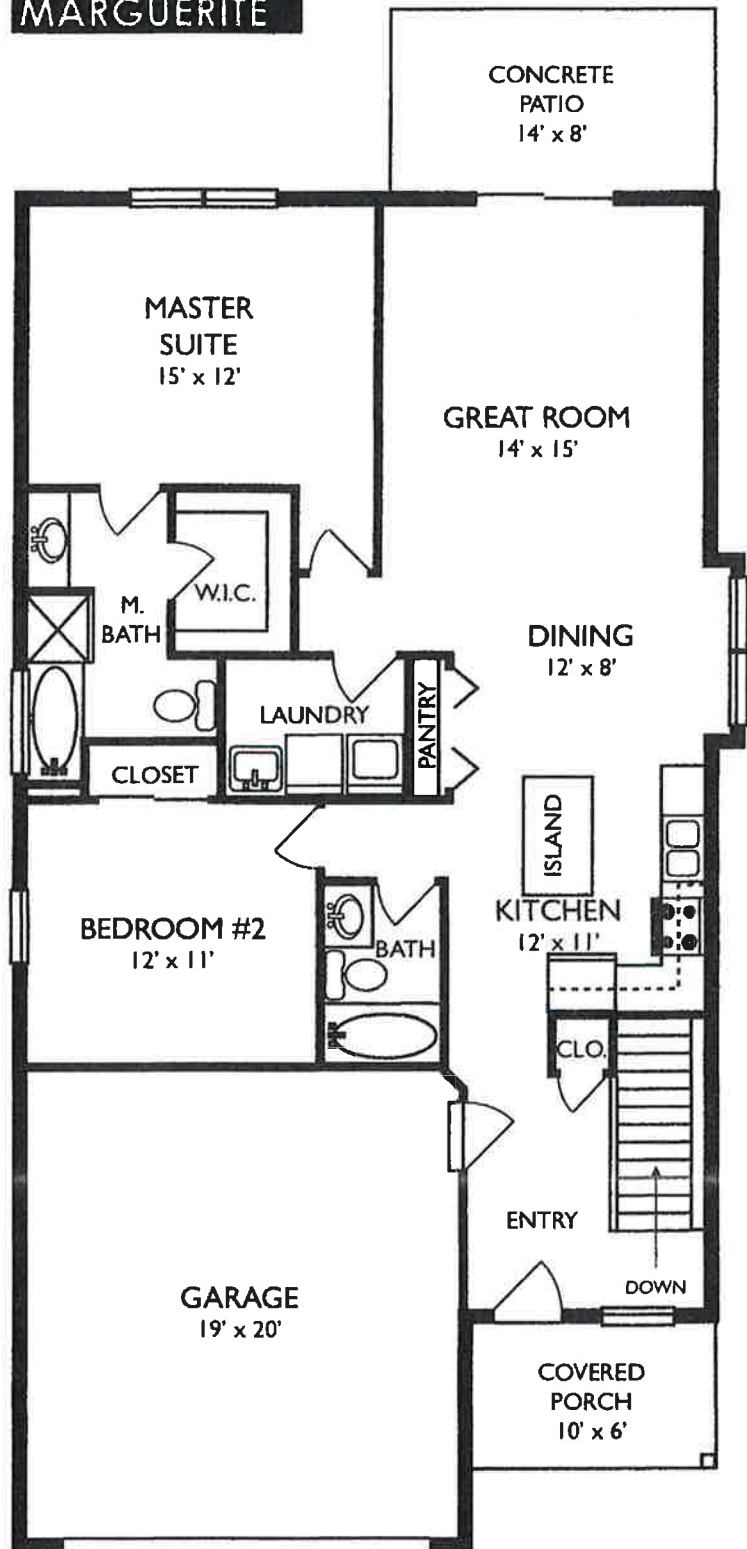
Built by JNB Custom Homes, LLC

Base Price ~~\$195,450~~

prices incorrect

Note: Bump-outs on the floor
plan are extra features and
not included in the base
price.

MARGUERITE



**COLDWELL
BANKER**

WEST SHELL



REC'D JUL - 12 2018





