

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-2020-01

Date – January 14, 2020

APPLICATION

Applicant:	City of Oxford
Action Request:	ZONING MAP AMENDMENT to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, City of Oxford, Applicant

DESCRIPTION

The proposed map amendment is to establish a Neighborhood Conservation Overlay District in an existing R-1A (Single-Family Low Density Residential) District in the area of Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive. The effect would be an additional restriction on the underlying zoning that would limit the number of unrelated occupants in a rented unit from currently four, to two. Families are not restricted in number.

A petition to establish a neighborhood conservation overlay district was submitted by a group led by Elise Clerkin on September 20, 2019. City Council adopted a resolution on November 19, 2019 accepting the petition and referring this request to the Planning Commission. This is the 20th such overlay since 2014; and the first in this part of Oxford. There are no other overlays adjacent to it. Signatures were submitted by the petitioners for 71% of the 90 land parcels in the proposed district. This exceeds the 2/3 minimum requirement. The overlay includes households in Northridge Sections 1, 2 and 3, which were originally platted between 1994 and 2004. The crosshatched parcels of land in the attached map indicate that signatures were included for those parcels.

RECOMMENDATION

Staff finds that the application meets the requirements of both code sections and therefore that the Planning Commission should forward a recommendation of approval to City Council.

ZONING CODE

The Oxford Zoning Ordinance Chapter 1146 governs the establishment of the Neighborhood Conservation Overlay District.

COMPREHENSIVE PLAN

In the Overview Section of Chapter 7, Housing, in the Comprehensive Plan, residents echoed the same sentiments that Oxford has a unique housing market involving a large rental population that limits opportunities for family housing options and changes the community character, specifically within the Mile Square. The public input sessions also pointed out the lack of housing opportunities for families and the hope to encourage owner-occupied housing and promote the return of full-time residents to the area. Even the Comprehensive Plan does not implicitly point to the establishment of an overlay district to encourage owner-occupied neighborhoods, but several objectives and strategies are relevant to this idea of maintaining traditional neighborhoods and owner-occupied residential dwellings.

Objective Expand Housing options

H2.1 Update development regulations to allow for a variety of housing types in new developments.

H2.4 Provide financial assistance to increase homeownership opportunities for low and moderate income residents.

Objective: Expand homeownership opportunities

H5.1 Encourage local employers to provide homeownership incentives.

H5.2 Encourage rehabilitation of owner-occupied structures within the Mile Square.

H5.3 Create an urban homeownership incentive program such as homeownership grants to help offset the cost of housing.

H5.4 Develop a revolving loan fund.

H5.5 Establish an Oxford Homeownership Office in partnership with Miami University.

H5.6 Support the University loan program to increase homeownership opportunities within the Mile Square.

AGENCY REVIEWS

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

Police:	Received without comments
Fire:	Received without comments
Engineering:	Received without comments
Econ. Dev.	Not returned

PUBLIC NOTICE

Notification was placed in the newspaper, mailed to property owners and signs was placed in the neighborhood. Several responses to the mailed notice are included. One phone call from a resident outside the proposed district was received.

DECISION CRITERIA

A copy of the Decision Criteria for Overlay District is attached.

ANALYSIS

The idea of the neighborhood conservation overlay district was to preserve neighborhoods from converting to predominately rental property. The Planning Commission went through extensive discussion about this concept in 2012. It was designed to provide a mechanism for neighborhoods to initiate a grass roots movement to organize together petitioning City Council for the consideration of placing more restrictions on the underlying district. The additional restriction is to reduce the allowed number of unrelated occupants from four to two. This overlay does not prevent rentals; but it does further restrict rentals. Existing rentals are allowed to continue and rentals to families of unlimited size are not restricted.

The overlay district is not uncommon in the land use arena to put in place a specific set of regulations that are more stringent than the underlying district in order to accomplish specific objectives. The most commonly used overlay district is for historic areas. Others are used for specific design standards to promote some uniformity in the built environment.

Many neighborhoods have gone through this process since the adoption of this enabling legislation in 2013. As of today, there have been 19 different neighborhoods throughout the City that have obtained the overlay district designation. These neighborhoods are typically located outside of the Mile Square.

Based on the Neighborhood Conversation Overlay District requirements, the City Council accepted the petition on November 19, 2019 and referred the petition to the Planning Commission for Zoning Map Amendment consideration.

There are specific attached decision standards that the Planning Commission should reference in decision making. The Planning Commission also shall consider the purpose and objectives of the overlay district which are to achieve the privacy of residents and to minimize noise, congestion and nuisance impact by

excessive renters and to maintain an attractive community appearance and provide a desirable living environment and finally to prevent excessive traffic and parking problems in the neighborhood.

The petition met the boundary requirements as stipulated in the Chapter 1146.03(h). The petition also met and exceeded the minimum two-thirds requirements of owner signatures within the proposed boundary.

This process is a neighborhood driven process beginning with a petition to the City Council and followed by a public hearing before the Planning Commission for a Map Amendment recommendation. The City Council may waive certain requirements after a positive recommendation from the Planning Commission. This process is far lengthier than normal map amendment process and has additional decision standard thresholds to meet. It is a process that the neighborhood has taken seriously and has demonstrated their commitment to preserving their neighborhood by going through the extra steps required.

SUBMITTED
BY:

A handwritten signature in cursive script, reading "Sam Perry", followed by a horizontal line.

Sam Perry, AICP
Community Development Director

City of Oxford
Inter-Office Review Transmittal Sheet

Date: December 13, 2019

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2020-01, ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, City of Oxford, Applicant

 X Review Revisions Other

Please return no later than: **January 6, 2020** Note: If no comments are received, we will assume the project meets your department's standards.

.....

Drawings are returned: w/comments without/comments

Drawings reviewed by:


John Detherage, Fire Chief

Date: 12/13/19

PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

Date: December 13, 2019

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 X Review Revisions Other

Please return no later than: **January 6, 2020** 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:

Scott Otto

Date:

12/20/19

Scott Otto

PRINTED NAME

City of Oxford
Inter-Office Review Transmittal Sheet

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 X Review Revisions Other

Please return no later than: **January 6, 2020** Note: If no comments are received, we will assume the project meets your department's standards.

.....

Drawings are returned: w/comments without/comments

Drawings reviewed by: _____



Date: _____

12/27/19

John A. Jones

PRINTED NAME



PC-2020-01

Surrounding Property Owners Notifications Map

Legend



Subject Area



200 Ft. Buffer



Oxford Corp. Limit



Address Point



Parcel



16.5' Vacated ROW



Building Footprint



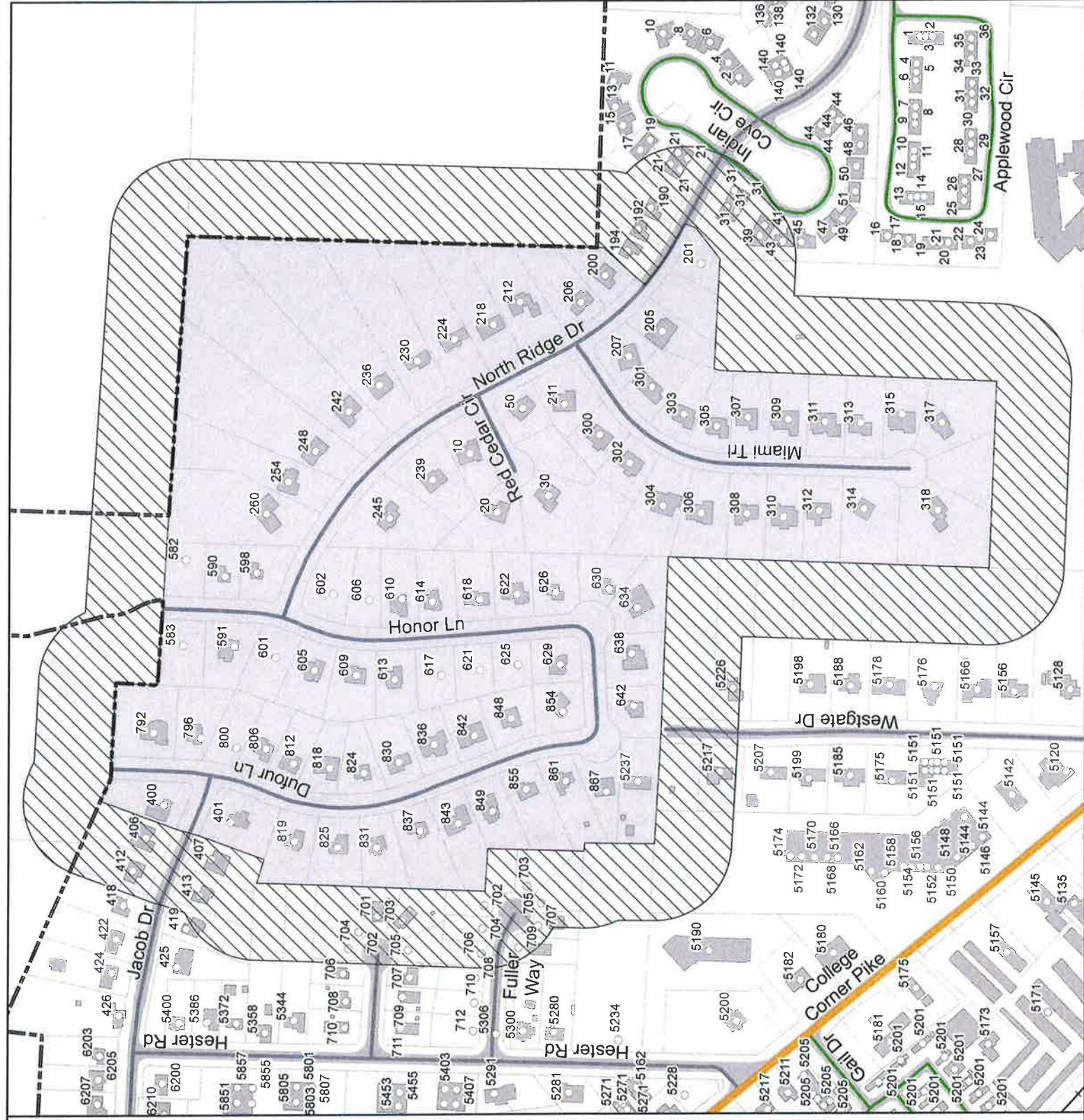
Paved Roadway



1 inch = 350 feet

Prepared on Monday, December 30, 2019

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





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

CASE NO.: PC-2020-01

DATE OF HEARING: January 14, 2020, 7:00 p.m.

ZONING MAP AMENDMENT, to establish a Neighborhood Conservation Overlay District for 90 parcels located within the boundaries of the North Ridge Subdivision, on Miami Trail, Northridge Drive, Red Cedar Circle, Dufour Lane, Honor Lane and Jacob Drive, **City of Oxford, Applicant**

If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name: Michael S. Huey
(Print)
Address: 400 Jacob Drive
Oxford, OH 45056

Telephone: Home: 937-380-2287 Work: —

COMMENT: I approve & support the Neighborhood
Conservation Overlay in the Northridge
Subdivision for the long-term benefit
of all properties & families within our
neighborhood.

Michael S. Huey
Signature

1-6-2020
Date



**CITY OF OXFORD
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Name: Joe + Alison Kleibschneider

(Print)

Address: 8006 Dufour Lane

Oxford, OH 45056

Telephone: Home: 419-656-7941 Work: _____

COMMENT:

We are in full support of this
Zoning map amendment! Thank you!

A. Kleibschneider
Signature

1/16/2020
Date



**CITY OF OXFORD
PLANNING COMMISSION
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Name: John + Marguerite Mowl
(Print)
Address: 200 Northridge Dr
Oxford OH

Telephone: Home: 513-292-1760 Work: 419-733-0330

COMMENT:

We are in favor of the overlay

Marguerite Mowl
Signature

1/14/2020
Date



**CITY OF OXFORD
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Name: Maria and Brian Ballou
(Print)
Address: 212 Northridge Dr.
Oxford OH 45056

Telephone: Home: 513-405-5585 Work: _____

COMMENT: Maria
513-543-0366
Brian

Maria Ballou
Signature [Signature]

Jan 5, 2020
Date



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

CASE NO.: PC-2020-01

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Name:

(Print)

Address:

Michael & Amy Sweitzer

300 Miami Trail

Oxford, OH 45056

Telephone:

Home: 513-255-9006

Cell: 937-733-6294 (M)
Work: 859-229-2742 (A)

COMMENT:

We are 100% in support of this overlay.

WE ARE ALREADY SEEING MULTIPLE NON-RELATED FAMILIES LIVING TOGETHER (I.E. RENTALS) TAKING UP PARKING ON MAIN ROADS AND ALSO NOT TAKING CARE OF THEIR YARDS (MOWING AND TRASH). FINALLY MANY OF THE "RENTALS" LEAVE THEIR CARS AND THOSE OF OTHERS PARKED ON THE STREET OVER SUMMER & WINTER BREAKS WHILE ARE OUT OF TOWN.

Amy Sweitzer
Signature

Jan. 6, 2020
Date



**CITY OF OXFORD
PLANNING COMMISSION
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If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name: Cal Conrad
(Print)
Address: 5226 Westgate

Telephone: Home: 523 2959 Work: _____

COMMENT: Repland
[Signature]
Cal Conrad

Signature

Date

4/3/20



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

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If you cannot attend this public hearing being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it at your earliest convenience to Lynn Taylor, 15 S. College Avenue, Oxford, OH 45056.

Name: Dave + Amanda Meyer
(Print)
Address: 819 Dufour Ln

Telephone: Cell: 419-265-2067 Home: 419-265-2067 Work: _____

COMMENT: We approve this zoning map amendment.

A. Meyer
Signature

1/6/2020
Date



Internal Use Only:	
Case No.	PC- 2020-01
Date Filed	11/30/19

Zoning Map Amendment Application

Applicant Information

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

Name *	City of Oxford
Mailing Address *	15 S Campus Avenue
City, State & Zip Code *	Oxford, OH 45056
Telephone Number(s) *	513-524-5204
Email Address	sperry@cityofoxford.org

Location and Lot Information

Location *	Northridge Subdivision
General Description of Proposed Amendment *	Northridge Neighborhood Conservation Overlay District
Current Zoning *	R1A
Proposed Zone(s) *	Neighborhood Conservation Overlay District

Submission Requirements and Documentation

From Section 1135.02 Procedure¹.

- (a) **Initiation.** A map amendment may be initiated by adoption of a motion by Planning Commission, by adoption of a motion by Council, or by application to Planning Commission by at least one owner of the property within the area proposed to be rezoned.
- (b) **Application.** If Planning Commission or Council initiates an amendment, then the Zoning Administrator shall provide information as necessary for proper consideration of the motion. The information provided shall be substantially similar to that required of an application for amendment.

An application for amendment shall be filed with the Zoning Administrator. An application shall be complete prior to being scheduled for a public hearing. An application will be considered complete only if the Zoning Administrator is satisfied that all of the materials required by this chapter are included and are sufficient in their content to satisfy the intent of the application requirements.

- (1) **Contents of application.** The applicant shall contact the Zoning Administrator prior to submitting an application to discuss the submission requirement, which includes the following information. A written, detailed description, where applicable, is required for each subsection.
 - A. Application Fee.
 - B. The name, mailing address, and telephone number of the applicant.
 - C. A general description of the proposed amendment.
 - D. A narrative statement that describes how the proposed amendment relates to the Comprehensive Plan.
 - E. A statement that identifies potential negative consequences of the proposed amendment.
 - F. Such other information regarding the proposed amendment as may be pertinent to the application or required by Planning Commission or Council.
 - G. A legal description of the area to be rezoned.
 - H. The proposed zoning of the area.
 - I. The current zoning of the area.
 - J. A description of existing uses in the area.

- K. A vicinity map, at a scale approved by the Zoning Administrator, showing property lines, streets, existing and proposed zoning and other items required by the Zoning Administrator.
- L. A list of the names and mailing addresses of all owners of land that is proposed to be rezoned and all land owners within 200 feet of every parcel proposed to be rezoned (see later section).

Surrounding Property Owners

On a separate sheet, provide the parcel numbers, names, and mailing addresses of all property owners within 200 feet of all boundaries of the property in question. The [Butler County Auditor Real Estate Search](#)² is helpful when searching for the mailing address of adjoining property owners. It allows you to search by owner, address, or parcel number. *Property Owner names will not be provided in the agenda packet.*

Decision Process

From Section 1135.02(c)(1) Decision Standards¹.

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

- A. There is an error on the Official Zoning Map or in the delineations between districts thereon.
- B. The proposed amendment will make the map conform more closely with the Comprehensive Plan.
- C. There has been a substantial change in area conditions that necessitates the amendment.
- D. There is a legitimate need for additional land area in the zoning district that will be expanded.

Fees & Receipt

The required fee is \$150.00, plus \$10.00 postage charge. Write a check payable to **City of Oxford**. You may also pay in-person using Visa, MasterCard, and Discover.

Sign and Date

Applicant Signature *



Date *

11/30/2019

Submit Application, Submission Requirements and Documentation, and Fees

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

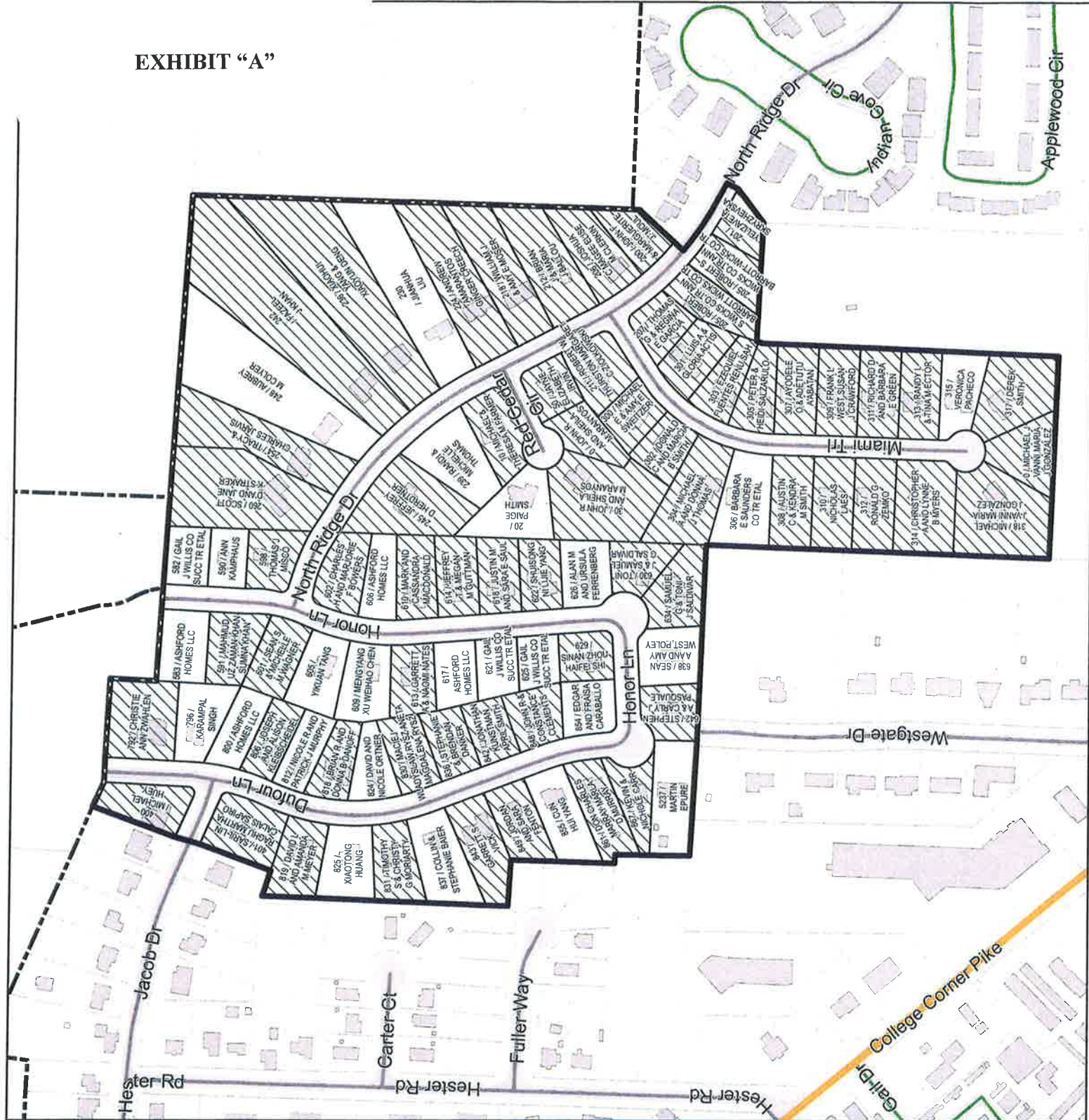
Send or drop off this application with required documentation as attachments and a check for fee and postage charge made payable to **City of Oxford**, to Community Development Director, 15 South College Avenue, Oxford, OH 45056.

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

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

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

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



- Legend**
- Petition Area
 - Petition Parcel: Signed
 - Petition Parcel: Not Signed
 - Oxford Corporation Limit
 - Address Point
 - Parcel
 - Building Footprint
 - Paved Roadway



1 inch = 325 feet

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



**North Ridge
Conservation
Overlay District
Petition Boundaries**

RESOLUTION NO. 7131

RESOLUTION OF COUNCIL ACCEPTING THE PETITION AS REQUIRED BY OXFORD CODIFIED ORDINANCE §1146.03 TO ESTABLISH A NEIGHBORHOOD CONSERVATION OVERLAY DISTRICT FOR PARCELS LOCATED ON MIAMI TRAIL, NORTHRIDGE DRIVE, RED CEDAR CIRCLE, DUFOUR LANE, HONOR LANE, AND JACOB DRIVE AS SET FORTH ON EXHIBIT "A" ATTACHED HERETO AND REFERRING THE PETITION TO THE OXFORD PLANNING COMMISSION FOR RECOMMENDATIONS TO CITY COUNCIL.

WHEREAS, the Clerk of Council and the Community Development Director having determined pursuant to Oxford Codified Ordinance §1146.03(b) that the Petition to establish a Neighborhood Conservation Overlay District as set forth on Exhibit "A" attached hereto conforms to the petition requirements of Oxford Codified Ordinance §1146.03 and recommends that the petition be referred to the Oxford Planning Commission to make recommendations to City Council.

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

SECTION 1: City Council accepts the recommendation of the Clerk of Council and the Community Development Director and further refers the petition to establish a Neighborhood Conservation Overlay District as set forth on Exhibit "A" attached hereto to the Oxford Planning Commission to make recommendations to City Council.

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


MAYOR

ADOPTED: November 19, 2019

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: November 19, 2019

Account Code No. #:

Sam Perry
Prepared By

Budgeted Amount:

November 12, 2019
Date Prepared

Agenda Title: **Resolution Accepting a Petition to Create a Neighborhood Conservation Overlay District for 90 parcels in North Ridge Subdivision: Dufour, Honor, Red Cedar, Miami Trail and portions of Jacob and North Ridge.**

Recommendation: **Approval**

Discussion:

The legislation for creating Neighborhood Conservation Overlay Districts was adopted by City Council in 2012. The goal was to protect residential neighborhoods, maintain an attractive community appearance, and to provide a desirable living environment. The ordinance restricts residential properties to be rented to no more than two unrelated individuals. Without the overlay, properties can be rented for up to four unrelated occupants. Families are not limited in number. The process to establish an overlay district begins by a petition with signatures of at least two-thirds of parcel owners within the proposed district. The petition goes before City Council for acceptance and referral to the Planning Commission as a zoning map amendment. There have been eighteen (18) petitions that have come before the City Council since 2014.

The petition was organized by residents Elise Clerkin, April Smith and Margi Moul. There are a total of 90 parcels contained in the proposed overlay. The petitioners collected 71% of the parcel owner signatures, which exceeds the minimum requirement. This overlay does not abut any other existing overlays.

This is the first step of the public notice process in creating the neighborhood conservation overlay district and requires City Council to formally accept the petition and forward it to the Planning Commission for review.

The petition meets the code requirements of Section 1146 therefore staff recommends accepting the petition and forwarding the request to the Planning Commission for zoning map amendment review.

Approved by:

Department Head: SP 11-13-19

City Manager: DRE 11/25/19

OXFORD ZONING PETITION FOR RESIDENTIAL CONSERVATION OVERLAY DISTRICT

THE PETITION IS SUBMITTED PURSUANT TO OXFORD ZONING CODE CHAPTER 1146 TO REQUEST CITY COUNCIL TO INTRODUCE AN ORDINANCE ACCEPTING A PETITION WHICH WOULD ALLOW THE INITIATION OF A ZONING MAP AMENDMENT TO CREATE A DISTRICT WITHIN THE DESCRIBED BOUNDARIES WHICH WOULD RESTRICT THE ABILITY OF PROPERTY OWNERS TO RENT THEIR PROPERTY TO MORE THAN TWO UNRELATED INDIVIDUALS.

THIS PETITION, IF ADOPTED, WOULD ALLOW THE PETITIONER TO INITIATE A ZONING MAP AMENDMENT TO RESTRICT ANY PROPERTY WITHIN THE DISTRICT TO BE RENTED TO NO MORE THAN TWO UNRELATED INDIVIDUALS. THIS PETITION WILL NOT AFFECT PROPERTIES ALREADY LICENSED.

PLEASE SEE THE ATTACHED MAP FOR EXACT BOUNDARIES:

EAST BOUNDARY: 200 and 201 North Ridge Drive and rear lot lines of North Ridge and Miami Trail lots

NORTH BOUNDARY: Rear lot lines of Dufour, Honor and North Ridge lots

WEST BOUNDARY: 400 and 401 Jacob and rear lot lines of Dufour lots

SOUTH BOUNDARY: Rear lot lines of 5237 Westgate and Honor, Dufour and Miami Trail lots

CIRCULATOR'S FULL NAME:

Elise M. Clerk

CIRCULATOR'S ADDRESS:

206 Northridge Dr

CIRCULATOR'S SIGNATURE:

E Clerk

9-20-2019

DATE SUBMITTED: 7-2019

(THE PETITION MUST CONTAIN THE SIGNATURE OF AN OWNER OR RECORD OF AT LEAST TWO-THIRDS OF THE PARCELS WITHIN THE PROPOSED DISTRICT.)

To: Northridge neighborhood property owners
Re: Petition for "Neighborhood Conservation Overlay District"
Date: June 1, 2019

Proposed:

A zoning change that will limit the number of persons in a rented residence within the Northridge neighborhood to no more than **two** unrelated individuals. This would still allow ownership or rental of a property to a large family, a couple, or to one person.

Purpose:

As outlined in Oxford City Ordinances:

- 1) To maintain an attractive community and a desirable living environment for residents by preserving the **owner-occupied character** of the neighborhood.
- 2) To protect the **privacy** of residents.
- 3) To **minimize** traffic and parking congestion as well as **noise and nuisance** impact.
- 4) To ensure the **safety** of all residents currently residing here, including the safety of children.

Petition Process:

To become a **Neighborhood Conservation Overlay District**, we must:

- 1) Provide information packets to all residents.
- 2) Acquire signatures from 2/3 of the property owners.
 - a. Petition signers must be the homeowner.
 - b. Jointly owned properties need only one signer.
 - c. Residents with multiple lots need to sign for each lot.
- 3) Submit the petition to Oxford City Council for referral to the Oxford Planning Commission (OPC).
- 4) If approved, OPC makes a recommendation to City Council.
- 5) City Council has two separate readings of the proposal.

Information Packet:

- 1) This cover letter, including committee member contact information.
- 2) Boundary description and map.
- 3) Signature page (to be retained by committee members and forwarded to City Council).

For more details, please contact any of us. Thank you!

Elise Clerkin
206 Northridge Drive
eliseclerkin@gmail.com
614-483-1004

Margi Moul
200 Northridge Drive
margimoul@gmail.com
513-292-1760

April Smith
842 Dufour Ln
lirpatex@gmail.com
850-766-5844

Elise M. Clerkin

Margi Moul

April Smith

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
8/13/19	792 DUFOUR LN/ H4100020000083	CHRISTIE ANN ZWAHLEN Christie Zwaehlen	<i>Christie Zwaehlen</i>	recently sold
	796 DUFOUR LN/ H4100020000084	MEGAN M DUFFY Karin Kallensch	<i>Karin Kallensch</i>	re-signed w/ date
	800 DUFOUR LN/ H4100020000085	ASHFORD HOMES LLC		vacant LOT
8/11/19	806 DUFOUR LN/ H4100020000086	JOSEPH AND ALISON KLEIBSCHEIDEL	<i>J. Kleibschudel</i>	8/10 not at home plan to sign.
	812 DUFOUR LN/ H4100020000087	NICOLE R AND PATRICK J MURPHY	<i>[Signature]</i>	
8/5/19	818 DUFOUR LN/ H4100020000088	BRIAN R AND DONNA B DANOFF	<i>Donna Danoff</i>	
	819 DUFOUR LN/ H4100020000076	DAVID L AND AMANDA M MEYER	<i>✓ electronic</i>	signed electronically
	824 DUFOUR LN/ H4100020000089	DAVID AND NICOLE ORTNER	<i>Nicole Ortner</i>	
	825 DUFOUR LN/ H4100020000075	XIAOTONG HUANG		stopped 8/10 stopped 9/15
	830 DUFOUR LN/ H4100020000090	MACIEJ WLADYSLAW RYSZ ANETA MAGDALENA RYSZ	<i>[Signature]</i> and <i>Christa Rysz</i>	re-signed w/ date

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

I, the undersigned, do hereby state that I am an owner of a property within the boundaries designated by the petition and that my residence is truly stated in opposite by the signature below.

This petition, if adopted, would allow the petitioners to initiate a zoning map amendment pursuant to Chapter 1146 of the city's zoning code to restrict any property within the district to be rented to no more than two unrelated individuals. This petition will not affect properties already licensed.

Please see attached map for boundaries.

Date	Address	Name(s)	Signature	Notes
	792 DUFOUR LN/ H4100020000083	CHRISTIE ANN ZWAHLEN		
10-7-19	796 DUFOUR LN/ H4100020000084	MEGAN M DUFFY	Karin Kalluor	
	800 DUFOUR LN/ H4100020000085	ASHFORD HOMES LLC		
28	806 DUFOUR LN/ H4100020000086	JOSEPH AND ALISON KLEIBSCHEIDEL		
	812 DUFOUR LN/ H4100020000087	NICOLE R AND PATRICK J MURPHY		
	818 DUFOUR LN/ H4100020000088	BRIAN R AND DONNA B DANOFF		
	819 DUFOUR LN/ H4100020000076	DAVID L AND AMANDA M MEYER		
	824 DUFOUR LN/ H4100020000089	DAVID AND NICOLE ORTNER		
	825 DUFOUR LN/ H4100020000075	XIAOTONG HUANG		
10/7/2019	830 DUFOUR LN/ H4100020000090	MACIEJ WLADYSLAW RYSZ ANETA MAGDALENA RYSZ	Anda Rysz	

[Back](#)

signatures.pdf



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	792 DUFOUR LN/ H4100020000083	CHRISTIE ANN ZWAHLN		
	796 DUFOUR LN/ H4100020000084	MEGAN M DUFFY		
	800 DUFOUR LN/ H4100020000085	ASHFORD HOMES LLC		
	806 DUFOUR LN/ H4100020000086	JOSEPH AND ALISON KLEIBSCHEIDEL		
	812 DUFOUR LN/ H4100020000087	NICOLE R AND PATRICK J MURPHY		
	818 DUFOUR LN/ H4100020000088	BRIAN R AND DONNA B DANOFF		
	819 DUFOUR LN/ H4100020000076	DAVID L AND AMANDA M MEYER	<i>Amanda Meyer</i>	
	824 DUFOUR LN/ H4100020000089	DAVID AND NICOLE ORTNER		
	825 DUFOUR LN/ H4100020000075	XIAOTONG HUANG		
	830 DUFOUR LN/ H4100020000093	MACIEJ WLADYSLAW RYSZ ANETA MAGDALENA RYSZ		

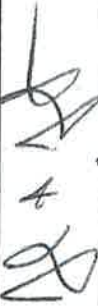
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Date	Address	Name(s)	Signature	Notes
8-13-19	831 DUFOUR LN/ H4100020000074	TIMOTHY S & CHRISTY G MORIARTY		8/11 stopped by
8/10/19	836 DUFOUR LN/ H4100020000091	STEPHANIE & BRENDAN DANKER		
	837 DUFOUR LN/ H4100020000073	COLLIN & STEPHANIE BAIER		8/11 stopped by emailed info
7/31/19	842 DUFOUR LN/ H4100020000092	JONATHAN KUNSTMAN APRIL SMITH		
	843 DUFOUR LN/ H4100020000072	GARRETT S VICK		8/11 stopped by re-signed w/ date
	848 DUFOUR LN/ H4100020000093	JOHN R & CONSTANCE CLEMENTS		re-signed w/ date
8/4/19	849 DUFOUR LN/ H4100020000071	JORDAN AND SARA FENTON		
	854 DUFOUR LN/ H4100020000094	EDGAR AND FRAISA CARABALLO		
	855 DUFOUR LN/ H4100020000070	CUN HUI YANG		8/10 gave info
8/12/19	861 DUFOUR LN/ H4100020000069	DON CHARLES MARRAY MARLA D MURRAY		8/10 gave info

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	842 DUFOUR LN/ H4100020000092	JONATHAN KUNSTMAN APRIL SMITH		
10/7/19	843 DUFOUR LN/ H4100020000072	GARRETT S VICK		
10/7/19	848 DUFOUR LN/ H4100020000093	JOHN R & CONSTANCE CLEMENTS	Constance Clements	to-
	849 DUFOUR LN/ H4100020000071	JORDAN AND SARA FENTON		
	854 DUFOUR LN/ H4100020000094	EDGAR AND FRAISA CARABALLO		
	855 DUFOUR LN/ H4100020000070	CUN HUI YANG		
	861 DUFOUR LN/ H4100020000069	DON CHARLES MARRAY MARLA D MURRAY		

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Date	Address	Name(s)	Signature	Notes
	867 DUFOUR LN/ H4100020000068	KEVIN & NICHOLE CARR		
	582 HONOR LN/ H4100013000069	GAIL J WILLIS CO SUCC TR ETAL		
	583 HONOR LN/ H4100013000068	ASHFORD HOMES LLC		
32	590 HONOR LN/ H4100013000070	ANN KAMPHAUS		
	591 HONOR LN/ H4100013000067	MAHMUD UZ ZAMAN KHAN SUMNA KHAN		
9/16/19	598 HONOR LN/ H4100013000071	THOMAS J MISCO		
	601 HONOR LN/ H4100013000066	ASHFORD HOMES LLC		
	602 HONOR LN/ H4100013000049	CHARLES H AND MARJORIE F BOWERS		
	605 HONOR LN/ H4100013000065	YIKUAN TANG		
	606 HONOR LN/ H4100013000050	ASHFORD HOMES LLC		

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8/5/19	867 DUFOUR LN/ H4100020000068	KEVIN & NICHOLE CARR	<i>Kevin Carr</i>	
	582 HONOR LN/ H4100013000069	GAIL J WILLIS CO SUCC TR ETAL		LOD emailed x2 called x2
	583 HONOR LN/ H4100013000068	ASHFORD HOMES LLC ? home being built, says "sold"		
	590 HONOR LN/ H4100013000070	ANN KAMPHAUS	<i>Ann Kamphaus</i>	8/10 stopped by 8/1/19
8/10/19	591 HONOR LN/ H4100013000067	MAHMUD UZ ZAMAN KHAN SUMNA KHAN	<i>Sumna Shermin Khan</i>	
	598 HONOR LN/ H4100013000071	THOMAS J MISCO	<i>Signed electronically</i>	8/10 stopped by 8/11 stopped by 9/15 stopped by stopped by 9/15 10/08
	601 HONOR LN/ H4100013000066	ASHFORD HOMES LLC New home		
	602 HONOR LN/ H4100013000049	CHARLES H AND MARJORIE F BOWERS	<i>Signed electronically</i>	LOD
	605 HONOR LN/ H4100013000065	YIKUAN TANG		stopped by 8/10
	606 HONOR LN/ H4100013000050	ASHFORD HOMES LLC New home		stopped by gave info new home

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	583 HONOR LN/ H4100013000068	ASHFORD HOMES LLC		
	590 HONOR LN/ H4100013000070	ANN KAMPHAUS		
	591 HONOR LN/ H4100013000067	MAHMUD UZ ZAMAN KHAN SUMNA KHAN		
	598 HONOR LN/ H4100013000071	THOMAS J MISCO		
10.12.19	601 HONOR LN/ H4100013000066	ASHFORD HOMES LLC/Sean Wagner	Michelle Wagner	
	602 HONOR LN/ H4100013000049	CHARLES H AND MARJORIE F BOWERS		
	605 HONOR LN/ H4100013000065	YIKUAN TANG		
	606 HONOR LN/ H4100013000050	ASHFORD HOMES LLC Liao Mingchao		



1. The purpose of this document is to provide a detailed description of the project and its objectives.

2. The project is a research study on the effects of a new drug on the treatment of a specific disease.

3. The objectives of the project are to determine the safety, efficacy, and side effects of the drug.

4. The project will be conducted in a clinical setting, involving a group of patients who will be treated with the drug.

5. The results of the study will be analyzed and compared to the results of a control group.

6. The project is expected to be completed within a period of 12 months.

7. The project is funded by a grant from the National Institutes of Health.

8. The project is led by a team of researchers, including a principal investigator and several research assistants.

9. The project is a Phase I clinical trial, which is the first stage of testing a new drug in humans.

10. The project is a randomized, double-blind, placebo-controlled trial, which is the gold standard for clinical research.

11. The project is a prospective study, which means that the data is collected over time as the study progresses.

12. The project is a longitudinal study, which means that the same group of patients is followed over a period of time.

13. The project is a cohort study, which means that a group of individuals is followed over time to see how they develop or change.

14. The project is a case-control study, which means that individuals with a specific condition are compared to those without the condition.

15. The project is a cross-sectional study, which means that data is collected at a single point in time.

16. The project is a descriptive study, which means that it aims to describe the characteristics of a population or a phenomenon.

17. The project is an analytical study, which means that it aims to identify the causes and effects of a phenomenon.

18. The project is an experimental study, which means that it involves the manipulation of one or more variables.

19. The project is a non-experimental study, which means that it does not involve the manipulation of variables.

20. The project is a qualitative study, which means that it focuses on understanding the meanings and experiences of individuals.

21. The project is a quantitative study, which means that it focuses on measuring and analyzing numerical data.

22. The project is a mixed-methods study, which means that it combines both qualitative and quantitative approaches.

23. The project is a single-group study, which means that it involves only one group of individuals.

24. The project is a two-group study, which means that it involves two groups of individuals.

25. The project is a multi-group study, which means that it involves more than two groups of individuals.

26. The project is a single-center study, which means that it is conducted at a single location.

27. The project is a multi-center study, which means that it is conducted at multiple locations.

28. The project is a single-site study, which means that it is conducted at a single site.

29. The project is a multi-site study, which means that it is conducted at multiple sites.

30. The project is a single-country study, which means that it is conducted in a single country.

31. The project is a multi-country study, which means that it is conducted in multiple countries.

32. The project is a single-continent study, which means that it is conducted on a single continent.

33. The project is a multi-continent study, which means that it is conducted on multiple continents.

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Date	Address	Name(s)	Signature	Notes
	609 HONOR LN/ H4100013000064	MENGYANG XU WEIHAO CHEN		Stopped by 8/10 stopped 9/15
8-10-19	610 HONOR LN/ H4100013000051	MARK AND CASSANDRA MACDONALD	Cassandra MacDonald	
8-11-19	613 HONOR LN/ H4100013000063	GARRETT A & NAOMI NATES	Naomi Nates	have info
	614 HONOR LN/ H4100013000052	JEFFREY T & MEGAN M GUTTMAN	Texted signature	have info
	617 HONOR LN/ H4100013000062	ASHFORD HOMES LLC		LOT
8-5-2019	618 HONOR LN/ H4100013000053	JUSTIN M AND SARA E SAUL	Sara E. Saul & Just M. Saul	
	621 HONOR LN/ H4100013000061	GAIL J WILLIS CO SUCC TR ETAL		LOT
8-10-19	622 HONOR LN/ H4100013000054	SHUISONG NI LIJIE YANG	Shuisong Ni	
	625 HONOR LN/ H4100013000060	GAIL J WILLIS CO SUCC TR ETAL		LOT
	626 HONOR LN/ H4100013000055	ALAN M AND URSULA FERRENBERG		8/10 stopped by 8/11 stopped by

8-9-15 gave info.
4 of 9

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	610 HONOR LN/ H4100013000051	MARK AND CASSANDRA MACDONALD		
	613 HONOR LN/ H4100013000053	GARRETT A & NAOMI NATES		
8/13/19	614 HONOR LN/ H4100013000052	JEFFREY T & MEGAN M GUTTMAN		
	617 HONOR LN/ H4100013000052	ASHFORD HOMES LLC		
	618 HONOR LN/ H4100013000053	JUSTIN M AND SARA E SAUL		
	621 HONOR LN/ H4100013000051	GAIL J WILLIS CO SUCC TR ETAL		
	622 HONOR LN/ H4100013000054	SHUISONG NI LIJIE YANG		
	625 HONOR LN/ H4100013000060	GAIL J WILLIS CO SUCC TR ETAL		
	626 HONOR LN/ H4100013000055	ALAN M AND URSULA FERRENBURG		

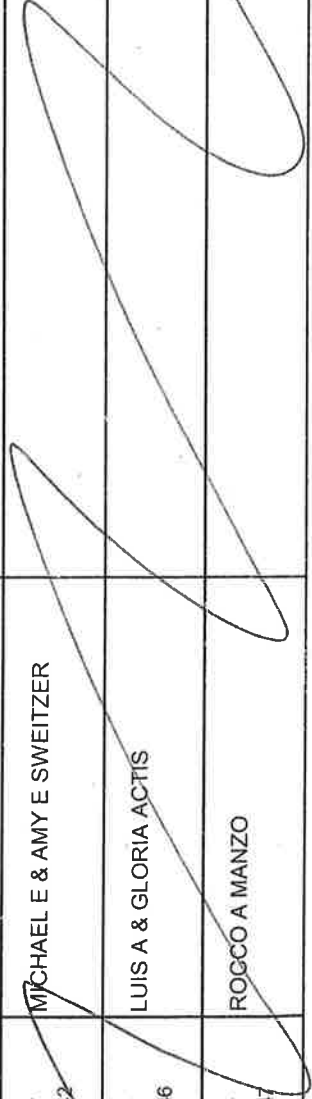
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8/10/201	629 HONOR LN/ H4100013000059	SINAN ZHOU HAIFEI SHI		
8/9/2019	630 HONOR LN/ H4100013000056	TONI J & SAMUEL G SALDIVAR		
8/9/2019	634 HONOR LN/ H4100013000057	SAMUEL G & TONI J SALDIVAR		
8/15/19	638 HONOR LN/ H4100013000058	SEAN A AND AMY WEST POLEY		8/10 stopped by 8/11 stopped by 8/15 stopped by 8/10 stopped by
8-13-19	642 HONOR LN/ H4100020000122	STEPHEN A & CARLY J PASQUALE		8/10 stopped by 8/11 stopped by
8/10/19	400 JACOB DR/ H4100020000082	MICHAEL HUEY		
	401 JACOB DR/ H4100020000077	SARIL LIN RAGHU MARTHA CALAIS SAPIRO		
	300 MIAMI TRL/ H4100013000042	MICHAEL E & AMY E SWEITZER		
	301 MIAMI TRL/ H4100013000046	LUIS A & GLORIA ACTIS		
	302 MIAMI TRL/ H4100013000047	ROCCO A MANZO		

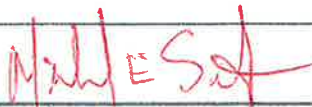
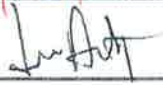
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	634 HONOR LN/ H4100013000057	SAMUEL G & TONI J SALDIVAR		
	638 HONOR LN/ H4100013000058	SEAN A AND AMY WEST POLEY		
	642 HONOR LN/ H4100020000122	STEPHEN A & CARLY J PASQUALE		
	400 JACOB DR/ H4100020000082	MICHAEL HUEY		
	401 JACOB DR/ H4100020000077	SARIL LIN RAGHU MARTHA CALAIS SAPIRO		
6/23/19	300 MIAMI TRL/ H4100013000042	MICHAEL E & AMY E SWEITZER		
6/23/19	301 MIAMI TRL/ H4100013000046	LUIS A & GLORIA ACTIS		
	302 MIAMI TRL/ H4100013000047	ROCCO A MANZO		more d

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10/01/2019	313 MIAMI TRL/ H4100014000031	RANDY L & TINA M ECTOR	Tina Ector Tina Ector	not home 7/6
✓ 6/22	314 MIAMI TRL/ H4100014000037	CHRISTOPHER A AND LYNNE B MYERS	Electronic loose sig page	not home 7/6 out of town
	315 MIAMI TRL/ H4100014000030	VERONICA PACHECO	loose sig page	not home 7/6
	317 MIAMI TRL/ H4100014000029	DEREK SMITH		not home 7/6
6/22	318 MIAMI TRL/ H4100014000038	MICHAEL J VANNI MARIA J GONZALEZ		
6/22	MIAMI TRL/ H4100014000028	MICHAEL J VANNI MARIA J GONZALEZ		
—	200 NORTH RIDGE DR/ H4100013000036	JOHN F & MARGUERITE J. MOUL	see MM ✓ loose sig page	
6/24	201 NORTH RIDGE DR/ H4100013000004	YELIZAVETA SKRYZHEVSKA	✓ loose sig page	Electronic
—	205 NORTH RIDGE DR/ H4100013000005	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR	see MAA ✓ loose sig page	
—	205 NORTH RIDGE DR/ H4100013000006	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR	see MAA ✓ loose sig page	

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6/22/19	206 NORTH RIDGE DR/ H4100013000035	JOSHUA C MAGEE ELISE M CLERKIN	Elise M. Clerkin	
6/23/19	207 NORTH RIDGE DR/ H4100013000027	THOMAS G & REGINA E GARCIA		
6/23/19	211 NORTH RIDGE DR/ H4100013000028	ROBERT W THURSTON MARGARET C ZIOLKOWSKI	Elise M. Clerkin loose sis page	✓ 7/6
6/23/19	212 NORTH RIDGE DR/ H4100013000034	BRIAN J & MARIA J BALLOU	See MM ✓ loose sis page	
6/23/19	218 NORTH RIDGE DR/ H4100013000033	WILLIAM J & AMY E MOSER	See MM ✓ loose sis page	
7/18	224 NORTH RIDGE DR/ H4100013000032	ANDREW AMARANTOS GINGER CREECH	See MM ✓ loose sis page	not home 7/6
6/23/19	230 NORTH RIDGE DR/ H4100013000031	JIANHUA LIU		student occupied
6/23/19	236 NORTH RIDGE DR/ H4100013000030	XIAOHUI YANG & XIAOYUN DENG	See Electronic ✓ sis loose sis page	6 desk
6/23/19	239 NORTH RIDGE DR/ H4100013000014	RANDI & MICHELLE THOMAS		not home 7/6
6/22/2019	242 NORTH RIDGE DR/ H4100013000029	FAZEEL J KHAN		

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10-1-2019	303 MIAMI TRL/ H4100013000045	SAUNDERS RENTAL SALE Ezeguer Fuentes	Valerian Noble 4720@hotmail.com Gonzalez Fuentes	Elise
✓	304 MIAMI TRL/ H4100013000044	MICHAEL A AND DONNA J THOMAS	✓ 100 So. Sig page	Elise has (don)
7/6/19	305 MIAMI TRL/ H4100014000035	PETER & HEIDI SALZARULO	OK	
	306 MIAMI TRL/ H4100014000021	BARBARA E SAUNDERS CO TR ETAL		moved
6/25/19	307 MIAMI TRL/ H4100014000034	AYODELE O & ADETUTU A ABATAN	ayodele	
6/23/19	308 MIAMI TRL/ H4100014000036	AUSTIN C & KENDRA M SMITH	Austin Smith	
6/25/19	309 MIAMI TRL/ H4100014000033	FRANK L WEST SUSAN J CRAWFORD	Frank West	
6/25/19	310 MIAMI TRL/ H4100014000023	NICHOLAS LAES	Nicholas	
6/25/19	311 MIAMI TRL/ H4100014000032	RICHARD D AND BARBARA E GREEN	Richard + Barbara Green	
6/25/19	312 MIAMI TRL/ H4100014000024	RONALD G ZEMKO	Donald D. Zenko	

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	400 JACOB DR/ H4100020000082	MICHAEL HUEY		
	401 JACOB DR/ H4100020000077	SARIL LIN RAGHU MARTHA CALAIS SAPIRO		
✓	300 MIAMI TRL/ H4100013000042	MICHAEL E & AMY E SWEITZER	Elise here Dose s's page → (check)	
✓	301 MIAMI TRL/ H4100013000046	LUIS A & GLORIA ACTIS	✓ loose s's page	Elise here (check)
✓ 16/01/19	302 MIAMI TRL/ H4100013000047	RECORDED Donald & Marcia Smith	✓ Sundus Smith M67	-moving. not interested

North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

Petition Initiator: Elise Clerkin, 206 North Ridge Drive

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	314 MIAMI TRL/ H4100014000037	CHRISTOPHER A AND LYNNE B MYERS		
	315 MIAMI TRL/ H4100014000030	VERONICA PACHECO		
10/11/19	317 MIAMI TRL/ H4100014000029	DEREK SMITH Sherry	<i>Derek Smith</i> <i>Sherry</i>	
	318 MIAMI TRL/ H4100014000038	MICHAEL J VANNI MARIA J GONZALEZ		
	MIAMI TRL/ H4100014000028	MICHAEL J VANNI MARIA J GONZALEZ		
6/21/19	200 NORTH RIDGE DR/ H4100013000036	JOHN F & MARGUERITE J. MOUL	<i>Marguerite J. Moul</i>	
	201 NORTH RIDGE DR/ H4100013000004	YELIZAVETA SKRYZHEVSKA		
10-1-19	205 NORTH RIDGE DR/ H4100013000005	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR	<i>Ann Barrett Wicks</i> <i>Ann Barrett Wicks</i>	
10-1-19	205 NORTH RIDGE DR/ H4100013000006	ROBERT S WICKS CO TR ANN BARROTT WICKS CO TR	<i>Ann Barrett Wicks</i> <i>Ann Barrett Wicks</i>	

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6/22/2019	314 MIAMI TRL/ H4100014000037	CHRISTOPHER A AND LYNNE B MYERS		
	315 MIAMI TRL/ H4100014000030	VERONICA PACHECO		
	317 MIAMI TRL/ H4100014000029	DEREK SMITH		
	318 MIAMI TRL/ H4100014000038	MICHAEL J VANNI MARIA J GONZALEZ		
	MIAMI TRL/ H4100014000028	MICHAEL J VANNI MARIA J GONZALEZ		
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	303 MIAMI TRL/ H4100013000045	SAMIR BALI RENU SAH		moving not here
6-23-19	304 MIAMI TRL/ H4100013000044	MICHAEL A AND DONNA J THOMAS	Michael A Thomas	
	305 MIAMI TRL/ H4100014000035	PETER & HEIDI SALZARULO		
	306 MIAMI TRL/ H4100014000021	BARBARA E SAUNDERS CO TR ETAL		
	307 MIAMI TRL/ H4100014000034	AYODELE O & ADETUTU A ABATAN		
	308 MIAMI TRL/ H4100014000036	AUSTIN C & KENDRA M SMITH		
	309 MIAMI TRL/ H4100014000033	FRANK L WEST SUSAN J CRAWFORD		
	310 MIAMI TRL/ H4100014000023	NICHOLAS LAES		
	311 MIAMI TRL/ H4100014000032	RICHARD D AND BARBARA E GREEN		
	312 MIAMI TRL/ H4100014000024	RONALD G ZEMKO		

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North Ridge Neighborhood Conservation Overlay District, Oxford, Ohio

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	207 NORTH RIDGE DR/ H4100013000027	THOMAS G & REGINA E GARCIA		
6/23/19	211 NORTH RIDGE DR/ H4100013000028	ROBERT W THURSTON MARGARET C ZIOLKOWSKI	Robert W. Thurston	
	212 NORTH RIDGE DR/ H4100013000034	BRIAN J & MARIA J BALLOU		
	218 NORTH RIDGE DR/ H4100013000033	WILLIAM J & AMY E MOSER		
	224 NORTH RIDGE DR/ H4100013000032	ANDREW AMARANTOS GINGER CREECH		
	230 NORTH RIDGE DR/ H4100013000031	JIANHUA LIU		
	236 NORTH RIDGE DR/ H4100013000030	XIAOHUI YANG & XIAOYUN DENG		
	239 NORTH RIDGE DR/ H4100013000014	RANDI & MICHELLE THOMAS		
	242 NORTH RIDGE DR/ H4100013000029	FAZEEL J KHAN		

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7/18/19	224 NORTH RIDGE DR/ H4100013000032	ANDREW AMARANTOS GINGER CREECH	<i>Sign Amarantos</i>	
	230 NORTH RIDGE DR/ H4100013000031	JIANHUA LIU		
	236 NORTH RIDGE DR/ H4100013000030	XIAOHUI YANG & XIAOYUN DENG		
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	248 NORTH RIDGE DR/ H4100013000018	AUBREY M COLYER		
	254 NORTH RIDGE DR/ H4100013000041	TRACY & CHARLES JARVIS		
	260 NORTH RIDGE DR/ H4100013000040	SCOTT D AND JANE K STRAKER		
10-1-19	10 RED CEDAR CIR/ H4100013000013	MICHAEL & THERESA M FARMER	<i>Michael Farmer</i>	
	20 RED CEDAR CIR/ H4100013000012	PAIGE SMITH		
	30 RED CEDAR CIR/ H4100013000048	JOHN R AND SHEILA M ARANYOS		
	RED CEDAR CIR/ H4100013000010	JOHN R AND SHEILA M ARANYOS		
	50 RED CEDAR CIR/ H4100013000009	JAYNE ELIZABETH IRVIN		
	5237 WESTGATE DR/ H4000020000034	MARTIN EPURE		

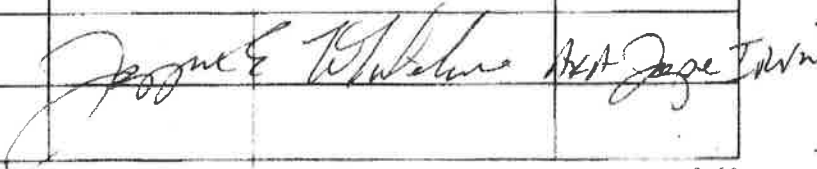
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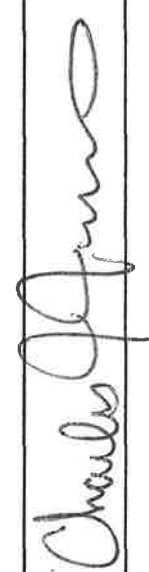
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7/18/19	254 NORTH RIDGE DR/ H4100013000041	TRACY & CHARLES JARVIS		
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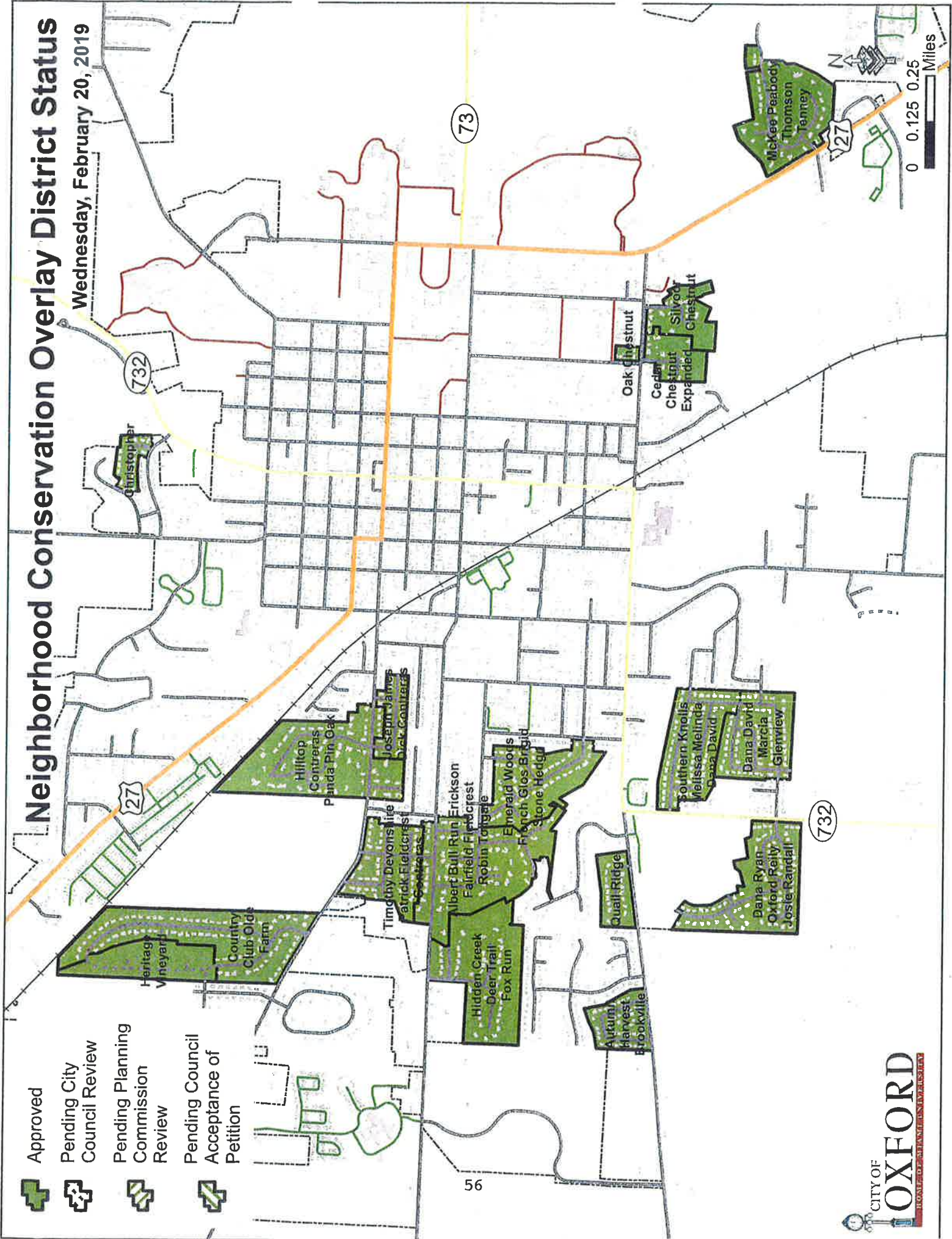
Date	Address	Name(s)	Signature	Notes
7/8	245 NORTH RIDGE DR/ H4100013000015	JEFFREY D HERDTNER	See NAM loose sig page	7/6 - not home
	248 NORTH RIDGE DR/ H4100013000018	AUBREY M COLYER		7/6 - not home (days there)
6/23/19	254 NORTH RIDGE DR/ H4100013000041	TRACY & CHARLES JARVIS	Tracy Jarvis	
7-2-19	260 NORTH RIDGE DR/ H4100013000040	SCOTT D AND JANE K STRAKER	Scott & Jane Straker	
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✓	50 RED CEDAR CIR/ H4100013000009	JAYNE ELIZABETH IRVIN	See electronic sig. loose sig page	Elise Clerkin JWSK
	5237 WESTGATE DR/ H4000020000034	MARTIN EPURE		

[Handwritten signature]

Neighborhood Conservation Overlay District Status

Wednesday, February 20, 2019

-  Approved
-  Pending City Council Review
-  Pending Planning Commission Review
-  Pending Council Acceptance of Petition



Memo



To: Oxford Planning Commission
From: Zachary Moore, Planner
Date: 1/9/2020
Re: Tree Preservation Ordinance

For some time, the Oxford Environmental Commission (EC) has been working on developing legislation to better protect mature trees and heavily vegetated areas within the city limits. This effort originally arose from concerns over clear cutting of trees at the site of the new Heritage Vineyard subdivision. The EC's original proposed zoning text amendments were reviewed by the Planning Commission and then went before City Council for a first reading on March 19, 2019; during this meeting, Community Development Director Sam Perry objected to the policy provisions proposed, so Council directed the EC to work together with Mr. Perry to revise the language. On October 18, 2019, the EC released another official set of recommendations to the Community Development Department, with the hopes that it would be more palatable to City staff.

In this packet are the following:

- **Staff's currently drafted regulations/amendments** to incorporate tree preservation provisions into the Zoning Code, which are inspired by EC's official recommendations. These amendments have been initiated by City staff and are due to appear before the Planning Commission for a recommendation in February. Staff also met with the EC on January 8 to explain the proposal and answer questions. To better streamline administration and application of "tree-related" standards, staff proposes a completely new chapter (1148) entitled Landscaping and Tree Preservation. To account for the new chapter and ensure consistency across the entire Code, a number of other minor amendments are proposed in various sections of Chapters 1101, 1143, 1145, 1147 and 1149, as well as adding a sample Tree Survey and Tree Protection Detail to Attachment H in the City's Subdivision Regulations. These pages are distinguished by:
 - **Yellow highlighting**, to call attention to provisions that are related to trees or landscaping within the Code (only on pages where edits are proposed);
 - **Blue underlined text**, to identify new language to be inserted into the Code; and
 - **Red struck-through text**, to identify existing language to be deleted from the Code.
- **Tree Protection Ordinance Environmental Commission's Recommendations.** This is the latest official set of recommendations from EC, which are not presented as actual text changes, but rather as policy ideas and concepts to be inserted into the Zoning Code where appropriate. The most significant difference when compared to

staff's proposal is the inclusion of a tree replacement requirement. Under EC's proposal, if trees are removed as a result of development then they must be replaced at a rate of 1 inch caliper for every 2 inches of caliper removed, with the ability for an applicant to pay in-lieu fees into a Tree Fund for up to 50% of required re-plantings.

Below is a summary of staff's proposal in a few key points:

- Standardize tree *plantings*, instead of *protection* as mentioned above, but allow and encourage protection of existing healthy trees to count toward minimum standard plantings. This creates a more flexible environment for applicants/builders to achieve compliance. In essence, staff is in favor of *incentivizing* the preservation of trees, rather than *penalizing* tree removal. Required tree plantings are determined based on a lot frontage formula similar to existing code provisions for the GB and NB zoning districts.
- Proposed standards for minimum tree plantings are greater than current requirements and wider reaching in their application. Repetitive tree planting provisions found in multiple code sections are consolidated into a single chapter.
- Heavily wooded areas must be maintained to the greatest extent possible, avoiding unnecessary destruction. To ensure a properly informed review, a tree survey is required for all major subdivisions, nonresidential, and multi-family developments. Review criteria are also provided for Conditional Uses and Planned Developments to enable the Planning Commission and Council to make determinations based on the sensitivity of a development plan to existing mature tree canopy.
- Creates a "Landscape Plan Review" process entailing Planning Commission weigh-in, should an applicant disagree with staff's application of the standards or seek to provide for an alternative landscaping arrangement. Staff also has the power to require this process at any time, potentially for high-profile sites or more significant developments.

Chapter 1148 – Landscaping and Tree Preservation

1148.01 – Purpose.

The purposes of the landscaping and tree preservation standards outlined in this chapter are to promote clean air quality; to reduce noise, heat and glare; to improve surface drainage and minimize flooding; to provide visual buffers; to beautify and enhance both improved and undeveloped areas; to advance the aesthetic quality of the community; to maintain property values and the quality of life in the City; and to promote the public health, safety and welfare through new plantings as well as preservation of existing vegetation, especially established areas of mature vegetation. The regulations included in this chapter are also intended to prevent the complete deforestation of lands with the wanton removal of trees. As a recognized “Tree City USA” community by the national Arbor Day Foundation, the City of Oxford demonstrates adherence to core standards of sound urban forest management, thus promoting a greener, healthier community.

1148.02 – Applicability.

Except as provided by this section, all property within the City is subject to the requirements of this chapter. The following lots, uses and situations shall be exempt from compliance with this chapter:

- (a) Lots used for single-family, two-family or three-family dwellings, where initial construction of the unit(s) has been completed are exempt. In cases where an existing single-, two- or three-family dwelling has been demolished, the requirements of this chapter shall apply when any new dwelling unit is constructed. All landscaping requirements found herein shall apply individually to lots within new subdivisions until issuance of a Certificate of Code Compliance, however such lots shall continue to be bound by all other requirements and conditions as may be related to approval of the subdivision.
- (b) Any lot within the UP Uptown District is exempt. However, this does not exempt parking areas on private property from complying with the landscaping provisions of Chapter 1149.
- (c) Golf courses, parks, playgrounds, and similar types of uses are exempt.
- (d) Expansions or alterations to developments which do not constitute a “substantial expansion” are exempt. Should one of the criteria for a substantial expansion outlined below be met, the entire site must come into conformance with the provisions of this chapter. A substantial expansion is hereby defined as:
 - (1) An expansion to a building that is 50% or greater when the combined floor area of the existing structure(s) is less than 1,000 square feet; or
 - (2) An expansion to a building that is 40% or greater when the combined floor area of the existing structure(s) is greater than or equal to 1,000 square feet and less than 10,000 square feet; or
 - (3) An expansion to a building that is 30% or greater when the combined floor area of the existing structure is greater than or equal to 10,000 square feet and less than 25,000 square feet; or
 - (4) An expansion to a building that is 20% or greater when the combined floor area of the existing structure(s) is greater than or equal to 25,000 square feet and less than 50,000 square feet; or
 - (5) An expansion to a building that is 10% or greater when the combined floor area of the existing structure(s) is greater than or equal to 50,000 square feet.

1148.03 – Street Tree Requirement.

Trees shall be planted in the tree lawn or other appropriate areas in street rights-of-way as required in Chapter 935 of the City of Oxford Codified Ordinances, subject to the discretion of the City Engineer or other applicable

authority for changes in the public right-of-way. Trees planted in the tree lawn shall be installed by the applicant requesting development approval and maintained in good condition until project construction is complete.

1148.04 – Property Landscaping Requirements.

(a) Site tree planting requirements.

(1) Development sites shall be landscaped with trees and ground cover.

(2) Residential Single-, Two- and Three-Family Standards

A. On single-family lots, a minimum of one (1) tree shall be planted within the required front yard area.

B. On two-family lots, a minimum of one (1) tree for each unit shall be planted within the corresponding required front yard area.

C. On three-family lots, a minimum of two (2) trees shall be planted within the required front yard area.

(3) Nonresidential and Residential Multi-Family Standards

A. Overall Site Trees

A minimum of one (1) tree for every ten (10) feet of linear lot frontage on a public street right-of-way shall be provided on the development site. However in the case of corner lots with frontage on two public streets, the amount of required trees shall be calculated based only on the street with the longest frontage.

B. Front Yard Trees

A minimum of one (1) tree for every twenty five (25) feet of linear lot frontage on a public street right-of-way shall be provided within the required front yard area; such trees may contribute toward fulfilling the overall site planting requirement specified in subsection A above. In the case of corner lots with frontage on two public streets, the amount of required trees shall be calculated based only on the street with the longest frontage.

C. Parking Area Trees

Trees in parking lot areas as may be required by Section 1149.05(e)(6) may also contribute toward fulfilling the overall site planting requirement specified in subsection A above, but shall not count toward fulfilling subsection B above.

(4) Upon planting, each required tree shall be a minimum two (2) inch caliper and must be a species that appears on the City's Tree List.

(5) Each existing tree meeting the minimum caliper standard that is preserved may be counted as a required tree, and each existing tree that is at least six (6) inches in diameter at breast height may be counted as two required trees, provided that any such trees are documented as described in subsection (c) below.

(6) For cases involving discretionary approval by a public body (i.e. subdivisions requiring preliminary plat approval, Planned Developments and Conditional Uses), an agreement may be made to accept funds into the City's planting program in lieu of up to fifty (50) percent of the trees required by this section.

(b) Preservation of wooded areas.

- (1)** Effort must be made to preserve existing natural vegetation areas. Consideration shall be given to laying out streets, lots, structures and parking areas to avoid the unnecessary destruction of heavily wooded areas or outstanding tree specimens. It is further required that heavily wooded areas shall be maintained as natural areas to the greatest extent possible.
- (2)** A tree survey shall be required for nonresidential and multi-family developments, as well as all subdivisions requiring preliminary plat approval. The survey shall show wooded areas, both existing as well as areas to be preserved, along with estimated numbers, genus and ranges of diameter provided. In all such cases, clearing limits are to be marked and fenced off in the field according to such plans before construction or clearing can begin. So long as preservation is properly documented by means of a tree survey, nothing precludes trees in heavily wooded areas from being counted toward the site tree planting requirements required by subsection (a).

(c) Preservation of individual trees to be documented.

Existing individual trees outside of a wooded area with a diameter at breast height of ten (10) inches or greater shall be labeled on the applicable required site plan or a separate tree survey as either "To Be Removed" or "To Be Saved." Trees smaller than ten (10) inches DBH to be preserved and counted toward the requirements of subsection (a) shall also be labeled. Those trees that are labeled "To Be Saved" shall be protected from construction equipment through methods as depicted in the Tree Protection Detail or through other means found acceptable to the Zoning Administrator or designee.

(d) Tree preservation & replanting encouraged.

- (1)** It is encouraged that trees subject to destruction be preserved by replanting of such trees on a lot. All existing trees having a trunk diameter at breast height of six (6) inches or greater should be preserved, except in the following situations:
 - A.** Trees within future public rights-of-way or construction/utility easements;
 - B.** Trees within the building footprint of proposed structures or within fifteen (15) feet from the perimeter of such structures;
 - C.** Trees that are damaged, diseased, over-mature, interfere with utility lines, or are an inappropriate or undesirable species for that specific location;
 - D.** Trees removed for necessary drainage purposes; or
 - E.** Trees within required vehicular use areas; or
 - F.** Any other reasonable circumstance which necessitates the removal of trees.
- (2)** The provisions of this section do not in any way reduce or diminish the minimum number of tree plantings required by subsection (a).

1148.05 – Review Procedures

(a) Discretionary Review

For cases involving discretionary approval by a public body (i.e. subdivisions requiring preliminary plat approval, Planned Developments and Conditional Uses), the procedures as required within respective chapters of this Zoning Code shall be followed.

(b) Administrative Review

For cases not involving discretionary approval by a public body, the Zoning Administrator or designee shall have the authority to administer the regulations of this chapter, as well as to make interpretations in applying the standards of this chapter.

(c) Landscape Plan Review

- (1) Landscape Plan Review is provided as an alternate review process to achieve compliance with the provisions of this chapter. This process is available to all development projects that would normally be subject to subsection (b) above.
- (2) The Planning Commission shall serve as the approving authority for Landscape Plan Review. A majority vote is required to approve.
- (3) The Zoning Administrator may, at any time, consult the Planning Commission in making a determination on a plan's compliance with the standards of this chapter, and thus has the ability to require Landscape Plan Review for any development project to which this chapter is applicable per Section 1148.02.
- (4) An applicant/developer also has the right to request in writing a Landscape Plan Review by the Planning Commission, either to accommodate an alternative landscape site design which does not strictly adhere to the standards of this chapter, or to appeal the Zoning Administrator's application or interpretation of the standards of this chapter.
- (5) In conducting Landscape Plan Review in accordance with the criteria outlined in subsection (6) below, the Planning Commission shall have the ability to waive or modify any numerical regulations of this chapter.

(6) Decision Criteria

The Planning Commission shall utilize the following criteria in making a determination on whether to approve or deny a Landscape Plan:

- A. The proposed plan embodies the overall spirit and intent of this chapter and adheres to the general purposes as stated;
- B. The proposed plan demonstrates careful planning of buildings, uses, and all other development components in a way that is as harmonious as possible with existing natural features and resources; and
- C. The proposed plan would result in a more attractive visual appearance and result in a greater prevalence of trees and vegetation than the present conditions.

bond, or by drawing upon the letter of credit, or shall take the necessary steps to require performance by the bonding company.

(Ord. 3149. Passed 5-17-11.)

1101.3 – Submittal requirements.

Refer to Attachments A-G for all required submission material for Concept Plan, Preliminary Plat, Construction Drawings, Final Plat, Record Plat and Minor Resubdivisions, Lot Splits and Lot Consolidations.

(Ord. 3149. Passed 5-17-11.)

1101.4 – Design standards and construction standards.

400 – General Statement

(A) In laying out a subdivision, the subdivider shall comply with the following design standards and requirements. The regulations contained herein, the Zoning Ordinance, Comprehensive Plan, Stormwater Drainage Plan, Water System Master Plan, and the City of Oxford Thoroughfare Plan shall control the manner in which streets, lots, and other elements of a subdivision are arranged on the land. These design controls shall help ensure:

- (1) Convenient and safe streets;
- (2) Creation of useable lots;
- (3) Provision of space for public utilities;
- (4) Reservation of land for recreation uses;
- (5) To minimize the impact on natural resources and the environment, and
- (6) To ensure that planning of attractive, connected and functional neighborhoods shall be promoted, minimizing the undesirable features of unplanned, unconnected, undirected, haphazard growth.

(B) The Planning Commission has the responsibility for reviewing the layout of each future subdivision early in its design development. The development shall be laid out

- (1) To minimize
 - (a) The effect on ground water and aquifer recharge;
 - (b) Excavation and embankment;
 - (c) Unnecessary impervious cover; and
 - (d) The complete removal of mature trees.
- (2) To provide adequate access to lots and sites; and
- (3) To mitigate adverse effects of noise, odor, traffic, drainage, utilities and increased storm water runoff on neighboring properties.

401 – Suitability of Land

If the Planning Commission finds that land proposed to be subdivided is unsuitable for subdivision development due to poor drainage, flood hazard, topography, inadequate water or sewer supply, slippage potential, unstable subsurface conditions due to poor soils or other reasons and other such conditions which may endanger health,

403 – Typical Sections

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

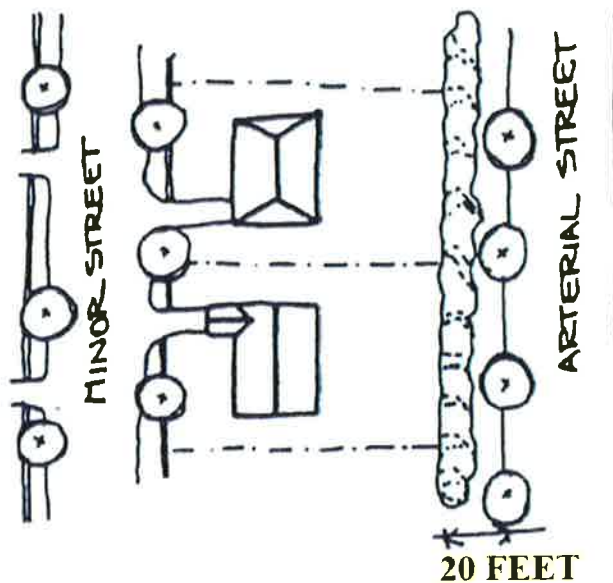
- (A) Principal Arterial street typical section;
 - (B) Minor Arterial street typical section;
 - (C) Major Collector street typical section;
 - (D) Minor Collector street typical section;
 - (E) Local street typical section;
 - (F) Alley typical section;
 - (G) Typical cul-de-sac details;
 - (H) Temporary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

404 – Streets

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

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

- (A) Relation to Adjoining Street System
 - (1) The arrangement of streets in new subdivisions shall make provisions for the continuation of the principal existing streets in adjoining areas, or their proper projection where adjoining land is not subdivided, unless prevented by topography or other physical conditions, or unless, in the opinion of the Commission, such extension is not necessary or desirable for the coordination of the layout of the subdivision with the possible future development of adjacent tracts. The Planning



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

410 – Landscape Plan

- (A) A landscape plan shall be submitted with each plat application for proposed developments in accordance with Chapter 1149 of the Zoning Code and Chapter 935 of the City of Oxford Codified Ordinance, unless an exception is granted by the Planning Commission pursuant to these Regulations.
 - (1) The landscape plan shall identify existing and proposed trees, shrubs, and ground covers; natural features such as rock outcroppings; and other landscaping elements.
 - (2) Where existing plants are to be retained, the applicant shall include in the plans proposed methods of protecting them during construction such as but not limited to the Tree Protection Detail.
 - (3) The landscape plan shall demonstrate compliance with the requirements of Chapter 1148.
- (B) Buffering

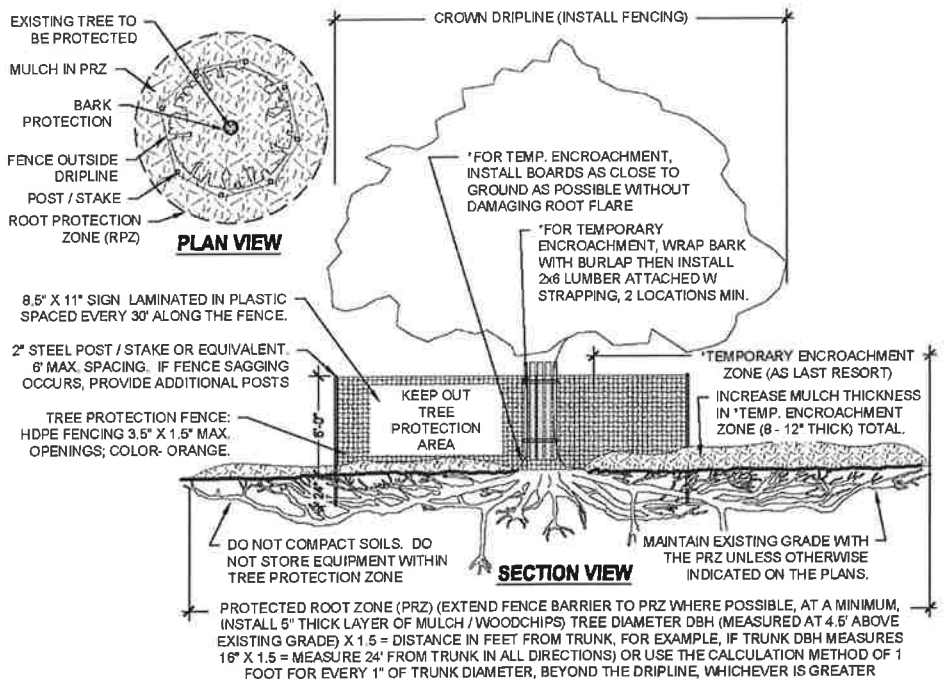
Buffering is the provision of an area between different land uses that attempts to minimize negative environmental impacts from one to the other. Buffers shall provide a year-round visual screen in order

TREE PROTECTION NOTES

- A TREE SUFFERING FROM CONSTRUCTION ACTIVITIES MAY EXPERIENCE SEVERAL YEARS OF DECLINE BEFORE IT'S EVENTUAL DEATH. AWARENESS & GOOD COMMUNICATION BETWEEN THE PROPERTY OWNER, ARBORIST, PROJECT MANAGER & CONTRACTOR BEFORE, DURING & AFTER CONSTRUCTION IS VITAL TO SAVING TREES. BELOW ARE ROOT & BARK PROTECTION GUIDELINES, HOWEVER, TREE PRESERVATION IS SITE SPECIFIC & OTHER METHODS MAY ALSO BE APPROPRIATE.
- PREVENTION, PRE-CONSTRUCTION ACTION: EVEN WITH A PRESERVATION PLAN IN PLACE, CONSTRUCTION NEAR A TREE AFFECTS A TREE'S ENVIRONMENT AND CAN LEAD TO DAMAGE. A TREE'S RESPONSE TO CONSTRUCTION WILL DEPEND ON THE DEGREE OF SITE MODIFICATIONS AND THE STARTING HEALTH AND SIZE OF THE TREE. PROPER WATERING IS ESSENTIAL TO THE TREE'S SURVIVAL; ENSURE IT IS WELL WATERED IN THE MONTHS PRIOR TO PROJECT START. MULCH PROTECTED ROOT ZONE TO HELP INSULATE SOILS.
- SOIL COMPACTION, MATERIALS STORAGE & CONSTRUCTION DEBRIS CAN HARM TREE ROOT HEALTH LEADING TO DIEBACK & TREE DEATH. MOST ROOTS LIE WITHIN THE UPPER 6"-24" OF SOIL. MINIMIZE TREE INJURY WITH PROPERLY PLACED & SIZED BARRICADES.
- GRADE CHANGES, EVEN AS LITTLE AS 2" OF FILL, CAN CAUSE DEATH OF A TREE. LOWERING THE GRADE CAN DESTROY MAJOR PORTIONS OF A ROOT SYSTEM, CAUSING DECLINE AND EVENTUAL DEATH. AVOID CHANGING THE GRADE WHEREVER POSSIBLE.
- IF ROOT CUTTING BECOMES NECESSARY DURING CONSTRUCTION, ONLY CUT SECONDARY & TERTIARY ROOTS (LESS THAN 2" IN DIAMETER) WITH A SHARP BLADED SAW, MAKING CLEAN CUTS PERPENDICULAR TO THE NATURAL GROWTH DIRECTION. BACKFILL WITHIN ONE HOUR OF CUTTING ROOTS, WATER THE TREE WITHIN 24 HOURS OF ROOT CUTTING. SEVERING ROOTS CAN HAVE A SIGNIFICANT IMPACT ON TREE HEALTH, SURVIVAL AND STABILITY.
- FOLLOW-UP; POST-CONSTRUCTION MAINTENANCE, PROVIDE SUPPLEMENTAL IRRIGATION DURING DRY PERIODS AND MONITOR THE TREE FOR SEVERAL YEARS FOLLOWING CONSTRUCTION.

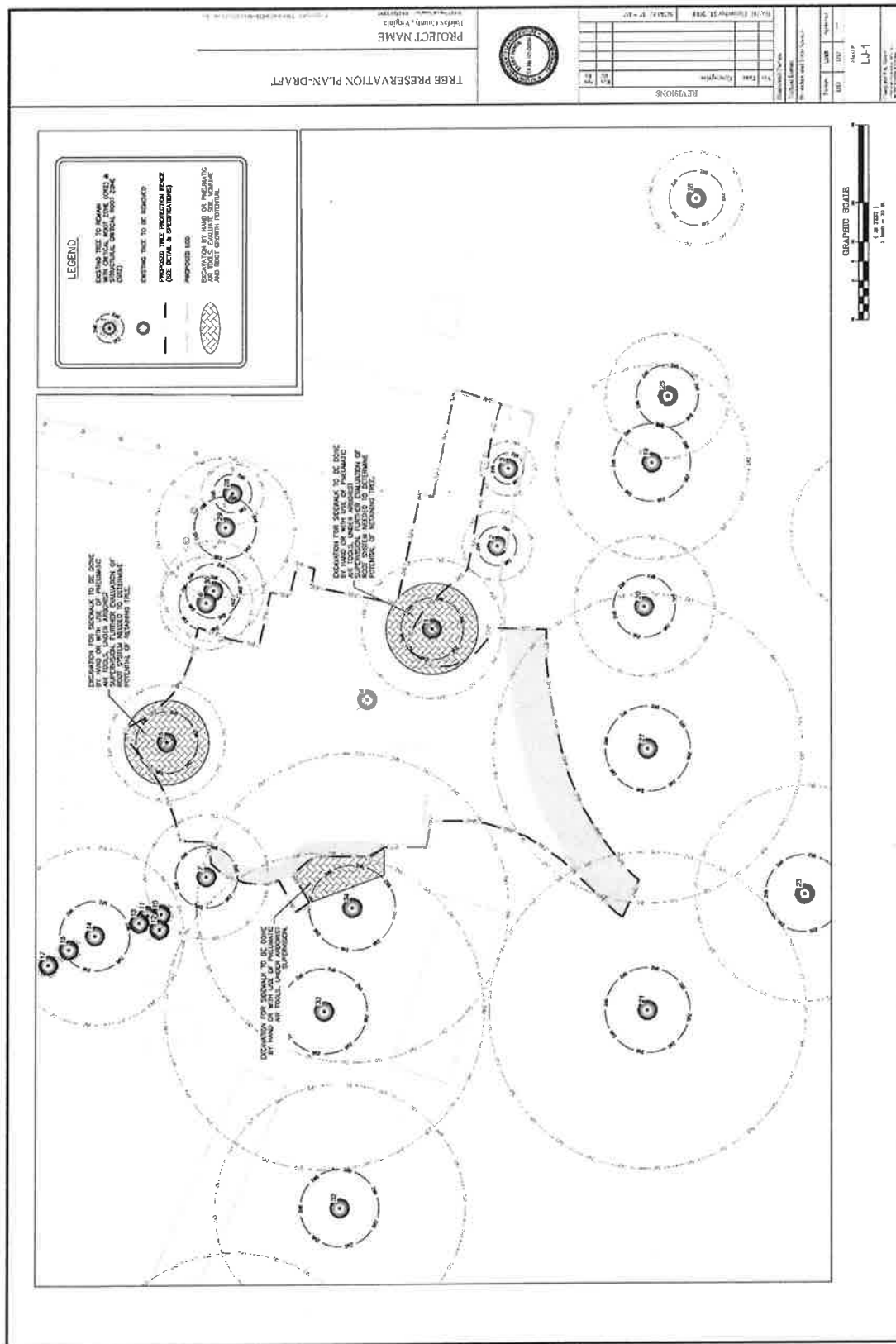
TREE PROTECTION SPECIFICATIONS

- PROVIDE TREE PROTECTION FENCING WHEN DISTURBANCE WILL OCCUR WITHIN 25' OF THE PROTECTED ROOT ZONE (PRZ).
- NO EQUIPMENT SHALL OPERATE AND NOTHING SHALL BE STORED INSIDE THE PROTECTIVE FENCING, INCLUDING DURING FENCE INSTALLATION AND REMOVAL, WITH THE ONLY EXCEPTION BEING PROVISIONS OF TEMPORARY BARK PROTECTION.
- PROVIDE TEMPORARY BARK PROTECTION (BOARD WRAP) ONLY WHEN TREE PROTECTION FENCING MUST BE TEMPORARILY REMOVED AND ENCROACHMENT INTO PROTECTED ROOT ZONE (PRZ) IS DEEMED NECESSARY AS A LAST RESORT TO COMPLETE CONSTRUCTION WHILE ATTEMPTING TO AVOID REMOVAL OF THE TREE.
 - WRAP TRUNK IN BURLAP, INSTALL A RING OF $\pm$ 8' LONG 2"x6" PLANKS LOOSELY BANDED ONTO THE TREE WITH STRAPS (VELCRO, STEEL, GALV. WIRE OR SIMILAR), STAPLED TO PLANKS. IF LENGTHY CONSTRUCTION, INSPECT & LOOSEN BOARDS EVERY 6 MONTHS.
 - DEMOLITION OR EXCAVATION SHALL PROCEED WITH EXTREME CAUTION, USING HAND TOOLS AND OTHER LOW IMPACT EQUIPMENT SUCH AS AIR EXCAVATION TOOLS. APPLY WATER SLOWLY WITH SOAKER HOSE OR SPRINKLER FOR 4 HOURS MINIMUM, $\pm$ 12 HOURS PRIOR TO THE WORK. COVER ANY EXPOSED CUT ROOTS WITH SOIL OR WOOD CHIPS AND MAINTAIN SOIL ABOVE WILT POINT AT ALL TIMES.
- PROVIDE ADEQUATE WATER IF THERE IS NO IRRIGATION SYSTEM IN PLACE.
- PRUNING SHOULD BE PERFORMED BY AN APPROVED ARBORIST.
- THE OWNER'S REPRESENTATIVE OR MUNICIPALITY MAY INSPECT THE WORK AT ANY TIME.



TREE PROTECTION DETAIL (ROOT ZONE & ABOVE GRADE)

SCALE: NOT TO SCALE



- A. Shutters do not have to be operable. However, when present they must appear to be functional and they must be proportionally equal to the adjacent window opening.



The shutters on the left window are appropriately shaped and sized for the related window even if they are not operable. The replacement shutters on the right are not appropriate due to the length and shape that do not correlate to the related window.

(12) Driveways & Parking Lots.

- A. Individual curb cuts for driveways are strongly discouraged. No curb cuts are allowed if an alley is present. Alleys must be utilized as much as possible to provide automobile access.

(13) Landscaping.

- A. Landscaping of the site shall comply with the requirements of Chapter 1148. Existing mature trees should be preserved and maintained when possible.

(14) Graphics, Signage, & Building Identification.

- A. The Sign Code of the City of Oxford must be consulted for specific sign regulations in addition to these guidelines.

(Ord. 3440. Passed 10-17-17.)

1143.04 – R-2A Single- and Two-Family Residential District.

(a) Purpose.

This district is designed to provide and preserve neighborhoods of smaller single-family residences within and adjacent to areas of similar development. This district also provides for a limited number of two-family residences.

(b) Uses.

(1) Permitted uses.

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

- A. Landscaping of the site shall comply with the requirements of Chapter 1148. Existing mature trees should be preserved and maintained when possible.

(14) Graphics, Signage, & Building Identification.

- A. The Sign Code of the City of Oxford must be consulted for specific sign regulations in addition to these guidelines.

(Ord. 3442. Passed 10-17-17.)

1143.06 – R-3 Multi-Family Residential District.

(a) Purpose.

This zone is intended to accommodate multi-family structures suited to the lifestyles of individuals and families, generally located in areas adjacent to major thoroughfares and commercial areas.

(b) Uses.

(1) Permitted uses.

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

(2) Conditional uses.

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

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

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

(1) Lot requirements.

- D. The architectural style and materials of any accessory building generally shall be compatible with the principal building as should the roof type and roof slope. Roofs for any accessory building shall be subject to the same standards as for principal structures pursuant to Subsection (4) above.

(9) Fences & Gates.

- A. Chain link fences are prohibited.
- B. When fencing is to be used, traditional fence forms, such as picket fences and plain board fences, shall be utilized and shall comply with the fencing height restrictions of Section 1141.01.
- C. Fencing shall only be constructed of wood, wrought iron, decorative metal fencing, or fencing material that resembles wood materials

(10) Chimney.

- A. Where a building is designed with chimneys or where a chimney is to be added to an existing structure, brick or stone are the preferred materials. Other siding may be allowed if the entire building is sided in similar materials.

(11) Shutters.

- A. Shutters do not have to be operable. However, when present they must appear to be



functional and they must be proportionally equal to the adjacent window opening.

The shutters on the left window are appropriately shaped and sized for the related window even if they are not operable. The replacement shutters on the right are not appropriate due to the length and shape that do not correlate to the related window.

(12) Driveways & Parking Lots.

- A. Individual curb cuts for driveways are strongly discouraged. No curb cuts are allowed if an alley is present. Alleys must be utilized as much as possible to provide automobile access.

(13) Landscaping.

- A. Landscaping of the site shall comply with the requirements of Chapter 1148. Existing mature trees should be preserved and maintained when possible.

(14) Graphics, Signage, & Building Identification.

5. Publicly owned and operated neighborhood recreation centers.
6. Day care facilities, including Day Care for child, Day Care Center for child, Day Care Home Type A family, and Day Care Home Type B family.
7. Schools: primary, intermediate, and secondary, both public and private.
8. Mini-Warehouse (Self-Storage Units)
9. Business Incubator
10. Any permitted or combination of any retail, personal or public services that exceed 15,000 square feet of gross floor area

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

(1) Lot requirements.

No minimum lot size or lot width is specified, however, lot size and width shall be adequate to provide for parking, access drive spacing, yard space and screening requirements.

(2)

A. Yard requirements (minimum).

Front yard	Rear yard	Side yard
35 feet	25 feet	0 feet

When a side or rear lot line abuts residential district lot lines, the minimum side or rear transitional setback distance shall be 25 feet in depth and shall be screened from the residential district by a dense evergreen hedge a minimum of 6 feet tall at planting and that will maintain at least 90 percent opacity over time. Existing vegetation may be considered as long as the anticipated overall opacity effect can be achieved. Alternatively, different types of screenings may be utilized subject to review and approval by the Zoning Administrator if the alternative material can achieve the overall 90% opacity effect.

B. Maximum front yard setback.

A maximum front yard setback of 150 feet; and at least 75% of the façade of the principal building must be setback no more than 150 feet from the front lot line.

(3) Structural requirements.

Maximum building height 45 feet

(d) Supplementary Regulations.

- (1) All merchandise, new and used, with the exception of boat, automobile, truck or farm implements and plants and garden supplies, shall be stored within a completely enclosed building. Displays of boats, automobiles, tractors, recreational trailers and/or mobile homes shall conform to the requirements as defined in Section 1141.03 (e)

(2) Landscaping of the site shall comply with the requirements of Chapter 1148. Landscaping:

The required front yard, with the exception of the area used for vehicle access shall be landscaped with trees, shrubs and ground cover. A minimum of 1 tree for every 25 linear feet of frontage shall be planted in this area provided that the placement of the trees does not interfere with sight

~~distance entering or leaving the site. Each tree shall be a minimum of 6 feet tall and have a minimum 2-inch diameter at breast height (DBH).~~

~~A. A minimum of 50% of the trees shall be hardwood type, as listed on the City's Tree List maintained by the Environmental Commission.~~

~~B. All landscaping material must be maintained in good condition. Any missing or dead materials must be replaced in a timely manner.~~

- (3) The building should be oriented so that the principal building entrance faces the principal street or the street providing main access to the site. The entrance must be connected to the street and adjacent parking with clearly marked sidewalks/walkways. The building façades facing the street must adhere to the façade treatment as outlined in the following sections. In no instance, shall the rear of the building face the public right-of-way.
- (4) Building facades that are oriented toward a right-of-way shall be provided for visual relief as follows:
 - A. Windows and transparent doors must occupy a minimum of 60% of the entire building wall area measured between 2.5 and 7 feet in height above grade along the entire front façade. Glass block, opaque or darkly tinted glass is not considered to be transparent.
 - B. Building façades must have different articulation in height and setback. Different horizontal articulations with material, color and opening shall also be utilized when building elevation is higher than 14 feet. Preferred materials include brick, stone, glass or wood.
- (5) Each development is required; where appropriate, to provide adequate space (including easements) for alternative modes of transportation such as bike paths, multi-use paths, bus stops and turnarounds. Each development is also required to provide bicycle rack space at a rate of 3 per 10,000 square feet of gross floor area.
- (6) The front façade of the principal structure shall be finished, utilizing at least 50% natural materials including brick, stone, masonry, glass, or wood. No aluminum or vinyl siding shall be used in finishing or utilized on the front façade of the building.
- (7)
 - A. All utility boxes must be screened with appropriate landscaping material such that they are not visible from a right-of-way or other publicly accessible area.
 - B. All refuse collection and recycling containers must be enclosed or screened so as not to be visible from a right-of-way or other publicly accessible area. The structure surrounding the container(s) must be enclosed on all sides, one of which includes a gate or door that can be secured. The enclosure may consist of wood or masonry walls. Containers shall not be located in any front yard. The exterior perimeter of the enclosure(s) must be landscaped, excluding the access point.

(Ord. 3362. Passed 8-16-16.)

1143.13 – OI Office & Light Industrial District.

(a) Purpose.

This district is intended to provide for research and development and professional office facilities that have minimal impact upon the surrounding environment

(b) Uses.

- K. Hotel,
- L. Animal hospital
- M. Extended business hours beyond the hours of operation as permitted.

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

(1) Lot requirements.

No minimum lot size or lot width is specified, however, lot size and width shall be adequate to provide for parking, access drive spacing, yard space and screening requirements.

(2) Yard Requirements.

A. Minimum front yard depth

20 feet in the Mile Square or the average front yard setback of the block face, whichever is higher.

30 feet outside of the Mile Square.

B. Minimum rear yard depth See table below.

C. Minimum side yard width See table below.

(3) Structural requirements.

A. Maximum building height 35 feet.

	Minimum building setback from residential zoned properties	
Height of the Building	Lots abutting a side lot line of a residential zoned lot	Lots abutting a rear lot line of a residential zoned lot
20 feet or less in height	7.5 feet	35 feet
More than 20 feet, but less than 35 feet in height	10 feet	40 feet

(4) Maximum Lot coverage 50 percent

(d) Supplementary Regulations:

(1) Landscaping of the site shall comply with the requirements of Chapter 1148. The required front yard shall be landscaped with trees, shrubs and ground cover. A minimum of 1 tree for every 25 feet of linear feet of frontage, with the exception of the area used for vehicle access. The tree spacing shall be consistent with the requirements outlined in Oxford Codified Ordinance Section 935.06. Trees shall be hardwood type, as listed on the City's Tree List maintained by the Environmental Commission. Each tree shall be a minimum 2" caliper in diameter at breast height (DBH). All landscaping material shall be maintained in good condition. Any missing or dead material shall be replaced in a timely manner.

(2) The placement of any proposed building shall be consistent with the average setback of the blockface.

Chapter 1145 – Planned Developments

1145.01 – Purpose.

(a) Purpose.

Planned developments incorporate land uses and development patterns that are intended to permit and encourage creative and flexible land development that is not permitted by-right under the administrative regulations of underlying zoning districts. The planned development is particularly well suited to address two distinct goals of the Comprehensive Plan: to provide for environmentally sensitive and cohesive developments that are an attractive alternative to traditional subdivision and infill development that fully utilizes available land and existing utility resources where they already exist.

(1) Planned developments share these common goals:

- A. Protect the neighbors of a planned development and the City in general to at least the same degree normally inherent in the Zoning Code.
- B. Produce a development equal to or better than that resulting from single-use or traditional subdivision
- C. Facilitate the construction of a variety of dwelling types to serve Comprehensive Plan goals of diverse and affordable housing.
- D. Have a site and situation that permits comprehensive planning both on the site and relative to its immediate surroundings
- E. Result in a design in which the placement, height, and uses of buildings, vehicle management areas, and open spaces efficiently utilize potentials of the site
- F. Include covenants, easements, and other private measures that will help ensure the long-term administrative viability of a development
- G. Be functional within a time period that helps ensure a viable development
- H. Minimize removal or destruction of existing natural features such as mature trees

(2) Infill development also satisfies the following goals:

- A. Fully utilize sites that could not be fully utilized because of their shape or because of their location relative to available public access.
- B. Increase geographic efficiencies of existing utilities such as public streets, water, sewer, electric, telephone, and cable by using them where they are already available.
- C. Help keep development from sprawling to and beyond the municipal boundaries of Oxford.

(3) Open Space development also satisfies the following goals:

- A. Retain natural areas and landscapes.
- B. Protect environmentally sensitive land and water features.
- C. Retain or create active and passive open spaces that serve the recreation needs of the development or the City generally.
- D. Lessen the land area devoted to vehicle management.
- E. Preserve natural scenic views that contribute to the Oxford setting.

- J. A general analysis of expected traffic impact, including vehicular and pedestrian safety, resulting from the proposed development.
- K. The substance of proposed covenants, easements, and other restrictions on the land and structures.
- L. A list of the names and mailing addresses of all landowners within 200 feet of the site.
- M. Such other information regarding the proposed uses, site design, or surrounding area as may be pertinent to the application or required by Planning Commission or Council.

(6) Site plan.

A scaled site plan prepared by a surveyor or engineer licensed in the state of Ohio shall include the following information in detail. The required information may be submitted on multiple site plans if inclusion of all information on a single plan makes it illegible or difficult to understand.

- A. North arrow.
- B. Scale.
- C. Vicinity map.
- D. All existing and proposed lot lines within the site.
- E. Dimensions of all lots and of the entire site and any adjacent rights-of-way.
- F. The location and intended purpose of all open spaces
- G. Approximate location, height, dimensions, and use of all proposed and existing structures.
- H. Approximate location and number of different uses (i.e. dwelling types and/or commercial uses).
- I. Approximate location and design of all proposed vehicle and pedestrian routes and nonresidential vehicle management areas.
- J. Approximate location and size of all existing and proposed utilities that will serve the planned development.
- K. Approximate location, size, and type of all proposed signs.
- L. Approximate location, height, and type of all proposed screening and landscaping.
- M. Distances to residential zoning districts if within 1,000 feet.
- N. The use of land and location of structures on adjacent property and across adjacent rights-of-way.
- O. The location of any nearby schools and commercial facilities.
- P. Other information as required by the Planning Commission or Council.

(7) Landscape plan.

- A. The plan shall demonstrate compliance with the requirements of Chapter 1148.

(87) Elevations.

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

(98) Other.

- (3) The uses and site plan will satisfy the general intent of this Zoning Code.
- (4) The uses and site plan will be compatible with the general intent of the Comprehensive Plan.
- (5) The size and shape of the site are sufficient for the proposed planned development.
- (6) The use will not be hazardous or disturbing to existing or potential future neighboring uses that are permitted in the zoning district.
- (7) The use will not involve activities, processes, materials, equipment, or conditions of operation that will be detrimental to any person, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, odors, or other emissions.
- (8) Accessory uses will be directly related to the operation of the principal uses and will not be operated independent of the principal uses.
- (9) The use and site will be adequately served by public facilities and services such as streets, water and sewer, drainage structures, police and fire protection, and refuse disposal, or adequate provisions will be made to provide the same services privately.
- (10) Development of the site and operation of the use will not require substantial public expenditure for additional infrastructure or services.
- (11) The site will be designed, constructed, and maintained in a character harmonious in appearance and general character with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area. Structures to be constructed, reconstructed, or altered in a residential zoning district shall have the appearance of residential buildings permitted in the zoning district.
- (12) The site is designed so that on-site traffic and traffic accessing the site will not adversely impact the movement or safety of all modes of traffic on adjacent public streets.
- (13) Proposed construction will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.
- (14) Proposed construction will not result in the complete elimination of existing mature tree canopy. Effort shall be made to direct disturbance and construction around or away from existing mature tree canopy without completely taking away use of the site or connectivity to existing infrastructure.

(c) Additional Final Plan Decision Standards.

- (1) The final planned development shall substantially conform to the preliminary plan.
- (2) Any substantial changes from the preliminary plan improve the plan or were requested by Planning Commission or Council as a part of the preliminary plan approval process.
- (3) If the final plan seeks approval of only a portion of the approved preliminary plan, the elements of the proposed phase are sufficient to stand alone if the remainder of the planned development is abandoned.

(Ord. 2838. Passed 2-15-05.)

1145.07 – Action by Planning Commission and Council.

- (a) The Planning Commission shall recommend to Council approval, approval with conditions, or denial of an application as presented and shall clearly state the findings upon which its recommendation is based.

11. The use of land and location of structures on adjacent property and across adjacent rights-of-way.
12. Other information as required by the Planning Commission.

D. Landscape Plan.

The plan shall demonstrate compliance with the requirements of Chapter 1148.

ED. Elevations of proposed structures, 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.

FE. Other.

Photographs of the existing use and its surroundings.

(b) Reapplication.

- (1) No application for a Conditional Use that is substantially similar to an application that has been denied, wholly or in part, shall be accepted for one year from the date denial. The Zoning Administrator shall determine if a similar application differs enough to be considered a different application and not subject to this section. The Zoning Administrator may consider factors such as the nature or size of a proposal, changes in the development or traffic patterns of the area, or newly discovered evidence pertinent to a decision on a previous application.
- (2) An applicant may appeal the decision of the Zoning Administrator according to the Board of Zoning Appeals.

(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 testimony 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 appropriate for 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. Proposed construction will not result in the complete elimination of existing mature trees on the site. Effort shall be made to direct disturbance and construction around or away from existing mature trees without completely taking away use of the site or connectivity to existing infrastructure.
- 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.

(d) Action by Planning Commission.

- (1) The Planning Commission shall recommend to Council approval, approval with conditions, or denial of an application as presented and shall clearly state the findings upon which its recommendation is based.
- (2) The Planning Commission shall base its recommendation to Council upon how well the application satisfies the General Decision Standards and the Decision Standards for the proposed use. In its recommendation, Planning Commission may waive or modify dimensional regulations of the Zoning Code, or impose more strict regulations and any additional conditions, guarantees, and safeguards it deems necessary to satisfy the purposes of this Zoning Code.

(e) Issuance and Revocation of Conditional Use Permit.

The Zoning Administrator shall issue a Conditional Use Permit after the Planning Commission recommends and Council approves an application. Construction permits shall not be issued unless the plans

from the abutting street or the building's main entrance, signs must be posted indicating their location.

B. Motorcycle and Scooter Parking.

For any nonresidential use providing 50 or more off-street spaces, a maximum of 2 required off-street parking spaces per 50 vehicle spaces may be reduced in size or otherwise redesigned to accommodate parking for motorcycles and scooters. When provided, motorcycle and scooter parking must be identified by a sign. Motorcycle and Scooter parking shall be counted concurrently as part of the minimum number of vehicle spaces required for the development.

(6) Landscaping.

A. Purpose.

1. Trees and other vegetation help to limit the negative effects of large, paved areas by improving stormwater control, reducing erosion, avoiding unnatural microclimates, and improving aesthetics. This section requires minimum landscaping requirements to satisfy this purpose.

B. Trees and Landscaped Areas

1. Trees

- a. 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. Any dead or severely diseased trees used to fulfill these regulations shall be replaced at the request of the Zoning Administrator.
- b. Trees shall be selected for the local soil and climate. The area and soil depth of the site shall be adjusted to sustain the tree. Immediately following planting, each tree shall be a minimum of 6 feet tall and have a minimum 2-inch caliper. At maturity, each tree shall have a clear trunk at least four feet above the adjacent parking surface and average mature crown greater than 12 feet.
- c. Each existing tree that meets the minimum regulations for a newly planted tree shall count as 1 tree.
- d. Each newly planted or existing tree with a minimum 6-inch diameter at breast height that is in a living and healthy condition shall count as 2 trees.
- e. Tree species shall be selected from the City's Tree List.

C. Landscaped areas.

All areas that are not paved shall be landscaped and shall satisfy the following regulations:

1. Shrubs, vines, and ground cover shall be healthy stock.
2. Shrubs shall be a minimum of 1 gallon.
3. Shrubs shall be maintained so that their height does not exceed 3 feet above the adjacent parking surface.

Tree Protection Ordinance

Environmental Commission's Recommendations

1. Integrate Tree Protection Ordinance components in existing Planning and Zoning chapters addressing subdivision and landscaping requirements.
2. Use the City's language in Exhibit A and B for the following requirements:
 - a. Tree Survey
 - b. Tree Protection During Construction (diagram will be inserted)
 - c. Use "mature" trees in place of protected or landmark trees
3. Insert the following concepts and their specific requirements stated in the EC's Tree Ordinance Chapter where they will be most intuitively implemented within existing Planning and Zoning Code.

a. DEFINITIONS

- i. Exempted Protected Trees mean Protected Trees that are not included in the tree replacement calculations (1111.27). These trees include those that are considered invasive, dead, dying, damaged, diseased, and/or unsafe.
- ii. Invasive Trees means trees that cause ecological or economic harm in the environment from which they are not native. Invasive species guidelines are referenced by the Ohio Invasive Plants Council.
- iii. Tree Fund means a designated fund established by the City of Oxford that is funded by developers and/or residential owners who cannot plant the required number of replacement trees on their development site. This fund shall be used to purchase and plant trees needed on properties throughout the City or to offset City contractual costs for surveying and/or inspecting areas under development.

b. ACCEPTABLE TREE REMOVAL AREAS

- i. Protected Tree removal is permitted within the area used or to be used by a permanent structure within the lot building area without replacement planting. Additional areas where Protected Tree removal is permitted includes sidewalks, utility installations and stormwater management structures.
- ii. Protected Tree removal is permitted on the entire site for access roads, parking areas, canopies, patios, decks and similar necessary development needs provided replacement trees are installed consistent with the provision of this chapter.
- iii. There shall be a 15-foot buffer zone between the exterior walls of any building structure and Protected Trees.
- iv. Every effort shall be made by the property owner/developer to protect and preserve any Landmark Tree located on the site. If a Landmark Tree cannot be preserved, the owner/developer shall provide replacement trees for any removed Landmark Tree

consistent with the provisions in 1111.27, even if the Landmark Tree is within the area described in this section.

c. TREE REPLANTING

- i. With respect to developments subject to the provisions of this chapter, prior to the issuance of a Certificate of Code Compliance, supplemental and replacement trees shall be planted consistent with the requirements of the approval.
- ii. Replanted trees shall have calipers of two (2) inches taken at the appropriate height above the ground level (based upon their species), as outlined in the current addition of “American Standard for Nursery Stock” (ANSI Z60.1) with an appropriate height of branching for the tree’s species.
- iii. It is desirable that the replanting of trees be compatible with the sites. Ideally, the species chosen for replanting shall be similar to those trees removed.
 1. Tree species may be selected from those listed in the City Tree Plan, listed as the Ohio Department of Natural Resources (ODNR), Division of Forestry’s “Common Ohio Trees”, and/or listed in the ODNR Ohio Champion Tree Registry for Native Species. Other species may be planted consistent with the approved final tree replacement plan;
 2. Distribution of species should be as recommended in the City Tree Plan.
- iv. Trees shall be planted replacing one-inch caliper for every two inches of caliper of healthy Protected Trees or Landmark Trees to be removed designated on the Tree Survey Map. Caliper inches of exempted Protected Trees or Landmark Trees to be removed designated on the Tree Survey Map shall not be included in tree replacement calculations.
- v. If the site cannot physically accommodate this size requirement, Planning Commission may approve a “Tree Replacement Plan” in lieu of a specific number of caliper inches.
 1. On-Site Replacement - A minimum of fifty percent (50%) of the required replacement trees shall be replanted on the development or redevelopment sites from which the original trees were removed, to maintain the remaining natural distribution of tree cover in the City.
 2. Tree Fund Option – Although 100% on-site tree replacement is desired, if this is determined to be impossible or impractical, the replacement fee for each non-planted tree shall be allocated to a designated fund created by the City according to the schedule of fees established by Council. This replacement fee shall be determined by the number of caliper inches DBH not planted on site multiplied by the cost of the same genus of unplanted trees having a one-inch caliper DBH.

d. TREE PRESERVATION AND REPLANTING APPROVAL COMPLIANCE

- i. Prior to the issuance of a Certificate of Code Compliance for the development site, the Community Development Director, or a designee, shall inspect the site to confirm that the development has satisfied the purposes, requirements and standards of this chapter as well as those in 1123.
- ii. If all requirements have been satisfied, the Certificate of Code Compliance may be issued.
- iii. If all requirements have not been satisfied, the Certificate of Code Compliance shall not be issued. A written notice shall be provided to the applicant stating the reason for denial.

An applicant may submit revisions to a denied application to correct elements of the original application that do not satisfy these requirements or to provide more information that will ensure satisfaction of all requirements.

- iv. If the development or re-development occurs in defined phases with specified timelines, then a Certificate of Code Compliance may be issued for each completed phase once each phase has been inspected and all requirements have been satisfied.

e. TREE MAINTENANCE REQUIREMENTS

- i. The developer shall be required to maintain all replacement trees for one (1) year after the trees are planted and to replace any tree that dies within such one-year guarantee period, according to the following:
 - 1. Upon completion of the tree planting, the developer shall contact the Community Development Director to initiate the guarantee period.
 - 2. The guarantee period shall begin after the approval of the Community Development Director.
 - 3. A final inspection shall be made at the end of the one-year guarantee period. All trees not exhibiting a healthy, vigorous, growing condition, as determined by the City's inspection, shall be replaced at the expense of the developer.
- ii. The developer shall notify the Community Development Director, within five (5) business days, of the end of the guarantee period to schedule the final inspection.
- iii. If the City determines that replacement of a tree is required, such replacement shall occur within thirty (30) days of the date the City's inspection report is submitted to the developer, or during the next spring or fall tree planting season, whichever occurs first. The one-year guarantee period shall begin anew for each replacement tree.
- iv. Preserved or replacement trees shall not subsequently be removed from a site unless approved pursuant to 1111.11 and 1111.13.
- v. Where applicable, the City may require the original owner of any property on which trees have been preserved or replaced according to the requirements of this Chapter, to add a restrictive covenant to the deed that shall inform subsequent purchasers, lessees or occupants of the site, that trees shall not subsequently be removed from a site except when approved pursuant to 1111.11 and 1111.13.