

# Notice of Meeting

## CITY COUNCIL WORK SESSION

Tuesday, April 22, 2025

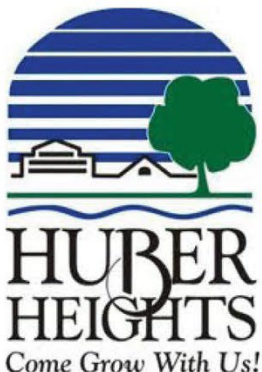
*at or about 6:00 p.m. at City Hall –  
Council Chambers – 6131 Taylorsville Road*

### Huber Heights Mayor Jeff Gore has scheduled a City Council Work Session to discuss:

- City Manager Report
- Military And Veterans Commission Update
- Supplemental Appropriations
- Street Lighting Contract
- Case RZ 25-07 – Shariten Rentals, LLC – Rezoning – 4341 Taylorsville Road
- Board And Commission Appointments
- City Liquor Permits – 2025 Annual Objections

**Please Note:**

The meeting will be viewable by the public on live stream available at [www.hhoh.org](http://www.hhoh.org)



Distributed – April 16, 2025

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**CITY OF HUBER HEIGHTS  
STATE OF OHIO**

**City Council Work Session**

**April 22, 2025  
6:00 P.M.**

**City Hall - Council Chambers - 6131 Taylorsville Road - Huber Heights, Ohio**

1. **Call Meeting To Order/Roll Call**
2. **Approval Of Minutes**
  - A. April 8, 2025
3. **Work Session Topics Of Discussion**
  - A. City Manager Report
  - B. Military And Veterans Commission Update
  - C. Supplemental Appropriations
  - D. Street Lighting Contract
  - E. Case RZ 25-07 - Shariten Rentals, LLC - Rezoning - 4341 Taylorsville Road
  - F. Board And Commission Appointment
    - \* Parks And Recreation Board - Appointment

G. City Liquor Permits - 2025 Annual Objections

4. **Adjournment**

**CITY OF HUBER HEIGHTS  
STATE OF OHIO**

**Council Work Session Meeting Minutes**

**Name of Body:** Council Work Session

**Date:** April 22, 2025

**Time:** 6:00 P.M.

**Place:** City Hall – 6131 Taylorsville Road – Council Chambers

**Members Present:**

Fred Aikens, Councilmember  
Kate Baker, Councilmember  
Nancy Byrge, Councilmember  
Scott Davidson, Councilmember  
Anita Kitchen, Councilmember  
Brian Looney, Councilmember  
Don Webb, Councilmember  
Jeff Gore, Mayor

**Others Present:**

City Staff Present: Mike Gray, Alex Zaharieff, Aaron Sorrell, John Russell, Jordan Staley, and Anthony Rodgers.

**Topics Of Discussion:**

- City Manager Report
- Military And Veterans Commission Update
- Supplemental Appropriations
- Street Lighting Contract

- Case RZ 25-07 – Shariten Rentals, LLC – Rezoning – 4341 Taylorsville Road
- Board And Commission Appointments
- City Liquor Permits – 2025 Annual Objections

1. **Call Meeting To Order/Roll Call**

Mayor Jeff Gore convened the Council Work Session at 6:01 P.M.

Anthony Rodgers took Roll Call.

2. **Approval Of Minutes**

The following minutes were approved unanimously at the beginning of this meeting:

- April 8, 2025

There were no changes or corrections to these minutes as submitted.

This Council Work Session was recorded by the City and the recording of this meeting will be posted to the City's website and will also be maintained by the City consistent with the City's records retention schedule.

3. **Work Session Topics Of Discussion**

**City Manager Report**

John Russell provided a PowerPoint presentation regarding the City Manager Report (see attached). He said on April 17, 2025, the City held a Dreaming Session regarding Thomas Cloud Park to discuss the future of the park. He said the Thomas Cloud Park Dreaming Session was well attended by the citizens of Huber Heights. He said a survey for the residents of Huber Heights to share ideas regarding the future of Thomas Cloud Park was available on the City's website. He said that on April 21, 2025, the Police Division and the Fire Division read books to

children at the Huber Heights Public Library. He said over one hundred children attended the event, got to explore a fire truck, and learned about the jobs of first responders. He reminded Council that on April 24, 2025 the Police Division and the Fire Division are hosting an Autism Awareness Fundraiser at the Huber Heights Get Air location on Chambersburg Road from 4:00 P.M. to 6:00 P.M. He informed Council that 20% of all proceeds from the Autism Awareness Fundraiser will benefit the Doug Flutie Foundation For Autism. He said the Ohio Department Of Transportation (ODOT) had informed City Staff of its intentions to close the eastbound ramps from State Route 201 and State Route 202 to I-70 from 7:00 P.M. to 6:00 P.M., however, he said those closures are no longer happening.

John Russell answered questions from the City Council regarding items in the City Manager Report.

#### Military And Veterans Commission Update

Anthony Windsor, Chair of the Military and Veterans Commission, distributed information regarding an update on the Military and Veterans Commission (see attached). He thanked Council for the recent volunteer recognition celebration which recognized the work and dedication of the Military and Veterans Commission. He said he was very proud of the Military and Veterans Commission's planned 2025 Memorial Day and Veterans Day events. He said the Memorial Day and Veterans Day events gain more attendance each year and the events are attracting more influential speakers and attendees, including Colonel Dustin Richards, Commander of Wright-Patterson Air Force Base.

Kevin McDonald said he was working on improvements to the Veterans Memorial Military Honors Paver program, including more inviting memorial options. He said he is looking to create an essay contest for juniors and seniors at Wayne High School with the topic of what it means to be an American citizen. He said that the essays would be judged by officers at Wright-Patterson Air Force Base, with the winning essay writer receiving a \$500 scholarship to Sinclair College.

Anthony Windsor informed Council that the Military Service Wall Of Honor is being installed at Wayne High School honoring graduates of the school who performed military service. He introduced the members of

the Military and Veterans Commission in attendance at the meeting including Kevin McDonald representing the U.S. Navy, Bruce Johnson representing the U.S. Air Force, Keesan Lasley representing the U.S. Army, and Staff Liaison Mike Gray representing the U.S. Army.

The City Council posed questions to the members of the Military and Veterans Commission about the Military and Veterans Commission and expressed appreciation for the work of the Military and Veterans Commission.

### Supplemental Appropriations

Jim Bell distributed information and proposed legislation to approve various supplemental appropriations for 2025 (see attached). He said these supplemental appropriations are for the various purposes listed:

- \$2,600 for Miami County Treasurer collection fees, based on an increase in special assessments collected.
- \$72,500 for implementation and first year service for Police Division in-car camera/video system.
- \$50,000 for increased lawn care for Greentech.

After discussion, the City Council agreed to recommend that the proposed legislation to approve various supplemental appropriations for 2025 be placed on the agenda at the April 28, 2025 City Council Meeting for a first reading as non-emergency legislation with the waiving of the second reading and adoption of the proposed legislation at the April 28, 2025 City Council Meeting.

### Street Lighting Contract

John Russell distributed information and proposed legislation to authorize negotiations with other cities on a price schedule for street lighting services for City residents (see attached). He said the City's current Full Service Street Lighting Agreement with Miami Valley Lighting, LLC and DPL Energy Resources, Inc. (AES Ohio) is due to expire on December 31, 2025. He said the current contract is a 10-year contract that took effect on January 1, 2016. Recently, he said the Miami Valley Communications Council (MVCC) held a meeting with City Managers from across the region to discuss the upcoming streetlight

contract negotiations. He said MVCC in the past, has taken the lead in negotiating the streetlight contract for its member cities and affiliate members. To be entitled to negotiate jointly, he said each participating city needs to pass an ordinance expressing its intent to negotiate jointly for streetlight services. He said this approach will provide the resources and regional representation needed to negotiate a reasonable and competitive contract.

After discussion, the City Council agreed to recommend that the proposed legislation to authorize negotiations with other cities on a price schedule for street lighting services for City residents be placed on the agenda at the April 28, 2025 City Council Meeting for a first reading as non-emergency legislation with the waiving of the second reading and adoption of the proposed legislation at the April 28, 2025 City Council Meeting.

#### Case RZ 25-07 – Shariten Rentals, LLC – Rezoning – 4341 Taylorsville Road

Aaron Sorrell distributed information and proposed legislation for Case RZ 25-07 for Shariten Rentals, LLC to approve a Rezoning from Residential (R-2) to Industrial (I-1) for property located at 4341 Taylorsville Road (see attached). He said the applicant, Shariten Rentals, LLC, is requesting a Rezoning from Residential (R-2) to Industrial (I-1) for property located at 4341 Taylorsville Road (Case RZ 25-07). He said most of the adjacent properties are already zoned Industrial (I-1). He said the Planning Commission approved the Rezoning by a vote of 5-0.

After discussion, the City Council agreed to recommend that the proposed legislation for Case RZ 25-07 for Shariten Rentals, LLC to approve a Rezoning from Residential (R-2) to Industrial (I-1) for property located at 4341 Taylorsville Road be placed on the agenda at the April 28, 2025 City Council Meeting for a first reading as non-emergency legislation with the second reading and adoption of the proposed legislation at the May 15, 2025 City Council Meeting.

#### Board And Commission Appointments

Anthony Rodgers distributed information regarding an appointment to the Parks and Recreation Board (see attached). He said it was the



recommendation of the City's interview panel to appoint Keith Debraux to the Parks and Recreation Board for a term ending on March 31, 2028. He said a background check on Mr. Debraux was processed by Human Resources.

After discussion, the City Council agreed to recommend approval of the appointment of appoint Keith Debraux to the Parks and Recreation Board for a term ending on March 31, 2028 and requested that the necessary motion be prepared and placed on the agenda for approval at the April 28, 2025 City Council Meeting.

#### City Liquor Permits – 2025 Annual Objections

Anthony Rodgers distributed information regarding the annual opportunity for the City to make any objections to any liquor permits in the City (see attached). He said the deadline for filing an objection is May 2, 2025.

After discussion, the City Council agreed to recommend that no action be taken by the City to object to the renewal of any liquor permit in the City to the Ohio Division of Liquor Control by the May 2, 2025 deadline.

#### Other Business

There was no other business conducted by the City Council at the Council Work Session.

#### 4. **Adjournment**

Mayor Jeff Gore adjourned the Council Work Session at 6:20 P.M.

**AI-10814**

**Topics Of Discussion**    A.

**Council Work Session**

**Meeting Date:** 04/22/2025

City Manager Report

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session    **Date(s) of Committee Review:** 04/22/2025

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

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

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**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).

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**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:**

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**Attachments**

*No file(s) attached.*

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# **City Manager Report**

## **April 22, 2025**

## Dreaming Session Cloud Park

**Community members gathered last week for the second public engagement session to envision future amenities at Cloud Park**

**Thank you to everyone who attended the Cloud Park Dreaming Session on April 17—your input is helping shape our future!**

**There's still time to share your ideas—take the survey by April 28:**  
<https://ayrs.io/fVQYQH>



# First Responder Book Reading Day – Monday, 4/21

**Police Division & Fire Division Staff read books provided by Dayton Public Library**

**Kids learned about life as a first responder and explored cruisers, EMS, and fire trucks**

**Over 100 children participated**





## Autism Awareness Fundraiser – Thursday, 4/24 | 4–6 PM

Hosted by the Police Division, Fire Division & Get Air Trampoline Park (6020 Chambersburg Rd)

20% of proceeds benefit the Doug Flutie Jr. Foundation for Autism



## Traffic Alert – Overnight Wednesday, 4/23

ODOT had originally announced overnight closures for the eastbound ramps from SR 201 & SR 202 to I-70 (7 PM – 6 AM)

**The ramps will not be closing!**

# Questions?





**AI-10812**

**Topics Of Discussion**     **B.**

**Council Work Session**

**Meeting Date:** 04/22/2025

Military And Veterans Commission Update

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session     **Date(s) of Committee Review:** 04/22/2025

**Audio-Visual Needs:** None     **Legal Review:** Not Needed

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

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**Agenda Item Description or Legislation Title**

Military And Veterans Commission Update

**Purpose and Background**

Representatives of the Military and Veterans Commission will give an update presentation on the activities and work of the Military and Veterans Commission.

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**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:**

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**Attachments**

*No file(s) attached.*

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**AI-10815**

**Topics Of Discussion**    c.

**Council Work Session**

**Meeting Date:** 04/22/2025

Supplemental Appropriations

**Submitted By:** Jim Bell

**Department:** Assistant City Manager - Finance/ED

**Division:** Finance/Tax

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 04/22/2025

**Audio-Visual Needs:** None

**Legal Review:** Not Needed

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

Supplemental Appropriations

**Purpose and Background**

The supplemental appropriations are for the following purposes:

- \$2,600 for Miami County Treasurer collection fees, based on an increase in special assessments collected.
- \$72,500 for implementation and 1st year service for Police in-car camera/video system.
- \$50,000 for increased lawn care for Greentech, approved at 4/14/25 City Council meeting.

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**Fiscal Impact**

**Source of Funds:** Various Funds

**Cost:** \$125,100

**Recurring Cost? (Yes/No):** No

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

**Financial Implications:**

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**Attachments**

Ordinance

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2025-O-

AMENDING ORDINANCE NO. 2024-O-2676 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025.

WHEREAS, supplemental appropriations for expenses of the City of Huber Heights must be made for appropriations of funds for various 2025 operating and project funding.

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

Section 1. Ordinance No. 2024-O-2676 is hereby amended as shown in Exhibit A of this Ordinance.

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 \_\_\_\_\_, 2025;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**EXHIBIT A**

AMENDING ORDINANCE NO. 2024-O-2625 BY MAKING APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025.

- 1) Section 3 of Ordinance No. 2024-O-2676 is hereby added to reflect an increase in the appropriations of the 203 Gasoline Tax Fund, as follows:
  - a. Subsection b) Streets, Operations and Capital of \$2,600.00
- 2) Section 5 of Ordinance No. 2024-O-2676 is hereby added to reflect an increase in the appropriations of the 209 Police Fund, as follows:
  - a. Subsection a) Operations and Capital of \$72,500.00
- 3) Section 14 of Ordinance No. 2024-O-2676 is hereby added to reflect an increase in the appropriations of the 226 Local Street Operating Fund, as follows:
  - a. Subsection a) Streets, Operation s and Capital of \$50,000.00

Gasoline Tax Fund	\$2,600.00
Police Fund	\$72,500.00
Local Street Operating Fund	\$50,000.00

AI-10811

Topics Of Discussion D.

**Council Work Session**

**Meeting Date:** 04/22/2025

Street Lighting Contract

**Submitted By:** Rachael Dillahunt

**Department:** City Manager

**Council Committee Review?:** Council Work Session

**Division:** City Manager

**Date(s) of Committee Review:** 04/22/2025

**Audio-Visual Needs:** None

**Legal Review:** Not Needed

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

Street Lighting Contract

**Purpose and Background**

The City of Huber Heights' current Full Service Street Lighting Agreement with Miami Valley Lighting, LLC and DPL Energy Resources, Inc. (AES Ohio) is due to expire on December 31, 2025. The current contract is a 10-year contract that took effect on January 1, 2016. Recently, the Miami Valley Communications Council (MVCC) held a meeting on April 10, 2025, with City Managers from across the region to discuss the upcoming streetlight contract negotiations. MVCC in the past, has taken the lead in negotiating the streetlight contract for its member cities and affiliate members. To prepare for the upcoming negotiations, MVCC has retained M.K. Pope Engineering from Columbus to complete a rate analysis and a review of maintenance practices for the current streetlight system. MVCC has also retained attorney, Michael McNamee, to provide a legal review of the current streetlight contract and Ohio Revised Code provisions relevant to the contract, along with assistance with the upcoming contract negotiations. Both Mr. McNamee and M. K. Pope Engineering served in similar capacities for the negotiation of the 20-year contract expiring December 31, 2025. The estimated cost of professional services associated with this set of negotiations is \$60,000. MVCC will cover one-third of those costs and any additional fees, and the participating jurisdictions will pay the remaining costs based upon population.

The April meeting featured a presentation on the Ohio Revised Code provisions that give municipalities a certain level of authority over the rates that they pay for utility services, including streetlights. The ORC provisions allow a group of municipal corporations to negotiate jointly for street lighting services. To be entitled to negotiate jointly, each participating city would need to pass an ordinance expressing its intent to negotiate jointly for streetlight services. After passing the ordinance, the Mayor of each city would send written notice to Ohio AES of the city's intent to negotiate the streetlight contract jointly with other cities in the region.

As a result of the April meeting, it is recommended that a regional coalition be established and negotiate the upcoming streetlight contract. This regional coalition would allow for a uniform approach to the upcoming contract negotiations, provide leverage in negotiating reasonable rates and provisions for streetlight services and ensure consistent contract provisions for cities across the region. City Staff recommend that the City participate in the regional coalition to negotiate the upcoming streetlight contract. This approach will provide the resources and regional representation needed to negotiate a reasonable and competitive contract.

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**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:**

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**Attachments**

Ordinance

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2025-O-

EXPRESSING THE CITY’S INTENT TO NEGOTIATE JOINTLY WITH OTHER CITIES IN THE REGION ON A ONE PRICE SCHEDULE UNDER WHICH ELECTRIC LIGHT SERVICES SHALL BE FURNISHED TO THE RESIDENTS OF THE CITY FOR THE PURPOSE OF STREET LIGHTING.

WHEREAS, the City is currently under contract with Miami Valley Lighting, LLC (“MVL”) and DPL Energy Resources, Inc. (nka “AES Ohio”) for the provision of street lighting; and

WHEREAS, the current contract expires on December 31, 2025; and

WHEREAS, Ohio Revised Code Section 74.28(B) allows two or more municipal corporations to negotiate one price schedule under which an electric light company shall furnish its services to the residents of the municipal corporations; and

WHEREAS, the City Council has determined that it would be in the best interests of the City to negotiate jointly with other cities in the region on one price schedule for the provision of electric light services to the residents of the City for the purpose of street lighting; and

WHEREAS, the City is authorized as a charter municipality to exercise all powers of local self-government.

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

Section 1. Pursuant to Ohio Revised Code Section 743.28(B), the City of Huber Heights, Ohio hereby expresses its intent to negotiate and authorize the City Manager to participate as a member of the negotiation committee jointly with other cities in the region on one price schedule under which electric services shall be furnished to the residents of the City for the purpose of street lighting.

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 \_\_\_\_\_, 2025;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

AI-10774

Topics Of Discussion E.

**Council Work Session**

**Meeting Date:** 04/22/2025

Case RZ 25-07 - Shariten Rentals, LLC - Rezoning - 4341 Taylorsville Road

**Submitted By:** Geri Hoskins

**Department:** Assistant City Manager - Public Services

**Council Committee Review?:** Council Work Session

**Division:** Planning

**Date(s) of Committee Review:** 04/22/2205

**Audio-Visual Needs:** SmartBoard

**Legal Review:** Not Needed

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

Case RZ 25-07 - Shariten Rentals, LLC - Rezoning - 4341 Taylorsville Road

**Purpose and Background**

The applicant, Shariten Rentals, LLC, is requesting a Rezoning from Residential (R-2) to Industrial (I-1) for property located at 4341 Taylorsville Road (Case RZ 25-07).

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**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:**

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**Attachments**

Presentation

Map

Staff Report

Decision Record

Minutes

Ordinance

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# RZ 25-07

4341 Taylorsville Rd.

Rezoning from R-2 to I-1



## **Site Details:**

- 6.68 acres
- Zoned: R-2 Residence District.
- Site is used for industrial storage and associated uses.
- Adjacent land: West: I-1, North: Hwy I-70, East: PI, South: I-1

## **Development Details:**

- The applicant seeks approval to rezone the property from R-2 to I-1.



# Overview

- The applicant requests a rezoning to I-1 to facilitate using the existing site for industrial purposes.
- The applicant owns the adjacent industrial site and desires to expand its industrial use.
- The adjacent lands are zoned and used for industrial purposes, and this rezoning is compatible with the surrounding areas.



## Staff Analysis

- The applicant has owned the adjacent parcel to the east since 2015 and purchased the parcel subject to this rezoning application in 2021. Both parcels are being used for construction-related storage and offices.
- Rezoning the current parcel from R-2 to I-1 would make the parcel a conforming use under the zoning code.
- Industrial uses surround the parcel in question and all adjacent lands are zoned I-1 or Planned Industrial.
- This rezoning will be consistent and compatible with the existing land uses and zoning districts.

## **Additional Comments:**

Fire: No comments submitted

City Engineer: No comments submitted

## **Staff Analysis and Recommendation**

The staff believes that the rezoning furthers the public interest in supporting industrial growth and orderly development. The current use is permitted in the I-1 district, and the site conforms to all setback and height requirements.

Staff recommends approval without conditions

# **Staff Analysis and Recommendation**

## **Planning Commission Action**

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

1. Recommend rezoning approval, with or without conditions;
2. Recommend denial of the rezoning; or
3. Table the application.







# Memorandum

Staff Report for Meeting of March 11, 2025

To: Huber Heights City Planning Commission  
From: Aaron K. Sorrell, Assistant City Manager  
Date: March 4, 2025  
Subject: RZ 25-07 – 4341 Taylorsville Road (Rezoning to I-1)

Application dated February 5, 2025

Department of Planning and Zoning

City of Huber Heights

**APPLICANT/OWNER:** Tom Donahue – Applicant / Owner

**DEVELOPMENT NAME:** N/A

**ADDRESS/LOCATION:** 4341 Taylorsville Road

**ZONING/ACREAGE:** R-2 / 6.68 Acres

**EXISTING LAND USE:** Industrial

## **ZONING**

**ADJACENT LAND:** East: PI, South: 1-1; West: I-1

**REQUEST:** The applicant requests approval of a rezoning from R-2 to I-1 to facilitate the reuse of the land for industrial purposes.

**ORIGINAL APPROVAL:** N/A

**APPLICABLE HHCC:** Chapter 1130, 1156

**CORRESPONDENCE:** In Favor – None received  
In Opposition – None received



## **STAFF ANALYSIS AND RECOMMENDATION:**

### **Overview:**

The applicant requests a rezoning to I-1 to facilitate using the existing site for industrial purposes. The applicant owns the adjacent industrial site and desires to expand its industrial use. The adjacent lands are zoned and used for industrial purposes, and this rezoning is compatible with the surrounding areas.

### **Applicable Zoning Regulation**

The applicable zoning chapters include: 1130 Amendments, 1156 I-1 Light Industrial and Mixed Use District. The relevant sections are cited and discussed below:

#### **1156.01 Purpose.**

This District is intended to provide for industrial and mixed office-industrial uses having a minimum impact upon the surrounding environment in areas that are suitable for such development by reason of location and the availability of adequate utility and transportation systems. Uses that can be operated in a clean and quiet manner (subject only to those regulations and performance standards necessary to prohibit congestion and to protect adjacent residential uses, business activities, and the overall environment) are permitted. Uses which may present problematic characteristics are administered as special uses.

(Case 388; Ord. 2002-O-1365, Passed 8-26-02)

#### **1156.02 Uses.**

##### **(a) *Permitted Uses.***

- (1) All uses permitted in the O-1 District.
- (2) Any use the principal function of which is basic research, design and/or pilot or experimental product development or technical training.
- (3) Office buildings of an executive or of an administrative nature or incidental to those uses listed herein.
- (4) Business and industrial service facilities.
- (5) Laboratories: experimental, film, testing, research or engineering.
- (6) Printing, publishing, binding and typesetting plants.
- (7) Warehouses and distribution facilities.
- (8) Wholesale or combined wholesale-retail sales facilities.
- (9) The manufacture, compounding, processing, packaging or treatment of products such as, but not limited to: bakery goods; business machinery; candy; clocks; toys; cosmetics; electrical and electronic products, components and equipment; food products; hardware including cutlery, tools, dies, gauges; pharmaceuticals. The Zoning Officer shall make the decision that an unlisted product is similar and that such decision may be appealed to the Planning Commission.
- (10) The manufacturing, compounding, assembling or treatment of articles or merchandise from previously prepared materials such as, but not limited to: bone, canvas, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastics, precious or semi-precious metals or stone, sheet

- metal (excluding large stampings, such as automobile fenders or bodies), shell, textiles, tobacco, wax, wire, wood (excluding saw and planing mills), and yarns.
- (11) Computer-communications hardware assembly, testing and operation; development, testing, operation and maintenance of software; and communications services and facilities that are incidental to the principal use.
  - (12) Medical, dental and optical manufacturing.
  - (13) The manufacture of pottery and figurines or other similar ceramic products using only previously pulverized clay and kilns fired only by electricity or gas.
  - (14) The manufacture, installation and repair of signs including, but not limited to electric and neon signs.
  - (15) Reserved.
  - (16) Accessory buildings and uses incidental to the principal use. Regulations governing accessory facilities and uses are specified in Chapter 1191.
  - (17) Truck and motor freight terminals and hauling services.
  - (18) Self-service storage facilities.
- (b) *Accessory Uses.* Accessory uses shall be permitted in this District that are customarily accessory and incidental to any permitted use.
- (c) *Special Uses.* The following special uses are subject to review in accordance with Chapter 1135.
- (1) Electroplating.
  - (2) Graphic products manufacture.
  - (3) Laundries and dry cleaning plants.
  - (4) Automobile service stations.
  - (5) Car and truck washing facilities.
  - (6) Garages for storage, repair and servicing of motor vehicles, including but not limited to body repair, painting, and engine rebuilding.
  - (7) Radio, television or other transmission towers and related station facilities.
  - (8) Yards for the storage, display, minor repair or sales of building materials or equipment; materials and equipment yards of general contractors engaged in building or heavy construction.
  - (9) Machinery and heavy equipment storage, rental or sales.
  - (10) Other manufacturing, processing or storage uses determined by the City Planning Commission to be of the same general character as the permitted uses previously listed and found not to be obnoxious, unhealthful or offensive by reason of the potential emission or transmission of noise, vibration, smoke, dust, heat, odors or glare. In this regard, the Commission may seek expert advice on what conditions should be imposed on a particular operation to carry out the purposes of this zone; and the cost of such expert advice shall be borne by the applicant.
  - (11) Places of worship.
  - (12) Fraternal organizations, service clubs, youth centers and senior citizens' centers.
  - (13) Machine shops.
  - (14) Sexually oriented businesses.
  - (15) Self-storage facilities.
  - (16) Self-storage facilities, indoor.

### 1156.03 Site development regulations.

See Chapter 1181 for additional provisions for commercial and industrial facilities and Chapter 1135 regarding standards for special uses.

(a) *Lot Requirements.*

(1)	Minimum lot area	None
(2)	Minimum lot frontage	100 feet*

\* Or such lesser frontage as shall permit compliance with the side yard off-street parking requirements.

(b) *Yard Requirements.*

- (1) Minimum front yard depth. Fifty feet from the established or future right-of-way line as shown on the approved Official Thoroughfare Plan.
- (2) Minimum rear yard depth and minimum side yard width on each side.
  - A. The side or rear yards shall be 25 feet or equal to the height of the building, whichever is greater. Where a side or rear yard abuts onto a residential district, the yard shall in no case be less than 50 feet or equal to the height of the building, whichever is greater, and no building, structure, paving or parking shall be permitted in such yard. A landscaped area including ground cover and a screening shall be required containing a six foot high wooden or vinyl fence structure, earth mound, or wall with an opaqueness of 100 percent in such side or rear yard abutting a residential district.
  - B. The side or rear yards for special uses shall be 50 feet or equal to two times the height of the principal building, whichever is greater. Where a side or rear yard abuts onto a residential district, such yard shall in no case be less than 100 feet. A landscaped area including ground cover and a screening shall be required containing a six foot high wooden or vinyl fence structure, earth mound, or wall with an opaqueness of 100 percent in such side or rear yard abutting a residential district.
  - C. Any portion of the side and rear yards in excess of 15 feet from the property line may be used for parking, except where such a yard abuts a residential district.

(c) *Structural Requirements.* No maximum height restriction shall apply, except that the proposed development meets all Federal Aviation Administration (FAA), Dayton International Airport or Wright Patterson Air Force Base height or abatement requirements.

(d) *Parking and Loading Requirements.*

- (1) See Chapter 1185 for off-street parking and loading requirements.

(e) *Signs.*

- (1) See Chapter 1189 for size and location of permitted signs.

(f) *Building Materials.* The front facade of a principal building facing any public street on any property in the I-1 District shall be required to be constructed of at least 30 percent masonry materials that will extend along the entire length of the facade of the principal building. For the purposes of this section, the front facade of a principal building shall include any wall of the principal building that is parallel to the public street and is located within 100 feet of the established building line. The Director of Public Service or his/her designee shall determine the appropriateness of the proposed masonry material design. In the case of a property which has frontage on more than one public street, the facade facing the public street from which access to the property is provided shall be considered the front facade of the building. In addition to the front facade, the side or rear facades of the principal building that face Interstate 70 or a State Route shall be constructed of at least 30 percent masonry materials that shall be clearly visible to Interstate 70 or the State Route unless a sufficient landscaping buffer is provided and is determined appropriate by the Director of Public Service or his/her designee. Recommended masonry materials include brick, split face block, tilt-up concrete, or dryvit or any similar material determined appropriate by the Director of Public Service or his/her designee.

- (g) *Street Tree Requirement.* Please refer to Chapter 1181 for street tree requirements.
- (h) *Trash Container Enclosures.* Please refer to Chapter 1181 for trash container enclosure requirements.
- (i) *Site Plan Approval.*
  - (1) Prior to obtaining a zoning certificate for any proposed actual development on a site located within an I-1 Zoning District, an applicant shall submit a site plan to the Director of Public Service or his/her designee for approval. Such site plan shall graphically include the location and dimensions of vehicular entrances, exits, internal circulation pattern, off-street parking and loading facilities, lighting, and any required screening/landscaping. No site plan shall be approved unless it explicitly conforms with the I-1 Zoning District site development regulations set forth herein.
- (j) *Determination of Compliance.*
  - (1) The Director of Public Service or his designee shall prior to issuing a certificate of occupancy for any development in an I-1 Zoning District determine in writing that it complies in all aspects with the previously approved site plan.
- (l) No sexually oriented business shall be located within a 500 foot radius of any other sexually oriented business. No sexually oriented business shall be located within a 500 foot radius from any residential use or residential zoning district, any public park, church or church grounds, public or private school, kindergarten or nursery school. No sexually oriented business shall be located within 1,000 feet of the right-of-way of, or be on a lot with frontage upon any divided, limited access highway including but not limited to applicable portions of Interstate 70, Ohio Route 4 and Ohio Route 235.

### **Staff Analysis of Standards for approval**

The applicant has owned the adjacent parcel to the east since 2015 and purchased the parcel subject to this rezoning application in 2021. Both parcels are being used for construction-related storage and offices. Rezoning the current parcel from R-2 to I-1 would make the parcel a conforming use under the zoning code.

Industrial uses surround the parcel in question and all adjacent lands are zoned I-1 or Planned Industrial. This rezoning will be consistent and compatible with the existing land uses and zoning districts.

### **Other Comments**

Fire: See attached.

Engineering: No comments submitted.

### **STAFF RECOMMENDATION**

The staff believes that the rezoning furthers the public interest in supporting industrial growth and orderly development. The current use is permitted in the I-1 district, and the site conforms to all setback and height requirements.

Staff recommends approval without conditions.

### **Planning Commission Action**

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

- 1) Recommend approval of the rezoning with or without conditions;
- 2) Recommend denial of the rezoning; or
- 3) Table the application.



## **Planning Commission Decision Record**

WHEREAS, on February 5, 2025, the applicant, SHARITEN RENTALS, LLC, requested approval of a Rezoning to from Residential (R-2) to Industrial (I-1). Property is located at 4341 Taylorsville Road, further identified as Parcel Number P70 04009 0057 on the Montgomery County Auditor's Map (Case RZ 25-07), and;

WHEREAS, on March 11, 2025, the Planning Commission did meet and fully discuss the details of the request.

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

Ms. Thomas moved to approve the request by the applicant, Shariten Rentals, LLC, for approval of a Rezoning. Property is located at 4341 Taylorsville Road, further identified as Parcel Number P70 04009 0057 on the Montgomery County Auditor's Map (Case RZ 25-07), in accordance with the recommendation of Staff's Memorandum dated March 4, 2025, with the following conditions:

1. No conditions

Seconded by Mr. Cassity. Roll call showed: YEAS: Ms. Vargo, Mr. Shomper, Mr. Cassity, Ms. Thomas, and Mr. Walton. NAYS: None. Motion to recommend approval carried 5-0.

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Terry Walton, Chair  
Planning Commission

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Date

**Planning Commission  
March 11, 2025, Meeting  
City of Huber Heights**

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

II. **Oath of Office** - Matthew Shomper

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

Members absent: None

Staff Present: Aaron K. Sorrell, Assistant City Manager

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. **REZONING** – The applicant, SHARITEN RENTALS, LLC, is requesting approval of a Rezoning for 6.686 acres from Residential (R-2) to Industrial (I-1). Property is located at 4341 Taylorsville Road (Case RZ 25-07).

Mr. Sorrell stated that the applicant requests a rezoning to I-1 to facilitate using the existing site for industrial purposes. The applicant owns the adjacent industrial site and desires to expand its industrial use. The adjacent lands are zoned and used for industrial purposes, and this rezoning is compatible with the surrounding areas.

The applicant has owned the adjacent parcel to the east since 2015 and purchased the parcel subject to this rezoning application in 2021. Both parcels are being used for construction-related storage and offices. Rezoning the current parcel from R-2 to I-1 would make the parcel a conforming use under the zoning code.

Industrial uses surround the parcel in question and all adjacent lands are zoned I-1 or Planned Industrial. This rezoning will be consistent and compatible with the existing land uses and zoning districts.

**Other Comments**

Fire: See attached.

Engineering: No comments submitted.

The staff believes that the rezoning furthers the public interest in supporting industrial growth and orderly development. The current use is permitted in the I-1 district, and the site conforms to all setback and height requirements.

Thomas Donahue from Sharitan Rentals was present and spoke to the issue of dust from the rock crushers.

**Action**

Ms. Thomas moved to approve the request by the applicant, SHARITEN RENTALS, LLC, for a Rezoning (RZ 25-07) in accordance with the recommendation of Staff's Memorandum dated March 4, 2025, and the Planning Commission Decision Record attached thereto.

Seconded by Mr. Cassity. Roll call showed: YEAS: Ms. Vargo, Mr. Shomper, Mr. Cassity, Ms. Thomas, and Mr. Walton. NAYS: None. Motion to approve carried 5-0.

- 2. DETAILED DEVELOPMENT PLAN – The applicant, GREY FOX CAPITAL, is requesting approval of a Detailed Development Plan for Creekside Woods Phase 2, comprised of 81 units on 9.4 acres. Property is located at 5425 Charlesgate Road (Case DDP 25-03).**

Mr. Sorrell stated that the applicant seeks Detailed Development Plan approval for Creekside Woods, Phase 2, comprised of 81 townhome units and related public infrastructure on 9.4 acres. The Basic Development Plan for the entire 159-unit townhome development on 24.6 acres was approved by the Huber Heights City Council on December 10, 2024, through case BDP 24-23. The Planning Commission approved the Detailed Development Plan for Phase 1 on February 11, 2025.

The site is wooded, with a steep ravine and stream bisecting it. This ravine and stream have historically been an impediment to its development. The applicant is proposing two development areas with entrances from Wildcat Road and Charlesgate Road. The two development areas will be connected via pedestrian paths.

The applicant shall assess the health of the existing trees along the stream that will be incorporated into the landscaping plan. Healthy trees shall be identified and incorporated into the landscaping plan as appropriate, subject to approval as part of the Detailed Development Plan. The applicant shall also develop a plan to protect key trees during construction, subject to staff approval.



CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2025-O-

TO APPROVE A REZONING FROM RESIDENTIAL (R-2) TO INDUSTRIAL (I-1) FOR THE PROPERTY LOCATED AT 4341 TAYLORSVILLE ROAD AND FURTHER IDENTIFIED AS PARCEL NUMBER P70 04009 0057 ON THE MONTGOMERY COUNTY AUDITOR’S MAP AND ACCEPTING THE RECOMMENDATION OF THE PLANNING COMMISSION (ZONING CASE RZ 25-07).

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 Zoning Case RZ 25-07 and on March 11, 2025 recommended approval of the Rezoning by a vote of 5-0; and

WHEREAS, the City Council has considered the issue.

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

Section 1. The application requesting approval of a Rezoning from Residential (R-2) to Industrial (I-1) for property located at 4341 Taylorsville Road and further identified as Parcel Number P70 04009 0057 on the Montgomery County Auditor’s Map in Case RZ 25-07 is hereby approved in accordance with the Planning Commission’s recommendation.

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 \_\_\_\_\_, 2025;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-10813**

**Topics Of Discussion     F.**

**Council Work Session**

**Meeting Date:** 04/22/2025

Parks And Recreation Board Appointment - K. Debraux

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work  
Session

**Date(s) of Committee Review:** 04/22/2025

**Audio-Visual Needs:** None

**Legal Review:** Not Needed

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

Board And Commission Appointment

\* Parks And Recreation Board - Appointment

**Purpose and Background**

The City's interview panel recommends the appointment of Keith Debraux to the Parks and Recreation Board for a term ending March 31, 2028. A background check has been processed on Mr. Debraux by Human Resources.

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**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:**

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**Attachments**

Application - K. Debraux

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6131 Taylorsville Road  
Huber Heights, Ohio 45424  
Phone: (937) 233-1423  
Fax: (937) 233-1272  
[www.hhoh.org](http://www.hhoh.org)  
An Equal Opportunity Employer

# Application For City Boards And Commissions

Received - Clerk Of Council  
MAR 24 12:25 PM '15

Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, marital or veteran status, or disability.

**PLEASE COMPLETE ALL SECTIONS AND EACH QUESTION  
COMPLETELY AND ACCURATELY**

<b>BOARD OR COMMISSION APPLIED FOR:</b> Arts and Beautification /Parks And Recreation Board	<b>DATE APPLIED:</b> 3/22/2025
--	-----------------------------------

Last Name Debraux II				First Name Keith		Middle Name Lamont	
Address 6027 Longford Rd.		City Dayton		State Ohio		Zip Code 45424	
Phone Number 937-546-6303				Email Address Kdebraux2@gmail.com			

## EDUCATION

	SCHOOL	COURSE OF STUDY OR DEGREE EARNED
HIGH SCHOOL	Vandalia Butler	Diploma
COLLEGE	Sinclair community	Step 2 cetificate for cnc
GRADUATE SCHOOL		
OTHER (SPECIFY)		

## COMMUNITY INVOLVEMENT

Please list all civic, community, or non-profit organizations to which you have belonged or currently do belong, and your dates of service.

ORGANIZATION	DATES OF SERVICE
N/A	N/A

## EMPLOYMENT HISTORY

NAME OF EMPLOYER	POSITION(S) HELD	DATES OF EMPLOYMENT
Burger king	Shift manager	~8/1/2017 - 11/27/18
Invotec engineering	CNC machinist/ programer	~12/1/18- 3/20/22
RMT corp.	CNC machinist/ programer	~3/30/2022 - 12/18/2022
NOV Chemineer	CNC machinist/ programer	~12/18/22 - current

## STATEMENT OF INTEREST

Please tell us why you are interested in serving on this board or commission.

[illegible]

## REQUIREMENTS AND APPLICANT STATEMENT

Are you at least 18 years of age? ☒ Yes ☐ No

Do you currently reside in the City of Huber Heights? ☒ Yes ☐ No

Have you resided in the City of Huber Heights for at least one year prior to making this application? ☒ Yes ☐ No

Are you a registered voter? ☒ Yes ☐ No

Are you willing to sign a release to allow the City of Huber Heights to perform a background screening and criminal records check? ☒ Yes ☐ No

I certify that all of the information furnished in this application and its addenda are true and complete to the best of my knowledge. I understand that the City of Huber Heights may investigate the information I have furnished and I realize that any omissions, misrepresentation or false information in this application and/or its addenda may lead to revocation of any volunteer appointment.

I hereby acknowledge that I, voluntarily and of my own free will, have applied for a volunteer position with the City of Huber Heights with the understanding that the City may use a variety of screening procedures to evaluate my qualifications and suitability for appointment. I have been advised that these screening procedures might include, but are not limited to, interviews, criminal record checks, driving records checks and reference checks. I also acknowledge that any such screening procedures, as reasonably required by the City of Huber Heights, are prerequisites to my appointment to a volunteer position with the City of Huber Heights.

In addition, I also hereby understand that the City of Huber Heights cannot guarantee the confidentiality of the results of, or information obtained through the aforementioned screening procedures. Decisions of the Ohio Supreme Court regarding the Ohio Public Records Act indicate that, with certain enumerated exceptions, records maintained by a governmental entity are a matter of public record and, should a proper request be made by a member of the public for such records, the governmental entity would be required to make such records available to that member of the public within a reasonable time. Additionally, all information furnished in this application is subject to disclosure under the Ohio Public Records Act.

Therefore, in consideration of my application being reviewed by the City of Huber Heights, under no legal disability, and on behalf of my heirs and assigns, hereby release and agree to hold harmless the City of Huber Heights and any of its agents, employees, or related officials from any and all liability, whatever the type and nature resulting from the administration of any such screening procedures and/or release of the results therefrom.

Keith Debraux

Signature

3/22/2025

Date

For Administrative Use:

Applicant Interview Date/Time: \_\_\_\_\_

Application Status: \_\_\_\_\_

**AI-10772**

**Topics Of Discussion     G.**

**Council Work Session**

**Meeting Date:** 04/22/2025

City Liquor Permits - 2025 Annual Objections

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work  
Session

**Date(s) of Committee Review:** 04/22/2025

**Audio-Visual Needs:** None

**Legal Review:** Not Needed

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

City Liquor Permits - 2025 Annual Objections

**Purpose and Background**

Each year, the City Has the opportunity to object to the renewal of any liquor licenses in the City (see attached). The deadline for filing an objection is May 2, 2025.

City Staff, the Police Division, and the Fire Division have not identified any liquor permit objections in the City at this time.

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**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:**

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**Attachments**

Memorandum

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March 12, 2025

CLERK OF HUBER HGTS CITY COUNCIL  
6131 TAYLORSVILLE RD  
HUBER HGTS, OHIO 45424

## NOTICE TO LEGISLATIVE AUTHORITIES Objections to Renewal of a Retail Liquor Permit

Dear Clerk of Legislative Authority:

All Class C and D retail permits that sell alcoholic beverages in your political subdivision will expire on **June 1, 2025**. To maintain permit privileges, every retail permit holder must file an online renewal application with the Division.

Ohio Revised Code Section 4303.271(B) provides the legislative authority with the right to object to the renewal of a retail permit and to request a hearing. The hearing may be held in the county seat where the permit premises is located if that specific request is made in writing. This will be your only opportunity to object to the renewal of a liquor permit premises which might be a problem in your community.

To register a valid objection with the Division of Liquor Control and request a hearing, the legislative authority must pass a resolution that specifies the problems at the liquor permit premises and the legal grounds for the objection as set forth in Ohio Revised Code Section 4303.292(A). We suggest that a separate resolution be passed for each permit premises. The Chief Legal Officer of your political subdivision must also submit a statement with the resolution that, in their opinion, the objection is based on substantial legal grounds within the meaning and intent of Ohio Revised Code Section 4303.29(A).

**The resolution and Chief Legal Officer's statement must be emailed to [liquordocs@com.ohio.gov](mailto:liquordocs@com.ohio.gov) or mailed to the Division of Liquor Control, Attn: Legal Section, 6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio 43068-9005 and postmarked no later than **May 2, 2025**.**

You may wish to contact the law enforcement agency for your jurisdiction to determine if it has any information which will aid in your decision whether to object and request a hearing. You can find retail permit holders within your jurisdiction by going to [com.ohio.gov/liquorinfo](http://com.ohio.gov/liquorinfo). Select the "find a permit holder" tab and click on the "search" link. Then, enter your city/township name where asked and "issued" under "class issue status." For more information on other ways to deal with problems establishments, including a copy of the text of this letter, go to [com.ohio.gov/govhelp](http://com.ohio.gov/govhelp).

If you determine that there are no permit premises within your jurisdiction that you wish to object to, you do not need to take any further action. The renewal applications for those premises will be submitted by the permit holders and will be processed by the Division as appropriate.

If you have questions, please contact the Legal Section at [liquorlegal@com.ohio.gov](mailto:liquorlegal@com.ohio.gov). FYI, OPAL, our new online licensing system is coming this summer, for more information sign up for our emails at [com.ohio.gov/stayinformed](http://com.ohio.gov/stayinformed).

DOLC Licensing Section