



**CITY OF HUBER HEIGHTS
STATE OF OHIO**

City Council Work Session

**March 3, 2026
6:00 P.M.**

City Governance Center - Council Chambers - 6151 Brandt Pike - Huber Heights, Ohio

1. **Call Meeting To Order/Roll Call**
2. **Approval Of Minutes**
 - A. February 17, 2026
3. **Work Session Topics Of Discussion**
 - A. City Manager Report
 - B. Parks And Recreation Board Update
 - C. Parks And Recreation Grant Applications
 - * Clean Ohio Trails Fund
 - * Recreational Trails Program
 - D. DOJ Bulletproof Vest Grant Application - Police Division
 - E. Republic Services - Trash Agreement Extension

- F. Case TA 26-06 - City Of Huber Heights - Text Amendment - Section 1152 - Personal Service Establishments
- G. Huber Heights City Seal
- H. Executive Session - Confidential Business Information Of An Applicant For Economic Development Assistance

4. **Adjournment**

AI-11384

Topics Of Discussion A.

Council Work Session

Meeting Date: 03/03/2026

City Manager Report

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work **Date(s) of Committee Review:** 03/03/2026
Session

Audio-Visual Needs: SmartBoard **Legal Review:** Not Needed

Emergency Legislation?: No **Motion/Ordinance/
Resolution No.:** N/A

Agenda Item Description or Legislation Title

City Manager Report

Purpose and Background

A copy of the presentation given with the City Manager Report has been attached (see attached).

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

No file(s) attached.

AI-11385

Topics Of Discussion **B.**

Council Work Session

Meeting Date: 03/03/2026

Parks And Recreation Board Update

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 03/03/2026

Audio-Visual Needs: None

Legal Review: Not Needed

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:** N/A

Agenda Item Description or Legislation Title

Parks And Recreation Board Update

Purpose and Background

Representatives of the Parks and Recreation Board will give an update presentation on the activities and work of the Parks and Recreation Board.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

No file(s) attached.

AI-11396

Topics Of Discussion C.

Council Work Session

Meeting Date: 03/03/2026

Parks And Recreation Grant Application - Clean Ohio Trails Fund

Submitted By: Jeffrey Adams

Department: City Manager

Division: City Manager

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 03/03/2026

Audio-Visual Needs: None

Legal Review: Not Needed

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Parks And Recreation Grant Applications

* Clean Ohio Trails Fund

Purpose and Background

This legislation is required to pursue grant funding from the Ohio Department Of Natural Resources through the Clean Ohio Trails Fund. Funds from this grant will be used to build recreational trails at Community Park and within and around the proposed Canal Heights development.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

The Clean Ohio Trails Grant awards up to \$500,000 and requires a 25% match of \$125,000 if awarded the full amount. Award notice is anticipated by November, 2026. The grant utilizes a reimbursement process.

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO
RESOLUTION NO. 2026-R-

AUTHORIZING THE CITY MANAGER TO APPLY FOR GRANT FUNDING THROUGH THE CLEAN OHIO TRAILS FUND.

WHEREAS, the State of Ohio, through the Ohio Department Of Natural Resources, administers financial assistance for public recreation purposes, through the Clean Ohio Trails Fund (COTF); and

WHEREAS, the City of Huber Heights desires financial assistance under the Clean Ohio Trails Fund.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The City of Huber Heights approves filing an application for the Clean Ohio Trails Fund financial assistance.

Section 2. That the City Manager, or his designee, is hereby authorized and directed to execute and file an application with the Ohio Department Of Natural Resources through the Clean Ohio Trails Fund (COTF), and to provide all information and documentation required to become eligible for possible funding assistance.

Section 3. That the City of Huber Heights does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the Clean Ohio Trails Fund.

Section 4. It is hereby determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and any of its Committees that resulted in such formal actions were conducted in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2026;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-11397

Topics Of Discussion

Council Work Session

Meeting Date: 03/03/2026

Parks And Recreation Grant Application - Recreational Trails Program

Submitted By: Jeffrey Adams

Department: City Manager

Division: City Manager

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 03/03/2026

Audio-Visual Needs: None

Legal Review: Not Needed

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

* Recreational Trails Program

Purpose and Background

This legislation is required to pursue grant funding from the Ohio Department Of Natural Resources through the Recreational Trails Program. Funds from this grant will be used to build recreational trails at Community Park and within and around the proposed Canal Heights development.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

The Recreational Trails Grant awards up to \$150,000 and requires a 20% match of \$30,000 if awarded the full amount. Award notice is anticipated by November, 2026.

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2026-R-

AUTHORIZING THE CITY MANAGER TO SEEK GRANT FUNDING THROUGH THE RECREATIONAL TRAILS PROGRAM.

WHEREAS, the State of Ohio, through the Ohio Department Of Natural Resources, administers financial assistance for public recreation purposes, through the Recreational Trails Program; and

WHEREAS, The City of Huber Heights desires financial assistance from the Recreational Trails Program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The City of Huber Heights approves filing an application for the Recreational Trails Program financial assistance.

Section 2. That the City Manager, or his designee, is hereby authorized and directed to execute and file an application with the Ohio Department Of Natural Resources through the Recreational Trails Program, and to provide all information and documentation required to become eligible for possible funding assistance.

Section 3. That the City of Huber Heights does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the Recreational Trails Program.

Section 4. It is hereby determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and any of its Committees that resulted in such formal actions were conducted in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2026;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-11400

Topics Of Discussion D.

Council Work Session

Meeting Date: 03/03/2026

DOJ Bulletproof Vest Grant Application - Police Division

Submitted By: Anthony Ashley

Department: City Manager

Division: Police

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 03/03/2026

Audio-Visual Needs: None

Legal Review: Not Needed

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

DOJ Bulletproof Vest Grant Application - Police Division

Purpose and Background

This legislation is to authorize a grant application for the Department Of Justice Bulletproof Vest Grant Program for the Police Division. Bulletproof vests have an efficiency life span of five (5) years. The Police Division uses this as a guideline for the replacement rotation schedule. This grant allows for 50% reimbursement on the replacement of outdated bulletproof vests reducing the overall cost.

Fiscal Impact

Source of Funds: Police Fund

Cost: \$25,000

Recurring Cost? (Yes/No): No

Funds Available in Current Budget? (Yes/No): Yes

Financial Implications:

Needed for replacement vests and new hire vests. Funds already approved in 2026 Police Division Budget.

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2026-R-

AUTHORIZING THE CITY MANAGER TO APPLY FOR AND ACCEPT GRANT FUNDS FROM THE BUREAU OF JUSTICE ASSISTANCE BULLETPROOF VEST PARTNERSHIP FOR THE PURPOSE OF PURCHASING REPLACEMENT PROTECTIVE BODY ARMOR.

WHEREAS, the City of Huber Heights supports the need for additional police related equipment, specifically bulletproof vests; and

WHEREAS, the U. S. Bureau of Justice Assistance provides the allocation of funding in the form of the Bulletproof Vest Partnership program for purchasing new or additional bulletproof vests; and

WHEREAS, the Bureau of Justice Assistance Bulletproof Vest Partnership Act of 2000 requires that funding priority be given to jurisdictions with populations under 100,000; and

WHEREAS, the Huber Heights Police Division has been a past recipient of Bulletproof Vest Partnership funds which provide for a 50% reimbursement to the City for the purchase of bulletproof vests.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The City of Huber Heights hereby endorses and supports the submission of an application for the Bulletproof Vest Partnership program and authorizes the necessary actions to implement said grant, if approved by the U. S. Bureau of Justice Assistance.

Section 2. The City Manager is hereby authorized to apply for and, if awarded, enter into an agreement with the U. S. Bureau of Justice Assistance to administer the grant to implement the Bulletproof Vest Partnership program.

Section 3. Reimbursement made to the Police Division under this grant will be re-appropriated to the Police Fund.

Section 4. It is hereby determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and any of its Committees that resulted in such formal actions were conducted in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2026;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-11399

Topics Of Discussion E.

Council Work Session

Meeting Date: 03/03/2026

Republic Services - Trash Agreement Extension

Submitted By: Aaron Sorrell

Department: Assistant City Manager - Public Services

Council Committee Review?: Council Work Session

Audio-Visual Needs: None

Emergency Legislation?: No

Division: Planning

Date(s) of Committee Review: 03/03/2026

Legal Review: Not Needed

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Republic Services - Trash Agreement Extension

Purpose and Background

The City's current residential trash agreement with Republic Services expires on June 30, 2026. Republic Services is proposing a three-year extension of the current agreement through June 30, 2029. The three-year amended extension agreement makes certain changes to the program including:

- Recycling moves to weekly service, from bi-weekly service. According to Republic Services, 86% of Huber Heights customers participate in the recycling program.
- The standard trash cart is now included in the base rate. Currently, 58% of residents rent a trash cart. A second trash cart is available with an additional fee.

Many other components of the program remain as-is, including the 10% senior discount.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Resolution

Attachment A

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2026-R-

AUTHORIZING THE CITY MANAGER TO AMEND AN AGREEMENT WITH DEMPSEY WASTE SYSTEMS, II, INC. DBA REPUBLIC SERVICES OF DAYTON FOR SOLID WASTE COLLECTION AND DISPOSAL, INCLUDING SERVICES FOR TRASH, RECYCLING, AND YARD WASTE.

WHEREAS, the City has entered into an Agreement with Dempsey Waste Systems, II, Inc. DBA Republic Services of Dayton (“Contractor”) for solid waste collection and disposal including services for trash, recycling, and yard waste dated July 27, 2021 (the “Agreement”); and

WHEREAS, the Agreement expires on June 30, 2026, with an option for three, one-year extensions; and

WHEREAS, the Agreement provides the opportunity for the Contractor to submit an alternative proposal for a three-year extension commencing after the expiration of the Agreement; and

WHEREAS, the Contractor has submitted an alternative three-year proposal to extend the Agreement to June 30, 2029 and to make certain changes to the Agreement; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents for the City to accept the alternative proposal and to enter into a three-year extension of the Agreement, with certain changes, with Dempsey Waste Systems, II, Inc. DBA Republic Services of Dayton.

NOW THEREFORE BE IT RESOLVED by the City of Huber Heights, Ohio that:

Section 1. The City Manager is authorized to execute an Amendment of the Agreement with Dempsey Waste Systems, II, Inc. DBA Republic Services of Dayton with a term ending June 30, 2029 attached hereto as Attachment A.

Section 2. It is hereby determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and any of its Committees that resulted in such formal actions were conducted in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2026;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

ATTACHMENT A

AMENDMENT TO AGREEMENT FOR SOLID WASTE COLLECTION AND DISPOSAL INCLUDING SERVICES FOR TRASH, RECYCLING, AND YARD WASTE

This Amendment to the Agreement for Solid Waste Collection and Disposal Including Services for Trash, Recycling, and Yard Waste (this “Amendment”) is made and entered into effective February __, 2026 (the “Amendment Effective Date”) by and between Dempsey Waste Systems, II, Inc. dba Republic Services of Dayton (“Contractor”), and the City of Huber Heights, Ohio (“City”) (referred herein as a “Party”, and collectively as the “Parties”).

RECITALS

A. Contractor and City entered into that certain Agreement for Solid Waste Collection and Disposal Including Services for Trash, Recycling, and Yard Waste dated July 27, 2021 “Agreement”.

B. Pursuant to the Agreement Contractor agree to perform Solid Waste and Recycling, collection and disposal services for the City.

C. City and Contractor now desire to extend the term and make certain changes as more fully set forth below.

AGREEMENT

Now therefore, for good and valuable consideration the receipt and sufficiency of which the parties acknowledge, including but not limited to the mutual and dependent promises contained herein, the parties agree as follows:

1. Section 2, Collection of Waste Material and Recyclables. Section 2 is hereby modified to indicate that Contractor will provide one (1) ninety-six (96) gallon waste cart to each residential unit, at no additional cost.

2. Section 2, Collection of Waste Material and Recyclables. The parties agree that the collection of Recyclables will be increased to at least one time per week.

3. Section 4, Pricing. The rates for the extended term are hereby added to the Agreement as set forth below:

RATES:

Renewal Years	Standard Rate	Senior Rate	Optional 2 nd Cart Rental
2026 – 2027	\$19.00	\$17.10	\$3.00
2027 – 2028	\$19.95	\$17.96	\$3.15
2028 – 2029	\$20.95	\$18.85	\$3.31

4. Section 6, Term. The parties agree that the term of the Agreement is hereby extended for an additional three (3) years now terminating June 30, 2029. The remainder of the provision is to remain unchanged.

5. Capitalized Terms. The parties agree that capitalized terms not otherwise defined in this Amendment shall have the meaning set forth in the Agreement.

6. Continuing Effect. Except as specifically amended by this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect. In the event of a conflict in meaning between the Agreement and this Amendment, this Amendment shall prevail.

7. Counterparts. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original and all of which combined shall constitute one and the same instrument. Facsimile and/or electronic copies of the parties' signatures shall be valid and treated the same as original signatures.

IN WITNESS WHEREOF, the parties have entered into this Amendment to be effective as of the Amendment Effective Date.

Dempsey Waste Systems, II, Inc.
dba Republic Services of Dayton

City of Huber Heights, Ohio

By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: _____
Title: _____
Date: _____

AI-11394

Topics Of Discussion F.

Council Work Session

Meeting Date: 03/03/2026

Case TA 26-06 - City Of Huber Heights - Text Amendment - Section 1152 - Personal Service Establishments

Submitted By: Geri Hoskins

Department: Assistant City Manager - Public Services

Division: Planning

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 03/03/2026

Audio-Visual Needs: None

Legal Review: Not Needed

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Case TA 26-06 - City Of Huber Heights - Text Amendment - Section 1152 - Personal Service Establishments

Purpose and Background

The applicant, the City of Huber Heights, is requesting approval of an amendment to Section 1152 of the Huber Heights Codified Ordinances for the O-1 District to permit personal service establishments.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Application

Staff Report

Decision Record

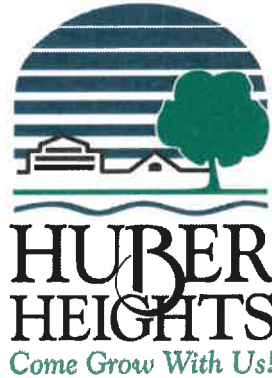
Minutes

Ordinance

DEVELOPMENT APPLICATION
CITY OF HUBER HEIGHTS

RECEIVED

JAN 20 2026



PLANNING DEPARTMENT

6131 Taylorsville Road 937.233.1423
Huber Heights, Ohio 45424 937.233.1272 (Fax)

Application Number TA 26-06
Receipt Number —

Date Filed 1/20/26
Amount Paid N/A

TYPE OF ACTION REQUESTED

Check all that apply. Attach explanations & additional information as required.

- | | |
|---|--|
| ☐ Annexation & Zoning (Attach original annexation petition to this application.) | ☐ Planned Unit Development |
| ☐ Annexation Agreement | ☐ Basic Development Plan |
| ☐ Rezoning to _____ | ☐ Detailed Development Plan |
| ☐ Special Use | ☐ Major Change |
| ☐ Variance from the Zoning Ordinance | ☐ Minor Change |
| ☐ Lot Split | ☐ Other |
| ☐ Final Plat/Replat | |
| ☐ Preliminary Plat | |
| ☒ Text Amendment | |
| ☐ Zoning Ordinance | |
| ☐ Subdivision Regulations | |
| ☐ Other | |

Feb. 10, 26

APPLICANT INFORMATION

Identify the applicant & contact person on this page. Complete the attachment to list the owner(s) & other parties involved with the application.

<u>APPLICANT</u>		<u>CONTACT PERSON</u>	
Name	<u>The City of Huber Heights</u>	Name	<u>John Russell</u>
Address	<u>6151 Brandt Pk</u> <u>Huber Heights Oh</u>	Address	<u></u>
Phone	<u>937 233-1423</u>	Phone	<u></u>
Fax	<u></u>	Fax	<u></u>
Email	<u></u>	Email	<u></u>

PROPERTY INFORMATION

Project Name: Text Amendment

Location of property:

Book Page Parcel Number(s)

Current Zoning: 01 Proposed Zoning:

Property Owner's Name: Telephone:

Address:

Total acres included in this application:

Type of Development: Residential Commercial Office Industrial Other

Brief description of application request:
An amendment to change the permitted uses
in the 01 district

Applicant's status: Owner Lessee Purchaser Agent

Name of Engineer: Telephone:

Attach additional information as required. Please refer to the applicable application submittal checklist.

Applicant's Signature


Applicant's Signature:
John Russell
Printed Name:

The owner of the property, if other than the applicant, must sign this application as evidence of concurrence with the request.

OWNER

Subscribed and sworn to before me this 20th day of January, 2026.



Rachael Dillahunt
Notary Public, State of Ohio
My Commission Expires:
06/11/2030

 6/11/2030
NOTARY PUBLIC

BY THE ABOVE SIGNATURE, THE APPLICANT HEREBY ATTESTS TO THE TRUTH AND EXACTNESS OF ALL INFORMATION SUPPLIED AND SUBMITTED ON AND WITH THIS APPLICANT. BY THE ABOVE SIGNATURE, THE APPLICANT FURTHERMORE CONSENTS TO BE BOUND BY THIS APPLICATION, BY ANY AGREEMENT MADE BY THE APPLICANT OR ITS AGENT, AND BY ALL DECISIONS MADE BY THE CITY OF HUBER HEIGHTS RELATING TO AND IN CONNECTION WITH APPLICATION AND REQUESTS.

=====

Date Received _____ Fee Paid _____ Received by _____

ADDITIONAL CONTACT INFORMATION

PROPERTY OWNER

Name _____
Address _____

Phone _____
Fax _____
Email _____

ATTORNEY

Name _____
Address _____

Phone _____
Fax _____
Email _____

LAND PLANNER

Name _____
Address _____

Phone _____
Fax _____
Email _____

LANDSCAPE ARCHITECT

Name _____
Address _____

Phone _____
Fax _____
Email _____

AGENT

Name _____
Address _____

Phone _____
Fax _____
Email _____

DEVELOPER

Name _____
Address _____

Phone _____
Fax _____
Email _____

ENGINEER

Name _____
Address _____

Phone _____
Fax _____
Email _____

OTHER

Name _____
Address _____

Phone _____
Fax _____
Email _____

STATEMENT OF APPLICANT OBLIGATION FOR PAYMENT
OR CERTAIN PROFESSIONAL COSTS AND EXPENSES

The Applicant is obligated by Ordinance 87-O-231 to pay the City of Huber Heights ("City") for all costs and expenses incurred by the City if this application or request causes the City to incur extra expenses for professional analysis or other services by persons or organizations not part of the full-time City staff.

The payment of expenses and costs referred to in this statement shall be made to the City of Huber Heights in accordance with the then current administrative policy for such payment. An application or request may require funds to be deposited in advance with the City for such costs and expenses. The payment of such costs and expenses shall be in addition to any other application fee required by the City. The person whose signature appears below as Applicant states that she/he has full and complete authority to agree to, bind and obligate the Applicant to pay the costs and expenses referred to in this statement and to fully comply with the above statement.

By the signature below, the Applicant herein states she/he has fully and completely read the above statement, understands the above statement, and agrees to fully comply with the above statement.

_____ Witness	By: _____ Applicant's Signature
_____ Witness	Date: _____
	Project: _____

The undersigned, owner(s) of the certain real property described in the attached Exhibit "A" (the "Property"), do hereby appoint and expressly grant full authority to _____ to act as the sole agent of and on behalf of the undersigned in all matters related to and in connection with the attached Development Application. The undersigned hereby consents and agrees to be bound by the application, by any agreement made by the herein named agent with the City of Huber Heights in connection with this same case, and by all decisions made by the City in connection with this same case.

_____ Owner's Signature	_____ Owner's Signature
_____ Printed Name	_____ Printed Name

Sworn to before me and subscribed in my presence by the said

_____ on this _____ day of _____, 20_____.

Notary Public

Memorandum

Staff Report for Meeting of February 10, 2026

To: Huber Heights City Planning Commission
From: Aaron K. Sorrell, Assistant City Manager
Date: February 4, 2026
Subject: TA 26-06 (Proposed O-1 District Text Amendment)

Department of Planning and Zoning

City of Huber Heights

APPLICANT/OWNER:	City of Huber Heights – Applicant
DEVELOPMENT NAME:	N/A
ADDRESS/LOCATION:	N/A
ZONING/ACREAGE:	N/A
EXISTING LAND USE:	N/A
ZONING ADJACENT LAND:	N/A
REQUEST:	City staff are proposing a text amendment to the O-1 District to permit personal service establishments.
ORIGINAL APPROVAL:	N/A
APPLICABLE HHCC:	Chapter 1130, 1152
CORRESPONDENCE:	In Favor – None Received In Opposition – None Received

STAFF ANALYSIS AND RECOMMENDATION:

Overview

Planning staff would like to broaden the uses within the O-1 District by adding “personal service establishments” to the list of principally permitted uses. Personal service establishments are those that provide services to individuals, such as barber shops, hair and nail salons, etc. As demand for office space declines, expanding the potential uses within the O-1 District helps ensure the buildings remain marketable and reduces the need for zoning map amendments.

Applicable Zoning Regulations

The applicable zoning regulations are Chapter 1130 – Amendments and Chapter 1152 – O-1 General Office District.

CHAPTER 1152 "O-1" GENERAL OFFICE DISTRICT

1152.01 Principal permitted uses.

The following uses shall be permitted of all property located in this District:

- (a) Business offices;
- (b) Professional offices, including medical and dental clinics and offices;
- (c) Financial offices, including banks, savings and loan associations, and finance companies;
- (d) Utility company offices;
- (e) Professional and business schools;
- (f) Schools and studios for music, arts, crafts, dance and photography; and
- (g) Mortuaries and funeral parlors with living accommodations for the owner or manager.
- (h) Personal service establishments

Staff Analysis

This text amendment, proposed by staff, is intended to enhance the marketability of properties within the O-1 District. Staff feels this amendment will reduce the need for zoning map amendments and have little impact on adjacent properties. All activities must occur fully within the building, as is currently required.

Additional Comments:

Fire: N/A.

City Engineer: N/A

Recommendation

Planning staff recommends approval of the text amendment.

Planning Commission Action

Planning Commission may take the following actions with a motion to:

- 1) Recommend approval of the text amendment;
- 2) Recommend denial of the text amendment; or
- 3) Table the application to gather additional information.

CHAPTER 1152 "O-1" GENERAL OFFICE DISTRICT¹

1152.01 Principal permitted uses.

The following uses shall be permitted of all property located in this District:

- (a) Business offices;
- (b) Professional offices, including medical and dental clinics and offices;
- (c) Financial offices, including banks, savings and loan associations, and finance companies;
- (d) Utility company offices;
- (e) Professional and business schools;
- (f) Schools and studios for music, arts, crafts, dance and photography; and
- (g) Mortuaries and funeral parlors with living accommodations for the owner or manager.
- (h) Personal service establishments

(Ord. 81-O-08, Passed 8-3-81)

1152.02 Accessory uses.

Only the following accessory uses shall be permitted in this District:

- (a) Uses customarily incident to all principal permitted uses; and
- (b) Pharmacies.

(Ord. 81-O-08, Passed 8-3-81)

1152.03 Conditions.

The above specified office commercial uses shall be conducted wholly within a completely enclosed building except for a drive-in bank facility and off-street parking and loading.

(Ord. 81-O-08, Passed 8-3-81)

1152.04 Height standard.

The maximum height shall be three stories, not to exceed 40 feet.

(Ord. 81-O-08, Passed 8-3-81)

¹Cross reference(s)—Planned Residential District—See Ch. 1171, 1172; Zoning general provisions—See Ch. 1181; Exceptions and modifications—See Ch. 1183; Parking and loading—See Ch. 1185; Signs—See Ch. 1189; Accessory buildings—See Ch. 1191; Trailers, trucks and recreational vehicles—See Ch. 1193.

1152.05 Area standard.

All lots shall have an area, frontage and yard requirements as follows:

Lot Area	Lot Frontage	Yard Setbacks		
		Front*	Side	Rear
20,000 square feet	100 feet	40 feet	—	10 feet
When abutting an "R" District			40 feet	

* The front yard depth shall be measured from the legal established right-of-way lines as shown on the legal Official Thoroughfare Plan.

(Ord. 81-O-08, Passed 8-3-81)

1152.06 Special uses.

The following shall be permitted as a special use:

- (a) Places of worship.

(Case 55, 7-3-85; Ord. 85-O-175, Passed 6-3-85; Case 101, 6-29-87)



Planning Commission Decision Record

WHEREAS, on January 20, 2026, the applicant, THE CITY OF HUBER HEIGHTS, requested approval of a Text Amendment to the O-1 District to permit personal service establishments (Case TA 26-06), and;

WHEREAS, on February 10, 2026, the Planning Commission did meet and fully discuss the details of the request.

NOW, THEREFORE, BEIT RESOLVED that the Planning Commission hereby recommended approval of the request.

Ms. Thomas moved to approve the request by the applicant, The City of Huber Heights, for approval of a Text Amendment (Case TA 26-06), in accordance with the recommendation of Staff's Memorandum dated February 4, 2026, with the following conditions:

1. Approve as submitted with no conditions.

Seconded by Mr. Shomper. Roll call showed: YEAS: Ms. Vargo, Mr. Shomper, Ms. Thomas, and Mr. Walton. NAYS: None. Motion to recommend approval carried 4-0.

Terry Walton, Chair
Planning Commission

Date

**Planning Commission
February 10, 2026, Meeting
City of Huber Heights**

I. Chair Terry Walton called the meeting to order at approximately 6:00 p.m.

II. Present at the meeting: Mr. Shomper, Ms. Thomas, Ms. Vargo, and Mr. Walton.

Absent: Mr. Johnson, excused

Staff Present: Aaron K. Sorrell, Assistant City Manager, Geri Hoskins, Planning & Zoning Administrative Assistant.

III. **Opening Remarks by the Chairman and Commissioners**

None.

IV. **Citizens Comments**

None.

V. **Swearing of Witnesses** Mr. Walton explained the proceedings of tonight's meeting and administered the sworn oath to all persons wishing to speak or give testimony regarding items on the agenda. All persons present responded in the affirmative.

VI. **Pending Business**

None.

VII. **New Business**

1. **DETAILED DEVELOPMENT PLAN – The applicant, CARRIAGE TRAILS CO, LLC, is requesting approval of a Detailed Development Plan for 94 building lots and associated retention basins in Section 20, Phase 2. Property is located North of Carriage Trails Parkway (DDP 26-05).**

Mr. Sorrell stated that this is the second plat of the Carriage Trails II subdivision for the lands annexed into Huber Heights earlier this year. The basic development plan outlines the minimum lot sizes, setbacks, lot coverage and open space requirements.

All front and rear setbacks are 25-feet, consistent with the requirements.

The minimum lot size in this phase is 56-foot, which is greater than the 50-foot minimum requirement outlined in the Carriage Trails II development standards.

The Detailed Development Plan (preliminary plat) conforms to the Basic Development Plan regulations, except for lot numbers 2, 3, 5, 6, 8, 9, and 11. These lots abut Section 7 of Carriage Trail I and must be at least 60-feet wide. The applicant has been made aware of this issue and will adjust the lot sizes accordingly.

Lots 1 through 12 shall be at least 60 feet wide.
Fire Hydrant spacing shall be approved by the Huber Heights Fire Department prior to Final Plat submission.

Ms. Vargo asked about the 60 ft wide lots, 1 through 12.

Action

Ms. Thomas moved to approve the request by the applicant, Carriage Trails CO, LLC, for a Detailed Development Plan (DDP 26-05) in accordance with the recommendation of Staff's Memorandum dated February 5, 2026, and the Planning Commission Decision Record.

Seconded by Mr. Shomper. Roll call showed: YEAS: Ms. Vargo, Ms. Shomper, Ms. Thomas, and Mr. Walton. NAYS: None. Motion to approve carried 4-0.

2. DETAILED DEVELOPMENT PLAN – The applicant, DUBLIN 7, is requesting approval of a Detailed Development Plan for construction of an Irish pub-themed restaurant. Property is located at 6900 Executive Blvd (DDP 26-07).

Mr. Sorrell stated that the applicant seeks Detailed Development Plan approval for an approximate 9250 SF restaurant with an adjacent seasonal beer garden planned as a future expansion. The restaurant's planned capacity is approximately 195 patrons, with an additional seasonal capacity of 200. The site is a flat, vacant parcel immediately adjacent to the Rose Music Center.

The Basic Development Plan had the following condition: Landscaping and Signage shall be reviewed during the Detailed Development Plan application.

The landscaping plan generally conforms to the requirements of the zoning code. Street trees are provided along Executive Boulevard spaced 30 feet apart.

The interior parking lot landscaping generally meets code, with the vast majority of spaces within 60 feet of a shade tree.

The building is attractively landscaped with a mixture of decorative grasses and arborvitae around the patio.

Staff recommends additional planting around the transformer base.

Building signs are attractive and substantially meet the zoning requirements.

Staff recommends that the planning commission review and approve the proposed monument sign once designs are submitted.

The site plan illustrates 80 parking spaces. The code requires approximately 100 parking spaces based on one space per 2 seats and one space per 2 employees. Parking stall dimensions are 10' x 18', as required.

February 10, 2026

Staff feels that the proposed on-site parking is adequate, given the immediate proximity to the Rose Music Center parking, which is unused for most of the year. The landscaping plan illustrates a new walkway connecting the Rose parking area to the existing Executive Boulevard sidewalk.

The building elevations illustrate a significant amount of stone veneer, which is consistent with the building material requirements in the zoning code.

Staff recommends approval of the Detailed Development Plan application submitted on January 30, 2026, with the following conditions.

- 1) The parking lot lights on the south edge of the parking lot shall be shielded to reduce glare impacting the hotel guests.
- 2) The proposed transformer shall be screened with evergreen bushes or similar planting material, where practical, so as not to interfere with access to the cabinet.
- 3) The building cladding shall be substantially similar to the submitted elevations and conform to the commercial building material requirements.
- 4) The Planning Commission shall review and approve the proposed monument sign prior to the issuance of a sign permit.
- 5) The Planning Commission shall review and approve any future building expansions and/or permanent beer garden structure as a minor change, prior to the issuance of a zoning permit for the expansion.

Steve Tieber from Dublin 7 was in attendance and spoke to the parking questions.

Action

Mr. Shomper moved to approve the request by the applicant, Dublin 7, for approval of a Detailed Development Plan (DDP 26-07) in accordance with the recommendation of Staff's Memorandum dated, February 5, 2026, and the Planning Commission Decision Record.

Seconded by Ms. Vargo. Roll call showed: YEAS: Ms. Thomas, Mr. Vargo, Ms. Shomper, and Mr. Walton. NAYS: None. Motion to approve carried 4-0.

3. TEXT AMENDMENT – The applicant, THE CITY OF HUBER HEIGHTS, is requesting approval of a Text Amendment to the O1 District to permit personal service establishments (TA 26-06).

Mr. Sorrell stated that the Planning staff would like to broaden the uses within the O-1 District by adding "personal service establishments" to the list of principally permitted uses. Personal service establishments are those that provide services to individuals, such as barber shops, hair and nail salons, etc. As demand for office space declines, expanding the potential uses within the O-1 District helps ensure the buildings remain marketable and reduces the need for zoning map amendments.

Planning Commission Meeting

February 10, 2026

The following uses shall be permitted of all property located in this District:

- (a) Business offices;
- (b) Professional offices, including medical and dental clinics and offices;
- (c) Financial offices, including banks, savings and loan associations, and finance companies;
- (d) Utility company offices;
- (e) Professional and business schools;
- (f) Schools and studios for music, arts, crafts, dance and photography; and
- (g) Mortuaries and funeral parlors with living accommodations for the owner or manager.
- (h) Personal service establishments.

This text amendment, proposed by staff, is intended to enhance the marketability of properties within the O-1 District. Staff feels this amendment will reduce the need for zoning map amendments and have little impact on adjacent properties. All activities must occur fully within the building, as is currently required.

Ms. Vargo mentioned that there was an agreement in the past with the properties on Brandt from Kitridge.

Action

Ms. Thomas moved to approve the request by the applicant, The City of Huber Heights, for approval of a Text Amendment (TA 26-06) in accordance with the recommendation of Staff's Memorandum dated, February 4, 2026, and the Planning Commission Decision Record.

Seconded by Mr. Shomper. Roll call showed: YEAS: Ms. Vargo, Ms. Thomas, Mr. Shomper, and Mr. Walton. NAYS: None. Motion to approve carried 4-0.

VIII. Additional Business

None

IX. Approval of the Minutes

Without objection, the minutes of the January 13, 2026, Planning Commission meeting are approved.

X. Reports and Calendar Review

XI. Upcoming Meetings

March 10, 2026

April 14, 2026

XII. Adjournment

Planning Commission Meeting

February 10, 2026

There being no further business to come before the Commission, the meeting was adjourned at approximately 6:43 p.m.

Terry Walton, Chair

Date

Geri Hoskins, Administrative Assistant

Date

CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2026-O-

TO APPROVE AN AMENDMENT TO SECTION 1152 OF THE HUBER HEIGHTS ZONING CODE REGARDING THE O-1 GENERAL OFFICE DISTRICT (CASE TA 26-06).

WHEREAS, the citizens of Huber Heights require the efficient and orderly planning of land uses within the City; and

WHEREAS, the City Planning Commission has reviewed Case TA 26-06 and on February 10, 2026, recommended approval by a vote of 4-0 to the City Council of the proposed text amendment to Section 1152; and

WHEREAS, the City Council has considered the issue; and

WHEREAS, this text amendment is intended to enhance the marketability of properties within the O-1 District and is consistent with the goals and policies of the City's Comprehensive Plan.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Huber Heights, Ohio that:

Section 1. Chapter 1152 – Principal Permitted Uses of the Huber Heights Zoning Code is hereby amended to add the following permitted use within the O-1 General Office District:

(h) Personal service establishments

Section 2. It is hereby determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council and any of its Committees that resulted in such formal actions were conducted in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2026;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-11398

Topics Of Discussion G.

Council Work Session

Meeting Date: 03/03/2026

Huber Heights City Seal

Submitted By: Aaron Sorrell

Department: Assistant City Manager - Public Services

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 03/03/2026

Audio-Visual Needs: None **Legal Review:** Completed

Emergency Legislation?: No **Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Huber Heights City Seal

Purpose and Background

This legislation officially adopts an updated City Seal.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Ordinance

CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2026-O-

AMENDING SECTION 103.01 OF THE CODIFIED ORDINANCES OF THE CITY OF HUBER HEIGHTS TO ADOPT A REVISED OFFICIAL CITY SEAL.

WHEREAS, Section 103.01 of the Codified Ordinances of the City of Huber Heights designates the official seal of the City; and

WHEREAS, the City desires to adopt a refreshed design of the official City Seal to reflect updated artwork while maintaining the City's identity and heritage; and

WHEREAS, City Council has reviewed the proposed revised City Seal and finds it to be in the best interest of the City to amend Section 103.01 of the Codified Ordinances to adopt the revised design.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Huber Heights, Ohio that:

Section 1. Section 103.01 of the Codified Ordinances of the City of Huber Heights is hereby amended and replaced to read as follows:

The rendering, as depicted herein, shall be the official seal for the City of Huber Heights.



Section 2. It is hereby determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council and any of its Committees that resulted in such formal actions were conducted in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2026;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date