



**Monroe Council Agenda  
Regular Meeting of Council  
December 16, 2025 – 6:30 PM  
233 South Main Street, Monroe, Ohio**

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***Pledge of Allegiance***

***Roll Call***

***Approval of the Minutes***

***Visitors***

***Committee Reports***

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

***Old Business***

**Ordinance No. 2025-45. An Ordinance rezoning real property containing approximately 84.6 acres, more or less, located at North Main Street from U-R Urban Residential and G-C General Commercial to G-R General Residential and U-R Urban Residential and authorizing the City Manager to enter into a Planned Unit Development Agreement by and between the City of Monroe and Bridge Development Group.**

**Sponsor:** Tom Smith

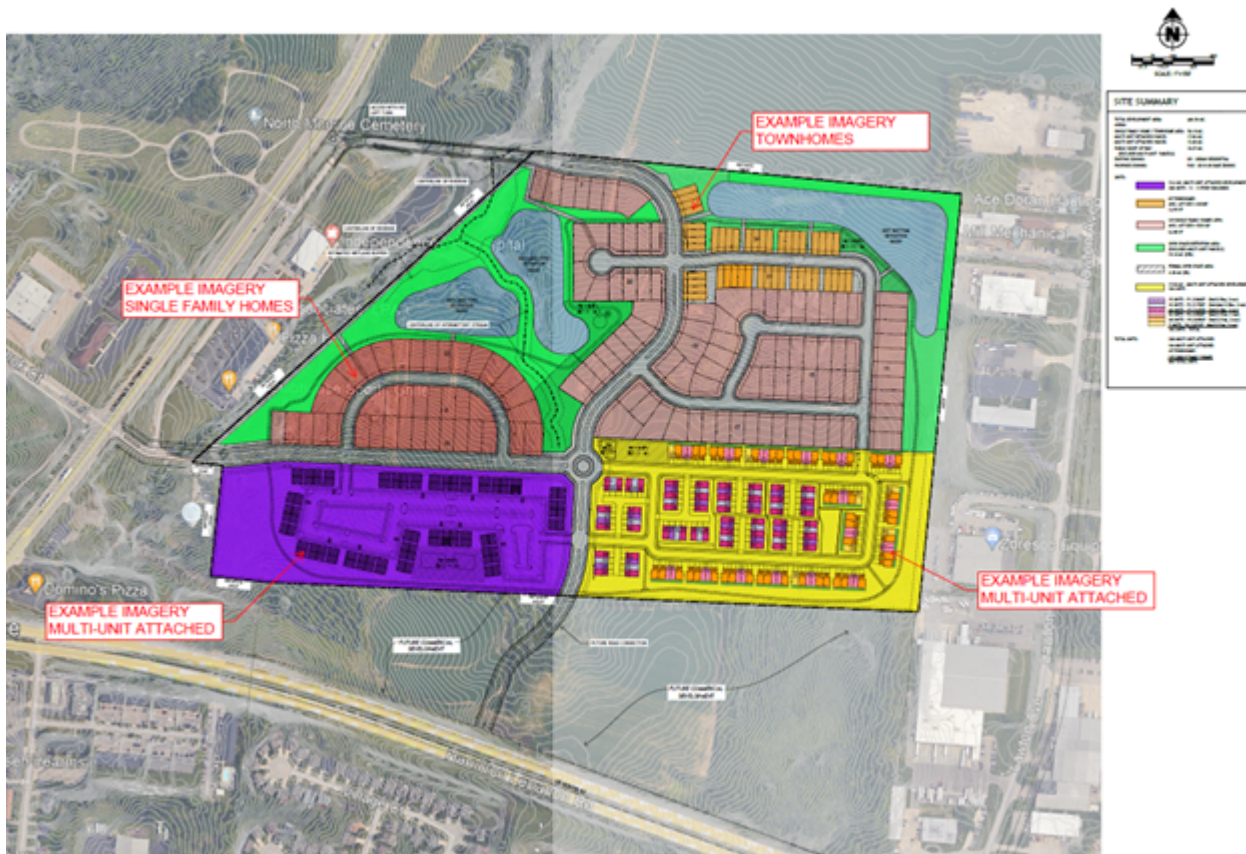
**Strategic Priority:** Strategic Growth and Development

**Background:** The applicant proposes the PUD in order to request flexibility with the zoning code for requirements such as minimum setbacks and building type adjustments.



## 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 proposed PUD and associated Master Development Plan (MDP) are for a 600-unit residential development consisting of single-unit detached homes, attached single-unit homes, and multi-unit homes.





**Zoning Code Amendment.** City of Monroe Planning and Zoning Code Section 1207.23 (C)(1): Zoning Map Amendment expresses the review criteria for a zoning map amendment. That criterion includes:

1. Compliance with the common review criteria detailed in Table 1207.07-1 of the code
2. Changing Conditions
3. Impact Mitigation
4. Community Need
5. Strategic Objectives
6. No Single Factor and Case Determination

**Common Review Criteria.** This request meets all applicable common review criteria, except where requested through the PUD process.

**Changing Conditions.** The proposed amendment corrects an error or meets the challenge of some changing condition, trend, or fact since the time that the original map designations were established. Conditions have not changed since the adoption of the current zoning map in spring 2024.

**Impact Mitigation.** The proposal helps to mitigate adverse impacts of the use and development of land on the natural or built environments, including, but not limited to, mobility, air quality, water quality, noise levels, stormwater management, and vegetation, or will be neutral with respect to these issues

As with any development, there will be impact on the natural environment. Any future development on this property will need to be designed to mitigate these concerns. For example, when development occurs, water quality, stormwater management, site mobility, and other relevant environmental and operational factors, will be enforced, enhanced, and brought up to City standards for all acreage of the development.

In addition, and as required by code, the applicant has submitted a landscape plan to include buffer yards along all sides of the development that abut commercial, agricultural, and industrial land uses.

**Community Need.** Whether the proposed amendment addresses a demonstrated community need. The proposed project aims to add diversity to Monroe's housing stock as identified in Land Use Recommendations #7, #12; Housing Recommendations #4, #6, #7, #12, #13, #14 of the Comprehensive Plan (pgs. 140, 145, 151, 153, 154, 159-161) and the 2018 Housing Study (pgs. 69, 73, and 78).

**Strategic Objectives.** The proposal advances the strategic objectives of the City Council, such as fiscal responsibility, efficient use of infrastructure and public services, and other articulated City objectives. The proposed amendment aligns with the City Council's strategic objectives in that it includes a significant internal trail network, contributing to the Parks and Connectivity objective of City Council.

**No Single Factor and Case Determination.** No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.

**Planned Unit Development.** City of Monroe Planning and Zoning Code Section 1207.23 (C)(2): Planned



Unit Development expresses the review criteria for a PUD. That criterion includes:

1. Compliance with the common review criteria detailed in table 1207.07-1 of the code
2. Balanced Community
3. Arrangement of Land Uses
4. Amenity Offset
5. Comprehensive Transportation System
6. Cultural or Recreational Facilities
7. Relationship to Natural or Built Environment
8. Public Utilities, Facilities, and Services

Common Review Criteria. The request meets all applicable common review criteria as denoted in Table 1207.07-1, Common Review Criteria;

Balanced Community. A variety of housing types, employment opportunities, or commercial services to achieve a balanced community.

The proposal offers multiple housing types that will add diversity to the city's housing stock and attract a variety of buyers.

Arrangement of Land Uses. An orderly and creative arrangement of all land uses with respect to each other and to the entire community.

The housing types are arranged in such a way that transitions well from the commercially zoned areas fronting Cincinnati Dayton Road and State Route 63, with a majority of the multi-unit housing shown closest to the undeveloped, commercially zoned parcels along State Route 63 and a majority of the single-unit detached homes tucked further back within the development.

Amenity Offset. Each proposed modification of any subdivision or zoning regulation is compensated for by a significant increase in other site amenities or design element(s) that exceed the minimum requirements established.

Through the PUD process, the applicant requests modifications to minimum code requirements including the following:

- Subdivision Waiver:
- Request to exceed the maximum block width of 800 FT.
- GR Residential:
- Townhouse Lot Width- 40 FT lot width to 26 FT lot width
- Townhouse Rear Yard Setback- 20 FT setback to 10 FT setback
- Townhouse Parking Placement- Current code dictates parking is in the rear only. Applicant requests front-loaded parking.
- UR Urban Residential:
- Multiplex housing type does not include front-load parking





- Multiplex housing does not permit more than one visible entrance from a public ROW (impacting 8 units)

Comprehensive Transportation System. A planned and integrated comprehensive transportation system providing for a separation of pedestrian and vehicular traffic, that shall include facilities for roadways, trails, and pedestrian walkways;

The applicant has planned for a separate trail network within the development to contribute to the required formal open space requirement. The internal trail network will be a minimum width of 8 FT. As part of Planning Commission's recommendation, a section of path along the north side of Overbrook Drive from Cincinnati Dayton Road into the development will be widened to 11 FT in order for future connectivity to a larger city-wide trail network.

Cultural or Recreational Facilities. The provisions of cultural or recreational facilities for all segments of the community;

Code requires 5% formal open space for residential PUD's. In total, 4.2 AC is required in formal open space and may include programmed spaces such as playgrounds, seating areas, trails, pavilions, or clubhouses. As proposed, the development shows for 0.5 acres for a clubhouse at the center of the project area and 1.5 acres for a play area along the west side of the project area.

The proposed trail network contributes to the total acreage of proposed formal open space, for a total of 4.3 AC of formal open space.

Relationship to Natural and Built Environment. The location of general building envelopes to take maximum advantage of the natural and built environment; and

The development takes advantage of topography and existing streams with wet detention basins that are activated by trails.

Public Utilities, Facilities, and Services. The staging of development in a manner that can be accommodated by the timely provision of public utilities, facilities, and services.

The phasing plan submitted by the applicant shows two phases for construction and designates two access points with the first phase of development in order to meet City requirements.

The Planning Commission recommendation is contingent on the following conditions:

1. Formal open space be increased to no less than 5% of the gross project acreage (this has been addressed and will be shown on the preliminary plat as well as in the development agreement).
2. Sidewalk widths to meet minimum code standards (this has been addressed and is shown on the MDP).
3. The pedestrian connection on the north side of Overbrook Drive from Cincinnati Dayton Road to Lot 1 shall be an 11 FT shared use path constructed of either asphalt or concrete (this has been addressed and is shown on the MDP)
4. The internal path network shall be no less than 8 FT wide and be constructed of asphalt or concrete (this has been addressed and is referenced in the PUD agreement section 3(B)(4).



5. An alternate street tree location plan will be required for the entire project, including proposed private streets, at the time of Preliminary Plat submittal and is referenced in the PUD agreement section 3(G).
6. A stub connecting to the adjacent property to the north is required. Staff will work with the applicant on the specifics of that connection and associated right-of-way dedication needed as determined by the City Engineer. This will be addressed at the time of Preliminary Plat submittal and is referenced in the PUD agreement in section 3(A)(2).
7. The design and location of the northern North Main Street access point as shown on the MDP shall be submitted with the Preliminary Plat with approval by the City Engineer.
8. That a line-of-sight & Noise Attenuation Cross Section analysis be conducted. This is addressed in the PUD agreement section 3(G)(2).
9. That the minimum rear yard setback for Townhomes be 12 FT (this has been addressed and is referenced in the PUD agreement in section 3(D)(1)(i)).
10. All other department reviews, including the pending Traffic Impact Study, be addressed as approved by staff.

On November 18, 2025, the Planning Commission held a public hearing and reviewed the applications. In a vote of 4-0 with one member of the Commission being excused, the Planning Commission recommended that City Council approve the proposed zoning map amendment and PUD overlay.

**Ordinance No. 2025-46. An Ordinance authorizing the City Manager to enter into an amended Planned Unit Development Agreement by and between the City of Monroe and Mount Pleasant Ohio Living to modify Phases 4 and 7 of the development plan.**

**Sponsor:** Tom Smith

**Strategic Priority:** Strategic Growth and Development

**Background:** 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.

**Planned Unit Development.** City of Monroe Planning and Zoning Code Section 1202.07: Planned Unit Development expresses six review criteria for a PUD. That criterion includes:

1. Purpose. Ensure against any misuse; Generate the reuse or redevelopment of a site; Land use compatibility; and to allow for regulatory flexibility
2. Eligibility
3. Purposes not intended. PUD can't be used to circumvent the code
4. Permitted uses to be based on underlying code
5. Provide for areas of flexibility within the code, including lot sizes, density, and setbacks
6. To allow for regulatory flexibility with development standards



Purpose. The proposed continued development of Mt Pleasant Ohio Living is in accordance with the City's Comprehensive Plan as it contributes to connectivity efforts with its continued interior sidewalk and roadway connections planned to be completed with future developments. The development also provides a diverse mix of housing types including ranch style single-family homes, two story multi-unit apartments, and a larger scale care facility designed for a specific demographic of the community.

The proposed amendment does not aim to change the previously approved PUD layout. To safeguard the existing conditions of the undeveloped site, a proposed emergency access road will align with the future route of Seminary Drive. This approach is intended to minimize the overall impact of the development both now and in the future. The street being expanded as part of the proposed phase 4 will be designed to meet current city standards, including multi-modal pathways, vehicular movement, and on-street parking.

Eligibility. There is already a PUD in place. This application is an amendment to the existing PUD. Because the layout is not changing, open space that is already planned for will remain the same as part of this proposed amendment.

Purposes Not Intended. The application is to amend the existing PUD.

Permitted Uses. The application also does not seek to change or add any additional permitted uses or alter the underlying base code of NR – Neighborhood Conservation PUD.

Areas of Flexibility. The applicant also does not intend to alter any lot sizes, density requirements, setbacks, or bufferyards that have already been approved as part of the current PUD. Development Standards. Because the layout is not changing, open spaces that are already planned will remain the same as part of this proposed amendment. The amendment supports the goal of internal connectivity with the further expansion of Seminary Drive, bringing it closer to its planned connection.

**Master Development Plan.**

City of Monroe Planning and Zoning Code Section 1207.16: Master Development Plan expresses four review criteria for a PUD. That criterion includes:

1. Site Layout
2. Quality Design
3. Phasing
4. Singel Site Design

Site Layout: The amendment does not change the site layout.

Quality Design. The amendment does not change or alter the design of the existing PUD.

Phasing. The amendment to the phasing plan for this development involves modifying Phase 4. Instead of including the (2) 20-unit buildings, Phase 4 will now consist of the two homes along Seminary Drive and seven homes on Liberty Court. The two 20-unit buildings will be relocated to Phase 7. The applicant stated that the change to the phasing plan is due to current market demand. Notwithstanding, they still intend to construct the 20-unit building in a later phase, depending on



market conditions.

Single Site Design. The Mount Pleasant Ohio Living PUD contains multiple parcels that are contiguous to one another.

Planning Commission recommendation contingent on compliance with the following:

1. That an emergency access road will be constructed to connect both sections of Seminary Drive with the development of Phase 4.
2. That the section of the emergency access road crossing the creek shall be designed and constructed as a permanent structure as approved with Phase 4 construction plans.

On November 18, 2025, The Planning Commission held a public hearing and reviewed the application. In a vote of 4-0 with one member of the Commission being excused, the Planning Commission recommended that City Council approve the proposed zoning map amendment to the existing PUD.

**Ordinance No. 2025-47. An Ordinance rezoning real property containing approximately 37.3 acres, more or less, located along Greentree Road from N-C Neighborhood Conservation to R-R Rural Residential zoning.**

**Sponsor:** Tom Smith

**Strategic Priority:** Strategic Growth and Development

**Background: Zoning Code Amendment.** City of Monroe Planning and Zoning Code Section 1207.23: Zoning Map Amendment expresses the review criteria for a zoning map amendment. That criterion includes:

1. Compliance with the common review criteria detailed in table 1207.07-1 of the code
2. Changing Conditions
3. Impact Mitigation
4. Community Need
5. Strategic Objectives
6. No Single Factor and Case Determination

Common Review Criteria. This request meets all applicable common review criteria.

The request meets all applicable common review criteria. One of the common review criteria focuses on compatibility with the surrounding properties and uses. The property is surrounded almost entirely by RR Rural Residential zoning on the east, west, and south sides. The private drive used to access the homes from Greentree Road abuts LI Light Industrial zoning.

Changing Conditions. The proposed amendment corrects an error or meets the challenge of some changing condition, trend, or fact since the time that the original map designations were established.



Conditions have not changed since the adoption of the current zoning map in spring 2024.

Impact Mitigation. The proposal helps to mitigate adverse impacts of the use and development of land on the natural or built environments, including, but not limited to, mobility, air quality, water quality, noise levels, stormwater management, and vegetation, or will be neutral with respect to these issues.

This proposal is not associated with any plans for development. As stated in their application, the property owners wish to continue utilizing the property for larger lot residential uses with the ability for some agricultural uses.

Community Need. Whether the proposed amendment addresses a demonstrated community need.

Not applicable.

Strategic Objectives. The proposal advances the strategic objectives of the City Council, such as fiscal responsibility, efficient use of infrastructure and public services, and other articulated City objectives.

Not applicable.

No Single Factor and Case Determination. No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.

On November 18, 2025, The Planning Commission held a public hearing and reviewed the application. In a vote of 4-0 with one member of the Commission being excused, the Planning Commission recommended that City Council approve the proposed zoning map amendment.

**Ordinance No. 2025-48. An Ordinance amending and supplementing various sections of the Planning and Zoning Code.**

**Sponsor:** Tom Smith

**Strategic Priority:** Strategic Growth and Development

**Background: Zoning Text Amendment.** City of Monroe Planning and Zoning Code Section 1207.22: Zoning Text Amendment expresses the review criteria for a zoning map amendment. That criterion includes:

1. Common review criteria detailed in table 1207.07-1 of the code
2. Changing Conditions
3. Impact Mitigation
4. Community Need
5. Strategic Objectives
6. No Single Factor and Case Determination





Common Review Criteria. This request meets all applicable common review criteria.

The proposed amendments is in compliance with all applicable common review criteria. Many of the proposed amendments aim to continuously improve upon the Code's clarity and ease of use in a way that plainly articulates the City's desired outcomes.

Changing Conditions. The proposed amendment corrects an error or meets the challenge of some changing condition, trend, or fact since the time that the original map designations were established.

On November 18, 2025, The Planning Commission held a public hearing and reviewed the application. In a vote of 4-0 with one member of the Commission being excused, the Planning Commission recommended that City Council approve the proposed zoning map amendment.

Conditions have not changed since the adoption of the current zoning map in spring 2024.

Impact Mitigation. The proposal helps to mitigate adverse impacts of the use and development of land on the natural or built environments, including, but not limited to, mobility, air quality, water quality, noise levels, stormwater management, and vegetation, or will be neutral with respect to these issues.

This proposal is not associated with any plans for development.

Community Need. Whether the proposed amendment addresses a demonstrated community need.

Not applicable.

Strategic Objectives. The proposal advances the strategic objectives of the City Council, such as fiscal responsibility, efficient use of infrastructure and public services, and other articulated City objectives.

This set of amendments addresses Council's Strategic Growth and Development objectives in that it provides additional clarity to residential and non-residential dimensional standards as well strengthening the Table summaries.

No Single Factor and Case Determination. No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.

**Ordinance No. 2025-49. An Ordinance approving a final plat for Section 5, Block D, in the Monroe Crossings Subdivision.**

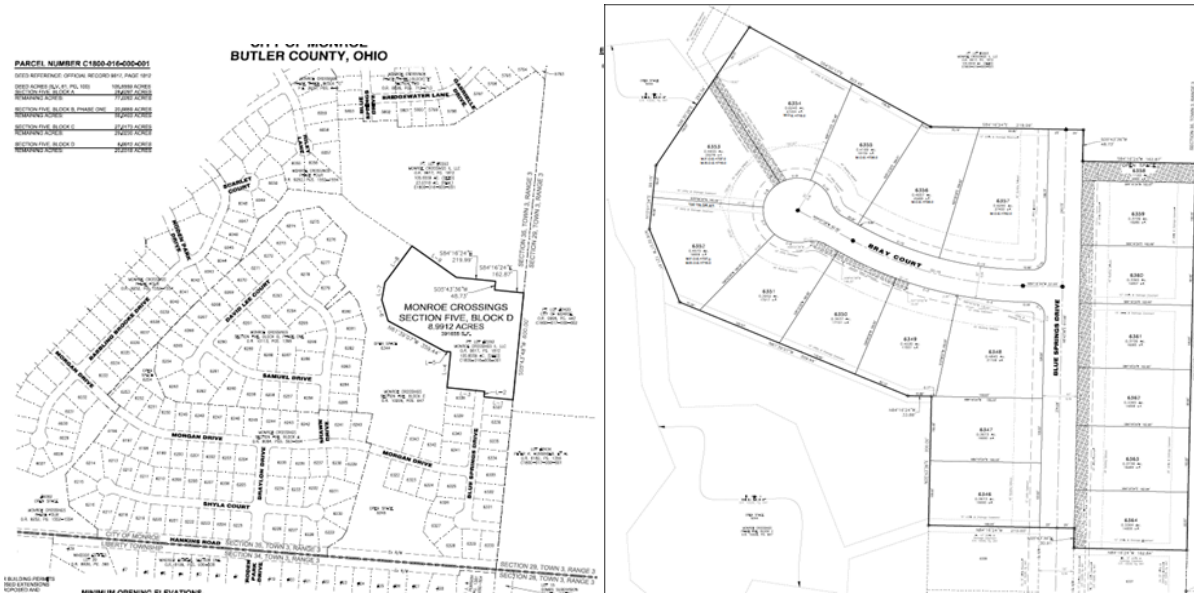
**Sponsor:** Tom Smith

**Strategic Priority:** Strategic Growth and Development

**Background:** This plat will include the construction of 18 single-family residential lots. This phase is approximately 8.99 acres of the 105.6 total acres comprising Section 5. The average lot size is 18,393



square feet and the average lot width is 100 feet. The proposed density is 2.0 units per acre. The development is in conformance with the requirements of the Suburban Residential zone.



Final Plat Highlighting Section 5 Block D

**Ordinance No. 2025-52. An Ordinance amending and supplementing Section 286 of the Codified Ordinances to adjust Fees.**

**Sponsor:** Gary Morton and Tom Smith

**Strategic Priority:** Good Governance

**Background:** The development and public works departments worked together to reorganize and update Chapter 286 - Fees. This chapter is intended to be reviewed and updated annually. Staff will send out a separate document defining all the rates that are changing. Due to the reorganization of the chapter, it was not possible to provide a red-line version.

**Ordinance No. 2025-53. An Ordinance amending Section 1040.10 of the Codified Ordinances to increase the rate charged for water furnished by the city.**

**Sponsor:** Jake Burton

**Strategic Priority:** Well Managed Services and Infrastructure

**Background:** City Council passed Ordinance No. 2021-52 on October 26, 2021 establishing the water rates beginning January 1, 2022 through December 31, 2025 based upon the water rate study dated September 14, 2021, increasing the rate by 5% on January 1st of each year. The City of Monroe entered into a contract in February 2004, with two subsequent amendments,



and the contract was set to expire on September 30, 2024. City Council passed Resolution No. 52-2024 on September 24, 2024 to authorize Contract Amendment # 3 to extend the contract through May 31, 2025 to allow for continued negotiations toward a long-term contract renewal. The Butler County Board of Commissioners issued a letter dated May 28, 2025 informing the city "that should an agreement not be reached prior to the May 31, 2025 expiration, the Board will continue to supply water to the City in anticipation of a new Agreement being reached imminently. If a new agreement is not reached by July 31, 2025, please accept this notice that the Board will begin charging the City \$3.84/kgal effective August 1, 2025." As of December 1, 2025, a long-term agreement has not been reached, and the city is being charged at the new rate. The city's previous rate was \$3.76/kgal on the first 24,000,000 gallons of usage, and \$1.73/kgal on all usage exceeding 24,000,000 gallons, which equates to an average blended rate of \$2.97/kgal. The new rate of \$3.84/kgal equates to an increase of 29% that is being charged to the City from Butler County, or more than \$400,000 annually. Per the previous contract terms, beginning on July 1, 2013 and continuing annually on every July 1st thereafter, the rate has been adjusted at the same percentage as the change in the Consumer Price Index, which averaged approximately 2.6% annually over the last 10 years.

The impacts of this increase to the City's Water Fund and water operations and capital project funding were discussed in detail at the October 28, 2025 Finance Committee meeting, and further discussed during the 2026 Operating Budget presentation at the November 11, 2025 Council meeting. The amounts billed from Butler County at the new rate beginning August 1, 2025 have been factored into fund balance forecasts. In order for current water operations and future water infrastructure improvements to occur, it is recommended to increase the Monroe water rate by the 29% increase received from Butler County effective January 1, 2026. As no other utility bill increases are anticipated in 2026, this increase for Water usage and Water Flat fee equates to an estimated monthly \$16.09 or 14% total utility bill increase for an average family of four water use. This increase will allow future water rate increases to be consistent with a water rate study to be performed during 2026.

### ***New Business***

**Ordinance No. 2025-54. An Ordinance amending and supplementing Ordinance No. 2025-50, 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:** Police overtime has exceeded the 2025 budget due to vacancies throughout the year within the Patrol Officer position. The additional funds needed can be offset by budget savings within the operating expenditures budget, resulting in no increase to the overall Police budget. This supplemental appropriation increases overtime by \$70,000 and reduces operating expenditures by \$70,000.



**Resolution No. 85-2025. A Resolution accepting the lowest and/or best quote submitted for the office remodeling project and authorizing the City Manager to enter into a contract by and between the City of Monroe and Trade 31.**

**Sponsor:** Gary Morton and Kacey Waggaman

**Strategic Priority:** Well Managed Services and Infrastructure

**Background:** The City Manager's Office area was initially designed with a large receptionist area that is open and adjacent to the kitchenette and seating area. The Communications and Management Assistant currently sits in this area, and it is very disruptive to the work she is doing. She has been going into the conference room when it's available, but then she is not available to answer the phone or buzz people into the office. We received two quotes for the base office remodel, and they were within \$825 of each other. We recommend proceeding with Trade 31's quote for the base office and alternate #2, so that the office and flooring can be completed simultaneously, minimizing disruption to the office. Trade 31 is a sister company to HGC Construction, the contractor for the Public Works Facility.

**Base \$40,340.01:** The remodel will remove the current built-in desk area and create an office with a storefront and window, which will mimic the current office next to the conference room. Electrical, HVAC and fire suppression will also be adjusted for the new space.

**Alternate #2 \$10,882.44:** Additionally, the wood-looking LVT flooring has been damaged for several years. A cleaning company had used an improper process on it shortly after it was installed. The office remodel will impact the flooring, so it made sense to replace all the damaged LVT at the same time.

**Alternate #1 \$29,251.11:** Staff does not recommend this option. We had the contractor price out creating another office in the open seating area, as office space at the City Building is very limited. There is no immediate need for an additional office in the City Manager's Office area; therefore, due to the overall cost, we are not requesting approval for this.

**Resolution No. 86-2025. A Resolution approving a Then-and-Now Certificate in the amount of \$4,274.00 to Winchester Property Management, LLC for Christmas on the Plaza 2025 food and beverage.**

**Sponsor:** Beth Combs

**Strategic Priority:** Well Managed Services and Infrastructure

**Background:** Winchester Property Management, LLC, also known as Victory Lane Pizza, served 582 slices of pizza and 240 cups of hot chocolate in two hours. These items were free to residents.



**Resolution No. 87-2025. A Resolution approving a Then-and-Now Certificate in the amount of \$11,150.00 to The Cincinnati Circus Company for Christmas on the Plaza 2025 entertainment services.**

**Sponsor:** Beth Combs

**Strategic Priority:** Well Managed Services and Infrastructure

**Background:** The Cincinnati Circus Company provided balloon artists, face painters, tent, mini train rides, petting zoo and pony rides, and decoration.

**Resolution No. 88-2025. A Resolution authorizing the City Manager to enter into a Memorandum of Understanding by and between the City of Monroe and Corridor 75 Park, Ltd. for infrastructure improvements.**

**Sponsor:** Gary Morton

**Strategic Priority:** Well Managed Services and Infrastructure

**Background:** As the Council is aware, we've been working with Corridor 75 Park, Ltd., on infrastructure improvements necessary to support a significant industrial development opportunity on their 778-acre site, which straddles Butler and Warren Counties. A prospective buyer is interested in the property, but the sale hinges on securing roadway improvements—specifically, extending Gateway Boulevard and improving Butler-Warren Road. The attached Memorandum of Understanding captures the current status of those discussions. This is not a binding agreement—it simply documents our mutual intent and sets the stage for the actual Dedication Agreement and Development Agreement, which we'll bring back to Council once the terms are finalized.

#### The Project

The project has two pieces. First, we'd extend Gateway Boulevard through Corridor 75's property to connect with Mason Road and Butler-Warren Road, including a new roundabout at that intersection. Second, we'd widen and reconstruct Butler-Warren Road along the frontage of the development site—adding pavement width, curb and gutter, and storm drainage to bring it up to City standards. As per Exhibit A, we're examining approximately 7.94 acres of permanent right-of-way and 2.00 acres of temporary construction easements across multiple parcels. Corridor 75 is donating the right-of-way from their holdings. There's also a minor land swap involved—we'd transfer approximately 0.43 acres of the City Parcel (Warren County 11-05-300-024) to Corridor 75 in exchange for 0.46 acres that would come to us.

#### What Each Party Commits To

Corridor 75 agrees to donate the right-of-way free and clear, provide title insurance, and indemnify the City against any environmental issues that predate the transfer. Their donation is contingent on the sale to the Third-Party Buyer actually closing.

The City agrees to work with the buyer on designing and constructing the improvements (cost sharing to be spelled out in the Development Agreement), provide a survey of the donated areas,



transfer the City Parcel via quitclaim deed, and cooperate with Corridor 75's efforts to treat the donation as a bargain sale for tax purposes. We retain complete discretion over design, construction, and whether we ultimately enter into the Development Agreement.

#### Legal Notes

The MOU is explicitly non-binding. Section 7 includes a waiver of estoppel claims—neither party can later argue they relied on this document to their detriment. The MOU expires June 1, 2026, or upon execution of the Dedication Agreement, whichever comes first. Either party can walk away before then. Ohio law governs.

#### Fiscal Impact

No direct fiscal impact from executing this MOU. Cost responsibilities for design and construction will be negotiated with the Third-Party Buyer and detailed in the Development Agreement. The donated right-of-way represents a significant offset to the acquisition costs that the City would otherwise incur. Each party pays its own legal and advisory fees during negotiations.

#### Recommendation

I recommend that the Council authorize the City Manager to execute this MOU. It moves us forward on infrastructure that would unlock a significant development opportunity while preserving our flexibility on the terms of the binding agreements still to come. The environmental indemnification, along with our retained discretion on design and construction, protects the City's interests. We'll be back with the Dedication Agreement and Development Agreement once negotiations wrap up.

#### ***Administrative Reports***

#### **Executive Session**

To consider the employment of a public employee or official.

#### ***Adjournment***

## **ORDINANCE NO. 2025-45**

AN ORDINANCE REZONING REAL PROPERTY CONTAINING APPROXIMATELY 84.6 ACRES, MORE OR LESS, LOCATED AT NORTH MAIN STREET FROM U-R URBAN RESIDENTIAL AND G-C GENERAL COMMERCIAL TO G-R GENERAL RESIDENTIAL AND U-R URBAN RESIDENTIAL AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A PLANNED UNIT DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MONROE AND BRIDGE DEVELOPMENT GROUP.

WHEREAS, Bridge Development Group has applied for the rezoning with a planned unit development; and

WHEREAS, the Planning Commission has recommended that Council rezone the real property requested herein contingent on the following conditions:

- Formal open space be increased to no less than 5% of the gross project acreage. Specific improvements under the formal open space requirement shall be identified with the submittal of the preliminary plat.
- Townhouse building type be permitted to incorporate a front load garage where shown on the Master Development Plan.
- Townhouse lots be permitted a 24-foot minimum lot width.
- Townhouse lots will have a minimum 12-foot rear yard setback.
- Multiplex building type be permitted to incorporate a front load garage where shown on the Master Development Plan.
- Multiplex building type be permitted to incorporate more than one street-facing entry where shown on the Master Development Plan.
- Multiplex structures will have a minimum 15-foot rear yard setback.
- The maximum block width of 800 linear feet may be exceeded where shown on the Master Development Plan.
- Sidewalk widths, where deficient, be revised to meet minimum code standards.
- The pedestrian connection on the north side of Overbrook Drive from Cincinnati Dayton Road to Lot 1 be increased to an 11 FT shared use path.
- The internal path network labeled “7 FT natural path” be revised to no less than 8 FT wide and be constructed of asphalt or concrete.
- The applicant understands an alternate street tree location plan will be required for the entire project, including proposed private streets, at the time of preliminary plat submittal.
- A stub connecting to the adjacent property to the north is required. Staff will work with the applicant on the specifics of that connection and associated right-of-way dedication needed as determined by the City Engineer.
- The final design and location of the northern North Main Street access point will be determined through the design process with approval by the City Engineer.
- Evaluation of the eastern buffer be conducted to determine additional sound mitigation solutions to block direct sound travel from the adjacent industrial properties east of the project area. Staff may require a sight line analysis, elevation work or mounding, fencing or walls, and/or additional landscaping.

- All other department review attached, and including the pending Traffic Impact Study, be addressed as approved by staff.
- All other department staff comments be addressed prior to Council approval.

WHEREAS, after review of Planning Commission's recommendation, Council desires to rezone the real property as recommended.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT

SECTION 1: The real property containing approximately 84.6 acres, more or less, located at North Main Street, and being parcel numbers #C1800006000044 and #C1800005000081, are hereby rezoned from U-R Urban Residential (81.37 acres) and G-C General Commercial (3.23 acres) to G-R General Residential (approximately 54.10 acres) and U-R Urban Residential (approximately 30.44 acres). The rezoning of this property is subject to conditions set forth by Planning Commission.

SECTION 2: The City Manager is hereby authorized to enter into a Planned Unit Development Agreement by and between the City of Monroe and Bridge Development Group.

SECTION 3: The City Manager shall cause this zoning change to be entered upon the original Official Zoning Map on file with the Clerk of Council as provided in the Planning and Zoning Code.

SECTION 4: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST:

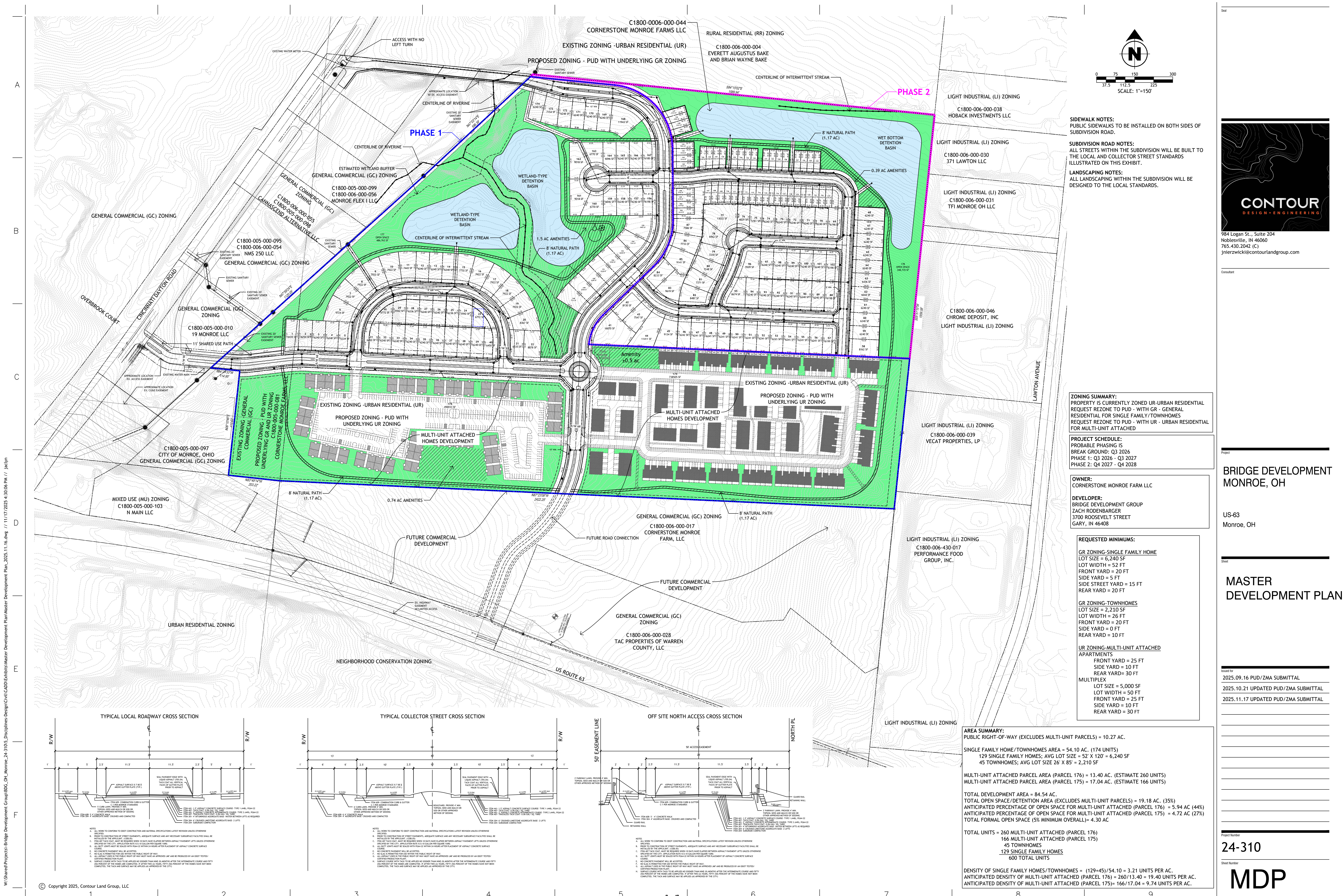
APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

First Reading: \_\_\_\_\_





W:\Shared\Projects\Bridge Development Group\BDC\_OH\_Monroe\_24\3105 Disciplines\Design\Civil\CADD Exhibits Master Development Plan\Master Development Plan\_2025.11.16.dwg // 11/17/2025 4:30:06 PM // jacy

Seal

984 Logan St., Suite 204  
Noblesville, IN 46060  
765.430.2042 (C)  
jnierzwick@contourlandgroup.com

Consultant

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Consultant

## BRIDGE DEVELOPMENT MONROE, OH

US-63  
Monroe, OH

## MASTER DEVELOPMENT PLAN

Issued for:  
2025.09.16 PUD/ZMA SUBMITTAL  
2025.10.21 UPDATED PUD/ZMA SUBMITTAL  
2025.11.17 UPDATED PUD/ZMA SUBMITTAL

Project Number

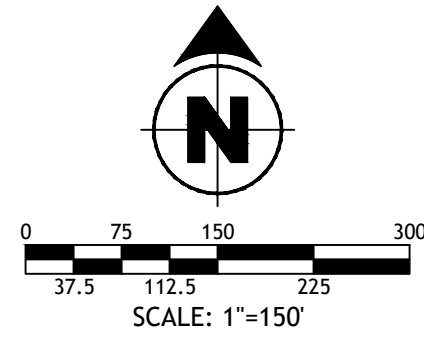
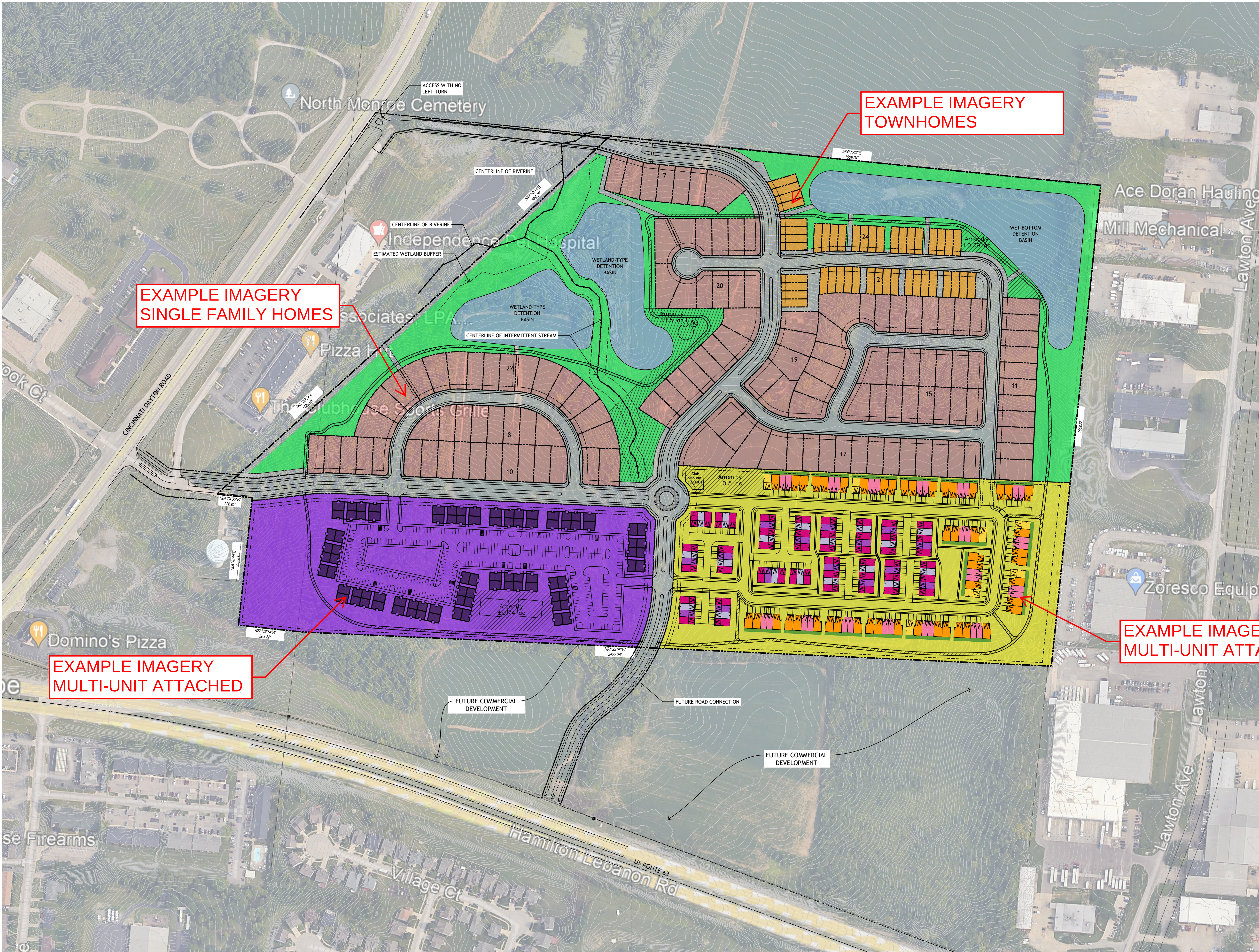
24-310

Sheet Number

MDP

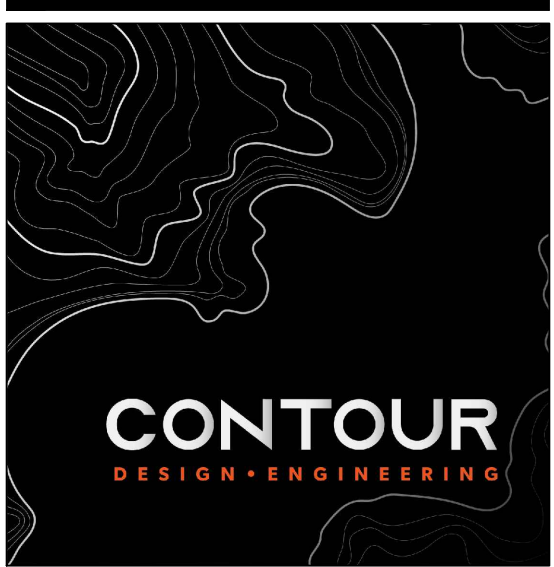


W:\Shared\Projects\Bridge Development Group\BDC\_OH\_Monroe\_24-310\5\_Disciplines\Design\Civil\CADD\Concepts SK Plans\2025.11.16 Concept Plan\_CPI\BDC CORNERSTONE\_CONCEPT SITE PLAN\_2025.11.17.dwg // 11/17/2025 1:54:24 PM // Jaclyn



#### SITE SUMMARY

|                                               |                                    |
|-----------------------------------------------|------------------------------------|
| TOTAL DEVELOPMENT AREA:                       | 184.54 AC.                         |
| AREAS:                                        |                                    |
| SINGLE FAMILY HOME / TOWNHOME AREA            | 54.10 AC.                          |
| MULTI-UNIT DETACHED PARCEL                    | 17.04 AC.                          |
| MULTI-UNIT ATTACHED PARCEL                    | 13.40 AC.                          |
| PUBLIC RIGHT OF WAY                           | 10.27 AC.                          |
| (EXCLUDES MULTI-UNIT PARCELS)                 |                                    |
| EXISTING ZONING:                              | UR - URBAN RESIDENTIAL             |
| PROPOSED ZONING:                              | PUD - GR & UR BASE ZONING          |
| UNITS:                                        |                                    |
| 13.4 AC. MULTI-UNIT ATTACHED DEVELOPMENT      | 260 UNITS - 11 - 3 STORY BUILDINGS |
| 45 TOWNHOMES                                  |                                    |
| AVG. LOT SIZE = 26X85'                        |                                    |
| 2,210 SF                                      |                                    |
| 129 SINGLE FAMILY HOMES (SFH)                 |                                    |
| AVG. LOT SIZE = 52X120'                       |                                    |
| 6,240 SF                                      |                                    |
| OPEN SPACE/DETENTION AREA                     | (EXCLUDES MULTI-UNIT PARCELS)      |
| 19.18 AC (5%)                                 |                                    |
| FORMAL OPEN SPACE AREA                        | 4.30 AC (5%)                       |
| 17.04 AC. MULTI-UNIT ATTACHED DEVELOPMENT     | 166 UNITS                          |
| 15 UNITS - P1 (10465F - 2bd/2.5ba, 2-car)     |                                    |
| 18 UNITS - P2 (11705F - 2bd-den/2.5ba, 2-car) |                                    |
| 46 UNITS - P3 (12475F - 2bd/2.5ba, 2-car)     |                                    |
| 32 UNITS - P4 (12905F - 2bd/2.5ba, 1-car)     |                                    |
| 48 UNITS - P5 (16555F - 2bd/2.5ba, 2-car)     |                                    |
| 7 UNITS - P6 (16715F - 4bd/2.5ba, 2-car)      |                                    |
| 166 UNITS - TOTAL                             |                                    |
| TOTAL UNITS:                                  |                                    |
| 260 MULTI-UNIT ATTACHED                       |                                    |
| 166 MULTI-UNIT ATTACHED                       |                                    |
| 45 TOWNHOMES                                  |                                    |
| 129 SINGLE FAMILY HOMES                       |                                    |
| 600 TOTAL UNITS                               |                                    |



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Consultant

Project

BRIDGE DEVELOPMENT  
MONROE, OH

US-63  
Monroe, OH

Drawn

CONCEPT  
SITE PLAN

Issued for

2025.09.16 PUD/ZMA SUBMITTAL

2025.10.21 UPDATED PUD/ZMA SUBMITTAL

2025.11.17 UPDATED PUD/ZMA SUBMITTAL

Project Number

24-310

Sheet Number

CP-1



November 19, 2025

Monroe City Council  
233 South Main Street  
Monroe, Ohio 45050

**RE: Case No. 2025-11-10—Consideration of a Zoning Map Amendment and Planned Unit Development for Cornerstone Monroe Farm**

Dear City Council,

This letter is to inform Council that on November 18, 2025, Planning Commission voted 4-0, with one member absent, to recommend to City Council approval of Case No. 2025-11-10—Consideration of a Zoning Map Amendment and Planned Unit Development for Cornerstone Monroe Farm with the following conditions:

- Formal open space be increased to no less than 5% of the gross project acreage. Specific improvements under the formal open space requirement shall be identified with the submittal of the preliminary plat.
- Townhouse building type be permitted to incorporate a front load garage where shown on the Master Development Plan.
- Townhouse lots be permitted a 24-foot minimum lot width.
- Townhouse lots will have a minimum 12-foot rear yard setback.
- Multiplex building type be permitted to incorporate a front load garage where shown on the Master Development Plan.
- Multiplex building type be permitted to incorporate more than one street-facing entry where shown on the Master Development Plan.
- Multiplex structures will have a minimum 15-foot rear yard setback.
- The maximum block width of 800 linear feet may be exceeded where shown on the Master Development Plan.
- Sidewalk widths, where deficient, be revised to meet minimum code standards.
- The pedestrian connection on the north side of Overbrook Drive from Cincinnati Dayton Road to Lot 1 be increased to an 11 FT shared use path.
- The internal path network labeled “7 FT natural path” be revised to no less than 8 FT wide and be constructed of asphalt or concrete.
- The applicant understands an alternate street tree location plan will be required for the entire project, including proposed private streets, at the time of preliminary plat submittal.

- A stub connecting to the adjacent property to the north is required. Staff will work with the applicant on the specifics of that connection and associated right-of-way dedication needed as determined by the City Engineer.
- The final design and location of the northern North Main Street access point will be determined through the design process with approval by the City Engineer.
- Evaluation of the eastern buffer be conducted to determine additional sound mitigation solutions to block direct sound travel from the adjacent industrial properties east of the project area. Staff may require a sight line analysis, elevation work or mounding, fencing or walls, and/or additional landscaping.
- All other department review attached, and including the pending Traffic Impact Study, be addressed as approved by staff.
- All other department staff comments be addressed prior to Council approval.

Sincerely,

Robert Duckworth

Planning Commission Chair

**CORNERSTONE**  
**PLANNED UNIT DEVELOPMENT AGREEMENT**

**THIS PLANNED UNIT DEVELOPMENT AGREEMENT** (the “Agreement”) is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Monroe, Ohio, a municipal corporation organized and existing under the laws of Ohio and its charter, with an address of 233 South Main Street, Monroe, Ohio 45050 (the “City”), and Monroe BDG III, a limited liability company (collectively known herein as the “Developer”) organized and existing under the laws of Ohio, with an address of 3700 Roosevelt, Gary, IN, 46408.

1. **Recitals.** This Agreement shall be considered a Planned Unit Development Agreement proposed to develop approximately 84.54 acres of the original area as set forth in the Agreement and further described in the Master Development Plan (MDP) for the subdivision known as [Cornerstone] (the “Project”). Developer has further agreed to develop the project according to the guidelines set forth in City of Monroe Zoning Ordinance Section 1202.07: Planned Unit Developments and Section 1207.16: Master Development Plan. The parties desire to enter into this Agreement to memorialize the substantive conditions attached to this Planned Unit Development (PUD).
2. **Scope of Application for this Agreement.** This Agreement is applicable to any and all new development occurring upon the Project property as described on the Master Development Plan approved by the City of Monroe City Council and attached hereto as Exhibit A. This Agreement shall also apply to any future reconstruction or expansion to existing structures located upon the Project property.

This Agreement applies to the approved final development plans for all structures located on the Project property. The final development plans for each structure located on the Project property shall follow the site plan standards as set forth in Monroe Planning and Zoning Code and all other applicable chapters contained within the Code or City of Monroe Codified Ordinances unless any such site plan standards or other applicable zoning code regulations have been modified by the City Council as specified in this agreement:

3. **Conditions Specific to [Cornerstone].**
  - A. **Land Use and Infrastructure Improvements**
    - 1) The number of dwelling units constructed within this Project shall not exceed 600 units and shall match the general location and the unit breakdown as depicted on the Master Development Plan:

**UR Urban Residential (30.44 acres)**

- 260 multi-unit attached units, apartment building type

- 166 multi-unit attached units, multiplex building type

GR General Residential (54.10 acres)

- 45 townhouse units
- 129 single-family detached units

- 2) A stub street to connect to the adjacent property to the north (Parcel C1800006000004) is required for connectivity to future development. The final design of the stub street and associated right-of-way dedication needed shall be determined by the City Engineer.
- 3) The design and location of the northern North Main Street access point as shown on the Master Development Plan shall be submitted with the Preliminary Plat with approval by the City Engineer.

B. Open Space and Recreation Amenities Provisions

- 1) All designated open space and formal open space outlined in the Master Development Plan shall be owned and maintained by the HOA.
- 2) Overall open space shall be no less than 35% of the 84.54-acre gross project area.
- 3) Formal open space shall be no less than 5% of the 84.54-acre gross project area and shall include:
  - i. 0.5-acre amenity area within the multiplex development area with a minimum 3,000 square-foot clubhouse as shown on the Master Development Plan. The entire 0.5-acre area shall be improved in accordance with formal open space requirements.
  - ii. 1.5-acre amenity area to include a spectator benches and playground.
  - iii. 0.39-acre amenity area to include spectator benches.
  - iv. 0.74-acre amenity area within the multi-unit apartment development area to include a pool
  - v. 1.17-acre amenity area to include an 8-foot wide paved shared use path.
- 4) The developer shall install an internal shared use path no less than 8-feet wide, constructed with asphalt or concrete, where indicated on the Master Development Plan as “8’ natural path”.
- 5) All shared use paths or multiuse trails shall be wholly contained within either 1) a properly recorded easement, which title is vested in the HOA or 2) located within the public right-of-way. All maintenance burdens of said paths or trails shall be borne by the HOA, including any portions of the path or trail that encroaches upon the public right-of-way.

C. Sidewalk Provisions

- 1) An 11-foot wide paved (asphalt or concrete) shared-use path shall be installed from the project improvement area along the north side of Overbrook Drive from Cincinnati Dayton Road to Lot 1 as indicated on the Master Development Plan.

- 2) All other private and public roadways part of the Project area shall conform to the sidewalk specifications of the City.
- D. Conformance to GR Zoning Regulations. Approximately 54.10 acres of the Project area to be zoned GR General Residential shall comply with GR General Residential development standards with the following exceptions:
- 1) Townhouse Building Type:
    - i. Frontload garages are permitted where shown on the MDP.
    - ii. The minimum lot width shall be 24 feet.
    - iii. The minimum rear yard setback shall be 12 feet.
    - iv. The minimum side setback shall be 5 feet, with an overall side setback of 10 FT between townhouse building structures.
- E. Conformance to UR Zoning Regulations. Approximately 30.44 acres of the Project area zoned UR Urban Residential shall comply with UR Urban Residential development standards with the following exceptions:
- 1) Multiplex Building Type:
    - i. Frontload garages are permitted where shown on the MDP.
    - ii. More than one building entrance may be visible from the street where shown on the MDP.
    - iii. The minimum multiplex floor area shall be 1,045 square feet.
    - iv. The minimum rear yard setback shall be 15 feet.
- F. Conformance to GR and UR Architectural and Building Regulations.
- 1) The Project shall comply with GR General Residential and UR Urban Residential architectural design standards as outlined in Article 04.03 Building Elements and Architectural Design and elsewhere in the Planning and Zoning Code.
- G. Other.
- 1) The multiplex community will include a pool and/or other amenity (pickle ball court or other outdoor gathering amenity)
  - 2) An alternate street tree location plan for the entirety of the project, including proposed private streets, shall be required at the time of Preliminary Plat submittal.
  - 2) Required Noise Analysis – Line-of-Sight & Noise Attenuation Cross Sections. The applicant shall prepare a Noise Impact Cross-Section Analysis to evaluate potential noise transmission from the adjacent Light Industrial (LI) properties to the proposed residential areas. The study must include the following:
    - i. Cross-Section Locations. Provide line-of-noise cross sections at a minimum of three (3) representative locations, or additional locations as directed by City staff. Cross sections shall extend from principal noise-generating industrial uses to the nearest proposed residential units, outdoor living areas, and/or amenity spaces.

- ii. Elements to Be Shown on Each Cross Section. Each cross-section shall include:
  - a. Existing and proposed ground elevations
  - b. Proposed building pads, building heights, and façade locations
  - c. Proposed noise barriers, berms, walls, or other attenuation features
  - d. Existing industrial buildings, equipment yards, loading areas, and other known noise sources
  - e. Distances between sources and receivers
- iii. Demonstration of Sufficient Mitigation. The study shall demonstrate that project design elements adequately block, deflect, or reduce industrial noise to meet required residential noise standards. If thresholds are not met, the applicant must identify and propose feasible mitigation measures.
- iv. Documentation. Submit the complete noise analysis, cross sections, and narrative summary with the preliminary plat submittal.

#### H. Minor Changes

- 1) Minor changes in an approved PUD or Master Development Plan may be approved by the Director of Development or designee if such changes are consistent with the purposes and general character of the approved PUD and associated plans and do not change density, lot sizes, decrease the total amount of open space, or propose major deviations from other requirements of the Code as determined by the Director of Development. All other modifications, including extensions or revisions of the stage development schedule, including phasing, shall be processed in the same manner as the original application and shall be subject to the same procedural requirements.

- 4. **Phasing.** The phasing plan has been submitted as part of the MDP demonstrating the development of infrastructure and lots within the subdivision. Developer shall divide up the Cornerstone subdivision into two phases for the sequential staging of construction as expressed in the MDP:

Phase 1: Lots 1-40, Lots 148-174, Lot 175 (multiplex development area), Lot 176 (multi-unit attached apartment development area), and Lot 177 (open space) fronting [street name(s)]

Phase 2: Lots 41-147 and Lot 178 fronting [street name(s)]

Construction staging from one phase to the next shall not be permitted until approval of construction drawings of the applicable phase and approval of the Final Plat of the previous phase has been authorized by the City.

- 5. **General Conditions Relating to the Overall Project.**



- (a) Compliance with all other applicable standards of the Code, all other terms, conditions, current applicable engineering, subdivision or zoning regulations not specifically modified by this PUD Agreement shall be in effect and enforced based on requirements that are vested at the time of application for construction drawings, final plat, or site/plot plan approval. All other regulations contained in this Agreement not expressly modified herein shall remain in full force and effect.
- (b) The PUD and MDP for Cornerstone shall serve as the general layout plan for all lots, blocks, easements, streets, utilities, drainage, and open space requirements.
- (c) All sign applications shall be reviewed and approved by the Director with strict conformance to the applicable sign code regulations.

5. **Miscellaneous.** This Agreement shall bind and inure to the benefit of the parties hereto and their respective successors and assigns. The parties agree that the specific conditions set forth in this Agreement shall be wholly enforceable against all subsequent purchasers and/or users of the Project or any portion thereof. Compliance with the approved PUD plan shall be controlled by the Monroe Planning and Zoning Code. Failure to comply with the PUD or MDP or subsequently approved development plans (i.e. subdivision plats, site plans) shall initiate the enforcement actions set forth in Monroe Planning and Zoning Code Chapter 1208.10 "Penalties and Remedies" in addition to any other non-performance penalty provided for in this Agreement.

It is further agreed that Developer shall cause this Agreement to be properly recorded with the Butler County Recorder's Office upon adoption of the PUD by the Monroe City Council.

If one or more of the provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unconstitutional, or unenforceable in any respect, that invalidity, illegality, unconstitutionality or unenforceability shall not affect any other provision. This Agreement shall be construed as if the invalid, illegal, unconstitutional, or unenforceable provision had never been contained herein.

This Agreement constitutes the sole and entire agreement between the parties, their successors, and assigns and no modification hereof shall be binding unless set forth in writing signed by the parties. This agreement shall be governed under the laws of the State of Ohio.

**IN WITNESS WHEREOF**, the parties have caused this agreement to be executed in their names by their respective duly authorized representatives on the date first written above.

Signed in the presence of:

THE CITY OF MONROE, OHIO

---

---



Larry Lester, City Manager

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
[Developer]

By: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF OHIO                    )  
                                          )SS:  
COUNTY OF BUTLER            )

SWORN to and SUBSCRIBED in my presence by the said Larry Lester, City Manager of the City of Monroe on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public

STATE OF OHIO                    )  
                                          ):  
COUNTY OF \_\_\_\_\_)

SWORN to and SUBSCRIBED in my presence by the said \_\_\_\_\_ of  
[Developer] on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

THIS INSTRUMENT PREPARED BY:  
City of Monroe, 233 South Main Street, Monroe, Ohio 45050. 513-539-7374.

**ORDINANCE NO. 2025-46**

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDED PLANNED UNIT DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MONROE AND MOUNT PLEASANT OHIO LIVING TO MODIFY PHASES 4 AND 7 OF THE DEVELOPMENT PLAN.

WHEREAS, a representative of Mount Pleasant Ohio Living has applied for an amendment to the existing Planned Unit Development to modify Phases 4 and 7 of the development plan regarding two 20-unit buildings, proposing to construct the buildings as part of Phase 7 as opposed to the originally planned Phase 4; and

WHEREAS, the Planning Commission has recommended that Council approve the Planned Unit Development amendment requested herein contingent on the following conditions:

- An emergency access road will be constructed to connect both sections of Seminary Drive with the development of Phase 4.
- The section of the emergency access road crossing the creek shall be designed and constructed as a permanent structure as approved with Phase 4 construction plans.
- All department comments shall be addressed in a revised submittal prior City Council approval.

WHEREAS, after review of Planning Commission's recommendation, Council desires to amend the Mount Pleasant Ohio Living Planned Unit Development.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT

SECTION 1: The Mount Pleasant Ohio Living Planned Unit Development Agreement is hereby amended.

SECTION 2: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST:

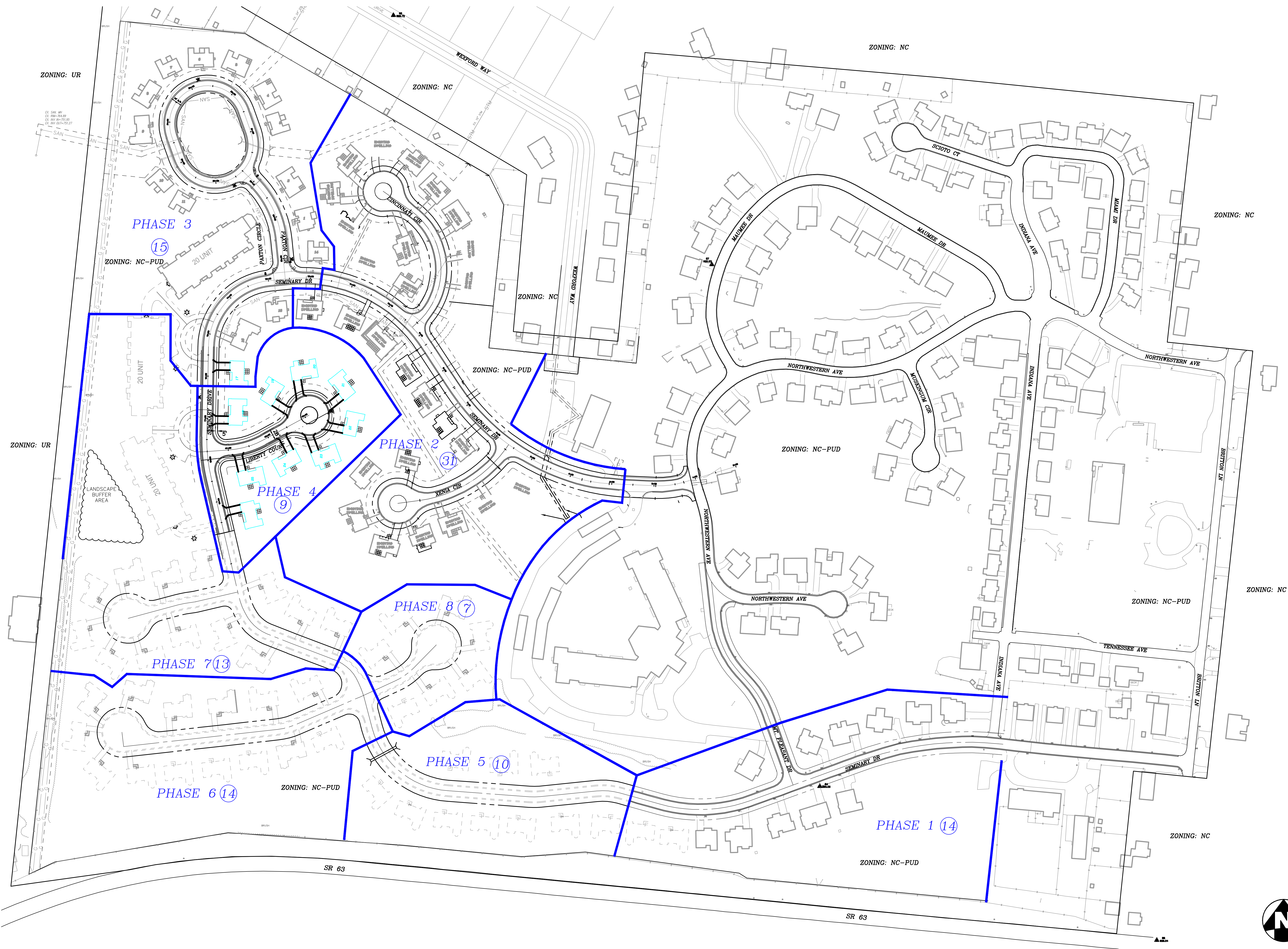
APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

First Reading: \_\_\_\_\_





  
**THE KLEINGERS GROUP**  
CIVIL ENGINEERING SURVEYING LANDSCAPE ARCHITECTURE  
www.kleingers.com  
6219 Centre Park Dr.  
West Chester, OH 45069  
513.779.7851

SEAL:

NO. DATE DESCRIPTION

**MOUNT PLEASANT**  
SECTION 18, TOWN 3, RANGE 3  
CITY OF MONROE  
BUTLER COUNTY, OHIO

PROJECT NO: 040609.017

DATE: 2025/10/21

SCALE:



SHEET NAME:

**REVISED MASTER  
DEVELOPMENT  
PLAN**

SHEET NO.

**1 OF 1**



November 19, 2025

Monroe City Council  
233 South Main Street  
Monroe, Ohio 45050

**RE: Case No. 2025-11-9—Consideration of a PUD Amendment to the Mount Pleasant  
Planned Unit Development**

Dear City Council,

This letter is to inform Council that on November 18, 2025, Planning Commission voted 4-0, with one member absent, to recommend to City Council approval of Case No. 2025-11-9—Consideration of a PUD Amendment to the Mount Pleasant Planned Unit Development with the following conditions.

- An emergency access road will be constructed to connect both sections of Seminary Drive with the development of Phase 4.
- The section of the emergency access road crossing the creek shall be designed and constructed as a permanent structure as approved with Phase 4 construction plans.
- All department comments shall be addressed in a revised submittal prior City Council approval.

Sincerely,

Robert Duckworth  
Planning Commission Chair



**ORDINANCE NO. 2025-47**

AN ORDINANCE REZONING REAL PROPERTY CONTAINING APPROXIMATELY 37.3 ACRES, MORE OR LESS, LOCATED ALONG GREENTREE ROAD FROM N-C NEIGHBORHOOD CONSERVATION TO R-R RURAL RESIDENTIAL ZONING.

WHEREAS, an application has been submitted requesting a zoning map amendment for parcels along Greentree Road, totaling approximately 37.3 acres, from N-C Neighborhood Conservation to R-R Rural Residential; and

WHEREAS, the Planning Commission has recommended that Council rezone the real property requested herein; and

WHEREAS, after review of Planning Commission's recommendation, Council desires to rezone the real property as recommended.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT

SECTION 1: The real property containing approximately 37.3 acres, more or less, located along Greentree Road, are hereby rezoned from N-C Neighborhood Conservation to R-R Rural Residential.

SECTION 2: The City Manager shall cause this zoning change to be entered upon the original Official Zoning Map on file with the Clerk of Council as provided in the Planning and Zoning Code.

SECTION 3: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

First Reading: \_\_\_\_\_



November 19, 2025

Monroe City Council  
233 South Main Street  
Monroe, Ohio 45050

**RE: Case No. 2025-11-8—Consideration of a Zoning Map Amendment for properties located on Greentree Road**

Dear City Council,

This letter is to inform Council that on November 18, 2025, Planning Commission voted 4-0, with one member absent, to recommend to City Council approval of Case No. 2025-11-8—Consideration of a Zoning Map Amendment for properties located on Greentree Road.

Sincerely,

Robert Duckworth  
Planning Commission Chair



## ORDINANCE NO. 2025-48

AN ORDINANCE AMENDING AND SUPPLEMENTING VARIOUS SECTIONS OF THE PLANNING AND ZONING CODE.

WHEREAS, Planning Commission recommended that Council approve the amendment and supplement of various sections of the Planning and Zoning Code on November 18, 2025; and

WHEREAS, Council deems it in the best interest of the City to accept Planning Commission's recommendation.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: Table 2.03(B)-1 of the Planning and Zoning Code is hereby amended as follows:

| Table 2.03(B)-1, SR Lot and Building Standards                                                                   |                              |                                        |                                        |
|------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------------|----------------------------------------|
| ac = acre    du = dwelling unit    du/ac = dwelling unit per acre    st = story    sf. = square feet    ' = feet |                              |                                        |                                        |
| Key                                                                                                              |                              |                                        |                                        |
|                                                                                                                  | Development Type             | Conventional                           | Conservation                           |
|                                                                                                                  | Open Space (min)             | 15%                                    | 50%                                    |
|                                                                                                                  | Maximum Density (du/ac)      | 1.90                                   | 2.57                                   |
|                                                                                                                  | Minimum Floor Area [1]       | 1,800 sf.                              | 1,800 sf.                              |
| Lot Standards                                                                                                    |                              |                                        |                                        |
| A                                                                                                                | Lot Area (min ac)            | 0.5 ac.                                | 7,500 sf.                              |
| B                                                                                                                | Lot Width (min)              | 100'                                   | 75'                                    |
| Building Standards                                                                                               |                              |                                        |                                        |
| Primary Building Placement                                                                                       |                              |                                        |                                        |
| C/E                                                                                                              | Front Setback (min)          |                                        |                                        |
|                                                                                                                  | - Street                     | 40'                                    | 25'                                    |
|                                                                                                                  | - Cul-de-sac                 | 40'                                    | 25'                                    |
| D                                                                                                                | Side Setback(min) [2]        | 0'/10'                                 | 0'/10'                                 |
| F                                                                                                                | Rear Setback (min)           | 30'                                    | 20'                                    |
| Accessory Building Placement                                                                                     |                              |                                        |                                        |
|                                                                                                                  | Front Setback (min)          | --                                     | --                                     |
| G                                                                                                                | Side Setback (min) [3]       | 5'/10'                                 | 5'/10'                                 |
| I                                                                                                                | Rear Setback (min) [3]       | 5'/10'                                 | 5'/10'                                 |
| Building Height and Coverage                                                                                     |                              |                                        |                                        |
| J                                                                                                                | Height (max)                 |                                        |                                        |
|                                                                                                                  | - Stories                    | 2.5                                    | 2.5                                    |
|                                                                                                                  | - Feet                       | 35'                                    | 35'                                    |
| K                                                                                                                | Lot Coverage (max)           | 30%                                    | 40%                                    |
| Other Site and Building Components                                                                               |                              |                                        |                                        |
|                                                                                                                  | Primary Entrance Orientation | Towards primary street on front facade | Towards primary street on front facade |
|                                                                                                                  | Building Type Permitted      | Single-Unit Detached, Zero Lot Line    | Single-Unit Detached, Zero Lot Line    |
| Fence or Freestanding Walls Height (max.)                                                                        |                              |                                        |                                        |
|                                                                                                                  | - Front Yard                 | 3'                                     | 3'                                     |
|                                                                                                                  | - Side Yard                  | 6'                                     | 6'                                     |

| Key |                  |              |              |
|-----|------------------|--------------|--------------|
|     | Development Type | Conventional | Conservation |
|     | - Rear Yard      | 6'           | 6'           |

**Notes:**

1. For the purposes of calculating the minimum floor area, all areas within basements, garages, stairs, and any attached or detached accessory building or structure shall not be included.
2. The first number represents only one side yard setback as permitted for the zero-lot line dwelling unit as allowed in the SR zoning district. The second number represents the minimum for the non-zero setback side. See the definition in Section 1209.03, *Definitions*.
3. The first number represents accessory structures and uses under 12 feet in height and the second number is for accessory structures and uses 12 feet in height or taller. All accessory structures and uses 12 feet in height or taller shall be set back a minimum of 10 feet from the side and rear lot lines.

**SECTION 2:** Table 2.03(C) -1 of the Planning and Zoning Code is hereby amended as follows:

| Table 2.03(C)-1, GR Lot and Building Standards                                          |                             |              |              |
|-----------------------------------------------------------------------------------------|-----------------------------|--------------|--------------|
| ac = acre du = dwelling unit du/a = unit per acre st = story sf. = square feet ' = feet |                             |              |              |
| Key                                                                                     |                             |              |              |
|                                                                                         | Development Type            | Conventional | Conservation |
|                                                                                         | Open Space (min.)           | 15%          | 30%          |
|                                                                                         | Maximum Density (du/ac)     | 6            | 8            |
| Key                                                                                     |                             |              |              |
|                                                                                         | Development Type            | Conventional | Conservation |
|                                                                                         | Minimum Floor Area [1]      |              |              |
|                                                                                         | Single-Unit Detached        | 1,800 sf.    | 1,800 sf.    |
|                                                                                         | Single-Unit Attached/Duplex | 1,600 sf.    | 1,600 sf.    |
|                                                                                         | Zero Lot Line               | 1,800 sf.    | 1,800 sf.    |
|                                                                                         | Townhouse                   | 1,600 sf.    | 1,600 sf.    |
| Lot Standards                                                                           |                             |              |              |
| A                                                                                       | Lot Area (min.)             |              |              |
|                                                                                         | Single-Unit Detached        | 9,000 sf.    | 7,500 sf.    |
|                                                                                         | Single-Unit Attached/Duplex | 4,500 sf.    | 2,500 sf.    |
|                                                                                         | Zero Lot Line               | 6,000 sf.    | 3,500 sf.    |
|                                                                                         | Townhouse                   | 2,000 sf.    | 2,000 sf.    |
| B                                                                                       | Lot Width (min.)            |              |              |
|                                                                                         | Single-Unit Detached        | 75'          | 50'          |
|                                                                                         | Single-Unit Attached/Duplex | 40'          | 30'          |
|                                                                                         | Zero Lot Line               | 75'          | 55'          |
|                                                                                         | Townhouse, Rear Garage      | 20'          | 20'          |
|                                                                                         | Townhouse, Front Garage     | 25'          | 25'          |
| Building Standards                                                                      |                             |              |              |
| Primary Building Placement                                                              |                             |              |              |
| C/E                                                                                     | Front Setback (min.)        |              |              |
|                                                                                         | Single-Unit Detached        | 40'          | 30'          |
|                                                                                         | Single-Unit Attached/Duplex | 25'          | 15'          |
|                                                                                         | Zero Lot Line               | 40'          | 30'          |
|                                                                                         | Townhouse, Rear Garage      | 10'          | 10'          |
|                                                                                         | Townhouse, Front Garage     | 25'          | 25'          |
| D                                                                                       | Side Setback (min.) [2]     |              |              |
|                                                                                         | Single-Unit Detached        | 10'          | 5'           |
|                                                                                         | Single-Unit Attached/Duplex | 0/5'         | 0/5'         |
|                                                                                         | Zero Lot Line               | 0/10'        | 0/5'         |
|                                                                                         | Townhouse, Rear Garage      | 0/10'        | 0/10'        |
|                                                                                         | Townhouse, Front Garage     | 0/10'        | 0/10'        |
| F                                                                                       | Rear Setback (min.)         |              |              |
|                                                                                         | Single-Unit Detached        | 30'          | 20'          |
|                                                                                         | Single-Unit Attached/Duplex | 30'          | 15'          |
|                                                                                         | Zero Lot Line               | 30'          | 20'          |
|                                                                                         | Townhouse, Rear Garage      | 15'          | 10'          |
|                                                                                         | Townhouse, Front Garage     | 15'          | 15'          |
| Accessory Building Placement                                                            |                             |              |              |



| Key                                       |                                      |                                                                              |                                                                              |
|-------------------------------------------|--------------------------------------|------------------------------------------------------------------------------|------------------------------------------------------------------------------|
|                                           | Development Type                     | Conventional                                                                 | Conservation                                                                 |
|                                           | Front Setback (min.)                 | --                                                                           | --                                                                           |
| G                                         | Side Setback (min.) [3]              | 5'/10'                                                                       | 5'/10'                                                                       |
| I                                         | Rear Setback (min.) [3]              | 5'/10'                                                                       | 5'/10'                                                                       |
| Building Height and Coverage              |                                      |                                                                              |                                                                              |
| J                                         | Height (max.)<br>- Stories<br>- Feet | 2.5<br>30'                                                                   | 2.5 / 3.0<br>30' / 40'                                                       |
| K                                         | Lot Coverage (max.)                  |                                                                              |                                                                              |
|                                           | Single-Unit Detached                 | 40%                                                                          | 40%                                                                          |
|                                           | Single-Unit Attached/Duplex          | 60%                                                                          | 60%                                                                          |
|                                           | Zero Lot Line                        | 40%                                                                          | 40%                                                                          |
|                                           | Townhouse, Rear Garage               | 70%                                                                          | 70%                                                                          |
|                                           | Townhouse, Front Garage              | 60%                                                                          | 60%                                                                          |
| Other Site and Building Components        |                                      |                                                                              |                                                                              |
|                                           | Primary Entrance Orientation         | Towards primary street on front facade                                       | Towards primary street on front facade                                       |
|                                           | Building Type Permitted              | Single-Unit Detached, Zero Lot Line, Single-Unit Attached, Duplex, Townhouse | Single-Unit Detached, Zero Lot Line, Single-Unit Attached, Duplex, Townhouse |
| Fence or Freestanding Walls Height (max.) |                                      |                                                                              |                                                                              |
|                                           | - Front Yard                         | 3'                                                                           | 3'                                                                           |
|                                           | - Side Yard                          | 6'                                                                           | 6'                                                                           |
|                                           | - Rear Yard                          | 6'                                                                           | 6'                                                                           |

**Notes:**

1. To calculate the floor area, all areas within basements, garages, stairs, and any attached or detached accessory building or structure shall not be included.
2. The first number represents only one side yard setback as permitted for the zero-lot line dwelling unit as allowed in the SR zoning district. The second number represents the minimum for the non-zero setback side. See the definition in Section 1209.03, *Definitions*. In the case of townhouses and single-unit attached/duplex building types, the first number represents the shared lot line between units.
3. The first number represents accessory structures and uses under 12 feet in height and the second number is for accessory structures and uses 12 feet in height or taller. All accessory structures and uses 12 feet in height or taller shall be set back a minimum of 10 feet from the side and rear lot lines.

**SECTION 3:** Table 2.03(E) -1 of the Planning and Zoning Code is hereby amended as follows:

| Table 2.03(E)-1, UR Lot and Building Standards                                            |                           |                                                 |                             |                                        |                                            |           |                         |                                     |
|-------------------------------------------------------------------------------------------|---------------------------|-------------------------------------------------|-----------------------------|----------------------------------------|--------------------------------------------|-----------|-------------------------|-------------------------------------|
| ac. = acre du/a = unit per acre st = story ' = feet sf. = square feet -- = not applicable |                           |                                                 |                             |                                        |                                            |           |                         |                                     |
| Key                                                                                       |                           |                                                 |                             |                                        |                                            |           |                         |                                     |
|                                                                                           | Building Type             | Duplex/<br>Single-Unit<br>Attached <sup>2</sup> | Cottage <sup>4</sup> ,<br>5 | Townhouse,<br>Rear Garage <sup>2</sup> | Townhouse,<br>Front<br>Garage <sup>2</sup> | Multiplex | Multi-<br>Unit<br>(Apt) | Permitted<br>Nonresidential<br>Uses |
|                                                                                           | Open Space (min)          | 15%                                             | 15%                         | 15%                                    | 15%                                        | 15%       | 15%                     | 15%                                 |
|                                                                                           | MaxDensity (du/a<br>c)    | 20                                              |                             |                                        |                                            |           |                         | --                                  |
|                                                                                           | Min Floor Area<br>[1]     | 1,600 sf.                                       | 1,100 sf.                   | 1,600 sf.                              | 1,600 sf.                                  | --        | --                      | --                                  |
| Lot Standards                                                                             |                           |                                                 |                             |                                        |                                            |           |                         |                                     |
| A                                                                                         | Lot Area (min)            | 4,500 sf.                                       | 3,000 sf.                   | 2,000 sf.                              | 2,000 sf.                                  | 5,000 sf. | 5,000 sf.               | 40,000 sf.                          |
| B                                                                                         | Lot Width (min)           | 40'                                             | 35'                         | 20'                                    | 25'                                        | 50'       | 50'                     | 100'                                |
| Building Standards                                                                        |                           |                                                 |                             |                                        |                                            |           |                         |                                     |
| Primary Building Placement                                                                |                           |                                                 |                             |                                        |                                            |           |                         |                                     |
| C/<br>E                                                                                   | Front Setback<br>(min)    | 10'                                             | 10'                         | 10'                                    | 25'                                        | 10'       | 20'                     | 40'                                 |
| D                                                                                         | Side Setback<br>(min)     | 0/5'                                            | 0/5'                        | 0/10'                                  | 0/10'                                      | 0/10'     | 10'                     | 20'                                 |
| F                                                                                         | Rear Setback<br>(min)     | 20'                                             | 15'                         | 15'                                    | 15'                                        | 30'       | 30'                     | 40'                                 |
| Accessory Building Placement                                                              |                           |                                                 |                             |                                        |                                            |           |                         |                                     |
| H                                                                                         | Front Setback<br>(min)    | --                                              | --                          | --                                     | --                                         | --        | --                      | --                                  |
| G                                                                                         | Side Setback<br>(min) [3] | 5'/10'                                          | 5'/10'                      |                                        | 5'/10'                                     | 5'/10'    | --                      | 5'/10'                              |
| I                                                                                         | Rear Setback<br>(min) [3] | 5'/10'                                          | 5'/10'                      |                                        | 5'/10'                                     | 5'/10'    | --                      | 5'/10'                              |



| Key                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                     |                                                 |                                                                                                                                                       |                                        |                                            |                |                         |                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|--------------------------------------------|----------------|-------------------------|-------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Building Type                       | Duplex/<br>Single-Unit<br>Attached <sup>2</sup> | Cottage <sup>4,5</sup>                                                                                                                                | Townhouse,<br>Rear Garage <sup>2</sup> | Townhouse,<br>Front<br>Garage <sup>2</sup> | Multiplex      | Multi-<br>Unit<br>(Apt) | Permitted<br>Nonresidential<br>Uses |
| Building Height and Coverage                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                     |                                                 |                                                                                                                                                       |                                        |                                            |                |                         |                                     |
| J                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Height (max)<br>- Stories<br>- Feet | 3.0 st.<br>35'                                  | 2.0 st.<br>35'                                                                                                                                        | 3.0 st.<br>35'                         | 3.0 st.<br>35'                             | 3.0 st.<br>35' | 4.0 st.<br>35'          | 4.0 st.<br>35'                      |
| K                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Lot Coverage<br>(max)               | 60%                                             | 70%                                                                                                                                                   | 70%                                    | 60%                                        | 60%            | 80%                     | 60%                                 |
| Other Site and Building Components                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                     |                                                 |                                                                                                                                                       |                                        |                                            |                |                         |                                     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Primary Entrance<br>Orientation     |                                                 | Towards primary street on front facade or on corner. Homes within Cottage Court development sites shall front upon common open space or common court. |                                        |                                            |                |                         |                                     |
| Fence or Freestanding Walls Height (max.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                     |                                                 |                                                                                                                                                       |                                        |                                            |                |                         |                                     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | - Front Yard                        | 4'                                              | 4'                                                                                                                                                    | 4'                                     | 4'                                         | 4'             | 4'                      | 4'                                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | - Side Yard                         | 6'                                              | 6'                                                                                                                                                    | 6'                                     | 6'                                         | 6'             | 6'                      | 6'                                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | - Rear Yard                         | 6'                                              | 6'                                                                                                                                                    | 6'                                     | 6'                                         | 6'             | 6'                      | 6'                                  |
| Notes:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                     |                                                 |                                                                                                                                                       |                                        |                                            |                |                         |                                     |
| <div>1. For the purposes of calculating the floor area, this shall include all areas "per dwelling unit." Areas within basements, garages, stairs, and any attached or detached accessory building or structure shall not be included. There shall be a minimum total floor area of 900 square feet plus an additional 150 square feet for each additional sleeping room over one.</div> <div>2. Minimum lot area is calculated on a "per dwelling unit" basis. Minimum lot width is calculated for the entire lot.</div> <div>3. The first number represents accessory structures and uses under 12 feet in height and the second number is for structures and uses 12 feet in height or taller. All accessory structures and uses 12 feet in height or taller shall be set back a minimum of 10 feet from the side and rear lot lines.</div> <div>4. A cottage court development shall contain a minimum of three cottages.</div> <div>5. For standards related to cottage court development, see Section 1202.04, <i>Development Types</i>.</div> |                                     |                                                 |                                                                                                                                                       |                                        |                                            |                |                         |                                     |

**SECTION 4:** Section 1202.04 (F). (1) and (2) is hereby amended to read as follows:

## **F. Development Types.**

### **1. Conventional.**

- a. Description. The conventional development type, as depicted in Figure 1202.04-1, is a pattern that allows primarily residential uses. A conventional development type consists of varying housing types depending on the zoning district and minimum lot size is a primary factor in the character built environment of the development.
- b. Housing Types in the GR and UR Zoning Districts. A development in the GR or UR zoning district must develop multiple housing types as permitted in Table 1203.02-1, Primary Use Table. No one lot size or configuration or building type may exceed a total of 70 percent of all the residential units in the development. For the purposes of this requirement, Zero Lot Line and Single-Unit Detached building types are not considered separate development types.
- c. Standards. All the requirements of this Article shall apply to conventional development types unless otherwise specified.

### **2. Conservation.**

- a. Description. A conservation development type, as depicted in Figure 1202.04-2, consists of smaller lots than conventional development that are clustered together in order to provide for more common open

spaces. The common open space may be set-aside for resource features such as private parks, recreation areas, woodlands, creeks, streams, and similar features.

- b. Housing Types in the GR Zoning District. A development in the GR zoning district must develop multiple housing types as permitted in Table 1203.02-1, Primary Use Table. No one lot size or configuration or building type may exceed a total of 70 percent of all the residential units in the development. For the purposes of this requirement, Zero Lot Line and Single-Unit Detached development types are not considered separate development types.
- c. Minimum Site Area. The minimum site area required for a conservation development is 5 acres.
- d. Common Open Space Requirements.
  - i. Regardless of whether common open space is on privately or publicly owned property, the space shall be open to the public at the same hours as a comparable City park.
  - ii. A minimum of 75 percent of the required open space shall consist of the natural area open space type per Article 04.02, Open Space. Open space shall be integrated into the development design so as to bring access to significant open space to the maximum number of properties; provided, however, that physical access may be limited if such limitation would materially enhance natural resource management.
  - iii. Land area within the conservation development dedicated to nonresidential uses permitted within the base zoning district shall not exceed 10 percent of the total land area of the development. In addition, such uses may be counted toward 10 percent of the common open space requirement established in Section 1202.03, Residential District Development Standards. For example, a 20-acre conservation development with single-unit attached and detached dwellings requires three acres (15% of the development) of civic and common open space. The development may have up to two acres of nonresidential uses and 13,068 square feet of nonresidential development counts toward the open space requirement.
- e. Minimum Lot Area Adjacent to Other Development. Conservation development lots directly abutting existing conventional single-unit development shall be:
  - i. Equal to or greater than the lot area and width of the existing adjacent lots;
  - ii. Separated from adjacent lots by a Type A bufferyard; or
  - iii. The dwelling units on the perimeter cluster shall be set back from the boundary of the conservation development a minimum of the following distances based on the number of conservation lots being developed:
    - (A) One to 10 lots: 30 feet;
    - (B) 11 to 30 lots: 40 feet; and
    - (C) 31 or more lots: 50 feet.
- f. Distance from Residential Lots. All required common open space shall be accessible and located no further than 1,200 feet from any residential lot within the conservation development, measured along a sidewalk or trail from the nearest property line of the lot to the nearest property line of the open space. Widths of public rights-of-way and pedestrian easements shall be excluded from the 1,200 feet calculation.
- g. Buffering Requirements. A bufferyard along the perimeter of the conservation development may count toward the required common open space. However, no more than 25% of the total required open space may be within the perimeter buffer yard.

SECTION 5: Section 1203.04 (D) is hereby amended to read as follows:

**D. Residential Limited Uses.**

*1. Multiplex.*

- a. Bufferyard. If abutting a single-unit detached home that is in the same zoning district, the use shall install a Type A bufferyard.
- b. Conversion of Detached Houses. If the use is a conversion of an existing conventional detached house it shall occur either:
  - i. Within the square footage of an existing unit; or



- ii. So that any expansion that increases the square footage of the existing building is no greater than 120 percent of the largest residence within 300 feet in any direction.
  - c. Entrance. Only one entrance into the structure shall be directly visible from any public or private street.
2. *Upper-Floor Residential.*
- a. Mixed-Use Building Standards. The use shall comply with the development standards of the mixed-use building standards set forth in Section 1204.07, Mixed-Use and Nonresidential Building Elements and Architectural Design.
  - b. Maximum Density. The maximum density of the zoning district shall not apply.
  - c. Floor Area. The minimum floor area of each unit shall be 500 square feet.
  - d. Drive-In or Drive-Through Prohibited. The site shall have no drive-in or drive-through facilities

SECTION 6: Table 1204.06-2 of the Planning and Zoning Code is hereby amended as follows:

| Table 1204.06-2<br>Duplex Residential Building Standards |                                                                                                      |                                                                                                                             |
|----------------------------------------------------------|------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Standard                                                 | Requirements                                                                                         | Additional Standards                                                                                                        |
| <b>Primary Entrance</b>                                  |                                                                                                      |                                                                                                                             |
| Primary Entrance (min.)                                  | 3' setback and located along frontage                                                                | --                                                                                                                          |
| <b>Building Height</b>                                   |                                                                                                      |                                                                                                                             |
| Height (max. and min.)                                   | Height may not exceed max. height defined in <a href="#">1202.03, Residential District Standards</a> | For infill development, no more than 20% taller nor no more than 20% shorter than principal buildings along same block face |
| <b>Street Facing Wall Articulation</b>                   |                                                                                                      |                                                                                                                             |
| Facade width before articulation (max.)                  | 10'                                                                                                  | --                                                                                                                          |
| <b>Design Features</b>                                   |                                                                                                      |                                                                                                                             |
| Number of varied frontage types (min.)                   | 1                                                                                                    | Refer to Section <a href="#">1204.08, Frontage Types</a>                                                                    |
| <b>Roof Form</b>                                         |                                                                                                      |                                                                                                                             |
| Pitched Roof Over Principal Structure (min.)             | 5/12 pitched roof design (including the roof area located over the garage)                           | --                                                                                                                          |
| Pitched Roof Over Front Porch and Entrances (min.)       | 4/12 pitched roof design                                                                             |                                                                                                                             |
| Eave (min.)                                              | 12" overhangs over all faces of the finished exterior walls                                          |                                                                                                                             |

SECTION 7: Table 1204.06-3 of the Planning and Zoning Code is hereby amended as follows:

| Table 1204.06-3<br>Townhouse Building Standards                                     |                                                                                                      |                                                                                                                             |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Standard                                                                            | Requirements                                                                                         | Additional Standards                                                                                                        |
| <b>Primary Entrance</b>                                                             |                                                                                                      |                                                                                                                             |
| Primary Entrance (min.)                                                             | 3' setback and located along frontage                                                                | --                                                                                                                          |
| <b>Building Height</b>                                                              |                                                                                                      |                                                                                                                             |
| Height (max. and min.)                                                              | Height may not exceed max. height defined in <a href="#">1202.03, Residential District Standards</a> | For infill development, no more than 20% taller nor no more than 20% shorter than principal buildings along same block face |
| <b>Street Facing Wall Articulation</b>                                              |                                                                                                      |                                                                                                                             |
| Façade width before articulation (max.)                                             | 10'                                                                                                  | --                                                                                                                          |
| <b>Design Features</b>                                                              |                                                                                                      |                                                                                                                             |
| Number of varied frontage types (min.)                                              | 1                                                                                                    | Refer to Section <a href="#">1204.08, Frontage Types</a>                                                                    |
| <b>Roof Form</b>                                                                    |                                                                                                      |                                                                                                                             |
| Minimum sloping roof form (hip, shed, or gable) percentage of building in plan view | 25%                                                                                                  | --                                                                                                                          |
| Pitched Roof Over Principal Structure (min.)                                        | 5/12 pitched roof design (including the roof area located over the garage)                           |                                                                                                                             |
| Pitched Roof Over Front Porch and Entrances (min.)                                  | 4/12 pitched roof design                                                                             |                                                                                                                             |

SECTION 8: Section 1204.06 (F) is hereby amended to read as follows:

#### **F. Multiplex Dwellings.**

This residential building type contains three to six residential units. It is freestanding, and one to two and one-half stories in height in different contexts. Details include no more than one principal entrance facing a private or public street with secondary entrances in one or more locations not directly visible from a private or public street. Each is defined by a porch, stoop, or recessed entry. Parking is located in the side or rear of the property. A Multiplex building generally includes a pitched roof. All multiplex residential buildings shall comply with Figure 1204.06-5, *Multiplex Building Type and Illustrative Examples*, and Table 1204.06-4, Multi-Unit Residential Building Standards.



SECTION 9: Table 1204.06-4 of the Planning and Zoning Code is hereby amended as follows:

| Table 1204.06-4<br>Multiplex Building Standards                                     |                                                                                             |                                                                                                                             |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Standard                                                                            | Requirements                                                                                | Additional Standards                                                                                                        |
| <b>Primary Entrance</b>                                                             |                                                                                             |                                                                                                                             |
| Primary Entrance (min.)                                                             | 3' setback and located along frontage                                                       | --                                                                                                                          |
| <b>Building Height</b>                                                              |                                                                                             |                                                                                                                             |
| Height (max. and min.)                                                              | Height may not exceed max. height defined in <b>1202.03, Residential District Standards</b> | For infill development, no more than 20% taller nor no more than 20% shorter than principal buildings along same block face |
| <b>Street Facing Wall Articulation</b>                                              |                                                                                             |                                                                                                                             |
| Facade width before articulation (max.)                                             | 10'                                                                                         | --                                                                                                                          |
| <b>Design Features</b>                                                              |                                                                                             |                                                                                                                             |
| Number of varied frontage types (min.)                                              | 1                                                                                           | Refer to Section <b>1204.08, Frontage Types</b>                                                                             |
| <b>Roof Form</b>                                                                    |                                                                                             |                                                                                                                             |
| Minimum sloping roof form (hip, shed, or gable) percentage of building in plan view | 50%                                                                                         | --                                                                                                                          |
| Pitched Roof Over Principal Structure (min.)                                        | 5/12 pitched roof design (including the roof area located over the garage)                  |                                                                                                                             |
| Pitched Roof Over Front Porch and Entrances (min.)                                  | 4/12 pitched roof design                                                                    |                                                                                                                             |

SECTION 10: Section 1204.07 (C) is hereby amended to read as follows:

**C. Mixed-Use and Nonresidential.** All mixed-use and nonresidential buildings in the MU, HC, and GC districts, as well as any mixed use or nonresidential uses permitted in residential zoning districts, shall comply with the paragraphs below and shall comply with this Paragraph and Table 1204.07-1, *Mixed-Use and Nonresidential Building Standards*.

1. *Building Orientation.* Buildings shall generally be parallel to the street they front, unless an alternate orientation is consistent with existing adjacent development.
2. *Primary Entrance.* The primary entrances of buildings shall be oriented:
  - a. Towards a street along the perimeter of the development or towards a public space, if located adjacent to the proposed project; or
  - b. Towards streets in the interior of the development if none of the building's facades has frontage on a public street; or
  - c. As approved by the review body during site plan review.
3. *Siding.* Siding of any type shall not occupy more than 25 percent of any elevation.
4. *Design Features.* Buildings shall include no less than three of the following design features:
  - a. Canopies/porticos above the entrance;
  - b. Roof overhangs above the entrance;
  - c. Entry recesses/projections;
  - d. Arcades that are physically integrated with the entrance;
  - e. Raised corniced parapets above the entrance;
  - f. Gabled roof forms or arches above the entrance;
  - g. Outdoor plaza adjacent to the entrance having seating and a minimum depth of 20 feet;

- h. Display windows that are directly adjacent to the entrance;
- i. Architectural details, such as tile work and moldings, that are integrated into the building structure and design and are above and/or directly adjacent to the entrance; or
- j. Integral planters or wing walls that incorporate landscaped areas or seating areas. A wing wall is a wall secondary in scale projecting from a primary wall and not having a roof.

#### 5. *Building Mass.*

a. *Base, Body, and Cap.* All architectural elevations of principal buildings shall consist of a base, a body, and a cap as illustrated in Figure 1204.07-2, Building Mass. The base and cap shall be clearly distinguishable from the body through changes in color, material, pattern, profile, and texture.

##### b. *Wall Openings (Doors and Windows).*

- i. Doors and windows should be positioned to create a uniform pattern or visual rhythm along the building elevation.
- ii. All doors and windows shall be articulated through the use of lintels, sills, and thresholds. Windows larger than 20 square feet that are not used for display purposes shall be divided into panes through the use of mullions and/or sashes.
- iii. Doors and windows shall be rectangular in shape and vertical in orientation.
- iv. The pattern of architectural features, such as windows and doors, shall be placed upon the facade of a building in a pattern that creates a building fenestration that has a constant rhythm, a harmonious appearance, and is proportional to one another and surrounding buildings.

#### 6. *Roof Styles.*

##### a. *Roof Line Changes.*

- i. Roof line changes shall include changes in roof planes or changes in the top of a parapet wall, such as extending the top of pilasters above the top of the parapet wall.
- ii. When roof line changes are included on a façade that incorporates wall offsets or material or color changes, roof line changes shall be vertically aligned with the corresponding wall offset or material or color changes as illustrated in Figure 1204.07-3, Roofline Change Examples.

##### c. *Flat Roofs.*

- i. When flat roofs are used, parapet walls with three-dimensional cornice treatments shall conceal them. The cornice shall include a perpendicular projection a minimum of eight inches from the parapet façade plane.
- ii. Thin parapets that extend more than two feet above the roof and have a depth of less than two feet from the façade surface, are prohibited.

##### d. *Asymmetric or Dynamic Roofs.*

- i. Asymmetric or dynamic roof forms allude to motion, provide variety and flexibility in nonresidential building design, and allow for unique buildings as illustrated in Figure 1204.07-4, Dynamic or Asymmetric Roof Line Examples.
- ii. Asymmetric or dynamic roof forms shall be permitted on nonresidential buildings provided the criteria for flat roofs are met.

#### 6. *Mechanical Equipment.*

- a. Wall-mounted mechanical, electrical, communication equipment, downspouts, gutters, service doors, and other building-mounted utility fixtures, shall be painted and maintained to match the building or be screened from view.
- b. Mechanical equipment such as transformers and HVAC units shall not be located in front yards.
- c. All mechanical equipment, including both ground-mounted and roof-mounted equipment, shall comply with 1204.05, General Provisions and Article 04.05, Landscaping, Screening, and Buffering.



SECTION 11: Table 1204.06-4 of the Planning and Zoning Code is hereby amended as follows:

| Table 1204.07-1<br>Mixed-Use and Nonresidential Building Standards |                                                                                                                             |                                                                                                     |
|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| Standard                                                           | Requirements                                                                                                                | Additional Standards                                                                                |
| Primary Entrance                                                   |                                                                                                                             |                                                                                                     |
| Primary Entrance                                                   | Recessed or contain an awning, canopy, arcade or portico. Sheltering element shall be 15% of total wall area.               | --                                                                                                  |
| Building Mass                                                      |                                                                                                                             |                                                                                                     |
| Base (min.)                                                        | 8% of the average wall height                                                                                               | --                                                                                                  |
| Body (min.)                                                        | 60% of the average wall height                                                                                              |                                                                                                     |
| Cap (min.)                                                         | 8% of the average wall height<br>(not to exceed the height of the base)                                                     |                                                                                                     |
| Number of cap design features (min.)                               | 2                                                                                                                           | Cornice; parapet; awning; canopy; or eaves                                                          |
| Building Height                                                    |                                                                                                                             |                                                                                                     |
| Height (max. and min.)                                             | Height may not exceed max. height defined in <a href="#">Article 02.03, Mixed-Use and Nonresidential District Standards</a> | --                                                                                                  |
| Street Facing Wall Articulation                                    |                                                                                                                             |                                                                                                     |
| Façade width before articulation (min. / max.)                     | 20' / 35'                                                                                                                   | --                                                                                                  |
| Facade depth                                                       | 2'                                                                                                                          |                                                                                                     |
| Facade Alternative (a)                                             | Façade material changes following the same dimensional standards as the offset requirements                                 |                                                                                                     |
| Facade Alternative (b)                                             | Pilasters with a minimum depth of 1', minimum width of 1', and a minimum height of 80% of the facade's height               |                                                                                                     |
| Design Features                                                    |                                                                                                                             |                                                                                                     |
| Number of varied design features (min.)                            | 2                                                                                                                           | Design features shall comply with <a href="#">Paragraph c.4.</a> above                              |
| Transparency <sup>1</sup>                                          |                                                                                                                             |                                                                                                     |
| Facade glazed: % ground floor wall area (min.)                     | 30%                                                                                                                         | The bottom edge of the required windows shall not be higher than 3' above grade on the ground floor |

|                                                        |                                    |                                                                                                                                                                     |
|--------------------------------------------------------|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Facade glazed:<br>% upper floor(s) wall<br>area (min.) | 30%                                | --                                                                                                                                                                  |
| Opaque glass (max.)                                    | 20%                                | --                                                                                                                                                                  |
| Roof Form                                              |                                    |                                                                                                                                                                     |
| Pitched Roof Height<br>(max.)                          | 1/2 of the overall building height | --                                                                                                                                                                  |
| Gallery or Arcade                                      |                                    |                                                                                                                                                                     |
| Width, Clear (min.)                                    | 75% of facade width                | Galleries shall be supported from below by a<br>porch, arcade, or other structure; or visually<br>supported by brackets, corbels, or beams along<br>its full depth. |
| Depth, Clear (min.)                                    | 8'                                 |                                                                                                                                                                     |
| Ground Floor Height,<br>Clear (min.)                   | 11'                                |                                                                                                                                                                     |
| Upper Floor Height,<br>Clear (min.)                    | 9'                                 |                                                                                                                                                                     |
| Storefront                                             |                                    |                                                                                                                                                                     |
| Depth of Recessed<br>Entries (max.)                    | 5'                                 | --                                                                                                                                                                  |
| Depth of Canopy or<br>Awning (min.)                    | 4'                                 |                                                                                                                                                                     |
| Width of Canopy or<br>Awning, Cumulative<br>(min.)     | 70% facade width                   |                                                                                                                                                                     |
| Height, Clear (min.)                                   | 8'                                 |                                                                                                                                                                     |

**Table Notes:**

1. All windows and storefronts on the ground and second floors facing public rights-of-way or private streets.

**SECTION 12:** Section 1204.09 (F) (1) is hereby amended to read as follows:

**F. Parking and Storage of Recreational Vehicles and Trailers.**

1. *Location and Timing Restrictions.* A combined total of two recreational vehicles and/or trailers may be parked or stored outdoors on each individual residential lot that contains an inhabited dwelling. The location and timing restrictions are as follows:

- On a year-round basis one recreational vehicle and/or trailer is permitted to be stored in one of the side yards, provided that no recreational vehicle or trailer is stored in any other side yard;
- From the period of time beginning June 1st through November 15, one of the recreational vehicles/trailers is permitted in the front yard on the driveway serving the dwelling, provided that the vehicle/trailer does not encroach upon the sidewalk; and
- Recreational vehicles and/or trailers may be stored in the rear yard.
- Independent of the timing restrictions in G.1.a-b, above, a recreational vehicle belonging to visitors of a resident may be permitted to park in the front yard driveway for a period not to exceed 10 days provided that this recreational vehicle is the only one parked in the front yard.

**SECTION 13:** Section 1204.10 (B) is hereby amended to read as follows:

**B. Residential Parking.** Parking spaces for Household Living use types or specified building types that are located in private garages or individual driveways do not have to be marked and count towards the required parking count. An area on a private residential lot is considered a parking space if:

- Dimensions.* The area is at least 10 feet wide and 20 feet deep in dimension and is not part of a driveway to a private garage;
- Encroachment.* The area does not encroach upon a public sidewalk;
- Surface.* The area has an improved hard surface as required in Section 1204.09 (K), Surfacing and Drainage; and
- Access.* The area is accessible from the street or alley.

**SECTION 14:** Section 1204.11 (D) is hereby amended to read as follows:



**D. Surface and Drainage.** All vehicular use areas shall be subject to the following standards with the exception of agricultural uses:

1. *Grading and Drainage.* All vehicular use areas shall be properly graded and drained so as to dispose of all surface water accumulated within the area of the parking lot.

2. *Drainage Easement.* In no instance shall a storm drainage facility be designed to allow the flow of water into abutting property without an approved easement.

3. *Paving Materials.* All vehicular use areas shall be surfaced with a pavement of concrete or asphaltic concrete of sufficient depth to meet the standard engineering practice for the design of pavements for the anticipated traffic load, and shall be so graded and drained to meet the requirements of this Code for the disposal of all surface water accumulated within the areas, and shall be so arranged and marked as to provide for orderly and safe loading, unloading, parking and storage of motor vehicles. Monroe, OH Chapter 1204 | pg. 267

4. *Alternative Paving Materials.* The City Engineer may approve alternative paving materials for parking areas not specified above if the City Engineer determines that the alternative, compared to the permitted materials, is substantially equal to or better in quality and durability.

**SECTION 15:** Table 1204.20-1 of the Planning and Zoning Code is hereby amended as follows:

| Table 1204.20-1 Development Landscaping Requirements                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Landscaping Element <sup>1</sup>                                                                                                              | Location and Design                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Foundation Landscaping (minimum of one below)                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Two ornamental trees or 10 shrubs for every 50 linear <sup>2</sup> feet in foundation planting area(s) facing the front setback(s)            | <ul style="list-style-type: none"><li>■ In the HC, GC, EC, LI, and HI zoning districts, the foundation plantings may be immediately abutting the foundation or within a maximum of 10 feet of the foundation. If the plantings are not immediately abutting the foundation, then the space between the foundation and plantings shall be designed for pedestrian circulation</li><li>■ In the residential, MU, and DT zoning districts, the required foundation planting may be met with tree wells, planters, and landscaped plazas</li><li>■ The remainder of the area designated for foundation plantings shall be landscaped with groundcover or consist of xeriscape groundcover, rocks, decorative pavers, or stamped, dyed concrete</li></ul> |
| Two ornamental trees or 10 shrubs for every 50 linear feet in foundation planting area(s) facing the side setback(s) <sup>2</sup> .           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| One ornamental tree or 5 shrubs for every 50 linear feet <sup>2</sup> in foundation planting area(s) facing the rear setback(s).              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Parking Islands                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Endcap island with groundcover <sup>3</sup> and 1 canopy tree and 3 shrubs for a single row and 2 canopy trees and 6 shrubs for a double row. | <ul style="list-style-type: none"><li>■ At the end of all parking rows</li><li>■ Each endcap island shall be a minimum of 9' wide and the length of the parking row<sup>4</sup> with 10-foot curb radii on the side closest to the drive aisle</li><li>■ All vegetation used provides for clear visibility between two to six feet above level of the ground</li></ul>                                                                                                                                                                                                                                                                                                                                                                               |
| Corner island with groundcover <sup>3</sup> and 1 canopy tree or 3 evergreen or ornamental trees                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                               | <ul style="list-style-type: none"><li>■ At the corners of parking lots</li><li>■ Each corner island shall be a minimum of 200 square feet in area and defined by the intersection of the parking rows at each corner of the parking lot</li><li>■ All vegetation use provides for clear visibility between two to six feet above level of the ground</li></ul>                                                                                                                                                                                                                                                                                                                                                                                       |

| Landscaping Element <sup>1</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Location and Design                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Interior island with groundcover <sup>3</sup> and 1 canopy tree and 3 shrubs for a single row and 2 canopy trees and 6 shrubs for a double row.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>▪ In the middle of parking rows planted at intervals of not less than one island for each 15 parking spaces</li> <li>▪ Each interior island shall be a minimum of 9' wide and the length of the parking row with 5-foot curb radii on the side closest to the drive aisle</li> <li>▪ All vegetation use provides for clear visibility between two to six feet above level of the ground</li> </ul>                                   |
| Median with groundcover <sup>3</sup> and ornamental Grasses, shrubs, or planters                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>▪ A minimum, along the entire centerline of alternating double parking rows</li> <li>▪ Each median shall be a minimum of 6' wide</li> <li>▪ All vegetation use provides for clear visibility between two to six feet above level of the ground</li> </ul>                                                                                                                                                                            |
| <b>Site Landscaping</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Front Yard Landscaping                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <ul style="list-style-type: none"> <li>▪ Plantings make up no less than 20 percent of required front yard</li> <li>▪ This landscaping may be used to fulfill the perimeter landscaping requirements.</li> </ul>                                                                                                                                                                                                                                                             |
| Perimeter Landscaping                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>▪ The perimeter of all parking lot areas shall be screened with one canopy tree for every 5 parking spaces and with one technique listed in Table 1204.20-, Parking Area Screening Techniques.</li> <li>▪ All non-parking space vehicular use areas (i.e. access drives, drive-through lanes, etc.) shall be screened with one canopy tree for every 50 linear feet and three shrubs for every 15 linear feet.</li> <li>▪</li> </ul> |
| <b>Other</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Use of locally-sourced mulch wherever much is provided on-site                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>▪ Provided at a minimum depth of three inches.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                            |
| Tree quantity exceeds required quantity based on the requirements of this Section                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | --                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Existing tree larger than 12-inch caliper is removed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Table Notes:</b> <ol style="list-style-type: none"> <li>1. Existing trees that are properly located may be used in lieu of required trees.</li> <li>2. Measured parallel to the building.</li> <li>3. The groundcover area shall not include concrete, asphalt, or other impervious surfaces, with the exception of xeriscape groundcover, rocks, decorative pavers, or stamped, dyed concrete which may be used only within the first one and a half feet of the parking island to allow persons to access their vehicle without stepping on landscaping. The height of the groundcover plant species chosen shall not interfere with sight distance triangles along access drives or anywhere throughout the parking lot.</li> </ol> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |



**SECTION 16:** Table 1204.26-1 of the Planning and Zoning Code is hereby amended as follows:

| Table 1204.26-1<br>Allowed Sign Type By District |                       |                                        |                                                            |    |    |    |        |  |
|--------------------------------------------------|-----------------------|----------------------------------------|------------------------------------------------------------|----|----|----|--------|--|
| Sign Type                                        | Residential Districts | Mixed-Use or Non-Residential Districts |                                                            |    |    |    |        |  |
|                                                  | RR, SR, GR, NC, UR    | MU                                     | DT                                                         | HC | GC | EC | LI, HI |  |
| Permanent Attached Signs                         |                       |                                        |                                                            |    |    |    |        |  |
| Awning                                           | --                    | P                                      | See<br>2.06(I),<br>Sign<br>Standards<br>for DT<br>District | P  | P  | P  | P      |  |
| Canopy (Attached)                                | --                    | P                                      |                                                            | P  | P  | P  | P      |  |
| Hanging                                          | --                    | P                                      |                                                            | P  | P  | P  | --     |  |
| Marquee                                          | --                    | P                                      |                                                            | P  | P  | P  | P      |  |
| Mural                                            | --                    | P                                      |                                                            | -- | -- | -- | --     |  |
| Projecting                                       | --                    | P                                      |                                                            | P  | P  | -- | --     |  |
| Wall                                             | P                     | P                                      |                                                            | P  | P  | P  | P      |  |
| Window                                           | --                    | P                                      |                                                            | P  | P  | P  | P      |  |
| Permanent Freestanding Signs                     |                       |                                        |                                                            |    |    |    |        |  |
| Access                                           | P                     | P                                      | See<br>2.06(I),<br>Sign<br>Standards<br>for DT<br>District | P  | P  | P  | P      |  |
| Canopy (Freestanding)                            | --                    | --                                     |                                                            | P  | P  | -- | --     |  |
| Directory                                        | --                    | P                                      |                                                            | P  | P  | P  | P      |  |
| Menu Board                                       | --                    | --                                     |                                                            | P  | P  | -- | --     |  |
| Monument                                         | P <sup>1</sup>        | P                                      |                                                            | P  | P  | P  | P      |  |
| Subdivision Entry                                | P                     | P                                      |                                                            | P  | P  | P  | P      |  |
| Pole Mounted                                     | --                    | --                                     |                                                            | P  | -- | -- | --     |  |
| Subdivision Pylon Sign                           | --                    | --                                     |                                                            | P  | P  | P  | P      |  |

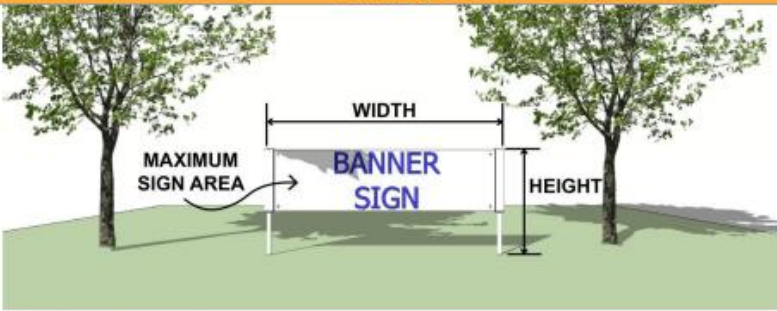
**NOTES:** "--" = Not Permitted; "P"=Permitted

1. Monument signs in residential subdivisions shall only be allowed on permitted nonresidential uses when indicated and approved on a final plat (See [Chapter 1205, Subdivision Standards](#)).

**SECTION 17:** Section 1204.27 (C) is hereby amended to read as follows:

**C. Total Number of Signs Permitted.** Any property may choose a combination of any of the permitted sign types stated in so long as no more than two total signs are permitted unless allowed in accordance with Table 1204.27-1, *Allowed Temporary Signs*.

**SECTION 18:** Table 1204.27-1 of the Planning and Zoning Code is hereby amended as follows:

| Table 1204.27-1, Allowed Temporary Signs                                             |                       |                                                          |    |    |    |    |        |
|--------------------------------------------------------------------------------------|-----------------------|----------------------------------------------------------|----|----|----|----|--------|
| Sign Type                                                                            | Residential Districts | Mixed-Use and Non-Residential Districts                  |    |    |    |    |        |
|                                                                                      | RR, SR, GR, NC, UR    | MU                                                       | DT | HC | GC | EC | LI, HI |
| <b>Banner Sign</b>                                                                   |                       |                                                          |    |    |    |    |        |
|  |                       |                                                          |    |    |    |    |        |
| Number Allowed                                                                       | 1 per property        | 1 per property or 1 per tenant in a multitenant building |    |    |    |    |        |

|                                        |                                                                                                                                                                                                                                                   |                                    |                                                  |       |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------------------------|-------|
| Max Area                               | 40 SF                                                                                                                                                                                                                                             | 40 SF                              | Shall not exceed the size of permitted wall sign | 50 SF |
| Max Height                             | --<br>Attached: Below eave line or parapet wall;<br>Ground Mounted: 5 ft.                                                                                                                                                                         |                                    |                                                  |       |
| Illumination                           | --                                                                                                                                                                                                                                                | Ambient Only                       |                                                  |       |
| Min Separation                         | --                                                                                                                                                                                                                                                | 25 feet from other temporary signs |                                                  |       |
| Max Days Sign May be Displayed (Cycle) | --                                                                                                                                                                                                                                                | 30 days                            |                                                  |       |
| Max Cycles per Calendar Year           | --                                                                                                                                                                                                                                                | 4                                  |                                                  |       |
| Other Standards                        | 1. Banners may be made of any cloth, bunting, plastic, paper, or similar non-rigid material.<br>2. Banners shall be attached to any structure, staff, pole, rope, wire, or framing which is anchored on two or more edges or at all four corners. |                                    |                                                  |       |

#### Feather Sign



|                |    |                                                                      |
|----------------|----|----------------------------------------------------------------------|
| Number Allowed | -- | 1 per 50 ft. of street frontage with a max. of 3 per street frontage |
|----------------|----|----------------------------------------------------------------------|



|                                            |    |              |
|--------------------------------------------|----|--------------|
| Maximum Area                               | -- | 24 SF        |
| Maximum Height                             | -- | 8 ft.        |
| Minimum Setback                            | -- | 5 ft.        |
| Illumination                               | -- | Ambient Only |
| Maximum Days Sign May be Displayed (Cycle) | -- | 15 days      |
| Maximum Cycles per Calendar Year           | -- | 4            |

#### Freestanding Temporary Sign



|                                    |                                                                                                        |
|------------------------------------|--------------------------------------------------------------------------------------------------------|
| Number Allowed                     | 1 on site of development project or subdivision actively under construction                            |
| Maximum Area                       | 32 SF per side (2 side maximum)                                                                        |
| Maximum Height                     | 6 ft.                                                                                                  |
| Minimum Separation                 | 5 ft. from other temporary signs                                                                       |
| Minimum Setback                    | 5 ft.                                                                                                  |
| Maximum Days Sign May be Displayed | Duration of construction                                                                               |
| Other Signs                        | A detached temporary sign is prohibited from a property that already has a permanent freestanding sign |

#### H-Frame Sign



|                                         |                                                              |
|-----------------------------------------|--------------------------------------------------------------|
| Number Allowed                          | 1 per street frontage                                        |
| Max Area                                | 9 SF                                                         |
| Max Height                              | 6 ft.                                                        |
| Min Setback                             | 6 feet from edge of pavement and 20 ft. from an intersection |
| Illumination                            | Ambient only                                                 |
| Max Days Signs May be Displayed (Cycle) | 90 days                                                      |
| Max Cycles Per Calendar Year            | 2                                                            |

#### Sandwich Board Sign



|                |    |                             |    |
|----------------|----|-----------------------------|----|
| Number Allowed | -- | 1 per ground floor entrance | -- |
| Max Area       | -- | 12 SF                       | -- |
| Max Height     | -- | 6 ft.                       | -- |



|                                         |    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |
|-----------------------------------------|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| Placement                               | -- | <ol style="list-style-type: none"> <li>1. On sidewalk or on private property;</li> <li>2. The sign is located in front of, and within 12 feet of the main entrance to the establishment it advertises;</li> <li>3. Placement of the sign allows a minimum of 5 ft. of unobstructed sidewalk clearance between it and any building or other obstruction to protect accessibility; and</li> <li>4. The sign must be free-standing and shall not be affixed, chained, anchored, or otherwise secured to the ground or to any pole, parking meter, tree, tree grate, fire hydrant, railing, or other structure.</li> </ol> | -- |
| Min Setback                             | -- | 10 ft.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | -- |
| Illumination                            | -- | --                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | -- |
| Max Days Signs May be Displayed (Cycle) | -- | Removed at the end of normal business hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | -- |
| Max Cycles Per Calendar Year            | -- | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | -- |
| Other Standards                         | -- | <ol style="list-style-type: none"> <li>1. The sign must be internally weighted so that it is stable and windproof;</li> <li>2. The design of the sign (which includes the color, lettering style, symbols, and material) shall complement and be compatible with the design of the establishment's primary sign(s), abutting properties, and the general streetscape in the immediate vicinity of the establishment.</li> <li>3. The sign must be made of natural or natural-looking materials. Rough-cut plywood is not acceptable material.</li> </ol>                                                               | -- |

#### Yard Sign



|                                         |                              |    |                                                             |    |    |
|-----------------------------------------|------------------------------|----|-------------------------------------------------------------|----|----|
| Number Allowed                          | No maximum number            | -- | One Every 30 ft.; Max. of 5                                 | -- | -- |
| Max Area                                | 6 SF per side                | -- | 9 SF per side                                               | -- | -- |
| Max Height                              | 4 ft.                        | -- | 4 ft.                                                       | -- | -- |
| Min Setback                             | 5 feet from edge of pavement | -- | 5 feet from edge of pavement                                | -- | -- |
| Illumination                            | Ambient only                 | -- | Ambient Only                                                | -- | -- |
| Max Days Signs May be Displayed (Cycle) | N/A                          | -- | 30 days, with not less than 30 days between display periods | -- | -- |
| Max Cycles Per Calendar Year            | N/A                          | -- | N/A                                                         | -- | -- |

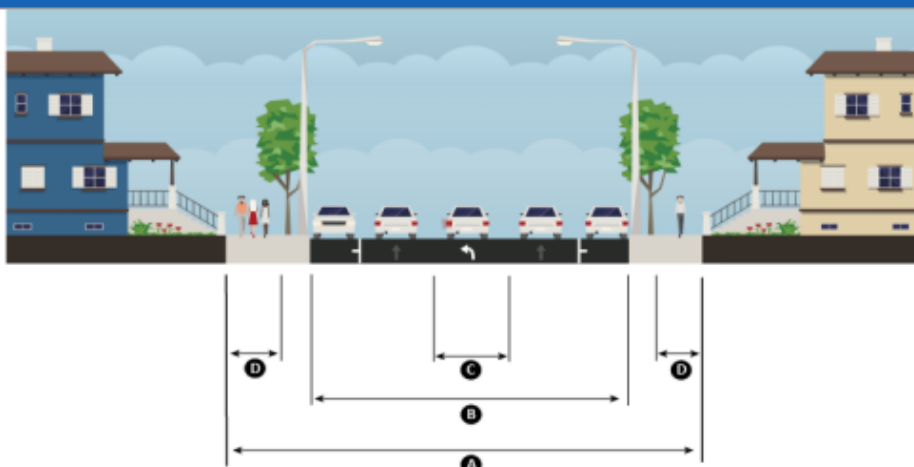
**Table Note:** SF = Square Feet

**SECTION 19:** Section 1205.04 (A) (2) is hereby amended to read as follows:

2. *Grading.* The streets shall be graded, surfaced, and improved to the dimensions required by this Code. All streets shall be graded the full width of the right-of-way. Grading for street improvements shall not create soil slopes exceeding a vertical rise of one foot for every three feet of horizontal distance unless otherwise recommended and approved by the City Engineer.

**SECTION 20:** Table 1205.05-1 of the Planning and Zoning Code is hereby amended as follows:

**Table 1205.05-1, Street Cross-Section Standards**



| Road Classification               | Minimum Right-of-Way Width Required<br>(A)                            | Minimum Pavement Width Required / Number of Lanes<br>(B) | Turning Lane <sup>2</sup> / Median<br>(C) | Sidewalk Width<br>(D) |
|-----------------------------------|-----------------------------------------------------------------------|----------------------------------------------------------|-------------------------------------------|-----------------------|
| Interstate Freeway/Interstate     | Freeway/Interstate Standards Determined by State and Federal Agencies |                                                          |                                           |                       |
| Major Arterials                   | 80 ft.                                                                | 40 ft. / 5                                               | 11 ft.                                    | 6 ft. <sup>3</sup>    |
| Minor Arterials                   | 70 ft.                                                                | 40 ft. / 5                                               | 11 ft.                                    | 6 ft. <sup>3</sup>    |
| Collector Street                  | 60 ft.                                                                | 28 ft. / 3                                               | 11 ft.                                    | 6 ft. <sup>3</sup>    |
| Local and Marginal Access Streets | 50 ft.                                                                | 28 ft. / 2 <sup>3</sup>                                  | --                                        | 5 ft.                 |
| Alley                             | 20 ft.                                                                | 20 ft. / 1                                               | --                                        | --                    |

**TABLE NOTES:**

-- = Not required

1. The turning lane may contain a planted median at intervals approved by the City Engineer.
2. May provide a nine-foot wide parking lane on one side of the street. All parking to be determined by City Engineer.
3. Sidewalk widths within the Mixed-Use and Downtown zoning districts shall be increased to 8 ft. or to a width determined by the City Engineer to facilitate pedestrian activity.

Source of Graphic: StreetMix.net

**SECTION 21:** Section 1205.05 (C) is hereby amended to read as follows:

**C. Visibility and Curvature.**

1. *Horizontal Visibility.* Horizontal visibility on curved streets and vertical visibility on all streets shall be maintained along the centerlines as established in Table 1205.05-1, *Visibility and Curvature*.
2. *Horizontal Curvature.* Horizontal curvature measured along the center line shall have a minimum radius as established in Table 1205.05-1, *Visibility and Curvature*.

**Table 1205.05-2, Visibility and Curvature**

| Street Type                | Horizontal and Vertical Visibility | Minimum Horizontal Curvature |
|----------------------------|------------------------------------|------------------------------|
| Major and Minor Arterials  | 500 ft.                            | 500 ft.                      |
| Collector Streets          | 300 ft.                            | 300 ft.                      |
| Local and Marginal Streets | 100 ft.                            | 150 ft.                      |

3. *Vertical Curves.* All changes in grades shall be connected by vertical curves of sufficient radii to provide smooth transitions and required sight distances.

4. *Reverse Curves.* Between reverse curves on major arterial streets there shall be a tangent of not less than 100 feet, and on collector and local streets such tangent shall be not less than 40 feet. For hillside areas between reverse curves on major arterial streets there shall be a tangent of not less than 50 feet, and on collector streets such tangents shall not be less than 20 feet.

SECTION 22: Section 1205.05 (F) is hereby amended to read as follows:

**F. Curbs and Gutters.**

1. *Applicant Requirement.* Curbs and gutters shall be installed by the applicant in compliance with the specifications of the City. Curb construction shall be roll-type curbs on all collector and local streets. Straight curbs shall be required along arterial road pavements, unless modified with approval of a variance or waiver is approved in accordance with the provisions in Chapter 1207, Development Review Procedures.
2. *Standards.* Curbs shall be concrete and designed and constructed in accordance with the standards established by the Public Works Department.

SECTION 23: Section 1205.06 (G) is hereby amended to read as follows:

**G. Shared Use Paths, Trails, and Bike Lanes.**

1. *Adopted Plans.* On-street bike lanes and off-street shared-use paths or trails shall be developed in accordance with the City's comprehensive plan, an adopted parks and recreation plans, or regional trail plans to link major attractions and destinations throughout the community, including neighborhoods, parks, schools, churches, Butler Tech campus, the downtown, major employment centers, and shopping areas.
2. *Linear Corridors.* Development that abuts a linear corridor that is identified in an adopted parks and recreation plan, transportation, or other adopted City plans, shall provide an easement for and construct the shared use path or trail on the development site in accordance with any adopted plan unless waived by the City Engineer.
3. *Material.* Trails shall be constructed of asphalt or concrete and shall meet the specifications set forth in the standards established by the Public Works Department.
4. *Minimum Width.* The minimum width of a required trail or shared use path shall be a minimum 11 feet wide and follows the Ohio Department of Transportation (ODOT) Multimodal Design Guide.
5. *Maintenance Responsibilities.* All trails, private or public, shall be marked as such, and maintenance responsibilities shall be established at the time of platting.

SECTION 24: Section 1205.08 (B) is hereby amended to read as follows:

**B. Large Scale Utility Structures.** Any utility cabinet or structure that is larger than four square feet on any face, other than a principal building, shall be subject to the following requirements:

1. *Location.* The utility structure shall be located to the rear or side of lots to the maximum extent feasible.
2. *Exception to Location.* If the applicant demonstrates to the Planning Commission that the utility structure can only be located in a front yard, the structure shall be landscaped in a manner that will allow access to the unit but otherwise buffer the view of the structure. The applicant shall be required to provide a landscaping plan as part of the installation of such structure, regardless if the utility is exempt from zoning

SECTION 25: Section 1205.10 is hereby amended to read as follows:

**A. Generally.** Prior to actual construction of required public improvements and before construction plans are final approved or an application for final plat is authorized, the developer shall utilize one of the methods set out in this Section for the purpose of assuring the installation of such improvements deemed necessary or appropriate in the public interest. Bonding is regulated in accordance with Chapter 1052 of the Monroe Codified Ordinances.



**B. Form.** All performance improvement and maintenance bonds shall be submitted in a form and amount established and made available to the public by the Public Works Department and City of Monroe Construction Standard and Engineering Guide Handbook. All surety companies shall be authorized to conduct surety business in the State of Ohio. No individual sureties shall be allowed.

**C. Estimated Costs.**

1. *Review and Approval.* Prior to the developer securing bonds, line item estimates for all items to be bonded shall be submitted to the City Engineer for approval and in order to determine the bonding amounts.

2. *Line Item Estimate Requirements.* Upon approval of the construction drawings by the City Engineer, and before starting any construction work, the developer's engineer shall prepare and submit to the City Engineer and/or the agencies having jurisdiction over sanitary sewer or water (where applicable), an independent estimate of costs, by item of work, the item unit, number of units, unit price, and total cost for each item to be bonded of the following items in a manner and format determined by the Public Works Department:

- a. Construction surveying;
- b. Construction of roads, storm and sanitary sewers, sanitary treatment plants, pumping stations, and water supply systems;
- c. Drainage structures;
- d. Erosion control, stormwater management basins, restoration of land and site clean-up; and
- e. Other related items as determined by the Public Works Director.

3. *Other Requirements.* The total estimated cost, including labor, shall be prepared and signed by the developer's engineer. The Public Works Director and/or the agencies having jurisdiction over sanitary sewer or water (where applicable), may add to the developer's estimate an amount to cover contingencies, including permit and inspection costs, to arrive at the total estimated cost. The approved total of estimated costs shall be the basis for the establishment of the performance bond amount.

**D. Public Improvement Bonds.** Public improvement bonds shall be required for all private projects involving the installation of public utilities, and/or roadways as outlined in Chapter 1052 of the Monroe Codified Ordinances.

1. *Submittal.* Prior to the final approval of the construction drawings by the City of Monroe and prior to the start of construction, the developer shall post public improvement bonds, in an amount determined by the City of Monroe, of the estimated cost of the public improvements, to secure the performance and construction of the public improvements. The bonding forms, as made available by the Public Works Department, shall be used when submitting bonds.

**E. Type of Security.** The City of Monroe will accept security in any of the following forms. The developer may select the form of security that best suits their situation. The forms of acceptable security are as follows:

1. *Cash or Cashier's Check.* The subdivider shall provide the City of Monroe with cash or a cashier's check in an amount equal to the cost estimate as approved by the Public Works Director, of all uncompleted and unaccepted site improvements required by these regulations. Upon completion of the required site improvements and their acceptance by the Public Works Director, the amount will be refunded to the subdivider by the City of Monroe.

2. *Surety Bond.* If security is provided in the form of a cash escrow or a surety bond by a surety company authorized to do business in the State of Ohio, the applicant shall deposit with the Office of the Public Works Director a cash amount or certified check endorsed to the escrow agent for a face value in an amount of at least the amount specified by the Public Works Director. A surety bond or cash escrow account shall accrue to the City of Monroe for administering the construction, operation, and maintenance of the improvements.

3. *Surety Obligation of National Bank.* A National Bank may bind itself as surety to indemnify the City should the developer default in the installation of the development improvements if it has a segregated deposit sufficient to cover the bank's total potential liability. Therefore, an authorized representative of the national bank must sign the security agreement, which

signature shall also constitute a certification that the national bank has a segregated deposit sufficient in amount to cover the bank's total potential liability.

#### F. Reductions.

1. Following the performance of improvements in a development, the developer may request a reduction in the bond. Such requests may be made in writing to the Public Works Director and shall be granted at the sole discretion of the City of Monroe.

2. After preliminary acceptance of the constructed improvements and a complete set of as-built plans have been received and approved by the City of Monroe in hard copy and digital format, the public improvement bond may be reduced to an amount determined by the City of Monroe.

**G. Duration.** A maintenance bond will be held for a period of 12 months beyond the approval date of the improvements and after the top course of asphalt has been applied, to cover any defects in the construction of the improvement to be determined by the City of Monroe. After this period and after the final inspection and completion of any punchlist items, the maintenance responsibility of the developer may be released. A bond covering the completion of any outstanding items, i.e. sidewalks and erosion control, shall be held until home or building construction or lots developed in the section bonded has reached 80% and all other improvements have been completed to the satisfaction of the City.

SECTION 26: Table 1207.10-1 of the Planning and Zoning Code is hereby amended as follows:

| Table 1207.10-1, Development Review Summary                                                                                               |                                                                                       |                            |                         |                     |                |                                   |                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|----------------------------|-------------------------|---------------------|----------------|-----------------------------------|--------------------------------------|
| ♦ = Pre-Application Conference Required   Pu = Published Notice Required<br>M = Mailed Notice Required   -- = Not Required/Not Applicable |                                                                                       |                            |                         |                     |                |                                   |                                      |
| Development Application<br>(Cross-Reference to Procedure)                                                                                 | Submittal Timing                                                                      | Pre-Application Conference | Public Notice (1207.06) | Review and Decision |                | Expiration <sup>1</sup> (1207.09) | Cross-Reference to Related Standards |
|                                                                                                                                           |                                                                                       |                            |                         | Review/Recommend    | Final Decision |                                   |                                      |
| Improvement Plan and Permit Decisions                                                                                                     |                                                                                       |                            |                         |                     |                |                                   |                                      |
| Sign Permit (1207.11)                                                                                                                     | Prior to installing, relocating, or modifying a sign                                  | --                         | --                      | Director            |                | 1 year                            | Article 04.06, Signage               |
| Construction Plans (1207.12)                                                                                                              | Prior to construction of required public improvements and recording of the final plat | --                         | --                      | City Engineer       |                | 2 years                           | --                                   |

**Table 1207.10-1, Development Review Summary**

◆ = Pre-Application Conference Required | Pu = Published Notice Required  
M = Mailed Notice Required | -- = Not Required/Not Applicable

| Development Application<br>(Cross-Reference to Procedure) | Submittal Timing                                                                                                                         | Pre-Application Conference | Public Notice (1207.06) | Review and Decision                          |                                     | Expiration¹ (1207.09)                  | Cross-Reference to Related Standards                      |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------|----------------------------------------------|-------------------------------------|----------------------------------------|-----------------------------------------------------------|
|                                                           |                                                                                                                                          |                            |                         | Review/Recommend                             | Final Decision                      |                                        |                                                           |
| Improvement Plan and Permit Decisions                     |                                                                                                                                          |                            |                         |                                              |                                     |                                        |                                                           |
| Certificate of Occupancy (1207.13)                        | Upon completion of construction or prior to a change in occupancy in order to occupy a building or structure                             | --                         | --                      | Chief Building Official                      |                                     | None                                   | Part Fourteen, Building and Housing Code                  |
| Zoning Permit (1207.14)                                   | Prior to establishing a new use/change in use, change to a Limited Use as denoted in 1203.02, Use Table                                  | --                         | --                      | Director                                     |                                     | 1 year                                 | 1203.04, Limited Use Standards                            |
| Site Development and Use Decisions                        |                                                                                                                                          |                            |                         |                                              |                                     |                                        |                                                           |
| Site Plan (1207.15)                                       | Prior to any development of any use unless specifically exempted in this PZC                                                             | ◆                          | --                      | Director                                     |                                     | 1 year                                 | Chapter 1206, Development and Design Standards            |
| Master Development Plan (1207.16)                         | As part of a zoning map amendment to PUD, for development in the MU zoning district, or development in two phases or more                | ◆                          | Pu M                    | Director                                     | Planning Commission or City Council | 1 year                                 | 1202.07, Planned Unit Development 2.05(A), Mixed-Use (MU) |
| Floodplain Development Permit (1207.17)                   | Refer to Part Fourteen, Title 6, Chapter 1446, Flood Damage Reduction, of the City's Code of Ordinances.                                 |                            |                         |                                              |                                     |                                        |                                                           |
| Master Sign Plan (1207.18)                                | Prior to constructing, installing, placing, or relocating a sign or modifying a sign's dimensions or illumination                        | ◆                          | --                      | Director                                     |                                     | 1 year                                 | 1204.28, Master Sign Program                              |
| Minor Modification of Approved Plan (1207.19)             | In order to make a limited modification to an application that has already been approved but has not received a Certificate of Occupancy | --                         | --                      | Same review body that makes initial approval |                                     | Same as the application being modified | --                                                        |



**Table 1207.10-1, Development Review Summary**

◆ = Pre-Application Conference Required | Pu = Published Notice Required  
M = Mailed Notice Required | -- = Not Required/Not Applicable

| Development Application<br>(Cross-Reference to Procedure) | Submittal Timing                                                                                                                                                               | Pre-Application Conference | Public Notice (1207.06) | Review and Decision                       |                     | Expiration <sup>1</sup> (1207.09)    | Cross-Reference to Related Standards                     |
|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------|-------------------------------------------|---------------------|--------------------------------------|----------------------------------------------------------|
|                                                           |                                                                                                                                                                                |                            |                         | Review/Recommend                          | Final Decision      |                                      |                                                          |
| Improvement Plan and Permit Decisions                     |                                                                                                                                                                                |                            |                         |                                           |                     |                                      |                                                          |
| Conditional Use Permit (1207.20)                          | Prior operation of any land use that is designated as a conditional use as denoted in 1203.02, Use Table                                                                       | ◆                          | Pu M                    | Director                                  | Planning Commission | None, unless specified in approval   | 1203.05, Conditional Use Standards                       |
| Temporary Use Permit (1207.21)                            | Prior to establishing a temporary use related to a public or commercial event unless specifically exempted in this PZC                                                         |                            | --                      | Director                                  |                     | As specified in approved application | 1203.08, Temporary Uses and Structures                   |
| Text and Zoning Map Amendment Decisions                   |                                                                                                                                                                                |                            |                         |                                           |                     |                                      |                                                          |
| Text Amendment (1207.22)                                  | Prior to a change of the text in this PZC                                                                                                                                      | ◆                          | Pu                      | 1st: Director<br>2nd: Planning Commission | City Council        | None                                 | --                                                       |
| Zoning Map Amendment (1207.23)                            | Prior to establishing or expanding a building type or use prohibited in the current zoning district                                                                            | ◆                          | Pu M <sup>2</sup>       | 1st: Director<br>2nd: Planning Commission | City Council        | None                                 | Chapter 1202, Zoning Districts and Dimensional Standards |
| Relief and Appeal Decisions                               |                                                                                                                                                                                |                            |                         |                                           |                     |                                      |                                                          |
| Administrative Adjustment (1207.24)                       | In order to make a limited modification to numerical standards on an application or permit that has already been approved but that has not received a certificate of occupancy | --                         | --                      | Director                                  |                     | Same as the associated application   | --                                                       |

**Table 1207.10-1, Development Review Summary**

◆ = Pre-Application Conference Required | Pu = Published Notice Required  
M = Mailed Notice Required | -- = Not Required/Not Applicable

| Development Application<br>(Cross-Reference to Procedure) | Submittal Timing                                                                                                                                            | Pre-Application Conference | Public Notice (1207.06) | Review and Decision                                             |                         | Expiration <sup>1</sup> (1207.09) | Cross-Reference to Related Standards                                                                                                  |
|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------|-----------------------------------------------------------------|-------------------------|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
|                                                           |                                                                                                                                                             |                            |                         | Review/Recommend                                                | Final Decision          |                                   |                                                                                                                                       |
| Improvement Plan and Permit Decisions                     |                                                                                                                                                             |                            |                         |                                                                 |                         |                                   |                                                                                                                                       |
| Variance (1207.25)                                        | Prior to submittal of an application that varies from the applicable standards of this PZC                                                                  | ◆                          | Pu M                    | Director                                                        | Board of Zoning Appeals | None                              | Chapter 1202, Zoning Districts and Dimensional Standards; Chapter 1203, Land Uses; and Chapter 1204, Development and Design Standards |
| Floodplain Variance (1207.26)                             | Refer to Part Fourteen, Title 6, Section 1446.28, Appeals and Variances of the City's Code of Ordinances.                                                   |                            |                         |                                                                 |                         |                                   |                                                                                                                                       |
| Subdivision Design and Improvement Waiver (1207.27)       | Concurrent with submittal of a preliminary plat where the applicant wishes to vary from the subdivision design standards                                    | ◆                          | Pu M                    | 1st: City Engineer<br>2nd: Director<br>3rd: Planning Commission | City Council            | Same as the associated plat       | Chapter 1205, Subdivision Standards                                                                                                   |
| Appeals (1207.28)                                         | Within 30 days after an appellant or their agent received notice or the action of the official that is the subject of the appeal                            | --                         | Pu M                    | Varies based on decision being appealed.<br>Refer to 1207.28    |                         | None                              | --                                                                                                                                    |
| Platting Decisions                                        |                                                                                                                                                             |                            |                         |                                                                 |                         |                                   |                                                                                                                                       |
| Minor Plat (1207.29)                                      | In order to subdivide land into five or fewer lots on an existing street that doesn't require the creation of a street or expansion of municipal facilities | --                         | --                      | City Engineer                                                   | Director                | 30 days/ None after recordation   | Chapter 1205, Subdivision Standards                                                                                                   |
| Amending Plat (1207.30)                                   | In order to make a minor modification to a recorded plat                                                                                                    | ◆                          | --                      | Director                                                        |                         | 30 days / None after recordation  |                                                                                                                                       |

| Table 1207.10-1, Development Review Summary                                                                                               |                                                                                                                                                               |                            |                         |                                                                 |                                                                                       |                                                      |                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------|-----------------------------------------------------------------|---------------------------------------------------------------------------------------|------------------------------------------------------|--------------------------------------|
| ◆ = Pre-Application Conference Required   Pu = Published Notice Required<br>M = Mailed Notice Required   -- = Not Required/Not Applicable |                                                                                                                                                               |                            |                         |                                                                 |                                                                                       |                                                      |                                      |
| Development Application<br>(Cross-Reference to Procedure)                                                                                 | Submittal Timing                                                                                                                                              | Pre-Application Conference | Public Notice (1207.06) | Review and Decision                                             |                                                                                       | Expiration <sup>1</sup> (1207.09)                    | Cross-Reference to Related Standards |
|                                                                                                                                           |                                                                                                                                                               |                            |                         | Review/Recommend                                                | Final Decision                                                                        |                                                      |                                      |
| Improvement Plan and Permit Decisions                                                                                                     |                                                                                                                                                               |                            |                         |                                                                 |                                                                                       |                                                      |                                      |
| Preliminary Plat (1207.31)                                                                                                                | Prior to a Final Plat in order to subdivide land into six or more lots or lots that require the creation of a street or the expansion of municipal facilities | ◆                          |                         | 1st: City Engineer<br>2nd: Director<br>3rd: Planning Commission | City Council                                                                          | 1 year after recommendation / 5 years after approval |                                      |
| Final Plat (1207.32)                                                                                                                      | Following approval of a preliminary plat and completion of improvements                                                                                       | --                         |                         | 1st: City Engineer<br>2nd: Director                             | City Council                                                                          | 1 year / none after recordation                      |                                      |
| Replat (1207.33)                                                                                                                          | Prior to changing the number of lots on a recorded Final Plat                                                                                                 | ◆                          |                         | 1st: City Engineer<br>2nd: Director                             | Planning Commission                                                                   | 1 year / none after recordation                      |                                      |
| Vacating Plat (1207.34)                                                                                                                   | Prior to removing the force of a recorded plat covering a property or properties                                                                              | ◆                          |                         | 1st: City Engineer<br>2nd: Director                             | Administrative body that approved the original Minor, Amending, Replat, or Final Plat | 1 year/none after recordation                        |                                      |

Tables Notes:

1. The days in the "Expiration" column are measured from the date of the issued approval. Expiration occurs if the applicant does not commence the construction or work prior to the expiration or does not, as determined by the Director, diligently pursue completion of the project or the subsequent required approval. For Site Plan approval, construction is deemed to have begun when all necessary excavation and piers or footings of the principal building have been completed.
2. Only applies to zoning map amendment applications for 10 or fewer parcels.

SECTION 27: Section 1207.25 is hereby amended to read as follows:

**A. Purpose.** The purpose of a Variance is to provide limited relief from the requirements of this PZC (e.g., lot area, setback, height, parking spaces required, etc.), where strict application of a particular requirement will create an unnecessary hardship by preventing the use and development of land in a reasonable manner that is otherwise allowed under this PZC.

**B. Specific Review Criteria.**

1. *Review and Decision.* To approve, approve with conditions, or deny the application, the applicable development review body per Table 1207.10-1, *Development Review Summary*, shall:

- a. Common Review Criteria. Consider all applicable common review criteria as denoted in Table 1207.07-1, *Common Review Criteria*; and
- b. Practical Difficulty. Determine and make specific findings of fact that the literal enforcement of this PZC will result in practical difficulty. To make this determination, the following factors shall be considered:
  - i. Whether special conditions and circumstances exist that are peculiar to the land or structure involved and are not applicable generally to other lands or structures in the same zoning district (e.g., exceptional irregularity, narrowness, shallowness or steepness of the lot, or adjacency to nonconforming and inharmonious uses, structures, or conditions);
  - ii. Whether special conditions or circumstances exist as a result of actions of the owner;



- iii. Whether the variance is substantial and is the minimum necessary to make possible the reasonable use of the land or structures;
- iv. Whether the essential character of the neighborhood would be substantially altered;
- v. Whether adjoining properties would suffer substantial detriment as a result of the variance;
- vi. Whether the property in question will yield a reasonable return or whether there can be any beneficial use of the property without the variance;
- vii. Whether the variance would adversely affect the delivery of governmental services such as water, sewer, refuse pickup;
- viii. Whether the granting of the Variance requested will confer on the applicant any special privilege that is denied by this regulation to other lands, structures, or buildings in the same district;
- ix. Whether the property owner's predicament can feasibly be removed through some method other than a Variance; and
- x. Whether the spirit and intent behind the PZC requirement would be observed and substantial justice done by granting a Variance;

2. *No Single Factor and Case Determination.* No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.

**C. Amendment Review Procedures.** In addition to the procedures outlined in Article 07.01, Common Development Procedures, the following procedures shall apply:

1. *Amendment That Increases Extent or Severity.* If a proposed amendment to an approved Variance would increase the extent or severity of the Variance, then the applicant shall submit the request as a new Variance and repeat the procedures required by this Chapter.

2. *Amendment That Reduces Extent or Severity.* If a proposed amendment to an approved Variance would decrease the extent or severity of the Variance, then the amendment may be approved by the Director (e.g., if the original Variance approval allowed a 10-foot setback instead of a 20-foot setback, the Director may approve an amendment if the applicant only needs a five-foot setback).

**D. Time Limit.** No variance shall be valid for a period longer than one year from the date of variance approval unless the applicant receives approval through a zoning compliance inspection, if a zoning compliance inspection is required for the action subject to the variance.

**E. Effect.**

1. *Authorization.* The approval of a Variance shall authorize only the particular variation as detailed in the subject application.

2. *Other Required Approvals.* Development authorized by the Variance shall not be carried out until the applicant has secured all other approvals required by this PZC or any other applicable provisions of the City Code of Ordinances. Approval of a Variance shall not ensure subsequent approvals for other applications unless the relevant and applicable portions of this PZC or other applicable provisions are met.

SECTION 28: Section 1208.01 (C) (1) is hereby amended to read as follows:

**C. Major and Minor Nonconformities.** Nonconformities are classified as major or minor, as follows:

1. *Major.* The Director shall make the determination of whether a nonconformity is "major" by considering if it:

- a. Prohibited Uses. Is a use that is no longer permitted;
- b. Nuisances. Generates nuisances;
- c. Adjacent Properties. Is incompatible with adjacent properties;
- d. Comprehensive Plan. Is incompatible with the Comprehensive Plan;
- e. Crime. Generates substantiated criminal complaints; or
- f. Health and Safety. Poses a risk to public health and safety.

SECTION 29: Section 1208.02 (B) (2) is hereby amended to read as follows:

*2. Enlargement or Extension.*

a. Major Nonconforming Uses. Nonconforming uses classified as major nonconformities shall not be enlarged, expanded, increased, or extended to occupy a greater area of land that was occupied on the effective date of this PZC. No structures containing a major nonconforming use shall be enlarged unless the major nonconforming use is permanently discontinued.

b. Minor Nonconforming Uses. Nonconforming uses classified as minor nonconformities may be enlarged or increased, nor extended to occupy a greater area of land than was occupied on the effective date of this PZC subject the following:

i. Residential Uses. A minor nonconforming residential use in any district may be increased or improved provided the structure continues to be used for residential purposes only and meets all required setbacks; or

ii. Nonresidential Uses. A minor nonconforming, nonresidential use, may be increased or improved, regardless of the applicable zoning district, where the owner of such use can demonstrate through application to the BZA that the manner in which the useable area of the nonconforming use will be increased or improved will have minimal adverse impact upon adjacent properties and other permitted land uses in the surrounding neighborhood or can be made compatible with the adjacent properties and the uses in the surrounding neighborhood upon compliance with specified conditions.

SECTION 30: Section 1209.03 is hereby amended and supplemented to read as follows:

**Sign, Subdivision Pylon** means a freestanding sign other than a pole sign permanently affixed to the ground by supports with a solid base directing attention to a subdivision.

SECTION 31: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

First Reading: \_\_\_\_\_

| CURRENT REGULATION                            | A/R/C  | PROPOSED CHANGE                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | REASON FOR CHANGE                                                                      | WORD DOC<br>PAGE # |
|-----------------------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------|
| Table 2.03(B)-1 SR Lot and Building Standards | Remove | 0.5 AC <del>(24,780-sf)</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Unnecessary language                                                                   | 21                 |
| Table 2.03(C)-1 GR Lot and Building Standards | Change | Alter lot size, lot width, setbacks for building types                                                                                                                                                                                                                                                                                                                                                                                                                            | Enable development of desired product type                                             | 26                 |
| Table 2.03(C)-1 GR Lot and Building Standards | Add    | 2. The first number represents only one side yard setback as permitted for the zero-lot line dwelling unit as allowed in the SR zoning district. The second number represents the minimum for the non-zero setback side. See the definition in Section 1209.03, Definitions. <b>In the case of townhouses and single-unit attached/duplex building types, the first number represents the shared lot line between units and the second number is a minimum between buildings.</b> | Clarifying language                                                                    | 27                 |
| Table 2.03(D)-1 NC Lot and Building Standards | Remove | Remove "Street Side Setback" from table                                                                                                                                                                                                                                                                                                                                                                                                                                           | We do not use that language, duplicate with front yard                                 | 31                 |
| Table 2.03(E)-1 UR Lot and Building Standards | Change | Alter lot size, lot width, setbacks for building types                                                                                                                                                                                                                                                                                                                                                                                                                            | Enable development of desired product type                                             | 35                 |
| 1202.04(F)(1)and(2) Development Types         | Add    | For the purposes of this requirement, Zero Lot Line and Single-Unit Detached development types are not considered separate building or development types.                                                                                                                                                                                                                                                                                                                         | Encourage multiple housing types in a development                                      | 40                 |
| 1203.04 Limited Use Standards Multiplex       | Change | Entrance. Only one entrance into the structure shall be directly visible from any public <del>right-of-way or private street.</del>                                                                                                                                                                                                                                                                                                                                               | Cover all streets, not just public                                                     | 149                |
| Table 1204.06-2 Duplex                        | Remove | Remove transparency requirement                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Unnecessary language                                                                   | 217                |
| 1204.06€ Townhouse Dwellings                  | Remove | "Parking is located in the rear"                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Allow for front load garages                                                           | 217                |
| Table 1204.06-3 Townhouse                     | Remove | Remove transparency requirement                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Unnecessary language                                                                   | 220                |
| 1204.06(F) Multiplex                          | Change | Details include a principal entrance <b>facing the street with secondary entrances</b> in one or more locations. Each is defined by a porch, stoop, or recessed entry. <b>Parking is located in the side or rear of the property.</b>                                                                                                                                                                                                                                             | Create consistency between intent, reference images, and text                          | 220                |
| Table 1204.06-4 Multiplex                     | Remove | Remove transparency requirement                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Unnecessary language                                                                   | 222                |
| Table 1204.06-5 Multi-Unit                    | Remove | Remove transparency requirement                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Unnecessary language                                                                   | 225                |
| 1204.07(C) Mixed Use                          | Change | C.Mixed-Use <b>and Nonresidential.</b> All mixed-use and nonresidential buildings in the MU, <b>HC, and GC and DT</b> districts, as well as any mixed use or nonresidential uses permitted in residential zoning districts, shall comply with the paragraphs below and shall comply with this Paragraph and Table 1204.07-1, Mixed-Use <b>and Nonresidential</b> Building Standards.                                                                                              | Condensing Mixed Use and Commercial building standards as they were virtually the same | 226                |
| 1204.07(C)(4) Mixed Use                       | Add    | "Canopies/porticos above the entrance"                                                                                                                                                                                                                                                                                                                                                                                                                                            | Condensing Mixed Use and Commercial building standards as they were virtually the same | 227                |
| 1204.07(D) Nonresidential                     | Remove | Removed section as it was combined with mixed use                                                                                                                                                                                                                                                                                                                                                                                                                                 | Condensing Mixed Use and Commercial building standards as they were virtually the same | 232                |
| 1204.07(D) Nonresidential                     | Change | Change title to "Industrial"                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Deleted Nonresidential section due to condensing above                                 | 232                |
| Table 1204.07-1 Mixed Use Building Standards  | Change | Change table title to "Mixed Use and Nonresidential Building Standards"                                                                                                                                                                                                                                                                                                                                                                                                           | Condensing Mixed Use and Commercial building standards as they were virtually the same | 231                |
| 1204.09(F) Parking Loading and Circulation    | Change | a. From the period of time beginning <del>one week prior to Memorial Day through Veterans Day</del> June 1 through November 15, one of the recreational vehicles/trailers is permitted in the front yard on the driveway serving the dwelling, provided that the vehicle/trailer does not encroach upon the sidewalk; and                                                                                                                                                         | Simplify regulation with specific dates rather than tying to a date that may change    | 261                |
| 1204.10 Off-Street Parking Spaces Required    | Add    | Parking spaces for Household Living use types or specified building types that are located in private garages or individual driveways do not have to be marked <b>and count towards the required parking count.</b>                                                                                                                                                                                                                                                               | Clarify that these parking areas count towards the overall number of spaces            | 263                |
| 1204.10(D) Surface and Drainage               | Remove | 1. Alternative Paving Materials. The City Engineer may approve alternative paving materials for parking areas not specified <del>in Subsection B, Surface and Drainage,</del> above; if the City Engineer determines that the alternative, compared to the permitted materials, is substantially equal to or better in quality and durability.                                                                                                                                    | Unnecessary language                                                                   | 273                |



|                                                                                       |        |                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                          |     |
|---------------------------------------------------------------------------------------|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|-----|
| 1204.18 Traffic Impact Study                                                          | Add    | To promote efficient access management, a <b>complete and accepted</b> TIS for a proposed development shall be submitted with the site plan, preliminary plat, Master Development Plan, <b>Zoning Map Amendment, Conditional Use</b> , or Planned Unit Development plan                                                                                                                                                         | Clarify that the TIS needs to be complete rather than an incomplete study just submitted | 291 |
| Table 1204.20-1 Development Landscaping Requirements                                  | Add    | Foundation Landscaping (minimum of one below)                                                                                                                                                                                                                                                                                                                                                                                   | Clarifying language. Provide options/flexibility                                         | 299 |
| Table 1204.20-1 Development Landsdcaping Requirements                                 | Add    | Plantings make up <b>no less than</b> 20 percent of required front yard                                                                                                                                                                                                                                                                                                                                                         | Clarifying language                                                                      | 300 |
| Table 1204.20-1 Development Landsdcaping Requirements                                 | Add    | Interior island with groundcover and 1 canopy tree and 3 shrubs <b>for a</b> single row and 2 canopy trees and 6 shrubs for a double row                                                                                                                                                                                                                                                                                        | Clarifying language                                                                      | 300 |
| Table 1204.20-1 Development Landscaping Requirements                                  | Change | Replace Perimeter Landscaping requirements with perimeter requirements further down in the section as they are essentially the same                                                                                                                                                                                                                                                                                             | Grouping like requirements together                                                      | 300 |
| Table 1204.20-1 Development Landsdcaping Requirements Table Notes                     | Remove | 4. See Item H in Figure 1204.20-1, below for an example of a perimeter parking interval                                                                                                                                                                                                                                                                                                                                         | No longer using that note number                                                         | 301 |
| Table 1204.22-1 Parking Area Screening Technique                                      | Change | Move table closer to Development Landscape table                                                                                                                                                                                                                                                                                                                                                                                | Grouping like requirements together                                                      | 302 |
| Table 1204.26-2 Allowed Attached Permanent Signs                                      | Change | Alter table to align permissions from permitted sign types to regulations table                                                                                                                                                                                                                                                                                                                                                 |                                                                                          | 318 |
| Table 1204.26-1 Allowed Sign                                                          | Add    | Add "P" for Subdivision Pylon Sign for EC, LI, HI                                                                                                                                                                                                                                                                                                                                                                               | Consistency with sign table below                                                        | 318 |
| Table 1204.26-2 Allowed Attached Permanent Signs                                      | Change | Adjust total SF for marquee signage                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                          | 322 |
| Table 1204.26-2 Allowed Attached Permanent Signs                                      | Change | Make reference to DT code on table instead of general sign code section                                                                                                                                                                                                                                                                                                                                                         | Correction                                                                               | 319 |
| 1204.27 Temporary Signs                                                               | Remove | "10. No temporary sign shall be mounted, attached, affixed, installed, or otherwise secured by any permanent means to any building, permanent sign, other structure, or improvement, or to the ground upon which it is erected;"                                                                                                                                                                                                | Repeated regulation from #5                                                              | 335 |
| 1204.27(C) Temporary Signs                                                            | Add    | B.Total Number of Signs Permitted. Any property may choose a combination of any of the permitted sign types stated in so long as no more than two total signs are permitted unless allowed in accordance with Table 1204.27-1, Allowed Temporary Signs.                                                                                                                                                                         | Clarify limitations on number of temp signs allowed                                      | 336 |
| Table 1204.27-1 Banner Sign                                                           | Add    | "1 per property" for Residential Districts, "1 per property or 1 per tenant in a multitenant building" for LI, HI                                                                                                                                                                                                                                                                                                               | Allow sign type option across zoning districts                                           | 336 |
| Table 1204.27-1 Banner Sign                                                           | Add    | "40 SF" to Max Area for Residential Districts for Banner Signs                                                                                                                                                                                                                                                                                                                                                                  | Allow sign type option across zoning districts                                           | 336 |
| Table 1204.27-1 Banner Sign                                                           | Change | "Attached: Below eave line or parapet wall; Ground Mounted: 5 ft." Merge cell across zoning districts                                                                                                                                                                                                                                                                                                                           | Consistency across zoning districts                                                      | 336 |
| Table 1204.27-1 Temporary Sign                                                        | Change | Specify for projects active under construction and extend duration to the full course of construction                                                                                                                                                                                                                                                                                                                           | Provide additional flexibility                                                           | 338 |
| 1204.31-1 Outdoor Lighting Standards                                                  | Remove | Remove "Zoning" from table heading                                                                                                                                                                                                                                                                                                                                                                                              | Unnecessary language                                                                     | 346 |
| 1205.04(A)                                                                            | Remove | 1. <i>Grading</i> . The streets shall be graded, surfaced, and improved to the dimensions required by this Code. All streets shall be graded the full width of the right-of-way. Grading for street improvements shall not create soil slopes exceeding a vertical rise of one foot for every three feet of horizontal distance unless otherwise recommended and approved by the City Engineer <b>and Planning Commission</b> . | Should be under the purview of City Engineer only                                        | 359 |
| 1205.05-1 Street Cross-Section Standards, Table Notes                                 | Change | 1. Sidewalk widths within the Mixed-Use and Downtown zoning districts shall <b>may</b> be increased to 8 ft. or to a width determined by the City Engineer to facilitate pedestrian activity.                                                                                                                                                                                                                                   | Enforceability                                                                           | 363 |
| 1205.05(C)(3)                                                                         | Remove | 3. Variances or Waivers. These requirements may only be reduced where topographic or other conditions warrant, with approval of a variance or waiver is approved in accordance with the provisions in Chapter 1207, Development Review Procedures.                                                                                                                                                                              | Should be under the purview of City Engineer only                                        | 364 |
| 1205.05(F)(1)                                                                         | Remove | 1. <i>Concrete Curb and Gutter</i> . Concrete curb and gutter shall be provided along the outside edge of all street pavements, except in RR, LI, and HI zoning districts where curb and gutter requirements may be modified with approval of a variance or waiver is approved in accordance with the provisions in <b>Chapter 1207, Development Review Procedures</b> .                                                        | Should be under the purview of City Engineer only                                        | 364 |
| 1205.05(G)                                                                            | Add    | Add period at end of sentence                                                                                                                                                                                                                                                                                                                                                                                                   | Grammatical                                                                              | 365 |
| 1205.06(G)                                                                            | Add    | Trails and Bike Lanes to "Shared Use Paths, Trails, and Bike Lanes"                                                                                                                                                                                                                                                                                                                                                             | Consistency in language                                                                  | 365 |
| 1205.06(G)                                                                            | Add    | "off-street shared-use trails" to "off-street shared-use paths or trails"                                                                                                                                                                                                                                                                                                                                                       | Consistency in language                                                                  | 363 |
| 1205.08(B)(3)                                                                         | Remove | 1. Exception to Screening Requirement. Utility structures in the industrial zoning districts shall not be subject to this screening requirement.                                                                                                                                                                                                                                                                                | Already managed in landscaping code section                                              | 370 |
| 1205.10(H)                                                                            | Remove | No text under this section                                                                                                                                                                                                                                                                                                                                                                                                      | Error                                                                                    | 374 |
| 1207.10-1 Development Review Summary, Certificate of Occupancy                        | Add    | "Upon completion of construction or prior <b>to</b> a change in occupancy"                                                                                                                                                                                                                                                                                                                                                      | Grammatical                                                                              | 394 |
| 1207.10-1, Development Review Summary, Master Development Plan                        | Add    | "Planning Commission" to "Planning Commission or City Council"                                                                                                                                                                                                                                                                                                                                                                  | Clarify some cases go to PC, others to CC                                                | 394 |
| Table 1207.10-1 Development Review Summary, Administrative Adjustment                 | Add    | In order to make a limited modiciation to numerical standards on an application <b>or permit</b> that has already been approved"                                                                                                                                                                                                                                                                                                | Add flexibility for application or approved permit                                       | 395 |
| Table 1207.10-1 Development Review Summary, Subdivision Design and Improvement Waiver | Change | Add Planning Commission as a recommending body and Council as final say                                                                                                                                                                                                                                                                                                                                                         | Council now approves preliminary plats                                                   | 396 |
| 1207.25 Variance(B)                                                                   | Change | Move further down in the section, change title from "Specific Review Procedures" to "Amendment Review Procedures"                                                                                                                                                                                                                                                                                                               | More logical order                                                                       | 408 |

|                  |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                   |     |
|------------------|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----|
| 1208.01(C)       | Add    | a. Prohibited Uses. Is a use that is no longer permitted;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                   | 414 |
| 1208.02(B)       | Change | A minor nonconforming, nonresidential use, may be increased or improved, regardless of the applicable zoning district, where the owner of such use can demonstrate through application to the BZA that the manner in which the useable area of the nonconforming use will be increased or improved will have minimal adverse impact upon adjacent properties and other permitted land uses in the surrounding neighborhood or can be made compatible with the adjacent properties and the uses in the surrounding neighborhood upon compliance with specified conditions. |                                                                                                                                   | 417 |
| 1209 Definitions | Change | "Sign, Pylon" to "Sign, Subdivision Pylon" and "affixed to the ground by supports with a solid base directing attention to a subdivision"                                                                                                                                                                                                                                                                                                                                                                                                                                 | Create consistency with the term used elsewhere in the code                                                                       | 451 |
| 1209 Definitions | Add    | <b>Solid Surface</b> means a solid, paved material for parking, loading, access, and storage primarily for, but not limited to, vehicles, materials, equipment, and multimodal movement. A solid surface includes asphalt, concrete, or other all-weather surface approved by the City Engineer. A solid surface does not include compacted gravel, chipseal surfacing, or recycled asphalt (RAP).                                                                                                                                                                        | Provide clear definition of solid surface and that all paved surfaces for vehicles, etc. shall utilize either asphalt or concrete | 452 |
|                  |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                   |     |



November 19, 2025

Monroe City Council  
233 South Main Street  
Monroe, Ohio 45050

**RE: Case No. 2025-11-11— Public Hearing—Consideration of Various Text Amendments to the Planning and Zoning Code**

Dear City Council,

This letter is to inform Council that on November 18, 2025, Planning Commission voted 5 - 0 to recommend to City Council approval of Case No. 2025-11-11—Consideration of Various Text Amendments to the Planning and Zoning Code.

A copy of the recommended draft amendments are attached.

Sincerely,

Robert Duckworth  
Planning Commission Chair



**ORDINANCE NO. 2025-49**

AN ORDINANCE APPROVING A FINAL PLAT FOR SECTION 5, BLOCK D, IN THE MONROE CROSSINGS SUBDIVISION.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT

SECTION 1: The Council of the City of Monroe hereby approves the Final Plat for Section 5, Block D, in the Monroe Crossings Subdivision upon receipt of proper bonding, payment of all application review and inspection fees, submission of digital files compatible with the City's GIS, and a complete file of all As-Built drawings.

SECTION 2: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

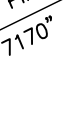
\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

First Reading: \_\_\_\_\_







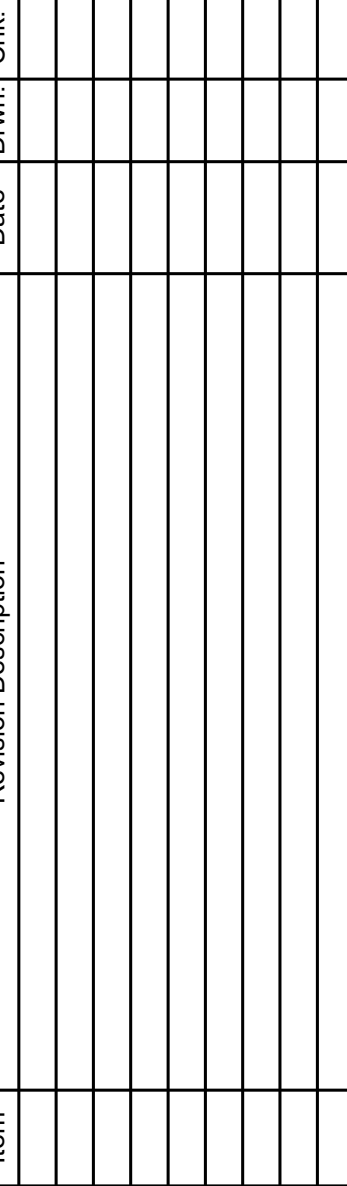
| CENTERLINE CURVE TABLE |           |         |         |             |         |
|------------------------|-----------|---------|---------|-------------|---------|
| Curve                  | Delta     | Radius  | Length  | Chord       |         |
| 5                      | 29°28'55" | 500.00' | 257.28' | N69°31'56"W | 254.45' |

| EASEMENT CURVE TABLE |          |         |        |                    |
|----------------------|----------|---------|--------|--------------------|
| Curve                | Delta    | Radius  | Length | Chord              |
| EC-16                | 2°12'37" | 525.00' | 20.25' | S64°59'50"E 20.25' |
| EC-17                | 8°02'09" | 35.00'  | 4.91'  | S84°07'39"W 4.90'  |

|                                   |                     |
|-----------------------------------|---------------------|
| <b><u>TOTAL ACREAGE</u></b>       |                     |
| TOTAL LOTS:                       | 7.6006 ACRES        |
| TOTAL RIGHT-OF-WAYS:              | 1.2784 ACRES        |
| TOTAL OPEN SPACES:                | 0.1122 ACRES        |
| <u>TOTAL AREA OF SUBDIVISION:</u> | <u>8.9912 ACRES</u> |

BLUE SPRINGS DRIVE: 617.82 L.F.  
BRAY COURT: 406.71 L.F.

- Found 5/8" Iron Pin (cap as noted)  
 ○ Found 1" Iron Pin capped "Bayer Becker"  
 △ Found MAG Nail  
 ● Set 1" Diameter x 30" Long  
 Iron Pin Capped "Bayer Becker"  
 ⚙ Set MAG Spike      ⚙ Set MAG Nail  
 R/W = Right of Way  
 M.O.E.=MINIMUM OPENING ELEVATION  
 M.F.O.E.=MINIMUM FRONT OPENING ELEVATION  
 M.R.O.E.=MINIMUM REAR OPENING ELEVATION  
 [Hatched Box] = Sanitary Sewer Easement  
 100 YR.DR.RT. = 100-YEAR DRAINAGE ROUTE



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Mason, OH 45040 • 513.336.6600

Sheet:



**ORDINANCE NO. 2025-52**

AN ORDINANCE AMENDING AND SUPPLEMENTING SECTION 286 OF THE CODIFIED ORDINANCES TO ADJUST FEES.

WHEREAS, due to the increase in costs for professional services, inflation rates, and staff time, it is necessary that fees charged be reviewed on an annual basis; and

WHEREAS, after review of the current fees charged, staff is recommending a change in said fees.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT

SECTION 1: Section 286 of the Codified Ordinances is hereby amended and supplemented to read as set forth in the text attached hereto as “Exhibit A” and made a part hereof.

SECTION 2: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

First Reading: \_\_\_\_\_

# CHAPTER 286

## FEES

### FACILITY RESERVATIONS & RECREATION

#### 286.01. 6 East Avenue Reservation Fees

| Facility                     | Fee                      |
|------------------------------|--------------------------|
| Monroe Community Room        |                          |
| Monday – Thursday            | \$100.00 per reservation |
| Friday – Sunday and Holidays | \$250.00 per reservation |
| Small Conference Room        | \$50.00 per reservation  |

Holidays include Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day, and New Year's Day. All reservations are nonrefundable. Refunds shall only be approved by the City Manager or designee during exigent circumstances when the reservation is cancelled by the City.

(Ord. No. 2021-20. Passed 6-22-21.)

#### 286.02. Park Shelter Fee

| Item                                     | Fee                     |
|------------------------------------------|-------------------------|
| Park shelter reservation (nonrefundable) | \$25.00 per reservation |

Refunds shall only be approved by the City Manager or designee during exigent circumstances when the reservation is cancelled by the City of Monroe.

(Ord. 2019-09. Passed 3-12-19; Ord. 2020-17. Passed 5-12-20.)

### BUSINESS & ENTERTAINMENT LICENSES

#### 286.03. Circuses, Carnivals, Musicals and Other Entertainment

| Item                                                                    | Fee/Amount          |
|-------------------------------------------------------------------------|---------------------|
| Cash bond (per Section 806.02)                                          | \$100.00 - \$500.00 |
| License fee (circus, carnival, sideshow, musical, minstrel, or similar) | \$100.00 initial    |
| Each day thereafter                                                     | \$50.00/day         |
| Maximum per week                                                        | \$300.00            |

(Ord. 2008-55. Passed 11-25-08.)

#### 286.04. Public Dances

| License Type                 | Fee                                    |
|------------------------------|----------------------------------------|
| Public ball or dance license | \$2,000.00 per year or fractional part |

(Ord. 2008-55. Passed 11-25-08.)

#### 286.05. Trap-Shooting

| License Type                                      | Fee     |
|---------------------------------------------------|---------|
| Trap-shooting or skeet-shooting facility (annual) | \$25.00 |

(Ord. 2008-55. Passed 11-25-08.)

## CHAPTER 286 - FEES

### 286.06. Peddlers and Solicitors

| Item                             | Fee     |
|----------------------------------|---------|
| Application fee (per individual) | \$50.00 |

(Ord. 2008-55. Passed 11-25-08; Ord. No. 2015-30, § 1. Passed 10-13-15.)

### 286.07. Sexually Oriented Business License Fees

| License Type                                                        | Fee      |
|---------------------------------------------------------------------|----------|
| Initial sexually oriented business license (nonrefundable)          | \$200.00 |
| Annual renewal - sexually oriented business license                 | \$200.00 |
| Initial sexually oriented business employee license (nonrefundable) | \$100.00 |
| Annual renewal - sexually oriented business employee license        | \$50.00  |

(Ord. 2021-01. Passed 1-26-21.)

### 286.08. Alarm System Permits

| Item                                       | Fee     |
|--------------------------------------------|---------|
| (a) Alarm system permit                    | \$10.00 |
| (b) Civil penalty for alarm system permits | \$25.00 |

(Ord. 2008-55. Passed 11-25-08.)



**PLANNING & ZONING****286.09. Planning and Zoning Code**

Fees for applications and requests under the provisions of this Planning and Zoning Code shall be as follows:

**SUBDIVISIONS (Residential and Commercial)****A. Minor Subdivision (3-5 lots, excluding extension of construction of public roadway)**

| Item                                                         | Fee                        |
|--------------------------------------------------------------|----------------------------|
| Plat Review                                                  | \$75/unit or lot**         |
| Construction Drawings Review                                 | 1.5% of Engineers Estimate |
| Amendments to Preliminary or Final Plat (prior to recording) | 50% of original fee**      |

**B. Major Subdivision (6 lots and above and/or extension or construction of public roadway)**

| Item                                                         | Fee                        |
|--------------------------------------------------------------|----------------------------|
| Preliminary Plat Review                                      | \$75/unit or lot**         |
| Construction Drawings Review                                 | 1.5% of Engineers Estimate |
| Final Plat Review                                            | \$75/unit or lot**         |
| Amendments to Preliminary or Final Plat (prior to recording) | 50% of original fee**      |

**\*\* When any application has been submitted to the City for permits, certificate, or approval that involves the submission of technical information by the applicant, it is recognized that the City may need to incur expenses for the expertise of engineers and other subject matter experts to evaluate such technical data. As a condition of the City agreeing to consider any such application, the applicant must agree to reimburse the City at once for any such expenses. That reimbursement must be received by the City before any such permit, certificate, or approval is issued.**

**C. Development Agreements**

When an application has been submitted requiring a development agreement, the City and the applicant shall establish a Memorandum of Understanding for the creation of the development agreement in accordance with section 1205.12 of the Planning and Zoning Code. As a condition of the City agreeing to consider any such application requiring a development agreement, the applicant must agree to reimburse the City at once for any such expenses related to the creation of the development agreement. Expenses may include but are not limited to services for administration (section 286.28), legal, and engineering reviews. Said reimbursement must be received by the City before any such permit, certificate, or approval is issued.

**GENERAL PLANNING AND ZONING FEES**

| #    | Item                                                                                     | Fee      |
|------|------------------------------------------------------------------------------------------|----------|
| (1)  | Administrative appeal to the Board of Zoning Appeals                                     | \$300.00 |
| (2)  | Variance - Residential/Agricultural                                                      | \$300.00 |
|      | Variance - Commercial/Industrial                                                         | \$500.00 |
| (3)  | Conditional Use                                                                          | \$300.00 |
| (4)  | Lot consolidation or lot split (2 lots, excl. public infrastructure or roadway)          | \$50.00  |
| (5)  | Site Plan Review detached single unit dwelling (new construction)                        | \$100.00 |
| (6)  | Site Plan Review for all other housing types or addition(s) (new construction), per unit | \$80.00  |
| (7)  | Planned Unit Development (Residential and Commercial)                                    | \$500.00 |
| (8)  | Planned Unit Development Amendment(s)                                                    | \$500.00 |
| (9)  | Permanent sign                                                                           | \$75.00  |
| (10) | Sign face change                                                                         | \$25.00  |
| (11) | Zoning Map and Text Amendment (Residential and Commercial)                               | \$500.00 |
| (12) | Home occupation (except non-profit organizations - exempt)                               | \$75.00  |
| (13) | Planned Unit Development amendments                                                      | \$500.00 |

## CHAPTER 286 - FEES

|      |                                                                           |                                          |
|------|---------------------------------------------------------------------------|------------------------------------------|
| (14) | Amendment to Preliminary Plat or Final Plat                               | 50% of Preliminary Plat Fee              |
| (15) | Accessory use or structure zoning review                                  | \$30.00                                  |
| (16) | Site plan - new commercial construction                                   |                                          |
|      | Application fee                                                           | \$100.00                                 |
|      | Review and Inspection Fees (based on estimated value, not including land) |                                          |
|      | <b>Estimated Real Property Improvement Value</b>                          | <b>Fee</b>                               |
|      | \$0 to \$250,000.00                                                       | \$3,200.00                               |
|      | \$250,001.00 to \$500,000.00                                              | \$4,300.00                               |
|      | \$500,001.00 to \$1,000,000.00                                            | \$6,500.00                               |
|      | \$1,000,001.00 to \$10,000,000.00                                         | \$7,600.00                               |
|      | \$10,000,001.00 to \$20,000,000.00                                        | \$9,800.00                               |
|      | \$20,000,000.00 to \$50,000,000.00                                        | \$11,000.00                              |
|      | \$50,000,001.00 and over                                                  | \$21,000.00 + \$0.01/sq. ft.of structure |

### ADDITIONAL PLANNING AND ZONING FEES

| #    | Item                                                     | Fee                                          |
|------|----------------------------------------------------------|----------------------------------------------|
| (17) | Administrative Adjustment                                | \$50.00                                      |
| (18) | Zoning review for new business/use                       | \$100.00                                     |
| (19) | Fence permit                                             | \$30.00                                      |
| (20) | Public hearing notification                              | Total Actual cost of publication and mailing |
| (21) | Temporary Use                                            | \$30.00                                      |
| (22) | Addition/Expansion                                       | \$100.00                                     |
| (23) | Demolition - Residential                                 | \$50.00                                      |
| (24) | Demolition - Commercial                                  | \$100.00                                     |
| (25) | Certificate of Zoning Compliance - Residential           | \$100.00 + \$0.01/sq. ft.                    |
| (26) | Certificate of Zoning Compliance - Commercial/Industrial | \$200.00 + \$0.01/sq. ft.                    |
| (27) | Zoning Verification                                      | \$50.00                                      |

(Ord. 2008-55. Passed 11-25-08; Ord. 2011-02. Passed 2-8-11; Ord. No. 2013-32, § 1, 11-26-13; Ord. No. 2023-03, § 1, Passed 1-24-23; Ord. No. 2024-06, § 1, Passed 2-27-24.)

### 286.10. SPECIAL BUILDING PERMIT FEES

| Item                                                         | Fee                    |
|--------------------------------------------------------------|------------------------|
| (1) Single-family residence (one-time fee on initial permit) | \$838.99 per residence |
| (2) Multi-family construction (per individual family unit)   | \$838.99 per unit      |
| (3) Commercial/industrial building (one-time per structure)  | \$838.99 per building  |

Effective January 1, 2009, and every January 1 thereafter, the fees required in division (a) of this section shall be increased by the annual CPI-U inflationary index as published by The United States Bureau of Labor Statistics.  
(Ord. 2008-55. Passed 11-25-08; Ord. No. 2023-03, § 2, Passed 1-24-23; Ord. No. 2024-06, § 2, Passed 2-27-24.)

### 286.11. Construction Drawings

| Item                                 | Fee                                                |
|--------------------------------------|----------------------------------------------------|
| Review fee for construction drawings | 1.5% of estimated infrastructure improvement costs |

Editor's note: Ord. No. 2014-01, § 1, adopted January 17, 2014, repealed the former § 286.07, and enacted a new § 286.07 as set out herein. The former § 286.07 pertained final plats and derived from Ordinance 2008-55, passed 11-25-08.  
(Ord. No. 2014-01, § 1, 1-17-14)

**BUILDING PERMITS****286.12. Building Permit Fees****BUILDING PERMIT APPLICATION FEES**

| Application Type                            | Fee      |
|---------------------------------------------|----------|
| (a) One-, Two- and Three-Family Residential | \$260.00 |
| (b) Residential (other than above)          | \$100.00 |
| (c) Commercial                              | \$500.00 |

**(d) COMMERCIAL AND INDUSTRIAL BUILDINGS (OBC)**

| Item                                                                                                                                   | Fee                        |
|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| <b>Minimum building fee</b>                                                                                                            | \$500.00                   |
| <b><i>Use Groups A-Assembly, B-Business, E-Education, I-Institutional, M-Mercantile, R-Residential (excl. 1, 2 &amp; 3 family)</i></b> |                            |
| Structural fees:                                                                                                                       |                            |
| Base Fee                                                                                                                               | \$280                      |
| New construction/addition                                                                                                              | \$0.48 x sq. ft.           |
| Or, partial permits:                                                                                                                   |                            |
| Footing/foundation                                                                                                                     | \$0.19 x sq. ft.           |
| Shell                                                                                                                                  | \$0.19 x sq. ft.           |
| Interior finish                                                                                                                        | \$0.22 x sq. ft.           |
| <b><i>Use Groups F-Factory, H-High Hazard, S-Storage, U-Utility/Miscellaneous</i></b>                                                  |                            |
| Structural fees:                                                                                                                       |                            |
| Base Fee                                                                                                                               | \$280                      |
| New construction/addition (up to 100,000 sq. ft.)                                                                                      | \$0.27 x sq. ft.           |
| Portion over 100,000 sq. ft.                                                                                                           | \$0.19<br>x sq. ft.        |
| Or, partial permits:                                                                                                                   |                            |
| Footing/foundation (up to 100,000 sq. ft.)                                                                                             | \$0.16 x sq. ft.           |
| Footing/foundation (over 100,000 sq. ft.)                                                                                              | \$0.14 x sq. ft.           |
| Shell (up to 100,000 sq. ft.)                                                                                                          | \$0.16 x sq. ft.           |
| Shell (over 100,000 sq. ft.)                                                                                                           | \$0.14 x sq. ft.           |
| Interior finish (finished area)                                                                                                        | \$0.08 x sq. ft.           |
| Interior finish (over 100,000 sq. ft.)                                                                                                 | \$0.08 x sq. ft.           |
| Warehouses without changes after shell approval                                                                                        | \$500.00 + plan review fee |

**COMMERCIAL MECHANICAL, ELECTRICAL, AND RELATED FEES**

| Item                                        | Fee                                                    |
|---------------------------------------------|--------------------------------------------------------|
| Electrical fees: minimum base fee           | \$280.00 + \$6.55/100 sq. ft. total floor area         |
| Vehicle Charging                            | \$280.00 + \$180 for additional changes on same permit |
| Electric for Solar Panels                   | \$280 + \$6.00/panel                                   |
| Meter Bank Replacements                     | \$280 + \$25.00/meter on same permit                   |
| Mechanical fees:                            |                                                        |
| Use groups A, B, E, I, M, R                 | \$280.00 + \$6.55/100 sq. ft. total floor area         |
| Use Groups F, H, S, U                       | \$280.00 + \$200.00/unit (no duct work)                |
| Adding duct work to existing shell approval | \$280.00 + \$3.00/sq. ft. of duct work                 |
| Fire suppression fees: minimum base fee     | \$280.00 + \$6.55/100 sq. ft. total floor area         |
| Fire alarm fee: minimum base fee            | \$280.00 + \$6.55/device                               |



## CHAPTER 286 - FEES

|                                           |                                                   |
|-------------------------------------------|---------------------------------------------------|
| Minor alteration: per each type of permit | \$120.00 (Bldg, Elec, HVAC, Gas, Fire Protection) |
|-------------------------------------------|---------------------------------------------------|

### COMMERCIAL SIGNS, DEMOLITION, AND ADMINISTRATIVE FEES

| Item                                                                                                                                                                                                                                                                                          | Fee                                                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| Permanent signs:                                                                                                                                                                                                                                                                              |                                                                        |
| Under 30 sq. ft. – structural or electrical                                                                                                                                                                                                                                                   | \$100.00                                                               |
| Over 30 sq. ft. – structural or electrical                                                                                                                                                                                                                                                    | \$200.00                                                               |
| Demolition permit: per building                                                                                                                                                                                                                                                               | \$120.00                                                               |
| Unspecified permit fee                                                                                                                                                                                                                                                                        | Calculated per most similar permit type (Building Official discretion) |
| Special inspection                                                                                                                                                                                                                                                                            | \$100.00                                                               |
| Re-inspection fee                                                                                                                                                                                                                                                                             | \$100.00                                                               |
| Permit renewal fee                                                                                                                                                                                                                                                                            | \$100.00                                                               |
| Certificate of occupancy                                                                                                                                                                                                                                                                      | \$300.00                                                               |
| Temporary certificate of occupancy                                                                                                                                                                                                                                                            | \$500.00                                                               |
| Occupying without certificate of occupancy                                                                                                                                                                                                                                                    | \$500.00                                                               |
| Commercial plan review fees: per hour                                                                                                                                                                                                                                                         | \$80.00                                                                |
| Commercial revision fee                                                                                                                                                                                                                                                                       | \$225.00 + plan review fee                                             |
| Starting work without permits                                                                                                                                                                                                                                                                 | \$200.00 or double the fees, whichever is greater                      |
| Board assessment: Pursuant to Ohio R.C. 3781.102(F)(1) an assessment equal to three percent of those fees imposed for plans and specifications and inspection approvals in connection with non-residential buildings shall be collected and remitted to the Ohio Board of Building Standards. |                                                                        |

### (e) RESIDENTIAL ONE, TWO AND THREE FAMILY BUILDINGS (RCO)

| Item                                            | Fee                        |
|-------------------------------------------------|----------------------------|
| <b>Building Fees</b>                            |                            |
| Base fee - New homes, additions and alterations | \$100.00 + \$0.36/sq. ft.  |
| <b>Electric Fees</b>                            |                            |
| Base fee                                        | \$100.00 + \$0.065/sq. ft. |
| Construction temporary                          | \$100.00                   |
| Service entrance only                           | \$75.00                    |
| Service and additional wiring                   | \$100.00                   |
| Re-inspection                                   | \$50.00                    |
| Swimming pool                                   | \$90.00                    |
| Electric Vehicle Chargers                       | \$100.00                   |
| Generator                                       | \$100.00                   |
| Solar Array (Bldg. and Electric)                | \$100.00 + \$6.00/panel    |
| Solar Array with Battery Storage                | \$130.00 + \$6.00/panel    |

### RESIDENTIAL MECHANICAL (HVAC) FEES

| Item                                   | Fee                       |
|----------------------------------------|---------------------------|
| Base fee: new, addition, remodel       | \$100.00 + \$0.06/sq. ft. |
| Each additional unit                   | \$55.00                   |
| Duct extension only                    | \$55.00                   |
| Replacement heating and A/C (combined) | \$100.00                  |
| Replacement heating or A/C             | \$80.00                   |
| Gas piping inspection                  | \$80.00                   |

**CHAPTER 286 - FEES****RESIDENTIAL ACCESSORY STRUCTURES, POOLS, AND DEMOLITION**

| <b>Item</b>                                 | <b>Fee</b>                |
|---------------------------------------------|---------------------------|
| Accessory structure: 120 sq. ft. or less    | No permit required        |
| Accessory structure: 121 sq. ft. or greater | \$100.00 + \$0.25/sq. ft. |
| Decks                                       | \$100.00 + \$0.25/sq. ft. |
| Swimming pools                              | \$110.00                  |
| Demolition permit: per building             | \$80.00                   |

**RESIDENTIAL ADMINISTRATIVE FEES**

| <b>Item</b>                                                                                                                                                                                                                                                                             | <b>Fee</b>                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| Permit renewal fee                                                                                                                                                                                                                                                                      | \$100.00                                          |
| Re-inspection fee (3rd and subsequent)                                                                                                                                                                                                                                                  | \$90.00                                           |
| Special inspection                                                                                                                                                                                                                                                                      | \$80.00                                           |
| Residential revision fee                                                                                                                                                                                                                                                                | \$150.00                                          |
| Minor revision                                                                                                                                                                                                                                                                          | \$80.00                                           |
| Certificate of occupancy                                                                                                                                                                                                                                                                | \$100.00                                          |
| Copy set of residential plans/re-stamp plans                                                                                                                                                                                                                                            | Actual Cost                                       |
| Occupying without certificate of occupancy                                                                                                                                                                                                                                              | \$500.00                                          |
| Missed inspection                                                                                                                                                                                                                                                                       | \$150.00                                          |
| Temporary certificate of occupancy (30 days)                                                                                                                                                                                                                                            | \$125.00                                          |
| Starting work without permits                                                                                                                                                                                                                                                           | \$100.00 or double the fees, whichever is greater |
| Non-permit inspection request                                                                                                                                                                                                                                                           | \$80.00                                           |
| Temporary Tent 400-699 sq. ft with sides                                                                                                                                                                                                                                                | \$80.00 + \$0.15/sq. ft.                          |
| Temporary Tent 700 sq. ft or more with or without sides                                                                                                                                                                                                                                 | \$100.00 + \$0.12/sq. ft.                         |
| Fence over six feet tall                                                                                                                                                                                                                                                                | \$80.00                                           |
| Board assessment: Pursuant to Ohio R.C. 3781.102(F)(2) an assessment equal to one percent of those fees imposed for plans and specifications and inspection approvals in connection with residential buildings shall be collected and remitted to the Ohio Board of Building Standards. |                                                   |

**RIGHT-OF-WAY PERMITS****286.13. Utility Right-of-Way Permits and Registration**

| Permit Type                                         | Fee        |
|-----------------------------------------------------|------------|
| Utility Right-of-Way Construction Permit            | \$150.00   |
| Utility Right-of-Way Certificate of Registration    | \$1,500.00 |
| Utility Right-of-Way Minor Maintenance Permit       | \$500.00   |
| All other right-of-way permits not specified herein | \$100.00   |

(Ord. 2021-01. Passed 1-26-21.)

**CONCRETE NEW & REPLACEMENT****286.14. Sidewalks, Curb and Gutter and Drive Aprons**

The following fees, deposits, and fines shall apply to concrete construction, repair, and replacement within the public right-of-way pursuant to Chapter 1022:

**CONTRACTOR LICENSING FEES**

| Item                                         | Fee         |
|----------------------------------------------|-------------|
| Concrete Contractor License (initial)        | TBD         |
| Concrete Contractor License Renewal (annual) | TBD         |
| Required Surety Bond (minimum)               | \$10,000.00 |

*Licenses expire December 31 annually. Renewal applications due by November 15. No license shall be issued or renewed until all outstanding fines, penalties, and enforcement costs are paid in full.*

**PERMIT FEES**

| Item                                        | Fee      |
|---------------------------------------------|----------|
| Concrete work permit - Residential property | \$50.00  |
| Concrete work permit - Commercial property  | \$100.00 |

*Permit deposit secures compliance with permit conditions and offsets City costs for additional inspections or remedial work. Permits required for all sidewalk, curb and gutter, and drive apron work unless part of a City-initiated assessment program.*

**INSPECTION FEES**

| Item                                                                                                                      | Fee                  |
|---------------------------------------------------------------------------------------------------------------------------|----------------------|
| Standard inspections (pre-work, mid-work, final) - included with permit                                                   | No additional charge |
| Additional re-inspection fee (3rd and subsequent inspections due to contractor error, incomplete work, or non-compliance) | \$90                 |

**ADMINISTRATIVE PENALTIES (Per Chapter 1022.07)**

| Violation Type                                                                           | Penalty        |
|------------------------------------------------------------------------------------------|----------------|
| General violations - per day violation continues                                         | Up to \$150.00 |
| <b>Unlicensed Contractor Work (escalating within 12 months)</b>                          |                |
| First offense                                                                            | \$500.00       |
| Second offense                                                                           | \$1,000.00     |
| Third and subsequent offenses                                                            | \$2,000.00     |
| <b>Using Unlicensed Subcontractors - per subcontractor (escalating within 12 months)</b> |                |
| First offense                                                                            | \$500.00       |
| Second offense                                                                           | \$1,000.00     |
| Third and subsequent offenses                                                            | \$2,000.00     |
| <b>Other Violations</b>                                                                  |                |
| Work without permit - per violation                                                      | \$250.00       |



## CHAPTER 286 - FEES

|                                                                    |          |
|--------------------------------------------------------------------|----------|
| Federal accessibility violations (ADA/PROWAG/FHWA) - per violation | \$500.00 |
|--------------------------------------------------------------------|----------|

*Administrative penalties are in addition to other remedies available to the City, including stop work orders, license suspension or revocation, and criminal prosecution. Unpaid penalties may be certified to the County Auditor for collection.*

### CRIMINAL PENALTIES (Per Chapter 1022.14)

| Violation                                                   | Fine           |
|-------------------------------------------------------------|----------------|
| Violation of Chapter 1022 (minor misdemeanor) - per offense | Up to \$150.00 |

*Each day a violation continues constitutes a separate offense.*

*(Ord. 2008-55. Passed 11-25-08; Ord. 2021-01. Passed 1-26-21; Ord. No. 2025-XX. Passed XX-XX-25.)*

## ENVIRONMENTAL & STORMWATER

### 286.15. Flood Plain Permit Fee

| Permit Type        | Fee      |
|--------------------|----------|
| Flood Plain Permit | \$100.00 |
| Flood Plain Review |          |

The City of Monroe utilizes a third-party consultant to evaluate all floodplain management applications and activities. At its discretion, the City of Monroe shall back charge the applicant for all costs incurred for review services related to floodway and floodplain management activities. Such costs shall be in addition to the permit fee set forth above and shall be invoiced to the applicant upon completion of the third-party review. Payment of all third-party review costs shall be required prior to issuance of any permit or approval.

*(Ord. 2021-01. Passed 1-26-21.)*

### 286.16. SWP3 Review Fee

| Item        | Fee        |
|-------------|------------|
| SWP3 review | \$1,000.00 |

*(Ord. 2021-01. Passed 1-26-21.)*

### 286.17. Abbreviated SWP3 Review Fee

| Item                    | Fee      |
|-------------------------|----------|
| Abbreviated SWP3 Review | \$500.00 |

*(Ord. 2021-01. Passed 1-26-21.)*

### 286.18. Stormwater Management Appeals

| Item                                                 | Fee      |
|------------------------------------------------------|----------|
| Appeal to administrative decision under Chapter 1028 | \$100.00 |

*(Ord. No. 2022-04. Passed 6-14-22; Ord. No. 2025-24. Passed 6-24-25.)*

### 286.19. Stormwater Enforcement Fines

The following fines shall be assessed for violations of Chapter 1028 Comprehensive Storm Water Management:

| Violation Type                                                                                                     | Fine     |
|--------------------------------------------------------------------------------------------------------------------|----------|
| Stop Work Order violation (SWP3 or Abbreviated SWP3) - per business day                                            | \$250.00 |
| Violation impacting MS4 and/or US Army Corps protected blue line streams - per business day (in addition to above) | \$500.00 |

*Fines shall be assessed against the SWP3 Bond or site plan deposit. Any work completed during a Stop Work Order may result in forfeiture of the SWP3 bond.*

*(Ord. No. 2022-04. Passed 6-14-22; Ord. No. 2025-24. Passed 6-24-25.)*

**CEMETERY****286.20. Cemetery Rates**

The following rates shall be charged for the North Monroe and Mound Cemeteries:

| Item                                                         | Rate                   |
|--------------------------------------------------------------|------------------------|
| <b>Purchase of Lot</b>                                       |                        |
| Resident                                                     | \$1,200.00 each        |
| Non resident                                                 | \$2,400.00 each        |
| Veteran resident                                             | \$750.00 each          |
| Veteran non resident                                         | \$1,600.00 each        |
| Full-time employees of the City of Monroe                    | \$1,200.00 each        |
| <b>Opening and Closing of Grave</b>                          |                        |
| Weekday                                                      | \$900.00               |
| Saturday, Sunday, holiday, and after 2:30 p.m. on weekdays   | \$1,400.00             |
| <b>Infant Opening and Closing of Grave</b>                   |                        |
| Weekday                                                      | \$450.00               |
| Saturday, Sunday, holiday, and after 2:30 p.m. on weekdays   | \$700.00               |
| <b>Urn Burial</b>                                            |                        |
| Weekday                                                      | \$450.00               |
| Saturday, Sunday, holiday, and after 2:30 p.m. on weekdays   | \$700.00               |
| <b>Foundations</b>                                           |                        |
| Foundation fee                                               | \$0.70 per square inch |
| <b>Indigent Burial</b>                                       |                        |
| Cremation and burial expense of an indigent person (maximum) | \$1,000.00             |

(Ord. 2008-63. Passed 1-13-09; Ord. No. 2016-28, § 1. Passed 10-11-16; Ord. No. 2025-XX. Passed XX-XX-25.)

**REGULATORY FEES****286.21. Annual Regulatory Fee**

| Item                                                                       | Fee      |
|----------------------------------------------------------------------------|----------|
| (a) Annual regulatory fee (per Subsection 828.05(a)), expires Dec 31       | \$100.00 |
| (b) Work permit fee (per Subsection 828.05(h)), valid 1 year from issuance | \$50.00  |

(Ord. No. 2017-02, § 1. Passed 3-28-17.)

**WATER SYSTEM FEES****286.22. Water Connection and Installation Fees**

| Fee Type                                      | Fee Amount |
|-----------------------------------------------|------------|
| Service Line Inspection (per inspection)      | \$50.00    |
| Water Tap Installation (residential accounts) | \$1,637.00 |

*Service line inspection fee covers both domestic and irrigation services if installed simultaneously. Water tap installation fee is assessed for taps made by the City.*

**286.23. Water System Tap-In Fees****RESIDENTIAL DEVELOPMENTS (R-1, R-2, R-3 ZONING DISTRICTS)**

| Fee Type                         | Fee Amount                   |
|----------------------------------|------------------------------|
| Residential dwelling unit tap-in | \$2,567.38 per dwelling unit |

*Effective April 1, 2012.*

**RESIDENTIAL DEVELOPMENTS (R-4, R-5 ZONING DISTRICTS)**

| Meter Size (Inches) | Fee Amount  |
|---------------------|-------------|
| 5/8 or 3/4          | \$2,952.48  |
| 1                   | \$3,594.33  |
| 1-1/2               | \$4,492.91  |
| 2                   | \$7,702.13  |
| 3                   | \$16,687.96 |
| 4                   | \$25,673.78 |

*5/8 or 3/4 inch meter effective January 1, 2022. All other sizes effective April 1, 2012.*

**NON-RESIDENTIAL DEVELOPMENTS**

| Meter Size (Inches) | Fee Amount   |
|---------------------|--------------|
| 5/8 or 3/4          | \$3,851.07   |
| 1                   | \$4,492.91   |
| 1-1/2               | \$6,418.45   |
| 2                   | \$12,836.89  |
| 3                   | \$33,375.91  |
| 4                   | \$51,347.56  |
| 6                   | \$128,368.90 |
| 8                   | \$192,553.35 |

*5/8 or 3/4 inch meter effective January 1, 2022. All other sizes effective April 1, 2012.*

**286.24. Special Area Tap-In Charges**

| Area                     | Location                                                                                                  | Fee Amount |
|--------------------------|-----------------------------------------------------------------------------------------------------------|------------|
| Texas Eastern Water Line | Britton Lane north of Lot 458; Todhunter Road from Britton Lane to west corporation limits at Yankee Road | \$220.00   |
| Hodapp Water Line        | North side of Todhunter Road between Britton Lane and Main Street                                         | \$220.00   |
| M.V.I.P. Water Line      | Garver Road north of State Route to the south property line of Wickes                                     | \$250.00   |

*Texas Eastern fee payable to Texas Eastern. Hodapp fee payable to Dale Hodapp until November 14, 1991, then to City. M.V.I.P. fee does not apply to M.V.I.P.*

**MANCHESTER WATER LINE FEE SCHEDULE**



## CHAPTER 286 - FEES

Main Street between the north line of Lot 355 and Manchester Machine Company:

| Tap Size                               | Fee Amount                                      |
|----------------------------------------|-------------------------------------------------|
| 3/4 inch                               | \$250.00                                        |
| Greater than 3/4 inch up to 1-1/2 inch | Proportionate to cross-section vs. 3/4 inch tap |
| 2 inch                                 | \$1,750.00                                      |
| 3 inch                                 | \$2,000.00                                      |
| 4 inch                                 | \$4,000.00                                      |
| 6 inch                                 | \$6,000.00                                      |
| 8 inch                                 | \$8,000.00                                      |

### 286.25. Water Service and Administrative Fees

| Fee Type                                                         | Fee Amount |
|------------------------------------------------------------------|------------|
| Water Account Deposit (non-property owner/occupant applications) | \$200.00   |
| Trip Charge (disconnection/reconnection; temporary shutoff)      | \$35.00    |
| Insufficient Funds Charge (per incident for returned payments)   | \$30.00    |

### 286.26. Meter-Related Fees

#### METER CERTIFICATION TESTING

| Meter Size      | Fee Amount                              |
|-----------------|-----------------------------------------|
| 3/4 inch        | \$24.00 plus actual certification costs |
| 1 to 1-1/2 inch | \$32.00 plus actual certification costs |
| 2 to 3 inch     | \$60.00 plus actual certification costs |

*No charge if the meter proves to be faulty.*

#### TEMPORARY METER DEPOSITS

| Meter Size                                                                  | Deposit Amount |
|-----------------------------------------------------------------------------|----------------|
| 1 inch fire hydrant meter (commercial use prior to main meter installation) | \$1,000.00     |
| 3 inch fire hydrant meter (commercial use prior to main meter installation) | \$2,000.00     |

*Deposits refunded if meter returned in the same condition; retained if meter not returned.*

### 286.27. Water Emergency Violation Penalties

| Violation Type                                                                  | Fee Amount |
|---------------------------------------------------------------------------------|------------|
| Mandatory water ban violation (second and subsequent occurrences after warning) | \$100.00   |

#### GENERAL PROVISIONS - WATER SYSTEM FEES

- (a) **Payment Timing.** Water system tap-in fees must be paid in full prior to building permit issuance.
- (b) **Fee Calculations.** All fee charges are based on calculations provided by Arcadis.
- (c) **Special Contracts.** Council reserves the right to make special rates or contracts in individual cases.
- (d) **Pre-Assessments.** Properties where assessments previously paid or water lines installed by developer may have different fee structures per existing agreements.

*Water usage rates, monthly administration fees, meter replacement fees, and fire protection fees remain codified in Chapter 1040.*

## ADMINISTRATIVE FEES

### **286.28. Administrative Fee**

An administrative fee of fifteen percent (15%) of the total invoice amount shall be applied to invoices issued by the City of Monroe to recoup administrative costs associated with the collection, processing, and preparation of invoice documentation. This fee shall be:

- (a) Calculated as 15% of the base invoice amount before the administrative fee is added;
- (b) Added to the total amount due on applicable invoices;
- (c) Non-refundable unless the underlying invoice is cancelled due to City error;
- (d) Applied uniformly across all City departments that issue invoices requiring the collection and processing of documentation.

*(Ord. No. 2025-13. Passed 4-5-25.)*

## ORDINANCE NO. 2025-53

AN ORDINANCE AMENDING SECTION 1040.10 OF THE CODIFIED ORDINANCES TO INCREASE THE RATE CHARGED FOR WATER FURNISHED BY THE CITY.

WHEREAS, the Water Fund will show a deficit fund balance by the end of fiscal year 2026 if water rates remain at their current level; and

WHEREAS, the rate charged to the City by Butler County for water supply has increased by the equivalent of approximately 29%.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT

SECTION 1: Section 1040.10 of the Codified Ordinances is hereby amended to read as follows:

### 1040.10 (a)

Effective January 1, 2026, the water rates shall be as follows:

When the usage during a billing cycle reflects 20,000 gallons or less, the rate for the total usage shall be \$10.61 per 1,000 gallons, or part thereof, effective January 1, 2026.

When the usage during a billing cycle reflects 20,000 gallons or more the rate for the total usage shall be \$12.28 per 1,000 gallons, or part thereof, effective January 1, 2026.

### 1040.10 (b)

Effective January 1, 2026, the rates charged outside the City shall be as follows:

When the usage during a billing cycle reflects 20,000 gallons or less, the rate for the total usage shall be \$17.50 per 1,000 gallons, or part thereof, effective January 1, 2025.

When the usage during a billing cycle reflects 20,000 gallons or more the rate for the total usage shall be \$20.26 per 1,000 gallons, or part thereof, effective January 1, 2026.

### 1040.10 (e)

In addition to the rates set forth in subsection 1040.10(a), effective January 1, 2026, there shall be a \$7.85 monthly administration fee charged for each single-family residential account. There shall be a monthly administration fee charged for each multi-family residential, commercial and industrial account based on the meter size as follows:

| Meter size (inches)           | Administration Fee |
|-------------------------------|--------------------|
| $\frac{5}{8}$ — $\frac{3}{4}$ | \$7.85             |
| 1                             | \$41.20            |
| 1 $\frac{1}{2}$               | \$52.55            |
| 2                             | \$59.60            |
| 3                             | \$79.95            |
| 4                             | \$137.30           |
| 6                             | \$182.80           |
| 8                             | \$228.60           |
| 10                            | \$359.05           |



SECTION 2: The effective date of this Ordinance shall be retroactive to January 1, 2026.

SECTION 3: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

First Reading: \_\_\_\_\_

COMMISSIONER  
Donald L. Dixon

COMMISSIONER  
Cindy Carpenter

COMMISSIONER  
T.C. Rogers

COUNTY ADMINISTRATOR  
Judi Boyko

315 High Street, 6th Floor  
Hamilton, Ohio 45011

513.887.3247

[www.bcoho.us](http://www.bcoho.us)



**DELIVERY ELECTRONIC** and U.S. POSTAL MAIL

May 28, 2025

Mr. Larry Lester  
City Manager  
City of Monroe  
33 S. Main St.  
P.O. Box 330  
Monroe, OH 45050-0330

**SUBJECT: BUTLER COUNTY CITY OF MONROE AMENDED WHOLESALE WATER  
SUPPLY AGREEMENT (the "Agreement")**

Dear Larry,

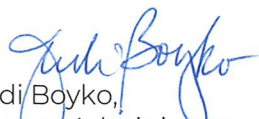
Thank you for your and your staff's efforts to advance the subject Agreement's negotiations prior to the amendment's expiration of May 31, 2025.

The Board of Commissioners Butler County, Ohio (the "Board") recognizes the parties are mostly in alignment with the terms and conditions of the Agreement. The Board understands the City's request to transition the new rate promulgated in the Agreement, \$3.84/kgal and has declined this request due to the increased costs to the County, demonstrated in a cost of services study, in supplying water to the City.

Please note that should an agreement not be reached prior to the May 31, 2025 expiration the Board will continue to supply water to the City in anticipation of a new Agreement being reached imminently. If a new Agreement is not reached by July 31, 2025, please accept this notice that the Board will begin charging the City \$3.84/kgal, effective August 1, 2025.

Please contact me at 513.887.3032 if you have any questions or need clarification.

ON BEHALF OF THE BOARD OF COMMISSIONERS

  
Judi Boyko,  
County Administrator

cc: James Williams, Director  
Sue Vance, Interim Director  
Brandi Day, Administrative Division Head

# Water Rate Comps

**2025  
ANNUAL RATE SURVEY  
WATER COST**

Rates are based on 22,500 gallons or 3,000 cubic feet of water in a three month period. Rates quoted are those in effect as of March 1, 2025

HIGH: \$ 401.46  
LOW: \$ 69.00  
AVERAGE: \$ 163.22  
MEDIAN: \$ 156.22

WATER INCREASE OF 3.5%  
FROM 2024 AVERAGE RATES

70 WATER JURISDICTIONS

**2025  
ANNUAL RATE SURVEY  
SEWER COST**

Rates are based on 22,500 gallons or 3,000 cubic feet of water in a three month period. Rates quoted are those in effect as of March 1, 2025

HIGH: \$314.28  
LOW: \$74.55  
AVERAGE: \$173.59  
MEDIAN: \$168.26

SEWER INCREASE OF 1.77%  
FROM 2024 AVERAGE RATES

68 JURISDICTIONS

**2025  
ANNUAL RATE SURVEY  
COMBINED  
WATER & SEWER COSTS**

HIGH: \$ 710.19  
LOW: \$ 159.75  
AVERAGE: \$ 337.75  
MEDIAN: \$ 318.75

COMBINED COSTS HAD AN  
INCREASE OF 3.37%  
FROM 2024 RATES

70 JURISDICTIONS  
WITH BOTH WATER AND SEWER

**2025  
ANNUAL RATE SURVEY  
MONTHLY STORM FEES**

TYPICAL COSTS FOR A SINGLE RESIDENTIAL HOME.  
EQUIVALENT RESIDENTIAL UNIT (ERU) SIZE VARIES  
PER MUNICIPALITY

HIGH: \$35.13  
LOW: \$2.95  
AVERAGE: \$5.99  
MEDIAN: \$4.75

30 JURISDICTIONS WITH  
MONTHLY STORM FEES.

**2025  
ANNUAL RATE SURVEY  
COMBINED  
WATER AND SEWER  
TAP FEES**

HIGH: \$ 10,500.00  
LOW: \$ 375.00  
AVERAGE: \$ 4356.96  
MEDIAN: \$ 3959.00

69 JURISDICTIONS  
WITH BOTH WATER AND SEWER

|         | WATER<br>(Quarterly) | SEWER<br>(Quarterly) | COMBINED<br>Water/Sewer | STORMWATER<br>(Monthly) | COMBINED<br>Water/Sewer Tap Fees |
|---------|----------------------|----------------------|-------------------------|-------------------------|----------------------------------|
| Monroe  | \$214.43             | \$89.19              | \$303.62                | \$5.00                  | \$7,162.00                       |
| Average | \$163.22             | \$173.59             | \$337.75                | \$5.99                  | \$4,356.96                       |
| Median  | \$156.22             | \$168.26             | \$318.75                | \$4.75                  | \$3,959.00                       |
| Rank    | 60/70                | 2/70                 | 24/70                   | 20/30                   | 56/68                            |

# Water Rate History

- Resolution 69-2020 authorized a Water Rate Study agreement with Baker Tilly Municipal Advisors, LLC in October 2020 for \$39,500 and adopted the study and recommended Water Rates with the passage of Ordinance 2021-52 in October 2021 that set the Water Rates for January 1, 2022 thru January 1, 2025
- Rate History
  - 3% increase 2016 – 2019; no increase in 2020 – 2021; 5% increase 2022 – 2025
  - Rate increases in 2022 – 2025 impact Water Usage Rates, Water Flat Rate & Meter Replacement Fee

## Water Usage Rates

| Effective Date        | Inside City Limits<br>Less than 20,000 gallons | Inside City Limits<br>More than 20,000 gallons | Outside City Limits<br>Less than 20,000 gallons | Outside City Limits<br>More than 20,000 gallons |
|-----------------------|------------------------------------------------|------------------------------------------------|-------------------------------------------------|-------------------------------------------------|
| 1/1/2015              | \$5.97 / thousand gallons                      | \$6.91 / thousand gallons                      | \$9.84 / thousand gallons                       | \$11.41 / thousand gallons                      |
| 1/1/2016              | \$6.16 / thousand gallons                      | \$7.13 / thousand gallons                      | \$10.16 / thousand gallons                      | \$11.78 / thousand gallons                      |
| 1/1/2017              | \$6.36 / thousand gallons                      | \$7.36 / thousand gallons                      | \$10.49 / thousand gallons                      | \$12.16 / thousand gallons                      |
| 1/1/2018              | \$6.56 / thousand gallons                      | \$7.60 / thousand gallons                      | \$10.83 / thousand gallons                      | \$12.55 / thousand gallons                      |
| 1/1/2019 - 12/31/2021 | \$6.77 / thousand gallons                      | \$7.84 / thousand gallons                      | \$11.18 / thousand gallons                      | \$12.95 / thousand gallons                      |
| 1/1/2022              | \$7.11 / thousand gallons                      | \$8.23 / thousand gallons                      | \$11.74 / thousand gallons                      | \$13.60 / thousand gallons                      |
| 1/1/2023              | \$7.47 / thousand gallons                      | \$8.64 / thousand gallons                      | \$12.33 / thousand gallons                      | \$14.28 / thousand gallons                      |
| 1/1/2024              | \$7.84 / thousand gallons                      | \$9.07 / thousand gallons                      | \$12.95 / thousand gallons                      | \$14.99 / thousand gallons                      |
| 1/1/2025              | \$8.23 / thousand gallons                      | \$9.52 / thousand gallons                      | \$13.60 / thousand gallons                      | \$15.74 / thousand gallons                      |



# Butler County Water & Sewer Contract

- Butler County Water & Sewer Contract from 2004 (Amendments in 2007 & 2012) expired
  - Rate Increases on previous contract followed CPI (Avg. 2.5% annually)
  - Rate Increase included on new contract equates to 29%

Residential Impact of BCWS Proposed 29% Increase + Other Possible Scenarios

| Service                                                                                | Charge Amount<br>(Current) | Charge Amount<br>(Proposed 29%<br>Increase) | Charge Amount<br>(10% Increase - 3<br>yr phase-in) | Charge Amount<br>(5% Increase - 5<br>yr phase-in) |
|----------------------------------------------------------------------------------------|----------------------------|---------------------------------------------|----------------------------------------------------|---------------------------------------------------|
| Water                                                                                  | 49.38                      | 63.70                                       | 54.32                                              | 51.85                                             |
| Water Flat                                                                             | 6.10                       | 7.87                                        | 6.71                                               | 6.41                                              |
| Sewer                                                                                  | 20.16                      | 20.16                                       | 20.16                                              | 20.16                                             |
| Sewer Flat                                                                             | 4.53                       | 4.53                                        | 4.53                                               | 4.53                                              |
| Trash                                                                                  | 21.81                      | 21.81                                       | 21.81                                              | 21.81                                             |
| Stormwater                                                                             | 5.00                       | 5.00                                        | 5.00                                               | 5.00                                              |
| Streetlight                                                                            | 2.31                       | 2.31                                        | 2.31                                               | 2.31                                              |
| Meter Replacement                                                                      | 3.65                       | 3.65                                        | 3.65                                               | 3.65                                              |
| <b>Total Monthly Bill</b>                                                              | <b>112.94</b>              | <b>129.03</b>                               | <b>118.49</b>                                      | <b>115.71</b>                                     |
| <b>Monthly Increase Over Current Total Bill<br/>(if no other service rate changes)</b> |                            | <b>16.09</b><br><b>14%</b>                  | <b>5.55</b><br><b>5%</b>                           | <b>2.77</b><br><b>2%</b>                          |

# Rate / Fund Balance / Capital Scenarios

## WATER FUND - 5% Annual Increase

|                                          | 2024<br>ACTUAL | 2025<br>ESTIMATE | 2026<br>ESTIMATE | 2027<br>ESTIMATE | 2028<br>ESTIMATE | 2029<br>ESTIMATE | 2030<br>ESTIMATE | 2031<br>ESTIMATE | 2032<br>ESTIMATE | 2033<br>ESTIMATE | 2034<br>ESTIMATE | 2035<br>ESTIMATE |
|------------------------------------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Beginning Cash Balance</b>            | \$ 1,071,264   | \$ 1,360,435     | \$ 946,811       | \$ 173,751       | \$ (141,691)     | \$ (420,417)     | \$ (659,388)     | \$ (855,403)     | \$ (655,014)     | \$ (404,606)     | \$ (100,272)     | \$ 262,009       |
| <b>Revenues</b>                          | 3,957,478      | 3,779,412        | 3,944,600        | 4,119,600        | 4,302,975        | 4,495,128        | 4,696,485        | 4,907,389        | 5,128,409        | 5,360,034        | 5,602,781        | 5,857,190        |
| <b>Expenditures</b>                      | (3,548,133)    | (4,193,036)      | (4,717,660)      | (4,435,042)      | (4,581,700)      | (4,734,100)      | (4,892,500)      | (4,707,000)      | (4,878,000)      | (5,055,700)      | (5,240,500)      | (5,432,600)      |
| <b>Unencumbered Cash Balance</b>         | \$ 1,360,435   | \$ 946,811       | \$ 173,751       | \$ (141,691)     | \$ (420,417)     | \$ (659,388)     | \$ (855,403)     | \$ (655,014)     | \$ (404,606)     | \$ (100,272)     | \$ 262,009       | \$ 686,599       |
| <b>Annual Amt. Available for Capital</b> |                |                  |                  | (315,442)        | (278,725)        | (238,972)        | (196,015)        | 200,389          | 250,409          | 304,334          | 362,281          | 424,590          |

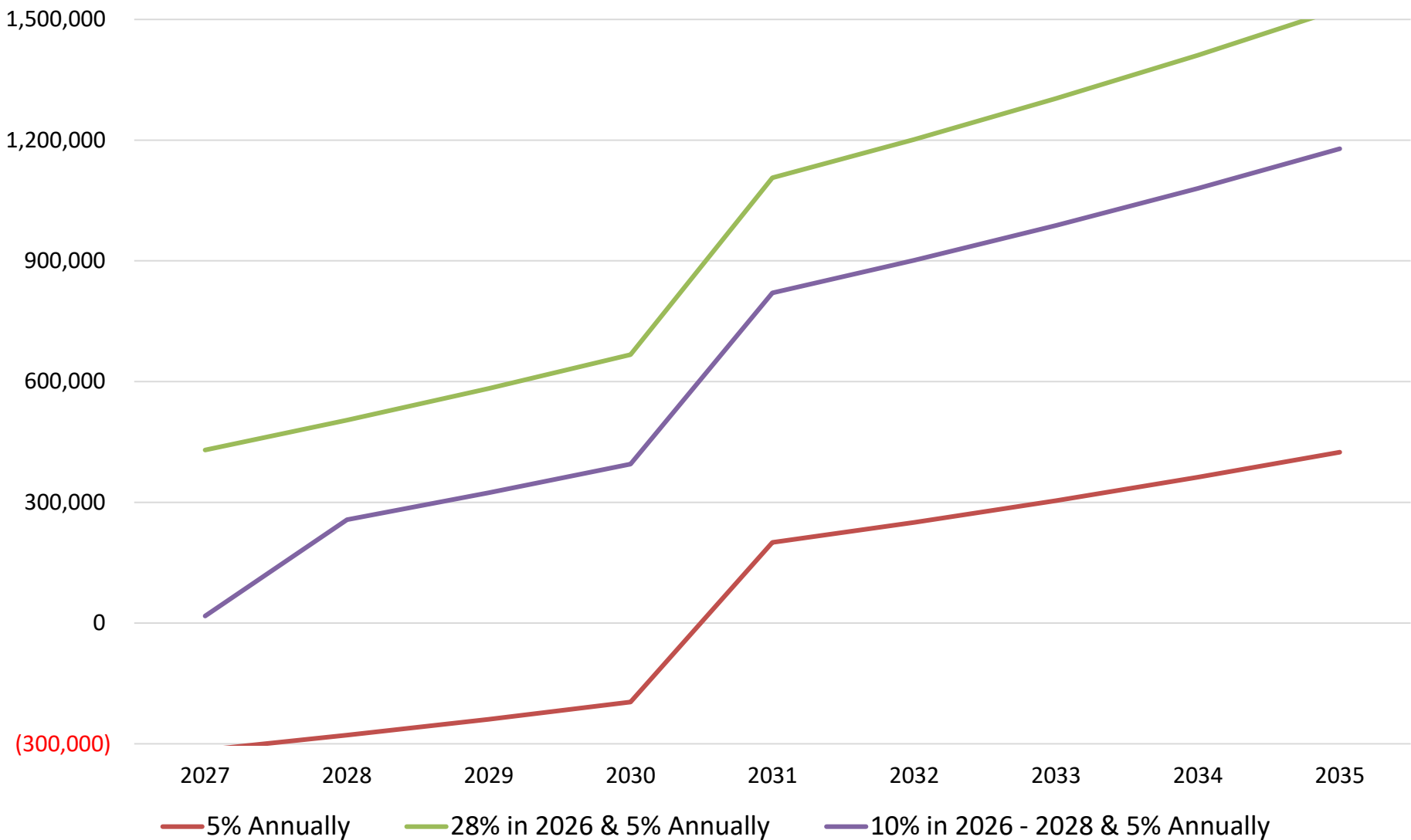
## WATER FUND - 29% Increase in 2026 & 5% Annual Increase 2027 - 2035

|                                          | 2024<br>ACTUAL | 2025<br>ESTIMATE | 2026<br>ESTIMATE | 2027<br>ESTIMATE | 2028<br>ESTIMATE | 2029<br>ESTIMATE | 2030<br>ESTIMATE | 2031<br>ESTIMATE | 2032<br>ESTIMATE | 2033<br>ESTIMATE | 2034<br>ESTIMATE | 2035<br>ESTIMATE |
|------------------------------------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Beginning Cash Balance</b>            | \$ 1,071,264   | \$ 1,360,435     | \$ 946,811       | \$ 883,740       | \$ 1,313,785     | \$ 1,817,823     | \$ 2,400,752     | \$ 3,067,732     | \$ 4,174,267     | \$ 5,376,128     | \$ 6,679,487     | \$ 8,090,744     |
| <b>Revenues</b>                          | 3,957,478      | 3,779,412        | 4,654,588        | 4,865,088        | 5,085,737        | 5,317,029        | 5,559,480        | 5,813,535        | 6,079,861        | 6,359,059        | 6,651,757        | 6,958,615        |
| <b>Expenditures</b>                      | (3,548,133)    | (4,193,036)      | (4,717,660)      | (4,435,042)      | (4,581,700)      | (4,734,100)      | (4,892,500)      | (4,707,000)      | (4,878,000)      | (5,055,700)      | (5,240,500)      | (5,432,600)      |
| <b>Unencumbered Cash Balance</b>         | \$ 1,360,435   | \$ 946,811       | \$ 883,740       | \$ 1,313,785     | \$ 1,817,823     | \$ 2,400,752     | \$ 3,067,732     | \$ 4,174,267     | \$ 5,376,128     | \$ 6,679,487     | \$ 8,090,744     | \$ 9,616,760     |
| <b>Annual Amt. Available for Capital</b> |                |                  | 430,046          | 504,037          | 582,929          | 666,980          | 1,106,535        | 1,201,861        | 1,303,359        | 1,411,257        | 1,526,015        |                  |

## WATER FUND - 10% Increase in 2026 - 2028 & 5% Annual Increase 2029 - 2035

|                                          | 2024<br>ACTUAL | 2025<br>ESTIMATE | 2026<br>ESTIMATE | 2027<br>ESTIMATE | 2028<br>ESTIMATE | 2029<br>ESTIMATE | 2030<br>ESTIMATE | 2031<br>ESTIMATE | 2032<br>ESTIMATE | 2033<br>ESTIMATE | 2034<br>ESTIMATE | 2035<br>ESTIMATE |
|------------------------------------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Beginning Cash Balance</b>            | \$ 1,071,264   | \$ 1,360,435     | \$ 946,811       | \$ 329,679       | \$ 347,257       | \$ 604,429       | \$ 928,150       | \$ 1,322,962     | \$ 2,143,720     | \$ 3,045,515     | \$ 4,033,805     | \$ 5,114,240     |
| <b>Revenues</b>                          | 3,957,478      | 3,779,412        | 4,100,528        | 4,452,620        | 4,838,872        | 5,057,821        | 5,287,312        | 5,527,758        | 5,779,795        | 6,043,990        | 6,320,935        | 6,611,251        |
| <b>Expenditures</b>                      | (3,548,133)    | (4,193,036)      | (4,717,660)      | (4,435,042)      | (4,581,700)      | (4,734,100)      | (4,892,500)      | (4,707,000)      | (4,878,000)      | (5,055,700)      | (5,240,500)      | (5,432,600)      |
| <b>Unencumbered Cash Balance</b>         | \$ 1,360,435   | \$ 946,811       | \$ 329,679       | \$ 347,257       | \$ 604,429       | \$ 928,150       | \$ 1,322,962     | \$ 2,143,720     | \$ 3,045,515     | \$ 4,033,805     | \$ 5,114,240     | \$ 6,292,891     |
| <b>Annual Amt. Available for Capital</b> |                |                  | 17,578           | 257,172          | 323,721          | 394,812          | 820,758          | 901,795          | 988,290          | 1,080,435        | 1,178,651        |                  |

# Rate / Fund Balance / Capital Scenarios



## 1040.10. - Rates.

- (a) The rates for water furnished by the city within the corporate limits are hereby fixed and charged as set forth below. Usage is based on monthly meter readings.

June 1, 2014

~~When the usage during a billing cycle reflects 20,000 gallons or less, the rate for the total usage shall be \$5.78 per 1,000 gallons, or part thereof.~~

~~When the usage during a billing cycle reflects 20,000 gallons or more the rate for the total usage shall be \$6.69 per 1,000 gallons, or part thereof.~~

~~Effective January 1, 2015 and every January 1 thereafter through 2019, the water rates shall increase by three and two-tenths (3.20) percent.~~

~~Effective January 1, 2022 and every January 1 thereafter through 2025, the water rates shall be as follows:~~

~~When the usage during a billing cycle reflects 20,000 gallons or less, the rate for the total usage shall be \$7.11 per 1,000 gallons, or part thereof, effective January 1, 2022; \$7.47 effective January 1, 2023; \$7.84 effective January 1, 2024; and \$8.23 effective January 1, 2025.~~

~~When the usage during a billing cycle reflects 20,000 gallons or more the rate for the total usage shall be \$8.23 per 1,000 gallons, or part thereof, effective January 1, 2022; \$8.64 effective January 1, 2023; \$9.07 effective January 1, 2024; and \$9.52 effective January 1, 2025.~~

- (b) The rates charged to consumers located outside the city are hereby established at 165 percent of the rates charged to consumers located in the city, except as outlined in the water supply agreement with the Board of County Commissioners of Butler County dated February 23, 2004, and amendment subsequent to its adoption.

~~Effective January 1, 2022 and every January 1 thereafter through 2025, the rates charged outside the City shall be as follows:~~

~~When the usage during a billing cycle reflects 20,000 gallons or less, the rate for the total usage shall be \$11.74 per 1,000 gallons, or part thereof, effective January 1, 2022; \$12.33 effective January 1, 2023; \$12.95 effective January 1, 2024; and \$13.60 effective January 1, 2025.~~

~~When the usage during a billing cycle reflects 20,000 gallons or more the rate for the total usage shall be \$13.60 per 1,000 gallons, or part thereof, effective January 1, 2022; \$14.28 effective January 2, 2023; \$14.99 effective January 1, 2024; and \$15.74 effective January 1, 2025.~~

- (c) A fee of \$50.00 shall be charged for the inspection of the installation of the service line and the meter set. In the event two services are installed at the same time, domestic use and water only, the inspection fee above will cover the installation of both services.



- (d) A fee of \$3.00 per month shall be charged for each residential meter to be used for the replacement of meters and reading equipment through December 31, 2021. Thereafter, the fee for each meter shall be:

| Effective Date  | Meter size (inches)           | Meter Replacement Fee |
|-----------------|-------------------------------|-----------------------|
| January 1, 2022 | $\frac{5}{8}$ — $\frac{3}{4}$ | \$3.15                |
| January 1, 2023 | $\frac{5}{8}$ — $\frac{3}{4}$ | \$3.30                |
| January 1, 2024 | $\frac{5}{8}$ — $\frac{3}{4}$ | \$3.50                |
| January 1, 2025 | $\frac{5}{8}$ — $\frac{3}{4}$ | \$3.65                |
| January 1, 2022 | 1                             | \$7.90                |
| January 1, 2023 | 1                             | \$8.30                |
| January 1, 2024 | 1                             | \$8.70                |
| January 1, 2025 | 1                             | \$9.15                |
| January 1, 2022 | 1 $\frac{1}{2}$               | \$15.75               |
| January 1, 2023 | 1 $\frac{1}{2}$               | \$16.55               |
| January 1, 2024 | 1 $\frac{1}{2}$               | \$17.40               |
| January 1, 2025 | 1 $\frac{1}{2}$               | \$18.25               |
| January 1, 2022 | 2                             | \$25.20               |
| January 1, 2023 | 2                             | \$26.45               |
| January 1, 2024 | 2                             | \$27.80               |
| January 1, 2025 | 2                             | \$29.20               |

|                 |    |          |
|-----------------|----|----------|
| January 1, 2022 | 3  | \$47.25  |
| January 1, 2023 | 3  | \$49.60  |
| January 1, 2024 | 3  | \$52.10  |
| January 1, 2025 | 3  | \$54.75  |
| January 1, 2022 | 4  | \$78.75  |
| January 1, 2023 | 4  | \$82.70  |
| January 1, 2024 | 4  | \$86.85  |
| January 1, 2025 | 4  | \$91.25  |
| January 1, 2022 | 6  | \$157.50 |
| January 1, 2023 | 6  | \$165.40 |
| January 1, 2024 | 6  | \$173.70 |
| January 1, 2025 | 6  | \$182.50 |
| January 1, 2022 | 8  | \$252.00 |
| January 1, 2023 | 8  | \$264.60 |
| January 1, 2024 | 8  | \$277.85 |
| January 1, 2025 | 8  | \$292.00 |
| January 1, 2022 | 10 | \$362.25 |
| January 1, 2023 | 10 | \$380.35 |
| January 1, 2024 | 10 | \$399.40 |

|                 |    |          |
|-----------------|----|----------|
| January 1, 2025 | 10 | \$419.75 |
|-----------------|----|----------|

- (e) ~~Through December 31, 2021,~~ in addition to the rates set forth in subsection 1040.10(a), there shall be a ~~\$5.00~~ monthly administration fee charged for each single-family residential account. There shall be a monthly administration fee charged for each multi-family residential, commercial and industrial account based on the meter size as follows:

| Meter size (inches) | Administration fee |
|---------------------|--------------------|
| $\frac{3}{4}$       | <del>\$ 5.00</del> |
| 1                   | <del>26.25</del>   |
| 1½                  | <del>33.50</del>   |
| 2                   | <del>38.00</del>   |
| 3                   | <del>51.00</del>   |
| 4                   | <del>87.50</del>   |
| 6                   | <del>116.50</del>  |
| 8                   | <del>145.75</del>  |
| 10                  | <del>229.00</del>  |

~~Thereafter, the monthly administration fee shall be as follows:~~

| <del>Effective Date</del>  | <del>Meter size (inches)</del>                                 | <del>Administration Fee</del> |
|----------------------------|----------------------------------------------------------------|-------------------------------|
| <del>January 1, 2022</del> | <del><math>\frac{5}{8}</math> — <math>\frac{3}{4}</math></del> | <del>\$5.25</del>             |
| <del>January 1, 2023</del> | <del><math>\frac{5}{8}</math> — <math>\frac{3}{4}</math></del> | <del>\$5.50</del>             |

|                            |                                                   |                    |
|----------------------------|---------------------------------------------------|--------------------|
| <del>January 1, 2024</del> | <del><math>\frac{5}{8} - \frac{3}{4}</math></del> | <del>\$5.80</del>  |
| <del>January 1, 2025</del> | <del><math>\frac{5}{8} - \frac{3}{4}</math></del> | <del>\$6.10</del>  |
| <del>January 1, 2022</del> | <del>1</del>                                      | <del>\$27.55</del> |
| <del>January 1, 2023</del> | <del>1</del>                                      | <del>\$28.95</del> |
| <del>January 1, 2024</del> | <del>1</del>                                      | <del>\$30.40</del> |
| <del>January 1, 2025</del> | <del>1</del>                                      | <del>\$31.95</del> |
| <del>January 1, 2022</del> | <del>1 <math>\frac{1}{2}</math></del>             | <del>\$35.20</del> |
| <del>January 1, 2023</del> | <del>1 <math>\frac{1}{2}</math></del>             | <del>\$36.95</del> |
| <del>January 1, 2024</del> | <del>1 <math>\frac{1}{2}</math></del>             | <del>\$38.80</del> |
| <del>January 1, 2025</del> | <del>1 <math>\frac{1}{2}</math></del>             | <del>\$40.75</del> |
| <del>January 1, 2022</del> | <del>2</del>                                      | <del>\$39.90</del> |
| <del>January 1, 2023</del> | <del>2</del>                                      | <del>\$41.90</del> |
| <del>January 1, 2024</del> | <del>2</del>                                      | <del>\$44.00</del> |
| <del>January 1, 2025</del> | <del>2</del>                                      | <del>\$46.20</del> |
| <del>January 1, 2022</del> | <del>3</del>                                      | <del>\$53.55</del> |
| <del>January 1, 2023</del> | <del>3</del>                                      | <del>\$56.25</del> |
| <del>January 1, 2024</del> | <del>3</del>                                      | <del>\$59.05</del> |
| <del>January 1, 2025</del> | <del>3</del>                                      | <del>\$62.00</del> |
| <del>January 1, 2022</del> | <del>4</del>                                      | <del>\$91.90</del> |



|                            |    |                     |
|----------------------------|----|---------------------|
| <del>January 1, 2023</del> | 4  | <del>\$96.50</del>  |
| <del>January 1, 2024</del> | 4  | <del>\$101.35</del> |
| <del>January 1, 2025</del> | 4  | <del>\$106.45</del> |
| <del>January 1, 2022</del> | 6  | <del>\$122.35</del> |
| <del>January 1, 2023</del> | 6  | <del>\$128.50</del> |
| <del>January 1, 2024</del> | 6  | <del>\$134.95</del> |
| <del>January 1, 2025</del> | 6  | <del>\$141.70</del> |
| <del>January 1, 2022</del> | 8  | <del>\$153.05</del> |
| <del>January 1, 2023</del> | 8  | <del>\$160.70</del> |
| <del>January 1, 2024</del> | 8  | <del>\$168.75</del> |
| <del>January 1, 2025</del> | 8  | <del>\$177.20</del> |
| <del>January 1, 2022</del> | 10 | <del>\$240.45</del> |
| <del>January 1, 2023</del> | 10 | <del>\$252.45</del> |
| <del>January 1, 2024</del> | 10 | <del>\$265.10</del> |
| <del>January 1, 2025</del> | 10 | <del>\$278.35</del> |

- (f) A monthly fire protection fee shall be charged based on the size of connection effective January 1, 2022. The monthly fire protection fee for private hydrants shall be \$389.59 effective January 1, 2022. This fee applies to users with fire protection systems.

| Size of Connection | Fire Protection Fee |
|--------------------|---------------------|
| 1 inch             | \$3.50              |

|         |            |
|---------|------------|
| 2 inch  | \$21.67    |
| 3 inch  | \$62.93    |
| 4 inch  | \$134.12   |
| 6 inch  | \$389.59   |
| 8 inch  | \$830.24   |
| 10 inch | \$1,493.03 |
| 12 inch | \$2,411.64 |

(Ord. 2001-33. Passed 11-27-01; Ord. 2002-04. Passed 3-12-02; Ord. 2004-23. Passed 7-13-04; Ord. 2009-01. Passed 2-24-09; Ord. No. 2013-20, § 2. Passed 9-24-13; Ord. No. 2014-13, § 1. Passed 5-13-14; Ord. No. 2017-14, § 10. Passed 7-11-17.; Ord. No. 2020-05, § 1. Passed 2-25-20; Ord. No. 2021-52, § 1, Passed 10-26-2021; Ord. No. 2022-05, § 1, Passed 5-10-22)

## ORDINANCE NO. 2025-54

AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE NO. 2025-50, 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.

SECTION 1: To provide for current expenses of the City of Monroe, this Appropriations Ordinance is hereby repealed, amended, and supplemented so it sets aside and appropriates from the various funds of the City the amounts set forth in the following sections.

SECTION 2: There be appropriated from the GENERAL FUND:

|             |                               |                            |
|-------------|-------------------------------|----------------------------|
| <b>1110</b> | <b>GENERAL GOVERNMENT</b>     |                            |
|             | <b>000</b>                    | <i>FUND EXPENSES</i>       |
|             |                               |                            |
|             |                               | OPERATING EXPENSES 51,500  |
|             |                               | OTHER -                    |
|             |                               | <hr/>                      |
|             |                               | <i>TOTAL 51,500</i>        |
| <b>110</b>  | <b>CITY COUNCIL</b>           |                            |
|             |                               |                            |
|             |                               | PERSONAL SERVICES 253,495  |
|             |                               | OPERATING EXPENSES 183,700 |
|             |                               | <hr/>                      |
|             |                               | <i>TOTAL 437,195</i>       |
| <b>120</b>  | <b>CITY MANAGER'S OFFICE</b>  |                            |
|             |                               |                            |
|             |                               | PERSONAL SERVICES 576,360  |
|             |                               | OPERATING EXPENSES 495,245 |
|             |                               | <hr/>                      |
|             |                               | <i>TOTAL 1,071,605</i>     |
| <b>125</b>  | <b>INFORMATION TECHNOLOGY</b> |                            |
|             |                               |                            |
|             |                               | PERSONAL SERVICES 373,387  |
|             |                               | OPERATING EXPENSES 496,652 |
|             |                               | <hr/>                      |
|             |                               | <i>TOTAL 870,039</i>       |
| <b>130</b>  | <b>HUMAN RESOURCES</b>        |                            |

|            |                             |                  |
|------------|-----------------------------|------------------|
|            | PERSONAL SERVICES           | 535,763          |
|            | OPERATING EXPENSES          | <u>295,120</u>   |
|            | <i>TOTAL</i>                | <i>830,883</i>   |
| <b>135</b> | <i>ECONOMIC DEVELOPMENT</i> |                  |
|            | PERSONAL SERVICES           | 142,326          |
|            | OPERATING EXPENSES          | <u>260,000</u>   |
|            | <i>TOTAL</i>                | <i>402,326</i>   |
| <b>140</b> | <i>DEVELOPMENT</i>          |                  |
|            | PERSONAL SERVICES           | 605,912          |
|            | OPERATING EXPENSES          | 464,900          |
|            | OTHER EXPENSES              | 4,000            |
|            | CAPITAL EXPENSES            | <u>3,200,000</u> |
|            | <i>TOTAL</i>                | <i>4,274,812</i> |
| <b>145</b> | <i>ENGINEERING</i>          |                  |
|            | PERSONAL SERVICES           | 489,968          |
|            | OPERATING EXPENSES          | <u>640,750</u>   |
|            | <i>TOTAL</i>                | <i>1,130,718</i> |
| <b>150</b> | <i>FINANCE</i>              |                  |
|            | PERSONAL SERVICES           | 1,187,247        |
|            | OPERATING EXPENSES          | 401,168          |
|            | OTHER EXPENSES              | <u>1,400,000</u> |
|            | <i>TOTAL</i>                | <i>2,988,415</i> |
| <b>160</b> | <i>MAYOR'S COURT</i>        |                  |
|            | PERSONAL SERVICES           | 131,196          |



|                                 |                                     |                  |                   |
|---------------------------------|-------------------------------------|------------------|-------------------|
|                                 | OPERATING EXPENSES                  | <u>23,300</u>    |                   |
|                                 | <i>TOTAL</i>                        | <i>154,496</i>   |                   |
| <b>TOTAL GENERAL GOVERNMENT</b> |                                     |                  | <b>12,211,989</b> |
| <b>PUBLIC SAFETY</b>            |                                     |                  |                   |
| <b>220</b>                      | <i>PUBLIC SAFETY COMMUNICATIONS</i> |                  |                   |
|                                 | PERSONAL SERVICES                   | 876,182          |                   |
|                                 | OPERATING EXPENSES                  | <u>133,550</u>   |                   |
|                                 | <i>TOTAL</i>                        | <i>1,009,732</i> |                   |
| <b>250</b>                      | <i>POLICE</i>                       |                  |                   |
|                                 | OTHER EXPENSES                      | <u>4,150,000</u> |                   |
|                                 | <i>TOTAL</i>                        | <i>4,150,000</i> |                   |
| <b>270</b>                      | <i>FIRE</i>                         |                  |                   |
|                                 | OTHER EXPENSES                      | <u>4,350,000</u> |                   |
|                                 | <i>TOTAL</i>                        | <i>4,350,000</i> |                   |
| <b>TOTAL PUBLIC SAFETY</b>      |                                     |                  | <b>9,509,732</b>  |
| <b>PUBLIC WORKS</b>             |                                     |                  |                   |
| <b>310</b>                      | <i>STREET</i>                       |                  |                   |
|                                 | OTHER EXPENSES                      | <u>750,000</u>   |                   |
|                                 | <i>TOTAL</i>                        | <i>750,000</i>   |                   |
| <b>330</b>                      | <i>BUILDINGS AND GROUNDS</i>        |                  |                   |
|                                 | OPERATING EXPENSES                  | <u>623,000</u>   |                   |
|                                 | <i>TOTAL</i>                        | <i>623,000</i>   |                   |
| <b>340</b>                      | <i>CEMETERY</i>                     |                  |                   |
|                                 | OTHER EXPENSES                      | 35,000           |                   |

|            |                                       |              |                |                          |
|------------|---------------------------------------|--------------|----------------|--------------------------|
|            |                                       | <i>TOTAL</i> | <u>35,000</u>  |                          |
| <b>390</b> | <i>SEWER</i>                          |              |                |                          |
|            | OTHER EXPENSES                        |              | <u>15,000</u>  |                          |
|            |                                       | <i>TOTAL</i> | <i>15,000</i>  |                          |
|            | <b>TOTAL PUBLIC WORKS</b>             |              |                | <b>1,423,000</b>         |
|            | <b>PARKS AND RECREATION</b>           |              |                |                          |
| <b>410</b> | <i>PARK OPERATION AND MAINTENANCE</i> |              |                |                          |
|            | PERSONAL SERVICES                     |              | 409,981        |                          |
|            | OPERATING EXPENSES                    |              | <u>329,000</u> |                          |
|            |                                       | <i>TOTAL</i> | <i>738,981</i> |                          |
|            | <b>TOTAL PARKS AND RECREATION</b>     |              |                | <b>738,981</b>           |
|            | <b>OTHER FINANCING USES</b>           |              |                |                          |
| <b>710</b> | <i>CAPITAL IMPROVEMENTS</i>           |              |                |                          |
|            | OTHER EXPENSES                        |              | <u>-</u>       |                          |
|            |                                       | <i>TOTAL</i> | <i>-</i>       |                          |
| <b>810</b> | <i>DEBT SERVICE</i>                   |              |                |                          |
|            | OTHER EXPENSES                        |              | <u>650,000</u> |                          |
|            |                                       | <i>TOTAL</i> | <i>650,000</i> |                          |
|            | <b>TOTAL OTHER FINANCING USES</b>     |              |                | <b>650,000</b>           |
|            | <b>TOTAL GENERAL FUND</b>             |              |                | <b>24,533,702</b>        |
|            | <b>GRAND TOTAL GENERAL FUND</b>       |              |                | <b><u>24,533,702</u></b> |

SECTION 3: There be appropriated from the following SPECIAL REVENUE FUNDS:

**2101 PUBLIC SAFETY INCOME TAX FUND**

*PUBLIC SAFETY*

PERSONAL SERVICES 3,400,000

OTHER EXPENSES -

*TOTAL 3,400,000*

**2210 STREET FUND**

*PUBLIC WORKS*

PERSONAL SERVICES 2,216,816

OPERATING EXPENSES 1,023,600

*TOTAL 3,240,416*

**2220 STATE HIGHWAY FUND**

*PUBLIC WORKS*

OPERATING EXPENSES 91,250

*TOTAL 91,250*

**2230 MOTOR VEHICLE LICENSE**

*PUBLIC WORKS*

OPERATING EXPENSES 200

*TOTAL 200*

**2310 FIRE - 1989 LEVY FUND**

*PUBLIC SAFETY*

PERSONAL SERVICES 5,603,405

OPERATING EXPENSES 1,043,268

OTHER EXPENSES 3,800

*TOTAL 6,650,473*

**2330 PUBLIC SAFETY FEMA GRANT FUND**

*PUBLIC SAFETY*

OPERATING EXPENSES 500

*TOTAL 500*

|             |                                         |           |                  |
|-------------|-----------------------------------------|-----------|------------------|
| <b>2370</b> | <b>ONEOHIO OPIOID SETTLEMENT FUND</b>   |           |                  |
|             | <i>GENERAL GOVERNEMENT</i>              |           |                  |
|             | OPERATING EXPENSES                      | 20,000    |                  |
|             | <i>TOTAL</i>                            |           | <i>20,000</i>    |
| <b>2410</b> | <b>POLICE LAW ENFORCEMENT</b>           |           |                  |
|             | <b>250</b> <i>PUBLIC SAFETY</i>         |           |                  |
|             | PERSONAL SERVICES                       | 4,375,046 |                  |
|             | OPERATING EXPENSES                      | 944,780   |                  |
|             | <i>TOTAL</i>                            |           | <i>5,319,826</i> |
| <b>2420</b> | <b>DARE GRANT FUND</b>                  |           |                  |
|             | <b>250</b> <i>PUBLIC SAFETY</i>         |           |                  |
|             | PERSONAL SERVICES                       | -         |                  |
|             | OPERATING EXPENSES                      | 6,500     |                  |
|             | <i>TOTAL</i>                            |           | <i>6,500</i>     |
| <b>2430</b> | <b>ENFORCEMENT &amp; EDUCATION FUND</b> |           |                  |
|             | <b>250</b> <i>PUBLIC SAFETY</i>         |           |                  |
|             | OPERATING EXPENSES                      | 3,000     |                  |
|             | <i>TOTAL</i>                            |           | <i>3,000</i>     |
| <b>2510</b> | <b>COURT TECHNOLOGY IMPROVEMENT</b>     |           |                  |
|             | <i>GENERAL GOVERNMENT</i>               |           |                  |
|             | OPERATING EXPENSES                      | 12,500    |                  |
|             | <i>TOTAL</i>                            |           | <i>12,500</i>    |
| <b>2600</b> | <b>2004 TIFS</b>                        |           |                  |
|             | <i>DEVELOPMENT INCENTIVES</i>           |           |                  |
|             | OPERATING EXPENSES                      | 52,172    |                  |
|             | OTHER EXPENSES                          | 4,767,458 |                  |
|             | <i>TOTAL</i>                            |           | <i>4,819,630</i> |



|                                          |                               |           |                                      |
|------------------------------------------|-------------------------------|-----------|--------------------------------------|
| <b>2700</b>                              | <b>2004 RIDS</b>              |           |                                      |
|                                          | <i>DEVELOPMENT INCENTIVES</i> |           |                                      |
|                                          | OPERATING EXPENSES            | 76,824    |                                      |
|                                          | OTHER EXPENSES                | 6,020,947 |                                      |
|                                          | <i>TOTAL</i>                  |           | <i>6,097,771</i>                     |
| <b>GRAND TOTAL SPECIAL REVENUE FUNDS</b> |                               |           | <hr/> <b><i>29,662,066</i></b> <hr/> |

SECTION 4: There be appropriated from the following CAPITAL PROJECTS FUNDS:

|             |                                 |           |                  |
|-------------|---------------------------------|-----------|------------------|
| <b>3101</b> | <b>CAPITAL INCOME TAX FUND</b>  |           |                  |
|             | <i>GENERAL GOVERNMENT</i>       |           |                  |
|             | CAPITAL EXPENSES                | 125,500   |                  |
|             | <i>PUBLIC SAFETY</i>            |           |                  |
|             | CAPITAL EXPENSES                | 200,000   |                  |
|             | <i>PUBLIC WORKS</i>             |           |                  |
|             | OPERATING EXPENSES              | -         |                  |
|             | CAPITAL EXPENSES                | 1,360,936 |                  |
|             | <i>OTHER FINANCING USES</i>     |           |                  |
|             | OTHER EXPENSES                  | 514,500   |                  |
|             | <i>TOTAL</i>                    |           | <i>2,200,936</i> |
| <b>3110</b> | <b>PARK IMPROVEMENT FUND</b>    |           |                  |
|             | <i>PARKS AND RECREATION</i>     |           |                  |
|             | OPERATING                       | -         |                  |
|             | CAPITAL EXPENSES                | 385,000   |                  |
|             | <i>TOTAL</i>                    |           | <i>385,000</i>   |
| <b>3120</b> | <b>CAPITAL IMPROVEMENT FUND</b> |           |                  |
|             | <i>GENERAL GOVERNMENT</i>       |           |                  |

|                                           |                                       |           |                                     |
|-------------------------------------------|---------------------------------------|-----------|-------------------------------------|
|                                           | CAPITAL EXPENSES                      | -         |                                     |
|                                           | <i>PUBLIC SAFETY</i>                  |           |                                     |
|                                           | CAPITAL EXPENSES                      | -         |                                     |
|                                           | <i>PUBLIC WORKS</i>                   |           |                                     |
|                                           | OPERATING EXPENSES                    | 500       |                                     |
|                                           | CAPITAL EXPENSES                      | 3,386,618 |                                     |
|                                           | <i>TOTAL</i>                          |           | <i>3,387,118</i>                    |
| <b>6120</b>                               | <b>WATER CAPITAL IMPROVEMENT FUND</b> |           |                                     |
|                                           | <i>PUBLIC WORKS</i>                   |           |                                     |
|                                           | OPERATING EXPENSES                    | 100,000   |                                     |
|                                           | CAPITAL EXPENSES                      | 942,684   |                                     |
|                                           | <i>TOTAL</i>                          |           | <i>1,042,684</i>                    |
| <b>6125</b>                               | <b>WATER METER REPLACEMENT FUND</b>   |           |                                     |
|                                           | <i>PUBLIC WORKS</i>                   |           |                                     |
|                                           | OPERATING EXPENSES                    | 30        |                                     |
|                                           | CAPITAL EXPENSES                      | 250,000   |                                     |
|                                           | <i>TOTAL</i>                          |           | <i>250,030</i>                      |
| <b>GRAND TOTAL CAPITAL PROJECTS FUNDS</b> |                                       |           | <hr/> <b><i>7,265,768</i></b> <hr/> |

SECTION 5: There be appropriated from the following DEBT SERVICE FUNDS:

|             |                              |         |                |
|-------------|------------------------------|---------|----------------|
| <b>4110</b> | <b>G.O. BOND RETIREMENT</b>  |         |                |
|             | <i>GENERAL GOVERNMENT</i>    |         |                |
|             | DEBT SERVICE EXPENSE         | 815,541 |                |
|             | <i>TOTAL</i>                 |         | <i>815,541</i> |
| <b>4210</b> | <b>WATER BOND RETIREMENT</b> |         |                |
|             | <i>PUBLIC WORKS</i>          |         |                |

|                                       |                                        |           |                                     |
|---------------------------------------|----------------------------------------|-----------|-------------------------------------|
|                                       | DEBT SERVICE EXPENSE                   | 435,352   |                                     |
|                                       | <i>TOTAL</i>                           |           | <i>435,352</i>                      |
| <b>4310</b>                           | <b>S.A. BOND RETIREMENT FUND</b>       |           |                                     |
|                                       | <i>GENERAL GOVERNMENT</i>              |           |                                     |
|                                       | OPERATING EXPENSES                     | 100       |                                     |
|                                       | <i>DEVELOPMENT INCENTIVES</i>          |           |                                     |
|                                       | OTHER EXPENSES                         | 1,337,261 |                                     |
|                                       | <i>TOTAL</i>                           |           | <i>1,337,361</i>                    |
| <b>4410</b>                           | <b>INCOME TAX BOND RETIREMENT FUND</b> |           |                                     |
|                                       | <i>GENERAL GOVERNMENT</i>              |           |                                     |
|                                       | DEBT SERVICE EXPENSE                   | 614,463   |                                     |
|                                       | <i>TOTAL</i>                           |           | <i>614,463</i>                      |
| <b>GRAND TOTAL DEBT SERVICE FUNDS</b> |                                        |           | <hr/> <b><i>3,202,717</i></b> <hr/> |

SECTION 6: There be appropriated from the following SPECIAL ASSESSMENT FUNDS:

|                                             |                                  |    |                              |
|---------------------------------------------|----------------------------------|----|------------------------------|
| <b>5110</b>                                 | <b>S.A. STREET LIGHTING FUND</b> |    |                              |
|                                             | <i>GENERAL GOVERNMENT</i>        |    |                              |
|                                             | OPERATING EXPENSES               | 10 |                              |
|                                             | <i>TOTAL</i>                     |    | <i>10</i>                    |
| <b>GRAND TOTAL SPECIAL ASSESSMENT FUNDS</b> |                                  |    | <hr/> <b><i>10</i></b> <hr/> |

SECTION 7: There be appropriated from the following ENTERPRISE FUNDS:

|             |                     |           |  |
|-------------|---------------------|-----------|--|
| <b>6110</b> | <b>WATER FUND</b>   |           |  |
|             | <i>PUBLIC WORKS</i> |           |  |
|             | PERSONAL SERVICES   | 1,257,736 |  |
|             | OPERATING EXPENSES  | 1,985,300 |  |
|             | OTHER EXPENSES      | 950,000   |  |

|                                     |                             |              |                         |
|-------------------------------------|-----------------------------|--------------|-------------------------|
|                                     |                             | <i>TOTAL</i> | <i>4,193,036</i>        |
| <b>6210</b>                         | <b>SEWER FUND</b>           |              |                         |
|                                     | <i>PUBLIC WORKS</i>         |              |                         |
|                                     | PERSONAL SERVICES           | 107,365      |                         |
|                                     | OPERATING EXPENSES          | 1,322,200    |                         |
|                                     | <i>TOTAL</i>                |              | <i>1,429,565</i>        |
| <b>6310</b>                         | <b>STORM WATER FUND</b>     |              |                         |
|                                     | <i>PUBLIC WORKS</i>         |              |                         |
|                                     | PERSONAL SERVICES           | 249,700      |                         |
|                                     | OPERATING EXPENSES          | 352,650      |                         |
|                                     | CAPITAL EXPENSES            | 471,688      |                         |
|                                     | <i>TOTAL</i>                |              | <i>1,074,038</i>        |
| <b>6410</b>                         | <b>GARBAGE FUND</b>         |              |                         |
|                                     | <i>PUBLIC WORKS</i>         |              |                         |
|                                     | PERSONAL SERVICES           | 127,143      |                         |
|                                     | OPERATING EXPENSES          | 1,127,000    |                         |
|                                     | <i>TOTAL</i>                |              | <i>1,254,143</i>        |
| <b>6510</b>                         | <b>CEMETERY FUND</b>        |              |                         |
|                                     | <i>PUBLIC WORKS</i>         |              |                         |
|                                     | PERSONAL SERVICES           | 40,000       |                         |
|                                     | OPERATING EXPENSES          | 94,600       |                         |
|                                     | <i>TOTAL</i>                |              | <i>134,600</i>          |
| <b>6610</b>                         | <b>STREET LIGHTING FUND</b> |              |                         |
|                                     | <i>PUBLIC WORKS</i>         |              |                         |
|                                     | OPERATING EXPENSES          | 153,050      |                         |
|                                     | <i>TOTAL</i>                |              | <i>153,050</i>          |
| <b>GRAND TOTAL ENTERPRISE FUNDS</b> |                             |              | <b><u>8,238,432</u></b> |



SECTION 8: There be appropriated from the following TRUST AND AGENCY FUNDS:

**7100 CEMETERY MAINTENANCE TRUST FUND**

*FUND EXPENSE*

|                    |        |               |
|--------------------|--------|---------------|
| OPERATING EXPENSES | 10,000 |               |
| CAPITAL EXPENSES   | 27,500 |               |
| <i>TOTAL</i>       |        | <i>37,500</i> |

**7110 MOUND CEMETERY TRUST FUND**

*PUBLIC WORKS*

|                    |        |               |
|--------------------|--------|---------------|
| OPERATING EXPENSES | 10,000 |               |
| CAPITAL EXPENSES   | 27,500 |               |
| <i>TOTAL</i>       |        | <i>37,500</i> |

**7120 LONG STREET CEMETERY TRUST FUND**

*PUBLIC WORKS*

|                    |     |            |
|--------------------|-----|------------|
| OPERATING EXPENSES | 250 |            |
| <i>TOTAL</i>       |     | <i>250</i> |

**7310 FIRE HISTORIC PRESERVATION FUND**

*PUBLIC SAFETY*

|                |   |          |
|----------------|---|----------|
| CAPITAL OUTLAY | - |          |
| <i>TOTAL</i>   |   | <i>-</i> |

**7320 FIRE LOSS SECURITY FUND**

*PUBLIC SAFETY*

|              |        |               |
|--------------|--------|---------------|
| OPERATING    | 24,000 |               |
| <i>TOTAL</i> |        | <i>24,000</i> |

**7410 DRUG LAW ENFORCEMENT TRUST FUND**

*PUBLIC SAFETY*

|                    |        |  |
|--------------------|--------|--|
| OPERATING EXPENSES | 20,000 |  |
|--------------------|--------|--|

TOTAL

20,000

GRAND TOTAL TRUST AND AGENCY FUNDS

119,250

TOTAL ALL APPROPRIATIONS

73,021,945

SECTION 9: The City Manager is hereby authorized to convert the dollar appropriation figure in the Ordinance to such form as may be acceptable to the Auditors of Butler and Warren Counties and the Auditor of the State of Ohio provided in this conversion no change of total dollar amounts shall within the Sections of this Ordinance be permitted without approval of Council.

SECTION 10: The Finance Director is hereby authorized to draw warrants on the City Treasury for payments from any of the foregoing appropriations upon receiving proper certificates and vouchers therefore, approved by the board or officers authorized by law to approve the same, or an ordinance or resolution of Council to make the expenditures provided that no warrants shall be drawn OR paid for salaries or wages except to persons employed by authority and in accordance with law or ordinance. Provided further that the appropriations for contingencies can only be expended upon appeal of two-thirds vote of Council for items of expense constituting a legal obligation against the City, and for purposes other than those covered by other specific appropriations herein made.

SECTION 11: This measure shall take effect immediately upon passage pursuant to Section 7.08(B)(1) of the Charter of the City of Monroe.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

City of Monroe

Supplemental Appropriations

December 16, 2025

| FUND | FUND DESCRIPTION       | CURRENT<br>APPROPRIATIONS | ADJUSTED<br>APPROPRIATIONS | AMOUNT OF<br>CHANGE | % CHANGE | ACCOUNT NUMBER              | REASON FOR REQUEST                            |
|------|------------------------|---------------------------|----------------------------|---------------------|----------|-----------------------------|-----------------------------------------------|
| 2410 | POLICE LAW ENFORCEMENT |                           |                            |                     |          |                             |                                               |
|      | 250 PUBLIC SAFETY      |                           |                            |                     |          |                             |                                               |
|      | PERSONAL SERVICES      | 4,305,046                 | 4,375,046                  | 70,000              | 1.6%     | 24125151-51111              | Increased Overtime due to vacancies           |
|      |                        |                           |                            |                     |          | 24125000-52380 - (\$40,400) |                                               |
|      |                        |                           |                            |                     |          | 24125000-52401 - (\$9,600)  |                                               |
|      |                        |                           |                            |                     |          | 24125000-52321 - (\$5,000)  |                                               |
|      |                        |                           |                            |                     |          | 24125000-52334 - (\$5,000)  |                                               |
|      |                        |                           |                            |                     |          | 24125300-52415 - (\$5,000)  |                                               |
|      |                        |                           |                            |                     |          | 24125000-52314 - (\$3,000)  |                                               |
|      |                        |                           |                            |                     |          | 24125054-52315 - (\$1,000)  |                                               |
|      | OPERATING EXPENSES     | 1,014,780                 | 944,780                    | (70,000)            | -6.9%    | 24125000-52370 - (\$1,000)  | Unspent budgeted operating funds to offset OT |

**RESOLUTION NO. 85-2025**

A RESOLUTION ACCEPTING THE LOWEST AND/OR BEST QUOTE SUBMITTED FOR THE OFFICE REMODELING PROJECT AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT BY AND BETWEEN THE CITY OF MONROE AND TRADE 31.

WHEREAS, the City of Monroe obtained quotes for the office remodeling project in the City Manager's office area; and

WHEREAS, based on the quotes received, Trade 31 has been determined to have submitted the lowest and/or best quote for the project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: The quote submitted by Trade 31 in the amount of \$51,222.45 is hereby accepted as the lowest and/or best quote for the office remodeling project.

SECTION 2: The City Manager is hereby authorized to enter into a contract by and between the City of Monroe and Trade 31 pursuant to the terms and conditions set forth in the quote documents.

SECTION 3: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor





|                                                             |                             |
|-------------------------------------------------------------|-----------------------------|
| Proposal Submitted To:                                      | Date: 12/3/2025             |
| Co.: Gary Morton                                            | Job: City of Monroe         |
| Address: 233 S main st                                      | Job Address: 233 S Main St  |
| City/St.: Monroe, OH 45050                                  | City/St.: Monroe, OH 45050  |
| Thanks for Your Consideration                               | Plans: N/A Plans Dated: N/A |
| Contact: Trevor Fehlinger<br>Email: tfehlinger@trade-31.com | Mobile: 513-203-5606        |

Prevailing Wage Rates Do Not Apply. State and Local Use Taxes are Included.

- 1) Trade-31 proposes to provide installation labor, adhesives, sealants, nails, screws, and personnel safety equipment required to install items per the **Specialty Contracting** Inclusions below. This work will be completed per plans and specifications and according to this contractor's standard means, methods, details, and practices and according to the material manufacturer's instructions with the following clarifications.

- A. Base Price: \$40,340.01
- B. Alternate #1 Price: \$29,251.11
- C. Alternate #2 Price: \$10,882.44
- D. Combined Price: \$81,782.05

2) Inclusions:

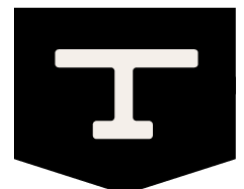
A. Base Bid- Executive Assistant Office

- 1. Demolition of the Executive Assistants' Desk
- 2. Installation of framing, drywall, and ACT ceilings
- 3. Relocation of electrical in the current space
- 4. Relocation and Addition to the fire suppression system
- 5. Installation of storefront door and window
- 6. Installation of New Carpet Squares and Rubber Base

12/3/2025  
Proposal Page 1 of 3



Trade 31  
2831 Stanton Avenue  
Cincinnati, OH 45206  
O: 513-618-2253



### **B. Alternate #1- Seating Area Transformation**

1. Installation of framing, drywall, and ACT ceilings
2. Relocation of electrical in the current space
3. Relocation and Addition to the fire suppression system
4. Installation of storefront door and window
5. Installation of New Carpet Squares and Rubber Base

### **C. Alternate #2- Hallway and Kitchen Flooring**

1. Demo existing glue down LVT and trim
2. Replace flooring with glue down LVT
3. Install new rubber base where applicable
4. Re-use existing wood base

### **3) Exclusions and Qualifications:**

- A. Permitting by Others
- B. Excludes Sales Tax
- C. Excludes all work and materials not listed above
- D. Excludes Prevailing Wage
- E. Excludes As-Built Drawings

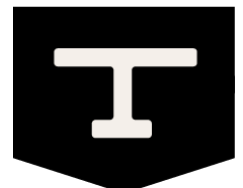
### **4) Conditions and qualifications of this proposal.**

- A. This contractor shall keep his work area clean at all times. This contractor cannot be responsible for other tradesmen's cleanliness. All debris generated by this contractor shall be disposed of by The General Contractor. This proposal excludes General Contractor mandated site wide cleanup.
- B. The General Contractor shall designate and make available for this Contractor an indoor area adequate for the proper and safe storage and staging of finish materials to be installed in this project.

12/3/2025  
Proposal Page 2 of 3



**Trade 31**  
2831 Stanton Avenue  
Cincinnati, OH 45206  
O: 513.618-2253

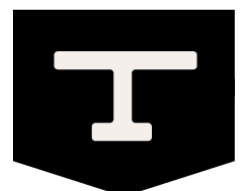


- C. Inadequate, conflicting and/or incomplete bid documents have compelled this contractor to make certain assumptions. These assumptions will provide a complete project, however if these assumptions are not the designer's intent then pricing will change.**
- D. This contractor will not work in unconditioned areas or outside if the high temperature for the day is forecast to be below 25 degrees Fahrenheit.**
- E. The Owner can expect all work completed by this contractor to be executed in a professional, safe, and complete manner.**
- F. A substantial change of circumstances relating to the cost of labor and/or materials may require changes in the above quoted pricing.**

12/3/2025  
Proposal Page 3 of 3



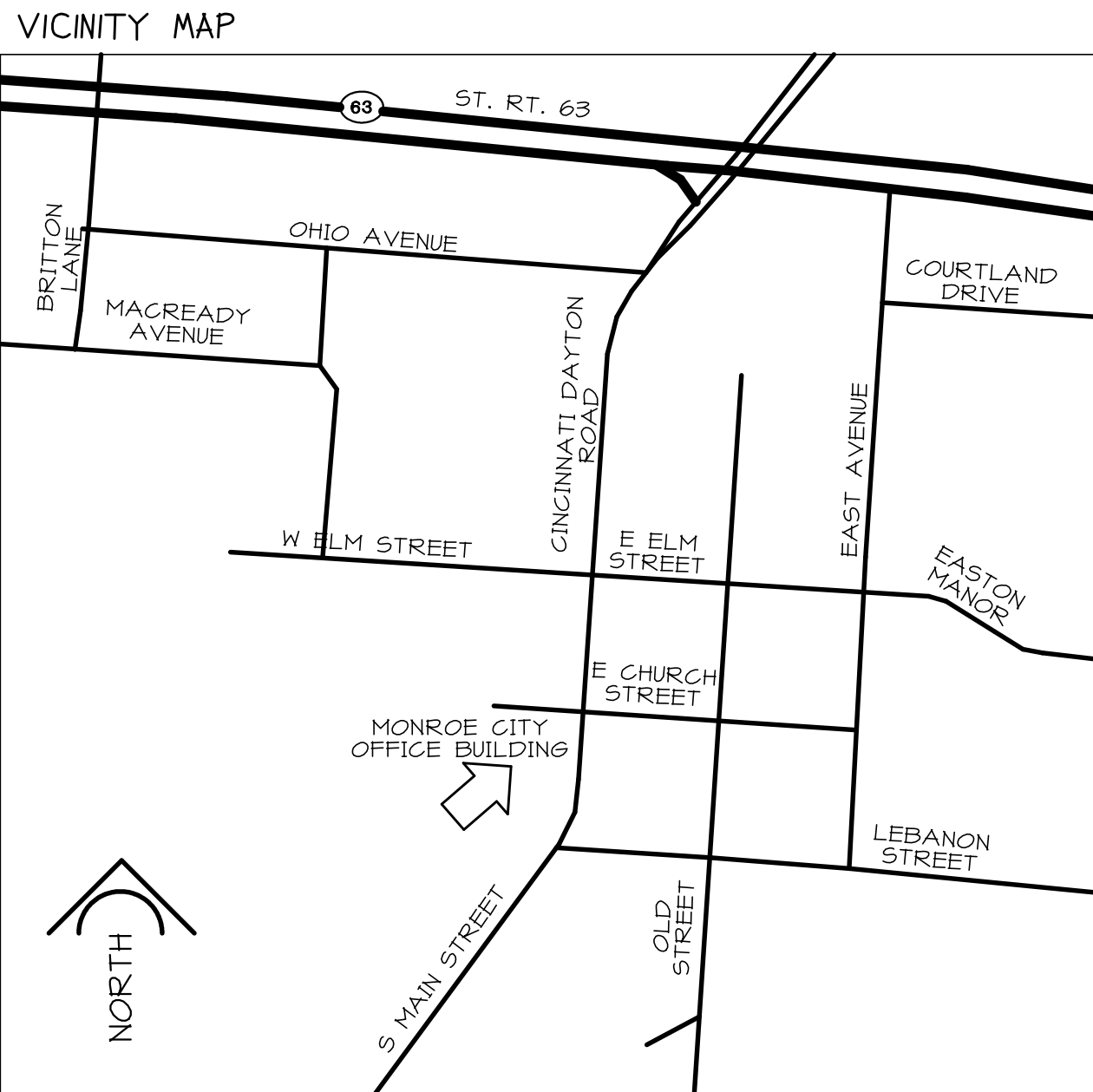
**Trade 31**  
2831 Stanton Avenue  
Cincinnati, OH 45206  
O: 513.618-2253



# MONROE CITY OFFICE

# REMODEL

233 SOUTH MAIN STREET  
MONROE, OHIO 45050



OCCUPANT LOAD TABLE PER  
OBC TABLE 1004.1.1

| NO.   | NAME                                        | AREA | SF PER PERSON | OCCUPANT LOAD |
|-------|---------------------------------------------|------|---------------|---------------|
| 100   | CITY MANAGER                                | 219  | 100           | 2             |
| 101   | PAYROLL CLERK                               | 151  | 100           | 1             |
| 104   | MEETING ROOM                                | 363  | 15            | 24            |
| 105   | ASSISTANT TO THE CITY MANAGER/COUNCIL CLERK | 149  | 100           | 1             |
| 106   | SEATING AREA                                | 148  | 15            | 9             |
|       |                                             |      |               |               |
| 108   | ECONOMIC DEVELOPMENT                        | 160  | 100           | 2             |
| 109   | ASSISTANT CITY MANAGER                      | 158  | 100           | 1             |
| 110   | EXECUTIVE ASSISTANT                         | 139  | 100           | 1             |
|       |                                             |      |               |               |
| TOTAL |                                             |      |               | 41            |

DRAWING INDEX

T-1.1 TITLE SHEET, INDEX, CODE NOTES, OCCUPANT LOAD, VICINITY MAP

**ARCHITECTURAL**

A-1.1 LOWER LEVEL PLAN- NORTH WING, MISC. NOTES AND DETAILS

A-2.1 STOREFRONT ELEVATIONS, MISC. SECTIONS AND DETAILS, ROOM FINISH AND DOOR SCHEDULES

CODE REVIEW-

|                                 |           |
|---------------------------------|-----------|
| USE GROUP                       | "B"       |
| CONSTRUCTION TYPE               | 3B        |
| ALLOWABLE SF (TABLE 503)        | 19,000    |
| SPRINKLER INCREASE (OBC 506.3 ) | 38,000    |
| TOTAL ALLOWABLE SF              | 57,000    |
| ACTUAL SF                       | 10,956    |
| ALLOWABLE STORIES               | 3         |
| ACTUAL STORIES                  | 2         |
| ALLOWABLE HEIGHT                | 40'-0"    |
| ACTUAL HEIGHT                   | 30'-0"+/- |

- NOTES-
1. APPLICABLE CODE- 2011 OBC.
  2. THIS BUILDING IS FULLY SPRINKLERED.
  3. ALL NEW WORK IS INTERIOR.
  4. CLEAR PERIMETER INCREASE IS NOT INCLUDED IN THE TOTAL ALLOWABLE SF CALCULATIONS.

| REVISIONS | DATE | BY |
|-----------|------|----|
|           |      |    |
|           |      |    |
|           |      |    |
|           |      |    |
|           |      |    |

TITLE SHEET, INDEX, CODE NOTES, OCCUPANT LOAD TABLE

MONROE CITY OFFICE REMODEL

233 SOUTH MAIN STREET  
MONROE, OHIO 45050

DATE  
04-19-16

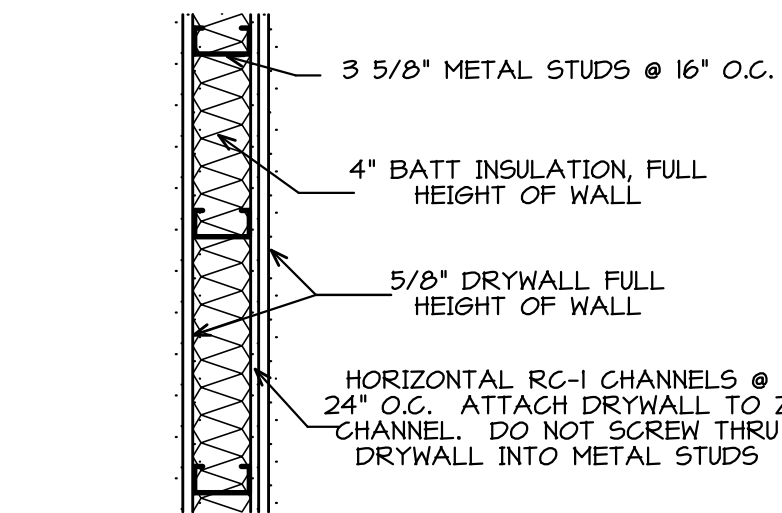
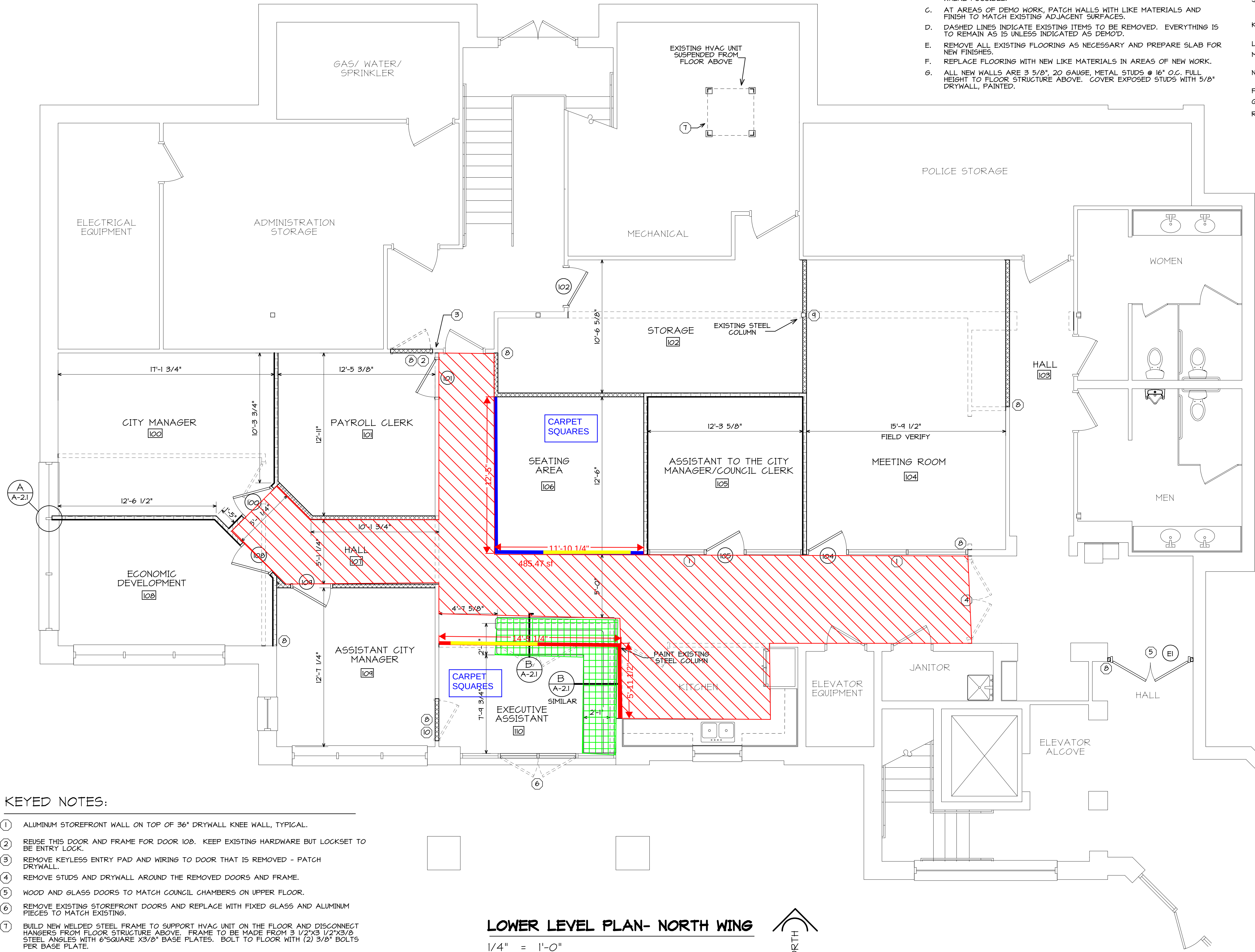
PROJECT NUMBER  
674

SHEET NUMBER  
T-1.1

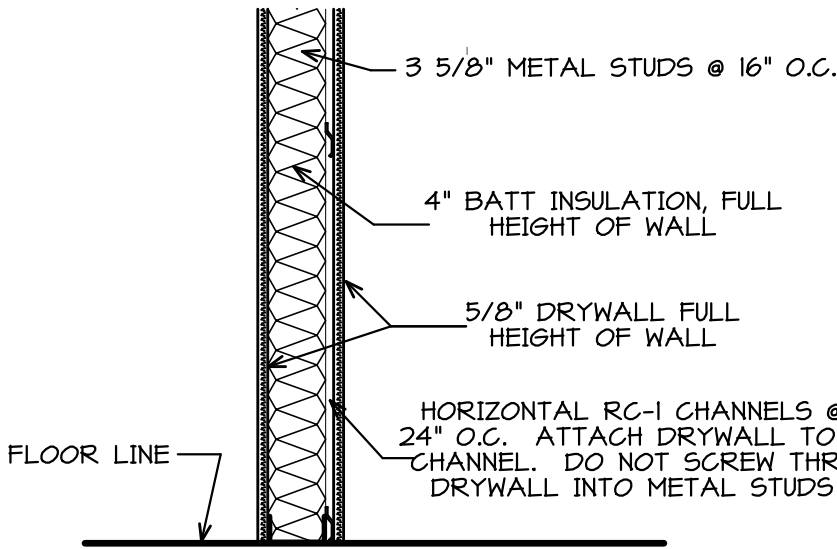


GENERAL NOTES:

- A. ALL WORK UNDER THIS CONTRACT IS TO BE INTERIOR.  
B. REUSE CEILING TILES, GRID, LIGHT FIXTURES, HVAC GRILLES, AND DOORS WHERE POSSIBLE.  
C. AT AREAS OF DEMO WORK, PATCH WALLS WITH LIKE MATERIALS AND FINISH TO MATCH EXISTING ADJACENT SURFACES.  
D. DASHED LINES INDICATE EXISTING ITEMS TO BE REMOVED. EVERYTHING IS TO REMAIN AS IS UNLESS INDICATED AS DEMO'D.  
E. REMOVE ALL EXISTING FLOORING AS NECESSARY AND PREPARE SLAB FOR NEW FINISHES.  
F. REPLACE FLOORING WITH NEW LIKE MATERIALS IN AREAS OF NEW WORK.  
G. ALL NEW WALLS ARE 3 5/8", 20 GAUGE, METAL STUDS @ 16" O.C., FULL HEIGHT TO FLOOR STRUCTURE ABOVE. COVER EXPOSED STUDS WITH 5/8" DRYWALL, PAINTED.  
H. DIMENSIONS ARE FROM NEW STUD TO NEW STUD OR FROM NEW STUD TO EXISTING DRYWALL.  
I. ALL NEW INTERIOR GLASS WALLS ARE CLEAR ANODIZED ALUMINUM STOREFRONT FRAMES WITH 1/4" CLEAR GLASS, TEMPERED FOR DOORS AND ADJACENT WINDOWS.  
J. ALL COUNTERS, WALL, AND BASE CABINETS ARE PLASTIC LAMINATE UNLESS INDICATED OTHERWISE.  
K. REWORK SPRINKLER SYSTEM FOR NEW ROOM LAYOUT.  
L. ALL NEW DOORS ARE 3'-0"x1'-0"x1 3/4" S.G. WOOD DOORS WITH HM FRAMES AND HARDWARE TO MATCH EXISTING.  
M. ALL NEW "DESK" COUNTERS ARE TO BE SUPPORTED BY WALL CLEATS AND/OR PLASTIC LAMINATE COVERED SUPPORTS.  
N. EXISTING RESTROOMS ARE ADAAG COMPLIANT AND ARE TO REMAIN AS IS.  
O. NEW ANGLED WALLS ARE AT 45 DEGREES.  
P. FIELD VERIFY ALL EXISTING DIMENSIONS.



SOUND WALL PLAN VIEW  
1" = 1'-0"



THIS WALL HAS AN STC RATING OF 54.

SOUND WALL SECTION  
1" = 1'-0"

WALL TYPES:

- NEW PARTITION: NOMINAL 5"  
3 5/8", 20 GA. METAL STUDS AT 16" O.C. WITH 5/8" DRYWALL ON EXPOSED SIDES, FULL HEIGHT TO BOTTOM OF FLOOR STRUCTURE ABOVE. DRYWALL STOPS 6" ABOVE ADJACENT SUSPENDED CEILING.
- NEW PARTITION: NOMINAL 5"  
3 5/8", 20 GA. METAL STUDS AT 16" O.C. WITH 5/8" DRYWALL ON EXPOSED SIDES, FULL HEIGHT TO BOTTOM OF FLOOR STRUCTURE ABOVE. PROVIDE 4" BATT INSULATION, FULL HEIGHT OF WALL. SEE SOUND WALL PLAN AND SECTION, THIS SHEET.

ALL INTERIOR STUDS ARE ACTUAL 20 GAUGE, NOT A DRYWALL STUD EQUIVALENT OF 20 GAUGE.

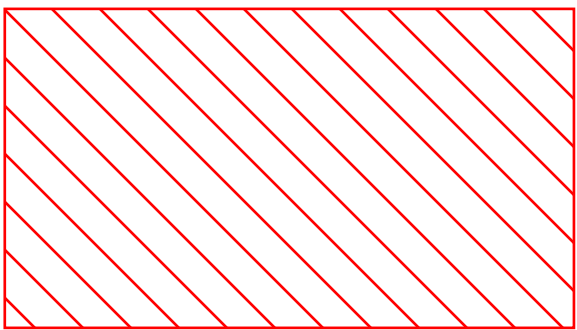
KEYED NOTES:

1. ALUMINUM STOREFRONT WALL ON TOP OF 3/8" DRYWALL KNEE WALL, TYPICAL.  
2. REUSE THIS DOOR AND FRAME FOR DOOR 108. KEEP EXISTING HARDWARE BUT LOCKSET TO BE ENTRY LOCK.  
3. REMOVE KEYLESS ENTRY PAD AND WIRING TO DOOR THAT IS REMOVED - PATCH DRYWALL.  
4. REMOVE STUDS AND DRYWALL AROUND THE REMOVED DOORS AND FRAME.  
5. WOOD AND GLASS DOORS TO MATCH COUNCIL CHAMBERS ON UPPER FLOOR.  
6. REMOVE EXISTING STOREFRONT DOORS AND REPLACE WITH FIXED GLASS AND ALUMINUM PIECES TO MATCH EXISTING.  
7. BUILD NEW WELDED STEEL FRAME TO SUPPORT HVAC UNIT ON THE FLOOR AND DISCONNECT HANGERS FROM FLOOR STRUCTURE ABOVE. FRAME TO BE MADE FROM 3 1/2"x3 1/2"x3/8" STEEL ANGLES WITH 6" SQUARE X3/8" BASE PLATES. BOLT TO FLOOR WITH (2) 3/8" BOLTS PER BASE PLATE.  
8. NEW DRYWALL TO BE FLUSH WITH EXISTING DRYWALL ON EACH SIDE OF WALL.  
9. INSTALL NEW WALL SO EXISTING COLUMN IS NOT EXPOSED IN MEETING ROOM.  
10. REUSE THIS DOOR AND FRAME FOR DOOR 100. KEEP EXISTING HARDWARE BUT LOCKSET TO BE ENTRY LOCK.

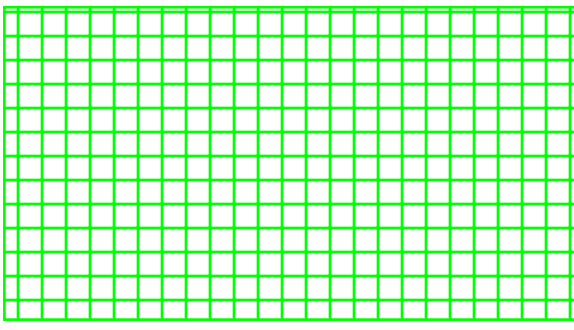
LOWER LEVEL PLAN- NORTH WING

1/4" = 1'-0"

Alternate 2: Demo and Replace LVT Flooring



Demo Desk



Alternate 1: Close in Seating area with (1) Door and (1) Window

Store Fronts

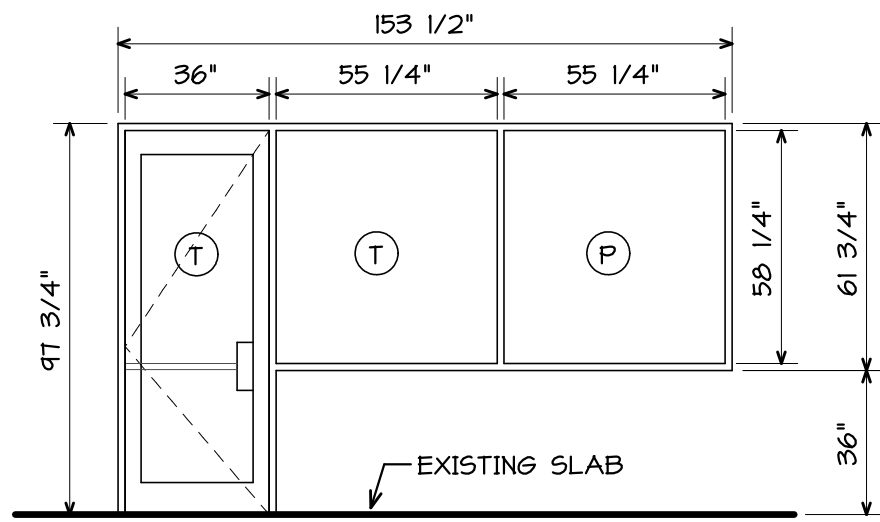


| REVISIONS | DATE | BY |
|-----------|------|----|
|           |      |    |
|           |      |    |
|           |      |    |
|           |      |    |

|                                                       |
|-------------------------------------------------------|
| LOWER LEVEL PLAN- NORTH WING, MISC. NOTES AND DETAILS |
| <b>MONROE CITY OFFICE REMODEL</b>                     |
| 233 SOUTH MAIN STREET<br>MONROE, OHIO 45050           |

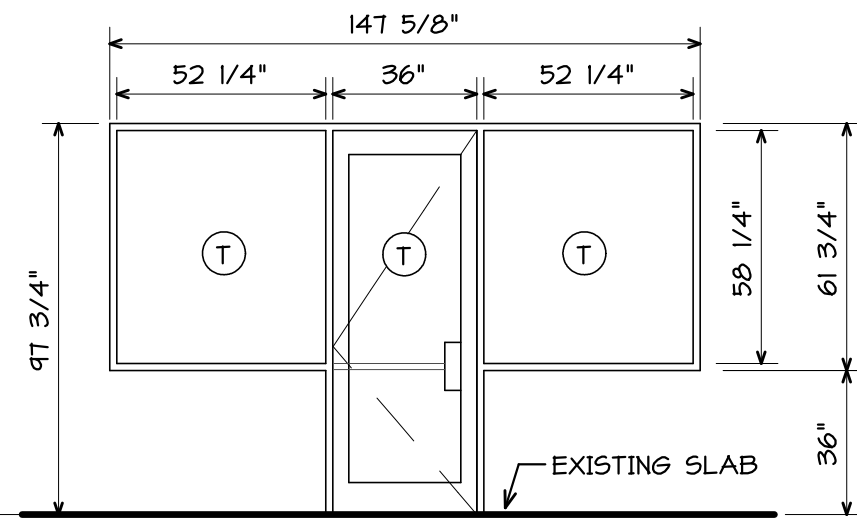
|                       |
|-----------------------|
| DATE<br>04-14-16      |
| PROJECT NUMBER<br>679 |
| SHEET NUMBER<br>A-1.1 |





MEETING ROOM 104

1/4" = 1'-0"



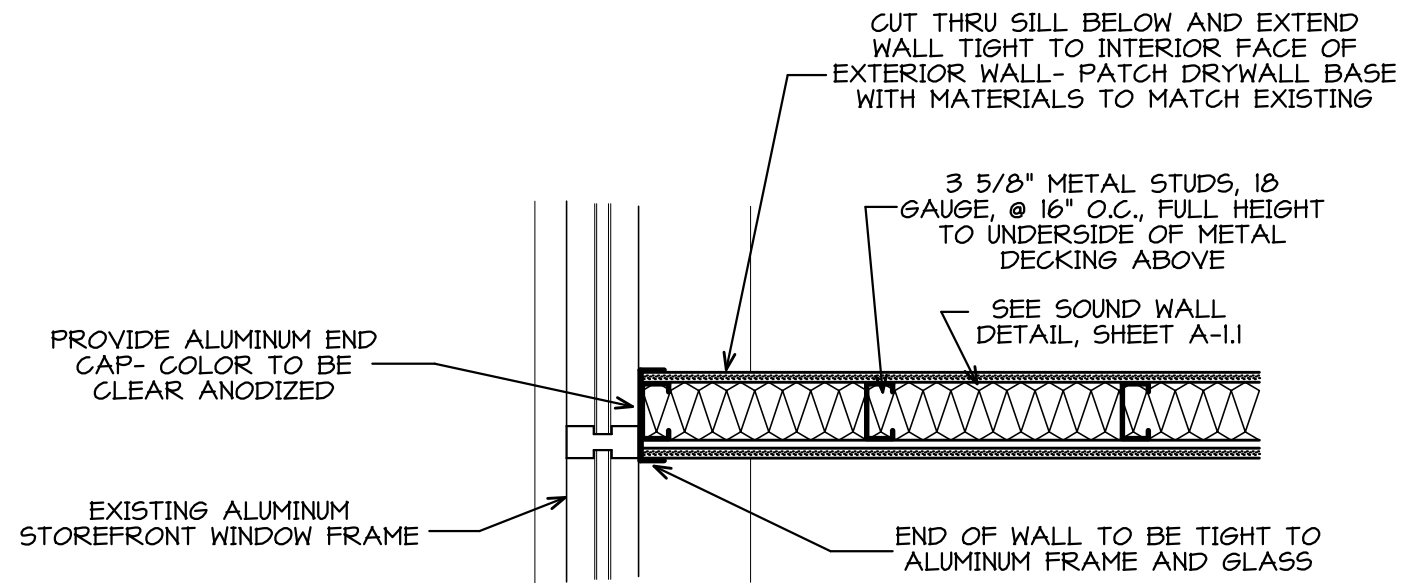
ASSISTANT TO THE CITY  
MANAGER/COUNCIL CLERK 105

1/4" = 1'-0"

GENERAL NOTES:

1. FIELD VERIFY ALL DIMENSIONS PRIOR TO FABRICATION OF STOREFRONT FRAMES. INDICATE FIELD DIMENSIONS ON SHOP DRAWINGS.
2. ALL FRAMES ARE DIMENSIONED 1/2" LESS THAN ROUGH OPENING AND 1/2" SHORTER THAN ROUGH OPENING TO ALLOW FOR SHIM SPACE.
3. ALL FRAMES ARE DRAWN FROM OUTSIDE THE ROOM LOOKING IN.
4. ALL INTERIOR STOREFRONT SECTIONS ARE 1 3/4" WIDE.
5. SEE SHEET A-11 AT EXECUTIVE SECRETARY 110 FOR MODIFYING EXISTING EXTERIOR STOREFRONT FRAME.

- (T) 1/4" TEMPERED GLASS- TINTED TO MATCH EXISTING
- (P) 1/4" ANNEALED GLASS- CLEAR



DETAIL

1" = 1'-0"

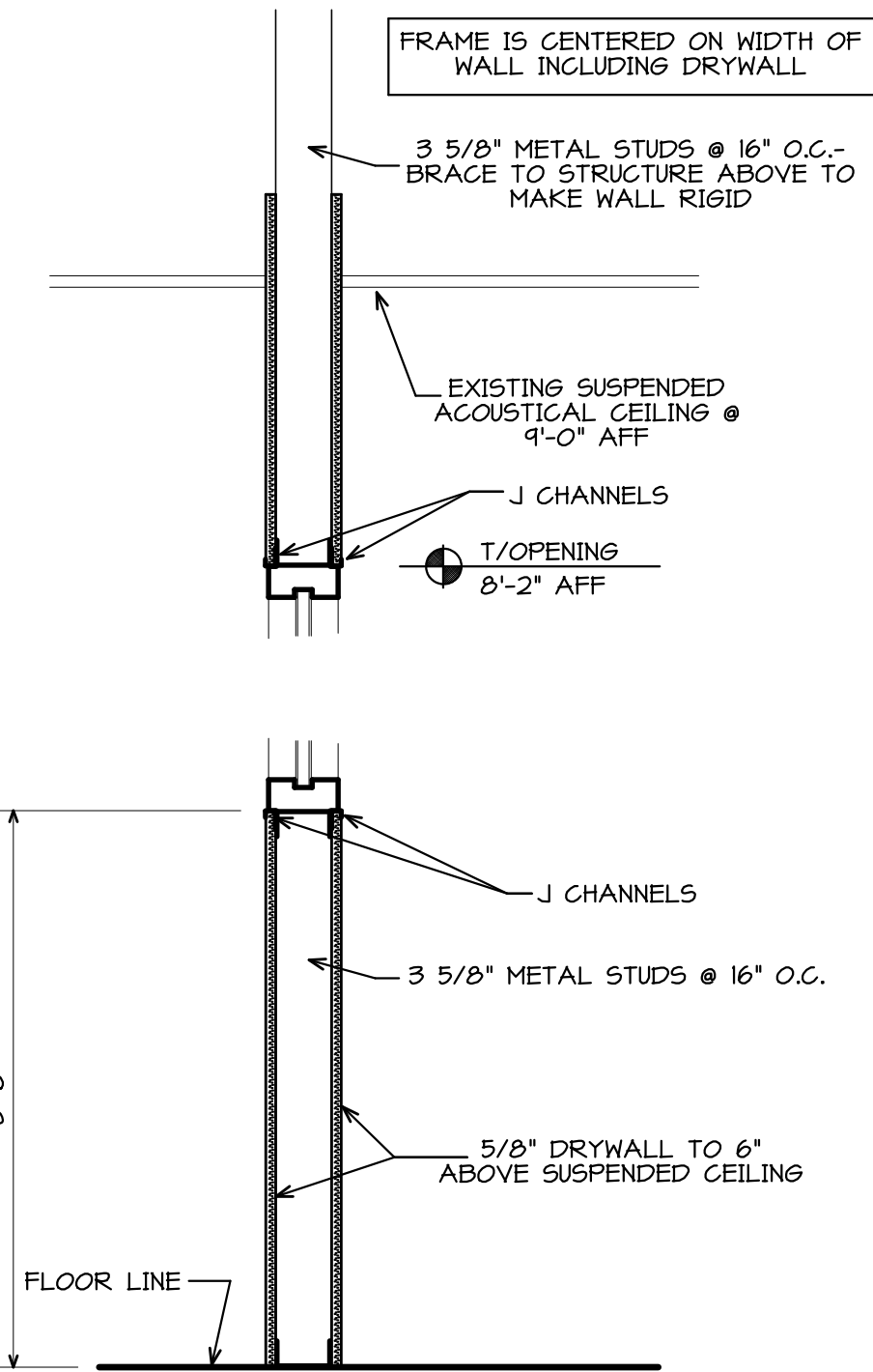
A  
A-11

MATERIAL SPECS-

1. CARPET- ALLOWANCE PER OWNER.
2. FLOORING/BASE-
  - A. RUBBER BASE- ROPPE OR EQUAL.
  - B. RESILIENT FLOOR- ARMSTRONGS OR EQUAL.
3. PAINT-
  - A. PAINT, VARNISH, STAINS, FILLERS, PRIMERS, ETC. SHALL BE BY PRATT AND LAMBERT, GLIDDEN, DEVOE-RAYNOLDS, OR EQUAL. ALL PAINT SPECIFIED BELOW USES PRATT AND LAMBERT DESIGNATIONS TO ESTABLISH PAINT TYPES TO BE MATCHED BY OTHER PAINT MANUFACTURERS UNLESS OTHERWISE SPECIFIED.
  - C. INTERIOR EXPOSED STRUCTURAL STEEL, AND METAL DOORS AND FRAMES- PRIME COAT; RUST INHIBITING METAL PRIMER  
FINISH COATS:ACCOLADE INTERIOR VELVET ACRYLIC LATEX ENAMEL, 2 COATS
  - E. DRYWALL- PRIME COAT; PVA PRIMER  
FINISH COATS:ACCOLADE INTERIOR VELVET ACRYLIC LATEX ENAMEL, 2 COATS
  - F. WOOD DOORS AND INTERIOR MILLWORK- PRE-FINISHED TO MATCH EXISTING
4. CEILING TILES-
  - A. PRODUCT NAME DIRECTIONAL TEXTURED LAY-IN  
PRODUCT TYPE CEILING  
CEILING TYPE DROP PANELS  
COLOR WHITE  
DIMENSIONS 48" X 24" X 1/16"  
ITEM # 444  
PRODUCT FAMILY CONTRACTOR SERIES  
MATERIAL TYPE MINERAL FIBER  
MANUFACTURER ARMSTRONG OR EQUAL

FLAME SPREAD RATINGS FOR INTERIOR  
FINISHES PER OBC TABLE 803.9

1. CORRIDOR WALLS, FLOORS, AND CEILINGS- CLASS "B".
2. ROOMS AND ENCLOSED SPACES WALLS, FLOORS, AND CEILINGS- CLASS "C".
3. SEATING AREA WALLS, FLOORS, AND CEILINGS- CLASS "B".
4. RATINGS ABOVE ARE MINIMUMS.
5. GENERAL CONTRACTOR TO SUBMIT MANUFACTURER'S FLAME SPREAD RATINGS OF ALL CEILING, WALL, AND FLOORING FINISHES TO ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.

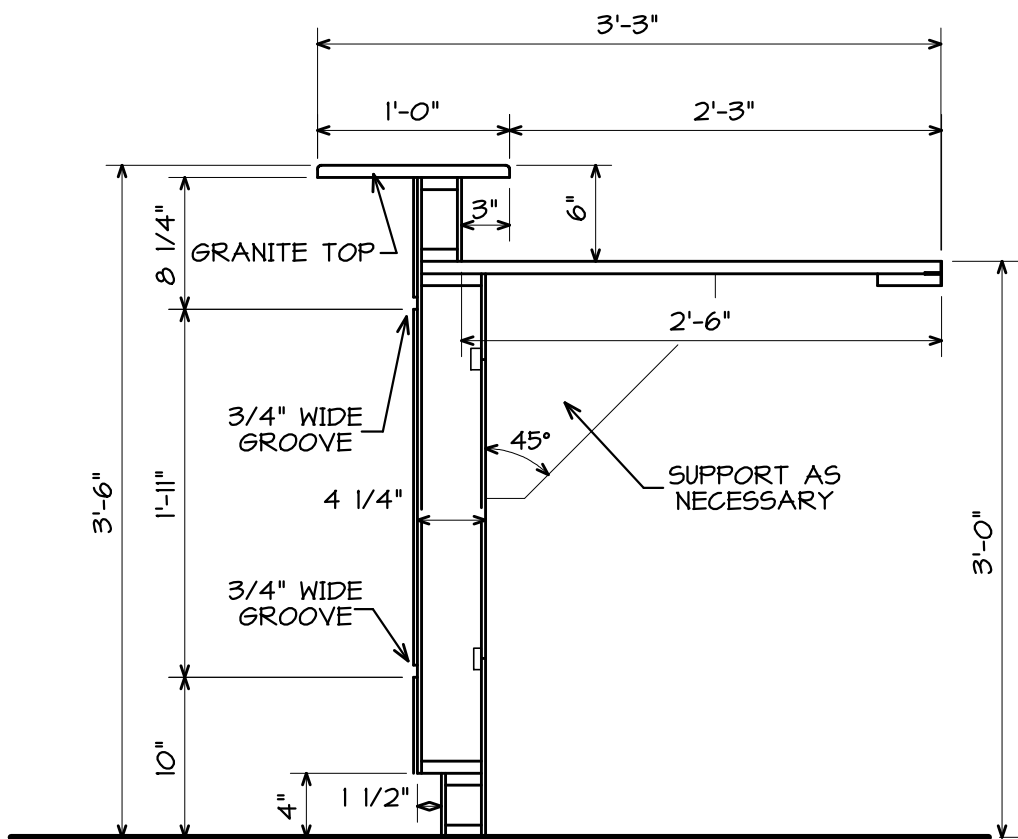


INTERIOR STOREFRONT  
WALL SECTION

1" = 1'-0"

NOTES-

1. ALL EXPOSED SURFACES ARE COVERED WITH PLASTIC LAMINATE (COLOR BY OWNER), UNLESS NOTED OTHERWISE.
2. PROVIDE RACEWAYS FOR ELECTRICAL AND COMPUTER WIRING PER OWNER.



SECTION

1" = 1'-0"

B  
A-11

| ROOM FINISH SCHEDULE |                                             |     |        |       |   |   |   |      |        |         |
|----------------------|---------------------------------------------|-----|--------|-------|---|---|---|------|--------|---------|
| SPACE                |                                             | FLR | BSE    | WALLS |   |   |   | CLG  |        | REMARKS |
| NO.                  | NAME                                        |     |        | N     | S | E | W | MAT. | HT.    |         |
| 100                  | CITY MANAGER                                | 1   | 2G     | 1     | 1 | 1 | 1 | 1    | 12'-0" | NOTE 1  |
| 101                  | PAYROLL CLERK                               | 2D  | 2F     | 1     | 1 | 1 | 1 | 2    | 12'-0" |         |
| 102                  | STORAGE                                     | 2D  | 2F     | 1     | 1 | 1 | 1 | 2    | 12'-0" |         |
| 103                  | HALL                                        | 2B  | 2F     | 1     | 1 | 1 | 1 | 3    | 10'-6" | NOTE 3  |
| 104                  | MEETING ROOM                                | 2H  | 2H     | 2     | 2 | 2 | 2 | 3    | 9'-0"  |         |
| 105                  | ASSISTANT TO THE CITY MANAGER/COUNCIL CLERK | 2H  | 2H     | 2     | 2 | 2 | 2 | 3    | 9'-0"  |         |
| 106                  | SEATING AREA                                | 2H  | 2H     | 2     | 2 | 2 | 2 | 3    | 9'-0"  |         |
| 107                  | HALL                                        | 2B  | 2F     | 1     | 1 | 1 | 1 | 3    | 9'-4"  |         |
| 108                  | ECONOMIC DEVELOPMENT                        | 2B  | 2F     | 1     | 1 | 1 | 1 | 3    | 9'-4"  |         |
| 109                  | ASSISTANT CITY MANAGER                      | 2B  | 2F     | 1     | 1 | 1 | 1 | 3    | 9'-4"  |         |
| 110                  | EXECUTIVE ASSISTANT                         | 2C  | 2E/ 2J | 1     | 1 | 1 | 1 | 3    | 9'-0"  |         |

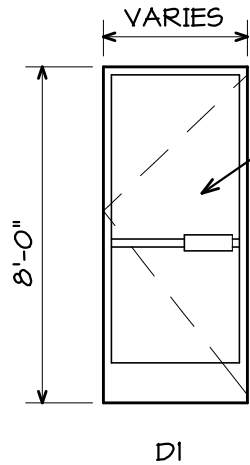
ROOM FINISH KEY

- FLOOR
1. CARPET
  2. RESILIENT
- BASE
1. 4" RUBBER COVE
- WALLS
1. DRYWALL- PAINTED
- CEILING
1. SUSPENDED ACOUSTICAL TILES WITH WHITE STEEL GRID

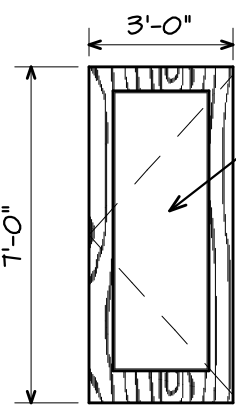
ROOM FINISH GENERAL NOTES-

1. PROVIDE PADDING IN ROOMS 100, 101, 105, 108, 109, AND 110.

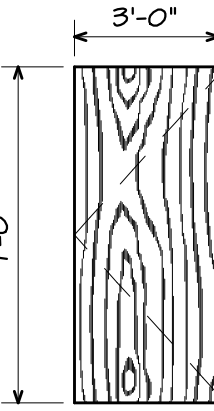
| DOOR SCHEDULE |       |    |                       |               |                |                |      |      |                                               |
|---------------|-------|----|-----------------------|---------------|----------------|----------------|------|------|-----------------------------------------------|
| TAG           | ELEV. |    | SIZE                  | DOOR<br>MAT'L | FRAME<br>MAT'L | FIRE<br>RATING | HDWE | HAND | REMARKS                                       |
|               | DR    | FR |                       |               |                |                |      |      |                                               |
| 100           | D3    | FI | 3'-0"X7'-0"X1-3/4"    | S.G. WOOD     | HM             | --             | H-1  | RH   | REUSE EXISTING DOOR AND FRAME<br>IF POSSIBLE. |
| 101           | D3    | FI | 3'-0"X7'-0"X2-1/4"    | S.G. WOOD     | HM             | --             | H-1  | RH   |                                               |
| 102           | D3    | FI | 3'-0"X7'-0"X2-1/4"    | S.G. WOOD     | HM             | 1 HOUR         | H-2  | RH   |                                               |
| 104           | D1    | *  | 3'-0"X8'-0"X1-3/4"    | ALUM          | ALUM           | --             | H-3  | LH   | *SEE ELEVATION, SHEET A-2.2                   |
| 105           | D1    | *  | 3'-0"X8'-0"X1-3/4"    | ALUM          | ALUM           | --             | H-3  | LH   | *SEE ELEVATION, SHEET A-2.2                   |
| 108           | D3    | FI | 3'-0"X7'-0"X1-3/4"    | S.G. WOOD     | HM             | --             | H-1  | LH   | REUSE EXISTING DOOR AND FRAME<br>IF POSSIBLE. |
| 109           | D3    | FI | 3'-0"X7'-0"X1-3/4"    | S.G. WOOD     | HM             | --             | H-1  | RH   |                                               |
| EI            | --    | -- | PR 3'-0"X7'-0"X1-3/4" | S.G. WOOD     | HM             | --             | --   | BHRA | EXISTING DOORS/FRAME/HDWE                     |
|               |       |    |                       |               |                |                |      |      |                                               |



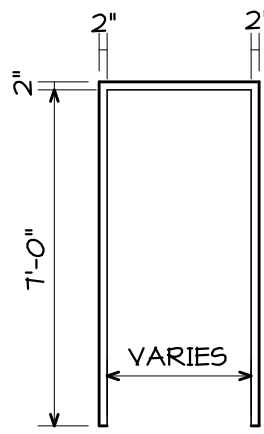
D1



D2



D3



FI

DOOR ELEVATIONS

1/4" = 1'-0"

FRAME ELEVATIONS

1/4" = 1'-0"

HARDWARE SETS

- H-1
- 1 1/2 PR BUTT HINGES
  - 1 ENTRANCE LOCK
  - 1 STOP
  - 3 SILENCERS
- H-2
- 1 1/2 PR BUTT HINGES
  - 1 STORE ROOM LOCK
  - 1 STOP
  - 1 CLOSER
  - 3 SILENCERS
- H-3
- 1 PR OF OFFSET PIVOT HINGES
  - 1 SET OF PUSH/PULL HDWE
  - THUMB TURN INSIDE AND KEY CYLINDER OUTSIDE
  - WEATHERSTRIPPING
  - THRESHOLD

DOOR SCHEDULE NOTES-

1. ALL DOORS TO HAVE LEVER HANDLES, EXCEPT FOR PUSH/PULL.
2. ALL HARDWARE TO MEET REQUIREMENTS OF CURRENT ADAAS.
3. ALL INTERIOR FRAMES TO HAVE 2" HEADS.
4. ALL DOORS SHALL BE READILY OPENABLE FROM THE SIDE FROM WHICH EGRESS IS TO BE MADE WITHOUT THE USE OF A KEY OR SPECIAL KNOWLEDGE OR EFFORT.
5. KEY ALL DOORS SEPARATELY TO EXISTING MASTER KEY. PROVIDE 2 KEYS PER DOOR.
6. USE WALL STOPS WHERE POSSIBLE.
7. DOOR SILENCERS- IVES NO. 20. SEE HARDWARE SETS FOR THE NUMBER OF SILENCERS PER DOOR FRAME. SILENCERS ARE NOT TO BE THE "STICK ON" TYPE.

**RESOLUTION NO. 86-2025**

A RESOLUTION APPROVING A THEN-AND-NOW CERTIFICATE IN THE AMOUNT OF \$4,274.00 TO WINCHESTER PROPERTY MANAGEMENT, LLC FOR CHRISTMAS ON THE PLAZA 2025 FOOD AND BEVERAGE.

WHEREAS, the invoice was received prior to a purchase order being opened.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: A Then-and-Now Certificate in the amount of \$4,274.00 to Winchester Property Management, LLC for Christmas on the Plaza 2025 food and beverage is hereby approved.

SECTION 2: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

**RESOLUTION NO. 87-2025**

A RESOLUTION APPROVING A THEN-AND-NOW CERTIFICATE IN THE AMOUNT OF \$11,150.00 TO THE CINCINNATI CIRCUS COMPANY FOR CHRISTMAS ON THE PLAZA 2025 ENTERTAINMENT SERVICES.

WHEREAS, the invoice was received prior to a purchase order being opened.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: A Then-and-Now Certificate in the amount of \$11,150.00 to The Cincinnati Circus Company for Christmas on the Plaza 2025 entertainment services is hereby approved.

SECTION 2: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

**RESOLUTION NO. 88-2025**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE CITY OF MONROE AND CORRIDOR 75 PARK, LTD. FOR INFRASTRUCTURE IMPROVEMENTS.

WHEREAS, the infrastructure improvements will support an industrial development on their 778-acre site between Butler and Warren Counties.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: The City Manager is hereby authorized to enter into a Memorandum of Understanding by and between the City of Monroe and Corridor 75 Park, Ltd. for infrastructure improvements. The terms and conditions of the Memorandum of Understanding are marked "Exhibit A" attached hereto and made a part hereof.

SECTION 2: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor



"Exhibit A" Res. No.  
88-2025

**MEMORANDUM OF UNDERSTANDING**

**by and among**

**City of Monroe, Ohio**

**and**

**Corridor 75 Park, LTD**

**Dated as of December \_\_, 2025**

This Memorandum of Understanding ("MOU") is executed by the City of Monroe, Ohio (the "City"), an Ohio municipal corporation, and Corridor 75 Park, LTD ("Corridor 75"), an Ohio limited liability company, in order to describe current plans and proposals of the City and Corridor 75 for the financing, development, and construction of certain improvements to Butler-Warren Road, an extension of Gateway Boulevard, and a roundabout at the intersection of Mason Road, Butler-Warren Road, and the to-be-constructed extension of Gateway Boulevard. The City and Corridor 75 may be referred to jointly as the "Parties" or individually as a "Party." This MOU is intended to set forth only the basic terms under which Corridor 75 and the City seek to develop the Project, as defined by this MOU. The execution of this MOU will not create any binding obligation on the Parties.

## UNDERSTANDING

### 1. Definitions

A. **"Butler-Warren Road Improvements"** means the widening, reconstruction, and improvement of Butler-Warren Road, including but not limited to pavement widening, curb and gutter installation, storm drainage improvements, utility relocation, and all associated work, beginning at the southern boundary of Butler County Parcel Number D7000-011-000-001 and extending along Butler-Warren Road and adjacent to Corridor 75's property located at Butler County Parcel Number D7000-011-000-001 to the intersection of the Gateway Boulevard Extension. The scope of and responsibilities for completing the Butler-Warren Road Improvements remain to be negotiated and will be set forth in the Development Agreement and/or Dedication Agreement once finalized.

B. **"City Parcel"** means the City-owned property identified as Warren County Auditor's Parcel Number 11-05-300-024 and intended to be transferred, in part, to Corridor 75. Portions of Warren County Auditor's Parcel Number 11-05-300-024 that are intended to become public right of way, either permanent or temporary as shown on Exhibit A, shall not be transferred to Corridor 75. The City Parcel does not include any portion of Butler County Auditor Parcel Number C1800-009-000-093.

C. **"Dedication Agreement"** means a separate written agreement between the City and Corridor 75 that details and finalizes certain terms outlined in this MOU. The Dedication Agreement has not yet been created.

D. **"Development Agreement"** means a separate written agreement between the City and the Third-Party Buyer regarding responsibility for construction and financing of the Project, tax incentives relating to the development of Butler County Parcel No. D7000-011-000-001, and other various subjects. The Development Agreement has not yet been created.

E. **"Donated Right-of-Way"** means those portions of the Corridor 75 Property intended to be dedicated to the City for public right-of-way purposes, as depicted in purple on the survey attached hereto as Exhibit A and incorporated herein by reference, for both the Gateway Boulevard Extension and Butler-Warren Road Improvements. The Donated Right-Of-Way will include sections of the following parcels: Butler County Auditor Parcel Nos. D7000-011-000-001, C1800-009-000-029, and C1800-009-000-011 and Warren County Auditor Parcel Nos. 11-05-300-028. Additionally, the portion of PT. Lot 327, Butler County O.R. 6020, Pg. 1241 identified on Exhibit A shall be included in the Donated Right of Way.

F. **"Gateway Boulevard Extension"** means the construction of a new public roadway and roundabout extending Gateway Boulevard through or adjacent to certain Corridor 75 property to connect with Mason Road and Butler-Warren Road.

G. **"Project"** means, generally, the Gateway Boulevard Extension, Butler-Warren Road Improvements, together with all related improvements. The Project is depicted on the survey attached hereto as Exhibit A.

H. **"Proposed Sale"** means the expected sale by Corridor 75 of Butler County Parcel No. D7000-011-000-001 to the Third-Party Buyer, which sale is contingent upon the execution of this MOU, the Dedication Agreement, the Development Agreement, and various other terms that must be agreed upon between Corridor 75, the City, and the Third-Party Buyer.

I. **"Third-Party Buyer"** means the expected buyer and developer of Butler County Parcel No. D7000-011-000-001 from Corridor 75 in the Proposed Sale.

2. **Corridor 75's General Commitments.** The Dedication Agreement shall include the following terms:

A. Subject to and conditioned upon closing of the Proposed Sale, Corridor 75 will donate, dedicate, and convey to the City in fee simple, the Donated Right-of-Way. Such dedication shall occur immediately prior to or simultaneously with the closing of the Proposed Sale, unless the Parties mutually agree to an alternative timeline in writing.

B. Corridor 75 will provide the City with a commitment for title insurance for the Donated Right-of-Way. Corridor 75 shall transfer the Donated Right-of-Way to the City free and clear of all liens, encumbrances, and restrictions, except those of record.

C. Corridor 75 will indemnify, defend, and hold harmless the City and its officers, employees, and agents from and against any and all claims, losses, damages, liabilities, and expenses (including reasonable attorneys' fees) arising out of or related to (a) any breach of Corridor 75's representations, warranties, or obligations under the Dedication Agreement; or (b) any recognized environmental condition or other contamination of hazardous substances existing on the Donated Right-of-Way prior to the date of dedication which violates applicable environmental laws.

3. **The City's General Commitments.** The Dedication Agreement shall include the following terms:

A. Subject to and conditioned upon the closing of the Proposed Sale and the execution of the Development Agreement, the City, in conjunction with the Third-Party Buyer or its designee, will design and construct, or cause to be designed and constructed, the Project. The City and Third-Party Buyer shall be responsible for all costs associated with the design and construction of the Project as set forth in the Development Agreement and/or Dedication Agreement. The City retains sole discretion in all aspects of the design and construction of the Project. The Parties acknowledge that the Development Agreement has not yet been negotiated or finalized. The Parties further acknowledge that the Development Agreement may never be finalized and that the City retains sole discretion as to whether it enters the Development Agreement. If the Development Agreement is not finalized in a

timely manner, acceptable to the City and the Third-Party Buyer or its designee, neither the City nor Corridor 75 has any obligation to negotiate or execute the Dedication Agreement.

B. The City will reasonably cooperate with Corridor 75's efforts to qualify the transfer of the Donated Right-of-Way as a bargain sale for tax purposes including, without limitation, providing a written acknowledgment accurately summarizing the agreement between the City and Corridor 75.

C. The Project shall include, at a minimum, pavement widening to provide adequate travel lanes, installation of curb and gutter, storm drainage facilities, and all work necessary to bring such improvements into conformance with the City's roadway standards and applicable design specifications. The City and/or Third-Party Buyer, as set forth in the Development Agreement, shall be responsible for all costs associated with the design and construction of the Project, except that the City may seek funding support from third-parties as the City deems appropriate.

D. To facilitate the Project design, the City will transfer to Corridor 75, by quitclaim deed, the City Parcel, except that any portion of the City Parcel that will remain or become public right-of-way under the Project shall not be transferred to Corridor 75. The City retains sole discretion in determining the portion of the City Parcel it transfers to Corridor 75 and the portion that is retained as public right-of-way, either permanently or temporarily.

E. The City will provide Corridor 75 with an ALTA/NSPS Land Title Survey, or other survey deemed appropriate by the City, prepared by a professional surveyor licensed in the State of Ohio depicting the geographical areas and providing legal descriptions of the Donated Right-of-Way.

#### **4. Legal and Advisory Expenses**

Each party hereto shall bear its own legal and advisory expenses incurred in connection with the negotiation of this MOU and the performance of its undertakings as described in this MOU, including the negotiation and preparation of all necessary additional agreements and due diligence.

#### **5. Governing Law**

This MOU shall be governed by and construed in accordance with the laws of the State of Ohio.

#### **6. Other Agreements/Understandings; Term; MOU Counterparts**

The provisions of this MOU shall supersede all previous agreements and understandings

among the parties or any of them concerning the subject matter hereof. This MOU shall become effective upon the execution hereof by a duly authorized signature of each of the parties hereto. If not terminated sooner by the City or Corridor 75, this MOU shall expire upon the execution of the Dedication Agreement by all parties, which Dedication Agreement shall be worked on cooperatively by all the parties, but in no case later than 5:00 o'clock p.m. local Ohio time on June 1, 2026. This MOU may be executed in several counterparts, including counterparts transmitted, stored or reproduced by electronic means, each of which shall be regarded as an original and all of which shall constitute one and the same document.

**7. Non-Binding Effect. THIS MOU IS INTENDED AS AN EXPRESSION OF THE STATUS OF DISCUSSIONS BETWEEN THE CITY AND CORRIDOR 75 AND IS NOT INTENDED TO BE CONTRACTUALLY BINDING ON ANY PARTIES OR TO CREATE ANY EXPRESS OR IMPLIED RIGHTS OR OBLIGATIONS IN FAVOR OR AGAINST THE CITY AND CORRIDOR 75. THE PARTIES WILL BE CONTRACTUALLY BOUND ONLY UPON AUTHORIZATION, MUTUAL EXECUTION AND DELIVERY OF DEFINITIVE AGREEMENTS. NONE OF THE PARTIES SHALL BE ENTITLED TO CLAIM, AND EACH PARTY HEREBY WAIVES AND RELEASES, ANY AND ALL CLAIMS THAT EXIST OR MAY EXIST IN THE FUTURE WITH RESPECT TO THIS MOU BASED UPON THEORIES OF LAW INVOLVING WAIVER, AND/OR ESTOPPEL, INCLUDING WITHOUT LIMITATION EQUITABLE ESTOPPEL, AND PROMISSORY ESTOPPEL.**

*(This Space Intentionally Left Blank; Signature Page Follows)*



[Signature Page]

**CITY OF MONROE, OHIO**

By:\_\_\_\_\_

Date: \_\_\_\_\_, 2025

Approved as to form:  
City Attorney

By:\_\_\_\_\_

**CORRIDOR 75 PARK, LTD**

By:\_\_\_\_\_

Date: \_\_\_\_\_, 2025

0059055.0797748 4905-0114-5982v4  
12/3/2025

**Project Information:**

- Project Name:** Butler Warren Road
- Project Start:** STA 13+09.76
- Project End:** STA 214+02.51

**Key Land Parcels and Owners:**

- Parcel 1:** 11-04-300-039, Janet Phelps Tr., 23.99 Acres (Original), S.R. 85-76
- Parcel 2:** 11-04-100-002, Kathryn P. Young Etal, 293.50 Acres (Original), 212.0746 Acres (Deed), 49.81 AC.
- Parcel 3:** 11-04-100-031, Bonnie Lou Farms, LLC, D.N. 2025-017112, 16.4832 AC, S.R. 141-35
- Parcel 4:** 11-04-100-041, Michael Rowley & Suzanna R. Rowley, D.N. 2025-006595, 38.4509 AC, S.R. 158-89
- Parcel 5:** 11-05-300-024, The City of Monroe, Ohio, D.N. 2021-039506, 0.787 Acres, S.R. 153 PG. 55
- Parcel 6:** 11-05-300-028, Corridor 75 Park, Ltd, 20.845 Acres (Original), S.R. 97-14, S.R. 30-99, S.R. 56-21
- Parcel 7:** 11-05-300-013, Chelsea Monroe Holdings, 0.416 Acres
- Parcel 8:** 11-05-300-015, Chelsea Monroe Holdings, 78.6605 Acres

**Other Labels and Notes:**

- Butler Warren Road:** The main project alignment.
- Property Lines (P/L):** Indicated by dashed lines.
- Easements (E/A, R/W):** Indicated by solid lines.
- Stationing:** 12+00, 15+00, 20+00, 25+00, 30+00, 35+00, 40+00, 45+00, 50+00, 55+00, 60+00, 65+00, 70+00, 75+00, 80+00, 85+00, 90+00, 95+00, 100+00, 105+00, 110+00, 115+00, 120+00, 125+00, 130+00, 135+00, 140+00, 145+00, 150+00, 155+00, 160+00, 165+00, 170+00, 175+00, 180+00, 185+00, 190+00, 195+00, 200+00, 205+00, 210+00, 214+00.
- Notes:** Various notes regarding easements, property lines, and project details.