



DAVID DOUGLAS SMITH, P .S.
REGISTERED LAND SURVEYOR
OHIO - INDIANA - KENTUCKY
WEST VIRGINIA - NEW YORK - VERMONT

DDS SURVEYING, INC.
P.O. BOX 150
OXFORD, OHIO 45056

OFFICE (513) 523-4270
FAX (513) 523-4270
E-MAIL DDS4111@AOL.COM

Legal Description
0.109 acres

Situated in the City of Oxford, Butler County, Ohio, and being part of Lot 365 of said City of Oxford, being part of the Lands of Stephenson-O'Brien, LLC as recorded in deed book 7433 page 796 of the Butler County Recorder's office and being more particularly described as follows:

Beginning at a 5/8" rebar found at the southwest corner of Lot 365 of said city of Oxford;

thence with the west line of said Lot 365 and with the east right-of way of a 16.50 feet alley N 02°35'15" E for 56.00 feet to a 5/8" rebar set;

thence leaving the said east right-of way of a 16.50 feet alley and with the north line of said Lot 365 S 87°35'16" E for 84.69 feet to a 5/8" rebar set;

thence leaving the north line of said Lot 365 S 02°34'32" W for 56.00 feet to a 5/8" rebar found on the south line of said Lot 365;

thence with the north line of said Lot 365 N 87°35'16" W for 84.71 feet to the True Point of Beginning, containing 0.109 acres more or less and being subject to all legal highways, easements, restrictions and agreements of record.

Prepared by:
DDS Surveying, Inc.
December 12, 2007
Job # 27137

APPROVED BY	
the City of Oxford, Ohio	
Signature	Kathryn A. Dale
Printed Name	Kathryn A. Dale
Title	City Planner
Notes:	320 E Vine Rear half



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Legal Description

0.250 acres

Situated in the City of Oxford, Butler County, Ohio, and being entire Lot 3360 of said City of Oxford, being part of the Lands of Stephenson-O'Brien, LLC as recorded in deed book 7433 page 796 of the Butler County Recorder's office and being more particularly described as follows:

Beginning at a 5/8" rebar found at the southwest corner of Lot 3660 of said city of Oxford;

thence with the west line of said Lot 3660 and with the east right-of way of a 16.50 feet alley N 02°35'15" E for 128.50 feet to a 5/8" rebar found;

thence leaving the said east right-of way of a 16.50 feet alley and with the north line of said Lot 3360 S 87°35'16" E for 84.71 feet to a 5/8" rebar found;

thence with the east line of said Lot 3360 S 02°34'32" W for 128.50 feet to a 5/8" rebar found on the north right-of-way of Vine Street, passing a 1" pipe found at 56.00 feet;

thence with the south line of said Lot 3360 and with the north right-of-way of Vine Street N 87°35'16" W for 84.73 feet to the True Point of Beginning, containing 0.250 acres more or less and being subject to all legal highways, easements, restrictions and agreements of record.

Prepared by:
DDS Surveying, Inc.
December 12, 2007
Job # 27137

APPROVED BY
the City of Oxford, Ohio

Kathryn A Dale

Signature

Kathryn A. Dale

Printed Name

City Planner

Title

Notes:

320 E Vine front half



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Legal Description
0.359 acres

Situated in the City of Oxford, Butler County, Ohio, and being entire Lot 3360 and part of Lot 365 of said City of Oxford, being part of the Lands of Stephenson-O'Brien, LLC as recorded in deed book 7433 page 796 of the Butler County Recorder's office and being more particularly described as follows:

Beginning at a 5/8" rebar found at the southwest corner of Lot 3660 of said city of Oxford;

thence with the right-of way of a 16.50 feet alley N 02°35'15" E for 184.50 feet to a 5/8" rebar found;

thence leaving the said east right-of way of a 16.50 feet alley and with the north line of said Lot 365 S 87°35'16" E for 84.69 feet to a 5/8" rebar set;

thence through said Lot 365 and with the east line of said Lot 3360 S 02°34'32" W for 184.50 feet to a 5/8" rebar found on the north right-of-way of Vine Street, passing a 5/8" rebar found at 56.00 feet and a 1" pipe found at 112.00 feet;

thence with the south line of said Lot 3360 and with the north right-of-way of Vine Street N 87°35'16" W for 84.73 feet to the True Point of Beginning, containing 0.359 acres more or less and being subject to all legal highways, easements, restrictions and agreements of record.

Prepared by:
DDS Surveying, Inc.
December 12, 2007
Job # 27137

APPROVED BY	
the City of Oxford, Ohio	
Signature	Date
Kathryn A. Dale	
Printed	
Kathryn A. Dale	
Title	
City Planner	
Notes:	
New Full lot 320 E. Vine	



A=1

February 25, 2008

PROPOSED NEW PLANNED UNIT DEVELOPMENT

Lakewood Condominiums

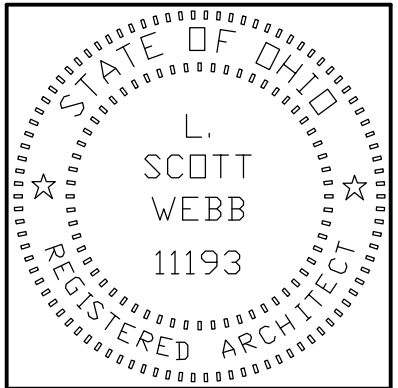
OXFORD, OHIO 45056

REVISIONS	

ARCHITECT

SCOTT WEBB

103 West Walnut Street
Oxford, Ohio 45056
(614) 523-3838
www.scottwebbarchitect.com



**RULES OF PROCEDURE FOR
THE PLANNING COMMISSION OF
THE CITY OF OXFORD, OHIO**

ARTICLE I – Membership

The Planning Commission is established by Section 8.06 of the Charter of the City of Oxford, Ohio. Membership shall consist of seven members, two of whom are members of Council, selected by Council for a term of one year; and five citizen members, appointed by Council from among the qualified electors of the City. Planning Commission shall be sworn into office at his/her first meeting. The five citizen members shall serve five-year overlapping terms of office with one term expiring each year. Citizen members of the Planning Commission shall hold no other public office, except that one such member may be a member of the Board of Education.

The City Manager, as authorized by Section 8.12 of the Oxford Charter, shall serve as an ex-officio member of the Planning Commission.

ARTICLE II – Jurisdiction and Function

In accordance with Section 8.07 of the Charter of the City of Oxford, Ohio, the Planning Commission:

may act as the Platting Commission of the municipality. As such, it shall provide for planning, zoning and regulations covering platting of all lands which are subject to control by the municipality, and shall cause an official map to be made. The Commission shall carry out the municipal planning function including the preparation of a master plan, and made such investigations, reports, and recommendations relating to planning and the physical development of the City as it finds necessary and desirable.

ARTICLE III – Offices and Duties of Members and Staff

Section 1. At the first meeting of each year, the Planning Commission shall elect one of its members as Chair, one as Vice-Chair, and one as Executive Secretary.

Section 2. The Chair shall preside at all meetings of the Commission, shall call special meetings, and shall be responsible for the preparation of the agenda of each meeting. The Chair shall also represent the Planning Commission in matters and areas of concern to the Commission when so directed by a majority of its members and/or City Council; shall advise and keep the Commission members informed of Planning Commission related matters; and, shall perform such other duties commonly prescribed to such office and those duties that are deemed appropriate and necessary by the other members of the Commission and/or City Council.

Section 3. The Vice-Chair shall perform the same duties as the Chair in his absence; shall be responsible with the aid of the Planning Director, Planner and the Law Director, or designee, for the orientation of and the dissemination of all pertinent Planning Commission materials to all newly appointed members.

Section 4. In the event that the Chair and the Vice-Chair are both absent from a meeting, the remaining members shall select a Chair Pro-Tem who shall perform the same duties as the Chair for the balance of the meeting.

Section 5. The Recording Secretary shall record, either in manuscript or by mechanical tape recordings, the proceedings of all business meetings, hearings, and public meetings, and shall prepare the minutes therefrom. All such recorded proceedings (manuscript or tapes) shall be

preserved as provided for in the City's records retention policy. A record shall be made by the Recording Secretary and be placed in the minutes of each business meeting indicating the vote of each member by name relative to each agenda item. Said minutes shall be placed in the Public Record and shall be maintained on file in the office of the Planning Director.

Section 6. The Executive Secretary shall be responsible for the accuracy of the minutes of the meetings of the preceding month, prepared by the Recording Secretary, for approval at the next business meeting, and shall be responsible for such communications, as may be directed by the Commission.

Section 7. The Law Director serves as the legal counselor to the Planning Commission in accordance with ~~Section 5.05~~ 5.04 of the Oxford Charter and Section 125.02 of the Oxford Administrative Code and shall be responsible for advice, interpretation, and recommendation in all matters relating to Planning Commission business. The Law Director shall be present at all regular monthly business meetings of the Planning Commission. At such other times when the Law Director's services and legal counsel are required, he shall be given 48 hours notice in advance of such meetings.

Section 8. The Planning Director ~~and Assistant City Manager~~, with the concurrence of the City Manager (see Sections 121.02 and 127.10 of the Oxford Administrative Code), shall report on agenda items; shall be responsible for the compiling and maintaining of all documents and communications received by the Planning Commission; shall notify in writing petitioners and/or affected parties and the news media of meetings and hearings; shall request and assemble all pertinent documents and information relative to agenda items; shall keep the Public Record of Planning Commission matters on file in the Planning Director's office in the Municipal Building and make same available for public inspection; shall make available to petitioners, affected parties and/or the public the rules and regulations relative to Planning Commission procedures; shall advise the Commission of all lot splits, the packaging of lots, and the like.

ARTICLE IV – Meetings

Section 1. The regular monthly business meeting of Planning Commission shall be held in the Oxford Courthouse at **7:30** p.m. during the second week of each month, unless otherwise scheduled. Additional business meetings may be called by the Chair or any two (2) members when deemed necessary and appropriate. All meetings are open to the public for attendance and participation and shall be announced to the public and the news media at least 2 days in advance of the meetings.

Section 2. The Chair or any two members may call a work session. Work sessions are for the purpose of studying appropriate matters pertinent to the duties of the Planning Commission. The public is invited to attend the entire work session and may participate during the first and last fifteen minutes, and at other times at the discretion of the Chair, of such sessions in matters relative to the agenda or matter discussed during the work session. Notice of the call for special meetings or a work session shall be communicated to the public and the news media at least 2 days in advance of said meeting.

Section 3. All meetings, including Executive Meetings, shall be held and conducted in conformance with the Ohio Revised Code, Section 121.22. (See Appendix "B")

Section 4. Quorum for all meetings and work sessions shall consist of four members present at the meetings.

Section 5. All questions concerning the governance of the Planning Commission business meetings and the transaction of such business shall be decided in accordance with parliamentary rules as contained in the latest Revised Edition of Robert's Rules of Order.

ARTICLE V – Voting

Section 1. The voting members of the Planning Commission are the five citizen members and the two Council members.

Section 2. A majority vote of those members present shall be necessary to pass any item of business that is brought before the Commission. Where only the minimum quorum is present at any business meeting an affirmative vote of three members is necessary to validate the passage of any motion or recommendation. Any motion which results in a tie vote shall become automatically an agenda item for the next regular business meeting, or, if so required by ordinance, at a specially called business meeting.

Section 3. The Chair is entitled to vote on all matters under consideration by the Planning Commission.

Section 4. No Planning Commission member shall participate in the discussion or vote on any matter in which he has a personal interest as Planning Commission member. It shall be the responsibility of the Chair to inquire whether a personal interest exists. Any member having such a personal interest shall absent himself from the Commission during that portion of the meeting in which said matter is being deliberated and voted upon.

Section 5. Any participating member may include in the Planning Commission's recommendations to City Council a minority report in regard to any agenda item.

ARTICLE VI – Public Hearings

Section 1. Public hearings pertinent to Planning Commission matters initiated and conducted by the City Council should be attended by Planning Commission members for the purpose of gathering relevant information which may be presented at the hearing. At its next regular monthly business meeting or, if so required by deadlines specified by ordinance, at a specially called business meeting, the Planning Commission shall consider the matter and make its recommendation to City Council.

All Planning Commission members shall be notified by the Clerk of Council of public hearings established by Council on subjects pertaining to Planning Commission matters.

ARTICLE VII – Business Procedures

Section 1. Agenda items of business must be received in the Planning Department's Office in the Municipal Building no later than ~~12:00 noon, on~~ **5:00 p.m., and forty-five (45)** days prior to the regular business meeting. Business items that are submitted after this time shall be considered at the next business meeting.

Section 2. The agenda for the regular monthly business meeting shall follow the format set forth in Appendix A hereof. An agenda shall not be required for additional business meetings called by the Chair unless new items of business are to be considered at the additional meeting.

Section 3. Each agenda item of business that is submitted for the Planning Commission's consideration must be complete, that is, it must contain all pertinent information, such as: maps, diagrams, sketches, detailed specifications, etc., where necessary and applicable, in accordance with the requirements stipulated by the appropriate ordinance under which the agenda item is being considered.

Section 4. In order that Planning Commission may fulfill its responsibilities in rendering proper consideration to any petition, request, or plat submitted by an individual or individuals, said individual or individuals or agent or legal representative shall be present at the business meeting and shall fully inform themselves of the ordinance, rules, and regulations relative to the business item involved. It shall be the duty of the Zoning Administrator to inform said party or parties in writing of the time, date, place, and purpose of the meeting.

The Planning Commission shall reserve the right to dismiss any petition, request, plat, etc., if the petitioner, his agent, or legal representative is not present or has not requested in writing a reasonable extension of time for a proper presentation of said petition, request, plat, and the like.

Section 5. The Planning Commission renders a decision on petitions, subdivisions, plats, plans, etc., in accordance with the Oxford Code of Ordinances. Between the time of receipt of the petitions, subdivision, plats, plans, etc., and the deadline for Planning Commission approval, disapproval, or report, the Planning Commission may:

- a) conduct surveys;
- b) hold special meetings (prior to or in addition to the advertised public hearing required by the various ordinances) for the purpose of eliciting pertinent information from interested parties;
- c) conduct such investigations it deems necessary and desirable

Section 6. Changes made on Final Plats by Council shall be reported to the Planning Commission by the Zoning Administrator.

Section 7. For zoning change requests, see Oxford Code of Ordinances, ~~Section 1125.01~~
Chapter 1135.

ARTICLE VIII – Planning Procedures

Section 1. During the fourth quarter of each year, the Planning Commission shall review the Code of Ordinances as they pertain to Planning and the Comprehensive Plan and the revisions thereof, which have been suggested during the previous twelve (12) months (See Agenda item 8-F); following such review the Planning Commission shall formulate an Annual Report and any recommendations concerning any changes it deems desirable in any portion of the Comprehensive Plan. Those recommendations shall be submitted to the Oxford City Council in October, together with suggestions as to the means to accomplish the recommended changes.

APPENDIX A – Format of Agenda

AGENDA

OXFORD PLANNING COMMISSION

DATE

HOUR

MEMBERS

Five-Year Terms

One-Year Terms

STAFF

Planning Director

Law Director

1. Call to Order
2. Minutes of Previous Meeting
3. Announcements
 - a. Public hearings or public meetings scheduled by Planning Commission
 - b. Public hearings scheduled by Council
 - c. Public hearings scheduled by County Boards or Commissions
 - d. Seminars, Workshops, etc.
 - e. Others
4. Monthly Reports
 - a. Reports of Buildings Permits issued
 - b. Reports of actions taken by Oxford Board of Zoning Appeals
 - c. Reports of actions taken by the Historic, Architectural Preservation Commission
 - d. Report of Council Actions on Reports submitted by Planning Commission
 - e. Report from Oxford's Representative to O.K.I.
 - f. Reports from Talawanda School District, Butler County Boards or Commissions, Miami University (State of Ohio), O.K.I., or other units or government
 - g. One (1) motion to receive all reports
5. Communications
6. Items related to Platting
 - a. Lot split
 - b. Preliminary plans of subdivisions
 - c. Report of Final Subdivision Plans approved by Zoning Administrator or Council (Planning Commission approval not required when Final Plan conforms exactly to approved Preliminary)
 - d. Petitions for street or alley vacation
 - e. Report by Zoning Administrator of any changes made on Official Map of Municipality (new streets, newly-annexed areas, etc.)

7. Items related to Zoning
 - a. Proposed Amendments of the Code or Zoning Map
 - b. Preliminary Plans for Planned Developments, Final Plans for Planned Developments
 - c. Conditional Uses
 - d. Alternate Landscaping Plans
8. Items related to the Oxford Comprehensive Plan
 - a. Land Use Plan
 - i. Annexation Petitions
 - ii. Proposed developments in Oxford Urban Area
 - b. Major Thoroughfare Plan – Highways (Federal, State, and County), new subdivision streets, etc.
 - c. School Plan
 - d. Parks
 - e. Public Utilities
 - i. Municipal Utilities
 - ii. Rural Water Systems
 - iii. O.K.I. Regional Sewer Plans, etc.
 - f. Formulate any recommendations to Council necessary to update Comprehensive Plan.
9. Other Business
10. Adjourn or Recess to Call of Chair

APPENDIX "B"

RULES AS REQUIRED BY R.C. 121.22 COMMONLY KNOWN AS THE SUNSHINE LAW

SECTION 1: All meetings of Planning Commission, other than authorized Executive Sessions, shall be open to public attendance.

SECTION 2: Planning Commission will fully comply with both the letter and the spirit of R.C. 121.22.

SECTION 3: The regularly scheduled meetings of the Planning Commission shall be held on the second Tuesday of the month in the Council Chambers in the City Building, commencing at 8:00 p.m. Within the context of this rule, a special meeting is deemed to be any meeting scheduled or called for a date or place or time other than as hereinabove specified. Such special meeting, as so defined solely for the purpose of this rule, may be for the purpose of:

1. Continuing or commencing a regular meeting of Planning Commission in discussing and acting upon all such business as may come before the Commission; or
2. A true Special Meeting within the context of parliamentary definition wherein the purpose of the meeting shall be to consider only specific and enumerated matters, and in which action will not be taken on matters unrelated to the matter, or matters, for which such a meeting is held. No special meeting, as defined herein, shall be held unless the Chair or any two (2) members, through the City Manager, shall have given at least 24 hours advance notice of the date, time, place and purpose of such meeting, to those news media that have requested notification except in the event of any emergency. An emergency exists when immediate official action is necessary and in that event the member, or members, calling such a meeting shall immediately notify such news media as have requested notification of the date, time, place and purpose of such meeting.
3. Any person may determine the date, time and place of regularly scheduled meetings by phoning or contacting the City Manager at the City Building.
4. Any person may determine the date, time, place and purpose of special meetings, as defined herein, by making such a request, in writing, to the City Manager, and setting forth his or her name, address and telephone number. The City Manager shall notify such person of the date, time, place and purpose of special meetings, either by mail or telephone, and will in any case endeavor, with all reasonable effort and dispatch, to make such notification immediately. When time permits reasonable anticipation of timely mail delivery, the City Manager may notify such person by mail. When, in the judgment of the City Manager, it seems reasonable to believe mail notification will not be timely, the City Manager will make all reasonable efforts to contact such person by telephone. Long Distance calls will only be placed collect.

SECTION 4: Any person desiring information as to any specific business to be discussed at a meeting, may obtain advance notification of the proposed discussion by securing a copy of the meeting agenda by any or all of the following methods:

1. Agendas for regularly scheduled meetings will be available, without charge, at the Police Department Dispatcher's Office on the Saturday, Sunday, Monday or Tuesday preceding the regularly scheduled meeting.
2. Agendas for special meetings will be available immediately upon their preparation at the Police Department Dispatcher's Office, without charge.
3. Persons paying an annual fee of \$10.00 to the City Manager, and providing said City Manager with self-addressed business-size envelopes (approximately 9" x 4"), with sufficient First Class postage affixed thereto, will be mailed all Planning Commission agendas upon their preparation, for so long as the City Manager has a supply of such required envelopes. It shall be the sole obligation of the person requesting such mailings to determine that the City Manager has sufficient envelopes to continue mailing agendas for so long as such person desires to receive agendas. The fee required hereunder shall be a calendar year fee and shall be due once each calendar year regardless of the date upon which the request for such mailings is filed.

City of Oxford
Community Development Department
STAFF REPORT

Planning Commission

Case # PC-04-2008

Date – April 8, 2008

APPLICATION

Applicant:	Scott Webb, Architect
Location:	U.S. 27 South (Southpointe Blvd.)
Owner:	4-Leaf Development LLC
Action Request:	CONDITIONAL USE PERMIT – to allow for a commercial development to include an automobile service station.
Current Use:	Vacant Land
Current Zoning	“R3” (In process of being amended to “GB”)
Surrounding Existing Land Uses:	Single-Family\Agricultural and Vacant

GENERAL DESCRIPTION

The subject property is 3.26 acres on the northeast corner of US 27 South and Southpointe Parkway. The City is currently in the process of changing the zoning classification from “R3” to “GB” in order to correct an error at the time of the annexation acceptance and honor the Development Agreement. The Planning Commission held a hearing March 11, 2008 and voted 7-0-0 to recommend approval to City Council. City Council held their First Reading on the proposed zone change April 1, 2008 and will hold the Second Reading on April 15, 2008.

The property is technically still zoned “R3”, which does not permit this use by right or conditionally. For the purpose of this staff report, the proposed use will be reviewed under the “GB” regulations and requirements. By the time this Conditional Use application is reviewed and voted on by City Council, the General Business zoning classification should be established.

The Applicant is proposing a 9,300 sq. ft. retail building (4,800 sq. ft. for a convenience store and 4,500 for future retail space) with a gas station (10-pumping stands) covered with a canopy. Access would be provided off of Southpointe Parkway. The Applicant also indicated on the site plan that the existing earth mound along U.S. 27 would remain and the additional 5-foot, landscaped, earth mounds would be provided along Southpointe Parkway.

SURROUNDING NEIGHBORHOOD

The area directly north of the site is a single-family residential subdivision. The area south of the site is mainly agricultural landscape and zoned “OI”. The site is bordered by Four-Mile Creek to the east and U.S. 27 to the west. Directly across U.S.27 is multi-family and vacant land that is inside the City limits.

AGENCY COMMENTS

Requests for agency review were sent to the Police, Engineering and Fire Departments. The following Comments were returned:

Police Department:	Stated support for the proposed project and felt it would reduce the number of road trips for people.
Engineering:	Responded without comments.
Fire:	No comments received to date.

PUBLIC COMMENT FORMS

No comments have been received to date.

ZONING CODE REGULATIONS

Conditional Use

The Purpose of Conditional Use regulations are in Section 1147.01(a):

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

§1143.12(b)(2) GB District Conditional Uses:

STAFF FINDINGS: Automobile service stations selling gasoline is a Conditional Use.

§1147.02(a)(1)(C)(6) & (8) Site Plan Requirements for a Conditional Use:

6. Location, ***height***, dimensions, and use ***of all proposed*** and existing structures.
8. Location, size, and type of all proposed signs.

STAFF FINDINGS: The Applicant has not provided architectural building elevations or signage with the application. Perspective drawings have been provided to offer some idea on the scale of the proposed building. There is not enough information to determine the height of the proposed canopy. The Applicant will be limited to 2 wall signs, with an additional sign facing the secondary roadway, max. height of 3 feet and the maximum total sign area for all signs on the development site shall not exceed approximately 1,600 sq. ft. in accordance with §1151.05(a)(3).

§1147.03(b)(5) Conditional Use: Use specific regulations and potential concerns:

Gas station with convenience store.

A. Potential Concerns:

1. Adequate design of vehicle management area.
2. Location of fuel pumps and pump canopy.
3. Outdoor sales and storage.

B. Regulations:

1. All merchandise shall be located within a completely enclosed structure.
2. Fuel pumps shall be setback a minimum of 30 feet from lot lines or 40 feet from a residential zoning district.
3. Fuel pump canopies shall be set back a minimum of 20 feet from lot lines or 40 feet from a residential zoning district.

§1149.05(e)(4) Non-Residential Vehicle Management Parking Lot Design Regulations:

Parking lot design.

- A. All non-residential parking areas shall be screened from an adjacent residential district by a 6-foot high visual screen.
- D. Light fixtures shall be a maximum height of 16 feet above the adjacent ground.

- E. All unpaved areas adjacent to an off-street parking area shall be raised, landscaped, and separated from the parking area by a minimum 6-inch high concrete curb.
- F. A raised, landscaped, and curbed island of a minimum of 4.5 feet wide (including the width of the curb) shall be provided at the front and the ends of each row of parking spaces and at every interval of 7 parking spaces in a row. End islands shall extend to within 3 feet of the end of the parking space. The width requirement can be shared between adjacent facing rows or by the setback requirement adjacent to lot lines.

STAFF FINDINGS: The Applicant indicates landscaping on top of the earthen mounds; however a landscaping schedule has not been submitted indicating the species, calipers and height of the landscaping shown to determine compliance. No lighting plan or typical lighting fixtures has been submitted to determine compliance with letter "D" above. The construction plans submitted at the time of permitting will need to indicate that curbing is provided around the parking lot and paved areas of the site. Furthermore, the parking spaces in front of the retail building will need to be modified and provide a landscaped island at every interval of 7 parking spaces in a row.

§1149.05(e)(5)B.1.a. Non-Residential Vehicle Management Additional Landscaping Regulations:

A parking area shall have 2 trees per parking facility plus 1 tree for every 5 parking spaces or fraction thereof generally distributed throughout the parking area.

STAFF FINDINGS: Nine (9) trees are required to be provided and distributed throughout the parking area.

COMPREHENSIVE PLAN

The subject property was not located within the City limits at the time of the 1998 Comprehensive Plan, but is located within the Millville-Oxford Growth Area.

LAND USE POLICIES

Citywide Policies

B. Growth Areas

Growth Areas are intended to be well integrated into present day Oxford, providing seamless continuity but reflecting the best planning principles reflected in Section 12; Urban Design; The Growth Areas are identified along Millville-Oxford, Oxford-Reily and Brown roads because these locations have favorable infrastructure, are sensitive to the natural environment and create a more fully integrated physical environment.

The Land Use Plan recommends the general location of three clusters. When built out, these areas could have some or all of the components of an integrated neighborhood: residential (single family and multifamily), public facilities, park land and open space. Each cluster should be unique and reflect the physical characteristics of their location and the development pattern of their immediate environs.

It will be decades before Oxford can expect the projected build out population for all three clusters, but if the community desires to protect open space, efficiently expand infrastructure and improve small town quality, then actions need to be taken today for the desired vision to be realized. This requires identifying the general geographic areas of these clusters and developing a general phasing plan.

Growth Areas are expected to develop in small phases, perhaps in 100-acre units, depending on market demand, developer proposals, availability of utilities and other factors. However, to ensure continuity the City should prepare detailed area plans for each Growth Area which

detail land use, appropriate zoning, road network extensions, necessary utilities, parks and other community facilities and timing

C. Phasing and Implementation

Growth Areas should be phased as each is developed. It is also possible that the clusters could intentionally be given different emphasis in terms of the type and mix of residential uses. The key to their success, however, will be an appropriate mix of uses and sensitive design treatment.

Given the abundance of land in relationship to anticipated need between now and 2010, the most direct opportunity to shape new development will come beyond 2010. Between now and 2010, the City will make important decisions about infrastructure improvements that will affect the type of physical environment created. The concept for this future development is based on the creation of Growth Areas at key locations on the City's edge. This may seem like a long time, but comprehensive planning is a long-term effort.

During the zone change hearing of the site, the Commission supports the commercial use at this corner to serve several purposes. One is to provide a neighborhood type of commercial establishments to provide daily convenience of the residents in this general quadrant. Secondly, a good design of the site could be easily accomplished and promote the desired appearance the Commission is contemplating. However, the Planning Commission emphasized that this site is one of the gateways into Oxford community, hence, the design elements and its associated aesthetic features are extremely critical to soften any harsh, unattractive design that are commonly found in a roadway oriented commercial area. The implementation of the design guidelines and any additional conditions that the Commission may deem appropriate to harmoniously promote well-designed commercial development in a predominately-residential setting.

Recent discussions by the Comprehensive Plan Update Steering Committee on this particular area are not so much against the idea of having a convenience store/gas station use in this vicinity and support this concept if the development is done carefully (scale, aesthetics, etc.). Opinions shared so far regarding this area state they do not want to be able to see or know that retail spaces are available in this area from U.S. 27 and should not be a destination for people, but solely a convenience for those who live and work in this area. The Committee would not be in favor of access from U.S. 27, but only as presented, off of the side-street. The Committee wants it to be connected to the development/ neighborhood it is intended to serve through car and alternative forms of transportation (pedestrian and bike paths). Major concerns of the Committee are that this area does not become disconnected and dependent only on automobile access like U.S. 27 North and inundated with fast food and shopping strips.

STAFF ANALYSIS

The Applicant appears to have satisfied all the supplemental regulations of the "GB" zoning district regarding the earthen mounds, landscaping, building orientation and dumpster screening. The Applicant also satisfies the minimum parking and queuing space requirements. Overall, the proposal is very close to what the Planning Commission and the Comprehensive Plan Steering Committee has been discussing for this area. Based on the perspective drawings, and to possibly make the proposed use to be less obstructive and to blend in better with the area, the idea of concealing or modifying the canopy be concealed to match the roofline of the retail building seems to be a good approach to contemplate. Several options staff is recommending to accomplish this intent are as follows:

- a. Limiting the height of the flat-roofed canopy to be not to exceed the height of the eave of the proposed building,
- b. Eliminating the canopy entirely,
- b. Additional landscaping shall be provided on the earth mounds along US 27 and Southpointe Parkway to conceal the canopy from the public view.

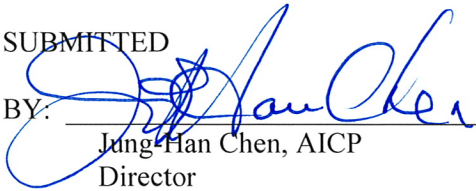
Should the Planning Commission recommend approval to City Council, staff suggests the following conditions for the Planning Commission to consider:

1. That, the required architectural building elevations are provided and the proposed building and canopy shall be in conformance with the height requirements of the "GB" General Business District.
2. That, a maximum of 2 wall signs, with an additional sign facing the secondary roadway, with a maximum height of 3 feet and the maximum total sign area for all signs on the development site shall not exceed approximately 1,600 sq. ft. and in accordance with §1151.05(a)(3).
3. That, a detailed landscaping plan shall be provided of the property, with a landscaping schedule detailing the location, species type, quantity, height and calibers.
4. That, a raised, landscaped, and curbed island of a minimum of 4.5 feet wide (including the width of the curb) shall be provided at the front and the ends of each row of parking spaces and at every interval of 7 parking spaces in a row per §1149.05(e)(4)F.
5. That, the required nine (9) trees are provided and distributed throughout the parking area per §1149.05(e)(5)B.1.a.
6. That, a detailed lighting and photometric plan is submitted.
7. That, no wall pack(s) lighting is provided on the proposed retail building.
8. That, any lighting under the canopy is recessed in the ceiling of the canopy.
9. That, dumpster pick-up service shall be allowed only between the hours of 7:00 AM and 7:00 PM.
10. That, no display or storage of material or merchandise is permitted on the property outside of the building.
11. That clearly marked internal circular patten showing exit and entrance lanes.
12. The sidewalk along Southpointe Parkway needs to be part of the improvement of the site.

RECOMMENDATION

Not Applicable.

SUBMITTED

BY: 

Jung-Han Chen, AICP

Director

Community Development Department

DATE: March 26, 2008

ATTACHMENT

(c) Planning Commission Review. The Planning Commission shall base its review of a proposed Conditional Use upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. If the Planning Commission finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

(1) Burden of proof.

- A. The Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use. This Zoning Code assumes that the uses listed in this section are not appropriate unless an applicant proves that the use will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.
- B. Applicants shall prove that potential negative impacts of elements such as location, size and extent of facilities and operations, site design, traffic generation, site access, and potential impact upon public facilities will be adequately mitigated.

(2) General decision standards. All Conditional Uses shall satisfy these General Decision Standards:

- A. The proposed use is in fact a Conditional Use in the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department Engineering Division Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-04-2008

Description:

CONDITIONAL USE PERMIT – to allow for a commercial development to include an automobile service station in the General Business (GB) Zoning District, Scott Webb, Architect, Applicant

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **4/1/2008** 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: Len Endress, Fire Chief

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department

Engineering Division

Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-04-2008

Description:

CONDITIONAL USE PERMIT – to allow for a commercial development to include an automobile service station in the General Business (GB) Zoning District, Scott Webb, Architect, Applicant

☒ Review

☐ Revisions

☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **4/1/2008** 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:

A. Petersen

3-21-08

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department

Engineering Division

Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-04-2008

Description:

CONDITIONAL USE PERMIT – to allow for a commercial development to include an automobile service station in the General Business (GB) Zoning District, Scott Webb, Architect, Applicant

☒ Review

☐ Revisions

☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **4/1/2008** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned:

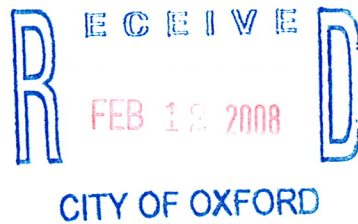
☒ w/comments

☐ without/comments

I firmly believe this is an excellent use for this property and believe it will significantly reduce the number of road trips to the City Core as the area develops. Fewer trips for gas/food samples.

Drawings reviewed by:

S. Seppala 3/21/8



Jung Han Chen
Community Development director
City of Oxford
Municipal Building
101 E. High Street
Oxford, Ohio 45056



SCOTT
WEBB

ARCHITECT

103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838

www.scottwebbarchitect.com

Re: Application for Conditional Use
Proposed Commercial Development
Southpointe Crossings

February 12, 2008

Dear Jung-Han,

Please accept this letter as a formal postponement of my client's request for a Conditional Use hearing by Planning Commission for the Commercial portion of the Southpointe Crossings property.

It has come to our attention that the Zoning designation for this portion of the property was not properly recorded in accordance with the Development/Annexation Agreement, by the Community Development Department, making our application void at this time.

Thank you for your consideration of this proposal. If you have any questions or need any additional information, please call.

Respectfully,

Scott Webb, Architect

Refer to PC-05-2008
Zoning Map Amendment R3 to GB

Conditional Use Permit Application
City of Oxford, Ohio

REQUIRED INFORMATION (print clearly)

Name of Applicant: Scott Webb, Architect / 4-leaf Development LLC.
(Attach a letter of agency if the applicant is not the property owner.)
Mailing Address: 103 W. Walnut St. Oxford / 125 W. Spring St. Oxford
Telephone Number(s): 523-3838 524-9500
Location of Property: 3900 Southpointe Parkway
Legal Description: _____
Zoning District: mixed
Total Area: 9,300 Acres X Square Feet (circle one)
Existing Use: vacant
Proposed Use: Commercial Development w/ gas station

SUBMISSION REQUIREMENTS

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

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

1. North arrow
2. Scale
3. Vicinity Map
4. All existing and proposed lot lines within the site
5. Dimensions of all lots and of the entire site and any adjacent rights-of-way
6. Location, height, and use of all proposed and existing structures
7. Location and design of all proposed vehicle management areas
8. Location, size, and type of all proposed signs
9. Location, height, and type of all proposed screening and landscaping
10. Distances to residential zoning districts if within 1,000 feet
11. The use of land and location of structures on adjacent property and across adjacent rights-of-way
12. Elevations of proposed structure, or typical elevations if structures are not yet designed, shall be required by the Zoning Administrator if the proposed location, height, or bulk of the structure is such that it may negatively affect an adjacent use
13. Photographs of the existing use and its surroundings.
14. Other information as required by the Planning Commission

Attach a statement describing how the proposed Conditional Use meets the following decision standards of the zoning district in which it is to be located:

1. The proposed use is in fact a Conditional Use in the zoning district in which it is proposed.
2. The use and site will satisfy the general intent of this Zoning Code.
3. The use and site will be compatible with the general intent of the Comprehensive Plan.
4. The size and shape of the site are sufficient for the proposed use.
5. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.

6. 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.
7. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
8. 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.
9. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
10. 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.
11. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
12. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
13. All necessary permits and licenses for the Conditional Uses and its operation have been or can be obtained for the use at the proposed location.

On a separate sheet of paper, provide the names and addresses of all adjoining property owners within 200 feet of the site, including those across streets, roads, alleys and highways.

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

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

NOTE: Incomplete applications will not be processed.

NOTE: Notification and publication requirements must be adhered to. Submit materials 45 days prior to the proposed meeting date.



Signature of Applicant



Printed Name

Date: Jun 25, 2008

FEE / RECEIPT

\$400 Fee Paid / Receipt Number: 400 pd #13502

4-Leaf Development, LLC
125 West Spring Street --- Oxford, OH 45056
(513) 524-9500 / FAX (513) 523-9415

January 25, 2008

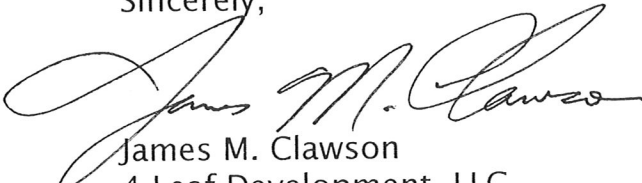
Oxford Planning Commission
101 East High Street
Oxford, OH 45056

To Whom It May Concern:

Please be advised that Scott Webb is permitted to act on our behalf for all matters related to the proposed commercial development at 3900 Southpointe Crossing project. Scott is authorized to speak and act on our behalf before Oxford Planning Commission.

Should you have any questions or concerns, please do not hesitate to contact our office.

Sincerely,



James M. Clawson
4-Leaf Development, LLC

Jung-Han Chen
Community Development Director
City of Oxford
Municipal Building
101 E. High Street
Oxford, Ohio 45056



SCOTT
WEBB

ARCHITECT

103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838

www.scottwebbarchitect.com

Re: Application for Conditional Use
Proposed Commercial Development
Southpointe Crossings

January 25, 2008

Dear Mr. Chen,

Please accept this letter as a formal request for a review hearing by the City of Oxford Planning Commission and Oxford City Council for a Conditional Use for a Commercial Development that includes an automobile service station selling gasoline in the General Business Zoning District.

The attached proposal has been prepared for and with the help of the following:

Property Owners:

4 Leaf Development. LLC
125 West Spring Street
Oxford, Ohio 45056

Architect:

Scott Webb, Architect
103 West Walnut Street
Oxford, Ohio 45056

Civil Engineer:

Bayer Becker.
700 Niles Road
Fairfield, Ohio 45014

Surveyor:

DDS Surveying Inc.
318 South College Avenue
Oxford, Ohio 45056

Statement describing how the proposed Conditional Use meets the following decision standards of the zoning district in which it is located.

In response to the decision standards outlined in the application, we offer the following:

1. *The proposed use is in fact a Conditional Use in the Zoning District in which it is proposed;*

While most commercial uses are permitted in the GB District. Automobile service stations and convenience store facilities selling gasoline are specifically listed as a conditional use in the GB district. The gas station use is part of the overall (permitted) commercial development proposed.

2. *The use and site will satisfy the general intent of the Zoning Code;*

The GB District is the Zoning designation in which all facilities selling gasoline are to be located. Section 1147.03 (5) of the Conditional Use Chapter of the Zoning Code addresses businesses of this type specifically as follows:

A. Potential Concerns:

1. *Adequate design of vehicle management area*
2. *Location of Fuel Pumps and Canopy*
3. *Outdoor sales and storage*

The Zoning Code then describes regulations to mitigate these concerns,

B. Regulations

1. *All merchandise shall be located within a completely enclosed structure.*

No outside sales areas are proposed in this application

2. *Fuel pumps shall be setback a minimum of 30 feet from lot lines or 40 feet from residential zoning district.*

Proposed Fuel pumps are shown in excess of 75' from all property lines

3. *Fuel pump canopies shall be set back a minimum of 20' from lot lines or 40 feet from residential zoning district*

The proposed canopy is set back in excess of 75' from all property lines.

3. *The use and site will be compatible with general intent of the Comprehensive Plan;*

Since the property at hand was just recently annexed, the area is addressed by Oxford's Comprehensive Plan as "potential growth area, (2010 and beyond). During the annexation process, zoning was established for this and other portions of the overall development, as it was brought into the City of Oxford, allowing a small commercial development to support varied uses of the 176 acres of residential & Tech Park development approved for this site.

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

The proposed development of the site is designed to accommodate the proposed uses and still exceed all regulations, including setbacks, parking, landscaping, and screening for buildings in the GB district.

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

This small commercial development will not be hazardous or disturbing to its current or future neighbors and has been designed for the least possible impact, exceeding setback requirements and screening.

6. *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.*

The operation of the commercial development and gasoline facility will not be detrimental to any person, property or the general welfare.

7. *The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.*

The commercial uses proposed are the only intended uses of the property. No additional incidental uses are proposed nor anticipated.

8. *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.*

All utilities are available at the proposed location. No special provisions are required.

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

No public expense is anticipated by this project.

10. *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 Commercial, the proposed building and canopy are designed with residential elements to reflect the materials and construction of the existing area and adjacent residential properties. The entire development is surrounded by mature trees, and or landscape berms and setbacks that exceed all requirements

11. *The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.*

The site is designed to accommodate the traffic and exceed the requirements of the Vehicle Management Chapters of the Zoning Code. Section 1149.05 (b) Access and Maneuvering requires curb cuts to be a minimum of 70 feet from an arterial road. The proposed plan shows 120 feet. This section further states that curb cuts must be 30 feet apart. The curb cuts shown for this development are more than 300' apart.

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

There are no scenic or natural resources in this area

13. *All Necessary permits and licenses for the Conditional Use and its operation have been obtained or can be obtained for the use at the proposed location.*

All permits will be secured for the construction of this building.

Thank you for your consideration of this proposal. If you have any questions or need any additional information, please call.

Respectfully,

Scott Webb, Architect



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SITE PLAN

1" = 50'-0"

PROPOSED COMMERCIAL DEVELOPMENT

PROPOSED GAS STATION / CONVENIENCE STORE 4800 SF.

CONDITIONAL USE IN GB DISTRICT

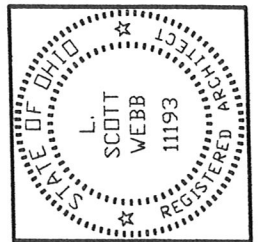
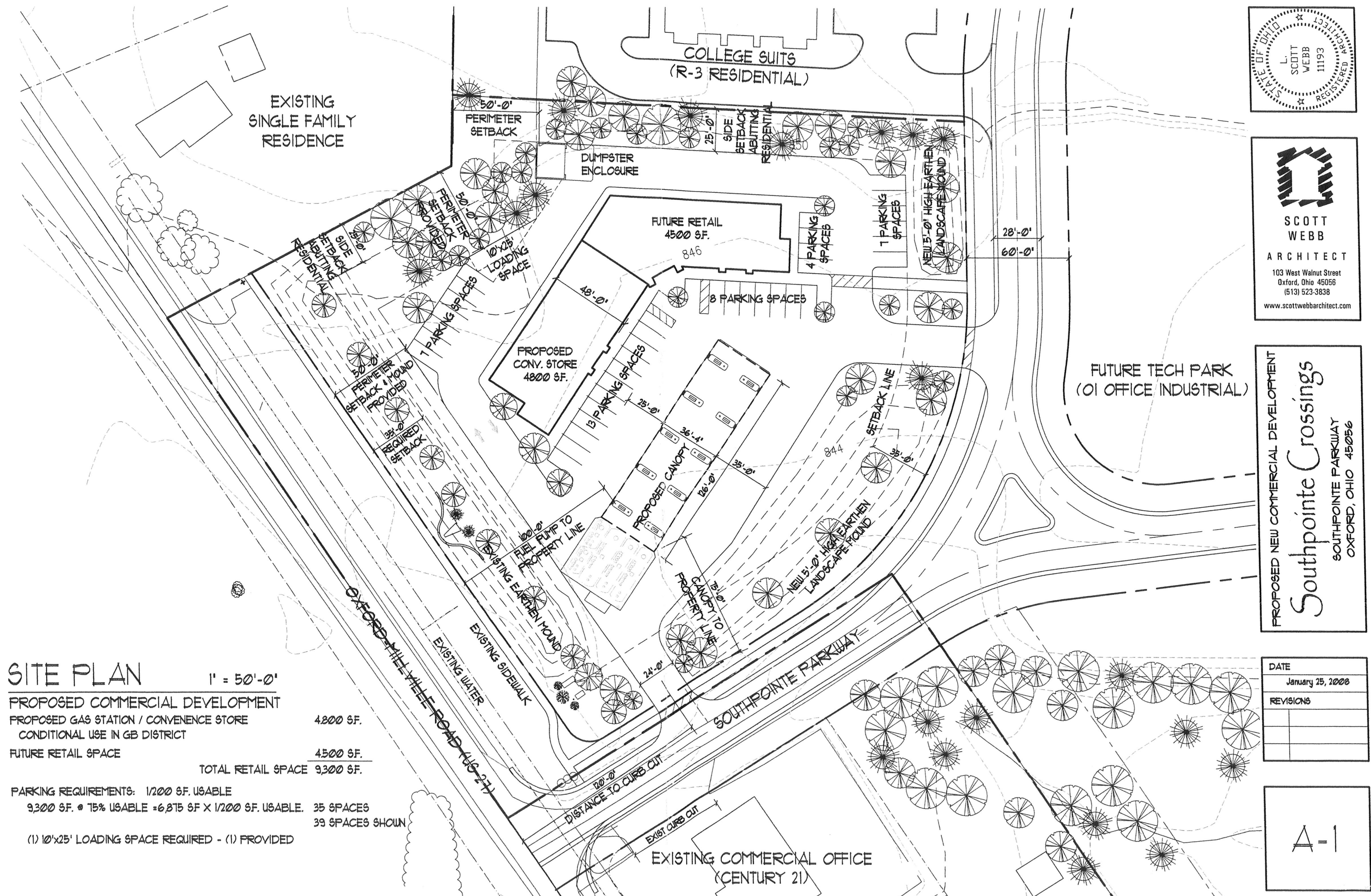
FUTURE RETAIL SPACE 4500 SF.

TOTAL RETAIL SPACE 9300 SF.

PARKING REQUIREMENTS: 1/200 SF. USABLE

9300 SF. @ 15% USABLE = 6,875 SF X 1/200 SF. USABLE. 35 SPACES
39 SPACES SHOWN

(1) 10'x25' LOADING SPACE REQUIRED - (1) PROVIDED



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PROPOSED NEW COMMERCIAL DEVELOPMENT

Southpointe Crossings

SOUTHPOINTE PARKWAY
OXFORD, OHIO 45056

DATE

January 25, 2008

REVISIONS

A-1

**OVERSIZED DRAWINGS OF THE PROPOSED NEW PLANNED UNIT
DEVELOPMENT ARE AVAILABLE FOR VIEWING IN THE PLANNING
DEPARTMENT DURING NORMAL BUSINESS HOURS**

City of Oxford
Community Development Department
STAFF REPORT

Planning Commission

Case # PC-04-2008

Date – April 8, 2008

APPLICATION

Applicant:	Scott Webb, Architect
Location:	U.S. 27 South (Southpointe Blvd.)
Owner:	4-Leaf Development LLC
Action Request:	CONDITIONAL USE PERMIT – to allow for a commercial development to include an automobile service station.
Current Use:	Vacant Land
Current Zoning	“R3” (In process of being amended to “GB”)
Surrounding Existing Land Uses:	Single-Family\Agricultural and Vacant

GENERAL DESCRIPTION

The subject property is 3.26 acres on the northeast corner of US 27 South and Southpointe Parkway. The City is currently in the process of changing the zoning classification from “R3” to “GB” in order to correct an error at the time of the annexation acceptance and honor the Development Agreement. The Planning Commission held a hearing March 11, 2008 and voted 7-0-0 to recommend approval to City Council. City Council held their First Reading on the proposed zone change April 1, 2008 and will hold the Second Reading on April 15, 2008.

The property is technically still zoned “R3”, which does not permit this use by right or conditionally. For the purpose of this staff report, the proposed use will be reviewed under the “GB” regulations and requirements. By the time this Conditional Use application is reviewed and voted on by City Council, the General Business zoning classification should be established.

The Applicant is proposing a 9,300 sq. ft. retail building (4,800 sq. ft. for a convenience store and 4,500 for future retail space) with a gas station (10-pumping stands) covered with a canopy. Access would be provided off of Southpointe Parkway. The Applicant also indicated on the site plan that the existing earth mound along U.S. 27 would remain and the additional 5-foot, landscaped, earth mounds would be provided along Southpointe Parkway.

SURROUNDING NEIGHBORHOOD

The area directly north of the site is a single-family residential subdivision. The area south of the site is mainly agricultural landscape and zoned “OI”. The site is bordered by Four-Mile Creek to the east and U.S. 27 to the west. Directly across U.S.27 is multi-family and vacant land that is inside the City limits.

AGENCY COMMENTS

Requests for agency review were sent to the Police, Engineering and Fire Departments. The following Comments were returned:

Police Department:	Stated support for the proposed project and felt it would reduce the number of road trips for people.
Engineering:	Responded without comments.
Fire:	No comments received to date.

PUBLIC COMMENT FORMS

No comments have been received to date.

ZONING CODE REGULATIONS

Conditional Use

The Purpose of Conditional Use regulations are in Section 1147.01(a):

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

§1143.12(b)(2) GB District Conditional Uses:

STAFF FINDINGS: Automobile service stations selling gasoline is a Conditional Use.

§1147.02(a)(1)(C)(6) & (8) Site Plan Requirements for a Conditional Use:

6. Location, ***height***, dimensions, and use ***of all proposed*** and existing structures.
8. Location, size, and type of all proposed signs.

STAFF FINDINGS: The Applicant has not provided architectural building elevations or signage with the application. Perspective drawings have been provided to offer some idea on the scale of the proposed building. There is not enough information to determine the height of the proposed canopy. The Applicant will be limited to 2 wall signs, with an additional sign facing the secondary roadway, max. height of 3 feet and the maximum total sign area for all signs on the development site shall not exceed approximately 1,600 sq. ft. in accordance with §1151.05(a)(3).

§1147.03(b)(5) Conditional Use: Use specific regulations and potential concerns:

Gas station with convenience store.

A. Potential Concerns:

1. Adequate design of vehicle management area.
2. Location of fuel pumps and pump canopy.
3. Outdoor sales and storage.

B. Regulations:

1. All merchandise shall be located within a completely enclosed structure.
2. Fuel pumps shall be setback a minimum of 30 feet from lot lines or 40 feet from a residential zoning district.
3. Fuel pump canopies shall be set back a minimum of 20 feet from lot lines or 40 feet from a residential zoning district.

§1149.05(e)(4) Non-Residential Vehicle Management Parking Lot Design Regulations:

Parking lot design.

- A. All non-residential parking areas shall be screened from an adjacent residential district by a 6-foot high visual screen.
- D. Light fixtures shall be a maximum height of 16 feet above the adjacent ground.

- E. All unpaved areas adjacent to an off-street parking area shall be raised, landscaped, and separated from the parking area by a minimum 6-inch high concrete curb.
- F. A raised, landscaped, and curbed island of a minimum of 4.5 feet wide (including the width of the curb) shall be provided at the front and the ends of each row of parking spaces and at every interval of 7 parking spaces in a row. End islands shall extend to within 3 feet of the end of the parking space. The width requirement can be shared between adjacent facing rows or by the setback requirement adjacent to lot lines.

STAFF FINDINGS: The Applicant indicates landscaping on top of the earthen mounds; however a landscaping schedule has not been submitted indicating the species, calipers and height of the landscaping shown to determine compliance. No lighting plan or typical lighting fixtures has been submitted to determine compliance with letter "D" above. The construction plans submitted at the time of permitting will need to indicate that curbing is provided around the parking lot and paved areas of the site. Furthermore, the parking spaces in front of the retail building will need to be modified and provide a landscaped island at every interval of 7 parking spaces in a row.

§1149.05(e)(5)B.1.a. Non-Residential Vehicle Management Additional Landscaping Regulations:

A parking area shall have 2 trees per parking facility plus 1 tree for every 5 parking spaces or fraction thereof generally distributed throughout the parking area.

STAFF FINDINGS: Nine (9) trees are required to be provided and distributed throughout the parking area.

COMPREHENSIVE PLAN

The subject property was not located within the City limits at the time of the 1998 Comprehensive Plan, but is located within the Millville-Oxford Growth Area.

LAND USE POLICIES

Citywide Policies

B. Growth Areas

Growth Areas are intended to be well integrated into present day Oxford, providing seamless continuity but reflecting the best planning principles reflected in Section 12; Urban Design; The Growth Areas are identified along Millville-Oxford, Oxford-Reily and Brown roads because these locations have favorable infrastructure, are sensitive to the natural environment and create a more fully integrated physical environment.

The Land Use Plan recommends the general location of three clusters. When built out, these areas could have some or all of the components of an integrated neighborhood: residential (single family and multifamily), public facilities, park land and open space. Each cluster should be unique and reflect the physical characteristics of their location and the development pattern of their immediate environs.

It will be decades before Oxford can expect the projected build out population for all three clusters, but if the community desires to protect open space, efficiently expand infrastructure and improve small town quality, then actions need to be taken today for the desired vision to be realized. This requires identifying the general geographic areas of these clusters and developing a general phasing plan.

Growth Areas are expected to develop in small phases, perhaps in 100-acre units, depending on market demand, developer proposals, availability of utilities and other factors. However, to ensure continuity the City should prepare detailed area plans for each Growth Area which

detail land use, appropriate zoning, road network extensions, necessary utilities, parks and other community facilities and timing

C. Phasing and Implementation

Growth Areas should be phased as each is developed. It is also possible that the clusters could intentionally be given different emphasis in terms of the type and mix of residential uses. The key to their success, however, will be an appropriate mix of uses and sensitive design treatment.

Given the abundance of land in relationship to anticipated need between now and 2010, the most direct opportunity to shape new development will come beyond 2010. Between now and 2010, the City will make important decisions about infrastructure improvements that will affect the type of physical environment created. The concept for this future development is based on the creation of Growth Areas at key locations on the City's edge. This may seem like a long time, but comprehensive planning is a long-term effort.

During the zone change hearing of the site, the Commission supports the commercial use at this corner to serve several purposes. One is to provide a neighborhood type of commercial establishments to provide daily convenience of the residents in this general quadrant. Secondly, a good design of the site could be easily accomplished and promote the desired appearance the Commission is contemplating. However, the Planning Commission emphasized that this site is one of the gateways into Oxford community, hence, the design elements and its associated aesthetic features are extremely critical to soften any harsh, unattractive design that are commonly found in a roadway oriented commercial area. The implementation of the design guidelines and any additional conditions that the Commission may deem appropriate to harmoniously promote well-designed commercial development in a predominately-residential setting.

Recent discussions by the Comprehensive Plan Update Steering Committee on this particular area are not so much against the idea of having a convenience store/gas station use in this vicinity and support this concept if the development is done carefully (scale, aesthetics, etc.). Opinions shared so far regarding this area state they do not want to be able to see or know that retail spaces are available in this area from U.S. 27 and should not be a destination for people, but solely a convenience for those who live and work in this area. The Committee would not be in favor of access from U.S. 27, but only as presented, off of the side-street. The Committee wants it to be connected to the development/ neighborhood it is intended to serve through car and alternative forms of transportation (pedestrian and bike paths). Major concerns of the Committee are that this area does not become disconnected and dependent only on automobile access like U.S. 27 North and inundated with fast food and shopping strips.

STAFF ANALYSIS

The Applicant appears to have satisfied all the supplemental regulations of the "GB" zoning district regarding the earthen mounds, landscaping, building orientation and dumpster screening. The Applicant also satisfies the minimum parking and queuing space requirements. Overall, the proposal is very close to what the Planning Commission and the Comprehensive Plan Steering Committee has been discussing for this area. Based on the perspective drawings, and to possibly make the proposed use to be less obstructive and to blend in better with the area, the idea of concealing or modifying the canopy be concealed to match the roofline of the retail building seems to be a good approach to contemplate. Several options staff is recommending to accomplish this intent are as follows:

- a. Limiting the height of the flat-roofed canopy to be not to exceed the height of the eave of the proposed building,
- b. Eliminating the canopy entirely,
- b. Additional landscaping shall be provided on the earth mounds along US 27 and Southpointe Parkway to conceal the canopy from the public view.

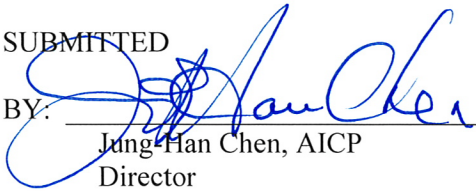
Should the Planning Commission recommend approval to City Council, staff suggests the following conditions for the Planning Commission to consider:

1. That, the required architectural building elevations are provided and the proposed building and canopy shall be in conformance with the height requirements of the "GB" General Business District.
2. That, a maximum of 2 wall signs, with an additional sign facing the secondary roadway, with a maximum height of 3 feet and the maximum total sign area for all signs on the development site shall not exceed approximately 1,600 sq. ft. and in accordance with §1151.05(a)(3).
3. That, a detailed landscaping plan shall be provided of the property, with a landscaping schedule detailing the location, species type, quantity, height and calibers.
4. That, a raised, landscaped, and curbed island of a minimum of 4.5 feet wide (including the width of the curb) shall be provided at the front and the ends of each row of parking spaces and at every interval of 7 parking spaces in a row per §1149.05(e)(4)F.
5. That, the required nine (9) trees are provided and distributed throughout the parking area per §1149.05(e)(5)B.1.a.
6. That, a detailed lighting and photometric plan is submitted.
7. That, no wall pack(s) lighting is provided on the proposed retail building.
8. That, any lighting under the canopy is recessed in the ceiling of the canopy.
9. That, dumpster pick-up service shall be allowed only between the hours of 7:00 AM and 7:00 PM.
10. That, no display or storage of material or merchandise is permitted on the property outside of the building.
11. That clearly marked internal circular patten showing exit and entrance lanes.
12. The sidewalk along Southpointe Parkway needs to be part of the improvement of the site.

RECOMMENDATION

Not Applicable.

SUBMITTED

BY: 

Jung-Han Chen, AICP

Director

Community Development Department

DATE: March 26, 2008

ATTACHMENT

(c) Planning Commission Review. The Planning Commission shall base its review of a proposed Conditional Use upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. If the Planning Commission finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

(1) Burden of proof.

- A. The Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use. This Zoning Code assumes that the uses listed in this section are not appropriate unless an applicant proves that the use will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.
- B. Applicants shall prove that potential negative impacts of elements such as location, size and extent of facilities and operations, site design, traffic generation, site access, and potential impact upon public facilities will be adequately mitigated.

(2) General decision standards. All Conditional Uses shall satisfy these General Decision Standards:

- A. The proposed use is in fact a Conditional Use in the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department Engineering Division Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-04-2008

Description:

CONDITIONAL USE PERMIT – to allow for a commercial development to include an automobile service station in the General Business (GB) Zoning District, Scott Webb, Architect, Applicant

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **4/1/2008** 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: Sen Endress, Fire Chief

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department

Engineering Division

Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-04-2008

Description:

CONDITIONAL USE PERMIT – to allow for a commercial development to include an automobile service station in the General Business (GB) Zoning District, Scott Webb, Architect, Applicant

☒ Review

☐ Revisions

☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **4/1/2008** 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:

A. Petersen

3-21-08

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department

Engineering Division

Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-04-2008

Description:

CONDITIONAL USE PERMIT – to allow for a commercial development to include an automobile service station in the General Business (GB) Zoning District, Scott Webb, Architect, Applicant

☒ Review

☐ Revisions

☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **4/1/2008** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned:

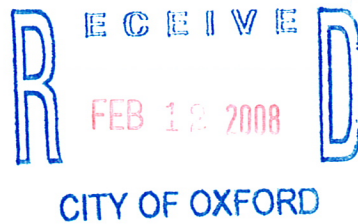
☒ w/comments

☐ without/comments

I firmly believe this is an excellent use for this property and believe it will significantly reduce the number of road trips to the City Core as the area develops. Fewer trips for gas/food samples.

Drawings reviewed by:

S. Seppala 3/21/8



Jung Han Chen
Community Development director
City of Oxford
Municipal Building
101 E. High Street
Oxford, Ohio 45056



SCOTT
WEBB

ARCHITECT

103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838

www.scottwebbarchitect.com

Re: Application for Conditional Use
Proposed Commercial Development
Southpointe Crossings

February 12, 2008

Dear Jung-Han,

Please accept this letter as a formal postponement of my client's request for a Conditional Use hearing by Planning Commission for the Commercial portion of the Southpointe Crossings property.

It has come to our attention that the Zoning designation for this portion of the property was not properly recorded in accordance with the Development/Annexation Agreement, by the Community Development Department, making our application void at this time.

Thank you for your consideration of this proposal. If you have any questions or need any additional information, please call.

Respectfully,

Scott Webb, Architect

Refer to PC-05-2008
Zoning Map Amendment R3 to GB

Conditional Use Permit Application
City of Oxford, Ohio

REQUIRED INFORMATION (print clearly)

Name of Applicant: Scott Webb, Architect / 4-leaf Development LLC.
(Attach a letter of agency if the applicant is not the property owner.)
Mailing Address: 103 W. Walnut St. Oxford / 125 W. Spring St. Oxford
Telephone Number(s): 523-3838 524-9500
Location of Property: 3900 Southpointe Parkway
Legal Description: _____
Zoning District: mixed
Total Area: 9,300 Acres X Square Feet (circle one)
Existing Use: vacant
Proposed Use: commercial development w/ gas station

SUBMISSION REQUIREMENTS

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

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

1. North arrow
2. Scale
3. Vicinity Map
4. All existing and proposed lot lines within the site
5. Dimensions of all lots and of the entire site and any adjacent rights-of-way
6. Location, height, and use of all proposed and existing structures
7. Location and design of all proposed vehicle management areas
8. Location, size, and type of all proposed signs
9. Location, height, and type of all proposed screening and landscaping
10. Distances to residential zoning districts if within 1,000 feet
11. The use of land and location of structures on adjacent property and across adjacent rights-of-way
12. Elevations of proposed structure, or typical elevations if structures are not yet designed, shall be required by the Zoning Administrator if the proposed location, height, or bulk of the structure is such that it may negatively affect an adjacent use
13. Photographs of the existing use and its surroundings.
14. Other information as required by the Planning Commission

Attach a statement describing how the proposed Conditional Use meets the following decision standards of the zoning district in which it is to be located:

1. The proposed use is in fact a Conditional Use in the zoning district in which it is proposed.
2. The use and site will satisfy the general intent of this Zoning Code.
3. The use and site will be compatible with the general intent of the Comprehensive Plan.
4. The size and shape of the site are sufficient for the proposed use.
5. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.

6. 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.
7. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
8. 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.
9. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
10. 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.
11. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
12. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
13. All necessary permits and licenses for the Conditional Uses and its operation have been or can be obtained for the use at the proposed location.

On a separate sheet of paper, provide the names and addresses of all adjoining property owners within 200 feet of the site, including those across streets, roads, alleys and highways.

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

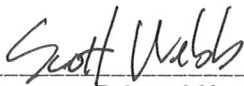
All materials must be delivered to the office of the Community Development Director, City of Oxford, 101 East High Street, Oxford, Ohio 45056. Any questions should be directed to the Community Development Department at (513) 524-5204. The issue will be placed on the next possible agenda.

NOTE: Incomplete applications will not be processed.

NOTE: Notification and publication requirements must be adhered to. Submit materials 45 days prior to the proposed meeting date.



Signature of Applicant



Printed Name

Date: Jun 25, 2008

FEE / RECEIPT

\$400 Fee Paid / Receipt Number: 400 pd #13502

4-Leaf Development, LLC
125 West Spring Street --- Oxford, OH 45056
(513) 524-9500 / FAX (513) 523-9415

January 25, 2008

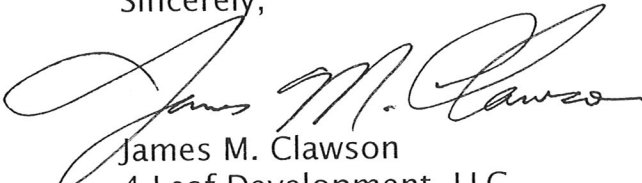
Oxford Planning Commission
101 East High Street
Oxford, OH 45056

To Whom It May Concern:

Please be advised that Scott Webb is permitted to act on our behalf for all matters related to the proposed commercial development at 3900 Southpointe Crossing project. Scott is authorized to speak and act on our behalf before Oxford Planning Commission.

Should you have any questions or concerns, please do not hesitate to contact our office.

Sincerely,



James M. Clawson
4-Leaf Development, LLC

Jung-Han Chen
Community Development Director
City of Oxford
Municipal Building
101 E. High Street
Oxford, Ohio 45056



SCOTT
WEBB

A R C H I T E C T

103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838

www.scottwebbarchitect.com

Re: Application for Conditional Use
Proposed Commercial Development
Southpointe Crossings

January 25, 2008

Dear Mr. Chen,

Please accept this letter as a formal request for a review hearing by the City of Oxford Planning Commission and Oxford City Council for a Conditional Use for a Commercial Development that includes an automobile service station selling gasoline in the General Business Zoning District.

The attached proposal has been prepared for and with the help of the following:

Property Owners:

4 Leaf Development. LLC
125 West Spring Street
Oxford, Ohio 45056

Architect:

Scott Webb, Architect
103 West Walnut Street
Oxford, Ohio 45056

Civil Engineer:

Bayer Becker.
700 Niles Road
Fairfield, Ohio 45014

Surveyor:

DDS Surveying Inc.
318 South College Avenue
Oxford, Ohio 45056

Statement describing how the proposed Conditional Use meets the following decision standards of the zoning district in which it is located.

In response to the decision standards outlined in the application, we offer the following:

1. *The proposed use is in fact a Conditional Use in the Zoning District in which it is proposed;*

While most commercial uses are permitted in the GB District. Automobile service stations and convenience store facilities selling gasoline are specifically listed as a conditional use in the GB district. The gas station use is part of the overall (permitted) commercial development proposed.

2. *The use and site will satisfy the general intent of the Zoning Code;*

The GB District is the Zoning designation in which all facilities selling gasoline are to be located. Section 1147.03 (5) of the Conditional Use Chapter of the Zoning Code addresses businesses of this type specifically as follows:

A. Potential Concerns:

1. *Adequate design of vehicle management area*
2. *Location of Fuel Pumps and Canopy*
3. *Outdoor sales and storage*

The Zoning Code then describes regulations to mitigate these concerns,

B. Regulations

1. *All merchandise shall be located within a completely enclosed structure.*

No outside sales areas are proposed in this application

2. *Fuel pumps shall be setback a minimum of 30 feet from lot lines or 40 feet from residential zoning district.*

Proposed Fuel pumps are shown in excess of 75' from all property lines

3. *Fuel pump canopies shall be set back a minimum of 20' from lot lines or 40 feet from residential zoning district*

The proposed canopy is set back in excess of 75' from all property lines.

3. *The use and site will be compatible with general intent of the Comprehensive Plan;*

Since the property at hand was just recently annexed, the area is addressed by Oxford's Comprehensive Plan as "potential growth area, (2010 and beyond). During the annexation process, zoning was established for this and other portions of the overall development, as it was brought into the City of Oxford, allowing a small commercial development to support varied uses of the 176 acres of residential & Tech Park development approved for this site.

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

The proposed development of the site is designed to accommodate the proposed uses and still exceed all regulations, including setbacks, parking, landscaping, and screening for buildings in the GB district.

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

This small commercial development will not be hazardous or disturbing to its current or future neighbors and has been designed for the least possible impact, exceeding setback requirements and screening.

6. *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.*

The operation of the commercial development and gasoline facility will not be detrimental to any person, property or the general welfare.

7. *The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.*

The commercial uses proposed are the only intended uses of the property. No additional incidental uses are proposed nor anticipated.

8. *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.*

All utilities are available at the proposed location. No special provisions are required.

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

No public expense is anticipated by this project.

10. *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 Commercial, the proposed building and canopy are designed with residential elements to reflect the materials and construction of the existing area and adjacent residential properties. The entire development is surrounded by mature trees, and or landscape berms and setbacks that exceed all requirements

11. *The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.*

The site is designed to accommodate the traffic and exceed the requirements of the Vehicle Management Chapters of the Zoning Code. Section 1149.05 (b) Access and Maneuvering requires curb cuts to be a minimum of 70 feet from an arterial road. The proposed plan shows 120 feet. This section further states that curb cuts must be 30 feet apart. The curb cuts shown for this development are more than 300' apart.

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

There are no scenic or natural resources in this area

13. *All Necessary permits and licenses for the Conditional Use and its operation have been obtained or can be obtained for the use at the proposed location.*

All permits will be secured for the construction of this building.

Thank you for your consideration of this proposal. If you have any questions or need any additional information, please call.

Respectfully,

Scott Webb, Architect



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ARCHITECT

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SITE PLAN

1" = 50'-0"

PROPOSED COMMERCIAL DEVELOPMENT

PROPOSED GAS STATION / CONVENIENCE STORE 4800 SF.

CONDITIONAL USE IN GB DISTRICT

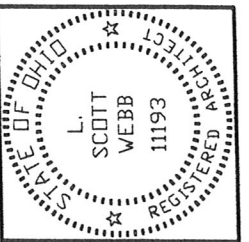
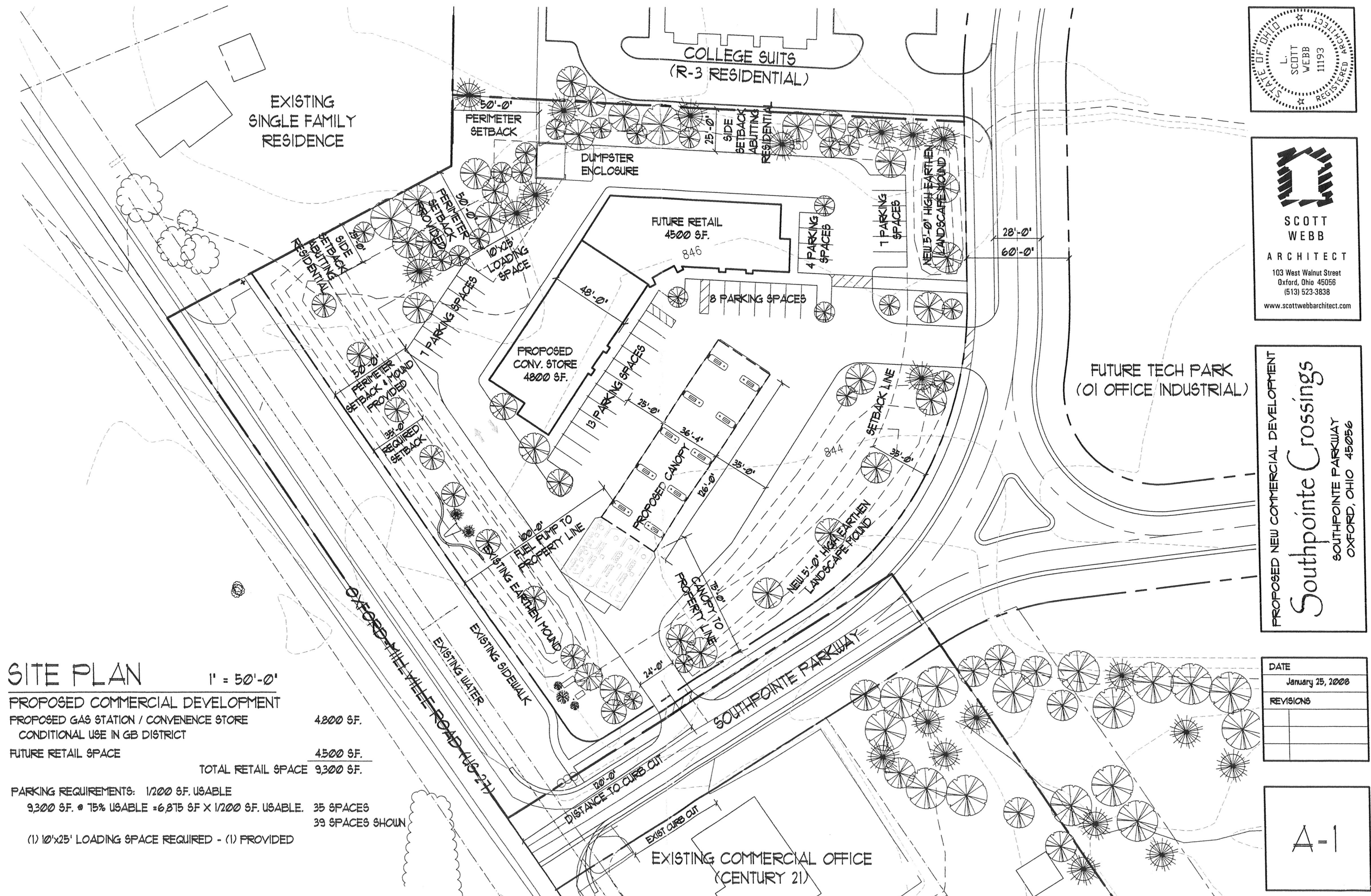
FUTURE RETAIL SPACE 4500 SF.

TOTAL RETAIL SPACE 9300 SF.

PARKING REQUIREMENTS: 1/200 SF. USABLE

9300 SF. @ 15% USABLE = 6,875 SF X 1/200 SF. USABLE. 35 SPACES
39 SPACES SHOWN

(1) 10'x25' LOADING SPACE REQUIRED - (1) PROVIDED



SCOTT
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(513) 523-3838

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PROPOSED NEW COMMERCIAL DEVELOPMENT

Southpointe Crossings

SOUTHPOINTE PARKWAY
OXFORD, OHIO 45056

DATE

January 25, 2008

REVISIONS

A-1

**OVERSIZED DRAWINGS OF THE PROPOSED NEW PLANNED UNIT
DEVELOPMENT ARE AVAILABLE FOR VIEWING IN THE PLANNING
DEPARTMENT DURING NORMAL BUSINESS HOURS**

City of Oxford
Community Development Department
STAFF REPORT

Planning Commission

Case # PC-07-2008

Date – April 8, 2008

APPLICATION

Applicant:	Bob Dearth
Location:	320 E. Vine Street (H4100006000180 & H4100006000128)
Owner:	Ned Stephenson
Action Request:	Approval of a Conditional Use for a Fraternity House in the “R2MS” Single & Two-Family Residential District.
Current Use:	Two Family Rental
Current Zoning	“R2MS” Single & Two-Family Residential District.
Surrounding Existing Land Uses:	Mix of single & two-family rentals and fraternity houses.

GENERAL DESCRIPTION

The Applicant requests approval of a Conditional Use Permit to allow a fraternity house at the above location. The Applicant is proposing to eliminate the two-family use, remodel the existing house and construct a two-story, 37’x 56’, 2,072 sq.ft. addition on the rear of the existing house. The fraternity house is indicating access for parking off of a paper alley. The current address and neighboring property currently share access through this alley. The Applicant has contacted the Service and Engineering Department to inquire what the requirements would be to upgrade the alley for access. The Applicant wishes to have alley access in order to satisfy lot coverage requirements.

Furthermore, the subject property is made up of two lots. The Applicant has submitted a consolidation plat that can be approved administratively.

SURROUNDING NEIGHBORHOOD

The municipal zoning in the vicinity of this site is “R2MS” Single & Two-Family Residential District.

ZONING CODE REGULATIONS

Conditional Use

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

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

§1143.05(b)(2)I.: Conditional Uses in R2MS:

STAFF FINDINGS: Fraternity and Sorority Houses are specifically listed as a Conditional Use in the R2MS District.

§1143.05(c): R2MS Site Development Regulations:

STAFF FINDINGS: All requirements pertaining to lot size, setbacks, lot coverage and building height appear to be satisfied with the exception of the front yard lot coverage. This is a nonconforming situation and no changes are proposed in this area, thus the existing sidewalks and original structure may remain where they are. Should any modification take place in front of the existing house, the Applicant would be required to make the situation less nonconforming and possibly require additional review by the BZA if they did not comply with the regulations.

§1147.03(b)(19) Use Regulations & Potential Concerns:

(19) Fraternity & Sorority Houses

A. Potential Concerns.

- 1. Noise*
- 2. Location of accessory uses such as ball fields and swimming pools*
- 3. Appropriate screening of high activity areas from adjacent properties*

B. Requirements.

- 1. A solid fence, wall, or hedge at least 6 feet in height is required along any property line within 75 feet of an activity area including porches and patios*
- 2. Adequate waste and recycling facilities*

STAFF FINDINGS: There are no accessory uses proposed at this time. A dumpster shall be located next to or in the proposed parking area. No new patios or porches are being proposed at this time. Existing 4-5 foot chain link fences are along the eastern property line and a 6 foot wood privacy fence is along the northern property line. These existing fence lines are also fairly well vegetated.

The Applicant has indicated in their letters that if this existing screening is deemed insufficient, they are open to providing a solid fence along the property lines to create adequate separation from the adjacent properties.

OTHER FINDINGS: All Mile Square Design Standards will be reviewed more closely during the permit review process.

AGENCY COMMENTS

Requests for review were sent to Engineering, Police and Fire.

Police: "While the general area does accommodate some student housing, I cannot recommend the building of a fraternity house in a single and two-family residential district knowing that there will be a surplus of vehicles per the number of required vehicles."

Engineering and Fire have not returned their review to date.

PUBLIC COMMENT FORMS

No comments have been received to date.

DECISION CRITERIA

A copy of the Zoning Code Conditional Use Decision Standards is attached.

STAFF ANALYSIS

Staff has provided a map of surrounding fraternities. There are approximately 5 fraternities within a 200 foot radius, and 11 fraternities within a 500 foot radius.

Staff suggests that the Planning Commission consider the following items prior to approving the proposed project.

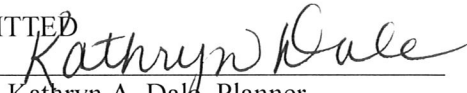
1. That, the lot consolidation is approved and recorded prior to the release of any construction permits.
2. That, all comments by the City Engineer are addressed regarding the alleyway access.

RECOMMENDATION

Not Applicable

SUBMITTED

BY:



Kathryn A. Dale, Planner
Community Development Department

DATE: March 15, 2008

ATTACHMENT

(c) Planning Commission Review. The Planning Commission shall base its review of a proposed Conditional Use upon the complete application, upon any staff report, and upon any relevant and credible public comment presented during the public hearing. If the Planning Commission finds that the information provided is insufficient to make a determination, it may suspend its review until sufficient information has been provided.

(1) Burden of proof.

- A. Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use. This Zoning Code assumes that the uses listed in this section are not appropriate unless an applicant proves that the use will not be detrimental to the public health, safety, or general welfare of the City or the neighborhood in which it is proposed.
- B. Applicants shall prove that potential negative impacts of elements such as location, size and extent of facilities and operations, site design, traffic generation, site access, and potential impact upon public facilities will be adequately mitigated.

(2) General decision standards. All Conditional Uses shall satisfy these General Decision Standards:

- A. The proposed use is in fact a Conditional Use in the zoning district in which it is proposed.
- B. The use and site will satisfy the general intent of this Zoning Code.
- C. The use and site will be compatible with the general intent of the Comprehensive Plan.
- D. The size and shape of the site are sufficient for the proposed use.
- E. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- F. The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- G. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
- H. The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- I. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- J. The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- K. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
- L. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- M. All necessary permits and licenses for the Conditional Use and its operation have been or can be obtained for the use at the proposed location.

PC 07-2008
320 E. Vine
Surrounding
Fraternity Houses

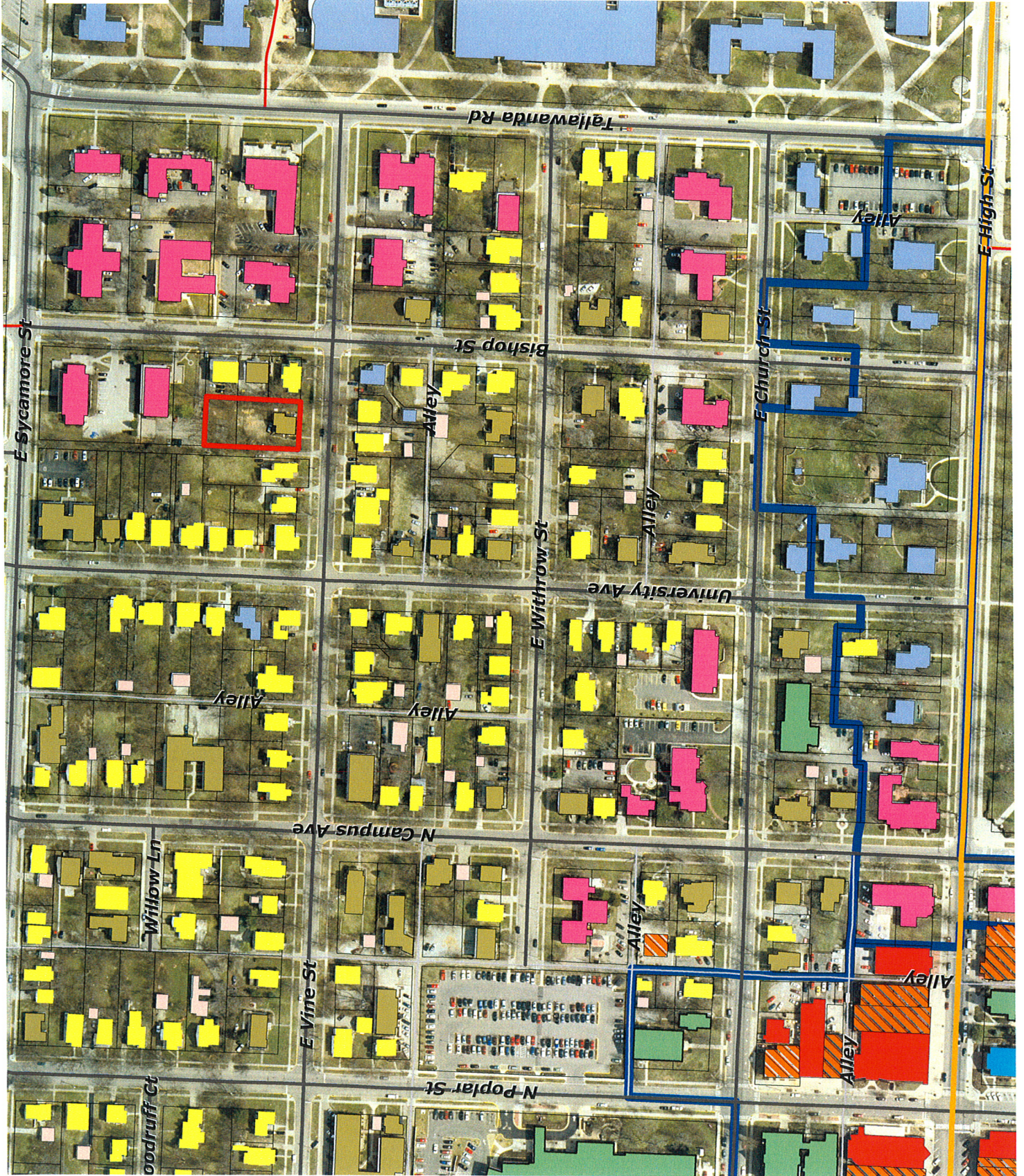
Legend

OxParcels2007

Building Footprints

Use

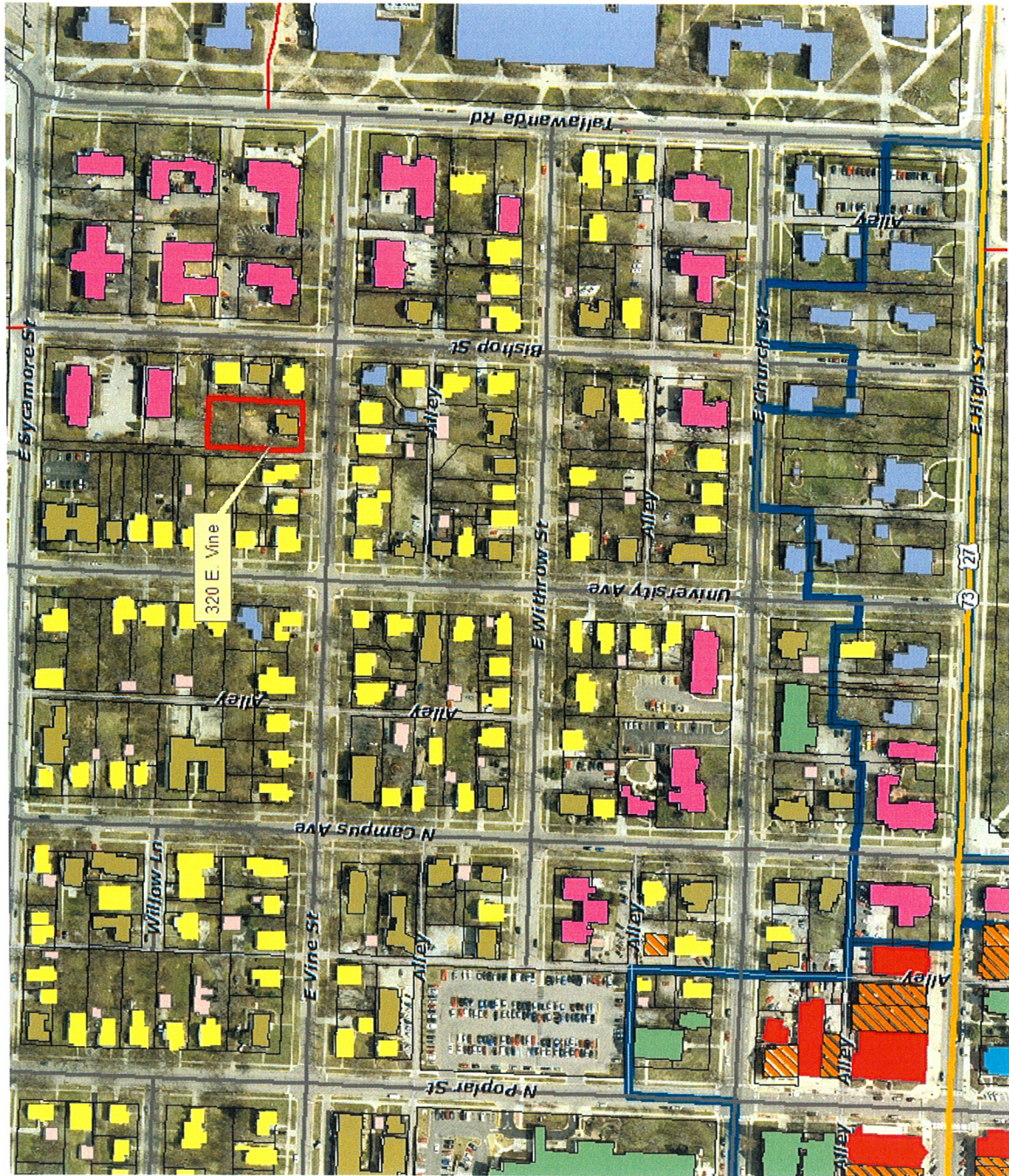
CITY	COMMERCIAL	FRATERNITY	IND	INSTITUTIONAL	MF	MIXED	MU	SF





PC 07-2008
320 E. Vine
Surrounding
Fraternity Houses

- Legend
- Oxford 2007
 - Building Footprints
 - Use
 - CITY
 - COMMERCIAL
 - FRATERNITY
 - IND
 - INSTITUTIONAL
 - MF
 - MIXED
 - MU
 - SF



City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department Engineering Division Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-08-2008

Description:

PC-07-2008 CONDITIONAL USE 320 E. Vine Street to permit a fraternity house in a R2MS (Single and Two-Family Mile Square Residential) District, **Bob Dearth, Chi Psi Fraternity, Applicant, Agent**

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **3/28/2007** Note: If no comments are received, we will assume the project meets your department's standards.

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

No Comments

Will address sprinklers when building plans are submitted if use is approved

Drawings reviewed by: *Len Ender Faculty 3/26/08*

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department

Engineering Division

Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-08-2008

Description:

PC-07-2008 **CONDITIONAL USE 320 E. Vine Street** to permit a fraternity house in a R2MS (Single and Two-Family Mile Square Residential) District, **Bob Dearth, Chi Psi Fraternity, Applicant, Agent**

☒ Review

☐ Revisions

☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **3/28/2007** 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 3-17-08

Drawings reviewed by: A. [Signature] 3-17-08



Memo

Service Department
Engineering Division

513/524-5208 fax 513/524-5267

TO: Community Development

FROM: Victor Popescu, P.E.
City Engineer

RE: Case #: PC-0⁷~~8~~-2008
320 E. Vine Street

DATE: March 17, 2008

Section 301.03 of the City of Oxford Codified Ordinances defines an "Alley" as a "... street or highway intended to provide access to the rear or side of lots or buildings in urban districts..."

Thus the Engineering Division recommends approval of the subject case with the following conditions.

- The alley shall not be vacated. Thus, the "Site/Zoning Information" calculations shall be revised to exclude the area occupied by the alley.
- The Developer shall be responsible for the required improvements to the alley.
- The improvements to the alley shall include clearing, grading, paving, and the erecting of the necessary signs, as per City of Oxford Standards.
- Parking shall be prohibited within the right-of-way of the alley at all times.

If there are questions, please contact the Engineering Division at 513-524-5208.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 3/4/2008

To: Fire Department Engineering Division Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-0~~7~~⁷-2008

Description:

PC-07-2008 CONDITIONAL USE 320 E. Vine Street to permit a fraternity house in a
R2MS (Single and Two-Family Mile Square Residential) District, **Bob Dearth,**
Chi Psi Fraternity, Applicant, Agent

 X Review Revisions Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **3/28/2007** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

*While the current area does accommodate some student housing,
I cannot recommend the building of a fraternity house in
a single & two family residential district knowing that there will
be a surplus of vehicles per the number of required spaces.*

Drawings reviewed by: J. Schwen

Case No.: 4/8/08 PC-7-08
Date Filed: 2/22/08

Conditional Use Permit Application
City of Oxford, Ohio

REQUIRED INFORMATION (print clearly)

Name of Applicant: Bob Dearth, Chi Psi Fraternity
(Attach a letter of agency if the applicant is not the property owner.)
Mailing Address: 118 Hilltop Road Oxford OH 45056
Telephone Number(s): 513 255 0113
Location of Property: 320 E Vine St
Legal Description: see site / zoning map
Zoning District: R2MS
Total Area: 15,629 Acres / Square Feet (circle one)
Existing Use: 2 Family
Proposed Use: Fraternity Lodge

SUBMISSION REQUIREMENTS

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

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

1. North arrow
2. Scale
3. Vicinity Map
4. All existing and proposed lot lines within the site
5. Dimensions of all lots and of the entire site and any adjacent rights-of-way
6. Location, height, and use of all proposed and existing structures
7. Location and design of all proposed vehicle management areas
8. Location, size, and type of all proposed signs
9. Location, height, and type of all proposed screening and landscaping
10. Distances to residential zoning districts if within 1,000 feet
11. The use of land and location of structures on adjacent property and across adjacent rights-of-way
12. Elevations of proposed structure, or typical elevations if structures are not yet designed, shall be required by the Zoning Administrator if the proposed location, height, or bulk of the structure is such that it may negatively affect an adjacent use
13. Photographs of the existing use and its surroundings.
14. Other information as required by the Planning Commission

Attach a statement describing how the proposed Conditional Use meets the following decision standards of the zoning district in which it is to be located:

1. The proposed use is in fact a Conditional Use in the zoning district in which it is proposed.
2. The use and site will satisfy the general intent of this Zoning Code.
3. The use and site will be compatible with the general intent of the Comprehensive Plan.
4. The size and shape of the site are sufficient for the proposed use.
5. The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.

6. 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.
7. The only accessory uses will be directly related to the operation of the principal use and will not be operated independent of the principal use.
8. 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.
9. Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
10. 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.
11. The site is designed so that on-site traffic and traffic accessing the site will not inappropriately impact the movement of traffic on adjacent public streets.
12. Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
13. All necessary permits and licenses for the Conditional Uses and its operation have been or can be obtained for the use at the proposed location.

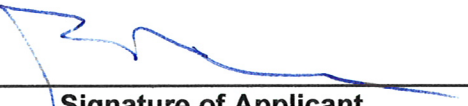
On a separate sheet of paper, provide the names and addresses of all adjoining property owners within 200 feet of the site, including those across streets, roads, alleys and highways.

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

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

NOTE: Incomplete applications will not be processed.

NOTE: Notification and publication requirements must be adhered to. Submit materials 45 days prior to the proposed meeting date.

	Bob Dearth	Date: 2.22.08
Signature of Applicant	Printed Name	

FEE / RECEIPT
\$400 Fee Paid / Receipt Number: pd #13601

February 22, 2008

I, Ned Stephenson, owner of 320 E. Vine Street, so hereby allow Bob Dearth and the Chi Psi Fraternity to act as agents for the Conditional Use application dated February 22, 2008.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ned Stephenson". The signature is fluid and cursive, with the first name "Ned" and last name "Stephenson" clearly distinguishable.

Ned Stephenson
320 E. Vine Street
Oxford, OH 45056

Site Plan Descriptions (1-14)

1. See site plan
2. See site plan
3. See site plan
4. See site plan
5. See site plan
6. See elevations and photos
7. See site plan
8. N/A
9. No changes, see photos
10. Approximately 200 feet to R3MS, approximately 200 feet to R1MS and approximately 1000 feet to RO and MU.
11. Adjacent property uses are single and two family residences and a fraternity (behind). Across the right of way are single family residences.
12. See elevations
13. See photos
14. N/A

Statements describing how the proposed Conditional Use meets the following decision standards of the zoning district of R2MS:

1. Per zoning code: 1143.05 (b) (2) I. Fraternity and sorority houses
2. The use and site satisfies the intent of the Zoning Code in that it is a residential facility that will be improved and maintained by a responsible national organization.
3. The use and site are compatible with the general intent of the comprehensive plan in that it provides responsible preservation and improvement of a building with character in a MS residential district.
4. The size and shape of the site are more than sufficient for the proposed use; please refer to architect outline and site plan.
5. The use will not be hazardous or disturbing to existing neighboring uses that are permitted in the zoning district. In fact, a fraternity house is adjacent to the site on the North side.
6. > See attached Addendum #1
- 7.
8. The use and site will be adequately served by public services already in tact with exception of the alley. Please refer to letter to city from applicant and all other correspondence and decisions to date.
9. Development of the site and the operation of the use will not require substantial public expenditure for additional infrastructure or services. Applicants will pay for any improvements necessary to existing adjacent alley.

10. The site has been designed to be harmonious in character and appearance with the general, existing and intended character of the vicinity. Please refer to the elevations and photos enclosed of sites in the immediate vicinity of the site.
11. There will be no additional impact on the movement of traffic on adjacent public streets by on-site traffic or traffic accessing the site. The existing alley will continue to be the access to the site.
12. The proposed construction will have little to no impact on the existing site in that there is a consolidation of two lots on the site.
13. All necessary permits and licenses for use as a fraternity are already in place. The fraternity is a Miami University supported organization with a national presence and a local chapter.

***Additional notes:

Conditional Use Concerns and Regulations: Planning and Zoning Code Book: Section 1147.03 (19) Fraternity and sorority houses

A. Potential Concerns

1. Noise: Although there is an obvious increase in occupancy numbers; the proximity to existing multiple family residences and fraternities should minimize the impact to the site's neighbors.
2. Location of accessory uses such as ball fields and swimming pools: The location of the accessory use facilities is well within walking distance from the site and the same distance from existing properties with the same use.
3. Appropriate screening of high activity areas from adjacent properties: There is an existing natural barrier on the east and north boundaries of the property. If these are deemed insufficient, the applicant will provide a solid fence along the property lines to create an adequate separation from these adjacent properties.

B. Requirements

1. See A. (3.)
2. Adequate waste and recycling facilities: The size of the site and accessibility from the alley, will allow for easy access for waste removal and recycling facilities.

To: missy@remax-alpha.com
From: ohpancake@aol.com
Cc: heidencm@muohio.edu, danmawer@chelseamoore.com
Date: 22 Feb 2008, 12:08:07 PM
Subject: Text for Conditional Use Application

Addendum #1

HTML content follows

6. The Alpha Rho Delta Chapter of Chi Psi Fraternity, chartered in 2005, is a group of young men joined by a commitment to scholarship, fellowship and leadership. They are a new chapter of Chi Psi Fraternity which dates to 1841, and is presently made up of thirty chapters (referred to as "Alphas") spread throughout fine Universities and Colleges within the United States. Chi Psi's overriding principals are brotherhood and behavior as gentlemen. The National Fraternity has achieved a number of notable "firsts": The first national fraternity to establish a visitor program representing a traveling leadership consultant for its chapters; The first Educational Trust, established to supplement the host institution's curriculum with supplemental programs teaching leadership skills, programs for setting and achieving personal goals and career guidance programs.

A new "Lodge" at 321 Vine Street will not have any outside ball courts or meeting areas. Membership meetings will be conducted inside will not involve excessive noise, odors, emissions, glare or traffic. There will be no activities that involve processes, materials, equipment, or conditions of operation that would be detrimental to any person, property or general welfare of the immediate area.

7. The only use of this facility will be for Fraternity housing and general meetings, training and fellowship of the members. There will be no unrelated activities permitted, as regulated by both Miami University, the National Fraternity and the local Alumni Corporation that will participate in the ownership of the property. The National Fraternity maintains a mandatory Property and Liability Insurance program for all of its Alphas and strict underwriting guidelines for participation in these programs are enforced by frequent on-site visits by the National visitors and the local alumni corporation officers.

More new features than ever. Check out the new [AOL Mail!](#)



3038 Mirimar Street Kettering, Ohio 45409
Phone/Fax: 937.643.4090 | Cellular: 937.609.5280
Email: jrsdesign@sbcglobal.net

February 1, 2008

**RE: 320 E. Vine Street
Fraternity House**

The project site at 320 E. Vine Street in the City of Oxford is zoned R2MS (Single Family & Two Family Mile Square Residential). The existing structure is a 2 story duplex residence. The proposed use for this site is a new fraternity house for Chi Psi. Under the R2MS zoning classification, fraternity and sorority houses are indicated as conditional use item "I".

The area of the site is 15,629 SF. The proposed building and parking areas will meet the maximum lot coverage of 40% (6,251 SF) for lots with vehicular access from a side alley, and no access from the public street. A new two story addition is proposed to the rear of the existing two story building. A new parking lot will be constructed to the rear of the lot with access from the alley along the west property line. The parking lot will accommodate the parking requirements of zoning code section 1149 for fraternity houses and will provide for the appropriate screening/buffers.

The proposed building addition will be designed in a complementary style to the architecture of this surrounding neighborhood and in accordance with zoning code requirements for R2MS. The project will include full interior and exterior improvements for the existing building that will mend the new and existing together as one building.

February 20, 2008

**320 E. Vine Street
Fraternity House**

Site/Zoning Information

Existing Zoning: R2MS Single Family & Two Family Mile Square Residential
Existing Lot Area: 15,629 SF
Existing Alley Area: 3,044 SF
Total Area with Alley Vacation: 18,673 SF

Scheme 2a: Areas without Alley Vacation: (15,629 SF)

	<u>Allowed</u>	<u>Proposed</u>
Building Coverage: max. 25% =	3,907 SF	1,328 SF Existing 2,072 SF Proposed Addition
Site Coverage: max. 40% =	6,251 SF	6,087 SF
Front Yard Area: min. 5% =	781 SF	2,318 SF
		2,687 SF Parking

Front Yard Setback: 20'
Rear Yard Setback: 35'
Side Yard Setback: 7.5'
Max. Height: 35'

Parking: 2 spaces per 5 permitted beds.
3' from property line, 3' from building

Building Code Information

R-2 Occupancy Classification
VB Construction Type – no ratings required for structural elements
Occupant Load – 1 per 200 gross SF
Egress Width - .2" / occupant stairs / .15" / egress components (with sprinkler system)
1 hour fire rating on stairs

Base Allowable height – 2 stories
Base Allowable area – 7,000 SF / floor

Allowable height w/ sprinkler – 3 stories
Allowable area w/ sprinkler – 21,000 SF / floor

Jonathan R. Schauf
REGISTERED ARCHITECT

3035 Miramar Street, Kettering, Ohio 45409
Phone/Fax: 937.693.4950 | Cell/Mail: 937.609.5280
Email: jrschauf@bcbglobal.net

Notwithstanding to whom these architectural drawings are delivered, the undersigned shall remain responsible for the accuracy of the information and data used in the preparation of these drawings, and shall not be relieved of this responsibility by the use of the drawings by any other person.

320 E. VINE STREET

OXFORD, OHIO

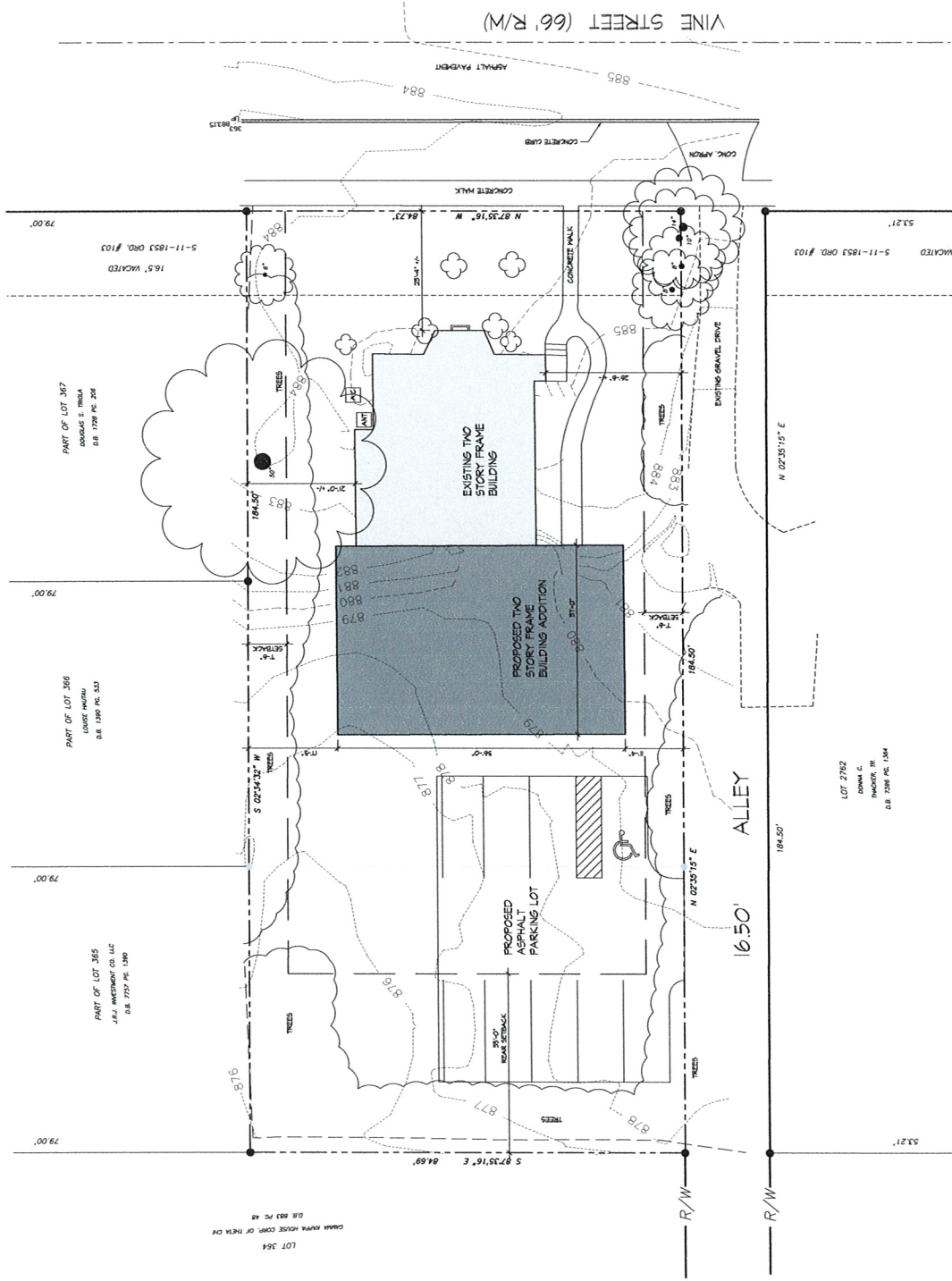
Print Record
02/01/08 PRELIM.

Project Number
2008-01

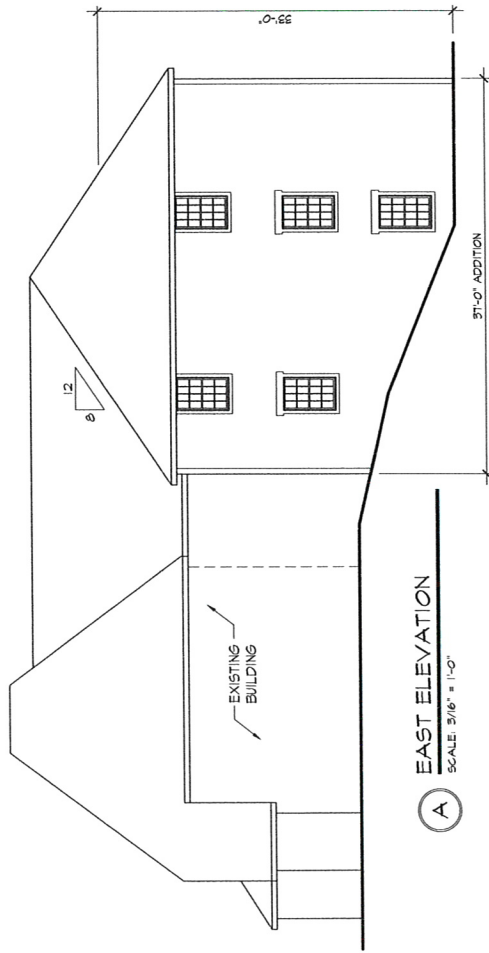
Date
FEB. 1, 2008

Sheet Title
SITE PLAN

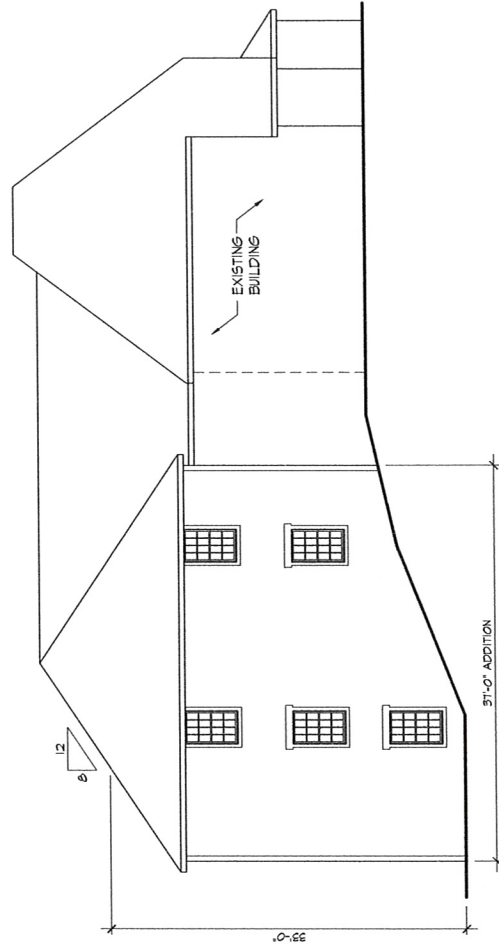
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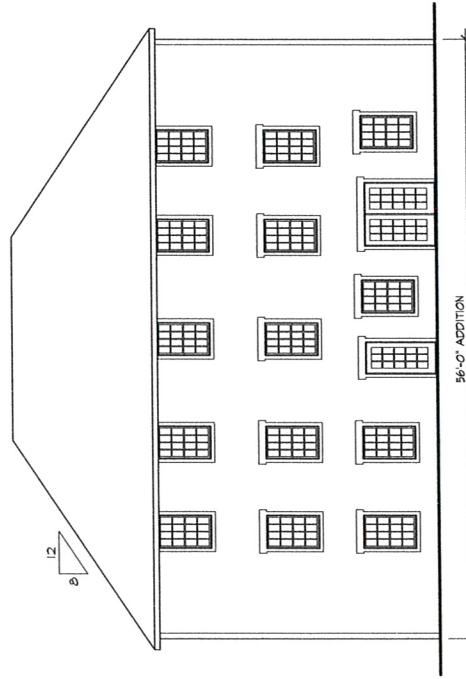
A SITE PLAN - SCHEME 2a
SCALE: 1" = 10'-0"
N



A EAST ELEVATION
 SCALE: 3/16" = 1'-0"



C WEST ELEVATION
 SCALE: 3/16" = 1'-0"



B NORTH ELEVATION
 SCALE: 3/16" = 1'-0"

PRELIMINARY ONLY