



**Monroe Council Agenda
Regular Meeting of Council
June 10, 2025 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of May 27, 2025

Visitors

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

New Business

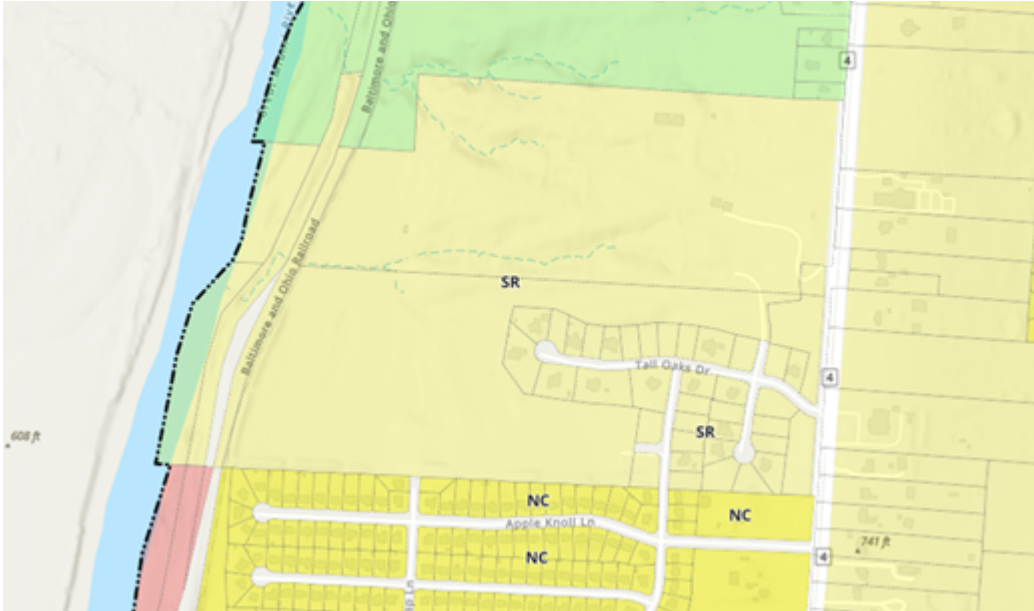
Public Hearing: Ordinance No. 2025-22. An Ordinance adopting an amendment to the Tall Oaks Planned Unit Development.

Ordinance No. 2025-22. An Ordinance adopting an amendment to the Tall Oaks Planned Unit Development.

Sponsor: Tom Smith

Strategic Priority: Strategic Growth and Development

Background: The Tall Oaks Planned Unit Development (PUD) was approved in 2006 comprising 200 lots and specified Ryan Homes as the approved builder. The first phase, consisting of 15 homes, has been the only phase constructed with some of these homes having two lots. On April 15, 2025, the Planning Commission held a public hearing and reviewed an application submitted by CKN Development LLC proposing an amendment to the existing Tall Oaks PUD and preliminary plat. The applicant desires to complete 124 acres of the Tall Oaks subdivision consisting of 201 buildable lots in addition to those already platted (226 total lots). The site is currently zoned Suburban Residential (SR) PUD. Following the public hearing, the Planning Commission moved to table the application instructing the applicant to meet the lot sizes from the existing PUD in certain phases.



On May 20, 2025, the Planning Commission conducted a second review of the application with the above-mentioned item being addressed. In a vote of 3-1, with one member of the commission excused, the Planning Commission moved to recommend approval of the amendment to the Tall Oaks PUD and preliminary plat.

Analysis

The purpose of the PUD is to offer a certain amount of flexibility within the code in order to encourage innovative design and to avoid monotony sometimes associated with larger developments. The applicant proposes a 201-lot single-unit detached development with similar housing types of those currently in the city.

L OAKS
TOWN 3, RANGE 3
BUTLER COUNTY, OHIO
FOR 2015
APRIL 4, 2015
APRIL 29, 2015



OWNER
L. Oaks, Inc.
10000 L. Oaks Drive
Cincinnati, OH 45240

DESIGNER
L. Oaks, Inc.
10000 L. Oaks Drive
Cincinnati, OH 45240

REVISIONS
1. 10000 L. Oaks Drive
Cincinnati, OH 45240

1. 10000 L. Oaks Drive
Cincinnati, OH 45240
2. 10000 L. Oaks Drive
Cincinnati, OH 45240
3. 10000 L. Oaks Drive
Cincinnati, OH 45240
4. 10000 L. Oaks Drive
Cincinnati, OH 45240
5. 10000 L. Oaks Drive
Cincinnati, OH 45240



Open Space Standards and Connectivity

Formal and informal open space is required. The required amount of open space required consists of 22.86 acres. The required amount of formal open space required is 9.5 acres. Because formal open space cannot come from unusable areas such as easements, rights-of-way, streams, flood areas, etc., formal open space is being proposed in the form of a shared-use pathway. The applicant proposes an 8 ft. asphalt shared-use pathway through the subdivision and around the detention pond in phase 4. The pathway widens to 10 ft. along State Route 4 to serve future connections external to the development. The pathway will also be a connecting point between the northern lots and the southern lots of the subdivision. Five-foot sidewalks are also shown on both sides of all internal streets. No other formal amenities, such as a playground or pavilion, are proposed.

Site Development Standards

1. 34 lots with a 90-FT lot width (Phase 2)

Floor area 12,600 SF and 15,000 SF

40'-50' front yard setback; 5' side yard setback; and 30' rear yard setback

2. 41 lots with a 70-FT lot width (Phases 2 and 3)

Floor area 9,100 SF

30' front yard setback; 5' side yard setback; and 25' rear yard setback

3. 112 lots with a 65-FT lot width (Phases 4 and 5)

Floor area 8,450 SF

30' front yard setback; 6' side yard setback; and a 25' rear yard setback



In addition, the Planning Commission has also determined that:

1. The proposed PUD plan is consistent with the intent and purposes of the Comprehensive Plan, specifically the Future Land Use Plan, in that it assists in meeting the general density proposed for Large Lot Residential development, which is 2 units per acre. Relative to the average lot size of similar subdivisions in Monroe, many of these units would not be considered “large lots” as they average smaller than many single-unit subdivisions currently under development. The proposed PUD plan also aids in the long-term vision of Monroe by establishing a variety of home types that appeal to multi-generation buyers.
2. The proposed PUD plan is in compliance with the standards of the City's code, including architecture, parking, and landscaping requirements. The proposed preliminary plan will meet the standards for the minimum dwelling size at 1,800 sq. ft. A Traffic Impact Study will be conducted to determine if additional access points are needed for the site.
3. All dwellings in Phases 1-3 maintain the current PUD requirements except the 3-gable requirement.
4. All dwellings in Phases 4 and 5 meet the minimum zoning code requirements already established by Council.
5. Undevelopable space has increased due to the expansion of utility easements bifurcating the development as well as new City requirements for water quality. In their submitted landscape plan, the applicant has shown areas where existing vegetation will not be cleared in order to maintain privacy. The applicant has identified the approximate dimensions of the buffer along the southern border shared with Apple Knoll residents.

Ordinance No. 2025-23. An Ordinance amending and supplementing Ordinance No. 2025-10, otherwise known as the permanent appropriations ordinance, to meet current expenses and other expenditures of the City of Monroe, during fiscal year ending December 31, 2025.

Sponsor: Jake Burton

Strategic Priority: Good Governance

Background: Supplemental appropriations totaling \$278,298 (\$100,000 in the General Fund, \$63,820 in the Fire Levy Fund, and \$114,478 in the Capital Improvement Fund) are necessary for the items below.

Due to the retirement of the Clerk of Council and the hiring of the Clerk Pro-Tem until the current Clerk's retirement date, a supplemental appropriation of \$50,000 is necessary to cover the additional cost of these items.

The Police Department is preparing to move to the next phase of the records division implementation. In order to assign additional staff time to these tasks, the Police Department is requesting funding of \$50,000 to fill the authorized Dispatch position that had been unfilled and unfunded in the previous two budget cycles. This will result in 8 total Dispatcher positions, with 2 working at the front desk and 6 dispatchers in the communications center.

Engine 61, the primary response unit assigned to Station 61 on Main Street, requires a full



replacement of the upper half of the engine due to a crack in the motor cylinders allowing antifreeze to mix with the engine oil, leading to significant buildup. This is a major repair that costs approximately \$63,820, resulting in the need for a supplemental appropriation.

The City was awarded a grant in the amount of \$75,000 from the Ohio EPA for the H2Ohio Chloride Reduction Equipment Grant, which was approved by Resolution 27-2025. An updated quote for the equipment has been received, and the total price is \$114,477.30. The City must purchase the equipment and then submit for grant reimbursement, resulting in the need for a supplemental appropriation of the full amount. The total cost to the City will be \$39,478.

Ordinance No. 2025-24. An Ordinance amending and supplementing Chapter 1028 of the Codified Ordinances related to the Comprehensive Storm Water Management to align with current Ohio Environmental Protection Agency requirements and national best practices.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: The proposed update to Chapter 1028 – Comprehensive Storm Water Management represents a comprehensive modernization of the City of Monroe’s stormwater regulations to align with current Ohio EPA requirements and national best practices. The revised ordinance expands and refines definitions, broadens applicability to a broader range of development activities, and explicitly incorporates standards from Ohio EPA’s NPDES permits, the Clean Water Act, and the City’s Stormwater Management and Erosion Control Handbook. It clarifies the responsibilities of property owners, developers, and public entities for controlling stormwater runoff, protecting water resources, and maintaining compliance during and after construction. Additionally, new provisions ensure that public projects and linear utilities within rights-of-way meet erosion and sediment control requirements even if exempt from complete stormwater plans. Importantly, the 1028 Stormwater Management and Erosion Control Handbook has been completed and adopted in conjunction with this ordinance update. The revised code formally defers to the Handbook for technical design criteria, permitting requirements, and best management practices, allowing for more flexible and timely updates to technical standards without requiring legislative amendment. This structure enhances administrative efficiency, ensures regulatory consistency, and enables the City to maintain compliance with evolving environmental regulations while safeguarding local infrastructure and water resources.

Resolution No. 31-2025. A Resolution authorizing the City Manager to enter into a Cooperation Agreement by and between the City of Monroe and the County of Butler, Ohio for the Community Development Block Grant Program.

Sponsor: Tom Smith

Strategic Priority: Good Governance



Background: Every three years, Butler County is required by the U.S. Department of Housing and Urban Development (HUD) to re-qualify for participation in CDBG and HOME grant programs that service low to moderate income persons. Part of the re-qualification process is for the city to execute a cooperation agreement that expresses a desire to participate in those programs for the 2026-2028 program years.

Resolution No. 32-2025. A Resolution authorizing the City of Monroe to enter into a Memorandum of Understanding with the Butler County Land Revitalization Corporation to promote the productive reuse of vacant and abandoned properties and support community development efforts.

Sponsor: Larry Lester

Strategic Priority: Good Governance

Background: This Resolution authorizes the City Manager to enter into a Master Memorandum of Understanding with the Butler County Land Revitalization Corporation ("The Land Bank") to further the goals of strengthening neighborhoods by returning vacant and abandoned property to productive use, strategically acquiring properties to reduce blight, promoting economic development, increasing property values.

Consideration of Motion accepting the January, February, and March 2025 Finance Reports as submitted.

Consideration of Motion to authorize the expenditure of \$26,624 to Everett J. Prescott, Inc. for the purchase of fire hydrants and fire hydrant related repair parts.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: It was decided to allocate \$40,000 from the 2025 capital budget for the purchase of fire hydrants and hydrant related repair parts. This year, the current focus is on repairing damaged hydrants and replacing four hydrants that are in disrepair. American Darling is the specified brand for city hydrants, and only one source exists locally as a supplier for American Darling. We could only obtain one quote for this purchase from Everett J. Prescott, our region's only American Darling dealer. The breakdown of this order can be found in the attachments.

Consideration of Motion to authorize the expenditure of \$20,300 to Insight Pipe Contracting, LLC for the cleaning and CCTV inspection of storm sewer lines on Deneen Avenue and Penbrooke Court.

Sponsor: Zach McNutt

Strategic Priority: Well Managed Services & Infrastructure



Background: The approval of this purchase order will be used to pay for the cleaning and CCTV inspection of storm sewer lines on Deneen Avenue and Penbrooke Court. This is expected to take four days at a price of \$5,075 per day. This is needed before relining the storm sewer in this area. This was included in the capital budget for 2025. The contractor performing this work was found through the HGAC co-op.

Consideration of Motion to authorize the expenditure of \$63,818.71 to Atlantic Emergency Solutions for the repair of the motor on Fire Engine 61.

Sponsor: Chief David Leverage

Strategic Priority: Well Managed Services and Infrastructure

Background: Engine 61, the primary response unit assigned to Station 61 on Main Street, has recently been experiencing an antifreeze leak over the past several weeks. Despite efforts by staff to identify the source, the exact cause remained undetermined. As a result, the unit was sent to Atlantic Emergency Solutions for a full diagnostic and potential repair. Following a thorough inspection, technicians discovered a crack in the motor cylinders that was allowing antifreeze to mix with the engine oil, leading to significant buildup. The recommended repair is a full replacement of the upper half of the engine before further damage is done. It's important to note that this issue is due to a component failure and is not a result of inadequate maintenance or care. A quote for the necessary repair is attached for review.

Administrative Reports

Adjournment