



**URBANA CITY COUNCIL  
PUBLIC HEARING  
TUESDAY, FEBRUARY 1, 2022**

President Hess called the Public Meeting to order. This first topic discussed was the amendment to Section 1133.08 (Parking Space Requirements) of the Codified Ordinances of the City of Urbana, Ohio.

Preston Carter spoke that the current requirement for parking spaces in the city calls for one space per 1,000 square feet of office space. The new requirement would be 1.1 spaces per every employee. Restaurants would also see a change in parking requirements. This ordinance would require 1 parking space per employee and 1 space for every four seats for patrons instead of the current standard of 1 space per 1,000 square feet.

There were no comments from the public.

The second topic was updating the City of Urbana's Official Zoning Map by establishing zoning for parcel K48-25-11-01-30-004-00, also known as 1673 US HWY 68 (Urbana City Schools K-8 Building) as R-1 Low Density Residential District.

Mr. Carter informed Council that the area is currently unzoned. This would match the designation the township previously had, while leaving it open to any future plans the school district may have. There were no comments from the public.

The next topic was creating a new subsection of code to be placed in Chapter 1133 (Off-Street Parking and Loading) of the Codified Ordinances of the City of Urbana, Ohio.

Mr. Carter stated that this legislation would be for RVs, campers, etc. It would require these vehicles to be parked on a paved surface or gravel if it predates the passage of the paved requirements. It also would prevent the storage of semi-trucks or commercial trailers on residential properties. Finally, it would prevent the occupancy of RVs, campers, etc. for greater than 72 hours on any premises not specifically designated for its use.

Jill Gunsaulies (745 Pindar) – Believes the ordinance goes too far and 72 hours is not enough.

Eric Turnmire (128 W. Ward) – Stated it placed an undue burden to pave parking spaces. His street does not have enough street parking and his backyard is only grass.

Sherry Turnmire (128 W. Ward) – Concerned she won't be able to park in parking spaces because she didn't put gravel in her lot.

Eugene Fields (922 S. Walnut) – Believes that people with proper tags and insurance will just move their vehicles on the street every 72 hours. He stated this will affect a lot of people and urged Council to vote no.

The fourth topic was to update the Official Zoning Map by establishing two recently-annexed properties as BR-1 (Business Residential) District.

Mr. Carter stated that these two residences are surrounded by commercial properties and would allow flexibility in the future.

There were no comments from the public.

The final topic was to amend the Official Zoning Map by rezoning approximately 45 parcels in the area of Storms Avenue, College Way, Grand Avenue, and Clay Street, currently zoned M-1 Manufacturing District, to R-2 Medium Density Residential District.

Mr. Carter explained this would more accurately reflect what was currently in existence. There were no comments from the public.

President Hess called the Public Hearing closed at 6:22 pm.

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING  
TUESDAY, FEBRUARY 1, 2022**

President Hess called the City of Urbana Regular Session Meeting to order at 6:23 pm.

**City Staff attending:** Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, City Engineer Tyler Bumbalough, City Zoning and Compliance Officer Preston Carter, Community Development Manager Doug Crabill, Superintendent of Public Works Chad Hall and Fire Chief Dean Ortleib.

**President Called Roll:** Ms. Jumper, present; Mr. Scott, absent; Mr. Paul, present; Mr. Thackery, present; Mrs. Collier, present; and Mrs. Bean, present.

**Proclamation by the Mayor**

Mayor Bean informed Council that Urbana has recently lost two individuals who meant a great deal to the City: 94-year-old Clarence (Bud) Brown, Jr., and Member of the Board of Zoning Appeals Donald “Skip” Mintchell. Mr. Bean stated that each served in their own way and with distinction. Therefore, to honor all citizens who helped shape Urbana to what it is today, Mayor Bean is declaring that February will be Urbana Appreciation Month.

**Chamber of Commerce Visitor’s Bureau update**

Sara Neer spoke to Council about the Chamber of Commerce Visitor’s Bureau. She discussed the new logo and visitor’s guide the Bureau has drafted. She also provided copies of these guides and lists of upcoming events. She mentioned currently the Bureau is working with Travel Ohio, a state coop that will cover 75% of the Bureau’s advertising.

Mr. Paul inquired where to sign up for the newsletter. Ms. Neer indicated it should be on the website, but she would also send a link via e-mail. Mr. Thackery stated what a great job the Bureau has done over the last few years to get where it is today.

**Minutes**

Mr. Thackery moved to put the minutes of January 18, 2022 on the floor for discussion and possible approval. Mr. Paul seconded. Mr. Thackery noted missing voice votes that needed filled. Voice vote on approval of amended minutes: all ayes; nays, none.

Motion passed 5-0

**Communications**

1. Oak Dale Cemetery Board Meeting Minutes of November 21, 2021.
2. Communication from the Ohio Division of Liquor Control dated January 7, 2022, regarding the new liquor permit application for the Spotted Cow Coffeehouse, 113 N. Main St.
3. Safety Committee Meeting Minutes of January 20, 2022.
4. Ohio Ethics Commission Filing Reminder

Mr. Thackery moved to put the communications on the floor for further discussion and possible passage. Mrs. Bean seconded.

Mr. Crabill mentioned the liquor permit request was the first from the D5L revitalization.

Voice vote on approval: all ayes; nays, none.

Motion passed 5-0.

#### **Administrative Reports – Board of Control**

1. American Rock Salt Co., LLC for the purchase of 880 tons of roadway salt in the amount of \$55,431.20. This purchase is through the 2021-2022 ODOT Salt Bid program. This expense will be charged to the Street Fund and is in the 2022 budget.

Mrs. Bean moved to put this request on the floor for further discussion and possible discussion. Mr. Paul seconded.

Ms. Boettcher stated that this was omitted from the blanket P.O.s and with the upcoming winter weather, needed to be brought to Council's attention.

Mr. Hall added that the City used 393 tons in January. Also, the little snow events use as much salt as the big events. He felt the City was in good shape for the upcoming snow storm.

Mr. Paul asked if 800 tons was around typical. Mr. Brugger replied that generally in the 700-800 ton range. The City is allowed up to 10% more and decided to take it.

Mr. Hall added that the City had around 600 tons to start the year. Taking into account the new addition with the January usage, the City will be around 1,100 tons.

Mrs. Collier asked if the City uses beet juice. Mr. Hall informed no, that rain before snow would wash it away.

Mr. Hess inquired if it was a collective bid with the rest of Champaign County. Mr. Brugger stated no, that ODOT just bundles for usage purposes. The City could bid from other sources, but any savings in material would be eaten up by delivery costs.

Voice vote on approval; all ayes, nays none.

**Citizen Comments: None**

#### **ORDINANCES AND RESOLUTIONS**

**Third Reading:**  
None

**Second Reading:**

**Ordinance 4559-22**

An ordinance to amend Section 1133.08 (Parking Space Requirements) of the Codified Ordinances of the City of Urbana, Ohio. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mrs. Collier seconded.

Mr. Carter repeated from earlier public hearing that the current requirement for parking spaces in the city calls for one space per 1,000 square feet of office space. The new requirement would be 1.1 spaces per every employee. Restaurants would also see a change in parking requirements. This ordinance would require 1 parking space per employee and 1 space for every four seats for patrons instead of the current standard of 1 space per 1,000 square feet.

Mr. Paul stated the items taken out were ludicrous and that trimming it down makes sense.

Mr. Thackery added that the City has been needing this for a long time.

President Hess declared this Ordinance to have its second reading.

**Ordinance 4560-22**

An ordinance to update the City of Urbana's Official Zoning Map by establishing zoning for parcel K48-25-11-01-30-004-00, also known as 1673 US Hwy 68 as R-1 Low Density Residential District. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Carter added that the School is not at the point to add input on a PUD designation. In the meantime, this places the School on the Zoning map.

Mr. Thackery likes this least restrictive zoning. Mr. Paul appreciated the City being proactive.

President Hess declared this Ordinance to have its second reading.

**Ordinance 4561-22**

An Ordinance to create a new subsection of code to be placed in Chapter 1133 (Off-Street Parking and Loading) of the Codified Ordinances of the City of Urbana, Ohio. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Carter stated this would prevent the parking of RVs, trailers, etc. on grass or other unapproved surfaces. If there is a hardship, the Board of Zoning Appeals exists for this reason. One can apply for a variance.

Ms. Jumper asked if the City has an issue with people residing in campers. Mr. Carter stated yes. There are standards for every zoning district and campers don't typically fit into the equation. Currently, individuals could bring in multiple campers on properties and nothing could be done.

Mr. Thackery inquired as to this ordinance being retroactive. Mr. Carter stated that approved surfaces are not changing. If someone is currently allowed gravel, they will continue to be allowed on gravel.

Mr. Paul asked if the zoning department is going to randomly roam the city for violations or is it a case of a violation being blatantly clear. Mr. Carter clarified that the City is not seeking out to overturn every rock. They will listen to citizen input and complaints based on what is negatively impacting individuals. These violations should be blatantly obvious in public view.

President Hess declared this ordinance to have had its second reading.

#### **Ordinance 4562-22**

An ordinance to update the City of Urbana's Official Zoning Map by establishing City designated zoning classification for two recently-annexed properties as BR-1 (Business Resident) District. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Carter spoke that these newly annexed properties are surrounded by business in all directions. In the future, they could potentially be turned into businesses.

Mr. Paul did not see this as spot zoning and was all for it. Mr. Thackery asked in the future if these residences turned into commercial properties, would the city rezone to all commercial. Mr. Carter stated it would depend on what the development looked like.

Mr. Crabill stated that one of these properties has already sold and the other is on the market. It is being marketed as potentially commercial. This is consistent with how the township had the areas.

President Hess declared this ordinance to have had its second reading.

#### **Ordinance 4563-22**

An ordinance to amend the City of Urbana's Official Zoning Map by rezoning approximately 45 parcels in the area of Storms Avenue, College Way, Grand Avenue, and Clay Street currently zoned M-1 Manufacturing District, to R-2 Medium Density Residential District. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Carter reiterated that this would make all residential lots actually zoned as residential lots.

President Hess declared this ordinance to have had its second reading.

**First Reading:**

**Resolution 2584-22**

A resolution authorizing the Director of Administration of the City of Urbana, to execute the Airport Rescue Grant Offer, Grant No. 3-39-0080-026-2022 for the Grimes Field Airport (I74), and declaring it an emergency. (Passage on 1<sup>st</sup> Reading)

Mr. Paul moved to put this Resolution on the floor for further discussion and possible passage. Mr. Thackery seconded.

Mr. Brugger stated that this grant is for assistance for anything having to do with COVID-19. Every once in a while the City will get a surprise like this. The grant is for up to \$32,000. This is in addition to the normal grants the City receives for the airport.

Mr. Paul stated that since we don't have the exact amount, the airport hasn't created plans on what this will be spent on. Mr. Brugger informed that this isn't necessary free money, it's money from our own pockets coming back. Mr. Thackery believes if the City doesn't spend it, someone else will.

President Hess called for a roll call for passage. Mr. Paul, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

Resolution passed 5-0.

**Resolution 2627-22**

A resolution declaring the necessity of improving South and North Main Street in the City of Urbana, Champaign, Ohio by constructing or repairing curbs, gutters, driveway approaches and appurtenances thereto on a section of North Main Street between Court Street and Washington Avenue/Gwynne Street, and declaring an emergency. (Passage on 1<sup>st</sup> Reading)

Mr. Paul moved to put the resolution on the floor. He then amended his motion to include the possible passage. Mrs. Bean seconded.

Mr. Bumbalough mentioned that some of the aforementioned matters are currently in good repair and will remain. This will be about double the size of the project of Scioto Street.

Bids will take place in March and then a three reading ordinance will occur to proceed on improvements. Under the Ohio Revised Code, Mr. Bumbalough reminded Council that this will require three-quarters passage.

Mr. Thackery stated that Scioto Street ran smoothly. If this is the same procedure, the City should be fine.

Mr. Paul inquired as to the timeline for notice. Mr. Bumbalough would send letters on February 7<sup>th</sup> and notice in the paper on February 8<sup>th</sup>. Construction would begin around mid-April with completion by the end of June.

Mr. Paul was also concerned with the amount of notice citizens would have to pay for the process. Mr. Bumbalough stated that the previous sidewalks measure indicated that this procedure would be coming this spring. Similar payment measures would still exist: prepayment or no fee tax assessment over five years. Ms. Boettcher informed Council about 27% of the Scioto Street residences chose prepayment.

Ms. Jumper knew of a couple of addresses that may need up to date resident information. She was going to provide that information to Mr. Bumbalough.

Mr. Hess asked how the estimates were calculated. Mr. Bumbalough stated there were a lot of variables, including the length of the curbs, length of driveways, existence of service walks, etc.

President Hess called for a roll call for passage. Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; and Mr. Paul, yes.

Resolution passed 5-0.

### **Ordinance 4564-22**

An ordinance accepting the annexation of two tracts (Now combined into parcel #I30-09-12-00-008-00) totaling 2.030 acres, more or less, to the City of Urbana, Ohio. (Three readings)

Mr. Crabill spoke to the previous filing of services for the Oelker residence. The Board of Commissioners approved the annexation on November 16<sup>th</sup>, 2021. By law, it has to sit for sixty days. This brings Council to this ordinance. After passage, the annexation would be recorded after thirty days.

President Hess declared this ordinance to have had its first reading.

### **Ordinance 4565-22**

An ordinance repealing and replacing section 931.24 (Sanitary Sewer Capacity Fee) of the Urbana Codified Ordinances (Three readings, public hearing required)

Mr. Paul moved to put this Ordinance on the floor for discussion. Mr. Thackery seconded.

Mr. Hall spoke that this ordinance and the next are mirror images. Previous language had a capacity fee cap of \$1,000. Increased by \$50 each year and have finally reached the cap of \$1,600. Majority of the ordinance deals with new constructions, based on EPA guidelines. Noticed the flow amounts are extremely too high, based on design and not actual usage. City has been known to reimburse because of this. The City didn't really have a way of estimate usage for larger users.

Mr. Paul liked the standardization. He asked what the capacity fee fund is currently used for. Ms. Boettcher informed Council that it goes to the sewer fund.

President Hess declared this ordinance to have had its first reading.

### **Ordinance 4566-22**

An ordinance repealing and replacing section 939.07 (Water Capacity Fee) of the Urbana Codified Ordinances (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mrs. Bean seconded.

Mr. Hall indicated this was the same as the previous, only for the water capacity fee.

President Hess declared this ordinance to have had its first reading.

The public hearing for Ordinances 4565-22 and 4566-22 has been scheduled for Tuesday, February 15, 2022 at 6:00 pm.

### **Committee Reports:**

Mr. Thackery stated that at the previous work session, Council discussed having members responsible for departments, as opposed to having committees. He distributed a list to Council members of potential recommendations. The departments were organized into seven like groups with each Council member acting as a liaison.

Mr. Hess volunteered to be the liaison for the Law Department until the Fourth Ward could be filled.

Mrs. Bean stated she would like some time to determine which Council member would be the best fit for each group. Mr. Hess asked Council to discuss prior to the next meeting so we can finalize the liaisons at that time.

### **Miscellaneous Business**

Mr. Thackery stated Council still had to address the salary commission recommendations. Mr. Paul suggested it be definitively added to the next agenda to have a final decision.

Chief Ortleib discussed the upcoming G402 class. It will be held April 23<sup>rd</sup> from 9 am to 1 pm. He stated he would send out a link to register in the future. We are currently living in normal times, but that could change rapidly. We need to be prepared because one tremendous event could have the loss of life or property. Everybody needs to know their role in an emergency operation. This class makes sure everyone is prepared.

Mr. Crabill stated the open house for Legacy Place will be February 14<sup>th</sup> from 1pm to 6 pm. All three buildings (North, South, and the Douglas Inn) will be open for touring. There will be a ribbon cutting at 11:30 am specifically for the partners involved.



Mr. Hall stated that Public Works is ready to go for the upcoming winter storm. They would start using social media more often as well. This will be the first big snow for the new roundabout and urged everyone to be patient.

Ms. Boettcher informed Council that the budget binders have been distributed. Any questions, please see her.

Mr. Brugger thanked the Council for passing the resolution of necessity. There had been a habit of kicking the can down the road on these projects and the City is really starting to roll now. He also stated that the 2021 Annual Review has been distributed and if there are any questions, people can reach out to any division head. This will be placed on the website tomorrow morning.

Mr. Bean stated he would like to see everyone at the Legacy Place open house. He also stated that Bud Brown's funeral would be tomorrow and expected it to be busy.

Council Clerk Roger Steffan informed Council that this was the first use of meetings being streamed on Facebook Live. It seemed to be working well. The main benefit will be the ability to easily watch meetings after the fact.

Mr. Hess reminded Council to get their Ethics Commission paperwork filed. He also stated the new water meters are now online and being read by computers.

Mr. Thackery moved to adjourn. Ms. Jumper seconded. Voice vote on approval: all ayes, nays none. Motion passes 5-0.

**ADJOURNED AT 7:54 p.m.**

**NEXT SCHEDULED MEETING**  
February 15, 2021, at 6:00 p.m.

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

  
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Council President