



Agenda

Oxford City Council

Court House

TUESDAY, OCTOBER 2, 2012

EXECUTIVE SESSION

None.

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

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

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

A. Proclamation - 'Fire Prevention Week'



Proclamation

B. 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 September 18, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

B. Report regarding the September 11, 2012 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)



Report

C. Report regarding the September 19, 2012 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)



Report

D. Report regarding the September 20, 2012 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)



Report

E. Report regarding the September 26, 2012 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)



Report

5. Resolutions.

1. A Resolution authorizing the City Manager to submit eligible projects to the Butler County Board of Commissioners for the 2013 Community Development Block Grant Program (CDBG) year application. (Mike Dreisbach, Service Director)



Staff Report/Resolution

6. Ordinances.

A. First Reading

1. An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For Property Located At 303 South Patterson Avenue Oxford, Ohio, And Rezoning The Property From The Miami University District To The Western College For Women Historic District. (Jung-Han Chen, Community Development Director).



Staff Report/Ordinance

B. Second Reading - None.

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

1. Remarks from City Council and City Staff.

B. Future Meetings.

WED - Oct 3 Community Relations Commission Meeting 4:30 p.m. Municipal Building

WED - Oct 3 Historic and Architectural Preservation Commission Meeting Cancelled

WED - Oct 3 Environmental Commission Meeting 7:00 p.m. Municipal Building

FRI - Oct 5 Student Community Relations Commission Meeting 3:45 p.m. LCNB

TUES - Oct 9 Planning Commission Meeting 7:30 p.m.

THUR - Oct 11 Police Advisory Board Meeting 7:00 p.m. Senior Citizens Center

MON - Oct 15 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

TUES - Oct 16 City Council Meeting 7:30 p.m.

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

THUR - Oct 18 City Council Budget Work Session 7:00 p.m.

FRI - Oct 19 Student Community Relations Commission Meeting 3:45 p.m. LCNB

THUR - Oct 23 Recreation Board Meeting 4:00 p.m. THS Media Center

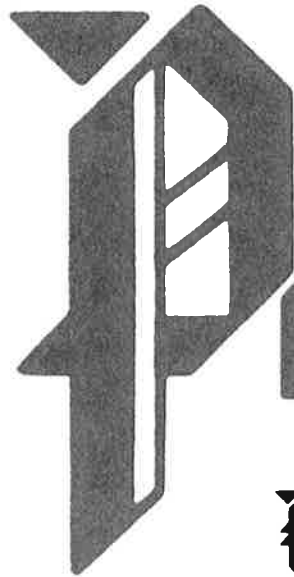
TUES - Oct 23 City Council Budget Work Session 7:00 p.m.

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

THUR - Oct 25 City Council Budget Work Session 7:00 p.m.

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

8. Adjourn.



Office of the Mayor

Proclamation

Whereas:

the City of Oxford is committed to ensuring the safety and security of all those living in and visiting our city; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk of fire; and

WHEREAS, nearly 3,000 people die each year as a result of home fires; and

WHEREAS, roughly two-thirds of home fire deaths resulted from home fires in which no smoke alarms or no working smoke alarms were present; and

WHEREAS, the National Fire Protection Association recommends at least one smoke alarm on every level of the home (including the basement) outside all sleeping areas, and in all bedrooms; and

WHEREAS, Oxford's first responders are dedicated to reducing the occurrence of home fires and home fire deaths and injuries through prevention and proper education; and

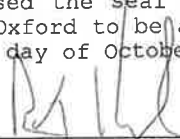
WHEREAS, the Fire Prevention Week 2012, October 7-13 theme, "Have 2 Ways Out!" effectively serves to remind us all of the simple actions we can take to keep our homes and families safe from fire during Fire Prevention Week and year-round.

NOW, THEREFORE, I, Richard A. Keebler, Mayor of the City of Oxford, Ohio, do hereby proclaim October 7-13, 2012 as:

'FIRE PREVENTION WEEK'

throughout the city, and I urge all people of Oxford to protect their homes and families by heeding the potentially life-saving messages of Fire Prevention Week 2012, and to support the activities and efforts of Oxford's Fire and Emergency Medical Services.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 2nd day of October, 2012.


Richard A. Keebler, Mayor



A Regular meeting of the Oxford City Council was called to order by Vice Mayor Ken Bogard on Tuesday, September 18, 2012 at 7:30 p.m. Those members present were Bob Blackburn, John Harman, Kevin McKeehan, and Kate Rousmaniere. Richard Keebler and Steve Snyder were excused.

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

PLEDGE OF ALLEGIANCE

Vice Mayor Bogard requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. McKeehan moved to approve the agenda. Mr. Blackburn seconded. The motion passed 5-0-0.

PUBLIC PARTICIPATION

PROCLAMATION **'HISPANIC HERITAGE MONTH'**

Vice Mayor Bogard read the Proclamation and presented it to Ms. Jacqueline Rioja Velarde.

Ms. Jacqueline Rioja Velarde, Center for American & World Cultures, Miami University, noted it was always a pleasure to be among people who did so much for the community and on behalf of Miami University thanked Council for their support to the Hispanic/Latino community in Oxford which was growing. Ms. Rioja Velarde noted the Hispanic/Latino community was bringing a new energy to the Talawanda School District and she was happy to see them growing stronger and engaging in the U.S. environment that welcomed them. Ms. Rioja Velarde noted she hoped to see everyone at the Unidiversity Festival this Friday in the Uptown Parks at 5:30 p.m.

Vice Mayor Bogard thanked Ms. Rioja Velarde for her comments and noted he hoped all citizens would participate in the festivities on Friday.

PROCLAMATION **'INTERNATIONAL DAY OF PEACE'**

Vice Mayor Bogard read the Proclamation and presented it to Ms. Janice Dutton.

Ms. Janice Dutton, Director, Oxford Citizens for Peace and Justice, advised when she went through the OCPJ archives she was stunned that it was 23 years ago that the Oxford Peace Breakfast Network gifted the Peace Pole to the City of Oxford which is planted in front of City Hall.

Ms. Dutton noted as their effort this year to raise awareness of that and to continue the conservation among various groups in the community towards a sustainable community the Pease Pole would be rededicated this Friday at noon in front of City Hall.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

MINUTES

Minutes of the September 4, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the September 5, 2012 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the September 5, 2012 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Mr. Blackburn moved to approve the consent agenda. Mr. Harman seconded. The motion passed 5-0-0.

RESOLUTIONS

None.

ORDINANCES **FIRST READING**

None.

ORDINANCES **SECOND READING**

ORDINANCE **ZONING TEXT** **AMENDMENTS**

An Ordinance No. 3186 Repealing Oxford Zoning Code Section 1141.03, Supplemental Regulations, Section 1143.06, R-3 Multi-Family Residential District, And Section 1149.03, Vehicle Management, And Adopting New Oxford Zoning Code Section 1141.03, Supplemental Regulations, Section 1143.06, R-3 Multi-Family Residential District, And Section 1149.03, Vehicle Management. (Jung-Han Chen, Community Development Director)

Mr. Chen advised he had no new information since the first reading of the proposed Ordinance. Mr. Chen referred to the next Ordinance and noted the Planning Commission discussed the Mayor's suggestion of creating a Suburban Neighborhood Conservation Overlay District and a sub-committee would be formed to address the matter.

Mr. Blackburn moved to adopt Ordinance No. 3186. Mr. Harman seconded. The Ordinance was adopted by the following roll call:

YEA: Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Blackburn, Mr. Bogard (5)

NAY: None (0)

ABS: None (0)

ORDINANCE
NEW CHAPTER 1146

An Ordinance No. 3187 Adopting Oxford Code Of Ordinances Chapter 1146, Neighborhood Conservation Overlay District. (Jung-Han Chen, Community Development Director)

There were no additional comments from staff, Council or the public.

Mr. McKeehan moved to adopt Ordinance No. 3187. Ms. Rousmaniere seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. McKeehan, Ms. Rousmaniere, Mr. Blackburn, Mr. Harman, Mr. Bogard (5)

NAY: None (0)

ABS: None (0)

COMMUNICATIONS

DISCUSSION
REQUEST FROM METROPARKS
OF BUTLER COUNTY

Vice Mayor Bogard advised Council members received a copy of a letter from MetroParks of Butler County regarding the Mill Race Preserve Along Four Mile Creek Project Notice for Coordination, Request for Input & Grant Support Letter.

Mr. Elliott advised MetroParks of Butler County was asking for a letter of support from the City of Oxford for their Clean Ohio application for Green Space Conservation Fund assistance from the Ohio Public Works Commission. Mr. Elliott noted the proposed project involved the Three Valley Conservation Trust's project and Council passed a Resolution of support for the project some time ago. Mr. Elliott advised a letter of support would further the fruition of the project. Mr. Elliott noted MetroParks was working in coordination with the Three Valley Conservation Trust and local property owners.

Mr. Elliott urged Council to pass a motion and staff would generate a letter in support of their Clean Ohio Green Space Conservation Fund application.

Ms. Rousmaniere clarified that this would be a letter of support which would not promise any financial support. Mr. McKeehan inquired if the grant was contingent on matching funds. Mr. Elliott advised he did not have a copy of the grant application but typically matching funds were required. Mr. Elliott noted MetroParks was only asking for a letter of support to place with their application. Mr. Elliott advised he would find out about the matching funds and report back to Council. Vice Mayor Bogard noted MetroParks was seeking a grant and inquired if they would take over the 77 acres of acquisition and easements. Vice Mayor Bogard advised a park levy passed overwhelmingly a couple of years ago and inquired if some of the funds would be used for the purchase or development of this property. Mr. Elliott noted he would obtain additional information for Council and perhaps a copy of the grant application.

Mr. McKeehan moved approval of supporting the MetroParks project. Mr. Blackburn seconded. The motion passed 5-0-0.

ANNOUNCEMENTS

Mr. Elliott advised he received the signed copy of the Fire and EMS contract from the Oxford Township Trustees that was negotiated some time ago and Council passed a Resolution authorizing him to sign the contract. Mr. Elliott noted it was a three year contract which would expire December 31, 2015. Mr. Elliott advised a meeting would be scheduled with the Milford Township Trustees to negotiate a new contract for Fire Service and he would like to obtain a multi-year contract from them as well.

Mr. Elliott noted staff had been working on the 2013 budget which would be submitted to Council on October 5th and the first Budget Work Session with Council would be held Thursday, October 18th. Mr. Elliott advised his goal was to have the budget on Council's agenda the two meetings in November and to have the budget in place heading into fiscal year 2013.

Mr. Elliott advised a Household Hazardous Waste Event would take place Saturday, October 27th from 9:00 a.m. to 2:00 p.m. at the former Talawanda High School, 101 W. Chestnut Street and a Waste Tire Recycling event would take place Saturday, November 3rd at Ross High School, 3601 Hamilton-Cleves Road. Mr. Elliott noted these programs were provided by the Butler County Recycling and Solid Waste District and were open to all Butler County residents free of charge. Mr. Elliott advised the information would be posted on the City's website. Mr. Elliott advised the City partnered with Goodwill Easter Seals of Miami Valley to provide an Electronic Waste Recycling event on Saturday, November 10th from 9:00 a.m. to 1:00 p.m. at the former Talawanda High School.

Mr. Elliott advised the Historic and Architectural Preservation Commission would hold its 2012 Annual Historic Marker Ceremony on September 27th from 5:00 to 7:00 p.m. at the Oxford Community Arts Center. Mr. Elliott encouraged everyone to attend the event.

Vice Mayor Bogard advised this was the first time he could recall the recycling events taking place in Oxford for the convenience of Northwest Butler County residents. Vice Mayor Bogard noted he felt this was a wonderful opportunity for local residents.

Chief Holzworth advised at the beginning of the school year there was an incident between the SAE's and the Phi Tau Fraternities which resulted in an ongoing investigation and noted he anticipated closure of that investigation and a press release being issued Thursday or Friday of this week.

Chief Holzworth advised there was a rapist in town and the Oxford Police Department recently made an arrest. Chief Holzworth gave kudos to Sergeant Colyer and Officer Ledermeier who were on the scene and made the arrest.

Mr. Blackburn noted he hoped to see everyone Friday evening at the Unidiversity Festival.

Mr. Harman noted at the HAPC meeting an applicant brought a request to install an ATM on the exterior wall of a retail business Uptown. Mr. Harman stated the same bank already had an ATM one block away and the applicant advised the ATM's Uptown typically ran out of cash on the weekends. Mr. Harman advised a HAPC member suggested the City rent one of its Uptown kiosks for an ATM and noted he had been told the banks would pay approximately \$1,200 to \$2,000 a month for the ATM space Uptown. Mr. Harman suggested the proceeds could be used to maintain the Uptown Parks. Mr. Harman asked for Council's input on the matter. Mr. McKeehan advised an ATM would need electricity and a data line. Mr. Blackburn noted the City would need 5 or 6 locations in order not to show favoritism towards a particular bank. Mr. McKeehan noted the project could be bid out. Vice Mayor Bogard noted although this would be an alternate source of income he was concerned with altering the ambiance of the Uptown Parks and the kiosks were developed by the City and the Oxford Community Foundation. Mr. McKeehan noted he would be open to seeing what an ATM might appear like and how disruptive it would be and noted he was hesitant about altering a kiosk. Mr. Elliott suggested that he and Mr. Dreisbach look into the matter further and report back to Council. Mr. Elliott noted he wouldn't be opposed to an ATM being installed in a structure other than an Uptown kiosk.

Ms. Rousmaniere noted she had been on Council for 10 months and tonight Council approved two Ordinances that she had been a part of by being on the Planning Commission. Ms. Rousmaniere advised the revisions to the R3 zoning district began 8 to 9 months ago. Ms. Rousmaniere encouraged people not to say changes couldn't be made at City Hall noting Council was making changes and would continue to do so.

Ms. Rousmaniere advised early voting would begin on October 2, 2012 and people could vote at the Butler County Board of Elections in Hamilton. Ms. Rousmaniere noted absentee ballot information had been mailed this week. Ms. Rousmaniere advised the League of Women Voters voting guide would be available soon. Vice Mayor Bogard inquired when 'Candidate Night' would take place and Ms. Rousmaniere advised she would find out and report back to Council.

ADJOURN

Ms. Rousmaniere moved to adjourn at 8:05 p.m. Mr. Harman seconded. The motion passed 5-0-0.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: October 2, 2012

Account Code No. #:

Jung-Han Chen
Prepared By

Budgeted Amount:

September 21, 2012
Date Prepared

PLANNING COMMISSION MEETING REPORT – September 11, 2012

Communication:

Staff updated the Planning Commission regarding the Subcommittee's progress on their discussion of the nonconformity chapter of the Oxford Zoning Code. Future meetings will be scheduled to continue those discussions.

A work session was held prior to the regular meeting to discuss Staff edits made to the Bike/Pedestrian Plan. The Plan, with recommendations, was based upon a study completed by Anna Dragovich. Specifically, Staff changes were to delineate corridor improvements instead of specific segments of the roadway. The Planning Commission felt that the goals/objectives and maps compiled by Staff were consistent with the Planning Commission's desires.

The consensus was to bring this modification back to the Planning Commission at its October meeting for recommendation to City Council for adoption and to direct Staff to undertake a detailed study to prepare a feasibility study and cost analysis for future implementation.

Public Hearing:

PC-10-2012 Zoning Map Amendment- to expand the Western College for Women Historic District to include Langstroth Cottage at 303 S. Patterson Avenue, **City of Oxford, Applicant**

This application requested inclusion of the Langstroth Cottage into the Western College for Women Historic District. The Langstroth Cottage is on the listing of the National Historic Registry.

The request was received by the Smith Regional History Library to the Historic Architectural Preservation Commission at its July meeting. The HAPC unanimously recommended the Planning Commission make an affirmative recommendation to City Council to amend the historic district map boundary to include Langstroth Cottage in the Western College for Women Historic District.

After the Public Hearing, the Commission voted 7-0-0 to recommend approval of the map amendment to include the Langstroth Cottage in the Western College of Women Historic District.

Other Business:

There was no other business.

Next Meeting:

The next Planning Commission meeting is scheduled on October 9, 2012 at the Courthouse.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

JHC 9/24/12

DLE 9/28/12

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: October 2, 2012

Jung-Han Chen

Account Code No. #:

Prepared By

Budgeted Amount:

September 27, 2012
Date Prepared

Agenda Title: Board of Zoning Appeals Meeting Report – September 19, 2012

Recommendation: N/A

Adjudication Hearings:

BZA-10-2012 36 Lynn Avenue, Taco Bell, Variance to Sections 1151.05(a)(3)(C) number of freestanding signs; 1151.05(z)(3)C.1.B.Freestanding sign height; 1151.05(a)(3)B.1.a. Wall sign height, Kathryn Peterka, Owner/Applicant

This application is to completely remodel the existing fast food restaurant with additional signage to accommodate a brand new façade of the propose improvements, including new and taller wall sign, and one additional and taller free standing sign.

After considering and weighing all the facts, circumstances and decision Standards, the Board voted 5-0-0 to approve the application with the following conditions:

1. **That, the height of the menu board be granted as proposed and that no extenders be permitted without application to the Oxford Board of Zoning Appeals;**
2. **That , an additional free standing sign is granted as proposed, with the exception that the sign shall be limited to six feet in height;**
3. **That, temporary signs shall be permitted only as per the Zoning Code.**
4. **That, the wall sign height be granted as proposed,**
5. **That, all directional signs shall not include any logos.**

BZA-08-2012 201 E. Chestnut Street, Miami Village, variance to Sections: 1137.08(e) occupancy reduction; 1141.03(a) multiple buildings on a lot; 1143.06(c)(2)(A) front yard setback; 1143.06(c)(4)(A)(1) lot coverage; 1149.03(e) parking spaces; 1149.04(3) parking setback; 1149.05(e)(4)(F) parking islands; 1149.05(e)(5)(B)(1)(a) parking trees; 1149.05(e)(4)(B) perimeter screening, **Scott Webb, Applicant, Agent**

This application is to seek multiple variances to allow a redevelopment of an existing apartment complex to go through a complete rehabilitation to bring the building to today's standards. The new complex will consist of two L-shaped buildings with multiple stairways to provide access points to the upper floors, which is distinctly different from the mansard roof motel-style.

After review the facts and testimonies, the Board voted **approval** of the following variances, (with the vote counts)

Variance 1137.08(e) Occupancy Reduction	(5-0-0)
Variance 1143.06(c)(2)(A)- Front Yard Setback	(5-0-0)
Variance 1143.06(c)(4)(A)(1)- Lot Coverage	(5-0-0)
Variance 1149.03(e) Parking	(4-1-0)
Variance 1149.04(3) Parking Setback	(5-0-0)
Variance 1149.05(e)(4)F)- Parking Islands	(5-0-0)
Variance 1149.05(e)(5)(B)(1)(a)- Trees	(5-0-0)

The Board also **denied** the following variances (with vote counts)
Variance 1141.03(e)- Multiple Buildings on a lot (4-1-0)
Variance 1149.05(e)(4)(B)-Perimeter Screening (3-2-0)

BZA-09-2012 Vine Street, Parcel #H4100006000035 variance to Sections 1141.03(b) principal entrance upon an alley and 1143.03(c)(3)(D)(3)front yard coverage, **Dave & Pamela Kellems, Applicants**

The applicants are seeking to propose to build a new single family dwelling on an "alley lot" behind 220 E. Vine St. The applicants purchased both properties through a short sale at the end of last year. This variance was first presented to the Board in its June meeting. During the deliberation process, certain discrepancy was identified from the application submittal showing the existing building encroaches into this alley lot. Based on this information, staff began more research and obtained a lot consolidation plan was approved in 1991 with a new lot number and with the intent to build an addition to the existing structure, A subsequent application, filed in 3/21/91.

After the facts and circumstances, the Board voted to deny the requested variances based on the following reasons:

- a. **The variance were substantial,**
- b. **The applicants' predicament can be obviated through other method than a variance.**
- c. **The spirit and intent behind the zoning requirements would not be observed and substantial justice would not be done by granting the variance.**

Approval of minutes the August 15, 2012 Regular Meeting

By a vote of 5-0-0, the Board approved the meeting minutes as presented

New Business:

None

Old Business:

None

The next BZA meeting will take place on October 17, 2012 at the Oxford Courthouse

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

[Signature] 9/28/12

[Signature] 9/28/12

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Parks and Recreation

Originating Department

Council Meeting Of:

Gail S. Brahier

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

9/27/12

Date Prepared

Agenda Title:

Recreation Advisory Board Meeting, 9/20/12

Recommendation: N/A

Discussion:

Members present: Ken Bogard, Council Rep., Brandy Darby, Shaunna Tafelski, Jason Grunkemeyer, Mary Glasmeier.
Staff: Deanna Barbour and Gail Brahier

Ms. Brahier reviewed the July 3rd event with the Board and evaluations from the booth vendors and parade participants. Ms. Brahier noted she is seeking to find an alternative site to launch the fireworks which will open up both park entrances and Kay Rench Drive for parking. Booth vendors wanted designated parking, which can be accommodated by the gazebo area. Ms. Glasmeier noted directional signs in the handicap spots on where the activities are would be helpful for people not familiar with the park. Mr. Bogard suggested marking several temporary handicap parking spots in the first parking lot. Ms. Darby mentioned she heard positive feedback from participants at the event. Ms. Brahier noted people still want a designated parade, and she is looking at lining up the parade in the TRI parking lot, go West on Tollgate, enter the park off Fairfield Road. This will allow the fire trucks and police cruisers to be included. She mentioned she discussed this with Chief Holzworth, that we would only need to block Fairfield for 20 minutes. Ms. Brahier said she will continue to establish the best format for the event.

~ cont.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

GB 9/27/12

WCE 9/28/12

Mr. Bogard spoke briefly about the 2013 - 2017 Capital Improvement Projects and various transportation projects in the City. There was discussion about the status of the replacement pool. Ms. Brahier reviewed the history of the pool replacement for Mr. Grunkemeyer. Ms. Glasmeier suggested when the new pool is built, to include a dome so it can be used year round.

Ms. Brahier reviewed the upcoming special programs and events in Sept. and Oct., inviting a member of the Board to say a few brief comments at the Veteran's Day Ceremony, Nov. 11 at Noon, and also at the Holiday Festival, Nov. 30.

Ms. Tafelski noted the high school is still conducting tours if anyone has not seen the school yet. Ms Darby said she enjoys the layout of the sports fields so students can finish practice in one sport and walk over to encourage their peers in another sport.

Mr. Grunkemeyer noted THS is planning the Sept. 28 Homecoming Parade and events, trying to figure the parade route without going onto Rt. 27 S. He said parking is full at home games.

Ms. Glasmeier agreed to serve as a judge in the Pet Costume Contest, October 25, prior to the annual Lion's Club Parade.

Next meeting - Oct. 23, 4 pm, THS Media Center

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Human Resources

Originating Department

Council Meeting Of: October 2, 2012

Donna Heck

Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

September 27, 2012

Date Prepared

Agenda Title: Report regarding the September 26, 2012 Civil Service Commission Meeting.

Recommendation:

Discussion: The Civil Service Commission held a regular meeting on Wednesday, September 26, 2012. Those members present were: Phil Russo, Chair; Susan Lipnickey, Karen Martino, Mike Pavloff and James Burchyett.

Donna Heck, Human Resource Director, was attendance for the City.

Vicki Brunn, Department of Human Resources, was in attendance for the Talawanda School District.

The Commission reviewed and accepted the report regarding the status of Substitute Employees of the Talawanda School District.

The Commission reviewed and approved the Cafeteria Worker Eligibility List for the Talawanda School District.

The next regular meeting is scheduled for Wednesday, October 24, 2012.

Approved By:

Department Head:
City Manager:

Initial Date

Dih 9/27/12
DRE 9/28/12

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: October 2, 2012

Account Code #: N/A

Budgeted Amount: \$ N/A

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

September 25, 2012
Date Prepared

Agenda Title: Authorization to Submit Eligible Projects to Butler County Board of Commissioners for the 2013 Community Development Block Grant Program Year Application

Recommendation: Approval

Discussion:

The City expects to receive approximately \$111,000 in FY2013 from Community Development Block Grant (CDBG) funds administered by the Butler County Board of Commissioners. Of this amount, \$95,000 will be available for eligible improvements in the City of Oxford. These funds have traditionally been used for the removal of architectural barriers from street corners in the City and the installation of new handicapped accessible ramps to improve access to the City's sidewalk network. The balance of the funds will be used for administration of the program.

Application for these funds requires a Resolution of Council recommending the project. Staff is completing the City's application including an assessment of current needs to continue the installation of additional handicap ramps throughout the City. Staff takes into consideration immediate needs from handicapped individuals, projected construction projects with deficient street corners in the project scope, and planned corridor improvements with other entities such as Miami University. It is Staff's recommendation that the City Council authorize the City Manager to submit an application to Butler County for 2013 CDBG funds for this purpose.

Once funds have been approved by the federal government (HUD), Staff will advertise the project for bids (typically in fourth quarter of the year), and present a recommended contract for construction to the City Council for contract authorization.

Approved By:

Department Head:

Initial MB Date 9/26/12

City Manager:

DRB 9/28/12

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT ELIGIBLE PROJECTS TO THE BUTLER COUNTY BOARD OF COMMISSIONERS FOR THE 2013 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) YEAR APPLICATION.

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

SECTION 1: The City Manager authorizes the construction project to remove architectural barriers from street corners and adding additional handicap ramps around the City of Oxford to improve the City's sidewalk network by utilizing CDBG funds administered by the Butler County Board of Commissioners.

SECTION 2: The City will receive approximately \$111,245.00 from CDBG funds. Of these funds, \$95,000.00, or eighty-six percent (86%), will be used to improve the sidewalk network of the City, specifically removing architectural barriers from street corners and adding additional handicap ramps. The remaining \$16,245.00 or approximately fourteen percent (14%) of the funds will be used for the administration of the program.

SECTION 3: The City Manager is authorized to submit the recommended project for year 2013 funds and to take all actions necessary to comply with all requirements and commitments for approval of the projects.

SECTION 4: Once HUD has approved the funds for the project, the City will advertise the project for bids and authorize a contract for the construction of the handicap ramps.

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

MAYOR

ADOPTED:

ATTEST

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER
PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: October 2, 2012

Jung-Han Chen
Prepared By:

Account Code No. #:

Budgeted Amount:

September 21, 2012
Date Prepared:

Agenda Title:	PC-10-2012 Zoning Map Amendment – To expand the Historic District Overlay of the Western College for Women Historic District to include Langstroth Cottage, 303 S. Patterson Avenue, City of Oxford, Applicant
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Recommendation: Approval

Discussion:

The Historic and Architectural Preservation Commission (HAPC) recently received a recommendation from the Smith Library of Regional History to include the Langstroth Cottage into the Western College for Women Historic District after research findings revealed that it was not within the boundary of the District even though it had connections to Western College.

The site is a state and national historic landmark and is owned by Miami University. The former resident, Lorenzo Langstroth, was known internationally for inventing the moveable beehive system, which revolutionized the beekeeping industry.

On July 11, 2012, the HAPC met and considered this request and recommended that the Planning Commission recommend this to City Council. Miami University has not expressed any opposition to this overlay district expansion.

The Planning Commission held its Public Hearing on September 11, 2012 and voted 7-0-0 to recommend City Council approval.

Approved By:	Department Head:	<i>JHC 9/24/12</i>
	City Attorney:	<i>7/25 9/25/12</i>
	City Manager:	

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE PLANNING COMMISSION'S RECOMMENDATION AND GRANTING A ZONING MAP AMENDMENT FOR PROPERTY LOCATED AT 303 SOUTH PATTERSON AVENUE, OXFORD, OHIO, AND REZONING THE PROPERTY FROM THE MIAMI UNIVERSITY DISTRICT TO THE WESTERN COLLEGE FOR WOMEN HISTORIC DISTRICT.

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

SECTION 1: Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on September 11, 2012, at 7:30 p.m., on the applicant's City of Oxford, application for a Zoning Map Amendment for property located at 303 South Patterson Avenue, Oxford, Ohio, rezoning the property from the Miami University District to the Western College for Women Historic District.

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

SECTION 3: The Planning Commission found the request does comply with the intent of the Oxford Codified Ordinances and the Oxford Comprehensive Plan

SECTION 4: Council hereby accepts the report of the Oxford Planning Commission, and after due deliberation, finds for the granting of the Zoning Map Amendment rezoning 303 South Patterson Avenue, Oxford, Ohio, to Western College for Women Historic District.

SECTION 5: Council hereby grants the rezoning request to Western College for Women Historic District for the property as requested by the applicant, incorporating the application and documents submitted by the applicant as the term and condition of the granting of this rezoning request and orders that the official zoning map be amended.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

Certification of Action

Oxford Planning Commission

Recommendation to City Council

<u>Report Date</u>	October 2, 2012
<u>Case Number</u>	PC-10-2012
<u>Applicant Information</u>	City of Oxford, Applicant
<u>Requested Action</u>	Zoning Map Amendment
<u>Summary of Request</u>	PC-10-2012 Zoning Map Amendment – To expand the Historic District Overlay of the Western College for Women Historic District to include Langstroth Cottage, 303 S. Patterson Avenue.
<u>Public Hearing Information</u>	On September 11, 2012 a Public Hearing took place at 118 W. High Street. A Public Hearing notice was published in the Oxford Press on August 11, 2012.
<u>Commission Action</u>	The Planning Commission voted 7-0-0 recommending approval to City Council.
<u>Commission Findings and Conclusions</u>	The Planning Commission approved this Zoning Map Amendment based on findings from the Smith Library of Regional History and the recommendation of the Historic & Architectural Preservation Commission (HAPC).
<u>Exhibits Submitted to the Commission</u>	1. Staff Report dated September 6, 2012 2. Interoffice Review Transmittal Sheets 3. Zoning Map Amendment Application dated July 27, 2012 4. Letter from Valerie Elliott, Smith Library of Regional History, dated June 19, 2012 5. Map 6. Legal Description 7. Photographs

City of Oxford
Community Development Department
STAFF REPORT

Planning Commission

Case # PC-10-2012

Date – September 6, 2012

APPLICATION

Applicant:	City of Oxford
Action Request:	Zone Map Amendment to expand the Historic District Overlay of the Western College for Women Historic District to include 303 South Patterson Avenue, 0.7 acres, Langstroth Cottage.
Address:	303 South Patterson Avenue
Parcels:	A 0.7 acre portion of Lot 3061, as described on attached legal description

DESCRIPTION

A recent recommendation came from the Smith Library of Regional History, sent to the Historic and Architectural Preservation Commission (HAPC). The Langstroth Cottage is not within the boundary of the Western College for Women Historic District. A letter from the Smith Library as well as a map of the area is attached. The former resident, Lorenzo Langstroth, is known internationally for inventing the moveable beehive system, which revolutionized the beekeeping industry. The site is a state and a national historic landmark and is owned by Miami University.

SURROUNDING NEIGHBORHOOD

The surrounding area is all Miami University owned property. The subject site and the site to the south (Career Services Office) are the only two residential scale buildings in the area. The remainder of the buildings in the area is larger institutional scale buildings.

COMPREHENSIVE PLAN

Cultural Resources

Objective 4 (p. 10.5)

- Enhance and improve the promotion and preservation of the city's historic and cultural resources
 - CR 4.1 Continue to support the work of the HAPC to develop and maintain an inventory of historic sites.
 - CR 4.2 Create a trail system to identify historic structures and sites.
 - CR 4.3 Collaborate with community organizations to promote historic and cultural tourism.
 - CR 4.4 Work with Heritage Ohio to develop a Main Street Program
 - CR 4.5 Encourage the preservation, restoration, rehabilitation and reuse of historic structures and sites.
 - CR 4.6 Consider historic and cultural resources in all land use decisions.

AGENCY COMMENTS

Fire	Returned without comment
Police	Returned without comment
Engineering	Returned without comment
Economic Development	No comments returned

PUBLIC COMMENT FORMS

No comments have been received to date.

STAFF ANALYSIS

Expanding the Western College for Women Historic District to include the adjacent Langstroth Cottage is a natural and logical extension. The current size of that district is 130 acres. The expansion would add 0.7 acres. The letter of explanation from the Smith Library, as well as the Objective of the Comprehensive Plan supports this expansion. On July 11, 2012, the HAPC met and considered this request and recommended that the Planning Commission recommend this to City Council. Miami University has not expressed any opposition to this overlay district expansion.

RECOMMENDATION

Staff recommends this be forwarded to City Council for adoption.

SUBMITTED

BY: _____

Sam Perry

Community Development Department

DATE: September 6, 2012

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 8/29/2012

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

PC-10-2012 ZONING MAP AMENDMENT to expand the Western College for Women Historic District to include Langstroth Cottage at 303 S. Patterson Avenue, **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **9/5/2012** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Drawings reviewed by:



John Detheridge, Fire Chief

Date: 8-31-12

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 8/29/2012

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

PC-10-2012 ZONING MAP AMENDMENT to expand the Western College for Women Historic District to include Langstroth Cottage at 303 S. Patterson Avenue, **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **9/5/2012** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments ✓

Drawings reviewed by:



VICTOR POPESCU, CITY ENGR.

Date: 9-5-12

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 8/29/2012

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

PC-10-2012 ZONING MAP AMENDMENT to expand the Western College for Women Historic District to include Langstroth Cottage at 303 S. Patterson Avenue, **City of Oxford, Applicant**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **9/5/2012** Note: If no comments are received, we will assume the project meets your department's standards.

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

Drawings reviewed by: _____



Date: 9/4/2012

Bob Holzworth, Police Chief

Zoning Map Amendment Application
City of Oxford, Ohio

REQUIRED INFORMATION

Name of Applicant:

City of Oxford
(Attach a Letter of Agency if the applicant is not the property owner.)

Mailing Address:

101 E High
524-5204

Telephone Number(s)

Email Address

Location of Property:

Langstroth Cottage 303 Patterson Ave.
(Indicate address if there is an existing structure or subdivision name and lot number if subdivided.)

Legal Description:

Total Area:

Lot 3061
.7 Acres / Square Feet (circle one)

Existing Use of Property:

Current Zoning:

mu

Proposed Zone(s):

Proposed Use:

mu Western College for Women Historic District

SUBMISSION REQUIREMENTS

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

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

Attach a statement which responds to the following questions:

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

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

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

SIGNATURE OF APPLICANT:

Date:

Jung-Han Chen

7/27/12

PRINTED NAME:

Jung-Han Chen

FEE / RECEIPT

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

NA

SMITH LIBRARY OF REGIONAL HISTORY

15 South College Avenue
Oxford, Ohio 45056
(519) 523-3035

June 19, 2012

Mr. Jung-Han Chen
Oxford Community Development Director
101 E. High St.
Oxford, OH 45056

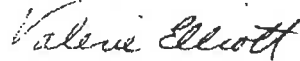
Dear Jung Han:

When the Western College for Women Historic District was created by the City in 1995, it did not include Langstroth Cottage, presumably because the similarly configured National Register district excluded the house with the statement, "When built, the building had no functional relationship to the seminary." While true, recent research shows that Langstroth's home was owned by Western for almost 70 years and was used for student housing, faculty housing, and as the residence of the dean of students. The house had more connection to Western College than several other buildings that are included in the Western district.

Because next year marks the 160th year since Western was chartered, and because HAPC is considering featuring the district in its May tours, and because Smith Library is in the process of producing a walking tour booklet for the district, I hope that the City of Oxford will consider adding Langstroth Cottage (a National Historic Landmark) to the Western College for Women Historic District.

Thank you.

Sincerely,



Valerie Elliott
Manager





OHIO
HISTORICAL
MARKER

LANGSTROTH COTTAGE

Reverend Lorenzo Langstroth, renowned as "The Father of American Beekeeping," lived in this simple two-story, eight-room house with his wife, Anne, and their three children from 1858 to 1887. Unchanged externally, the Greek Revival cottage features brick pilasters and pediments and a fan-shaped front window. In his garden workshop, Langstroth made experimental beehives, established an apiary, and on the ten acres that surrounded his home, grew buckwheat, clover, an apple orchard, and a "honey garden" of flowers. He imported Italian queen bees in efforts to improve native bees and shipped his queens to keepers across the United States and around the world. The Langstroth Cottage was placed on the National Register of Historic Places in 1976 and designated a National Historic Landmark in 1982.

(Continued on other side)

OHIO BICENTENNIAL COMMISSION, THE LONGABERGER COMPANY
MIAMI UNIVERSITY

THE OHIO HISTORICAL SOCIETY
2002



15-9

OHIO

HISTORICAL
MARKER

LORENZO LANGSTROTH,
"THE BEE-MAN OF OXFORD"

(Continued from other side)

Lorenzo Lorraine Langstroth was born in Philadelphia on December 25, 1810. Although educated at Yale to be a clergyman and teacher, he achieved international fame as an inventor and author. Fascinated from childhood by the intricate and orderly kingdom of honeybees, he discovered "bee space," an open space of not more than three-eighths of an inch which bees would not fill to bond their combs to hives. From this came the world's first moveable frame beehive, patented in 1852, which revolutionized beekeeping and the honey industry. His book, *Langstroth on the Hive and Honeybee* (1853) provided practical advice of bee management and is still in use. Langstroth died on October 6, 1895 in Dayton, Ohio. Appropriately, his tombstone in Woodlawn Cemetery reads "The Father of American Beekeeping."

OHIO BICENTENNIAL COMMISSION, THE LONGABERGER COMPANY
MIAMI UNIVERSITY
THE OHIO HISTORICAL SOCIETY
2002

15-9