

City of Oxford Housing Advisory Commission
Minutes of the February 25, 2019 Meeting
Oxford Municipal Building – First Floor Conference Room

HAC members in attendance: Sherry Lind, David Prytherch, Shana Rosenberg, Steve Schnabl, and Scott Straker. Excused was Glenn Ellerbe.

Additional guests: Judith Kolbas.

Staff members in attendance: Alan Kyger, Zachary Moore, and Sam Perry.

Meeting was called to order at 7:00 pm.

Sherry moved to add an additional item to the agenda under “Other Business,” to vote a new Vice Chair due to Seth Geisler’s resignation. Scott moved for approval of the amended agenda, Shana seconded, all voted in favor.

Scott moved to approve the minutes of January 28, 2019 minutes, Sherry seconded. All voted in favor. None were opposed.

Sherry communicated that Seth had resigned from the HAC due to family commitments. The Commission expressed its appreciation for Seth’s service to the Commission.

Zach introduced the discussion to amend the start time to 6:30 pm. There was discussion about possible alternatives to accommodate both the Commission and staff. Alternatives include a lunchtime meeting, early afternoon, 6:30pm, or maintaining the status quo at 7:00. A poll will be conducted via email by Zach to identify a possible new time.

There was also discussion, confirming the typical meeting location to be the Municipal Building, in either the First Floor or Second Floor Conference Room, unless a wider audience is anticipated in which case another venue would be reserved, such as the LCNB Community Room.

Zach and Sherry discussed the possibility of HAC review and comments on cases before the Planning Commission. The HAC has long discussed ways to provide some input on development projects that involve housing. Steve asked about the timing and potential synchronization of Planning Commission and HAC review. HAC comments could be provided in a similar way to City staff during the 1 ½ month period of administrative review prior to a Planning Commission public hearing. Steve suggested this would be good, but expressed concern it not be unduly burdensome. David suggested that there be a threshold for legislative and administrative actions that would be submitted to HAC for comment: subdivisions of perhaps 10 or more units, planned developments with a housing component, re-zonings that involve housing. Zach highlighted potentially bringing forward “up” or “down”-zoning cases before the HAC as well. There was discussion about how to provide meaningful input that informs decision making without creating administrative burdens or creates legal risks. Sam and Zach proposed bringing to the Commission’s next

meeting for a vote, a proposed list of criteria which would serve as a “filter” for those cases for which HAC input might be sought.

The Commission discussed possible future invitees. Zach noted that staff would be meeting with Desmond Maaytah, Butler County Development Manager. Steve suggested the HAC also consider inviting people who have insight into funding opportunities so we know Oxford is pursuing all relevant options. He suggested we bring in Ben Jones from the Metropolitan Housing Authority, Bud Scharf who previously worked for the City of Hamilton, or Lori DiStola, Executive Director of Neighborhood Housing Services. Such invitees could provide an opportunity to network and help us answer questions about how we might fund and administer affordable housing.

The Commission discussed takeaways from the January meeting. Shana expressed how impressed she was by the proposal for tiny houses, and hopes that the right kind of site can be secured, and the administrative issues can be resolved. The Commission then discussed ways the City might help resolve issues of either the available land or administration of the complex. Steve moved to update the prior letter of HAC support to prepare for a future grant application. The Commission then discussed Habitat for Humanity’s presentation and was impressed by its activities, though Steve expressed disappointment it is not quite serving local residents. Alan noted that Habitat may be thinking about how to finish out the Reckford Woods subdivision, and ways the City might be in a position to assist with funding or expediting of plan review.

The Commission discussed the need for a more thorough housing study, which reflects the priorities of Council. Shana made a motion that the HAC express its support to Council of developing a housing plan in support of long-term housing planning, Sherry seconded. All voted in favor. None were opposed.

There was also discussion among HAC members about the status of the 47-acre city-owned parcel known as the “Western Knolls.” Shana made a motion inquiring to Council about the status and reiterating its wish to assist in its planning, Sherry seconded. All voted in favor. None were opposed.

Shana emphatically nominated Glenn (absent) for Vice Chair of the Housing Advisory Commission, Scott seconded. All voted in favor. None were opposed.

Sam and Zach provided an update on the application for AARP Seminars/Webinars. The HAC had selected Orange Splot and Strong Towns as its preferred consultants, for Ann Whelpton to submit to AARP for consideration.

David moved to adjourn at 8:26 pm, Shana seconded. All voted in favor. None opposed.