

# **PUBLIC NOTICE**

## **AGENDA**

### **ADMINISTRATIVE SERVICES COMMITTEE MEETING**

*Committee Members: Sandy Russell, Lisa Evans, and Kim Chamberland*

**Thursday, June 16, 2022, at 3:00 p.m.**

**Council Chambers, 745 Center Street, Milford, Ohio 45150**

Call to Order

Proceedings: Approval of the May 11, 2022, updated Administrative Services Committee Minutes

Agenda Items:

- Discussion: Proposed Legislation RE: Short term Rentals and Regulations
- Discussion: 5633 Happy Hollow Road Lot Split
- Discussion: Local Government Formula
- Discussion: Medical Marijuana Facilities
- Discussion: Non-Union Employees Compensation
- Establishment of the Park Levy Improvement Fund No. 418
- And all additional matters that may properly come before the Committee.

Adjourn

**Administrative Services Committee  
Meeting Minutes  
May 11, 2022**

Ms. Russell called the meeting to order at 4:30 p.m.

**Present:** *Sandy Russell*, Lisa Evans, Kim Chamberland

**Staff:** City Manager - Michael Doss, Law Director – Mike Minniewar and Executive Assistant - Jackie Bain

**Visitors:** Numerous Visitors

**Proceedings:** The updated minutes from the May 4, 2022 Administrative Services Committee Meeting were approved.

**DISCUSSION: PROPOSED LEGISLATION RE: SHORT TERM RENTALS AND REGULATIONS**

Ms. Russell opened the meeting by addressing that we have discussed a proposed Ordinance and it was read at the last Administrative Services Committee meeting (May 4, 2022). The committee discussed changes to the proposed Ordinance at that meeting regarding Short Term Rentals and Regulations.

Ms. Chamberland discussed the proposed information for the ordinance that since we are a Trail town, regarding feedback for those that use our trail system that to have a two-night consecutive minimum could impede them. And to not have a minimum stay.

Ms. Evans is okay with the changes, but her mindset is to come up with a new proposal to meet in the middle and to allow some of the non-owner occupied STRP to operate with very strict guidelines. To counteract all the reasons for not allowing. For instance, you could propose that the STRP would have to be a Single-Family Dwelling, then an Apartment building would be out to operate as an Airbnb. Other small towns in Ohio have in their ordinances that the owner must live within x miles. This would prevent owners who live in other states. We could limit the number of Airbnb's in the city. Could we put things in place to possibly meet in the middle and be fair to all? We then take the options to council as a discussion for them as Committee of the Whole.

Mike Minniewar – to take two options to council to be drawn up as Ordinance A and Ordinance B is council could decide, if either they would like to go with. They could combine or reject or come up with a new proposal.

Lisa Evans – Proposed the following: the property is to be a Single-Family dwelling; the owner would have to live within so many miles of the property. The three strikes and the permit is revoked to still apply. To limit the number of permits in the City of Milford and to include the

buffer of 300 feet. We have had some owners here that have not received any complaints against them, and they are bringing people to our town. And before we just dismiss them, is there a way we can create an ordinance to where we can meet in the middle?

Mr. Doss stated that there may be only one change to draft from the Ordinance which would be:

1/Period of less than 90(?) days max and a minimum of two consecutive nights stay  
Is there a consensus in the committee to eliminate the minimum of two consecutive nights stay?  
Ms. Evans stated that if council is okay with this, but she is trying to find some type of reasonable compromise for those that have already invested. Ms. Chamberland stated that if you look at our zoning code, if someone prior to moving into their home or buying the property, had investigated that information, that they must follow the laws that are in place. Most of the residential Airbnb properties have been purchased within the last one to two-years. And feels that the entire beginning part of our zoning talks about how we are trying to protect the integrity of our neighborhoods. And we have not received any complaints regarding our Airbnb's in our neighborhood.

Ms. Evans stated that we have more problems with long term rentals and agrees that we do not want to see our neighborhoods destroyed. But from the Airbnb's that we have so far...they have not destroyed our neighborhoods. Ms. Evans also asked if the regulations will limit the quantity of rooms available on a property, even if owner occupied.

Ms. Chamberland expressed that we are not banning Airbnb in the city but proposing that if you want to run an Airbnb in a neighborhood, you have to live at the property, it must be Owner Occupied, unless you are in an area zoned Commercial.

Laurie Howland Milford Ohio

Ms. Howland brought to the committee's attention that if the city has a permitting process, then the city just must notify Airbnb/VRBO. The city does not have to get into the details with the property owner. Airbnb/VRBO then contacts the city to validate the information. Ms. Howland also commented on the IRS Tax code regarding a commercial (business) venture and also discussed the people who have invested in these properties in the city of Milford. Ms. Howland also commented about how fair is it to the residents who have invested in their properties and purchased property here to live here and make it their home. When we were named Best Hometown in 2018, it was not because we were a vacation destination, it was because of the residents who live here and support our businesses.

Mike Menkhous – owns property at Double Gate

Avg sale price 101% ask price in the last year. Discussed lost revenue, lost job opportunities and legislative actions. The Airbnb owners spend a lot of money at Lowes/Home Depot. And asks if there are problems that we are to address then to identify them and document them and to see if there are potential solutions. Mr. Menkhous does not believe that the permit fee will change the class of owners that we get. Zoning laws are local whereas Federal Tax code is not just local. Let's be deliberate and look at the problems and if we can solve them in a less onerous way.

Patrick Hines – Garfield Milford Ohio

He is For Airbnb and this discussion makes sense to have permits and limiting and not banishing Airbnb's. You do not want to have a cheap room that people can have on a single night basis. He lives in the home and does not allow anyone to cook and the guests go downtown to eat. If the owner is responsible, no one would even know that they had an Airbnb property. First and foremost, as a person who lives in the community, he wants to protect the way the streets look, protect the Best Hometown. The owner should live at the property or close by the property.

Keith Conover – Main St Milford Ohio

Mr. Conover discussed the standard by which you rate the owner is to let Airbnb do it. Instead of the 3 strike rule, which would only keep you from contacting the police or Fire/EMS if you had a problem with one of your guests, to where you would keep from Public Safety and try to handle matters yourself. His guests go downtown to eat and shop. He promotes our businesses in the city with his guests. There are other ways to regulate by talking it out. He went through the proper channels to get his business started. There are other ways to go to regulate rather than call the Police.

Ms. Russell stated that we are trying to place boundaries that we see with what is going to grow within the city.

Lynn Chaney Mound Ave Milford Ohio

We are all residents and want what is best for us. This is not personal but business. This issue has been lingering since 2019. We cannot afford to be short sighted in how we look at this. We have had problems with enforcement and maintenance complaints which forces neighbor against neighbor, except when the neighbor is a business the impact is significantly less. The owner is not actually there. This becomes a burden on the city. Residents within the city of Milford limits must pay a 1% Earnings Tax that contributes to the overall of the city. This is lost when apartment buildings, duplexes and people who have apartments, no longer rent them because they are making more money with short term rental property. If your business is in the business district, you are exempt from this conversation. If your Airbnb is Owner Occupied, you are exempt. We are accommodating and bending the rules for people who, A. Do not live within the City limits. B. Are not vested in the community C. We are setting a precedence. What is the next thing we are going to bend? It's not just the rules you have, it is how you enforce them.

Ms. Russell this is not a personal issue but for all the residents who live in the city. It is time for us to establish regulations and enforce them and move forward. The ordinance that we have been working on that we went over and made changes to and read the changes I want to move forward with this current ordinance with changes made and to make it move on to city council.

Jeremy Davis Mariemont OH

He is representing his girlfriend Ms. Menkhaus. Mr. Davis read a statement provided by Ms. Menkhaus.

No issues have been brought to her attention as the owner of an Airbnb. She purchased property from an out of state owner. She cares about her property and her neighborhood. She listed her rules and regulations for her guests. She has invested a large amount into the property. Mr. Davis commented that she is as part of this community as anyone else here. And he feels that it is

unfair to assume that since she does not live here, she cares less about the community. She is a super host and Airbnb has a way of regulating their hosts and guests. The neighbors have her contact information and the neighbors have never voiced their concerns with her in the eight months that she has owned the property. Mr. Davis agrees that this is a hammer to a solution of trying to meet halfway with a solution. Possibly compromise with a separate ordinance and he appreciates the discussion here tonight. We are in a community where we can discuss these things respectfully.

Ms. Russell asked if she had approached the city to find out the zoning for her property?

Mr. Davis said yes because the property was zoned in such a unique way. He feels that the other Airbnb owners here in the City are not in it to make a quick buck and not care about their neighborhoods.

Mr. Tim Howland Laurel Avenue Milford Ohio

Discussed the comments of Mr. Davis. The owner may be invested but he is also invested. The property is not well maintained and there are parties at that location. The responsibility then falls upon his shoulders to contact the owner of the property to come and correct this or the Police department to come and shut it down. It is the city's responsibility to set the standard and to enforce the standard. Mr. Howland further discussed that he has no issue if you yourself are invested for a profit as a business based upon code and restrictions. However, the detached businesspeople who are letting people do their thing. The facts have been presented and this should move forward to council.

Ms. Russell agreed and that her purpose today was to move this information, with the changes, to council and if it didn't pass there then we start over again. It has been recommended that the ordinance that was put together by Mr. Minniear and staff to move this proposed ordinance forward. She wants to move this proposed ordinance information forward today.

Trish Montag Milford Ohio

Owns property in a commercial zone and other real estate in Milford. There will be a lot of people losing out that were not notified. They should have been notified that this was a problem. There are plenty of rental properties that are not kept up. They look like trash. And agrees with limiting the amount of rental properties. But to say no Airbnb's in the city, you need to at least think of grandfathering in some of the current Airbnb's. She was glad that Lisa Evans didn't go so quick to the vote last week. She was flabbergasted to learn of the issues.

Mr. Minniear respectfully answered that this has been an issue for a very long time. Public notices go out for the meetings and people that are interested on what goes on in Milford will visit to learn more information.

Trish Montag

This had been an issue when she inquired about her Airbnb there was no information available. She registered the property as a rental. She pays her taxes, and her guests spend a lot of money to eat out, which contributes to the community. Besides the good publicity that they give.

Ralph Vilardo Milford Ohio

It is time that you act on this. Since you have heard multiple for and against information. And there is a motion on the floor. This has been going on for years. We ask that you as the elected officials, take the to debate, discuss and you have got to have your opinion by now and you vote on this.

Mary Kipp Milford Ohio

This is an emotional issue and people are hurting and she has talked to Council and Planning Commission for some time and that you go out of your way to accommodate businesses before residents. South Milford is a neighborhood and we deserve to have neighbors.

Ms. Evans asked if we are going to limit, even if it's owner-occupied, how many guests they can have?

Ms. Russell stated that there shall be a Residential unit containing no more than four sleeping rooms.

Mr. Davis Mariemont OH

As for parties at their Airbnb, please go look at the property.

Mr. Minniear stated that he will work with the basis of the proposed Ordinance that he and Pam Holbrook came up with, with the changes. It will take a motion to adopt the proposed ordinance information with additional changes.

Mr. Pelle Milford Ohio

Clarified that if you have more than four rooms in/on a property, you are considered a BNB and not shared economy short rental. If you have four rooms, you could rent out each room to four different guests and no more than that it is not going to be considered a different category in the State of Ohio.

Mr. Minniear

Stated that the key is that an Airbnb must be Owner-Occupied in Residential areas. An application will be processed that will list all the details with the information on what an owner is required to do.

Mr. Doss stated that the proposed ordinance that Mr. Minniear wrote plus the items that were identified at the last committee meeting, that Ms. Russell read at this committee meeting, although you have agreed to take out the minimum of two consecutive nights, that is what you are going to advance to council.

Ms. Chamberland stated that Ms. Russell made the motion, she Seconded the motion. Ms. Evans said no but feels that there are still things that are non-intrusive to what we currently have. It is not an Airbnb issue but a rental issue and believes that we could be more flexible.

Mr. Minniear stated that this will be considered by Council and be voted upon. Mr. Minniear stated how a council meeting is processed.

There being no further business, the meeting adjourned at 6:05 pm with a motion from Ms. Evans, Seconded by Ms. Chamberland All yes

Respectfully submitted,  
Jackie Bain, Executive Assistant

“These minutes have been approved and adopted by Ms. Russell, Ms. Evans and Ms. Chamberland on May 16, 2022.”





## CHAPTER 740 SHORT TERM RENTAL PROPERTY

740.01 Short Term Rental Property (STRP) means an ~~owner-occupied~~ dwelling unit containing not more than four sleeping rooms that is used and/or advertised for rent for transient guests for a period of less than ninety (90) consecutive days. The following uses shall not be considered Short Term Rental Property:

- a. Residential dwelling units rented to the same occupant for 90 continuous days or more;
- b. Bed and Breakfast establishments;
- c. Hotels and motels

740.02 A residential non-owner occupied short term rental property is prohibited. For the purposes of this section, "owner occupied" means the owner of the property permanently resides in the STRP as their primary place of residence.

740.03 A STRP is not permitted within the 300 feet buffer zone of another residential STRP, and no more than thirty residential STRPs shall be permitted per calendar year.

740.04 No person or entity shall operate a STRP or advertise a residential property for use as a STRP without the owner of the property first having obtained a STRP permit issued by the Zoning Administrator, and paid a \$500 permit fee. STRP permits are annual permits and shall be renewed by January 15th.

740.05 The STRP permit application form shall include the following minimum information:

- a. The name, telephone number, address, and email address of the owner ("responsible party") residing at the STRP that is accountable for addressing all maintenance and safety concerns;
- b. Two pieces of evidence that the dwelling is the occupant's primary residence, or two pieces of evidence of ownership of the dwelling;
- c. The number of sleeping rooms being offered to transient guests.
- d. Proof of insurance evidencing homeowner's fire, hazard, and liability insurance. Liability coverage shall have limits of not less than \$1,000,000 per occurrence.
- e. If the STRP unit shares a common wall or a common driveway with another property owner, proof of written notification to such neighboring property owner(s) prior to filing the application.
- f. Certification from the Milford Community Fire Department that the property has passed inspection.

740.06 Any need for parking generated by the use by the property as a residential STRP shall be in the driveway, garage, or a parking area on the lot, except for short-term parking of less than one hour.

740.07 Signs, advertising, or any other display on the property indicating that the dwelling unit is being utilized, in whole or in part, as a STRP is prohibited.

740.08 All STRP occupants shall abide by all applicable noise restrictions contained in Milford's Codified Ordinance.

740.09 The STRP shall have approved smoke alarms meeting Underwriters Laboratory (UL) 217 standards installed as follows:

- a. in all sleeping areas.
- b. in every room in the path of the means of egress from the sleeping area to the door leading from the sleeping unit.
- c. in each story within the sleeping unit, including basements.

740.10 No recreational vehicles, buses, or trailers shall be visible on the street or property in conjunction with the STRP use.

740.11 The principal renter of a STRP unit shall be at least twenty-five (25) years of age.

740.12 The maximum number of paying guests permitted on a STRP property at any one time shall not exceed more than twice the number of sleeping rooms plus four. The occupancy maximum shall be conspicuously posted within the STRP unit.

740.13 The permit holder shall be responsible for collecting and remitting all applicable room, occupancy, and sales taxes required by state law and City ordinances.

740.14 A STRP permit shall not be transferred or assigned to another individual, person, entity, or address, nor shall the permit authorize any person, other than the person named therein, to operate a STRP on the property.

740.15 Denial or Revocation of Permit.

- a. Upon the filing of three or more complaints within a calendar year regarding a STRP permit, including responses by the Milford Police Department to the property in response to complaints, the Zoning Administrator shall notify the permit holder in writing of such complaints.
- b. If the Zoning Administrator determines that violations of this section or any other ordinance or law relating to STRPs have occurred, the permit to operate a STRP may be revoked.
- c. Before revoking any permit, the Zoning Administrator shall give the permit holder fifteen days written notice of the alleged violation(s) against him/her.
- d. A STRP permit that has been denied or revoked may be appealed to the Board of Zoning Appeals within twenty days of the date of the denial or revocation.

#### 740.16 Penalties

- a. Any person, firm, entity, or corporation violating any provision of this Chapter shall be subject to a fine of up to \$500 for the first offense. Upon any person, firm, entity, or corporation being found guilty of a second violation of the same provision within one year shall be subject to a fine of up to \$1000. Each day of violation shall constitute a separate offense.
- b. Three or more violations of any of the provisions of this Chapter within one year shall result in the permanent revocation of the registration required to operate an STRP of the dwelling that is the subject of the violation.



To: Administrative Services Committee

From: Christine Celsor, Planning and Community Development Coordinator

Date: 6/13/2022

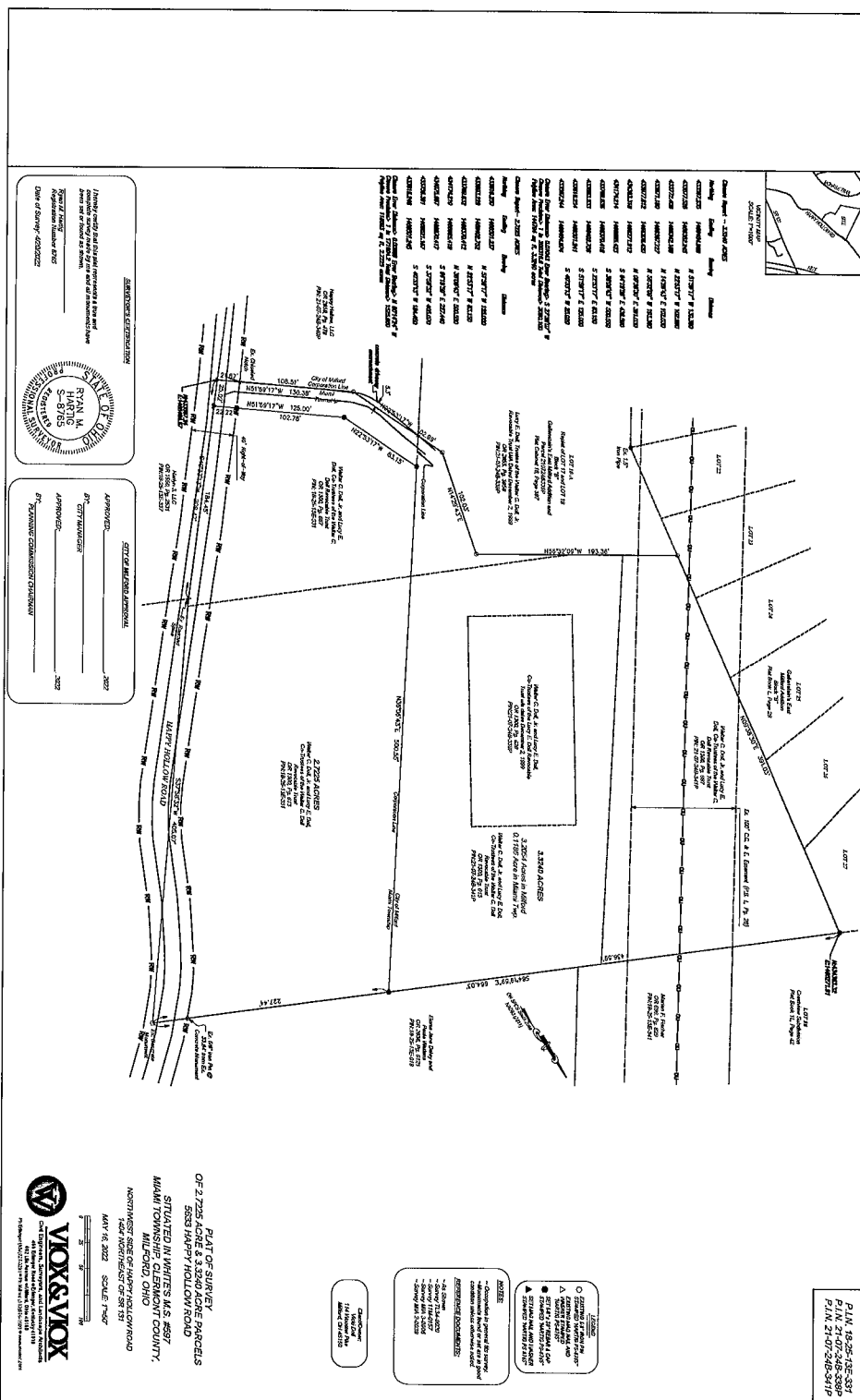
Re: 5633 Happy Hollow Road Lot Reconfiguration

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The City received an application for a lot reconfiguration for 5633 Happy Hollow Road, parcels 21-07-24B-341P and 18-25-13E-331. The proposal involves the creation of a new parcel that crosses the municipal boundary line (partially in Milford and partially in Miami Township). In accordance with section 1107.10 (e) of the City's Subdivision Regulations, no lot shall be divided by a municipal boundary line without the approval of Council.

Currently, the house is on a parcel located within the City of Milford and the driveway to the house is located on a separate parcel located in Miami Township. The applicant is proposing a new lot that would include both the house and the driveway.

**STAFF RECOMMENDATION:** Staff recommends that the committee make a motion recommending that the lot reconfiguration for 5633 Happy Hollow Road go forward to Council for approval.





# City of Milford Building, Electrical & Zoning Application

745 Center St., Ste. 200, Milford OH 45150

Building and Zoning Application Processing: [dhershey@milfordohio.org](mailto:dhershey@milfordohio.org)

Building Application/Permit Questions: Phone: (513) 248-5097 Email: [plans@natinspect.com](mailto:plans@natinspect.com)

Zoning Application/Permit Questions: Phone: (513) 576-5468 Email: [ccelsor@milfordohio.org](mailto:ccelsor@milfordohio.org)

Project Type (check one): Residential ☒ Commercial \_\_\_\_\_ Building Plans: (4) sets required (Residential or Commercial)  
New Construction: Site Grading Plan (WMSC) required

COMMERCIAL PERMITS ONLY: Use Group: \_\_\_\_\_ Construction Type: \_\_\_\_\_ Occupant Load: \_\_\_\_\_

PLEASE PRINT	Name	Street Address	City, State, Zip	Phone Number & Email
Property Owner	Vicki Doll	114 Wooster Pike	Milford, OH 45150	
Applicant	Viox & Viox Inc.	602 Lila Avenue	Milford, OH 45150	(513)576-1000 <a href="mailto:rhartig@vioxinc.com">rhartig@vioxinc.com</a>
Plans By				
Contractor				

Project Address: 5633 Happy Hollow Road Milford, OH 45150 Tenant: \_\_\_\_\_

Parcel ID #: 21-07-24B-341P and 18-25-13E-331 Project Cost \$: \_\_\_\_\_ Sq. Ft.: \_\_\_\_\_

Project Description (required): \_\_\_\_\_

## Application Review Requested (check all that apply):

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> New Construction  | <input type="checkbox"/> Fence            | <input type="checkbox"/> Fire Alarm                         | <input type="checkbox"/> Gas Line                        |
| <input type="checkbox"/> Addition/Alteration   | <input type="checkbox"/> HVAC             | <input type="checkbox"/> Fire Suppression                   | <input type="checkbox"/> Change of Use                   |
| <input type="checkbox"/> Roof/Re-roof  | <input type="checkbox"/> Sign-Temporary   | <input type="checkbox"/> Hood Suppression                   | <input type="checkbox"/> Pool                            |
| <input type="checkbox"/> Deck Sq. ft. _____  | <input type="checkbox"/> Sign-Wall/Ground | <input type="checkbox"/> Hood Exhaust                       | <input type="checkbox"/> Tent/Temporary Structure        |
| <input type="checkbox"/> Shed Sq. ft. _____  | <input type="checkbox"/> Relocation       | <input checked="" type="checkbox"/> Lot Split/Consolidation | <input type="checkbox"/> WMSC (1 acre / 100cy disturbed) |
| <input type="checkbox"/> Garage  | <input type="checkbox"/> Other _____      |   |  |
| <input type="checkbox"/> Electrical - Service Size _____ **Line Drawing Required if service size is over 400 AMP** |   |   |  |

New Construction or Renovation: Is property located in a Floodplain? Yes / No \*If Yes, Flood Plain Permit required

Auditor Information: # Bedrooms: \_\_\_\_\_ # Baths: \_\_\_\_\_ # Stories: \_\_\_\_\_ Livable Sq. Ft.: \_\_\_\_\_ Finished Basement Sq. Ft.: \_\_\_\_\_

## Please Sign Below:

All information contained in this application is true, accurate, and complete to the best of my knowledge and I do hereby agree to complete the project in compliance with all relevant building codes.

Owner/Owner Rep. (please print): Ryan Hartig E-mail: [rhartig@vioxinc.com](mailto:rhartig@vioxinc.com)

Owner/Owner Rep. Signature: *Ryan Hartig* Date: 6/3/2022

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## Office Use Only

Certificate Number: \_\_\_\_\_

Date Zoning Approved: \_\_\_\_\_

Date Engineering Approved: \_\_\_\_\_

Date Building Approved: \_\_\_\_\_

Zoning Initials: \_\_\_\_\_

Engineering Initials: \_\_\_\_\_

Examiner Signature: \_\_\_\_\_

P.L.N. 19-05-416-331  
P.L.N. 21-07-248-338P  
P.L.N. 21-07-248-341P

- LEGEND**
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**NOTES**

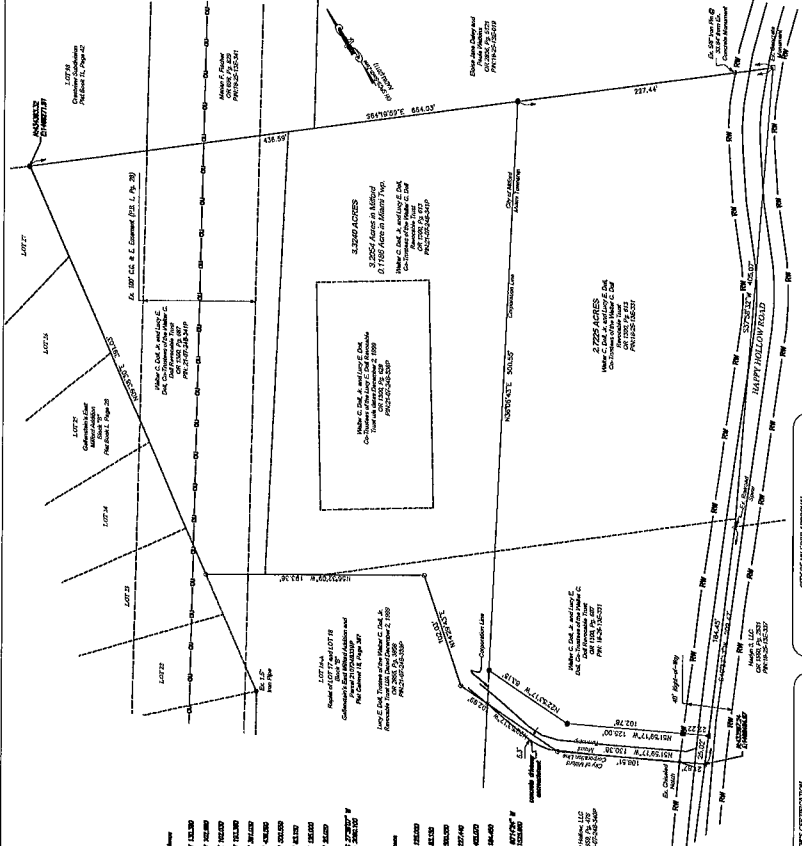
- Calculated to generate the survey
- All distances are in feet
- All bearings are in degrees
- All angles are in degrees

**REFERENCE INFORMATION**

- 2022
- 2022
- 2022
- 2022

**PLAN OF SURVEY**  
OF 2.725 ACRES  
SITuated in HARTS M.S. 897  
MIAMI TOWNSHIP, CLEVELAND COUNTY,  
OHIO  
NORTHWEST CORNER OF 36 1ST  
1/2 NORTHWEST OF 36 1ST

**VOX & VOX**  
Surveyors, Engineers, and Landmark Architects  
11111 Lakeside Avenue, Suite 100  
Cleveland, Ohio 44120  
Phone: (216) 781-1111  
Fax: (216) 781-1112  
Email: info@voxandvox.com  
Website: www.voxandvox.com



Station	Bearing	Distance
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**APPROVED**  
BY: CITY ENGINEER  
DATE: 2022

**APPROVED**  
BY: PLANNING COMMISSION CHAIRMAN  
DATE: 2022

**SEAL OF CLEVELAND COUNTY**  
CLERK  
RYAN M. HARTIG  
S-5785  
2022

**SEAL OF CLEVELAND COUNTY**  
PLANNING COMMISSION  
2022



## Jackie Bain

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**From:** Pat Wirthlin  
**Sent:** Tuesday, June 7, 2022 9:40 AM  
**To:** Office Staff  
**Subject:** FW: 5633 Happy Hollow Rd  
**Attachments:** doc00372520220603101904.pdf; Happy Hollow Road 5633\_Doll\_2022 DIVISION-BOUNDARY.pdf

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**From:** Christine Celsor <[ccelsor@milfordohio.org](mailto:ccelsor@milfordohio.org)>  
**Sent:** Tuesday, June 7, 2022 9:38 AM  
**To:** Leadership Team <[LeadershipTeam@milfordohio.org](mailto:LeadershipTeam@milfordohio.org)>; 'Tim Casto' <[Tim.Casto@kleingers.com](mailto:Tim.Casto@kleingers.com)>; 'Phill Nause' <[pnause@mcf71.org](mailto:pnause@mcf71.org)>  
**Subject:** FW: 5633 Happy Hollow Rd

All,

The attached plat will be reviewed by the Administrative Services Committee on June 16<sup>th</sup>. It needs to go through City Council for approval because the proposed lot crosses the Milford municipal boundary line. Please let me know if you have any concerns or comments.

Thank you,  
Christine Celsor  
Planning & Community Development Coordinator  
City of Milford  
745 Center St. Ste. 200  
Milford, OH 45150  
Phone: (513) 576-5468  
[ccelsor@milfordohio.org](mailto:ccelsor@milfordohio.org)



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**From:** Ryan Hartig <[rhartig@vioxinc.com](mailto:rhartig@vioxinc.com)>  
**Sent:** Friday, June 3, 2022 1:38 PM  
**To:** Christine Celsor <[ccelsor@milfordohio.org](mailto:ccelsor@milfordohio.org)>  
**Subject:** [External] RE: 5633 Happy Hollow Rd

Christine – Please see attached application and plat. I can drop off paper copies if you need those. Also, is there a fee for this?

Thanks,

Ryan M. Hartig, PS

Director of Ohio Surveying



**VIOX & VIOX**  
Civil Engineers, Surveyors and Landscape Architects

T: 513.576.1000

M: 859.803.0747

[rhartig@vioxinc.com](mailto:rhartig@vioxinc.com) | [www.vioxinc.com](http://www.vioxinc.com)

602 Lila Avenue | Milford, OH 45150

466 Erlanger Road | Erlanger, KY 41018

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## SIDE BY SIDE

ALTERNATIVE FORMULA FOR DISTRIBUTION OF LOCAL GOVERNMENT FUNDS  
CALENDAR YEAR 2022

2022 LGR Estimate \$ 2,943,418.00

	2019 Model	(Current Model) Township Model 75/25	MayorModel 50/50	Milford Model 50/50 + twist	Clermont Consensus 62.5 / 37.5	Clermont Consensus v Current Township
COUNTY	1,428,882	1,428,882	1,428,882	1,325,863	1,428,882	
TOWNSHIPS	811,697	1,234,881	1,105,967	1,145,760	1,132,230	
BATAVIA	76,600	155,025	123,544	127,831	134,609	(20,416)
FRANKLIN	31,241	30,839	40,753	42,355	34,740	3,901
GOSHEN	76,749	102,581	88,581	91,734	92,434	(10,147)
JACKSON	24,105	31,966	41,504	43,130	35,646	3,680
MIAMI	156,403	254,430	189,814	196,251	214,549	(39,881)
MONROE	56,935	56,154	57,630	59,779	55,098	(1,056)
OHIO	16,683	30,425	40,477	42,070	34,407	3,982
PIERCE	44,183	97,348	85,093	88,133	88,226	(9,122)
STONELICK	31,753	41,702	47,995	49,832	43,476	1,774
TATE	49,374	50,769	54,040	56,072	50,767	(2)
UNION	166,544	285,446	210,491	217,600	239,492	(45,954)
WASHINGTON	15,216	25,709	37,333	38,824	30,615	4,905
WAYNE	37,167	40,395	47,124	48,932	42,425	2,030
WILLIAMSBURG	28,744	32,091	41,588	43,217	35,747	3,656
VILLAGES / CITIES	702,839	279,655	408,569	471,796	382,306	
BATAVIA	56,680	25,884	37,450	38,944	30,755	4,871
BETHEL	98,362	29,412	39,802	41,373	33,592	4,180
CHILO	11,315	15,532	30,548	31,819	22,430	6,898
FELICITY	45,990	18,690	32,654	33,993	24,970	6,280
LOVELAND	63,267	29,129	39,613	41,178	33,365	4,236
MILFORD	194,056	50,840	54,087	103,020	98,899	48,059
MOSCOW	28,799	15,989	30,853	32,134	22,798	6,809
NEVILLE	11,853	15,619	30,607	31,879	22,500	6,881
NEW RICHMOND	90,490	29,995	40,190	41,774	34,061	4,066
OWENSVILLE	62,329	19,425	33,144	34,499	25,561	6,136
WILLIAMSBURG	39,698	29,140	39,620	41,185	33,374	4,234
GRAND TOTAL	2,943,418	2,943,418	2,943,418	2,943,418	2,943,418	(0)

## RESOLUTION 2022-\*\*

The Board of Trustees of \_\_\_\_\_ Township, Clermont County, Ohio met in regular session on \_\_\_\_\_, 2022 with the following members present: \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_.

A motion was made to adopt the following Resolution:

### **RESOLUTION AUTHORIZING ADOPTION OF AN ALTERNATIVE METHOD OF APPORTIONMENT OF THE UNDIVIDED LOCAL GOVERNMENT FUND FOR CALENDAR YEARS 2023 THROUGH 2027**

**WHEREAS**, Ohio Revised Code Section 5747.53 authorizes adoption of an alternative method for determining the amount to be apportioned from the Undivided Local Government Fund among the various political subdivisions within a county; and

**WHEREAS**, adoption of an alternative method of apportionment for the Undivided Local Government Fund requires the approval of the Board of County Commissioners, the legislative authority of the City, located wholly or partially in the County, with the greatest population, and a majority of the Boards of Township Trustees and legislative authorities of municipal corporations, located wholly or partially in the County; and

**WHEREAS**, since it is in the best interests of all communities, for budgeting certainty, to have a formula in place for a period longer than one year, the Board of Township Trustees of \_\_\_\_\_ Township, in Clermont County; Ohio, desires to approve the alternative method for allocation of the Undivided Local Government Fund as proposed by the majority of the boards of township trustees and legislative authorities of municipal corporations for calendar years 2023 through 2027.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of \_\_\_\_\_ Township of Clermont County, Ohio with at least two-thirds of its members thereto concurring as follows:

**SECTION 1.** That the distribution of the Undivided Local Government Funds be distributed for calendar years 2023 through 2027 on the following basis:

1. The County will receive 48.545 percent of the total allocation to be disbursed.
2. The City of Milford will receive 3.36 percent of the remaining amount of funds after the County allocation outlined in item 1 above.
3. The remaining amount of funds after the County allocation outlined in item 1 and the City of Milford allocation outlined in item 2 above (48.095%) will be disbursed as follows:
  - a. Thirty-seven and one-half percent (37.5%) of the remaining funds will be shared equally among all municipalities and townships exclusive of the City of Milford.
  - b. Sixty-two and one-half percent (62.5%) of the remaining amount of the funds will be distributed to the municipalities and townships, exclusive of the City of

Milford, on a per capita basis based upon the 2020 United States Census.

**SECTION 2.** That the Fiscal Officer shall deliver a certified copy of this Resolution to the Clermont County Board of County Commissioners and the Clermont County Budget Commission.

**SECTION 3.** The Board does hereby dispense with the requirement that this Resolution be read on two separate days, pursuant to Section 504.10 of the Ohio Revised Code, and authorizes the adoption of this Resolution upon its first reading.

**SECTION 4.** That the Board of Trustees of \_\_\_\_\_ Township, Clermont County, Ohio hereby finds and determines that all formal actions relative to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and its Committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with all applicable legal requirements including Section 121.22 of the Ohio Revised Code.

**SECTION 5.** That this Resolution shall take effect at the earliest period allowed by law.

On roll call, the vote resulted as follows:

Mr. \_\_\_\_\_

Mr. \_\_\_\_\_

Ms. \_\_\_\_\_

Resolution 2022-\*\* adopted \_\_\_\_\_, 2022.

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Township Fiscal Officer

\_\_\_\_\_  
Township Law Director

**CERTIFICATION**

I, \_\_\_\_\_, Fiscal Officer of \_\_\_\_\_ Township, Clermont County, Ohio, hereby certify that the foregoing is a true copy of Resolution 2022-\*\* duly passed at a regular meeting of the Board of Trustees of said Township on the \_\_\_\_\_ day of June, 2022, together with a true record of the roll call vote thereon, and that said Resolution has been duly entered upon the Journal of said Township.

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\_\_\_\_\_, Township Fiscal Officer







## CITY OF MILFORD

745 Center Street, Suite 200, Milford, OH 45150  
Phone: 513-831-4192  
Fax: 513-248-5096  
[www.milfordohio.org](http://www.milfordohio.org)



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**To:** Honorable Chair Sandy Russell and Members Lisa Evans & Kim Chamberland  
*Administrative Services Committee*

**From:** Pat Wirthlin, Finance Director

**Date:** May 2, 2022

**Subject:** New Fund #418 for Park Levy

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### **\$2.8 Million Park Levy Improvement Fund #418**

Recall that Council previously approved Fund #208 for the \$2.8 million Five Points Landing Park (Phase I). After discussing this with our financial experts, we have decided to go in a different direction, similar to how the City managed the FC land purchase and related debt. This will involve two funds:

- **Fund 418** – Park Levy Improvement Fund (to account for park development)
- **Fund 332** – Park Levy Bond Retirement Fund (to account for debt payments)

The State requires Council approval for Fund 418. (Fund 332 does not need approval.)

### **Staff Suggestion for Committee Recommendation**

RECOMMENDATION AUTHORIZING THE LAW DIRECTOR TO PREPARE AN ORDINANCE AUTHORIZING THE CREATION OF THE PARK LEVY IMPROVEMENT FUND NUMBER 418 (AND DECLARING AN EMERGENCY)

STAFF SAMPLE SUGGESTION  
RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. 22-143 ?

Passed May 5, 2022

AN ORDINANCE ESTABLISHING THE PARK LEVY FUND NO. 208

Improvement  
418

WHEREAS, in November of 2021, the City of Milford voted for a five year 3.0 mill tax levy for parks and recreational purposes; and,

WHEREAS, the levy was necessary for the purpose of providing for the continuing provision, improvement, and maintenance of City of Milford parks and recreational amenities and facilities; and,

WHEREAS, Ohio Revised Code Section 5705.09 authorizes a subdivision to establish separate funds for each class of revenue derived from a source other than the general property tax; and,

WHEREAS, Ohio Revised Code Section 5705.12 requires the taxing authority of a subdivision to establish, with the approval of the Auditor of the State, a separate fund for money derived from specifies sources other than the general property tax;

Now, Therefore, Be It Ordained By The Council Of The Municipality Of Milford, Ohio:

Section 1.

Improvement

The Council of the City of Milford hereby authorizes the City Finance Director to establish the Park Levy Fund No. 208 to separately account for any funds received through the 2021 five year 3.0 mill tax levy.

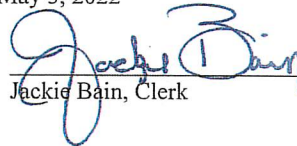
418

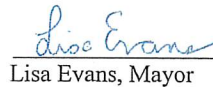
Section 2.

Pursuant to and in accordance with Section 12.05 of the Milford City Charter, this Ordinance shall become effective immediately upon its passage by City Council.

ADOPTED: May 5, 2022

ATTESTED:

  
Jackie Bain, Clerk

  
Lisa Evans, Mayor

LAW DIRECTOR'S CERTIFICATION

I hereby certify that I have prepared the foregoing Ordinance in accordance with Sec. 12.02 of the Milford City Charter.



Michael Minniear, Law Director  
Reg. No. 0022446