

Regular Meeting of the Board of Trustees - June 9, 2026

1. **Opening of Meeting**
2. **Pledge of Allegiance** 6PM
3. **Meditation (Moment of Silence)**
4. **Moment of Positivity** This month, we want to recognize our Police Department Employees Will Gaffney and the Impact Unit for receiving formal recognition from the FBI for their hard work and dedication to solving a missing persons case.
5. **Approval of Minutes**
6. **Public Hearings**
 - a. Public Hearing - 2027 Tax Budget
 - b. Motion to Adopt the 2027 Tax Budget
 - c. Public Hearing for Zoning Commission Case CZC-26-3, Text Amendment to the Colerain Township Zoning Resolution amending the current Site Development Standards, Table 4.2.2-A
 - d. Resolution to APPROVE/DENY Zoning Commission Case CZC-26-3, Text Amendment to the Colerain Township Zoning Resolution amending the current Site Development Standards, Table 4.2.2-A
 - e. Public Hearing for Zoning Commission Case CZC-26-4, Text Amendment to the Colerain Township Zoning Resolution creating a new zoning district, Corridor Mixed (CBM)
 - f. Resolution to APPROVE/DENY Zoning Commission Case CZC-26-4, Text Amendment to the Colerain Township Zoning Resolution creating a new zoning district, Corridor Mixed (CBM)
 - g. Public Hearing for Case MSP-26-9, Place Making Art Sign for Beautiful Savior Lutheran Church, 11911 Pippin Road
 - h. Motion to APPROVE/DENY a Place Making Art Sign at 11911 Pippin Road, Beautiful Savior Lutheran Church
 - i. Public Hearing for Case MOD-26-3, a Major Modification to an approved Final Development Plan to modify signage at 9540 Colerain Avenue
 - j. Resolution to APPROVE/DENY Case MOD-26-3, a Major Modification to an approved Final Development Plan to modify signage at 9540 Colerain Avenue
7. **Presentations**
 - a. Presentation by Chief Edwin Cordie Introducing and Swearing-In Newly

Promoted Employees

- b. 2027-2031 Strategic Planning Results

8. **Citizens Address**

9. **Administrative Reports**

10. **Trustees' Report**

11. **New Business**

Public Safety

- a. Resolution Declaring Nuisance and Ordering Abatement
- b. Motion to Authorize the Township Administrator to Enter into a Contract with Northwest Local School District for Police Services

Development

Public Services

- a. Motion Authorizing the Township Administrator to Execute a Contract with Ohio Dredge LLC for the Amarillo Court Reconstruction Project in the Amount of \$571,834.20.

Administration

- a. Motion to Authorize Township Administrator to Execute an Agreement with Anthem for Health Insurance and Employee Stop-Loss Insurance Benefits for 2026-2027 Plan Year
- b. Motion to Set Rates for Employee Health Care Plans and Packages
- c. Motion to Authorize the Issuance of a Request for Proposals - Enterprise Resource Planning System
- d. Resolution Authorizing the Adoption of Amended Appropriations

12. **Old Business**

- a. Resolution Adopting Updates to 1.5 - Work Hours and Pay Policy and 1.8 - Paid Time Off Policy

13. **Consent Items**

- a. Contract - AARP Community Challenge Microgrant Agreement - \$2,500.00 - May 26, 2026 thru December, 31, 2026
- b. Pay Adjustment - Part-Time Co-op Fleet Maintenance Student - Department of Fire and EMS - Conner Barlow - \$16.00 per hour
- c. New Hire - Administrative Clerk - Administration - Chrissy Hill - \$27.75
- d. New Hire - Police Cadet - Police Department - Samantha Peterkoski - \$27.50

14. **Fiscal Office Report**



TRUSTEES

Cathy Ulrich
Daniel Unger
Matt Wahlert

FISCAL OFFICER

Jeffrey D. Baker

ADMINISTRATOR

Jeff Weckbach

15. **Executive Session** – if needed
16. **Adjournment**

PUBLIC HEARINGS

Department: Administration

Department Director: Cynthia Miller

Strategic Plan Goal: Strategic Goal #1: Chart a Pathway to Long-Term Financial Stability

Public Hearing - 2027 Tax Budget

Recommend opening the public hearing.

Rationale:

The first step in the 2027 Strategic Planning and Budgeting process is the adoption of a tax budget. In order to take action on adoption of a potential tax budget, a public hearing is required to occur.

Colerain Township
2027 Projected Fund Detail

ACCOUNT NUMBER	FUND DESCRIPTION	JAN. 1 BALANCE WITH 2027 EST. RECEIPTS	2027 PROJECTED EXPENDITURES	PROJECTED BALANCE 12/31/27
	Balance	\$ 2,994,156.00		
	Estimated Receipts	\$ 5,860,647.00		
1000	GENERAL	\$ 8,854,803.00	\$ 7,424,138.00	\$ 1,430,665.00
	Balance	\$ 102,906.00		
	Estimated Receipts	\$ 220,000.00		
2011	MOTOR VEHICLE LICENSE TAX	\$ 322,906.00	\$ 279,630.00	\$ 43,276.00
	Balance	\$ 264,845.00		
	Estimated Receipts	\$ 682,000.00		
2021	GASOLINE TAX	\$ 946,845.00	\$ 731,068.00	\$ 215,777.00
	Balance	\$ 667,155.00		
	Estimated Receipts	\$ 1,576,978.00		
2031	ROAD & BRIDGE	\$ 2,244,133.00	\$ 1,913,146.00	\$ 330,987.00
	Balance	\$ 1,642,734.00		
	Estimated Receipts	\$ 14,502,066.00		
2081	POLICE DISTRICT	\$ 16,144,800.00	\$ 13,620,040.00	\$ 2,524,760.00
	Balance	\$ 3,438,708.00		
	Estimated Receipts	\$ 14,871,497.00		
2111	FIRE DISTRICT	\$ 18,310,205.00	\$ 17,003,090.00	\$ 1,307,115.00
	Balance	\$ 86,042.00		
	Estimated Receipts	\$ 518,805.00		
2181	ZONING	\$ 604,847.00	\$ 536,072.00	\$ 68,775.00
	Balance	\$ 378,891.00		
	Estimated Receipts	\$ 620,000.00		
2231	PERMISSIVE MOTOR VEHICLE TAX	\$ 998,891.00	\$ 749,989.00	\$ 248,902.00
	Balance	\$ 192,836.00		
	Estimated Receipts	\$ 126,000.00		
2261	LAW ENFORCEMENT TRUST	\$ 318,836.00	\$ 197,500.00	\$ 121,336.00
	Balance	\$ 3,703.00		
	Estimated Receipts	\$ 1,500.00		
2271	ENFORCEMENT & EDUCATION	\$ 5,203.00	\$ 2,000.00	\$ 3,203.00
	Balance	\$ -		
	Estimated Receipts	\$ -		
2274	ARPA	\$ -	\$ -	\$ -
	Balance	\$ 4,672,480.00		
	Estimated Receipts	\$ 2,149,000.00		
2281	EMS SERVICE FEES	\$ 6,821,480.00	\$ 1,655,079.00	\$ 5,166,401.00
	Balance	\$ 225,012.00		
	Estimated Receipts	\$ 175,000.00		
2401	LIGHTING ASSESSMENT	\$ 400,012.00	\$ 175,000.00	\$ 225,012.00
	Balance	\$ 28,887.00		
	Estimated Receipts	\$ 30,000.00		
2402	CDBG SIDEWALK ASSESSMENTS	\$ 58,887.00	\$ 30,000.00	\$ 28,887.00

Colerain Township
2027 Projected Fund Detail

ACCOUNT NUMBER	FUND DESCRIPTION	JAN. 1 BALANCE WITH 2027 EST. RECEIPTS	2027 PROJECTED EXPENDITURES	PROJECTED BALANCE 12/31/27
	Estimated Receipts	\$ 322,250.00		
2915	TIF- LAKE GLORIA	\$ 339,808.00	\$ 323,150.00	\$ 16,658.00
	Balance	\$ 316,333.00		
	Estimated Receipts	\$ 340,000.00		
2916	TIF- CROSEY MEADOWS	\$ 656,333.00	\$ 186,800.00	\$ 469,533.00
	Balance	\$ 75,430.00		
	Estimated Receipts	\$ 70,000.00		
2917	TIF- COPPER CREEK	\$ 145,430.00	\$ 42,800.00	\$ 102,630.00
	Balance	\$ 38,319.00		
	Estimated Receipts	\$ -		
2918	TIF- POTTINGER	\$ 38,319.00	\$ -	\$ 38,319.00
	Balance	\$ -		
	Estimated Receipts	\$ -		
2919	TIF-STAVERMAN FARMS	\$ -	\$ -	\$ -
	Balance	\$ -		
	Estimated Receipts	\$ -		
2920	TIF- WAWA #1	\$ -	\$ -	\$ -
	Balance	\$ -		
	Estimated Receipts	\$ -		
2921	TIF- WYLER	\$ -	\$ -	\$ -
	Balance	\$ -		
	Estimated Receipts	\$ -		
2922	TIF- WAWA #2	\$ -	\$ -	\$ -
	Balance	\$ 51,931.00		
	Estimated Receipts	\$ 733,175.00		
3101	BOND RETIREMENT FIRE	\$ 785,106.00	\$ 733,175.00	\$ 51,931.00
	Balance	\$ 956,331.00		
	Estimated Receipts	\$ -		
4101	CAPITAL PROJECT- FIRE FUND	\$ 956,331.00	\$ 442,987.00	\$ 513,344.00
	Balance	\$ 930.00		
	Estimated Receipts	\$ -		
4401	NSP FUNDS	\$ 930.00	\$ -	\$ 930.00
	Balance	\$ 35,629.00		
	Estimated Receipts	\$ 2,377,854.00		
6001	SELF INSURANCE	\$ 2,413,483.00	\$ 2,381,016.00	\$ 32,467.00
TOTAL ESTIMATED RECEIPTS		\$ 49,089,611.00	\$ 51,494,387.00	
GRAND TOTALS		\$ 68,258,032.00	\$ 51,494,387.00	\$ 16,763,645.00



Hamilton County Auditor, Jessica Miranda
TAX BUDGET WORKSHEET

Fiscal Year 2027

Taxing District Colerain Township

Fiscal Officer Jeff Baker
Circle one: Township Fiscal Officer, Clerk/Treasurer, Director of Finance,
City Auditor

Telephone # 513.385.7500 Fax # na

Email Address: j.baker@colerain.org

In order to properly identify Local Government Fund revenues within the tax budget document, please complete the items below using your estimated receipts.

Local Government Fund:

County-LGF 645,792.81

State-LGF -

TOTAL: 645,792.81

The local government fund received through the County should be entered on the line titled "Local Government" on the tax budget. If your district receives Local Government dollars directly from the State, enter this amount on the line above and in the tax budget on the line titled "State Shared Taxes and Permits". Cross out this title and change it to "LGF-State."

TAX BUDGET WORKSHEET

Update of LGF Alternative Formula

The Alternative formula approved in 2020 is based in part on varying statistical information of the taxing authority. It includes the current real property value, population, and lane miles. If you are updating population or lane miles, please do so in the space below.

*Population 59,239

**Lane Miles 116.396

* If you are updating population, please provide the documentation supporting your figure.

** If you are changing your current certification of lane miles, please provide this office with a copy of the new miles certified by the engineering firm used to survey the roads.

Tax Levy

List below any proposed tax levies to be placed on the ballot in 2025 for collection in 2026.

Please note if these levies are included in levy estimates in the tax budget document.

<u>Description</u>	<u>Millage</u>	<u>Add/Renew</u>	
		<u>Replace</u>	<u># of Years</u>
1. _____			
2. _____			
3. _____			
4. _____			

If you have any questions on this form, or on the preparation of the tax budget, please contact Kim Conners at (513) 946-4213, with the Budget & Settlement Department of the Hamilton County Auditor.

NOTICE OF PUBLIC HEARING

ON THE 2027 Tax BUDGET
Rev. Code Sec. 5705.30

Notice is hereby given that on the 9th day of June
2026, at 6 o'clock P M., a public hearing will be held on
the Budget prepared by the Colerain Township Trustees
of Hamilton County, Ohio, for the next succeeding fiscal year ending December
31st 2027.

Such hearing will be held at the office of the Colerain Township Government
Complex
4200 Springdale Road
Cincinnati, OH 45251

Township Trustees of Colerain Township.

The State of Ohio, Hamilton County, ss.

The undersigned being duly sworn says that the notice, a copy of which is
Hereto attached, was given by publication not less than ten days previous to the
9th day of June, 2026, the day of hearing mentioned, in the
Township Website and Township Facebook Page
a newspaper having general circulation in the
Cincinnati in Hamilton County

Sworn to before me and signed in my presence, this _____ day of _____

Printer's Fees, \$ - 0 -



TRUSTEES
Cathy Ulrich
Daniel Unger
Matt Wahlert

FISCAL OFFICER
Jeffrey D. Baker

ADMINISTRATOR
Jeff Weckbach

May 20, 2026

NOTICE OF PUBLIC HEARING ON THE 2026 TAX BUDGET

Notice is hereby given that on the 9th day of June, at 6:00 PM, a public hearing will be held on the budget prepared by the Colerain Township Board of Trustees of Hamilton County, Ohio, for the next succeeding fiscal year ending December 31, 2027. Such hearing will be held at the Colerain Township Government Complex, 4200 Springdale Road, Cincinnati, Ohio 45251.



Colerain Township

May 29 at 4:30 PM · 🌐

🔔 Public Hearing Notice - Colerain Township Board of Trustees 🔔

📅 Tuesday, June 9, 2026

🕒 6:00 PM

📍 Trustee Chambers at 4200 Springdale Rd., Colerain Township, OH 45251

Notice is hereby given that on the 9th day of June, at 6:00 PM, a public hearing will be held on the budget prepared by the Colerain Township Board of Trustees of Hamilton County, Ohio, for the next succeeding fiscal year ending December 31, 2027. Such hearing will be held at the Colerain Township Government Complex, 4200 Springdale Road, Cincinnati, Ohio 45251. [See less](#)



Total Population in Colerain Township, Hamilton County, Ohio is 59,239

2020 Decennial Census

[View This Result](#)

2,876 Datasets, 46 Profiles

Data

View: 10 | 25 | 50

Decennial Census

P1 RACE

[View All 4 Products](#)

Table	Map	Chart
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American Community Survey

DP05 ACS Demographic and Housing Estimates

[View All 16 Products](#)

Table	Map	Chart
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American Community Survey

S0101 Age and Sex

[View All 15 Products](#)

Table	Map	Chart
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American Community Survey

S0102 Population 60 Years and Over in the United States

[View All 15 Products](#)

Table	Map	Chart
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American Community Survey

S0103 Population 65 Years and Over in the United States

[View All 15 Products](#)

Table	Map	Chart
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County Subdivision

Colerain township, Hamilton County, Ohio

Total Population: 59,239

Median Household Income: \$73,103

Bachelor's Degree or Higher: 26.5%

Employment Rate: 64.3%

Total Housing Units: 24,694

Without Health Care Coverage: 5.4%

Total Households: 23,223

Hispanic or Latino (of any race): 1,984

[View Profile](#)

Related Searches

Colerain township, Hamilton County, Ohio Business and Economy

Colerain township, Hamilton County, Ohio Education

Colerain township, Hamilton County, Ohio Employment

Colerain township, Hamilton County, Ohio Families and Living Arrangements

Colerain township, Hamilton County, Ohio Government

Colerain township, Hamilton County, Ohio Health

Colerain township, Hamilton County, Ohio Housing

Colerain township, Hamilton County, Ohio Income and Poverty

Colerain township, Hamilton County, Ohio Populations and People

Colerain township, Hamilton County, Ohio Race and Ethnicity



Ohio Department of Transportation

Office of Technical Services

2025 Township Highway System Mileage Certification

Note: This form must be submitted to ODOT no later than March 1, 2026 or county mileage will be certified by default based on the best information available.

The total certified mileage at the end of Calendar Year 2024 for COLERAIN Township
in HAMILTON County was 116.033 miles

As certified by the Board of Township Trustees or reported by the Director of Transportation.
in accordance with the provisions specified in the Ohio Revised Code, Section 4501.04.

Consider all mileage changes that occurred in CY 2025 and determine the net increase or decrease in mileage.
Add the net change to the 2024 certified mileage above and fill in the new total below.

We the undersigned, hereby certify that as of December 31, 2025

the township was responsible for maintaining 116.396 miles of public roads.

David J. Smith
Signature of Chairman of Board of Township Trustees

2-10-2026
Date

Colleen K. Kirsch
Trustee Signature

2/10/2026
Date

[Signature]
Trustee Signature

2/10/2026
Date

County Engineer Signature

Date

Comments:

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

Ohio Department of Transportation
Office of Technical Services
Mail Stop #3210
1980 West Broad St. 2nd Floor
Columbus, Ohio 43223

Attn: Aaron Shvach (614) 466-5135 or aaron.shvach@dot.ohio.gov

Summary of 2025 ODOT Changes
for Roads in HAMILTON County,
Township 02 , COLERAIN

Certified Mileage for 2024 : 116.033 Miles

TWP 02	Route: T 00512	Route Name: CROSLY MEADOW	Change: 0.150
Reason For Change	TR512 CROSLY MEADOWS ACCEPTED FOR TOWNSHIP MAINTENANCE FROM CUL DE SAC EAST TO JUNCTION WITH CR68 BANNING RD. PART OF CROSLY MEADOWS SUBDIVISION.		
TWP 02	Route: T 00513	Route Name: AVA LANE	Change: 0.060
Reason For Change	TR513 AVA LANE ACCEPTED FOR TOWNSHIP MAINTENANCE FROM INTERSECTION WITH TR514 AMELIA COURT NORTH TO INTERSECTION WITH TR512 CROSLY MEADOW. PART OF CROSLY MEADOWS SUBDIVISION.		
TWP 02	Route: T 00514	Route Name: AMELIA CT	Change: 0.153
Reason For Change	TR514 AMELIA CT ACCEPTED FOR TOWNSHIP MAINTENANCE FROM CUL DE SAC EAST TO CUL DE SAC. PART OF CROSLY MEADOWS SUBDIVISION.		
Total Changes:			0.363

Certified Mileage For: 2025 : 116.396 Miles

PUBLIC HEARINGS

Department: Administration
Department Director: Jeff McElravy, Assistant Administrator

Strategic Plan Goal: Strategic Goal #1: Chart a Pathway to Long-Term Financial Stability

Motion to Adopt the 2027 Tax Budget

Recommend ADOPTION of the Motion.

Rationale:

The first step in the 2027 budget process is the adoption of a tax budget. This document shows the forecasted receipts for 2027, the fund balance for each fund as of January 1, 2026, the 2027 expenses in the long-term financial forecast, and the projected fund balance at the end of 2027. It is due to the Hamilton County Auditor on July 20, 2026.

PUBLIC HEARINGS

Department: Development
Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #3: Revitalization of the Community through Economic Development, Beautification, and Code Enforcement

Public Hearing for Zoning Commission Case CZC-26-3, Text Amendment to the Colerain Township Zoning Resolution amending the current Site Development Standards, Table 4.2.2-A

Recommend ADOPTION of the Motion.

Rationale:

This case was previously heard by the Zoning Commission and the Township is required to hold a public hearing prior to taking action on the case.

Staff & Hearing Information

Department: Planning & Zoning
Staff: David Peters, Zoning Commission Administrator
Hearing Date: April 21, 2026

Case Information

Case Title: Comprehensive Development Standards
Application Type: Text Amendment

Application Summary

The proposed action is for the Zoning Commission to recommend approval of a text amendment to update Table 4.2.2-A, Comprehensive Development Standards, and related provisions of the Zoning Resolution for further review and consideration. The purpose of the amendment is to clarify and modernize the Township's site development standards by improving organization, updating terminology, and refining provisions to better reflect current development practices.

Included Documents

To review this case in full, please consult the accompanying appendices:

1. **Appendix A:** *Current Zoning Text*
2. **Appendix B:** *Proposed Zoning Text*
3. **Appendix C:** *Comparison Document*

Staff Recommendation

Staff recommends **APPROVAL** of the requested text amendment to the Zoning Resolution as shown in Appendix B.

Prepared in advance of the Colerain Township Zoning Commission's consideration,



David Peters, Senior Planner

Staff & Hearing Information

Department: Planning & Zoning
Staff: David Peters, Zoning Commission Administrator
Hearing Date: April 21, 2026

Case Information

Case Title: Comprehensive Development Standards
Application Type: Text Amendment

Proposed Action

The proposed action is for the Zoning Commission to recommend approval of a text amendment to update Table 4.2.2-A, Comprehensive Development Standards, and related provisions of the Zoning Resolution for further review and consideration. The purpose of the amendment is to clarify and modernize the Township's site development standards by improving organization, updating terminology, and refining provisions to better reflect current development practices.

Case Summary & History

The proposed amendment includes both administrative reorganization and targeted changes to the numerical standards in Table 4.2.2-A. In addition to improving the structure and readability of the table, the amendment would revise certain dimensional requirements, including selected lot, setback, frontage, height, and related development standards.

The amendment also reformats the table so standards for lot area, parking frontage, streetscape buffer, side yard, rear yard, height, and building size are presented more clearly and consistently. This is intended to make the table easier to read, interpret, and administer.

Overall, many standards would remain unchanged, while others would be revised in limited ways, including some that are slightly less restrictive than the current regulations. The amendment is intended to update the dimensional table so it more accurately reflects current development patterns and functions more effectively in administration.

Proposed Section(s) to Amend

Table 4.2.2-A

Attachments

For a comprehensive understanding of the proposed text amendment, please refer to the following appendices:

1. **Appendix A:** *Current Zoning Text* – The existing language prior to amendment.
2. **Appendix B:** *Proposed Zoning Text* – The revised language as proposed.
3. **Appendix C:** *Comparison Document* – A side-by-side comparison highlighting additions (in bold), deletions (struck through), and descriptions of changes to tables or graphics.

Staff Findings

1. The proposed amendment is consistent with the Comprehensive Plan's direction to conduct a comprehensive review and update of land use controls and regulations. The Imagine Colerain Comprehensive Plan specifically identifies the need to

modernize land use controls and emphasizes that recommended land uses and associated regulations should allow flexibility for new ideas and techniques that meet changing demands. Reorganizing and refining Table 4.2.2-A is consistent with that policy direction because it improves the functionality of a core implementation tool of the Zoning Resolution.

2. The amendment promotes a more business-friendly and administratively workable regulatory framework without largely changing the overall policy intent of the Resolution. The Comprehensive Plan supports updating the Zoning Resolution to make development regulations more flexible for projects that align with Township goals. Here, the amendment improves readability, reduces redundancy, and refines standards in a way that makes the code easier for property owners, applicants, staff, and decision-makers to use.

3. The amendment better aligns the table with current development patterns and contemporary zoning practice. The revised table introduces clearer treatment of standards such as parking frontage and streetscape buffer requirements in applicable districts, which were not previously included in the Table.

4. The proposed changes are measured rather than largely transformative. Based on staff's review, the amendment does not represent a wholesale policy shift. Most standards either remain the same or become slightly less restrictive in targeted areas. As such, the amendment is best understood as a modernization and clarification effort rather than a substantive rezoning of the Township's development framework.

5. The amendment supports context-sensitive development and corridor planning objectives. The Comprehensive Plan emphasizes appropriate development, context-sensitive design, and the need for updated land use controls along important corridors and within distinct character areas. Refining the Township's dimensional standards table advances that objective by making the standards more legible and more responsive to varying development context.

Staff Recommendation

Staff recommends **APPROVAL** of the requested text amendment to the Zoning Resolution as shown in Appendix B.

Respectfully submitted for the Colerain Township Zoning Commission's consideration,

A handwritten signature in black ink, reading "David Peters". The signature is written in a cursive, flowing style with a large initial "D" and "P".

David Peters, Senior Planner

Appendix A - Current Regulations

Table 4.2.2-A Comprehensive Development Standards		Greenspace, Open Space & Recreation	Rural-Estate Residential	Single Unit Residential	Multi-Unit Residential	Neighborhood Mixed	Avenue Mixed North	Avenue Mixed Central	Avenue Mixed South	Light Intensity Industry	Sanitary Landfill
01. Lot Size Standards		GOR	RER	SUR	MUR	NBM	AMN	AMC	AMS	LIT	SLF
Minimum Lot Area	Standard Lots	1 acre	1 acre per dwelling unit	7,500 ft.² per dwelling unit	6,000 ft.² per dwelling unit	10,000 ft.²	1 acre	1 acre	1 acre	1 acre	2 acres
	Corner & Panhandle Lots	1.5 acres	1.5 acres per dwelling unit	11,250 ft.² per dwelling unit	9,000 ft.² per dwelling unit	15,000 ft.²	1.5 acres	1.5 acres	1.5 acres	1.5 acres	3 acres
Minimum Lot Width		75 feet	130 feet	<i>Lesser of</i> 60 feet or 80% of context average	<i>Lesser of</i> 50 feet or 80% of context average	<i>Lesser of</i> 50 feet or 80% of context average	75 feet	75 feet	75 feet	75 feet	150 feet
Maximum Lot Coverage		75% of total lot area	75% of total lot area	75% of total lot area	75% of total lot area	75% of total lot area	75% of total lot area	75% of total lot area	75% of total lot area	75% of total lot area	75% of total lot area
02. Setback Standards		GOR	RER	SUR	MUR	NBM	AMN	AMC	AMS	LIT	SLF
Minimum Front Yard		<i>Lesser of</i> 50 feet or 80% of context average	50 feet	<i>Lesser of</i> 30 feet or 80% of context average	<i>Lesser of</i> 30 feet or 80% of context average	<i>Lesser of</i> 30 feet or 80% of context average	0 feet	0 feet	0 feet	<i>Lesser of</i> 50 feet or 80% of context average	100 feet
Minimum Side Yard	Abutting Residential	5 feet	15 feet	7.5 feet	7.5 feet	5 feet	5 feet	5 feet	5 feet	5 feet	5 feet
	Abutting Non-Residential	0 feet				0 feet	0 feet	0 feet	0 feet	0 feet	0 feet
Minimum Rear Yard	Abutting Residential	15 feet	40 feet	30 feet	20 feet	15 feet	15 feet	15 feet	15 feet	15 feet	15 feet
	Abutting Non-Residential	0 feet				0 feet	0 feet	0 feet	0 feet	0 feet	0 feet
03. Building Size Standards		GOR	RER	SUR	MUR	NBM	AMN	AMC	AMS	LIT	SLF
Maximum Building Height		60 feet	3 stories	3 stories	<i>Greater of</i> 6 stories or 120% of context average	<i>Greater of</i> 6 stories or 120% of context average	60 feet	60 feet	60 feet	60 feet	60 feet
Minimum Building Size	Principal Building	N/A	900 ft.²	900 ft.²	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Accessory Dwelling Unit		400 ft.²	400 ft.²							
Minimum Length & Width	Principal Building	N/A	22 feet	22 feet	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Accessory Dwelling Unit		12 feet	12 feet							

Appendix B - Proposed Regulations

Table 4.2.2-A Comprehensive Development Standards	Lot			Setbacks				Building	
	Area	Parking Frontage	Streetscape Buffer	Front Yard		Side Yard	Rear Yard	Height	Size
	(1) (2)	(3)	(4)	(5)	(6)	(7)		(9)	(2) (9)
Zone or District	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>
GOR Greenspace, Open...	2 ac.	-	-	50 ft.	-	50 ft.	50 ft.	30 ft.	-
RER Rural-Estate Residential	1 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
SUR Single Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
MUR Multi-Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	60 ft.	-
NBM Neighborhood Mixed	1/8 ac.	30%	-	-	15 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
CBM Corridor Mixed	1/4 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMN Avenue Mixed North	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMC Avenue Mixed Central	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMS Avenue Mixed South	1/2 ac.	60%	-	-	30 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
LIT Light Intensity Industry	1 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
SLF Sanitary Landfill	2 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-

Table Notes

(1) in all zoning districts, each lot shall have a minimum width of 50 feet, and lot coverage shall not exceed 75%, unless otherwise specifically modified by this Resolution.

(2) per residential dwelling unit

(3) shall apply only along the primary street frontage. Parking frontage shall include off-street parking areas, maneuvering aisles, and vehicular circulation areas located between the principal building and the front property line or otherwise occupying the primary street frontage. Driveways providing access to side or rear parking areas may cross the frontage but shall not be counted as parking frontage unless designed as parking or maneuvering area.

(4) required only for nonresidential properties within the districts listed in this table and only along the following street frontages: Colerain Ave., Springdale Rd., W. Galbraith Rd., Compton Rd., Banning Rd., Hamilton Ave., Kemper Rd., Blue Rock Rd., and Pippin Rd. The required width shall be measured from the front property line. Plant materials, tree spacing, landscaping composition, and design standards shall comply with §4.3.3.

(5) lesser of number shown or 80% of context average

(6) shall apply only to primary street frontages and shall not apply to drive-through facilities or infill development located within existing unified or master-planned centers, which shall have no required front yard setback.

(7) side yard setback applies per side

(8) shall apply only to non-residentially zoned or used lots where such lot abuts property zoned or used for residential purposes. In all other cases, the setback shown shall not apply

(9) applied to primary buildings only. Dimensional standards for accessory buildings are regulated by Paragraph 4.2.3 (A)

APPENDIX C

	Min Lot Area		Min Lot Width	Max Coverage	Front		Min Side		Min Rear		Parking Frontage	Max Height	Min Length & Width		Min Building Size	
	Standard Lots	Corner / Panhandle			min	max	Abutting Residential	Abutting Non-	Abutting Residential	Abutting Non-		Principal Building	Principal Building	ADU	Principal Building	ADU
		DELETE				NEW					NEW					DELETE
GOR	1 ac.	1.5 ac.	75 ft.	75%	50 ft.		5 ft.	0 ft.	15 ft.	0 ft.		60 ft.	N/A		N/A	N/A
RER	1 ac.	1.5 ac.	130 ft.	75%	50 ft.		15 ft.	15 ft.	40 ft.	40 ft.		3 stories	22 ft.	12 ft.	900 ft. ²	400 ft. ²
SUR	7,500 ft.²	11,250 ft. ²	60 ft.	75%	30 ft.		7.5 ft.	7.5 ft.	30 ft.	30 ft.		3 stories	22 ft.	12 ft.	900 ft. ²	400 ft. ²
MUR	6,000 ft.²	9,000 ft. ²	50 ft.	75%	30 ft.		7.5 ft.	7.5 ft.	20 ft.	20 ft.		6 stories	N/A	N/A	N/A	N/A
NBM	10,000 ft.²	15,000 ft. ²	50 ft.	75%	30 ft.		5 ft.	0 ft.	15 ft.	0 ft.		6 stories	N/A	N/A	N/A	N/A
CBM	NEW															
AMN	1 ac.	1.5 ac.	75 ft.	75%	0 ft.		5 ft.	0 ft.	15 ft.	0 ft.		60 ft.	N/A	N/A	N/A	N/A
AMC	1 ac.	1.5 ac.	75 ft.	75%	0 ft.		5 ft.	0 ft.	15 ft.	0 ft.		60 ft.	N/A	N/A	N/A	N/A
AMS	1 ac.	1.5 ac.	75 ft.	75%	0 ft.		5 ft.	0 ft.	15 ft.	0 ft.		60 ft.	N/A	N/A	N/A	N/A
LIT	1 ac.	1.5 ac.	75 ft.	75%	50 ft.		5 ft.	0 ft.	15 ft.	0 ft.		60 ft.	N/A	N/A	N/A	N/A
SLF	2 ac.	3 ac.	150 ft.	75%	100 ft.		5 ft.	0 ft.	15 ft.	0 ft.		60 ft.	N/A	N/A	N/A	N/A

This table reflects the current standards. Any standard proposed to change is highlighted in bold and color-coded for ease of review.

- Red indicates a more restrictive standard.
- Yellow indicates a revised standard that is generally comparable in effect, but measured or expressed differently.
- Green indicates a less restrictive standard.

Only two groups of standards are proposed to become more restrictive:

- Lot area, setbacks, and building height in the GOR zoning district; and
- Rear yard setback in the MUR zoning district.

All other standards either remain substantively unchanged or are proposed to be less restrictive.

PUBLIC HEARINGS

Department: Development
Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #3: Revitalization of the Community through Economic Development, Beautification, and Code Enforcement

Resolution to APPROVE/DENY Zoning Commission Case CZC-26-3, Text Amendment to the Colerain Township Zoning Resolution amending the current Site Development Standards, Table 4.2.2-A
Recommend ADOPTION of the Resolution.

Rationale:

The purpose of the amendment is to clarify and modernize the Township's site development standards by improving organization, updating terminology, and refining provisions to better reflect current development practices, including the structure and readability of the table, revising certain dimensional requirements, and addressing selected lot, setback, frontage, height, and related development standards.

The amendment also reformats the table so standards for lot area, parking frontage, streetscape buffer, side yard, rear yard, height, and building size are presented more clearly and consistently. This is intended to make the table easier to read, interpret, and administer.

Overall, many standards would remain unchanged, while others would be revised in limited ways, including some that are slightly less restrictive than the current regulations. The amendment is intended to update the dimensional table so it more accurately reflects current development patterns and functions more effectively in administration.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 P.M., on the 9th day of June, 2026, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mrs. Cathy Ulrich, Mr. Dan Unger, and Mr. Matthew Wahlert

Trustee _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. _____ - _____

**RESOLUTION APPROVING ZONING COMMISSION CASE CZC-26-3,
ZONING TEXT AMENDMENT TO ARTICLE 4, DEVELOPMENT DESIGN
STANDARDS, TABLE 4.2.2-A, COMPREHENSIVE DEVELOPMENT STANDARDS,
AND RELATED PROVISIONS OF THE
COLERAIN TOWNSHIP ZONING RESOLUTION**

WHEREAS, pursuant to Ohio Revised Code Section 519.12, the Colerain Township Zoning Commission initiated by motion Case CZC-26-3, a proposed text amendment to the Colerain Township Zoning Resolution, Article 4, Development Design Standards, Table 4.2.2-A, Comprehensive Development Standards, and related provisions of the Zoning Resolution, to update the Township's site development standards, including selected lot, setback, frontage, height, building size, streetscape buffer, and related dimensional requirements; and

WHEREAS, the Colerain Township Zoning Commission conducted a public hearing on the proposed text amendment on April 21, 2026, and after staff presentation, public comments, exhibits, and other materials were submitted, voted 5-0 to recommend to the Board of Trustees approval of the proposed text amendment; and

WHEREAS, pursuant to Ohio Revised Code Section 519.12(G) and (H), the Colerain Township Board of Trustees on June 9, 2026 conducted its public hearing on the unanimous recommendation from the Colerain Township Zoning Commission in Case Number CZC-26-3, and after consideration of the recommendation and all public comments, exhibits, and other materials submitted, voted ____ - ____ to approve the Colerain Township Zoning Text Amendment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, that the Board does hereby adopt and approve the amendment to the Colerain Township Zoning Resolution attached hereto as Exhibit "A"; and

BE IT FURTHER RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That the Board of Trustees of Colerain Township, Hamilton County, Ohio approves the text amendment attached hereto as Exhibit “A”, for the reason that the text amendment would be in the best interest of the Township and the health, safety, morals, and welfare of the public, is consistent with the Colerain Township Comprehensive Plan previously adopted by the Township, and is in keeping with good land use planning; and,
2. That a certified copy of this Resolution be directed by the Fiscal Officer of Colerain Township to the Hamilton County Recorder and the Colerain Township Zoning Administrator; and
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code; and
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading; and
5. That this Resolution shall be effective at the earliest date allowed by law.

Trustee _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mrs. Ulrich ____, Mr. Unger ____, Mr. Wahlert ____

ADOPTED this ____ of ____, 2026.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matt Wahlert, Trustee

ATTEST:

Jeff Baker
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Brodi Conover
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of _____, 2026.

Jeff Baker
Colerain Township Fiscal Officer

Exhibit "A"

Table 4.2.2-A Comprehensive Development Standards	Lot			Setbacks			Building		
	Area	Parking Frontage	Streetscape Buffer	Front Yard		Side Yard	Rear Yard	Height	Size
	(1) (2)	(3)	(4)	(5)	(6)	(7)		(9)	(2) (9)
	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>
Zone or District									
GOR Greenspace, Open...	2 ac.	-	-	50 ft.	-	50 ft.	50 ft.	30 ft.	-
RER Rural-Estate Residential	1 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
SUR Single Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
MUR Multi-Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	60 ft.	-
NBM Neighborhood Mixed	1/8 ac.	30%	-	-	15 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
CBM Corridor Mixed	1/4 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMN Avenue Mixed North	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMC Avenue Mixed Central	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMS Avenue Mixed South	1/2 ac.	60%	-	-	30 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
LIT Light Intensity Industry	1 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
SLF Sanitary Landfill	2 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
Table Notes									
(1) in all zoning districts, each lot shall have a minimum width of 50 feet, and lot coverage shall not exceed 75%, unless otherwise specifically modified by this Resolution.				(5) lesser of number shown or 80% of context average					
(2) per residential dwelling unit				(6) shall apply only to primary street frontages and shall not apply to drive-through facilities or infill development located within existing unified or master-planned centers, which shall have no required front yard setback.					
(3) shall apply only along the primary street frontage. Parking frontage shall include off-street parking areas, maneuvering aisles, and vehicular circulation areas located between the principal building and the front property line or otherwise occupying the primary street frontage. Driveways providing access to side or rear parking areas may cross the frontage but shall not be counted as parking frontage unless designed as parking or maneuvering area.				(7) side yard setback applies per side					
(4) required only for nonresidential properties within the districts listed in this table and only along the following street frontages: Colerain Ave., Springdale Rd., W. Galbraith Rd., Compton Rd., Banning Rd., Hamilton Ave., Kemper Rd., Blue Rock Rd., and Pippin Rd. The required width shall be measured from the front property line. Plant materials, tree spacing, landscaping composition, and design standards shall comply with §4.3.3.				(8) shall apply only to non-residentially zoned or used lots where such lot abuts property zoned or used for residential purposes. In all other cases, the setback shown shall not apply					
				(9) applied to primary buildings only. Dimensional standards for accessory buildings are regulated by Paragraph 4.2.3 (A)					

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 P.M., on the 9th day of June, 2026, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mrs. Cathy Ulrich, Mr. Dan Unger, and Mr. Matthew Wahlert

Trustee _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. _____ - _____

**RESOLUTION DENYING ZONING COMMISSION CASE CZC-26-3,
ZONING TEXT AMENDMENT TO ARTICLE 4, DEVELOPMENT DESIGN
STANDARDS, TABLE 4.2.2-A, COMPREHENSIVE DEVELOPMENT STANDARDS,
AND RELATED PROVISIONS OF THE
COLERAIN TOWNSHIP ZONING RESOLUTION**

WHEREAS, pursuant to Ohio Revised Code Section 519.12, the Colerain Township Zoning Commission initiated by motion Case CZC-26-3, a proposed text amendment to the Colerain Township Zoning Resolution, Article 4, Development Design Standards, Table 4.2.2-A, Comprehensive Development Standards, and related provisions of the Zoning Resolution, to update the Township's site development standards, including selected lot, setback, frontage, height, building size, streetscape buffer, and related dimensional requirements; and

WHEREAS, the Colerain Township Zoning Commission conducted a public hearing on the proposed text amendment on April 21, 2026, and after staff presentation, public comments, exhibits, and other materials were submitted, voted 5-0 to recommend to the Board of Trustees approval of the proposed text amendment; and

WHEREAS, pursuant to Ohio Revised Code Section 519.12(G) and (H), the Colerain Township Board of Trustees on June 9, 2026 conducted its public hearing on the unanimous recommendation from the Colerain Township Zoning Commission in Case Number CZC-26-3, and after consideration of the recommendation and all public comments, exhibits, and other materials submitted, voted ____ - ____ to deny the Colerain Township Zoning Text Amendment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, that the Board does not hereby adopt and approve the amendment to the Colerain Township Zoning Resolution attached hereto as Exhibit "A"; and

BE IT FURTHER RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That the Board of Trustees of Colerain Township, Hamilton County, Ohio denies the text amendment attached hereto as Exhibit “A”, for the reason that the text amendment would not be in the best interest of the Township and the health, safety, morals, and welfare of the public, is not consistent with the Colerain Township Comprehensive Plan previously adopted by the Township, and is not in keeping with good land use planning; and,
2. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code; and
3. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading; and
4. That this Resolution shall be effective at the earliest date allowed by law.

Trustee _____seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mrs. Ulrich ____, Mr. Unger ____, Mr. Wahlert ____

ADOPTED this ____ of _____, 2026.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matt Wahlert, Trustee

ATTEST:

Jeff Baker
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Brodi Conover
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of _____, 2026.

Jeff Baker
Colerain Township Fiscal Officer

Exhibit "A"

Table 4.2.2-A Comprehensive Development Standards	Lot			Setbacks			Building		
	Area	Parking Frontage	Streetscape Buffer	Front Yard		Side Yard	Rear Yard	Height	Size
	(1) (2)	(3)	(4)	(5)	(6)	(7)		(9)	(2) (9)
	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>
Zone or District									
GOR Greenspace, Open...	2 ac.	-	-	50 ft.	-	50 ft.	50 ft.	30 ft.	-
RER Rural-Estate Residential	1 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
SUR Single Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
MUR Multi-Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	60 ft.	-
NBM Neighborhood Mixed	1/8 ac.	30%	-	-	15 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
CBM Corridor Mixed	1/4 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMN Avenue Mixed North	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMC Avenue Mixed Central	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMS Avenue Mixed South	1/2 ac.	60%	-	-	30 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
LIT Light Intensity Industry	1 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
SLF Sanitary Landfill	2 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
Table Notes									
(1) in all zoning districts, each lot shall have a minimum width of 50 feet, and lot coverage shall not exceed 75%, unless otherwise specifically modified by this Resolution.					(5) lesser of number shown or 80% of context average				
(2) per residential dwelling unit					(6) shall apply only to primary street frontages and shall not apply to drive-through facilities or infill development located within existing unified or master-planned centers, which shall have no required front yard setback.				
(3) shall apply only along the primary street frontage. Parking frontage shall include off-street parking areas, maneuvering aisles, and vehicular circulation areas located between the principal building and the front property line or otherwise occupying the primary street frontage. Driveways providing access to side or rear parking areas may cross the frontage but shall not be counted as parking frontage unless designed as parking or maneuvering area.					(7) side yard setback applies per side				
(4) required only for nonresidential properties within the districts listed in this table and only along the following street frontages: Colerain Ave., Springdale Rd., W. Galbraith Rd., Compton Rd., Banning Rd., Hamilton Ave., Kemper Rd., Blue Rock Rd., and Pippin Rd. The required width shall be measured from the front property line. Plant materials, tree spacing, landscaping composition, and design standards shall comply with §4.3.3.					(8) shall apply only to non-residentially zoned or used lots where such lot abuts property zoned or used for residential purposes. In all other cases, the setback shown shall not apply				
					(9) applied to primary buildings only. Dimensional standards for accessory buildings are regulated by Paragraph 4.2.3 (A)				

PUBLIC HEARINGS

Department: Development
Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #3: Revitalization of the Community through Economic Development, Beautification, and Code Enforcement

Public Hearing for Zoning Commission Case CZC-26-4, Text Amendment to the Colerain Township Zoning Resolution creating a new zoning district, Corridor Mixed (CBM)

Recommend ADOPTION of the Motion.

Rationale:

This case was previously heard by the Zoning Commission and the Township is required to hold a public hearing prior to taking action on the case.

Staff & Hearing Information

Department: Planning & Zoning
Staff: David Peters, Zoning Commission Administrator
Hearing Date: April 21, 2026

Case Information

Case Title: CBM - Corridor Mixed
Application Type: Text Amendment

Application Summary

The proposed text amendment would create a new zoning district titled Corridor Mixed (CBM) and incorporate related provisions throughout the Colerain Township Zoning Resolution. The purpose of the amendment is to establish a flexible mixed-use zoning option for commercial corridors and transitional areas outside of Colerain Avenue where the existing district framework does not currently provide an ideal fit.

The proposed district is intended to function as a middle ground within the Township's zoning structure. It would allow a broader and more corridor-oriented mix of commercial, office, service, and compatible residential uses than the Neighborhood Mixed (NBM) district, while remaining less intensive and less corridor-specific than the Avenue Mixed districts, which were created exclusively around the Colerain Avenue corridor. The amendment is intended to expand the Township's zoning toolkit, improve the responsiveness of the Resolution to varying corridor conditions, and better position the Township to guide reinvestment in a manner that is context-sensitive, flexible, and aligned with long-term planning goals.

This request is text-only in nature. No properties are being rezoned through this amendment. Any future application of the CBM district to individual properties would require a separate zoning map amendment and public review process in accordance with the Ohio Revised Code and the Colerain Township Zoning Resolution.

Staff Recommendation

Staff recommends **APPROVAL** of the requested text amendment to the Zoning Resolution as shown in the included attachments.

Prepared in advance of the Colerain Township Zoning Commission's consideration,



David Peters, Senior Planner

Staff & Hearing Information

Department: Planning & Zoning
Staff: David Peters, Zoning Commission Administrator
Hearing Date: April 21, 2026

Case Information

Case Title: CBM - Corridor Mixed
Application Type: Text Amendment

Proposed Action

The proposed text amendment would create a new zoning district titled Corridor Mixed (CBM) and incorporate related provisions throughout the Colerain Township Zoning Resolution. The purpose of the amendment is to establish a flexible mixed-use zoning option for commercial corridors and transitional areas outside of Colerain Avenue where the existing district framework does not currently provide an ideal fit.

The proposed district is intended to function as a middle ground within the Township's zoning structure. It would allow a broader and more corridor-oriented mix of commercial, office, service, and compatible residential uses than the Neighborhood Mixed (NBM) district, while remaining less intensive and less corridor-specific than the Avenue Mixed districts, which were created exclusively around the Colerain Avenue corridor. The amendment is intended to expand the Township's zoning toolkit, improve the responsiveness of the Resolution to varying corridor conditions, and better position the Township to guide reinvestment in a manner that is context-sensitive, flexible, and aligned with long-term planning goals.

This request is text-only in nature. No properties are being rezoned through this amendment. Any future application of the CBM district to individual properties would require a separate zoning map amendment and public review process in accordance with the Ohio Revised Code and the Colerain Township Zoning Resolution.

Case Summary & History

The request to initiate this text amendment was previously presented to the Zoning Commission and approved for further review and consideration. The initiation materials identified a gap in the Township's current zoning district structure between the Neighborhood Mixed (NBM) district and the more intensive Avenue Mixed districts.

As presently structured, the Township's mixed-use framework contains districts designed either for lower-intensity neighborhood-oriented settings or for the unique commercial conditions of the Colerain Avenue corridor. While those districts remain appropriate for their intended contexts, they do not fully address corridor areas elsewhere in the Township that may be suitable for a moderate intensity mixed-use pattern combining commercial activity, service uses, office uses, and compatible residential development.

Proposed Section(s) to Amend

The amendment is expected to affect Section 2.2, Table 3.1.4-A, Table 4.2.2-A, and other related references throughout the Zoning Resolution as necessary to fully incorporate the new district into the Township's zoning framework.

More specifically, the amendment would include revisions such as:

- adding CBM – Corridor Mixed to the list of zoning districts and related district descriptions;
- incorporating CBM into the Township's use regulation tables;

- incorporating CBM into the Township’s dimensional and development standard tables;
- updating any related cross-references, definitions, headings, or administrative provisions necessary to ensure the district functions coherently within the Resolution;
- and clarifying the placement of the district within the broader hierarchy of mixed-use and commercial zoning options.

Attachments

For a comprehensive understanding of the proposed text amendment, please refer to the following appendices:

1. **Appendix A: *Proposed Zoning Text*** – This appendix contains the proposed new language for the amendment. Because the CBM district is being created as an entirely new zoning district, there is no existing zoning text for this section and no redline comparison is available.

Staff Findings

Alignment with Adopted Land Use Framework

The Comprehensive Plan calls for the Township to strategically modernize and apply land use designation categories and to identify areas that may function as Special Neighborhood Centers and Neighborhood Transitional Corridors rather than fitting neatly into traditional commercial classifications. It also specifically recommends modernizing the Zoning Resolution to better reflect the Plan’s vision. The creation of the CBM district directly advances that direction by introducing a district intended for mixed-use corridor and transitional settings that fall between neighborhood-scale mixed-use and the more intensive commercial districts.

Promotion of Mixed-Use Development Patterns

The Housing Element of the Comprehensive Plan encourages a broader variety of housing styles and densities where appropriate, including high-quality mixed-use housing options in and around commercial retail and service centers, as well as development patterns that better connect housing to jobs, services, and daily needs. The proposed CBM district is consistent with that policy direction because it creates a mechanism for compatible residential and mixed-use development in corridor settings where such arrangements may be appropriate, without forcing those areas into either a low-intensity neighborhood format or a more intensive avenue-commercial model.

Support for Zoning Resolution Modernization Initiatives

The Economic Development and Land Use elements both recommend updating the Township’s Zoning Resolution to create more flexible, business-friendly, and context-aware regulations that still preserve the integrity of surrounding character areas. The Comprehensive Plan also recognizes that smaller neighborhood business districts, nodes of activity, and underutilized commercial areas require thoughtful regulatory tools to support reinvestment. The proposed CBM district is consistent with that modernization effort because it refines the Township’s district structure in a targeted way rather than relying on existing districts that were designed for different contexts.

Encouragement of Redevelopment and Reuse

The Comprehensive Plan identifies concern regarding blight, underutilization, and the long-term vitality of smaller business districts and corridor areas, and it recommends establishing a regulatory framework that supports redevelopment and reinvestment. It also emphasizes the need to position underutilized properties for higher and better use while maintaining compatibility with surrounding areas. The CBM district supports those objectives by giving the Township an intermediate zoning tool that can be used in future cases to guide corridor reinvestment and adaptive reuse in a measured and context-sensitive manner.

Staff Recommendation

Staff recommends **APPROVAL** of the requested text amendment to the Zoning Resolution as shown in the included attachments.

Respectfully submitted for the Colerain Township Zoning Commission’s consideration,



David Peters, Senior Planner

Appendix A

If approved, the following provisions will be added to the Colerain Township Zoning Resolution. Proposed additions are highlighted in yellow.

2.2 ZONE AND DISTRICT DESIGNATIONS

2.2.1 Zones Established

- A. **RER: Rural Estate Residential.** Provides standards for residential uses and limited non-residential uses in a rural setting.
- B. **SUR: Single Unit Residential.** Provides standards for different types of residential uses and limited non-residential uses in a suburban setting.
- C. **MUR: Multi-Unit Residential.** Provides for a wide range of residential uses and some limited non-residential uses in first-ring suburban and urban settings.
- D. **NBM: Neighborhood Mixed.** Provides for a variety of non-residential and limited residential uses in first-ring suburban and urban settings.
- E. **CBM: Corridor Mixed.** Provides for a mix of non-residential uses and compatible residential uses in commercial corridor and transition areas.
- F. **LIT: Light Intensity Industrial.** Provides for industrial and other non-residential uses in industrial park settings.
- G. **GOR: Greenspace, Open Space & Recreation.** Provides for recreational uses, limited institutional uses, and limited agricultural uses in sparsely developed areas.

2.2.2 Districts Established

- A. **AMN: Avenue Mixed North.** Provides for a variety of non-residential and limited residential uses along the north portion of the Colerain Avenue corridor.
- B. **AMC: Avenue Mixed Central.** Provides for a variety of non-residential and limited residential uses along the central portion of the Colerain Avenue corridor.
- C. **AMS: Avenue Mixed South.** Provides for a variety of non-residential and limited residential uses along the south portion of the Colerain Avenue corridor.
- D. **SLF: Sanitary Landfill.** Provides standards for solid waste disposal facilities and compatible uses that avoid continued expansion of such uses without planning for, and mitigation of, adverse impacts on surrounding properties and neighborhoods.
- E. **PD: Planned District.** Intended to provide flexibility for unique and integrated development projects that advance the goals of the Comprehensive Plan and encourage coordinated site design. Planned Districts may incorporate a mixture of residential, commercial, or industrial uses at varying densities where such development would benefit from unified planning rather than strict application of base zoning standards.
 - (1) The establishment of a Planned District requires a zoning map amendment per ORC Section 519.12 and outlined in Section 6.4 of this Resolution.
 - (2) The Township Trustee resolution approving a Planned District, including the adopted development plan, conditions of approval, and any related exhibits, shall constitute the governing zoning regulations for the property. Development within a Planned

TABLE 2.2.3-F: CBM (CORRIDOR MIXED) ZONE INTENT, USES, AND DEVELOPMENT STANDARDS

ZONE INTENT			
Provides for a mix of non-residential uses and compatible residential uses in commercial corridor and transition areas.			
● PERMITTED USES *			
Agricultural & Animal Uses			
● Pet Services & Daycare			
● Veterinary Facility			
Mixed Uses			
● Vertical Mixed: Small			
● Vertical Mixed: Large			
● Live-Work Unit			
● Civic Hub			
Commercial Uses			
● Art Studio or Classroom			
● Bank or Financial Institution			
● Bar, Micro-Brewery, and Micro-Distillery			
● Broadcasting & Streaming Studio			
● Day Care Facility			
● Entertainment Venue			
● Fabrication Retail			
● Funeral & Memorial Service			
● Greenhouse & Nursery			
● Health & Fitness Venue			
● Laboratory			
● Medical Office or Clinic			
● Mobile Food Vendor			
● Off-Premises Sign			
● Personal Service			
● Professional or Business Office			
● Restaurant			
● Retail			
● Service Commercial			
● Small Cellular Telecommunications Facility			
● Telecommunications Tower			
● Type-B Family Day Care Home			
● Vendor Market			
Institutional & Public Uses			
● Active Park & Recreational Facility			
● Cemetery			
● Educational Facility: Higher Learning			
● Educational Facility: Non-Higher Learning			
● Essential Service or Utility			
● Government & Public Use			
● Hospital			
● Indoor Recreational Facility			
● Nature Park & Conservation Area			
● Private Recreational Facility			
● Religious Place of Worship			
① CONDITIONAL USES *			
Residential Uses			
① Dwelling: Multi-Unit			
Automotive Uses			
① Automotive Fuel Service			
① Automotive Wash			
Commercial Uses			
① Contractor Services & Supply			
① Event Venue			
① Hotel or Motel			
① Industrial: Light			
① Radio Antenna: Commercial			
Ⓐ ACCESSORY USES *			
Ⓐ Accessory Dwelling Unit			
Ⓐ Accessory Off-Street Parking			
Ⓐ Short-Term Rentals			
Ⓐ Decks, Porches & Concrete Pads			
Ⓐ Electric Vehicle Charging Stations			
Ⓐ Home Occupation			
Ⓐ Outdoor Sales & Storage			
Ⓐ Radio Antenna: Non-Commercial			
Ⓐ Satellite Dish Antenna			
Ⓐ Solar Panels			
Ⓐ Small Wind Energy Conversion System			
Ⓣ TEMPORARY USES *			
Ⓣ One-Time Special Events			
Ⓣ Charitable Donation Container			
Ⓣ Temporary Entertainment Building			
Ⓣ Temporary Incidental Construction Building			
Ⓣ Temporary Storage Container			
Ⓣ Temporary Tent for Outdoor Displays or Sales			
ZONE DEVELOPMENT STANDARDS *			
Lot Area	1/4 acre minimum		
Standard Lots			
Lot Width	50 feet minimum		
Lot Coverage	75% maximum of lot area		
Streetscape Buffer	15 feet minimum		
Front Yard Setback	None		
Side Yard Setback	5 feet minimum per side		
Abutting Residential			
Side Yard Setback	None		
Abutting Non-Residential			
Rear Yard Setback	15 feet		
Abutting Residential			
Rear Yard Setback	None		
Abutting Non-Residential			
Building Height	60 feet		
Principal Building			
Building Size	Minimum Square Footage: N/A		
Principal Building	Minimum Length & Width: N/A		
Building Size	Minimum Square Footage: N/A		
Accessory Dwelling Unit	Minimum Length & Width: N/A		

* Uses listed in this table are subject to all applicable use-specific standards set forth in Article 3 and all applicable Zone Development Standards footnotes contained in Table 4.2.2-A, which are hereby incorporated by reference and shall apply to all development within the CBM Zone.

Table 3.1.4-A Comprehensive Use Permissions ● = Allowed By-Right ○ = Conditionally Allowed Ⓐ = Allowed as Accessory Use ① = Allowed as Temporary Use – = Prohibited Use		Use-Specific Standards Subsection	Greenspace, Open Space & Recreation	Rural Estate Residential	Single Unit Residential	Multi-Unit Residential	Neighborhood Mixed	Corridor Mixed	Avenue Mixed North	Avenue Mixed Central	Avenue Mixed South	Light Intensity Industry	Sanitary Landfill
3.2. - Agricultural & Animal Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Agricultural & Animal Keeping	3.2.1	●	●	●	●	●	–	–	–	–	–	●	–
Commercial Kennel	3.2.2	–	–	–	–	–	–	–	○	○	○	○	–
Pet Services and Daycare	3.2.3	–	–	–	○	●	●	●	●	●	●	●	–
Riding Stable	3.2.4	●	●	–	–	–	–	–	–	–	–	–	–
Veterinary Facility	3.2.5	–	–	–	○	●	●	●	●	●	●	●	–
3.3 - Residential Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Adult Group Facility: Small	3.3.1	–	●	●	●	–	–	–	–	–	–	–	–
Adult Group Facility: Large	3.3.2	–	–	–	●	–	–	–	–	–	–	–	–
Child Group Facility	3.3.3	–	–	○	●	–	–	–	–	–	–	–	–
Dwelling: Multi-Unit	3.3.4	–	–	○	●	○	○	○	○	○	○	–	–
Dwelling: One Unit	3.3.5	–	●	●	○	–	–	–	–	–	–	–	–
Dwelling: Two Unit	3.3.6	–	–	●	●	–	–	–	–	–	–	–	–
Institutional Housing	3.3.7	–	–	–	●	–	–	–	–	–	–	–	–
Permanently Sited Manufactured Home	3.3.8	–	●	●	●	–	–	–	–	–	–	–	–
3.4 - Mixed Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Vertical Mixed: Small	3.4.1	–	–	–	●	●	●	●	–	–	–	–	–
Vertical Mixed: Large	3.4.2	–	–	–	–	●	●	●	●	●	●	–	–
Live-Work Unit	3.4.3	–	–	–	–	●	●	●	●	●	●	–	–
Civic Hub	3.4.4	–	–	–	–	●	●	●	●	●	●	–	–
3.5 - Automotive Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Automotive Body Repair	3.5.1	–	–	–	–	–	–	–	○	●	○	○	–
Automotive Fuel Service	3.5.2	–	–	–	–	–	–	○	○	●	○	○	–
Automotive Recycling Facility	3.5.3	–	–	–	–	–	–	–	–	–	–	○	–
Automotive Sales or Rental	3.5.4	–	–	–	–	–	–	–	–	●	–	–	–
Automotive Service	3.5.5	–	–	–	–	–	–	–	○	●	○	○	–
Automotive Wash	3.5.6	–	–	–	–	–	–	○	○	●	○	○	–

3.6 - Commercial Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Alternative Financial Service	3.6.1	—	—	—	—	—	—	◐	◐	◐	—	—
Art Studio or Classroom	3.6.2	—	—	—	◐	●	●	●	●	●	●	—
Bank or Financial Institution	3.6.3	—	—	—	◐	◐	●	●	●	●	—	—
Bar, Micro-Brewery, or Micro-Distillery	3.6.4	—	—	—	◐	◐	●	●	●	●	—	—
Brewery or Distillery	3.6.5	—	—	—	—	—	—	—	—	—	●	—
Broadcasting & Streaming Studio	3.6.6	—	—	—	—	—	●	●	●	●	●	—
Cannabis Dispensary	3.6.7	—	—	—	—	—	—	◐	◐	◐	—	—
Contractor Services & Supply	3.6.8	—	—	—	—	—	◐	◐	◐	◐	●	—
Day Care Facility	3.6.9	—	—	—	●	●	●	●	●	●	◐	—
Distribution Facility	3.6.10	—	—	—	—	—	—	—	—	—	●	—
Entertainment Venue	3.6.11	—	—	—	—	●	●	●	●	●	●	—
Event Venue	3.6.12	—	—	—	—	◐	◐	●	●	●	—	—
Fabrication Retail	3.6.13	—	—	—	◐	●	●	●	●	●	◐	—
Fireworks Manufacturing	3.6.14	—	—	—	—	—	—	—	—	—	◐	—
Fireworks Retail Sales	3.6.15	—	—	—	—	—	—	—	—	—	◐	—
Funeral & Memorial Service	3.6.16	—	—	—	—	—	●	●	●	●	●	—
Greenhouse & Nursery	3.6.17	—	—	—	—	—	●	●	●	●	●	—
Health & Fitness Venue	3.6.18	—	—	—	◐	●	●	●	●	●	◐	—
Hotel or Motel	3.6.19	—	—	—	—	—	◐	◐	◐	◐	—	—
Industrial: Heavy	3.6.20	—	—	—	—	—	—	—	—	—	◐	●
Industrial: Light	3.6.21	—	—	—	—	—	◐	◐	◐	◐	●	—
Laboratory	3.6.22	—	—	—	—	—	●	●	●	●	●	—
Massage Parlor	3.6.23	—	—	—	—	—	—	—	—	—	—	—
Medical Office or Clinic	3.6.24	—	—	—	—	●	●	●	●	●	●	—
Mobile Food Vendor	3.6.25	—	●	●	●	●	●	●	●	●	●	—
Off-Premises Sign	3.6.26	—	—	—	—	—	●	●	●	●	●	●
Personal Service	3.6.27	—	—	—	◐	●	●	●	●	●	●	—
Professional or Business Office	3.6.28	—	—	—	◐	●	●	●	●	●	●	—
Radio Antenna: Commercial	3.6.29	—	◐	◐	◐	◐	◐	◐	◐	◐	◐	◐
Restaurant	3.6.30	—	—	—	●	●	●	●	●	●	◐	—
Retail	3.6.31	—	—	—	◐	●	●	●	●	●	◐	—
Self-Storage Facility	3.6.32	—	—	—	—	—	—	—	—	—	◐	—
Service Commercial	3.6.33	—	—	—	—	●	●	●	●	●	◐	—
Small Cellular Telecommunications Facility	3.6.34	—	●	●	●	●	●	●	●	●	●	—
Tattoo Studio	3.6.35	—	—	—	—	—	—	◐	◐	◐	—	—
Telecommunications Tower	3.6.36	—	●	●	●	●	●	●	●	●	●	—
Tobacco Retail	3.6.37	—	—	—	—	—	—	◐	◐	◐	—	—
Type-A Family Day Care Home	3.6.38	—	—	—	—	●	—	—	—	—	—	—
Type-B Family Day Care Home	3.6.39	—	●	●	●	●	●	●	●	●	—	—
Vendor Market	3.6.40	—	—	—	—	●	●	●	●	●	◐	—

3.7 - Institutional & Public Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Active Park & Recreational Facility	3.7.1	●	◐	◐	◐	●	●	●	●	●	●	●
Cemetery	3.7.2	—	●	—	—	●	●	●	●	●	●	—
Educational Facility: Higher Learning	3.7.3	—	—	—	◐	◐	●	●	●	●	—	—
Educational Facility: Non-Higher Learning	3.7.4	—	◐	◐	◐	◐	●	●	●	●	—	—
Essential Service or Utility	3.7.5	—	●	●	●	●	●	●	●	●	●	—
Government & Public Use	3.7.6	●	●	●	●	●	●	●	●	●	●	●
Hospital	3.7.7	—	—	—	—	◐	●	●	●	●	—	—
Indoor Recreational Facility	3.7.8	—	—	—	—	◐	●	●	●	●	●	—
Nature Park & Conservation Area	3.7.9	●	●	●	●	●	●	●	●	●	●	●
Private Recreational Facility	3.7.10	●	◐	◐	◐	◐	●	●	●	●	●	—
Religious Place of Worship	3.7.11	—	◐	◐	◐	◐	●	●	●	●	●	—
Solid Waste Disposal or Transfer Facility	3.7.12	—	—	—	—	—	—	—	—	—	—	●
3.8 - Accessory Buildings, Features & Uses ⁽¹⁾		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Accessory Dwelling Unit	3.8.5	—	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	—	—
Accessory Off-Street Parking	3.8.6	—	—	—	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	—
Short-Term Rentals	3.8.7	—	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	—
Carports	3.8.8	—	Ⓐ	Ⓐ	Ⓐ	—	—	—	—	—	—	—
Decks, Porches, or Concrete Pads	3.8.9	—	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	—
Electric Vehicle Charging Stations	3.8.10	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ
Home Occupation	3.8.11	—	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	—	—
Outdoor Sales & Storage	3.8.12	—	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	—	—
Private Kennel	3.8.13	—	Ⓐ	Ⓐ	Ⓐ	—	—	—	—	—	—	—
Radio Antenna: Non-Commercial	3.8.14	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ
Roadside Stand	3.8.15	—	Ⓐ	—	—	—	—	—	—	—	—	—
Satellite Dish Antenna	3.8.16	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ
Solar Panels	3.8.17	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ
Small Wind Energy Conversion System	3.8.18	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ	Ⓐ
Swimming Pool, Lake, or Bathhouse	3.8.19	—	Ⓐ	Ⓐ	Ⓐ	Ⓐ	—	—	—	—	—	—
Wood Furnace: Outdoor	3.8.20	—	Ⓐ	Ⓐ	Ⓐ	—	—	—	—	—	—	—
3.9 - Temporary Buildings & Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
One-Time Special Events	3.9.5	—	—	—	—	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	—
Charitable Donation Container	3.9.6	—	—	—	—	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	—
Temporary Entertainment Building	3.9.7	Ⓣ	—	—	—	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	—	—
Temporary Incidental Construction Building	3.9.8	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ
Temporary Storage Container	3.9.9	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ
Temporary Tent for Outdoor Displays or Sales	3.9.10	—	—	—	—	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	Ⓣ	—

Table Note:

(1) Includes all accessory buildings and features that are not separately identified with permissions within this table, subject to the provisions of Subsection 3.1.2– Interpretation of Uses, and Section 3.8 – Accessory Buildings, Features, and Uses.

3.6.25 Mobile Food Vendor

- A. **Zoning Certificate required.** A Mobile Food Service Unit shall obtain and maintain a valid Township Zoning Certificate prior to operation. Certificates shall be issued annually and kept in the unit and produced upon request.
- B. **Permitted locations.** Mobile Food Service Units may operate only in approved zoning districts and with written permission from the property owner or applicable public agency. Operation on private property is permitted within the NBM, **CBM**, AMN, AMC, AMS, and LIT Districts; operation within the RER, SUR, and MUR Districts is permitted only when conducted as part of a Township-approved One-Time Special Event (OTSE).
- C. **Required approvals.** Zoning Certificate applications shall include: (1) current Hamilton County Public Health license; (2) Fire Department approval; and (3) proof of registration and \$1,000,000 liability insurance.
- D. **Location standards.** Mobile Food Service Units:
- (1) shall not operate within the public right-of-way;
 - (2) shall not operate within required buffers;
 - (3) shall not operate within sight triangles;
 - (4) shall not block sidewalks, driveways, entrances, circulation aisles, or fire lanes;
 - (5) shall be at least 15 feet from hydrants, 5 feet from building entrances, ramps, or driveways, and shall be located at least 10 feet from other MFSUs;
 - (6) shall be located at least 100 feet from any restaurant entrance or outdoor dining area unless waived in writing by the restaurant owner;
 - (7) shall follow applicable residential setback requirement when the unit abuts a residential zoning district; and
 - (8) shall be limited to no more than two (2) MFSUs may operate on a site of ½ acre or less, three (3) on sites over ½ acre up to 1 acre, and four (4) on sites over 1 acre, unless approved through a One-Time Special Event permit.

Table 4.2.2-A Comprehensive Development Standards		Lot			Setbacks				Building	
		Area	Parking Frontage	Streetscape Buffer	Front Yard		Side Yard	Rear Yard	Height	Size
		(1) (2)	(3)	(4)	(5)	(6)	(7)		(9)	(2) (9)
		min	max	min	min	max	min	min	max	min
GOR	Greenspace, Open Space & Recreation	2 ac.	-	-	50 ft.	-	50 ft.	50 ft.	30 ft.	-
RER	Rural-Estate Residential	1 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
SUR	Single Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
MUR	Multi-Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	60 ft.	-
NBM	Neighborhood Mixed	1/8 ac.	30%	-	-	15 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
CBM	Corridor Mixed	1/4 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMN	Avenue Mixed North	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMC	Avenue Mixed Central	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMS	Avenue Mixed South	1/2 ac.	60%	-	-	30 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
LIT	Light Intensity Industry	1 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
SLF	Sanitary Landfill	2 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-

Table Notes

(1) in all zoning districts, each lot shall have a minimum width of 50 feet, and lot coverage shall not exceed 75%, unless otherwise specifically modified by this Resolution.

(2) per residential dwelling unit

(3) shall apply only along the primary street frontage. Parking frontage shall include off-street parking areas, maneuvering aisles, and vehicular circulation areas located between the principal building and the front property line or otherwise occupying the primary street frontage. Driveways providing access to side or rear parking areas may cross the frontage but shall not be counted as parking frontage unless designed as parking or maneuvering area.

(4) required only for nonresidential properties within the districts listed in this table and only along the following street frontages: Colerain Ave., Springdale Rd., W. Galbraith Rd., Compton Rd., Banning Rd., Hamilton Ave., Kemper Rd., Blue Rock Rd., and Pippin Rd. The required width shall be measured from the front property line. Plant materials, tree spacing,

landscaping composition, and design standards shall comply with S4.2.2.

(5) lesser of number shown or 80% of context average

(6) shall apply only to primary street frontages and shall not apply to drive-through facilities or infill development located within existing unified or master-planned centers, which shall have no required front yard setback.

(7) side yard setback applies per side

(8) shall apply only to non-residentially zoned or used lots where such lot abuts property zoned or used for residential purposes. In all other cases, the setback shown shall not apply

(9) applied to primary buildings only. Dimensional standards for accessory buildings are regulated by Paragraph 4.2.3 (A)

4.5 OUTDOOR LIGHTING

4.5.1 General Outdoor Lighting Provisions

- A. **Purpose.** The purpose of this Section 4.5 is to regulate outdoor lighting, promote safety and security, and reduce or prevent light pollution and impacts of lighting on surrounding properties. Such effects to be reduced or prevented include but are not limited to glare, light trespass, and conservation of energy.
- B. **Applicability.** The regulations of this Section shall apply to all lighting that illuminates the exterior of a building, structure, open space, parking and loading areas, or other features of a lot.
- C. **Lighting plans required.** Except where explicitly exempted, lighting plans must be submitted for approval with all applications for a Zoning Certificate per Subsection 6.3.2 for work in the following zones or districts:
- (1) GOR – Greenspace, Open Space, Recreational;
 - (2) MUR – Multi-Unit Residential;
 - (3) NBM – Neighborhood Mixed;
 - (4) CBM – Corridor Mixed;
 - (5) AMN – Avenue Mixed North;
 - (6) AMC – Avenue Mixed Central;
 - (7) AMS – Avenue Mixed South;
 - (8) LIT – Light Intensity Industry, and;
 - (9) SLF – Sanitary Landfill.
- D. **Exemptions.** The following types of outdoor lighting shall not be regulated by this Section 4.5:
- (1) Lighting required by State or Federal regulations;
 - (2) Illuminated poles for government-installed flags;
 - (3) Seasonal holiday lighting (less than 30 days in any calendar year);
 - (4) Athletic field and amphitheater lighting (when extinguished within one hour following programs); and
 - (5) Emergency lighting.
- E. **Alternative illumination standards.** Uses in the CBM, AMN, AMC, or AMS districts that incorporate approved outdoor display areas that are exempt from this Resolution may follow the alternate illumination levels of Table 4.5.2-B - Specified Outdoor Area Illumination Levels provided that a lighting plan meeting the standards of Subsection 4.5.2 – Lighting Standards is approved.
- F. **Prohibited outdoor lighting.** The following types or features of outdoor lighting are prohibited:
- (1) Non-cutoff lighting affixed to a wall; and

E. **Planting requirements for buffers.** At a minimum, buffer yards other than streetscape buffers shall include:

- (1) A 6-foot-tall fence or wall, or an earth mound, or an earth berm; and
- (2) 1 evergreen tree and 2 shrubs for every 20 lineal feet of lot line requiring a buffer.

abuts:	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	GOR	SLF
when											
RER	0	0	0	0	0	0	0	0	0	0	0
SUR	0	0	0	0	0	0	0	0	0	0	0
MUR	25	0	0	0	0	0	0	0	0	25	0
NBM	25	25	20	0	0	0	0	0	0	40	0
CBM	30	30	40	0	0	0	0	0	0	45	0
AMN	30	30	40	10	0	0	0	0	0	50	0
AMC	30	30	40	10	0	0	0	0	0	50	0
AMS	30	30	40	10	0	0	0	0	0	50	0
LIT	100	100	100	30	10	10	10	10	0	50	0
GOR	25	0	0	0	0	0	0	0	0	0	0
SLF	500	500	500	100	100	100	100	100	80	500	0

Table 4.3.3-A. Required Buffer Yards by District

F. **Alternative requirements for buffers.** In lieu of a fence, wall, or earth mound or earth berm, a natural buffer made of the following may be provided:

- (1) 1 evergreen tree for every 10 lineal feet of lot line requiring a buffer, planted in an offset manner to provide a solid buffer; and
- (2) 1 shrub for every 6 lineal feet of lot line requiring a buffer.

G. **Increased standards for wide required buffers.** For buffers with a minimum width requirement of 50 feet or more, the minimum tree and shrub planting requirements in Subsection 4.3.3-D and/or Subsection 4.3.3-E shall be doubled.

- (1) The maximum illumination permitted in each district type shall be as provided in Table 4.5.2-A - Illumination Levels.
- (2) Where there are two or more abutting lots with different zoning districts and different maximum illumination requirements, the more restrictive standards shall apply to both lots along the shared property line.
- (3) When a use is adjacent to any one-unit dwelling, the most restrictive standards in Table 4.5.2-A - Illumination Levels shall apply to such use.
- (4) Illumination levels across parking lots shall be maintained at an average level as shown in Table 4.5.2-A.

District	Across Property	At Property Lines <i>Non-Cutoff Lighting</i>	At Property Lines <i>Cutoff Lighting</i>
RER, SUR, MUR, NBM	2	0.1	0.1
CBM, LIT, GOR, AMN, AMC, AMS, SLF	Building entryways: 5.0	0.3	0.5
	Parking lots: 2.0		

Table 4.5.2-A. Illumination Levels

F. **Design standards.** The following design standards apply to certain outdoor lighting, as described below:

- (1) The placement of light poles within raised curb planter areas or within landscaped islands is encouraged. Any conflicts with trees in parking lots that can obscure lighting shall be avoided through alternative lighting locations.
- (2) No outdoor lighting shall be of such an intensity or color distortion as to cause glare or to impair the vision of drivers or pedestrians.
- (3) Uniform lighting shall be provided to prevent various intensities of lighting throughout parking areas. Such uniform lighting shall be illustrated in any required lighting plan.
- (4) All outdoor lighting fixtures within a development shall be the same, similar, or complementary in design and appearance.
- (5) Lighting shall be dimmed between the hours of 11:30pm and 6:30am, as shown in Table 4.5.2-B - Specified Outdoor Area Illumination Levels, to limit light pollution and preserve the opportunity for appreciation of the night sky. Facilities where customers are served on-site 24 hours per day may be granted an exemption by the Zoning Administrator upon compliance with all other sections of this Article 4 – Development Design Standards.

D. **Zones and Districts.** For purposes of this Section, signage permissions shall be determined based on the applicable zoning district and, where a conditional or lawful nonconforming use exists, the type of use lawfully occupying the site, as follows:

- (1) Residential Zoning Districts. RER, SUR, and MUR zoning districts. Properties within these districts that are lawfully occupied by non-residential uses shall be subject to the signage standards applicable to the use as permitted by this Resolution.
- (2) Commercial Zoning Districts. NBM, CBM, AMN, AMC, and AMS zoning districts.
- (3) Industrial Zoning Districts. LIT and SLF zoning districts.
- (4) GOR District. No signage shall be permitted within the GOR zoning district except for governmental signs, signs required by law, and gateway monument signs approved in accordance with this Resolution.

4.8.2 Master Signage Plan

A. **Requirement and effect.**

- (1) A Master Signage Plan shall be required for any lot proposing one or more permanent surface or identification signs.
- (2) An approved Master Signage Plan authorizes all signage shown on the plan, and no separate zoning certificate shall be required.
- (3) A joint plan may be submitted for unified or commonly maintained developments to establish coordinated signage standards, as determined appropriate by the Zoning Administrator.
- (4) The Zoning Administrator shall approve or deny a complete Master Signage Plan application within thirty (30) days of completeness determination. The review period may be extended provided that notice of such extension is issued to the applicant through the Township's permit processing portal.
- (5) Written findings shall be issued for any denial.

B. **Submittal requirements.** A Master Signage Plan shall include sufficient information to demonstrate compliance with this Resolution, including:

- (1) A consolidated site plan showing all existing and proposed signage and relevant site features;
- (2) Calculations demonstrating compliance with applicable sign standards;
- (3) Design, construction, and illumination details;
- (4) Landscaping details for ground-mounted signs; and
- (5) Identification of any proposed sign face changes. Replacement or modification of a sign structure shall constitute a new sign.

PUBLIC HEARINGS

Department: Development
Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #3: Revitalization of the Community through Economic Development, Beautification, and Code Enforcement

Resolution to APPROVE/DENY Zoning Commission Case CZC-26-4, Text Amendment to the Colerain Township Zoning Resolution creating a new zoning district, Corridor Mixed (CBM)
Recommend ADOPTION of the Resolution.

Rationale:

The proposed text amendment would create a new zoning district titled Corridor Mixed (CBM) and incorporate related provisions throughout the Colerain Township Zoning Resolution. The purpose of the amendment is to establish a flexible mixed-use zoning option for commercial corridors and transitional areas outside of Colerain Avenue where the existing district framework does not currently provide an ideal fit.

The proposed district is intended to function as a middle ground within the Township's zoning structure. It would allow a broader and more corridor-oriented mix of commercial, office, service, and compatible residential uses than the Neighborhood Mixed (NBM) district, while remaining less intensive and less corridor-specific than the Avenue Mixed districts, which were created exclusively around the Colerain Avenue corridor. The amendment is intended to expand the Township's zoning toolkit, improve the responsiveness of the Resolution to varying corridor conditions, and better position the Township to guide reinvestment in a manner that is context-sensitive, flexible, and aligned with long-term planning goals.

This request is text-only in nature. No properties are being rezoned through this amendment. Any future application of the CBM district to individual properties would require a separate zoning map amendment and public review process in accordance with the Ohio Revised Code and the Colerain Township Zoning Resolution.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 P.M., on the 9th day of June, 2026, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mrs. Cathy Ulrich, Mr. Dan Unger, and Mr. Matthew Wahlert

Trustee _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. _____ - _____

**RESOLUTION APPROVING ZONING COMMISSION CASE CZC-26-4,
ZONING TEXT AMENDMENT TO ARTICLE 2, ZONES, DISTRICTS, AND
OVERLAYS, SECTION 2.2, ZONE AND DISTRICT DESIGNATIONS
AND RELATED PROVISIONS OF THE
COLERAIN TOWNSHIP ZONING RESOLUTION**

WHEREAS, pursuant to Ohio Revised Code Section 519.12, the Colerain Township Zoning Commission initiated by motion Case CZC-26-4, a proposed text amendment to create a new zoning district titled CBM – Corridor Mixed and to amend related provisions of the Zoning Resolution, including Section 2.2, Table 3.1.4-A, Table 4.2.2-A, and other related references, to establish a flexible mixed-use zoning option for commercial corridors and transitional areas outside of Colerain Avenue; and

WHEREAS, the Colerain Township Zoning Commission conducted a public hearing on the proposed text amendment on April 21, 2026, and after staff presentation, public comments, exhibits, and other materials were submitted, voted 5-0 to recommend to the Board of Trustees approval of the proposed text amendment; and

WHEREAS, pursuant to Ohio Revised Code Section 519.12(G) and (H), the Colerain Township Board of Trustees on June 9, 2026 conducted its public hearing on the unanimous recommendation from the Colerain Township Zoning Commission in Case Number CZC-26-4, and after consideration of the recommendation and all public comments, exhibits, and other materials submitted, voted ____ - ____ to approve the Colerain Township Zoning Text Amendment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, that the Board does hereby adopt and approve the amendment to the Colerain Township Zoning Resolution attached hereto as Exhibit “A”; and

BE IT FURTHER RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That the Board of Trustees of Colerain Township, Hamilton County, Ohio approves the text amendment attached hereto as Exhibit “A”, for the reason that the text amendment would be in the best interest of the Township and the health, safety, morals, and welfare of the public, is consistent with the Colerain Township Comprehensive Plan previously adopted by the Township, and is in keeping with good land use planning; and,
2. That a certified copy of this Resolution be directed by the Fiscal Officer of Colerain Township to the Hamilton County Recorder and the Colerain Township Zoning Administrator; and
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code; and
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading; and
5. That this Resolution shall be effective at the earliest date allowed by law.

Trustee _____seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mrs. Ulrich ____, Mr. Unger ____, Mr. Wahlert ____

ADOPTED this ____ of ____, 2026.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matt Wahlert, Trustee

ATTEST:

Jeff Baker
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Brodi Conover
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of _____, 2026.

Jeff Baker
Colerain Township Fiscal Officer

2.2 ZONE AND DISTRICT DESIGNATIONS

2.2.1 Zones Established

- A. **RER: Rural Estate Residential.** Provides standards for residential uses and limited non-residential uses in a rural setting.
- B. **SUR: Single Unit Residential.** Provides standards for different types of residential uses and limited non-residential uses in a suburban setting.
- C. **MUR: Multi-Unit Residential.** Provides for a wide range of residential uses and some limited non-residential uses in first-ring suburban and urban settings.
- D. **NBM: Neighborhood Mixed.** Provides for a variety of non-residential and limited residential uses in first-ring suburban and urban settings.
- E. **CBM: Corridor Mixed.** Provides for a mix of non-residential uses and compatible residential uses in commercial corridor and transition areas.
- F. **LIT: Light Intensity Industrial.** Provides for industrial and other non-residential uses in industrial park settings.
- G. **GOR: Greenspace, Open Space & Recreation.** Provides for recreational uses, limited institutional uses, and limited agricultural uses in sparsely developed areas.

2.2.2 Districts Established

- A. **AMN: Avenue Mixed North.** Provides for a variety of non-residential and limited residential uses along the north portion of the Colerain Avenue corridor.
- B. **AMC: Avenue Mixed Central.** Provides for a variety of non-residential and limited residential uses along the central portion of the Colerain Avenue corridor.
- C. **AMS: Avenue Mixed South.** Provides for a variety of non-residential and limited residential uses along the south portion of the Colerain Avenue corridor.
- D. **SLF: Sanitary Landfill.** Provides standards for solid waste disposal facilities and compatible uses that avoid continued expansion of such uses without planning for, and mitigation of, adverse impacts on surrounding properties and neighborhoods.
- E. **PD: Planned District.** Intended to provide flexibility for unique and integrated development projects that advance the goals of the Comprehensive Plan and encourage coordinated site design. Planned Districts may incorporate a mixture of residential, commercial, or industrial uses at varying densities where such development would benefit from unified planning rather than strict application of base zoning standards.
 - (1) The establishment of a Planned District requires a zoning map amendment per ORC Section 519.12 and outlined in Section 6.4 of this Resolution.
 - (2) The Township Trustee resolution approving a Planned District, including the adopted development plan, conditions of approval, and any related exhibits, shall constitute the governing zoning regulations for the property. Development within a Planned

TABLE 2.2.3-F: CBM (CORRIDOR MIXED) ZONE INTENT, USES, AND DEVELOPMENT STANDARDS

ZONE INTENT			
Provides for a mix of non-residential uses and compatible residential uses in commercial corridor and transition areas.			
● PERMITTED USES *			
Agricultural & Animal Uses			
● Pet Services & Daycare			
● Veterinary Facility			
Mixed Uses			
● Vertical Mixed: Small			
● Vertical Mixed: Large			
● Live-Work Unit			
● Civic Hub			
Commercial Uses			
● Art Studio or Classroom			
● Bank or Financial Institution			
● Bar, Micro-Brewery, and Micro-Distillery			
● Broadcasting & Streaming Studio			
● Day Care Facility			
● Entertainment Venue			
● Fabrication Retail			
● Funeral & Memorial Service			
● Greenhouse & Nursery			
● Health & Fitness Venue			
● Laboratory			
● Medical Office or Clinic			
● Mobile Food Vendor			
● Off-Premises Sign			
● Personal Service			
● Professional or Business Office			
● Restaurant			
● Retail			
● Service Commercial			
● Small Cellular Telecommunications Facility			
● Telecommunications Tower			
● Type-B Family Day Care Home			
● Vendor Market			
Institutional & Public Uses			
● Active Park & Recreational Facility			
● Cemetery			
● Educational Facility: Higher Learning			
● Educational Facility: Non-Higher Learning			
● Essential Service or Utility			
● Government & Public Use			
● Hospital			
● Indoor Recreational Facility			
● Nature Park & Conservation Area			
● Private Recreational Facility			
● Religious Place of Worship			
○ CONDITIONAL USES *			
Residential Uses			
○ Dwelling: Multi-Unit			
Automotive Uses			
○ Automotive Fuel Service			
○ Automotive Wash			
Commercial Uses			
○ Contractor Services & Supply			
○ Event Venue			
○ Hotel or Motel			
○ Industrial: Light			
○ Radio Antenna: Commercial			
Ⓐ ACCESSORY USES *			
Ⓐ Accessory Dwelling Unit			
Ⓐ Accessory Off-Street Parking			
Ⓐ Short-Term Rentals			
Ⓐ Decks, Porches & Concrete Pads			
Ⓐ Electric Vehicle Charging Stations			
Ⓐ Home Occupation			
Ⓐ Outdoor Sales & Storage			
Ⓐ Radio Antenna: Non-Commercial			
Ⓐ Satellite Dish Antenna			
Ⓐ Solar Panels			
Ⓐ Small Wind Energy Conversion System			
Ⓣ TEMPORARY USES *			
Ⓣ One-Time Special Events			
Ⓣ Charitable Donation Container			
Ⓣ Temporary Entertainment Building			
Ⓣ Temporary Incidental Construction Building			
Ⓣ Temporary Storage Container			
Ⓣ Temporary Tent for Outdoor Displays or Sales			
ZONE DEVELOPMENT STANDARDS *			
Lot Area	1/4 acre minimum	Side Yard Setback	None
Standard Lots		Abutting Non-Residential	
Lot Width	50 feet minimum	Rear Yard Setback	15 feet
		Abutting Residential	
Lot Coverage	75% maximum of lot area	Rear Yard Setback	None
		Abutting Non-Residential	
Streetscape Buffer	15 feet minimum	Building Height	60 feet
		Principal Building	
Front Yard Setback	None	Building Size	Minimum Square Footage: N/A
		Principal Building	Minimum Length & Width: N/A
Side Yard Setback	5 feet minimum per side	Building Size	Minimum Square Footage: N/A
Abutting Residential		Accessory Dwelling Unit	Minimum Length & Width: N/A

* Uses listed in this table are subject to all applicable use-specific standards set forth in Article 3 and all applicable Zone Development Standards footnotes contained in Table 4.2.2-A, which are hereby incorporated by reference and shall apply to all development within the CBM Zone.

Table 3.1.4-A**Comprehensive Use Permissions**

- = Allowed By-Right
- ◐ = Conditionally Allowed
- Ⓐ = Allowed as Accessory Use
- Ⓣ = Allowed as Temporary Use
- = Prohibited Use

		Use-Specific Standards Subsection	Greenspace, Open Space & Recreation	Rural Estate Residential	Single Unit Residential	Multi-Unit Residential	Neighborhood Mixed	Corridor Mixed	Avenue Mixed North	Avenue Mixed Central	Avenue Mixed South	Light Intensity Industry	Sanitary Landfill
			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
3.2. - Agricultural & Animal Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Agricultural & Animal Keeping	3.2.1	●	●	●	●	●	—	—	—	—	—	●	—
Commercial Kennel	3.2.2	—	—	—	—	—	—	—	◐	◐	◐	◐	—
Pet Services and Daycare	3.2.3	—	—	—	◐	●	—	●	●	●	●	●	—
Riding Stable	3.2.4	●	●	—	—	—	—	—	—	—	—	—	—
Veterinary Facility	3.2.5	—	—	—	◐	●	—	●	●	●	●	●	—
3.3 - Residential Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Adult Group Facility: Small	3.3.1	—	●	●	●	—	—	—	—	—	—	—	—
Adult Group Facility: Large	3.3.2	—	—	—	●	—	—	—	—	—	—	—	—
Child Group Facility	3.3.3	—	—	◐	●	—	—	—	—	—	—	—	—
Dwelling: Multi-Unit	3.3.4	—	—	◐	●	◐	—	◐	◐	◐	◐	—	—
Dwelling: One Unit	3.3.5	—	●	●	◐	—	—	—	—	—	—	—	—
Dwelling: Two Unit	3.3.6	—	—	●	●	—	—	—	—	—	—	—	—
Institutional Housing	3.3.7	—	—	—	●	—	—	—	—	—	—	—	—
Permanently Sited Manufactured Home	3.3.8	—	●	●	●	—	—	—	—	—	—	—	—
3.4 - Mixed Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Vertical Mixed: Small	3.4.1	—	—	—	●	●	—	●	—	—	—	—	—
Vertical Mixed: Large	3.4.2	—	—	—	—	●	—	●	●	●	●	—	—
Live-Work Unit	3.4.3	—	—	—	—	●	—	●	●	●	●	—	—
Civic Hub	3.4.4	—	—	—	—	●	—	●	●	●	●	—	—
3.5 - Automotive Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Automotive Body Repair	3.5.1	—	—	—	—	—	—	—	◐	●	◐	◐	—
Automotive Fuel Service	3.5.2	—	—	—	—	—	—	◐	◐	●	◐	◐	—
Automotive Recycling Facility	3.5.3	—	—	—	—	—	—	—	—	—	—	◐	—
Automotive Sales or Rental	3.5.4	—	—	—	—	—	—	—	—	●	—	—	—
Automotive Service	3.5.5	—	—	—	—	—	—	—	◐	●	◐	◐	—
Automotive Wash	3.5.6	—	—	—	—	—	—	◐	◐	●	◐	◐	—

3.6 - Commercial Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Alternative Financial Service	3.6.1	—	—	—	—	—	—	◐	◐	◐	—	—
Art Studio or Classroom	3.6.2	—	—	—	◐	●	●	●	●	●	●	—
Bank or Financial Institution	3.6.3	—	—	—	◐	◐	●	●	●	●	—	—
Bar, Micro-Brewery, or Micro-Distillery	3.6.4	—	—	—	◐	◐	●	●	●	●	—	—
Brewery or Distillery	3.6.5	—	—	—	—	—	—	—	—	—	●	—
Broadcasting & Streaming Studio	3.6.6	—	—	—	—	—	●	●	●	●	●	—
Cannabis Dispensary	3.6.7	—	—	—	—	—	—	◐	◐	◐	—	—
Contractor Services & Supply	3.6.8	—	—	—	—	—	◐	◐	◐	◐	●	—
Day Care Facility	3.6.9	—	—	—	●	●	●	●	●	●	◐	—
Distribution Facility	3.6.10	—	—	—	—	—	—	—	—	—	●	—
Entertainment Venue	3.6.11	—	—	—	—	●	●	●	●	●	●	—
Event Venue	3.6.12	—	—	—	—	◐	◐	●	●	●	—	—
Fabrication Retail	3.6.13	—	—	—	◐	●	●	●	●	●	◐	—
Fireworks Manufacturing	3.6.14	—	—	—	—	—	—	—	—	—	◐	—
Fireworks Retail Sales	3.6.15	—	—	—	—	—	—	—	—	—	◐	—
Funeral & Memorial Service	3.6.16	—	—	—	—	—	●	●	●	●	●	—
Greenhouse & Nursery	3.6.17	—	—	—	—	—	●	●	●	●	●	—
Health & Fitness Venue	3.6.18	—	—	—	◐	●	●	●	●	●	◐	—
Hotel or Motel	3.6.19	—	—	—	—	—	◐	◐	◐	◐	—	—
Industrial: Heavy	3.6.20	—	—	—	—	—	—	—	—	—	◐	●
Industrial: Light	3.6.21	—	—	—	—	—	◐	◐	◐	◐	●	—
Laboratory	3.6.22	—	—	—	—	—	●	●	●	●	●	—
Massage Parlor	3.6.23	—	—	—	—	—	—	—	—	—	—	—
Medical Office or Clinic	3.6.24	—	—	—	—	●	●	●	●	●	●	—
Mobile Food Vendor	3.6.25	—	●	●	●	●	●	●	●	●	●	—
Off-Premises Sign	3.6.26	—	—	—	—	—	●	●	●	●	●	●
Personal Service	3.6.27	—	—	—	◐	●	●	●	●	●	●	—
Professional or Business Office	3.6.28	—	—	—	◐	●	●	●	●	●	●	—
Radio Antenna: Commercial	3.6.29	—	◐	◐	◐	◐	◐	◐	◐	◐	◐	◐
Restaurant	3.6.30	—	—	—	●	●	●	●	●	●	◐	—
Retail	3.6.31	—	—	—	◐	●	●	●	●	●	◐	—
Self-Storage Facility	3.6.32	—	—	—	—	—	—	—	—	—	◐	—
Service Commercial	3.6.33	—	—	—	—	●	●	●	●	●	◐	—
Small Cellular Telecommunications Facility	3.6.34	—	●	●	●	●	●	●	●	●	●	—
Tattoo Studio	3.6.35	—	—	—	—	—	—	◐	◐	◐	—	—
Telecommunications Tower	3.6.36	—	●	●	●	●	●	●	●	●	●	—
Tobacco Retail	3.6.37	—	—	—	—	—	—	◐	◐	◐	—	—
Type-A Family Day Care Home	3.6.38	—	—	—	—	●	—	—	—	—	—	—
Type-B Family Day Care Home	3.6.39	—	●	●	●	●	●	●	●	●	—	—
Vendor Market	3.6.40	—	—	—	—	●	●	●	●	●	◐	—

3.7 - Institutional & Public Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Active Park & Recreational Facility	3.7.1	●	◐	◐	◐	●	●	●	●	●	●	●
Cemetery	3.7.2	—	●	—	—	●	●	●	●	●	●	—
Educational Facility: Higher Learning	3.7.3	—	—	—	◐	◐	●	●	●	●	—	—
Educational Facility: Non-Higher Learning	3.7.4	—	◐	◐	◐	◐	●	●	●	●	—	—
Essential Service or Utility	3.7.5	—	●	●	●	●	●	●	●	●	●	—
Government & Public Use	3.7.6	●	●	●	●	●	●	●	●	●	●	●
Hospital	3.7.7	—	—	—	—	◐	●	●	●	●	—	—
Indoor Recreational Facility	3.7.8	—	—	—	—	◐	●	●	●	●	●	—
Nature Park & Conservation Area	3.7.9	●	●	●	●	●	●	●	●	●	●	●
Private Recreational Facility	3.7.10	●	◐	◐	◐	◐	●	●	●	●	●	—
Religious Place of Worship	3.7.11	—	◐	◐	◐	◐	●	●	●	●	●	—
Solid Waste Disposal or Transfer Facility	3.7.12	—	—	—	—	—	—	—	—	—	—	●
3.8 - Accessory Buildings, Features & Uses ⁽¹⁾		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Accessory Dwelling Unit	3.8.5	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—	—
Accessory Off-Street Parking	3.8.6	—	—	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—
Short-Term Rentals	3.8.7	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—
Carports	3.8.8	—	(A)	(A)	(A)	—	—	—	—	—	—	—
Decks, Porches, or Concrete Pads	3.8.9	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—
Electric Vehicle Charging Stations	3.8.10	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Home Occupation	3.8.11	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—	—
Outdoor Sales & Storage	3.8.12	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—	—
Private Kennel	3.8.13	—	(A)	(A)	(A)	—	—	—	—	—	—	—
Radio Antenna: Non-Commercial	3.8.14	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Roadside Stand	3.8.15	—	(A)	—	—	—	—	—	—	—	—	—
Satellite Dish Antenna	3.8.16	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Solar Panels	3.8.17	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Small Wind Energy Conversion System	3.8.18	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Swimming Pool, Lake, or Bathhouse	3.8.19	—	(A)	(A)	(A)	(A)	—	—	—	—	—	—
Wood Furnace: Outdoor	3.8.20	—	(A)	(A)	(A)	—	—	—	—	—	—	—
3.9 - Temporary Buildings & Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
One-Time Special Events	3.9.5	—	—	—	—	(T)	(T)	(T)	(T)	(T)	(T)	—
Charitable Donation Container	3.9.6	—	—	—	—	(T)	(T)	(T)	(T)	(T)	(T)	—
Temporary Entertainment Building	3.9.7	(T)	—	—	—	(T)	(T)	(T)	(T)	(T)	—	—
Temporary Incidental Construction Building	3.9.8	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)
Temporary Storage Container	3.9.9	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)
Temporary Tent for Outdoor Displays or Sales	3.9.10	—	—	—	—	(T)	(T)	(T)	(T)	(T)	(T)	—

Table Note:

(1) Includes all accessory buildings and features that are not separately identified with permissions within this table, subject to the provisions of Subsection 3.1.2— Interpretation of Uses, and Section 3.8 – Accessory Buildings, Features, and Uses.

3.6.25 Mobile Food Vendor

- A. **Zoning Certificate required.** A Mobile Food Service Unit shall obtain and maintain a valid Township Zoning Certificate prior to operation. Certificates shall be issued annually and kept in the unit and produced upon request.
- B. **Permitted locations.** Mobile Food Service Units may operate only in approved zoning districts and with written permission from the property owner or applicable public agency. Operation on private property is permitted within the NBM, **CBM**, AMN, AMC, AMS, and LIT Districts; operation within the RER, SUR, and MUR Districts is permitted only when conducted as part of a Township-approved One-Time Special Event (OTSE).
- C. **Required approvals.** Zoning Certificate applications shall include: (1) current Hamilton County Public Health license; (2) Fire Department approval; and (3) proof of registration and \$1,000,000 liability insurance.
- D. **Location standards.** Mobile Food Service Units:
 - (1) shall not operate within the public right-of-way;
 - (2) shall not operate within required buffers;
 - (3) shall not operate within sight triangles;
 - (4) shall not block sidewalks, driveways, entrances, circulation aisles, or fire lanes;
 - (5) shall be at least 15 feet from hydrants, 5 feet from building entrances, ramps, or driveways, and shall be located at least 10 feet from other MFSUs;
 - (6) shall be located at least 100 feet from any restaurant entrance or outdoor dining area unless waived in writing by the restaurant owner;
 - (7) shall follow applicable residential setback requirement when the unit abuts a residential zoning district; and
 - (8) shall be limited to no more than two (2) MFSUs may operate on a site of ½ acre or less, three (3) on sites over ½ acre up to 1 acre, and four (4) on sites over 1 acre, unless approved through a One-Time Special Event permit.

Table 4.2.2-A Comprehensive Development Standards	Lot			Setbacks				Building	
	Area	Parking Frontage	Streetscape Buffer	Front Yard		Side Yard	Rear Yard	Height	Size
	(1) (2)	(3)	(4)	(5)	(6)	(7)		(9)	(2) (9)
	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>
GOR Greenspace, Open Space & Recreation	2 ac.	-	-	50 ft.	-	50 ft.	50 ft.	30 ft.	-
RER Rural-Estate Residential	1 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
SUR Single Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
MUR Multi-Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	60 ft.	-
NBM Neighborhood Mixed	1/8 ac.	30%	-	-	15 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
CBM Corridor Mixed	1/4 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMN Avenue Mixed North	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMC Avenue Mixed Central	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMS Avenue Mixed South	1/2 ac.	60%	-	-	30 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
LIT Light Intensity Industry	1 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
SLF Sanitary Landfill	2 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-

Table Notes

(1) in all zoning districts, each lot shall have a minimum width of 50 feet, and lot coverage shall not exceed 75%, unless otherwise specifically modified by this Resolution.

(2) per residential dwelling unit

(3) shall apply only along the primary street frontage. Parking frontage shall include off-street parking areas, maneuvering aisles, and vehicular circulation areas located between the principal building and the front property line or otherwise occupying the primary street frontage. Driveways providing access to side or rear parking areas may cross the frontage but shall not be counted as parking frontage unless designed as parking or maneuvering area.

(4) required only for nonresidential properties within the districts listed in this table and only along the following street frontages: Colerain Ave., Springdale Rd., W. Galbraith Rd., Compton Rd., Banning Rd., Hamilton Ave., Kemper Rd., Blue Rock Rd., and Pippin Rd. The required width shall be measured from the front property line. Plant materials, tree spacing,

(5) lesser of number shown or 80% of context average

(6) shall apply only to primary street frontages and shall not apply to drive-through facilities or infill development located within existing unified or master-planned centers, which shall have no required front yard setback.

(7) side yard setback applies per side

(8) shall apply only to non-residentially zoned or used lots where such lot abuts property zoned or used for residential purposes. In all other cases, the setback shown shall not apply

(9) applied to primary buildings only. Dimensional standards for accessory buildings are regulated by Paragraph 4.2.3 (A)

4.5 OUTDOOR LIGHTING

4.5.1 General Outdoor Lighting Provisions

- A. **Purpose.** The purpose of this Section 4.5 is to regulate outdoor lighting, promote safety and security, and reduce or prevent light pollution and impacts of lighting on surrounding properties. Such effects to be reduced or prevented include but are not limited to glare, light trespass, and conservation of energy.
- B. **Applicability.** The regulations of this Section shall apply to all lighting that illuminates the exterior of a building, structure, open space, parking and loading areas, or other features of a lot.
- C. **Lighting plans required.** Except where explicitly exempted, lighting plans must be submitted for approval with all applications for a Zoning Certificate per Subsection 6.3.2 for work in the following zones or districts:
- (1) GOR – Greenspace, Open Space, Recreational;
 - (2) MUR – Multi-Unit Residential;
 - (3) NBM – Neighborhood Mixed;
 - (4) **CBM - Corridor Mixed;**
 - (5) AMN – Avenue Mixed North;
 - (6) AMC – Avenue Mixed Central;
 - (7) AMS – Avenue Mixed South;
 - (8) LIT – Light Intensity Industry, and;
 - (9) SLF – Sanitary Landfill.
- D. **Exemptions.** The following types of outdoor lighting shall not be regulated by this Section 4.5:
- (1) Lighting required by State or Federal regulations;
 - (2) Illuminated poles for government-installed flags;
 - (3) Seasonal holiday lighting (less than 30 days in any calendar year);
 - (4) Athletic field and amphitheater lighting (when extinguished within one hour following programs); and
 - (5) Emergency lighting.
- E. **Alternative illumination standards.** Uses in the **CBM**, AMN, AMC, or AMS districts that incorporate approved outdoor display areas that are exempt from this Resolution may follow the alternate illumination levels of Table 4.5.2-B - Specified Outdoor Area Illumination Levels provided that a lighting plan meeting the standards of Subsection 4.5.2 – Lighting Standards is approved.
- F. **Prohibited outdoor lighting.** The following types or features of outdoor lighting are prohibited:
- (1) Non-cutoff lighting affixed to a wall; and

- E. **Planting requirements for buffers.** At a minimum, buffer yards other than streetscape buffers shall include:
- (1) A 6-foot-tall fence or wall, or an earth mound, or an earth berm; and
 - (2) 1 evergreen tree and 2 shrubs for every 20 lineal feet of lot line requiring a buffer.

abuts:	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	GOR	SLF
when											
RER	0	0	0	0	0	0	0	0	0	0	0
SUR	0	0	0	0	0	0	0	0	0	0	0
MUR	25	0	0	0	0	0	0	0	0	25	0
NBM	25	25	20	0	0	0	0	0	0	40	0
CBM	30	30	40	0	0	0	0	0	0	45	0
AMN	30	30	40	10	0	0	0	0	0	50	0
AMC	30	30	40	10	0	0	0	0	0	50	0
AMS	30	30	40	10	0	0	0	0	0	50	0
LIT	100	100	100	30	10	10	10	10	0	50	0
GOR	25	0	0	0	0	0	0	0	0	0	0
SLF	500	500	500	100	100	100	100	100	80	500	0

Table 4.3.3-A. Required Buffer Yards by District

- F. **Alternative requirements for buffers.** In lieu of a fence, wall, or earth mound or earth berm, a natural buffer made of the following may be provided:
- (1) 1 evergreen tree for every 10 lineal feet of lot line requiring a buffer, planted in an offset manner to provide a solid buffer; and
 - (2) 1 shrub for every 6 lineal feet of lot line requiring a buffer.
- G. **Increased standards for wide required buffers.** For buffers with a minimum width requirement of 50 feet or more, the minimum tree and shrub planting requirements in Subsection 4.3.3-D and/or Subsection 4.3.3-E shall be doubled.

- (1) The maximum illumination permitted in each district type shall be as provided in Table 4.5.2-A - Illumination Levels.
- (2) Where there are two or more abutting lots with different zoning districts and different maximum illumination requirements, the more restrictive standards shall apply to both lots along the shared property line.
- (3) When a use is adjacent to any one-unit dwelling, the most restrictive standards in Table 4.5.2-A - Illumination Levels shall apply to such use.
- (4) Illumination levels across parking lots shall be maintained at an average level as shown in Table 4.5.2-A.

District	Across Property	At Property Lines <i>Non-Cutoff Lighting</i>	At Property Lines <i>Cutoff Lighting</i>
RER, SUR, MUR, NBM	2	0.1	0.1
CBM, LIT, GOR, AMN, AMC, AMS, SLF	Building entryways: 5.0	0.3	0.5
	Parking lots: 2.0		

Table 4.5.2-A. Illumination Levels

F. **Design standards.** The following design standards apply to certain outdoor lighting, as described below:

- (1) The placement of light poles within raised curb planter areas or within landscaped islands is encouraged. Any conflicts with trees in parking lots that can obscure lighting shall be avoided through alternative lighting locations.
- (2) No outdoor lighting shall be of such an intensity or color distortion as to cause glare or to impair the vision of drivers or pedestrians.
- (3) Uniform lighting shall be provided to prevent various intensities of lighting throughout parking areas. Such uniform lighting shall be illustrated in any required lighting plan.
- (4) All outdoor lighting fixtures within a development shall be the same, similar, or complementary in design and appearance.
- (5) Lighting shall be dimmed between the hours of 11:30pm and 6:30am, as shown in Table 4.5.2-B - Specified Outdoor Area Illumination Levels, to limit light pollution and preserve the opportunity for appreciation of the night sky. Facilities where customers are served on-site 24 hours per day may be granted an exemption by the Zoning Administrator upon compliance with all other sections of this Article 4 – Development Design Standards.

- D. **Zones and Districts.** For purposes of this Section, signage permissions shall be determined based on the applicable zoning district and, where a conditional or lawful nonconforming use exists, the type of use lawfully occupying the site, as follows:
- (1) Residential Zoning Districts. RER, SUR, and MUR zoning districts. Properties within these districts that are lawfully occupied by non-residential uses shall be subject to the signage standards applicable to the use as permitted by this Resolution.
 - (2) Commercial Zoning Districts. NBM, **CBM**, AMN, AMC, and AMS zoning districts.
 - (3) Industrial Zoning Districts. LIT and SLF zoning districts.
 - (4) GOR District. No signage shall be permitted within the GOR zoning district except for governmental signs, signs required by law, and gateway monument signs approved in accordance with this Resolution.

4.8.2 Master Signage Plan

- A. **Requirement and effect.**
- (1) A Master Signage Plan shall be required for any lot proposing one or more permanent surface or identification signs.
 - (2) An approved Master Signage Plan authorizes all signage shown on the plan, and no separate zoning certificate shall be required.
 - (3) A joint plan may be submitted for unified or commonly maintained developments to establish coordinated signage standards, as determined appropriate by the Zoning Administrator.
 - (4) The Zoning Administrator shall approve or deny a complete Master Signage Plan application within thirty (30) days of completeness determination. The review period may be extended provided that notice of such extension is issued to the applicant through the Township's permit processing portal.
 - (5) Written findings shall be issued for any denial.
- B. **Submittal requirements.** A Master Signage Plan shall include sufficient information to demonstrate compliance with this Resolution, including:
- (1) A consolidated site plan showing all existing and proposed signage and relevant site features;
 - (2) Calculations demonstrating compliance with applicable sign standards;
 - (3) Design, construction, and illumination details;
 - (4) Landscaping details for ground-mounted signs; and
 - (5) Identification of any proposed sign face changes. Replacement or modification of a sign structure shall constitute a new sign.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 P.M., on the 9th day of June, 2026, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mrs. Cathy Ulrich, Mr. Dan Unger, and Mr. Matthew Wahlert

Trustee _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. _____ - _____

**RESOLUTION DENYING ZONING COMMISSION CASE CZC-26-4,
ZONING TEXT AMENDMENT TO ARTICLE 2, ZONES, DISTRICTS, AND
OVERLAYS, SECTION 2.2, ZONE AND DISTRICT DESIGNATIONS
AND RELATED PROVISIONS OF THE
COLERAIN TOWNSHIP ZONING RESOLUTION**

WHEREAS, pursuant to Ohio Revised Code Section 519.12, the Colerain Township Zoning Commission initiated by motion Case CZC-26-4, a proposed text amendment to create a new zoning district titled CBM – Corridor Mixed and to amend related provisions of the Zoning Resolution, including Section 2.2, Table 3.1.4-A, Table 4.2.2-A, and other related references, to establish a flexible mixed-use zoning option for commercial corridors and transitional areas outside of Colerain Avenue; and

WHEREAS, the Colerain Township Zoning Commission conducted a public hearing on the proposed text amendment on April 21, 2026, and after staff presentation, public comments, exhibits, and other materials were submitted, voted 5-0 to recommend to the Board of Trustees approval of the proposed text amendment; and

WHEREAS, pursuant to Ohio Revised Code Section 519.12(G) and (H), the Colerain Township Board of Trustees on June 9, 2026 conducted its public hearing on the unanimous recommendation from the Colerain Township Zoning Commission in Case Number CZC-26-4, and after consideration of the recommendation and all public comments, exhibits, and other materials submitted, voted ____ - ____ to deny the Colerain Township Zoning Text Amendment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, that the Board does hereby adopt and approve the amendment to the Colerain Township Zoning Resolution attached hereto as Exhibit “A”; and

BE IT FURTHER RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That the Board of Trustees of Colerain Township, Hamilton County, Ohio denies the text amendment attached hereto as Exhibit “A”, for the reason that the text amendment would not be in the best interest of the Township and the health, safety, morals, and welfare of the public, is not consistent with the Colerain Township Comprehensive Plan previously adopted by the Township, and is not in keeping with good land use planning; and,
2. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code; and
3. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading; and
4. That this Resolution shall be effective at the earliest date allowed by law.

Trustee _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mrs. Ulrich ____, Mr. Unger ____, Mr. Wahlert ____

ADOPTED this ____ of ____, 2026.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matt Wahlert, Trustee

ATTEST:

Jeff Baker
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Brodi Conover
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of _____, 2026.

Jeff Baker
Colerain Township Fiscal Officer

2.2 ZONE AND DISTRICT DESIGNATIONS

2.2.1 Zones Established

- A. **RER: Rural Estate Residential.** Provides standards for residential uses and limited non-residential uses in a rural setting.
- B. **SUR: Single Unit Residential.** Provides standards for different types of residential uses and limited non-residential uses in a suburban setting.
- C. **MUR: Multi-Unit Residential.** Provides for a wide range of residential uses and some limited non-residential uses in first-ring suburban and urban settings.
- D. **NBM: Neighborhood Mixed.** Provides for a variety of non-residential and limited residential uses in first-ring suburban and urban settings.
- E. **CBM: Corridor Mixed.** Provides for a mix of non-residential uses and compatible residential uses in commercial corridor and transition areas.
- F. **LIT: Light Intensity Industrial.** Provides for industrial and other non-residential uses in industrial park settings.
- G. **GOR: Greenspace, Open Space & Recreation.** Provides for recreational uses, limited institutional uses, and limited agricultural uses in sparsely developed areas.

2.2.2 Districts Established

- A. **AMN: Avenue Mixed North.** Provides for a variety of non-residential and limited residential uses along the north portion of the Colerain Avenue corridor.
- B. **AMC: Avenue Mixed Central.** Provides for a variety of non-residential and limited residential uses along the central portion of the Colerain Avenue corridor.
- C. **AMS: Avenue Mixed South.** Provides for a variety of non-residential and limited residential uses along the south portion of the Colerain Avenue corridor.
- D. **SLF: Sanitary Landfill.** Provides standards for solid waste disposal facilities and compatible uses that avoid continued expansion of such uses without planning for, and mitigation of, adverse impacts on surrounding properties and neighborhoods.
- E. **PD: Planned District.** Intended to provide flexibility for unique and integrated development projects that advance the goals of the Comprehensive Plan and encourage coordinated site design. Planned Districts may incorporate a mixture of residential, commercial, or industrial uses at varying densities where such development would benefit from unified planning rather than strict application of base zoning standards.
 - (1) The establishment of a Planned District requires a zoning map amendment per ORC Section 519.12 and outlined in Section 6.4 of this Resolution.
 - (2) The Township Trustee resolution approving a Planned District, including the adopted development plan, conditions of approval, and any related exhibits, shall constitute the governing zoning regulations for the property. Development within a Planned

TABLE 2.2.3-F: CBM (CORRIDOR MIXED) ZONE INTENT, USES, AND DEVELOPMENT STANDARDS

ZONE INTENT			
Provides for a mix of non-residential uses and compatible residential uses in commercial corridor and transition areas.			
● PERMITTED USES *			
Agricultural & Animal Uses			
● Pet Services & Daycare ● Veterinary Facility			
Mixed Uses			
● Vertical Mixed: Small ● Vertical Mixed: Large ● Live-Work Unit ● Civic Hub			
Commercial Uses			
● Art Studio or Classroom ● Bank or Financial Institution ● Bar, Micro-Brewery, and Micro-Distillery ● Broadcasting & Streaming Studio ● Day Care Facility ● Entertainment Venue ● Fabrication Retail			
● Funeral & Memorial Service ● Greenhouse & Nursery ● Health & Fitness Venue ● Laboratory ● Medical Office or Clinic ● Mobile Food Vendor ● Off-Premises Sign ● Personal Service ● Professional or Business Office ● Restaurant ● Retail ● Service Commercial ● Small Cellular Telecommunications Facility ● Telecommunications Tower ● Type-B Family Day Care Home ● Vendor Market			
Institutional & Public Uses			
● Active Park & Recreational Facility ● Cemetery ● Educational Facility: Higher Learning ● Educational Facility: Non-Higher Learning ● Essential Service or Utility			
● Government & Public Use ● Hospital ● Indoor Recreational Facility ● Nature Park & Conservation Area ● Private Recreational Facility ● Religious Place of Worship			
● CONDITIONAL USES *			
Residential Uses			
● Dwelling: Multi-Unit			
Automotive Uses			
● Automotive Fuel Service ● Automotive Wash			
Commercial Uses			
● Contractor Services & Supply ● Event Venue ● Hotel or Motel ● Industrial: Light ● Radio Antenna: Commercial			
Ⓐ ACCESSORY USES *			
Ⓐ Accessory Dwelling Unit Ⓐ Accessory Off-Street Parking Ⓐ Short-Term Rentals Ⓐ Decks, Porches & Concrete Pads			
Ⓐ Electric Vehicle Charging Stations Ⓐ Home Occupation Ⓐ Outdoor Sales & Storage Ⓐ Radio Antenna: Non-Commercial Ⓐ Satellite Dish Antenna Ⓐ Solar Panels Ⓐ Small Wind Energy Conversion System			
Ⓣ TEMPORARY USES *			
Ⓣ One-Time Special Events Ⓣ Charitable Donation Container Ⓣ Temporary Entertainment Building Ⓣ Temporary Incidental Construction Building Ⓣ Temporary Storage Container Ⓣ Temporary Tent for Outdoor Displays or Sales			
ZONE DEVELOPMENT STANDARDS *			
Lot Area		Side Yard Setback	
Standard Lots		Abutting Non-Residential	
1/4 acre minimum		None	
Lot Width		Rear Yard Setback	
50 feet minimum		Abutting Residential	
Lot Coverage		15 feet	
75% maximum of lot area		Rear Yard Setback	
Streetscape Buffer		Abutting Non-Residential	
15 feet minimum		None	
Front Yard Setback		Building Height	
None		Principal Building	
Side Yard Setback		60 feet	
Abutting Residential		Building Size	
5 feet minimum per side		Principal Building	
		Minimum Square Footage: N/A	
		Minimum Length & Width: N/A	
		Building Size	
		Accessory Dwelling Unit	
		Minimum Square Footage: N/A	
		Minimum Length & Width: N/A	

* Uses listed in this table are subject to all applicable use-specific standards set forth in Article 3 and all applicable Zone Development Standards footnotes contained in Table 4.2.2-A, which are hereby incorporated by reference and shall apply to all development within the CBM Zone.

Table 3.1.4-A

Comprehensive Use Permissions

- = Allowed By-Right
- ◐ = Conditionally Allowed
- Ⓐ = Allowed as Accessory Use
- Ⓣ = Allowed as Temporary Use
- = Prohibited Use

		Use-Specific Standards Subsection	Greenspace, Open Space & Recreation	Rural Estate Residential	Single Unit Residential	Multi-Unit Residential	Neighborhood Mixed	Corridor Mixed	Avenue Mixed North	Avenue Mixed Central	Avenue Mixed South	Light Intensity Industry	Sanitary Landfill
			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
3.2. - Agricultural & Animal Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Agricultural & Animal Keeping	3.2.1		●	●	●	●	●	—	—	—	—	●	—
Commercial Kennel	3.2.2		—	—	—	—	—	—	◐	◐	◐	◐	—
Pet Services and Daycare	3.2.3		—	—	—	◐	●	●	●	●	●	●	—
Riding Stable	3.2.4		●	●	—	—	—	—	—	—	—	—	—
Veterinary Facility	3.2.5		—	—	—	◐	●	●	●	●	●	●	—
3.3 - Residential Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Adult Group Facility: Small	3.3.1		—	●	●	●	—	—	—	—	—	—	—
Adult Group Facility: Large	3.3.2		—	—	—	●	—	—	—	—	—	—	—
Child Group Facility	3.3.3		—	—	◐	●	—	—	—	—	—	—	—
Dwelling: Multi-Unit	3.3.4		—	—	◐	●	◐	◐	◐	◐	◐	—	—
Dwelling: One Unit	3.3.5		—	●	●	◐	—	—	—	—	—	—	—
Dwelling: Two Unit	3.3.6		—	—	●	●	—	—	—	—	—	—	—
Institutional Housing	3.3.7		—	—	—	●	—	—	—	—	—	—	—
Permanently Sited Manufactured Home	3.3.8		—	●	●	●	—	—	—	—	—	—	—
3.4 - Mixed Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Vertical Mixed: Small	3.4.1		—	—	—	●	●	●	—	—	—	—	—
Vertical Mixed: Large	3.4.2		—	—	—	—	●	●	●	●	●	—	—
Live-Work Unit	3.4.3		—	—	—	—	●	●	●	●	●	—	—
Civic Hub	3.4.4		—	—	—	—	●	●	●	●	●	—	—
3.5 - Automotive Uses			GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Automotive Body Repair	3.5.1		—	—	—	—	—	—	◐	●	◐	◐	—
Automotive Fuel Service	3.5.2		—	—	—	—	—	◐	◐	●	◐	◐	—
Automotive Recycling Facility	3.5.3		—	—	—	—	—	—	—	—	—	◐	—
Automotive Sales or Rental	3.5.4		—	—	—	—	—	—	—	●	—	—	—
Automotive Service	3.5.5		—	—	—	—	—	—	◐	●	◐	◐	—
Automotive Wash	3.5.6		—	—	—	—	—	◐	◐	●	◐	◐	—

3.6 - Commercial Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Alternative Financial Service	3.6.1	—	—	—	—	—	—	◐	◐	◐	—	—
Art Studio or Classroom	3.6.2	—	—	—	◐	●	●	●	●	●	●	—
Bank or Financial Institution	3.6.3	—	—	—	◐	◐	●	●	●	●	—	—
Bar, Micro-Brewery, or Micro-Distillery	3.6.4	—	—	—	◐	◐	●	●	●	●	—	—
Brewery or Distillery	3.6.5	—	—	—	—	—	—	—	—	—	●	—
Broadcasting & Streaming Studio	3.6.6	—	—	—	—	—	●	●	●	●	●	—
Cannabis Dispensary	3.6.7	—	—	—	—	—	—	◐	◐	◐	—	—
Contractor Services & Supply	3.6.8	—	—	—	—	—	◐	◐	◐	◐	●	—
Day Care Facility	3.6.9	—	—	—	●	●	●	●	●	●	◐	—
Distribution Facility	3.6.10	—	—	—	—	—	—	—	—	—	●	—
Entertainment Venue	3.6.11	—	—	—	—	●	●	●	●	●	●	—
Event Venue	3.6.12	—	—	—	—	◐	◐	●	●	●	—	—
Fabrication Retail	3.6.13	—	—	—	◐	●	●	●	●	●	◐	—
Fireworks Manufacturing	3.6.14	—	—	—	—	—	—	—	—	—	◐	—
Fireworks Retail Sales	3.6.15	—	—	—	—	—	—	—	—	—	◐	—
Funeral & Memorial Service	3.6.16	—	—	—	—	—	●	●	●	●	●	—
Greenhouse & Nursery	3.6.17	—	—	—	—	—	●	●	●	●	●	—
Health & Fitness Venue	3.6.18	—	—	—	◐	●	●	●	●	●	◐	—
Hotel or Motel	3.6.19	—	—	—	—	—	◐	◐	◐	◐	—	—
Industrial: Heavy	3.6.20	—	—	—	—	—	—	—	—	—	◐	●
Industrial: Light	3.6.21	—	—	—	—	—	◐	◐	◐	◐	●	—
Laboratory	3.6.22	—	—	—	—	—	●	●	●	●	●	—
Massage Parlor	3.6.23	—	—	—	—	—	—	—	—	—	—	—
Medical Office or Clinic	3.6.24	—	—	—	—	●	●	●	●	●	●	—
Mobile Food Vendor	3.6.25	—	●	●	●	●	●	●	●	●	●	—
Off-Premises Sign	3.6.26	—	—	—	—	—	●	●	●	●	●	●
Personal Service	3.6.27	—	—	—	◐	●	●	●	●	●	●	—
Professional or Business Office	3.6.28	—	—	—	◐	●	●	●	●	●	●	—
Radio Antenna: Commercial	3.6.29	—	◐	◐	◐	◐	◐	◐	◐	◐	◐	◐
Restaurant	3.6.30	—	—	—	●	●	●	●	●	●	◐	—
Retail	3.6.31	—	—	—	◐	●	●	●	●	●	◐	—
Self-Storage Facility	3.6.32	—	—	—	—	—	—	—	—	—	◐	—
Service Commercial	3.6.33	—	—	—	—	●	●	●	●	●	◐	—
Small Cellular Telecommunications Facility	3.6.34	—	●	●	●	●	●	●	●	●	●	—
Tattoo Studio	3.6.35	—	—	—	—	—	—	◐	◐	◐	—	—
Telecommunications Tower	3.6.36	—	●	●	●	●	●	●	●	●	●	—
Tobacco Retail	3.6.37	—	—	—	—	—	—	◐	◐	◐	—	—
Type-A Family Day Care Home	3.6.38	—	—	—	—	●	—	—	—	—	—	—
Type-B Family Day Care Home	3.6.39	—	●	●	●	●	●	●	●	●	—	—
Vendor Market	3.6.40	—	—	—	—	●	●	●	●	●	◐	—

3.7 - Institutional & Public Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Active Park & Recreational Facility	3.7.1	●	◐	◐	◐	●	●	●	●	●	●	●
Cemetery	3.7.2	—	●	—	—	●	●	●	●	●	●	—
Educational Facility: Higher Learning	3.7.3	—	—	—	◐	◐	●	●	●	●	—	—
Educational Facility: Non-Higher Learning	3.7.4	—	◐	◐	◐	◐	●	●	●	●	—	—
Essential Service or Utility	3.7.5	—	●	●	●	●	●	●	●	●	●	—
Government & Public Use	3.7.6	●	●	●	●	●	●	●	●	●	●	●
Hospital	3.7.7	—	—	—	—	◐	●	●	●	●	—	—
Indoor Recreational Facility	3.7.8	—	—	—	—	◐	●	●	●	●	●	—
Nature Park & Conservation Area	3.7.9	●	●	●	●	●	●	●	●	●	●	●
Private Recreational Facility	3.7.10	●	◐	◐	◐	◐	●	●	●	●	●	—
Religious Place of Worship	3.7.11	—	◐	◐	◐	◐	●	●	●	●	●	—
Solid Waste Disposal or Transfer Facility	3.7.12	—	—	—	—	—	—	—	—	—	—	●
3.8 - Accessory Buildings, Features & Uses ⁽¹⁾		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
Accessory Dwelling Unit	3.8.5	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—	—
Accessory Off-Street Parking	3.8.6	—	—	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—
Short-Term Rentals	3.8.7	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—
Carports	3.8.8	—	(A)	(A)	(A)	—	—	—	—	—	—	—
Decks, Porches, or Concrete Pads	3.8.9	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—
Electric Vehicle Charging Stations	3.8.10	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Home Occupation	3.8.11	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—	—
Outdoor Sales & Storage	3.8.12	—	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	—	—
Private Kennel	3.8.13	—	(A)	(A)	(A)	—	—	—	—	—	—	—
Radio Antenna: Non-Commercial	3.8.14	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Roadside Stand	3.8.15	—	(A)	—	—	—	—	—	—	—	—	—
Satellite Dish Antenna	3.8.16	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Solar Panels	3.8.17	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Small Wind Energy Conversion System	3.8.18	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)	(A)
Swimming Pool, Lake, or Bathhouse	3.8.19	—	(A)	(A)	(A)	(A)	—	—	—	—	—	—
Wood Furnace: Outdoor	3.8.20	—	(A)	(A)	(A)	—	—	—	—	—	—	—
3.9 - Temporary Buildings & Uses		GOR	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	SLF
One-Time Special Events	3.9.5	—	—	—	—	(T)	(T)	(T)	(T)	(T)	(T)	—
Charitable Donation Container	3.9.6	—	—	—	—	(T)	(T)	(T)	(T)	(T)	(T)	—
Temporary Entertainment Building	3.9.7	(T)	—	—	—	(T)	(T)	(T)	(T)	(T)	—	—
Temporary Incidental Construction Building	3.9.8	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)
Temporary Storage Container	3.9.9	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)	(T)
Temporary Tent for Outdoor Displays or Sales	3.9.10	—	—	—	—	(T)	(T)	(T)	(T)	(T)	(T)	—

Table Note:

(1) Includes all accessory buildings and features that are not separately identified with permissions within this table, subject to the provisions of Subsection 3.1.2— Interpretation of Uses, and Section 3.8 – Accessory Buildings, Features, and Uses.

3.6.25 Mobile Food Vendor

- A. **Zoning Certificate required.** A Mobile Food Service Unit shall obtain and maintain a valid Township Zoning Certificate prior to operation. Certificates shall be issued annually and kept in the unit and produced upon request.
- B. **Permitted locations.** Mobile Food Service Units may operate only in approved zoning districts and with written permission from the property owner or applicable public agency. Operation on private property is permitted within the NBM, CBM, AMN, AMC, AMS, and LIT Districts; operation within the RER, SUR, and MUR Districts is permitted only when conducted as part of a Township-approved One-Time Special Event (OTSE).
- C. **Required approvals.** Zoning Certificate applications shall include: (1) current Hamilton County Public Health license; (2) Fire Department approval; and (3) proof of registration and \$1,000,000 liability insurance.
- D. **Location standards.** Mobile Food Service Units:
- (1) shall not operate within the public right-of-way;
 - (2) shall not operate within required buffers;
 - (3) shall not operate within sight triangles;
 - (4) shall not block sidewalks, driveways, entrances, circulation aisles, or fire lanes;
 - (5) shall be at least 15 feet from hydrants, 5 feet from building entrances, ramps, or driveways, and shall be located at least 10 feet from other MFSUs;
 - (6) shall be located at least 100 feet from any restaurant entrance or outdoor dining area unless waived in writing by the restaurant owner;
 - (7) shall follow applicable residential setback requirement when the unit abuts a residential zoning district; and
 - (8) shall be limited to no more than two (2) MFSUs may operate on a site of ½ acre or less, three (3) on sites over ½ acre up to 1 acre, and four (4) on sites over 1 acre, unless approved through a One-Time Special Event permit.

Table 4.2.2-A Comprehensive Development Standards	Lot			Setbacks				Building	
	Area	Parking Frontage	Streetscape Buffer	Front Yard		Side Yard	Rear Yard	Height	Size
	(1) (2)	(3)	(4)	(5)	(6)	(7)		(9)	(2) (9)
	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>	<i>min</i>	<i>max</i>	<i>min</i>
GOR Greenspace, Open Space & Recreation	2 ac.	-	-	50 ft.	-	50 ft.	50 ft.	30 ft.	-
RER Rural-Estate Residential	1 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
SUR Single Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	30 ft.	900 ft. ²
MUR Multi-Unit Residential	1/8 ac.	-	-	30 ft.	-	5 ft.	30 ft.	60 ft.	-
NBM Neighborhood Mixed	1/8 ac.	30%	-	-	15 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
CBM Corridor Mixed	1/4 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMN Avenue Mixed North	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMC Avenue Mixed Central	1/2 ac.	-	15 ft.	-	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
AMS Avenue Mixed South	1/2 ac.	60%	-	-	30 ft.	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
LIT Light Intensity Industry	1 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-
SLF Sanitary Landfill	2 ac.	-	-	50 ft.	-	5 ft. ⁽⁸⁾	15 ft. ⁽⁸⁾	60 ft.	-

Table Notes

(1) in all zoning districts, each lot shall have a minimum width of 50 feet, and lot coverage shall not exceed 75%, unless otherwise specifically modified by this Resolution.

(2) per residential dwelling unit

(3) shall apply only along the primary street frontage. Parking frontage shall include off-street parking areas, maneuvering aisles, and vehicular circulation areas located between the principal building and the front property line or otherwise occupying the primary street frontage. Driveways providing access to side or rear parking areas may cross the frontage but shall not be counted as parking frontage unless designed as parking or maneuvering area.

(4) required only for nonresidential properties within the districts listed in this table and only along the following street frontages: Colerain Ave., Springdale Rd., W. Galbraith Rd., Compton Rd., Banning Rd., Hamilton Ave., Kemper Rd., Blue Rock Rd., and Pippin Rd. The required width shall be measured from the front property line. Plant materials, tree spacing,

(5) lesser of number shown or 80% of context average

(6) shall apply only to primary street frontages and shall not apply to drive-through facilities or infill development located within existing unified or master-planned centers, which shall have no required front yard setback.

(7) side yard setback applies per side

(8) shall apply only to non-residentially zoned or used lots where such lot abuts property zoned or used for residential purposes. In all other cases, the setback shown shall not apply

(9) applied to primary buildings only. Dimensional standards for accessory buildings are regulated by Paragraph 4.2.3 (A)

4.5 OUTDOOR LIGHTING

4.5.1 General Outdoor Lighting Provisions

- A. **Purpose.** The purpose of this Section 4.5 is to regulate outdoor lighting, promote safety and security, and reduce or prevent light pollution and impacts of lighting on surrounding properties. Such effects to be reduced or prevented include but are not limited to glare, light trespass, and conservation of energy.
- B. **Applicability.** The regulations of this Section shall apply to all lighting that illuminates the exterior of a building, structure, open space, parking and loading areas, or other features of a lot.
- C. **Lighting plans required.** Except where explicitly exempted, lighting plans must be submitted for approval with all applications for a Zoning Certificate per Subsection 6.3.2 for work in the following zones or districts:
- (1) GOR – Greenspace, Open Space, Recreational;
 - (2) MUR – Multi-Unit Residential;
 - (3) NBM – Neighborhood Mixed;
 - (4) **CBM - Corridor Mixed;**
 - (5) AMN – Avenue Mixed North;
 - (6) AMC – Avenue Mixed Central;
 - (7) AMS – Avenue Mixed South;
 - (8) LIT – Light Intensity Industry, and;
 - (9) SLF – Sanitary Landfill.
- D. **Exemptions.** The following types of outdoor lighting shall not be regulated by this Section 4.5:
- (1) Lighting required by State or Federal regulations;
 - (2) Illuminated poles for government-installed flags;
 - (3) Seasonal holiday lighting (less than 30 days in any calendar year);
 - (4) Athletic field and amphitheater lighting (when extinguished within one hour following programs); and
 - (5) Emergency lighting.
- E. **Alternative illumination standards.** Uses in the **CBM**, AMN, AMC, or AMS districts that incorporate approved outdoor display areas that are exempt from this Resolution may follow the alternate illumination levels of Table 4.5.2-B - Specified Outdoor Area Illumination Levels provided that a lighting plan meeting the standards of Subsection 4.5.2 – Lighting Standards is approved.
- F. **Prohibited outdoor lighting.** The following types or features of outdoor lighting are prohibited:
- (1) Non-cutoff lighting affixed to a wall; and

- E. **Planting requirements for buffers.** At a minimum, buffer yards other than streetscape buffers shall include:
- (1) A 6-foot-tall fence or wall, or an earth mound, or an earth berm; and
 - (2) 1 evergreen tree and 2 shrubs for every 20 lineal feet of lot line requiring a buffer.

abuts:	RER	SUR	MUR	NBM	CBM	AMN	AMC	AMS	LIT	GOR	SLF
when											
RER	0	0	0	0	0	0	0	0	0	0	0
SUR	0	0	0	0	0	0	0	0	0	0	0
MUR	25	0	0	0	0	0	0	0	0	25	0
NBM	25	25	20	0	0	0	0	0	0	40	0
CBM	30	30	40	0	0	0	0	0	0	45	0
AMN	30	30	40	10	0	0	0	0	0	50	0
AMC	30	30	40	10	0	0	0	0	0	50	0
AMS	30	30	40	10	0	0	0	0	0	50	0
LIT	100	100	100	30	10	10	10	10	0	50	0
GOR	25	0	0	0	0	0	0	0	0	0	0
SLF	500	500	500	100	100	100	100	100	80	500	0

Table 4.3.3-A. Required Buffer Yards by District

- F. **Alternative requirements for buffers.** In lieu of a fence, wall, or earth mound or earth berm, a natural buffer made of the following may be provided:
- (1) 1 evergreen tree for every 10 lineal feet of lot line requiring a buffer, planted in an offset manner to provide a solid buffer; and
 - (2) 1 shrub for every 6 lineal feet of lot line requiring a buffer.
- G. **Increased standards for wide required buffers.** For buffers with a minimum width requirement of 50 feet or more, the minimum tree and shrub planting requirements in Subsection 4.3.3-D and/or Subsection 4.3.3-E shall be doubled.

- (1) The maximum illumination permitted in each district type shall be as provided in Table 4.5.2-A - Illumination Levels.
- (2) Where there are two or more abutting lots with different zoning districts and different maximum illumination requirements, the more restrictive standards shall apply to both lots along the shared property line.
- (3) When a use is adjacent to any one-unit dwelling, the most restrictive standards in Table 4.5.2-A - Illumination Levels shall apply to such use.
- (4) Illumination levels across parking lots shall be maintained at an average level as shown in Table 4.5.2-A.

District	Across Property	At Property Lines <i>Non-CutoU' Lighting</i>	At Property Lines <i>CutoU' Lighting</i>
RER, SUR, MUR, NBM	2	0.1	0.1
CBM, LIT, GOR, AMN, AMC, AMS, SLF	Building entryways: 5.0	0.3	0.5
	Parking lots: 2.0		

Table 4.5.2-A. Illumination Levels

F. **Design standards.** The following design standards apply to certain outdoor lighting, as described below:

- (1) The placement of light poles within raised curb planter areas or within landscaped islands is encouraged. Any conflicts with trees in parking lots that can obscure lighting shall be avoided through alternative lighting locations.
- (2) No outdoor lighting shall be of such an intensity or color distortion as to cause glare or to impair the vision of drivers or pedestrians.
- (3) Uniform lighting shall be provided to prevent various intensities of lighting throughout parking areas. Such uniform lighting shall be illustrated in any required lighting plan.
- (4) All outdoor lighting fixtures within a development shall be the same, similar, or complementary in design and appearance.
- (5) Lighting shall be dimmed between the hours of 11:30pm and 6:30am, as shown in Table 4.5.2-B - Specified Outdoor Area Illumination Levels, to limit light pollution and preserve the opportunity for appreciation of the night sky. Facilities where customers are served on-site 24 hours per day may be granted an exemption by the Zoning Administrator upon compliance with all other sections of this Article 4 – Development Design Standards.

- D. **Zones and Districts.** For purposes of this Section, signage permissions shall be determined based on the applicable zoning district and, where a conditional or lawful nonconforming use exists, the type of use lawfully occupying the site, as follows:
- (1) Residential Zoning Districts. RER, SUR, and MUR zoning districts. Properties within these districts that are lawfully occupied by non-residential uses shall be subject to the signage standards applicable to the use as permitted by this Resolution.
 - (2) Commercial Zoning Districts. NBM, CBM, AMN, AMC, and AMS zoning districts.
 - (3) Industrial Zoning Districts. LIT and SLF zoning districts.
 - (4) GOR District. No signage shall be permitted within the GOR zoning district except for governmental signs, signs required by law, and gateway monument signs approved in accordance with this Resolution.

4.8.2 Master Signage Plan

- A. **Requirement and effect.**
- (1) A Master Signage Plan shall be required for any lot proposing one or more permanent surface or identification signs.
 - (2) An approved Master Signage Plan authorizes all signage shown on the plan, and no separate zoning certificate shall be required.
 - (3) A joint plan may be submitted for unified or commonly maintained developments to establish coordinated signage standards, as determined appropriate by the Zoning Administrator.
 - (4) The Zoning Administrator shall approve or deny a complete Master Signage Plan application within thirty (30) days of completeness determination. The review period may be extended provided that notice of such extension is issued to the applicant through the Township's permit processing portal.
 - (5) Written findings shall be issued for any denial.
- B. **Submittal requirements.** A Master Signage Plan shall include sufficient information to demonstrate compliance with this Resolution, including:
- (1) A consolidated site plan showing all existing and proposed signage and relevant site features;
 - (2) Calculations demonstrating compliance with applicable sign standards;
 - (3) Design, construction, and illumination details;
 - (4) Landscaping details for ground-mounted signs; and
 - (5) Identification of any proposed sign face changes. Replacement or modification of a sign structure shall constitute a new sign.

PUBLIC HEARINGS

Department: Development
Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #3: Revitalization of the Community through Economic Development, Beautification, and Code Enforcement

Public Hearing for Case MSP-26-9, Place Making Art Sign for Beautiful Savior Lutheran Church, 11911 Pippin Road
Recommend ADOPTION of the Motion.

Rationale:

Case MSP-26-9 is a request associated with proposed permanent signage for Beautiful Savior Lutheran Church, located at 11911 Pippin Road, Colerain, Ohio 45231. The subject property is located on a corner lot, and the submitted request seeks approval of a sign intended to function as a distinctive placemaking feature for the property and the surrounding intersection. At the time the application was filed, the Colerain Township Zoning Resolution included regulations for Placemaking Art Signs. Those regulations allowed an applicant or property owner to request a larger projecting, roof, wall, or ground sign with greater design flexibility when the proposed sign utilized creative layers, dimension, materiality, and design features intended to contribute to a unique visual presence and broader placemaking value. Approval of a Placemaking Art Sign required review and approval by the Board of Trustees.

Table 4.8.3-M

Placemaking Art Signs			
		 Artistic Sign	 Trustee Approval Required
A larger projecting, roof, wall, or ground sign that offers an applicant or property owner more freedom with design and materiality to create a highly unique presence for their location. In turn, the design contributes to a diverse visual culture in the Township. This sign is approved outside of the Master Signage Plan requirement and must be approved by the Board of Trustees. The Board shall only consider the first 3 placemaking art sign cases that apply per calendar year. There shall be no appeal when Placemaking Art Signage is denied by the Board of Trustees. Note: Placemaking Art Sign applications shall not be used as a loophole to the other regulations of this Article. The Zoning Administrator is under no obligation to accept an application that does not meet the definition and conditions listed upon this Table.			
	Residential Districts	Commercial Districts	Industrial Districts
Conditionally Permitted	Yes	Yes	Yes
Conditions			
Signage shall be constructed utilizing creative layers and dimension.			
Signage should utilize creative lighting options, unless otherwise stated below.			
Signage that does not qualify as 'projecting signage', 'roof signage', 'wall signage' or 'ground signage' may be allowed at the discretion of the Board of Trustees.			
Projecting Signage			
Projecting signage shall only be placed on the corner of a building of at least two stories.			
If projecting signage advertises an individual business, that business shall be entitled to all other signage of which the business is allowed.			
Projecting signs may be located entirely or partially in the public right-of-way, or may be located entirely on private property.			
The lowest point on projecting signage shall be at least 9 feet from ground elevation.			
Roof Signage			
Roof signage shall be highly unique and act as a landmark to the subject area.			
Roof signage shall consist of channel letters only and shall not utilize standard geometrical cabinets with changeable faces.			
Wall Signage (Murals)			
Murals that contain commercial messages for an on-premises business shall only do so in an indirect manner.			
Murals shall not contain commercial messages, whether directly or indirectly, advertising businesses that are located off-premises.			
Murals shall not be illuminated and shall blend with the architectural character of the adjacent areas.			
Ground Signage			
Ground signage shall not be placed in the public right of way.			
Sign Ownership			
Applications shall clearly indicate the owner of the sign, who will be responsible for maintaining the sign and sign structure.			



MSP-26-9
STAFF REPORT
Board of Trustees

Staff & Hearing Information

Department: Development
Staff: David Miller, Development Director
Hearing Date: June 9, 2026

Case Information

Application Type: Placemaking Art Sign
Property Address: 11911 Pippin Rd.
Parcel Number: 510-0013-0010-00
Zoning District: SUR - Single Unit Residential
Applicant: Elmira Rasche, Beautiful Savior Evangelical Lutheran Church
Property Owner: Beautiful Savior Evangelical Lutheran Church

Case Summary

Case MSP-26-9 is a request associated with proposed permanent signage for Beautiful Savior Lutheran Church, located at 11911 Pippin Road, Colerain, Ohio 45231. The subject property is located on a corner lot, and the submitted request seeks approval of a sign intended to function as a distinctive placemaking feature for the property and the surrounding intersection.

At the time the application was filed, the Colerain Township Zoning Resolution included regulations for Placemaking Art Signs. Those regulations allowed an applicant or property owner to request a larger projecting, roof, wall, or ground sign with greater design flexibility when the proposed sign utilized creative layers, dimension, materiality, and design features intended to contribute to a unique visual presence and broader placemaking value. Approval of a Placemaking Art Sign required review and approval by the Board of Trustees.

Case History

On October 20, 2024, the Township adopted regulations allowing Placemaking Art Signs as a special category of signage requiring Board of Trustees approval. The purpose of those regulations was to allow certain signs with enhanced design flexibility where the sign incorporated creative layers, dimension, lighting, materials, or other design features that could contribute to a diverse visual culture within the Township.

On April 2, 2026, Beautiful Savior Lutheran Church submitted application MSP-26-9 for signage at 11911 Pippin Road. The application was submitted before the effective date of the later text amendment removing Placemaking Art Signs from the Zoning Resolution. Effective April 10, 2026, the Township removed the Placemaking Art Sign provisions from the Zoning Resolution. The regulations were removed because of concerns that the standards relied too heavily on subjective review and raised potential content-neutrality concerns in the administration of sign regulations.

Because this application was submitted before the removal of the Placemaking Art Sign provisions became effective, staff finds that the application should be reviewed under the regulations in effect at the time of filing. The application is now being presented to the Board of Trustees for consideration.

Staff Findings

Based on the submitted application, the regulations in effect at the time of filing, Staff's review of the proposed sign location and design, and the relevant goals and recommendations of the Colerain Township Comprehensive Plan, staff finds that:

1. The application was submitted on April 2, 2026, while Placemaking Art Signs were still recognized under the Colerain Township Zoning Resolution. Although those provisions were later removed effective April 10, 2026, the timing of the application supports review under the regulations in effect at the time of filing.
2. The proposed sign is located on a corner lot at 11911 Pippin Road, a location where a well-designed sign may function not only as site identification but also as a recognizable visual feature at the intersection.
3. The former Placemaking Art Sign regulations were intended to allow signs with greater design flexibility where the sign incorporated creative layers, dimension, materiality, or similar design features that created a unique presence for the property. The submitted request is consistent with the type of site-specific design review contemplated by those former provisions.
4. The Comprehensive Plan supports the promotion of community identity and recognizes that landmarks, streetscapes, development patterns, and other built features contribute to the character of the Township. The proposed sign may support that objective by creating a distinctive visual feature for an established institutional use within the community.
5. The Comprehensive Plan also recognizes the importance of placemaking and visually appealing public environments. While the Township has since removed the Placemaking Art Sign category for regulatory reasons, the specific application may still be evaluated under the standards in effect when filed, with the Board's review focused on objective site, design, location, and compatibility considerations.
6. Staff finds that the request is limited to the proposed signage and does not authorize additional signage, future sign substitutions, electronic message centers, off-premises advertising, or other signage not specifically approved by the Board of Trustees.

Staff Recommendation

Staff recommends **APPROVAL** of a Placemaking Art Sign to be placed upon this parcel with the following condition:

1. The sign be the same or similar to the sign shown in the site plan. Specific details regarding the sign shall be approved administratively by the Development Director.

Respectfully submitted for the Colerain Township Board of Trustees' consideration,

A handwritten signature in black ink that reads "David L. Miller". The signature is written in a cursive, flowing style.

David Miller, Development Director



PUBLIC HEARINGS

Department: Development
Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #3: Revitalization of the Community through Economic Development, Beautification, and Code Enforcement

Motion to APPROVE/DENY a Place Making Art Sign at 11911 Pippin Road, Beautiful Savior Lutheran Church
Recommend ADOPTION of the Motion with the **CONDITION** that the sign be the same or similar to the sign shown in the site plan.

Rationale:

Based on the submitted application, the regulations in effect at the time of filing, Staff's review of the proposed sign location and design, and the relevant goals and recommendations of the Colerain Township Comprehensive Plan, staff finds that:

1. The application was submitted on April 2, 2026, while Placemaking Art Signs were still recognized under the Colerain Township Zoning Resolution. Although those provisions were later removed effective April 10, 2026, the timing of the application supports review under the regulations in effect at the time of filing.
2. The proposed sign is located on a corner lot at 11911 Pippin Road, a location where a well-designed sign may function not only as site identification but also as a recognizable visual feature at the intersection.
3. The former Placemaking Art Sign regulations were intended to allow signs with greater design flexibility where the sign incorporated creative layers, dimension, materiality, or similar design features that created a unique presence for the property. The submitted request is consistent with the type of site-specific design review contemplated by those former provisions.
4. The Comprehensive Plan supports the promotion of community identity and recognizes that landmarks, streetscapes, development patterns, and other built features contribute to the character of the Township. The proposed sign may support that objective by creating a distinctive visual feature for an established institutional use within the community.
5. The Comprehensive Plan also recognizes the importance of placemaking and visually appealing public environments. While the Township has since removed the Placemaking Art Sign category for regulatory reasons, the specific application may still be evaluated under the standards in effect when filed, with the Board's review focused on objective site, design, location, and compatibility considerations.
6. Staff finds that the request is limited to the proposed signage and does not authorize additional signage, future sign substitutions, electronic message centers, off-premises advertising, or other signage not specifically approved by the Board of Trustees.

PUBLIC HEARINGS

Department: Development

Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #3: Revitalization of the Community through Economic Development, Beautification, and Code Enforcement

Public Hearing for Case MOD-26-3, a Major Modification to an approved Final Development Plan to modify signage at 9540 Colerain Avenue

Recommend ADOPTION of the Motion.

Rationale:

Major Modifications to Planned Districts require a Public Hearing be held by the Board of Trustees prior to voting to approve or deny the Modification.

MOD-26-3
STAFF REPORT
Board of Trustees

Staff & Hearing Information

Department: Development
Staff: David Miller, Development Director
Hearing Date: June 9, 2026

Case Information

Application Type: Major Modification to an approved Final Development Plan
Property Address: 9540 Colerain Av.
Parcel Number: 510-0103-0241-00
Original Case Number: CZC-69-6 Bill Knapp's
Applicant: Alex Barnett, Atlantic Sign Co.
Property Owner: 9540 Colerain, LLC.

Case Summary

The subject property is located within an approved Planned District originally approved as Case CZC-69-6, commonly known as "Bill Knapps," by the Hamilton County Commissioners on January 2, 1970. The Planned District has been amended multiple times since its original approval. However, the approved Final Development Plan does not establish specific signage standards for the site. As a result, signage is administered under the otherwise applicable standards of the underlying zoning district, AMN – Avenue Mixed North.

The requested modification would authorize up to two hundred eighty-five (285) square feet of wall signage on the property. The request is limited to wall sign allowance and does not propose a change to the permitted use of the property, building location, site circulation, parking layout, access, or other principal site development components. The purpose of the request is to allow reasonable wall signage for a co-branded restaurant while maintaining the continued administration of the approved Planned District.

Case History

The property is part of a long-standing Planned District originally approved in 1970 as CZC-69-6, commonly known as "Bill Knapps", and currently includes Aldi, Ashley Furniture, Panera Bread, and Chick-Fil-A, among other tenants. This specific request is for the building currently occupied by IHOP.

On May 1, 2026, the applicant submitted Master Signage Plan application MSP-26-16 for the proposed wall signage. The Master Signage Plan could not be adopted administratively because the approved Planned District is silent on signage and the proposed wall sign area exceeded the otherwise applicable maximum allowance under the underlying AMN zoning standards. The underlying zoning standard would permit up to one hundred fifty (150) square feet of wall signage, while the applicant requested a total allowance of up to two hundred eighty-five (285) square feet.

Because the requested signage exceeds the applicable administrative allowance and the approved Final Development Plan does not provide separate signage standards, the request has been brought forward as Case MOD-26-3, a major modification to the approved Final Development Plan. Approval of the major modification would establish a specific wall signage allowance for this property within the Planned District record.

Staff Findings

Based on the submitted major modification application, the applicant's supporting materials, the approved Final Development Plan and development history for the property, the applicable provisions of the Colerain Township Zoning Resolution, and the goals and recommendations of the Colerain Township Comprehensive Plan, staff finds that:

1. The requested modification is limited in scope and is appropriate for consideration as a major modification to the approved Final Development Plan. The request does not alter the principal use of the property, expand the building footprint, change site access, modify parking or circulation, or create a broader change to the Planned District. The request is narrowly focused on establishing a wall signage allowance for the existing commercial site.
2. The approved Final Development Plan does not contain specific signage standards for the property. In the absence of such standards, the property is subject to the underlying AMN zoning requirements. The requested modification would resolve this administrative limitation by establishing a clear, site-specific wall signage allowance within the Planned District record.
3. The requested wall signage allowance supports reasonable identification of the permitted commercial use on the property. The proposed allowance of up to two hundred eighty-five (285) square feet is intended to accommodate co-branded restaurant signage and does not, by itself, authorize additional freestanding signage, off-premise signage, electronic message center signage, or other signage types not otherwise permitted.
4. The request is consistent with the Economic Development Element of the Comprehensive Plan, which emphasizes the importance of supporting the Township's commercial corridors, retaining and attracting businesses, strengthening the commercial tax base, and maintaining a regulatory framework that is responsive to redevelopment and business needs. Colerain Avenue is identified in the Comprehensive Plan as a major commercial corridor and regional retail hub, and the continued viability of businesses along the corridor remains an important Township objective.
5. The request is also consistent with the Comprehensive Plan, which calls for Colerain Avenue to function as an important urban connector and recommends that development patterns along the corridor reflect both its local and regional importance. The Plan specifically identifies updated signage regulations as one of the tools that may support corridor redevelopment, access management, beautification, and continued reinvestment.
6. The requested modification is generally consistent with the Community Character Element of the Comprehensive Plan because it allows site-specific signage for an existing commercial property within the Colerain Avenue Corridor while preserving the overall structure and administration of the approved Planned District. The modification recognizes the commercial context of the site without creating a district-wide change or altering surrounding development standards.

Staff Recommendation

Staff recommends **APPROVAL** of the requested Major Modification with the following condition(s):

None.

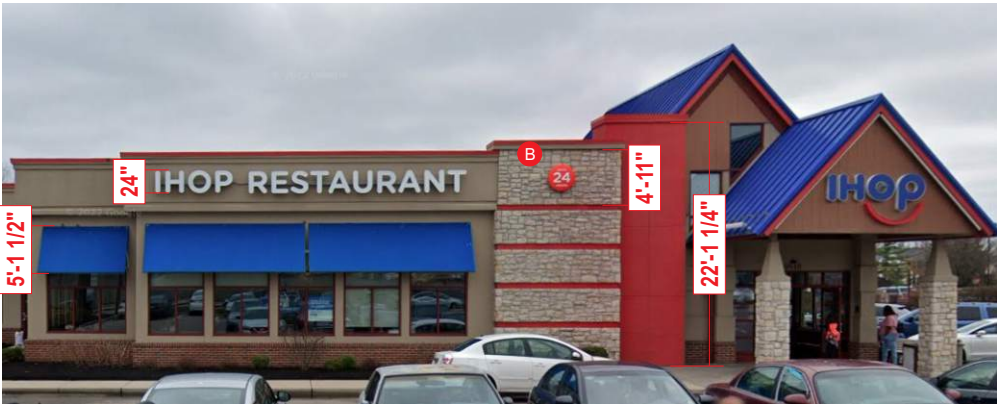
Respectfully submitted for the Colerain Township Board of Trustees' consideration,



David Miller, Development Director

WEST (FRONT) ELEVATION (RIGHT SIDE)

CHANNEL LETTERS SHOWN ON EXISTING WALL COLOR OR AS NOTED ON ELEVATIONS.
CUSTOMER TO VERIFY WALL COLOR PRIOR TO PRODUCTION

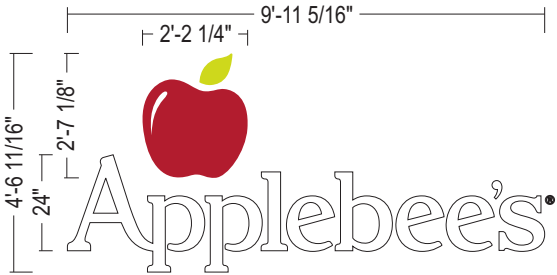


EXISTING



TECHNICAL SURVEY REQUIRED BEFORE PRODUCTION

PROPOSED



CHANNEL LETTER DETAIL
SCALE: 1/4" = 1'-0"

1

WEST (FRONT) ELEVATION (RIGHT SIDE)

CHANNEL LETTERS SHOWN ON EXISTING WALL COLOR OR AS NOTED ON ELEVATIONS.
CUSTOMER TO VERIFY WALL COLOR PRIOR TO PRODUCTION

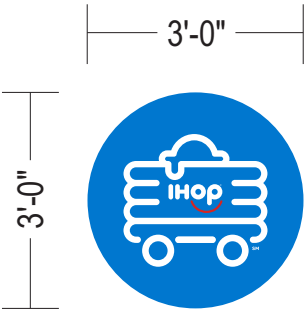


EXISTING



TECHNICAL SURVEY REQUIRED BEFORE PRODUCTION

PROPOSED



WALL SIGN DETAIL
SCALE: 3/8" = 1'-0"

2

WEST (FRONT) ELEVATION (RIGHT SIDE)

CHANNEL LETTERS SHOWN ON EXISTING WALL COLOR OR AS NOTED ON ELEVATIONS.
CUSTOMER TO VERIFY WALL COLOR PRIOR TO PRODUCTION



EXISTING



TECHNICAL SURVEY REQUIRED BEFORE PRODUCTION

PROPOSED



WEST (FRONT) ELEVATION (RIGHT SIDE)

CHANNEL LETTERS SHOWN ON EXISTING WALL COLOR OR AS NOTED ON ELEVATIONS.
CUSTOMER TO VERIFY WALL COLOR PRIOR TO PRODUCTION



EXISTING



PROPOSED

48" IHOP CHANNEL LETTERS
ARE THE EXISTING SIGN C

6

WEST (FRONT) ELEVATION (LEFT SIDE)

CHANNEL LETTERS SHOWN ON EXISTING WALL COLOR OR AS NOTED ON ELEVATIONS.
CUSTOMER TO VERIFY WALL COLOR PRIOR TO PRODUCTION

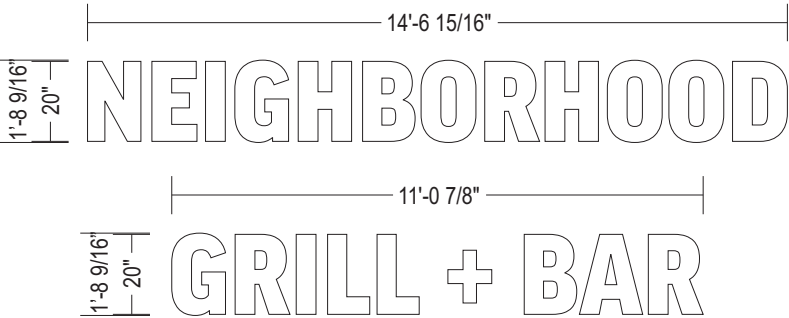


EXISTING



TECHNICAL SURVEY REQUIRED BEFORE PRODUCTION

PROPOSED

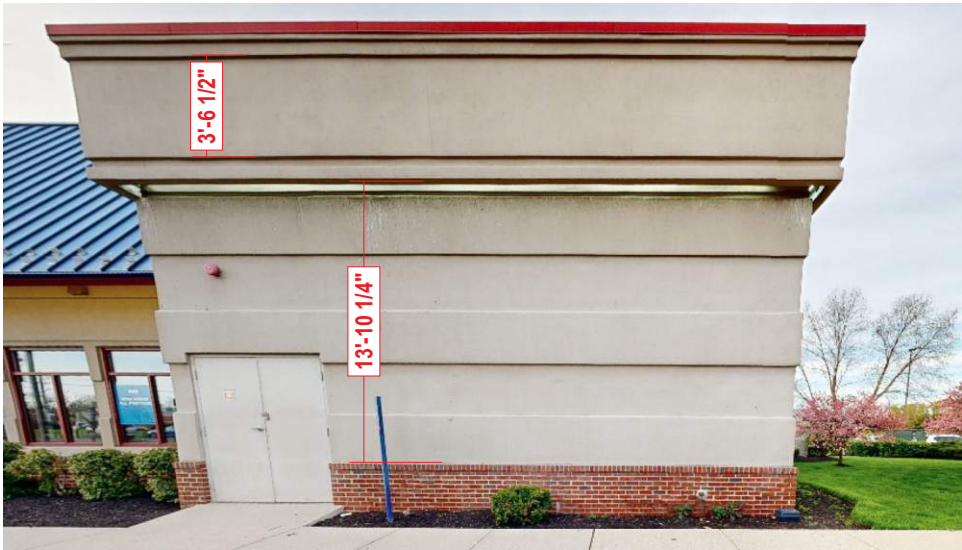


CHANNEL LETTER DETAIL
SCALE: 1/4" = 1'-0"

9

SOUTH ELEVATION

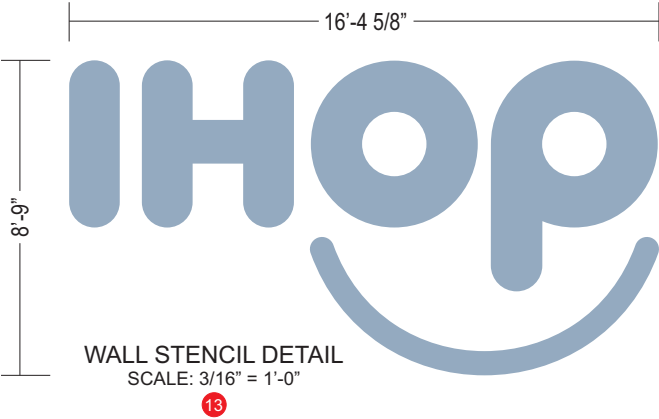
CHANNEL LETTERS SHOWN ON EXISTING WALL COLOR OR AS NOTED ON ELEVATIONS.
CUSTOMER TO VERIFY WALL COLOR PRIOR TO PRODUCTION



EXISTING



TECHNICAL SURVEY REQUIRED BEFORE PRODUCTION
PROPOSED



PUBLIC HEARINGS

Department: Development
Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #3: Revitalization of the Community through Economic Development, Beautification, and Code Enforcement

Resolution to APPROVE/DENY Case MOD-26-3, a Major Modification to an approved Final Development Plan to modify signage at 9540 Colerain Avenue
Recommend ADOPTION of the Resolution.

Rationale:

Based on the submitted major modification application, the applicant's supporting materials, the approved Final Development Plan and development history for the property, the applicable provisions of the Colerain Township Zoning Resolution, and the goals and recommendations of the Colerain Township Comprehensive Plan, staff finds that:

1. The requested modification is limited in scope and is appropriate for consideration as a major modification to the approved Final Development Plan. The request does not alter the principal use of the property, expand the building footprint, change site access, modify parking or circulation, or create a broader change to the Planned District. The request is narrowly focused on establishing a wall signage allowance for the existing commercial site.
2. The approved Final Development Plan does not contain specific signage standards for the property. In the absence of such standards, the property is subject to the underlying AMN zoning requirements. The requested modification would resolve this administrative limitation by establishing a clear, site-specific wall signage allowance within the Planned District record.
3. The requested wall signage allowance supports reasonable identification of the permitted commercial use on the property. The proposed allowance of up to two hundred eighty-five (285) square feet is intended to accommodate co-branded restaurant signage and does not, by itself, authorize additional freestanding signage, off-premise signage, electronic message center signage, or other signage types not otherwise permitted.
4. The request is consistent with the Economic Development Element of the Comprehensive Plan, which emphasizes the importance of supporting the Township's commercial corridors, retaining and attracting businesses, strengthening the commercial tax base, and maintaining a regulatory framework that is responsive to redevelopment and business needs. Colerain Avenue is identified in the Comprehensive Plan as a major commercial corridor and regional retail hub, and the continued viability of businesses along the corridor remains an important Township objective.
5. The request is also consistent with the Comprehensive Plan, which calls for Colerain Avenue to function as an important urban connector and recommends that development patterns along the corridor reflect both its local and regional importance. The Plan specifically identifies updated signage regulations as one of the tools that may support corridor redevelopment, access management, beautification, and continued reinvestment.
6. The requested modification is generally consistent with the Community Character Element of the Comprehensive Plan because it allows site-specific signage for an existing commercial property within the Colerain Avenue Corridor while preserving the overall structure and administration of the approved Planned District. The modification recognizes the commercial context of the site without creating a district-wide change or altering surrounding development standards.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 P.M., on the 9th day of June, 2026, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mrs. Cathy Ulrich, Mr. Dan Unger, and Mr. Matthew Wahlert

Trustee _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. _____ - _____

**RESOLUTION APPROVING MAJOR MODIFICATION TO AN APPROVED
FINAL DEVELOPMENT PLAN FOR PROPERTY LOCATED AT 9540
COLERAIN AVENUE, PARCEL NUMBER 510-0103-0241-00**

WHEREAS, the property located at 9540 Colerain Avenue, identified as Parcel Number 510-0103-0241-00, is located within an approved Planned District originally approved as Case CZC-69-6, commonly known as “Bill Knapps,” by the Hamilton County Commissioners on January 2, 1970, and subsequently amended from time to time; and

WHEREAS, the approved Final Development Plan governing the property does not contain specific signage standards applicable to the requested wall signage, and therefore signage for the property is otherwise subject to the applicable standards of the underlying zoning district; and

WHEREAS, Atlantic Sign Company, on behalf of the property owner, submitted Case MOD-26-3, a major modification to the approved Final Development Plan, to permit additional wall signage for co-branded restaurant signage on the property, not to exceed two hundred eighty-five (285) square feet of wall signage; and

WHEREAS, the applicant previously submitted Master Signage Plan application MSP-26-16 on May 1, 2026, which could not be adopted because the approved Planned District did not establish separate signage standards and the proposed wall signage exceeded the otherwise applicable maximum allowance; and

WHEREAS, the Board of Trustees has considered the application, related materials, the approved development history of the property, and the record of proceedings for Case MOD-26-3, and finds that the requested major modification is appropriate for the site and consistent with the continued administration of the approved Planned District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, that the Board does hereby approve Case MOD-26-3, a major modification to the approved Final Development Plan for the property located at 9540 Colerain Avenue, Parcel Number 510-0103-0241-00, to permit up to two hundred eighty-five (285) square feet of wall signage on the property, subject to compliance with the approved plans, the Colerain Township Zoning Resolution, and any conditions of approval imposed by the Board; and

BE IT FURTHER RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That the Board of Trustees approves the major modification to the approved Final Development Plan for the reason that the modification is appropriate for the site, is consistent with the continued administration of the approved Planned District, supports reasonable identification of the permitted use on the property, and is in keeping with good land use planning; and,
2. That a certified copy of this Resolution be directed by the Fiscal Officer of Colerain Township to the Colerain Township Zoning Administrator for inclusion in the official zoning and Planned District records for the property; and
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code; and
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading; and
5. That this Resolution shall be effective at the earliest date allowed by law.

Trustee _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mrs. Cathy Ulrich _____, Mr. Dan Unger _____, Mr. Matthew Wahlert _____

ADOPTED this 9th day of June, 2026.

BOARD OF TRUSTEES:

Ms. Cathy Ulrich, Trustee

Mr. Dan Unger, Trustee

Mr. Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

APPROVED AS TO FORM:

Brodi Conover,
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this ____ day of _____, 2026.

Jeff Baker,
Colerain Township Fiscal Officer

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 P.M., on the 9th day of June, 2026, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mrs. Cathy Ulrich, Mr. Dan Unger, and Mr. Matthew Wahlert

Trustee _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. _____ - _____

RESOLUTION DENYING MAJOR MODIFICATION TO AN APPROVED FINAL DEVELOPMENT PLAN FOR PROPERTY LOCATED AT 9540 COLERAIN AVENUE, PARCEL NUMBER 510-0103-0241-00

WHEREAS, the property located at 9540 Colerain Avenue, identified as Parcel Number 510-0103-0241-00, is located within an approved Planned District originally approved as Case CZC-69-6, commonly known as “Bill Knapps,” by the Hamilton County Commissioners on January 2, 1970, and subsequently amended from time to time; and

WHEREAS, the approved Final Development Plan governing the property does not contain specific signage standards applicable to the requested wall signage, and therefore signage for the property is otherwise subject to the applicable standards of the underlying zoning district; and

WHEREAS, Atlantic Sign Company, on behalf of the property owner, submitted Case MOD-26-3, a major modification to the approved Final Development Plan, to permit additional wall signage for co-branded restaurant signage on the property, not to exceed two hundred eighty-five (285) square feet of wall signage; and

WHEREAS, the applicant previously submitted Master Signage Plan application MSP-26-16 on May 1, 2026, which could not be adopted because the approved Planned District did not establish separate signage standards and the proposed wall signage exceeded the otherwise applicable maximum allowance; and

WHEREAS, the Board of Trustees has considered the application, related materials, the approved development history of the property, and the record of proceedings for Case MOD-26-3, and finds that the requested major modification is not appropriate for the site and consistent with the continued administration of the approved Planned District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, that the Board does hereby denies Case MOD-26-3, a major modification to the approved Final Development Plan for the property located at 9540 Colerain Avenue, Parcel Number 510-0103-0241-00, to permit up to two hundred eighty-five (285) square feet of wall signage on the property, subject to compliance with the approved plans, the Colerain Township Zoning Resolution, and any conditions of approval imposed by the Board; and

BE IT FURTHER RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That the Board of Trustees denies the major modification to the approved Final Development Plan for the reason that the modification is not appropriate for the site, is not consistent with the continued administration of the approved Planned District, does not support reasonable identification of the permitted use on the property, and is not in keeping with good land use planning; and,
2. That a certified copy of this Resolution be directed by the Fiscal Officer of Colerain Township to the Colerain Township Zoning Administrator for inclusion in the official zoning and Planned District records for the property; and
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code; and
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading; and
5. That this Resolution shall be effective at the earliest date allowed by law.

Trustee _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mrs. Cathy Ulrich _____, Mr. Dan Unger _____, Mr. Matthew Wahlert _____

ADOPTED this 9th day of June, 2026.

BOARD OF TRUSTEES:

Ms. Cathy Ulrich, Trustee

Mr. Dan Unger, Trustee

Mr. Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

APPROVED AS TO FORM:

Brodi Conover,
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this ____ day of _____, 2026.

Jeff Baker,
Colerain Township Fiscal Officer

PRESENTATIONS

Department: Police
Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #2: Continue to Provide High Quality Safety Services

Presentation by Chief Edwin Cordie Introducing and Swearing-In Newly Promoted Employees
No action is requested of the Board.

Rationale:
Chief Cordie will swear-in newly promoted Sergeant AJ Hatcher and Lieutenant Bill Hane.

PRESENTATIONS

Department: Administration
Department Director: Jeff Weckbach, Township Administrator

Strategic Plan Goal:

2027-2031 Strategic Planning Results

Staff seeks direction on this issue.

Rationale:

Over the past several months, staff has engaged in numerous community conversations, conducted a survey, and attempted to gather as much information as possible to help guide the Trustees in setting the long term direction of the Township.

In reviewing the information, staff is seeking guidance on the current goals for the township, if they should change, and how they should change.

2027-2031 Strategic Plan

Community Feedback Results

Information Gathering

- From March to June
- Small group discussions with various groups
 - Non-profits
 - Community groups
 - Business leaders
 - Resident groups
 - Schools
- Community Survey
- Internal Department Discussions



Survey Results – Demographics

High level of feedback from Groesbeck and Western Colerain could affect scores later in the survey.

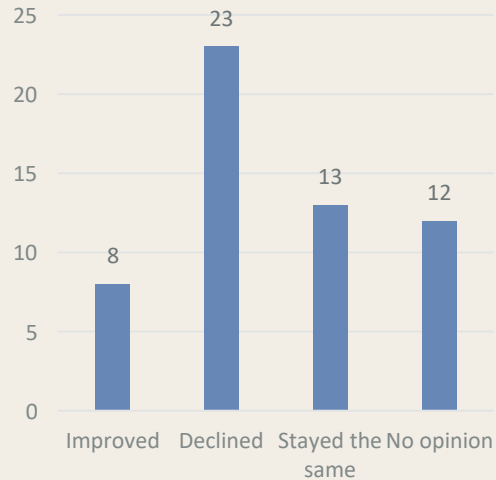
Neighborhood	Count
Groesbeck	21
Colerain Avenue	4
Pleasant Run	5
Northbrook	4
Western Colerain	18
Harrison Avenue	1
No answer	4

Age	Count
30-39	7
40-49	3
50-59	13
60-69	9
70+	16
No answer	9

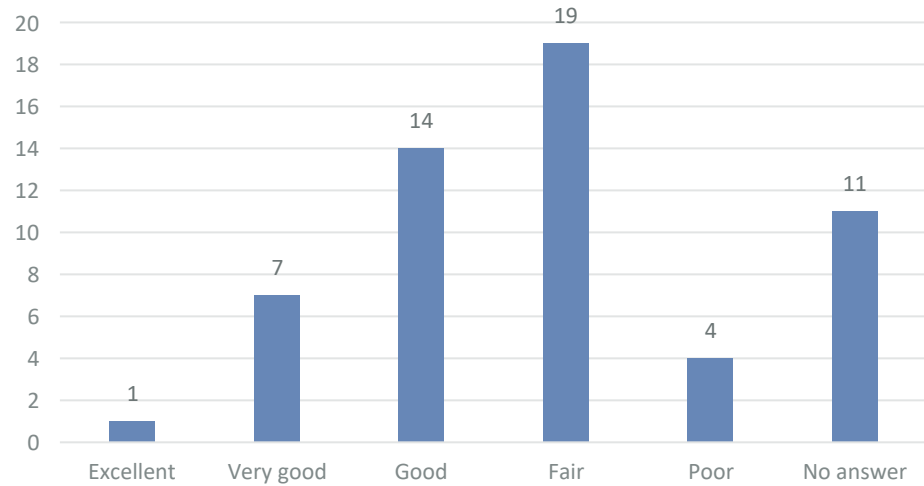
Gender	Count
Female	29
Male	15
No answer	13

Survey Results – How are we doing?

In the past five years, have services:



How would you rate Colerain as a place to live?



What do you like about Colerain?

People were asked what is underappreciated about Colerain. While the responses varied, they could be grouped below:

Category
12 Parks
6 Diversity - people, places, in general
4 Public Safety
4 Residents
5 Negative comment
1 Library
1 Snow removal
2 Accesibility
4 Nature/Landscape

What do you like about Colerain?



More

6	Traffic enforcement
5	Shopping/Food options
6	Community Events and Public Spaces
3	Clean up, greener, trees
1	Reputation
1	Schools
1	More development

Less

10	Car Dealers
3	Rentals
2	Litter
3	Blight
4	Development
4	Crime
1	Racism
1	Bad press

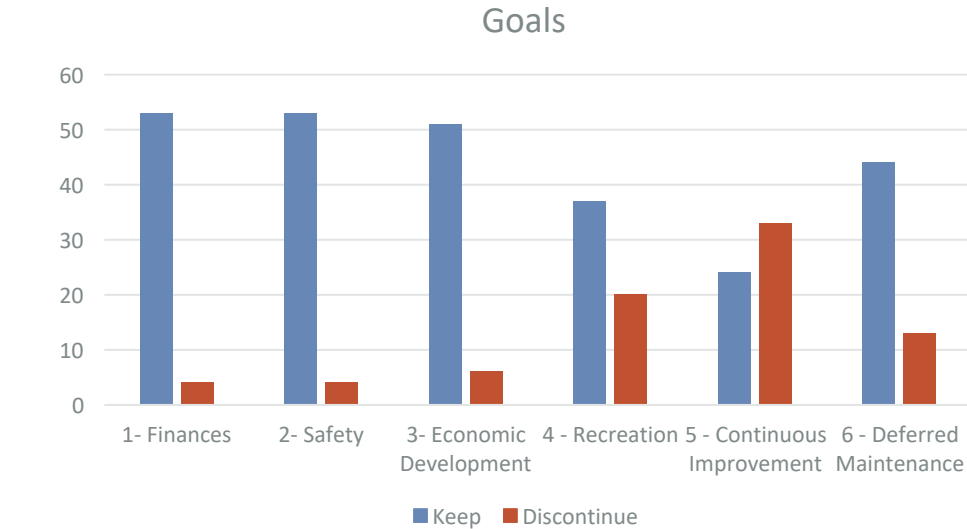
Current Goals

- 1- Chart a pathway to long term financial stability
- 2 - Continue to provide high quality safety services
- 3 - Revitalization of the community through economic development, beautification, and code enforcement

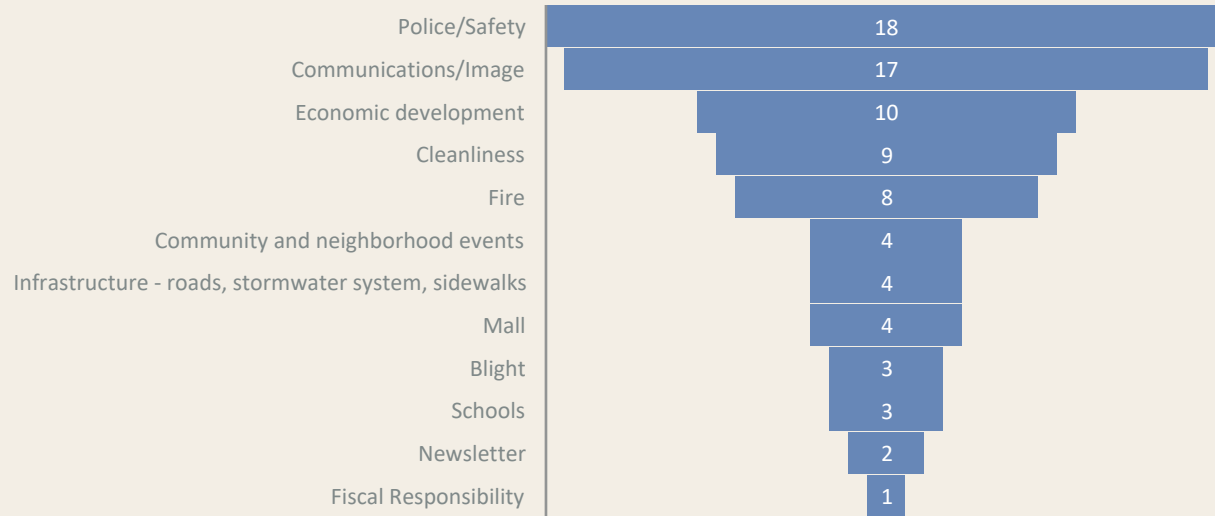
- 4 - Expand opportunities for recreation for all ages
- 5 - Continue to focus on improving operations with a focus on alternative service delivery
- 6 - Make progress on deferred maintenance and reposition existing assets

Should we keep our goals?

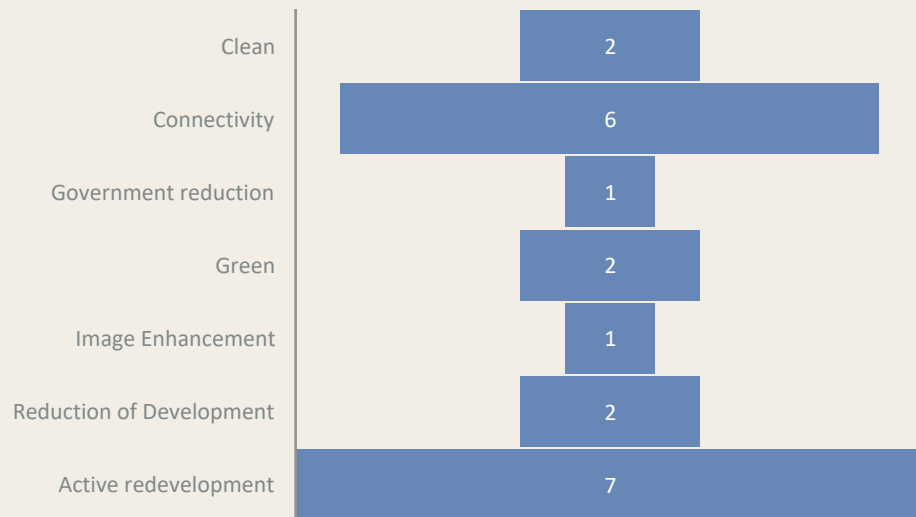
Most respondents believe we should keep goals 1, 2, 3, and 6. There is a split opinion on goals 4 and 5.



What should be the #1 Goal?

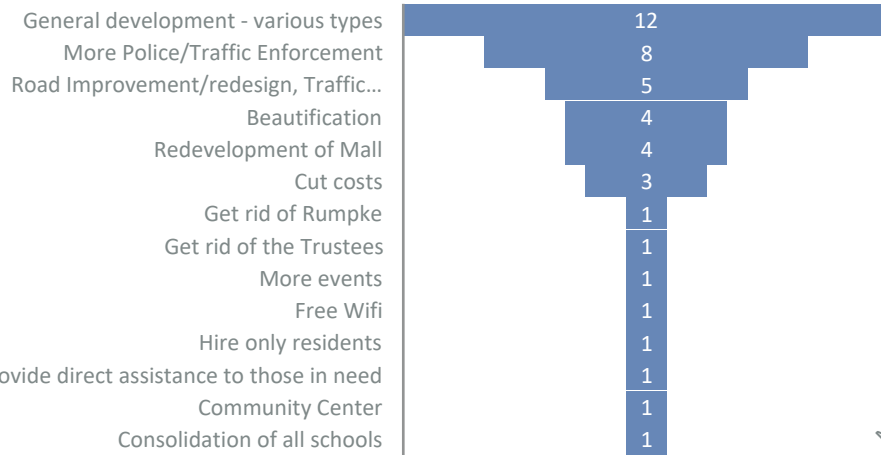


What new goals should be considered?

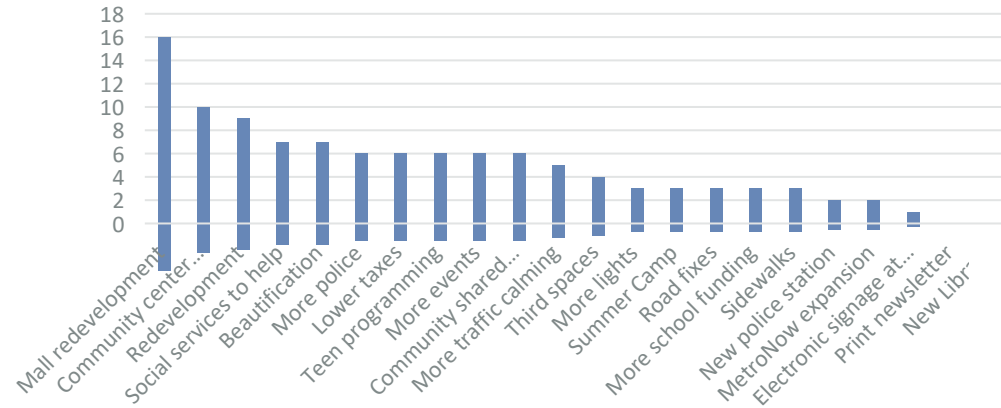


What Changes should occur?

One Change - Survey Responses



If price were not an object, what would you change?



Questions:

1. What do we want to be in five years?
2. Should we keep our goals?
3. What changes should we make to our goals?
4. Are there specific initiatives you all would like to see over the next five years?

PUBLIC SAFETY

Department: Police
Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #2: Continue to Provide High Quality Safety Services

Resolution Declaring Nuisance and Ordering Abatement

Recommend ADOPTION of the Resolution.

Rationale:

This resolution allows for the removal of uncontrolled vegetation and/or refuse at the following properties:

2973 Aries Ct
2723 Barthas Pl
2549 Berthbrook Dr
9280 Comstock Dr
8233 Georgianna Dr
2844 Hanois Ct
8298 Jackies Dr
2754 Jonrose Av
2551 Lincoln Av
6778 Memory Ln
10054 Prechtel Rd
2504 Pippin Ct
9525 Ridgemoor Av
11269 Templeton Dr
11961 Waldon Dr

All properties that are abated by the Township will have their property taxes assessed in order to reimburse the Township for the abatement services. This resolution and the Township's abatement process comport with the Ohio Revised Code for nuisance violations.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 7:00 p.m., on the ____ day of _____, 202_, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Ms. Cathy Ulrich, Mr. Dan Unger, and Mr. Matthew Wahlert

Trustee _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT

WHEREAS Uncontrolled vegetation and/or refuse and debris were reported at the properties listed below:

<u>Address</u>	<u>Book-Page-Parcel No.</u>
2973 Aries Ct	510-0054-0069-00
2723 Barthas Pl	510-0061-0179-00
2549 Berthbrook Dr	510-0044-0102-00
9280 Comstock Dr	510-0053-0493-00
8233 Georgianna Dr	510-0090-0085-00
2844 Hanois Ct	510-0034-0137-00
8298 Jackies Dr	510-0061-0059-00
2754 Jonrose Av	510-0071-0359-00
2551 Lincoln Av	510-0031-0694-00
6778 Memory Ln	510-0074-0243-00
10054 Prechtel Rd	510-0183-0008-00
2504 Pippin Ct	510-0043-0446-00
9525 Ridgemoor Av	510-0051-0373-00
11269 Templeton Dr	510-0023-0110-00
11961 Waldon Dr	510-0011-0082-00

WHEREAS Ohio Revised Code Section 505.87 provides that, at least seven days prior to providing for the abatement, control, or removal of any vegetation, garbage, refuse, or debris, the Board of Trustees shall notify the owner of the land and any holders of liens of record upon the land; and

WHEREAS Ohio Revised Code Section 505.87 provides that, if the Board of Trustees determines within twelve consecutive months after a prior nuisance determination that the same owner's maintenance of vegetation, garbage refuse, or other debris on the same land in the township constitutes a nuisance, at least four days prior to providing for the abatement, control or removal of the nuisance, the Board must send notice of the subsequent nuisance determination to the landowner and to any lienholders of record by first class mail; and

WHEREAS

In accordance with Ohio Revised Code Section 505.87, the Township Trustees have the authority to contract to abate the nuisances and have the costs incurred assessed to the property tax bills.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That this Board specifically finds and hereby determines that the uncontrolled growth of vegetation and/or the refuse and debris on each of the said properties listed above constitute a nuisance within the meaning of Ohio Revised Code Section 505.87, and the Board directs that notice of this action be given to owners of the said property and lienholders in the manner required by Ohio Revised Code Section 505.87;
2. That this Board hereby orders the owners of said property to remove and abate the nuisances within seven days after notice of this order is given to the owners and lienholders of record, and within four days after notice of this order is given to the owners and lienholders of record for properties previously determined to be a nuisance. If said nuisances are not removed and abated by the said owners, or if no agreement for removal and abatement is reached between the Township and the owners and lienholders of record within four or seven days after notice is given, the Zoning Inspector shall cause the nuisances to be removed, and the Township shall notify the County Auditor to assess such cost plus administrative expense to the property tax bills for the said parcel, as provided in Ohio Revised Code Section 505.87;
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading.
5. That this Resolution shall be effective at the earliest date allowed by law.

Trustee _____, seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mrs. Ulrich_____, Mr. Unger_____, Mr. Wahlert_____

ADOPTED this ____ day of _____, 202__.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Brodi Conover
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this ____ day of _____, 202__.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SAFETY

Department: Police
Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #2: Continue to Provide High Quality Safety Services

Motion to Authorize the Township Administrator to Enter into a Contract with Northwest Local School District for Police Services

Recommend ADOPTION of the Motion.

Rationale:

This contract between Colerain Police and Northwest Local School District shall commence June 15, 2026 and end June 14, 2029. This contract provides the following police services:

- 1 School Safety Sergeant
- 1 School Criminal Investigator
- 1 School Canine Officer
- 7 School Resource Officers
- 5 School Safety Officers

This agreement will add four additional officers to our School Safety Unit. The school district will also cover the additional costs of equipment for the additional hires.

SCHOOL RESOURCE OFFICER AGREEMENT

This Agreement entered into this 23rd day of March 2026, by and between **COLERAIN TOWNSHIP, OHIO**, an Ohio township (“Township”), and the **BOARD OF EDUCATION OF THE NORTHWEST LOCAL SCHOOL DISTRICT** (“Board”).

1. The Township agrees to provide a school safety sergeant, school safety investigator, school resource officers, and school safety officers to the Board to provide safety and security to the Board’s schools. The number of officers to be supplied is included in Addendum 2.
2. The duties of the school safety sergeant, school safety investigator, school resource officers, and school safety officers shall be as described in the official job descriptions.

- a. All the contracted officers’ primary assignment during the school year shall be to the Board, unless an immediate need for them to respond as a police officer is identified on behalf of the community or Colerain Township Police Department.
- b. The Township shall cause the officers and equipment hereby under contract will, at all times, be under the direct supervision and control of the Colerain Township Police Department (to perform those tasks and duties set out in the job description for the positions) and of the Chief of Police of Colerain Township, and subject to the rules, regulations, and policies of the Colerain Township Police Department, and the laws of the State of Ohio and the United States Government.

The officers shall also be supervised by the school Superintendent, or a designee, when serving in the capacity and performing duties as the school resource officer; however, the school resource officers’ primary supervisor shall always be the Chief of Police of Colerain Township or his/her designee.

- c. The officers will extend cooperation to the administrators as a security and educational resource person in law enforcement topics, and in cooperation with school personnel.
3. The Board and the Township agree to the following financial and placement arrangement:
 - a. The placement of the school resource officers pursuant to the terms of this Agreement shall be made by the mutual agreement of the Board and the Township, or their respective designees. This includes location for the placement of the Township Personnel as well as the days and hours to be worked by the Township Personnel.
 - b. In the event an assigned school resource officer is sick, in required training, or otherwise off work for more than two consecutive working days, a replacement officer shall be assigned by the Township at the same rate of pay as the normally assigned officer, regardless of the replacement officer’s current rate of pay. The

Township will make an effort to provide a substitute school resource officer for absences with fewer than two consecutive working days' notice; however, the Board understands that a substitute may not always be available and that the availability of depends on the specific needs of the Colerain Township Police Department, which needs shall be determined by the Chief of Police.

4. The Board agrees to pay the Township as defined in Addendum 1
 - a. The Township shall provide an invoice for the cost of the officers monthly to the Board. The invoices will be sent to Northwest Local School District, Attn: Treasurer, 3377 Compton Road, Suite 110, Cincinnati, Ohio 45251 or such other address as provided by the Board. In addition, during the first fiscal period, additional cost increases in SRO and SSO officer uniforms will be invoiced to the District.
 - b. The Board will make such payment to the Township within thirty days of receipt of an invoice.
5. The term of this Agreement commences on June 15, 2026 and shall end on June 14, 2029. The parties must agree to any subsequent renewal in writing.
 - a. This agreement may be terminated by either party upon providing thirty (30) days prior written notice to the other party. Changes, including the addition or subtraction of provided officers, to this agreement may be made by either party upon providing thirty (30) days prior written notice to the other party.
6. Should state, federal, or other grants or funds become available to pay all or a portion of the costs of the officers, the Board and Township agree to cooperate as follows:
 - a. Both the Board and Township must agree to the conditions of the grant or other funding source, even if only one of the parties is required to make a formal application for said grants or funds.
 - b. The proceeds of all grants or other funding sources shall be utilized by the Board and Township equally to reduce the costs incurred by both parties.
7. Independent Contractor:

The Township, through its Police Department, agree to perform all services pursuant to this Agreement as an independent contractor, and further agree to provide employment-related benefits to any employee covered by this Agreement. In the event that any benefits or withholdings are later required by operation of law, or later determined to be required, the Township agrees that the cost of amount of such benefits or withholdings may be deducted from the future amount payable pursuant to this agreement as contract payments as made to the Township, or if there is no unpaid balance on this agreement or such balance is insufficient, the difference shall be reimbursed to the

Board by the Township within ten (10) days following receipt of an invoice therefore.

8. Liability Insurance:

The Township shall maintain public liability insurance which shall cover the duties performed by the school resource officer and which shall name the Board as an additional insured. Such coverage shall be written as a primary policy, which does not contribute to and is not in excess of coverage, which the Board may carry. The Board will also maintain public liability insurance, which will cover the school resource officer's duties and responsibilities and will also name the Township as an additional insured on said policy. Each party hereby waives its rights against the other with respect to losses insured against by such party under this paragraph. The policies required to be carried under this paragraph shall provide for waivers of any right of subrogation that the insurer of such party may acquire against the other party hereto with respect to any such losses.

9. Equipment and Facility:

The Township shall be responsible for ensuring proper maintenance of all uniforms and equipment necessary for the school resource officer to perform his/her duties as a police officer. The Board shall provide the school resource officer with sufficient space to prepare reports, meet with students, staff, etc. The Board shall also provide a school radio and/or cellular phone to the school resource officer when he/she is on duty on school grounds.

10. The Township shall cause all records of performance of services to be maintained by the Colerain Township Police Department, which shall also conduct quarterly, and yearly evaluations of the officers assigned to the Board. The Township shall cause Colerain Township Police Department supervisors to seek input from Northwest Local School District personnel while preparing these reviews.

11. The employment rights, promotional opportunities, training opportunities, and fringe benefits of the employee assigned to these positions under this contractual agreement shall not be limited based upon the employee's participation in this contractual agreement.

12. Notwithstanding anything herein to the contrary, the Board shall have the right to suspend the services of one or more officers during any period when the schools are unable to hold classes due to governmental restrictions and/or orders. Such suspension shall only be effective upon the Board providing written notice to the Township and shall only continue during the period that the Board is unable to hold classes.

13. Either party may request a meeting to review or revise this Agreement, if needed. This agreement may only be amended by the written agreement of both parties.

WITNESS the signature of the parties aforesaid, this 23rd day of March, 2026.

NORTHWEST LOCAL SCHOOL DISTRICT

By: Amy M. Wells 03/23/2026
Amy M. Wells, CFO/ Treasurer Date

COLERAIN TOWNSHIP, OHIO

By: _____
Jeff Weckbach, Township Administrator Date

Approved as to Form

By: _____
Brodi J. Conover, Township Law Director Date

Addendum 1

Cost of Officers

June 15, 2026 – June 14, 2027

Police Sergeant serving as District Safety and Security Coordinator: \$136,513.48

School Resource Officer: \$120,633.71

District Truancy Investigator: \$120,633.71

School Safety Officer: \$76,948.80

Additional SRO Equipment: \$86,688.00

June 15, 2027 – June 14, 2028

Police Sergeant serving as District Safety and Security Coordinator: \$141,116.01

School Resource Officer: \$124,601.05

District Truancy Investigator: \$124,601.05

School Safety Officer: \$80,702.40

June 15, 2028– June 14, 2029

Police Sergeant serving as District Safety and Security Coordinator: \$145,902.64

School Resource Officer: \$128,787.08

District Truancy Investigator: \$128,727.08

School Safety Officer: \$84,456.00

Addendum 2

Staffing Levels

June 15, 2026 – June 14, 2027

- 1 - Police Sergeant serving as District Safety and Security Coordinator
- 8 - School Resource Officer
- 1 - District Truancy Investigator
- 5 - School Safety Officer

June 15, 2027 – June 14, 2028

- 1 - Police Sergeant serving as District Safety and Security Coordinator
- 8 - School Resource Officer
- 1 - District Truancy Investigator
- 5 - School Safety Officer

June 15, 2028 – June 14, 2029

- 1 - Police Sergeant serving as District Safety and Security Coordinator
- 8 - School Resource Officer
- 1 - District Truancy Investigator
- 5 - School Safety Officer

PUBLIC SERVICES

Department: Public Services
Department Director: Tawanna Molter, Assistant Director

Strategic Plan Goal: Strategic Goal #6: Make Progress on Deferred Maintenance and Reposition Existing Assets

Motion Authorizing the Township Administrator to Execute a Contract with Ohio Dredge LLC for the Amarillo Court Reconstruction Project in the Amount of \$571,834.20.

Recommend ADOPTION of the Motion.

Rationale:

The reconstruction of Amarillo Court is a necessary infrastructure flood mitigation project that is partially funded through the Ohio Public Works Commission's State Capital Improvement Program (SCIP) grant. The project was prepared for formal competitive bidding through June 3, 2026, with a total of six (6) bids received. Staff recommends that the contract be awarded to Ohio Dredge LLC, which was the lowest bidder in the amount of \$571,834.20. Bid tabulations are summarized on the attached sheet. This project has been identified in the 2026 Capital Schedule.

For reference, the Township previously received a grant for this project from Hamilton County for \$219,819 and an additional grant from the Ohio Public Works Commission for \$366,000.



Bid Tabulation

Colerain Township
Amarillo Court Reconstruction
June 3, 2026

ITEM NO.		DESCRIPTION	UNIT OF MEASURE	APPROX. QTY.	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	
1	201	CLEARING AND GRUBBING, AS PER PLAN	LUMP	1	\$30,000.00	\$30,000.00	\$5,000.00	\$5,000.00	\$25,000.00	\$25,000.00	\$4,776.39	\$4,776.39	\$10,000.00	\$10,000.00	\$25,500.00	\$25,500.00	
2	202	REMOVED, AS PER PLAN	LUMP	1	\$25,000.00	\$25,000.00	\$125,000.00	\$125,000.00	\$1,500.00	\$1,500.00	\$1,207.68	\$1,207.68	\$137,500.00	\$137,500.00	\$6,030.00	\$2,500.00	
3	202	CURB AND GUTTER REMOVED	FT.	1070	\$12.00	\$12,840.00	\$4.00	\$4,280.00	\$8.75	\$9,362.50	\$11.10	\$11,877.00	\$12.00	\$12,840.00	\$19.75	\$21,132.50	
4	202	WALK REMOVED	S.F.	4272	\$5.00	\$21,360.00	\$2.35	\$10,039.20	\$2.10	\$8,971.20	\$3.43	\$14,652.96	\$3.00	\$12,816.00	\$3.00	\$12,816.00	
5	202	WALK REMOVED, PAVERS	S.F.	35	\$8.00	\$280.00	\$2.00	\$70.00	\$15.00	\$525.00	\$3.45	\$120.75	\$3.50	\$122.50	\$42.00	\$15.00	
6	202	PIPE REMOVED, 24" AND UNDER	FT.	98	\$30.00	\$2,940.00	\$10.00	\$980.00	\$20.00	\$1,960.00	\$56.68	\$5,554.64	\$50.00	\$4,900.00	\$1.00	\$98.00	
7	202	CATCH BASIN REMOVED	EACH	1	\$750.00	\$750.00	\$300.00	\$300.00	\$750.00	\$750.00	\$814.57	\$814.57	\$400.00	\$400.00	\$600.00	\$1,000.00	
8	203	EXCAVATION, INCLUDING EMBANKMENT, AS PER PLAN	C.Y.	1277	\$42.00	\$53,634.00	\$22.00	\$28,094.00	\$46.00	\$58,742.00	\$74.78	\$95,494.06	\$25.00	\$31,925.00	\$55.75	\$71,192.75	
9	204	SUBGRADE COMPACTION, AS PER PLAN	S.Y.	1797	\$4.00	\$7,188.00	\$3.00	\$5,391.00	\$3.00	\$5,391.00	\$4.10	\$7,367.70	\$3.00	\$5,391.00	\$11.25	\$20,216.25	
10	204	EXCAVATION OF SUBGRADE, AS PER PLAN	C.Y.	150	\$225.00	\$33,750.00	\$100.00	\$15,000.00	\$145.00	\$21,750.00	\$74.77	\$11,215.50	\$30.00	\$4,500.00	\$51.00	\$7,650.00	
11	301	ASPHALT CONCRETE BASE, PG64-22, (449)	C.Y.	161	\$275.00	\$44,275.00	\$350.00	\$56,350.00	\$222.50	\$35,822.50	*1	\$239.97	\$38,635.17	\$315.00	\$50,715.00	\$256.00	\$41,216.00
12	304	AGGREGATE BASE	C.Y.	338	\$80.00	\$27,040.00	\$70.00	\$23,660.00	\$105.00	\$35,490.00	\$85.41	\$28,868.58	\$80.00	\$27,040.00	\$157.50	\$53,235.00	
13	407	NON-TRACKING TACK COAT, 0.06 GAL/S.Y.	GAL.	179	\$6.00	\$1,074.00	\$6.00	\$1,074.00	\$1.00	\$179.00	\$10.21	\$1,827.59	\$14.00	\$2,506.00	\$11.00	\$1,969.00	
14	411	STABILIZED CRUSHED AGGREGATE	C.Y.	43	\$90.00	\$3,870.00	\$65.00	\$2,795.00	\$192.50	\$8,277.50	\$150.23	\$6,459.89	\$175.00	\$7,525.00	\$164.00	\$7,052.00	
15	441	ASPHALT CONCRETE INTERMEDIATE COURSE, TYPE 2, (449)	C.Y.	71	\$300.00	\$21,300.00	\$350.00	\$24,850.00	\$250.00	\$17,750.00	\$291.07	\$20,665.97	\$315.00	\$22,365.00	\$311.00	\$22,081.00	
16	441	ASPHALT CONCRETE SURFACE COURSE, TYPE 1, (449), PG64-22	C.Y.	61	\$300.00	\$18,300.00	\$400.00	\$24,400.00	\$320.00	\$19,520.00	\$376.53	\$22,968.33	\$600.00	\$36,600.00	\$402.00	\$24,522.00	
17	441	ASPHALT CONCRETE INTERMEDIATE COURSE, TYPE 2, (449), (DRIVEWAYS)	C.Y.	7	\$550.00	\$3,850.00	\$375.00	\$2,625.00	\$1,250.00	\$8,750.00	\$291.07	\$2,037.49	\$575.00	\$4,025.00	\$311.00	\$2,177.00	
18	441	ASPHALT CONCRETE SURFACE COURSE, TYPE 1, (449), PG64-22, (DRIVEWAYS)	C.Y.	4	\$550.00	\$2,200.00	\$450.00	\$1,800.00	\$2,100.00	\$8,400.00	\$376.53	\$1,506.12	\$1,400.00	\$5,600.00	\$402.00	\$1,608.00	
19	452	7" NON-REINFORCED CONCRETE PAVEMENT, AS PER PLAN	S.Y.	197	\$120.00	\$23,640.00	\$12.00	\$2,364.00	\$126.00	\$24,822.00	\$108.07	\$21,289.79	\$100.00	\$19,700.00	\$196.00	\$38,612.00	
20	511	CLASS QC1 CONCRETE HEADWALL	C.Y.	0.25	\$2,000.00	\$500.00	\$500.00	\$125.00	\$2,000.00	\$500.00	\$10,485.36	\$2,621.34	\$2,200.00	\$550.00	\$7,554.00	\$1,888.50	
21	601	ROCK CHANNEL PROTECTION, TYPE C WITH GEOTEXTILE FABRIC	C.Y.	1.4	\$300.00	\$420.00	\$250.00	\$350.00	\$550.00	\$770.00	\$1,127.36	\$1,578.30	\$250.00	\$350.00	\$541.00	\$757.40	
22	605	4" SHALLOW PIPE UNDERDRAINS, 707.31 (PERFORATED), AS PER PLAN	FT.	1005	\$22.00	\$22,110.00	\$12.00	\$12,060.00	\$23.00	\$23,115.00	\$19.20	\$19,296.00	\$24.00	\$24,120.00	\$22.25	\$22,361.25	
23	607	FENCE MISC.: FENCE REMOVED AND REPLACED IN-KIND	FT.	20	\$100.00	\$2,000.00	\$150.00	\$3,000.00	\$150.00	\$3,000.00	\$58.85	\$1,177.00	\$50.00	\$1,000.00	\$57.00	\$1,140.00	
24	608	5" CONCRETE WALK, AS PER PLAN	S.F.	4437	\$12.00	\$53,244.00	\$11.00	\$48,807.00	\$9.00	\$39,933.00	\$10.99	\$48,762.63	\$13.00	\$57,681.00	\$14.75	\$65,445.75	
25	608	CURB RAMP, AS PER PLAN	S.F.	203	\$30.00	\$6,090.00	\$10.00	\$2,030.00	\$30.00	\$6,090.00	\$27.53	\$5,588.59	\$30.00	\$6,090.00	\$42.00	\$8,526.00	
26	609	COMBINATION CURB AND GUTTER, TYPE 3, AS PER PLAN	FT.	1065	\$45.00	\$47,925.00	\$50.00	\$53,250.00	\$34.00	\$36,210.00	\$33.53	\$35,709.45	\$49.00	\$52,185.00	\$59.50	\$63,367.50	
27	611	4" CONDUIT, TYPE B, 707.45, STORM REPAIR	FT.	50	\$80.00	\$4,000.00	\$100.00	\$5,000.00	\$5.00	\$250.00	\$39.96	\$1,998.00	\$50.00	\$2,500.00	\$10.00	\$500.00	
28	611	6" CONDUIT, TYPE B, 707.45, STORM REPAIR	FT.	50	\$90.00	\$4,500.00	\$100.00	\$5,000.00	\$10.00	\$500.00	\$56.05	\$2,802.50	\$50.00	\$2,500.00	\$10.00	\$500.00	
29	611	8" CONDUIT, TYPE B, 707.45, STORM REPAIR	FT.	50	\$100.00	\$5,000.00	\$100.00	\$5,000.00	\$15.00	\$750.00	\$104.57	\$5,228.50	\$50.00	\$2,500.00	\$10.00	\$500.00	
30	611	4" CONDUIT, TYPE F (707.41), FOR UNDERDRAIN OUTLETS, AS PER PLAN	FT.	60	\$50.00	\$3,000.00	\$100.00	\$6,000.00	\$50.00	\$3,000.00	\$42.12	\$2,527.20	\$25.00	\$1,500.00	\$25.00	\$1,500.00	
31	611	12" CONDUIT, TYPE B, (706.02)	FT.	33	\$190.00	\$6,270.00	\$150.00	\$4,950.00	\$180.00	\$5,940.00	\$181.03	\$5,973.99	\$75.00	\$2,475.00	\$265.00	\$8,745.00	
32	611	12" CONDUIT, TYPE C	FT.	41	\$190.00	\$7,790.00	\$150.00	\$6,150.00	\$85.00	\$3,485.00	\$158.11	\$6,482.51	\$65.00	\$2,665.00	\$108.00	\$4,428.00	
33	611	15" CONDUIT, TYPE B, (706.02)	FT.	28	\$245.00	\$6,860.00	\$120.00	\$3,360.00	\$190.00	\$5,320.00	\$191.25	\$5,355.00	\$85.00	\$2,380.00	\$190.00	\$5,320.00	
34	611	15" CONDUIT, TYPE C, (706.02)	FT.	68	\$245.00	\$16,660.00	\$120.00	\$8,160.00	\$110.00	\$7,480.00	\$191.24	\$13,004.32	\$75.00	\$5,100.00	\$137.00	\$9,316.00	
35	611	CATCH BASIN, NO. 3, AS PER PLAN	EACH	4	\$6,000.00	\$24,000.00	\$2,500.00	\$10,000.00	\$4,050.00	\$16,200.00	\$4,483.30	\$17,933.20	\$2,800.00	\$11,200.00	\$4,725.00	\$18,900.00	
36	611	CATCH BASIN, NO. 2-B, AS PER PLAN	EACH	1	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00	\$3,085.00	\$3,079.34	\$3,079.34	\$2,000.00	\$2,000.00	\$1,680.00	\$2,850.00	\$1,680.00	
37	611	MANHOLE ADJUSTED TO GRADE	EACH	3	\$1,000.00	\$3,000.00	\$300.00	\$900.00	\$1,200.00	\$3,600.00	\$845.12	\$2,535.36	\$250.00	\$750.00	\$2,050.00	\$6,150.00	
38	614	MAINTAINING TRAFFIC	LUMP	1	\$20,000.00	\$20,000.00	\$4,000.00	\$4,000.00	\$52,500.00	\$52,500.00	\$4,819.72	\$4,819.72	\$4,000.00	\$4,000.00	\$1,375.00	\$12,000.00	
39	623	CONSTRUCTION LAYOUT STAKES AND SURVEYING, AS PER PLAN	LUMP	1	\$10,000.00	\$10,000.00	\$8,000.00	\$8,000.00	\$15,000.00	\$15,000.00	\$5,350.00	\$5,350.00	\$10,000.00	\$10,000.00	\$8,260.00	\$6,500.00	
40	630	REMOVAL OF GROUND MOUNTED POST SUPPORT AND DISPOSAL	EACH	4	\$100.00	\$400.00	\$100.00	\$400.00	\$30.00	\$120.00	\$26.75	\$107.00	\$50.00	\$200.00	\$28.50	\$114.00	
41	630	REMOVAL OF GROUND MOUNTED SIGN AND DISPOSAL	EACH	5	\$100.00	\$500.00	\$100.00	\$500.00	\$20.00	\$100.00	\$21.40	\$107.00	\$40.00	\$200.00	\$23.00	\$115.00	
42	630	REMOVAL OF GROUND MOUNTED SIGN AND STORAGE	EACH	5	\$100.00	\$500.00	\$100.00	\$500.00	\$20.00	\$100.00	\$21.40	\$107.00	\$40.00	\$200.00	\$23.00	\$115.00	
43	630	GROUND MOUNTED SUPPORT, NO. 3 POST	FT.	54.5	\$15.00	\$817.50	\$40.00	\$2,180.00	\$20.00	\$1,090.00	\$16.58	\$903.61	\$20.00	\$1,090.00	\$17.00	\$926.50	
44	630	SIGN, FLAT SHEET	S.F.	17	\$30.00	\$510.00	\$40.00	\$680.00	\$20.00	\$340.00	\$17.12	\$291.04	\$20.00	\$340.00	\$20.00	\$340.00	
45	630	SIGN, DOUBLE FACED, STREET NAME (INSTALLATION ONLY - TOWNSHIP TO PROVIDE SIGNS)	EACH	2	\$95.00	\$190.00	\$100.00	\$200.00	\$100.00	\$200.00	\$85.60	\$171.20	\$40.00	\$80.00	\$91.50	\$183.00	
46	630	SIGN POST REFLECTOR	EACH	1	\$100.00	\$100.00	\$100.00	\$100.00	\$60.00	\$60.00	\$58.85	\$58.85	\$30.00	\$30.00	\$63.00	\$150.00	
47	659	SEEDING AND MULCHING, CLASS 1, AS PER PLAN	S.Y.	900	\$5.00	\$4,500.00	\$3.00	\$2,700.00	\$13.40	\$12,060.00	\$1.35	\$1,215.00	\$10.00	\$9,000.00	\$5.00	\$4,500.00	
48	832	EROSION CONTROL	EACH	10000	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00	\$1.00	\$10,000.00	
ROADWORK SUBTOTAL						\$597,177.50		\$539,974.20		\$543,760.70	*2	\$502,123.83		\$609,156.50		\$605,144.40	
WATER WORKS																	
49	638	FURNISHING AND LAYING 6" DUCTILE IRON PIPE AND FITTINGS	FT.	55	\$425.00	\$23,375.00	\$250.00	\$13,750.00	\$775.00	\$42,625.00	\$1,409.00	\$77,495.00	\$230.00	\$12,650.00	\$731.00	\$40,205.00	
50	638	CONCRETE, CLASS "C"	C.Y.	1	\$205.00	\$205.00	\$500.00	\$500.00	\$50.00	\$50.00	\$200.00	\$200.00	\$2.37	\$2.37	\$423.00	\$423.00	
51	638	ADDITIONAL EXCAVATION	C.Y.	5	\$65.00	\$325.00	\$200.00	\$1,000.00	\$10.00	\$50.00	\$0.01	\$0.05	\$1.00	\$5.00			

	Ohio Dredge LLC	Barrett Paving Materials Inc.	Adleta , Inc.	Empire Excavation, LLC	Smith & Brown Contractors, Inc.	The DJ Drew Company LLC
Unit & Total Bid Correspond	☒	*1	☒	☒	☒	☒
Receipt of Addenda	N/A	N/A	N/A	N/A	N/A	N/A
Signature Page	☒	*2	☒	☒	☒	☒
Bid Security	☒	☒	☒	☒	☒	☒
Personal Property Tax	☒	☒	☒	☒	☒	☒
State of Ohio EEO Requirements	☒	☒	☒	☒	☒	☒

*1 Totals did not correspond.

*2 Missing information.

ADMINISTRATION

Department: Administration
Department Director: Tiphannie Mays, Assistant Administrator

Strategic Plan Goal: Strategic Goal #1: Chart a Pathway to Long-Term Financial Stability

Motion to Authorize Township Administrator to Execute an Agreement with Anthem for Health Insurance and Employee Stop-Loss Insurance Benefits for 2026-2027 Plan Year

Recommend ADOPTION of the Motion.

Rationale:

Annually, the Township will work with its health care broker, McGohen Brabender to review the employee benefits program and to negotiate a new plan for employee medical, dental, vision, and life insurance. Based on the review of the marketplace, staff is recommending Anthem as the provider for employee stop-loss insurance. Staff is also recommending that Anthem be selected as the Third-Party-Administrator for health care. This contract will result in an increase in rates of 9.5% for all plans.

It is important that the Township take action on these items today, as open enrollment for employees will need to begin prior to the next Board of Trustee meeting in order to comply with federal guidelines.

Fixed Administrative Costs (ASO)

COLERAIN TOWNSHIP

Effective August 1, 2026 through July 31, 2027

Fixed Administrative Costs	Current	8/1/2026 through 7/31/2027	8/1/2027 through 7/31/2028
	PCPM	PCPM	PCPM
Subscribers	165	165	165
Members	404	404	404
Medical and Pharmacy Administration	\$42.88	\$43.88	\$43.88
Pharmacy Rebate Offset	(\$31.39)	(\$37.09)	(\$37.09)
External Stoploss Coordination Fee	\$5.00	n/a	n/a
Commission	\$20.00	\$23.00	\$23.00
Whole Health Savings Reduction	(\$1.20)	n/a	n/a
ASO Core Foundational Program †	\$2.25	\$2.25	\$2.32
Composite Total:	\$37.54	\$32.04	\$32.11
Annual fixed administrative costs based on assumed enrollment:	\$74,329	\$63,439	\$63,578
Percentage Change:		-14.7%	0.2%

Vision Plans	Effective through 7/31/2029	Employee	Employee+Sp	Employee+Ch	Family
Current Vision Plan	Renewal	\$5.15	\$10.31	\$10.56	\$15.72

Authorized Signature: _____
 Title: _____
 Date: _____

Additional Fee Disclosures:

See Additional Service Fees and Pharmacy Pricing for disclosure of additional service fees which are not included on this cost summary.

The Pharmacy Rebate Offset reflects the Essential Formulary. The offset may be adjusted if a different pharmacy formulary is sold.

0653473-06

Cash in on your healthy success.

Wellness fund reimbursement rules for groups with 100 or more enrolled employees:

- Anthem may provide employers a wellness fund to assist with the employer's worksite wellness initiatives.
- Wellness funds must be used within the specific contract/plan period.
- Wellness funds may be used for activities such as education, health screenings, or other events that promote wellness conducted by the employer or a contracted vendor.
- Employer wellness programs may be subject to the requirements of various state and federal laws including the HIPAA Nondiscrimination Rules, the Americans with Disabilities Act (ADA), and the requirements of the Internal Revenue Code. Employers are responsible for assuring the compliance of their wellness programs with all applicable laws and regulations and should consult with their attorneys, as needed, for legal advice and assistance. In providing the wellness fund, Anthem does not endorse any employer's wellness program(s) or draw any conclusions as to their legal or compliance status.
- Employers are required to submit final itemized receipts (not credit card or bank statements) no later than thirty (30) calendar days prior to the end date of the respective plan period. Any receipts that are not submitted by the required deadline will not be considered for a wellness credit.



Anthem Wellness Fund Credit Amount: \$ 5,000.00

Pathways Participation Credit Amount: \$ N/A (if completed)

TOTAL CREDIT: \$ 5,000.00

*If applicable, a "Pathways to Health" credit will be granted upon confirmation of the completion of annual requirements. The additional amount is \$2,500 for groups with less than 500 contracts **OR** \$5,000 for groups with 500 contracts or greater.*

Authorized Signature: _____ Date: _____

Company Name: Colerain Township

Anthem Group ID Number: W40580 Plan Period: 8/1/26 – 7/31/27

This Addendum ("Addendum") dated _____, is agreed to by and among Anthem Blue Cross and Blue Shield ("Anthem");
_____ ("Group") and _____ ("Producer").

This Addendum shall be effective as of _____ and supersedes and replaces any prior Addendum, Single Case Agreement, or other agreements regarding the compensation between the parties with respect to the Group provided in Section 3 below.

Section 1: Effect of Addendum

This Addendum constitutes an amendment and supplement to the Producer Agreement between Anthem and Producer in effect as of the date hereof (the "Producer Agreement") in accordance with the terms thereof, and supersedes and replaces the Commission portion of the Compensation Schedules attached to the Producer Agreement.

Except as expressly set forth herein, the Producer Agreement shall continue in full force and effect in accordance with its original terms, which terms shall also apply herein.

Section 2: Term and termination

This addendum shall automatically renew annually unless earlier terminated as provided herein:

Either party may terminate this Addendum with at least thirty- (30) days advance written notice to the other party without cause ("Termination without Cause").

Anthem may terminate this Addendum effective upon mailing of written notice to Producer in the event of any breach of the terms hereof by Producer, or for any of the reasons set forth in the Producer Agreement, or any other provision thereof providing for termination for cause.

This Addendum shall terminate automatically and without notice in the event that the Producer Agreement is terminated pursuant to its terms.

Termination of this Addendum will result in the cessation of payments by Anthem of any Non-standard commission authorized hereunder.

Section 3: Group/agent information

Group name		Group ID no.	
Group ☐ New ☐ Renewal – Renewal date: _____ MMDDYYYY		Association name	
Contracted state	Current health contracts		
Writing agent	SSN or Encrypted TIN	Split _____ %	
Agency to be paid (if applicable)	TIN or Encrypted TIN		
Writing agent	SSN or Encrypted TIN	Split _____ %	
Agency to be paid (if applicable)	TIN or Encrypted TIN		
General agent to be paid (if applicable)	SSN or Encrypted TIN	Split _____ %	
Agency to be paid (if applicable)	TIN or Encrypted TIN		
General agent to be paid (if applicable)	SSN or Encrypted TIN	Split _____ %	
Agency to be paid (if applicable)	TIN or Encrypted TIN		

Section 4: Commission

This addendum authorizes Anthem to remit Non-standard commission payments from premium amounts or administrative retention paid by Group in the manner outlined below.

Please complete all applicable options: if rate varies by Lines of Business, complete all Line of Business fields and use N/A if Line of Business does not apply. Complete all rates for all Funding arrangements and Fees (for example complete FI, ASO, CCMU, MHA, and GA Override sections if group had multiple funding arrangements for different lines of business.)

1. Per Capita Commission Rate for Fully Insured (FI) per Contract per Month (PCPM):

Health	Dental	Vision	Life	Rx	Other line of business		
\$	\$	\$	\$	\$	\$		or

2. Per Capita Commission Rate for Administrative Services Only (ASO) Group per Contract per Month (PCPM):

Health	Stop Loss*	Dental	Vision	Life	Rx	Other line of business	
\$	\$	\$	\$	\$	\$	\$	or

*A PCPM equivalent must be provided for Stop Loss.

3. Percentage of Premium: FI

Health	Dental	Vision	Life	Rx	Other line of business		
\$	\$	\$	\$	\$	\$		or

4. Flat Monthly Commission Rate of Per Month FI or ASO and Specialty

Health	Dental	Vision	Life	Rx	Other line of business		
\$	\$	\$	\$	\$	\$		or

5. Per Capita CCMU Oversight Fee per Contract per Month (PCPM): \$_____

6. Per Capita MHA (Mercer Health Advantage) Oversight Fee per Contract per Month (PCPM): \$_____

7. GA Override – Specify Percent of Premium or PCPM

Health	Dental	Vision	Life	Rx	Other line of business		
\$	\$	\$	\$	\$	\$		

An **estimated calculation** of the “Non-standard commission” that will be paid based on the above options is: \$_____ (optional)

Note: If a Commission split is indicated in Section 3 of this Addendum, then the rate(s) indicated in Section 4 will be split accordingly.

Section 5: Special instructions

Note: Please include a copy of the final rate sheet with detailed commission amount.

Section 6: Acceptance of Addendum

Anthem may modify or amend this Addendum upon thirty (30) days' written notice to Producer.

By executing this Addendum below, the **Producer** attests that all compensation requested by this Addendum has been fully disclosed by the Producer to the Group. Further, by executing this Addendum, the parties agree to the terms hereof.

Anthem Blue Cross and Blue Shield

Regional Vice President or Regional Sales Director name	
Regional Vice President or Regional Sales Director signature X	Date
Sales representative name	
Sales representative signature X	Date
Underwriting approval name	
Underwriting approval signature X	Date

Producer/General Agency

Producer 1 name	
Producer 1 signature X	Date
Producer 2 name (required for split arrangements)	
Producer 2 signature X	Date
General agent 1 name (required for general agent arrangements)	
General agent signature X	Date
General agent 2 name (required for general agent arrangements)	
General agent signature X	Date

Group name: _____ Group no. _____, through its authorized representative hereby certifies that Broker name(s) _____ is authorized to receive commission as described in Section 4 above.

Group

Group representative name	
Group representative title	
Group representative signature X	Date

How to properly complete and submit a Single Case Agreement

Completing page one

- A. All appropriate blanks appearing at the top of the page before Section 1 shall be completed including the SCA origin date, the Broker entering into the SCA, and the effective date of SCA.
- B. Section 3 contains the information pertinent to the group in which the SCA is being submitted along with the broker who is to receive commissions for the group listed. All information should be provided and if information is not applicable, please indicate N/A in the appropriate area.
- C. If information in Section 3 is not complete or if the broker listed does not meet all Licensing and Credentialing guidelines, the SCA will not be accepted and will need to be re-submitted once additional information is provided or guidelines have been met.
- D. For an Override to be paid to a General Agent, the General Agent must be listed and must also meet all Licensing and Credentialing guidelines.

Completing section 4

- A. The appropriate commission line is to be used dependent on the type of commission to be paid. Multiple lines should not be used unless group has multiple funding arrangements for different lines of business.
- B. The specific commission rate to be paid on all lines of business needs to be indicated on the SCA, even if one or more lines of business are deemed to be standard. "Standard" is not an appropriate answer as multiple "standard" rates exist dependent upon state and size of business. If there is a line of business not listed, please use the Other category to define the line of business and commission rate.
- C. Per contract per month (PCPM) commissions are to be paid based on a flat dollar amount per line of business.
- D. For an Administrative Service Only (ASO) group, if the commission rate includes a percentage of stop loss premium, the stop loss premium needs to be converted to a PCPM amount. If stop loss premium is not included in the commission rate, the stop loss percentage should be 0%.
- E. **Attention Sales and Underwriting:** For all ASO and National Groups, Funding Documents are required to be submitted with the SCA. The commission section of the Funding Document should clearly show all commissions to be paid with all percentages converted to PSPM rates.
- F. If a flat monthly dollar amount is to be paid on an ASO group, indicate the monthly amount to be paid in Option 4.
- G. Percent of premium commissions are not applicable for Indiana, Kentucky, or Ohio business. Effective April 2003, all Ohio commission transitioned from percent of premium to per subscriber per month or per capita. Effective April 2004, all Indiana and Kentucky commissions transitioned from percent of premium to per capita.
- H. **Missouri and Wisconsin business only:** If a percent of premium is to be paid, all lines of business to be paid need to be populated with the specific percentage to be paid. If there is a line of business not listed, please use the Other category to define the line of business and the commission percentage.

Completing section 6

- A. All SCAs require internal signatures by a Regional Vice President or Regional Sales Director of the state in which the policy is enforced, as well as the Sales representative and Underwriter for that group.
- B. All SCAs require broker's signature by all brokers listed to be paid to acknowledge that the information listed on the SCA is correct.
- C. All SCAs require the group signature if any of the listed commission rates for any line of business is above the standard commission rate for the state and segment of business that the group is categorized.
- D. If a flat monthly dollar amount is indicated for an ASO group, the group signature is required if the monthly amount divided by the number of subscribers for the group equals a commission rate above the standard commission rate.

Completing the SCA

- A. Submit all SCA's for new or renewal business to the following Sales Compensation mailbox: producers@elevancehealth.com.
- B. While the existence of a Single Case Agreement is a prerequisite to any non-standard payment obligation by Company, the Single Case Agreement will only be honored if completely and properly submitted.
- C. An SCA shall only be submitted when at least one line of business is to be paid at a non-standard commission rate. If a group is to be NET of commissions, meaning no commissions are to be paid, an SCA is not needed.
- D. Email notification of a group being NET of commission shall be forwarded to the above shared mailbox by both the appropriate Sales Representative and Underwriter in lieu of the SCA.

Usage Agreement



Section 1: Group information

Group no. W40580	Group name Colerain Township	Phone no.
Authorized signor signature X	Printed name Jeff Weckbach	Title Township Administrator
		Date (MM/DD/YYYY)

Section 2: EmployerAccess administration — Enter the user information for all authorized website administrators.

User name ConnorBaade1234	Site administrator ☒ Employer ☐ Broker	Inquiry-only access ☐ Yes ☒ No	User ID ConnorBaade1234
Phone no.	Email address		
User signature X	Connor Baade		Date (MM/DD/YYYY) 01/08/2024

User name	Site administrator ☐ Employer ☐ Broker	Inquiry-only access ☐ Yes ☐ No	User ID
Phone no.	Email address		
User signature X			Date (MM/DD/YYYY)

User name	Site administrator ☐ Employer ☐ Broker	Inquiry-only access ☐ Yes ☐ No	User ID
Phone no.	Email address		
User signature X			Date (MM/DD/YYYY)

User name	Site administrator ☐ Employer ☐ Broker	Inquiry-only access ☐ Yes ☐ No	User ID
Phone no.	Email address		
User signature X			Date (MM/DD/YYYY)

IDs and passwords are to be 8-12 characters containing at least two different character sets (uppercase, lowercase, numeric) and numbers and letters cannot contain more than two repeating characters. Should you have any questions, please contact your Anthem representative.

Section 3: Terminating user access

This is to advise that _____ is no longer authorized as a website administrator and should have their access terminated.			
Authorized signor signature X	Printed name	Title	Date (MM/DD/YYYY)

Please fax your completed form to:

Small group: 1-855-600-6848

Large group: 1-888-470-6598

ADMINISTRATION

Department: Administration
Department Director: Tiphannie Mays, Assistant Administrator

Strategic Plan Goal: Strategic Goal #5: Continuously Improve the Operations of the Township

Motion to Set Rates for Employee Health Care Plans and Packages

Recommend ADOPTION of the Motion.

Rationale:

As part of the Township's medical plan renewal process, it is recommended that all medical plans and rates be increased by 9.5%. Dental coverage is recommended to increase by 2%. Vision plans are recommended to be held flat, consistent with this prior year.

- As a quick recap, the following recommendations are being made for the plans and packages for 2025-2026 year:
 - Medical – Renewing with Anthem
 - Stop Loss – Renewing with Anthem, increasing the specific stop loss from \$110,000 to \$120,000
 - Vision – Renewing with Anthem
 - Dental – Renewing with Anthem
 - Life & Long Term Disability – Renewing with The Standard
 - Employer and employee contribution will increase by 9.5% for medical

There is one change in the Health Savings Account limit for embedded high deductible health plans (the Township's Gold packages) by the Internal Revenue Service. The minimum deductible has been increased by the IRS in an effort to adjust to inflation.

2026-2027 Health Care Rates

NEW	Employee/Month	Employer/Month	
	Single	ER/Month	Total
Gold-0	-	565.01	565.01
Gold-10	56.50	508.51	565.01
Gold-20	113.00	452.01	565.01
Gold-30	169.50	395.51	565.01
Platinum	151.74	606.97	758.71

NEW	Employee + Spouse		ER/Month	Total
Gold-0	-		1,175.20	1,175.20
Gold-10	117.52		1,057.68	1,175.20
Gold-20	235.04		940.16	1,175.20
Gold-30	352.56		822.64	1,175.20
Platinum	315.63		1,262.51	1,578.14

NEW	Employee + Child		ER/Month	Total
Gold-0	-		1,050.90	1,050.90
Gold-10	105.09		945.81	1,050.90
Gold-20	210.18		840.72	1,050.90
Gold-30	315.27		735.63	1,050.90
Platinum	282.24		1,128.97	1,411.21

NEW	Family		ER/Month	Total
Gold-0	-		1,717.60	1,717.60
Gold-10	171.76		1,545.84	1,717.60
Gold-20	343.52		1,374.08	1,717.60
Gold-30	515.28		1,202.32	1,717.60
Platinum	461.30		1,845.20	2,306.50

DENTAL

NEW	EE/Month	ER/Month	Total
Employee	4.99	19.94	24.93
Family	15.74	62.96	78.70

ADMINISTRATION

Department: Administration

Department Director: Jeff McElravy, Assistant Administrator

Strategic Plan Goal: Strategic Goal #1: Chart a Pathway to Long-Term Financial Stability
Strategic Goal #5: Continuously Improve the Operations of the Township

Motion to Authorize the Issuance of a Request for Proposals - Enterprise Resource Planning System
Recommend ADOPTION of the Motion.

Rationale:

Enterprise Resource Planning (ERP) systems integrate human resources, payroll, finance, and budgeting functions into a single system. The Township currently uses multiple, antiquated systems for these functions, which is highly inefficient and creates opportunities for errors. Soliciting proposals from ERP vendors will allow the Township to determine if there is a vendor that would meet the needs of the Township at a reasonable cost.

COLERAIN

TOWNSHIP ~ OHIO

COLERAIN TOWNSHIP, OHIO

REQUEST FOR PROPOSALS

FOR CLOUD BASED FINANCIAL MANAGEMENT, BUDGETING, ACCOUNTING, PAYROLL, AND SOFTWARE
CONVERSION AND CONSULTING SERVICES

Sealed proposals will be received by Colerain Township, 4200 Springdale Rd, Cincinnati, Ohio, 45251. Proposals must be received no later than 4:00 on August 14, 2026. The envelope containing the proposal must be sealed and plainly marked "Software Proposal for Financial Management & Software Conversion Services." Proposals may also be submitted via email to jmcelravy@colerain.org prior to the deadline.

Proposals must follow the rules and format established within this RFP. Adherence to these rules will ensure a fair and objective analysis of all proposals. Failure to complete any portion of this request may result in rejection of a proposal.

The Township prefers responses that are concise and thoughtfully address the criteria raised in this RFP. There is not, however, a specific page limit.

All proposals are subject to Ohio Public Records Law.

The point of contact for this RFP is Jeff McElravy, Assistant Administrator, (513) 385-7500, jmcelravy@colerain.org.

Section One- About Colerain

About Colerain

Colerain Township is a home rule township with just under 60,000 residents on the west side of Cincinnati, Ohio. The Township has 310 authorized positions, 254 of which are in public safety. The 2026 all funds budget is \$50.6 million.

The Township provides the following services: fire & EMS, police, road maintenance, parks, and a senior center. The Administration Department provides finance, human resources, IT, and planning and development services.

Payroll is processed in house. Purchasing is not centralized. The Township manages its finances on a cash basis and a calendar year. Most employees are represented by one of six collective bargaining units. The employees of the Township live in three states: Ohio, Kentucky, and Indiana. Eligible employees participate in the Ohio Public Employees Retirement System or the Ohio Police and Fire Pension Fund.

Objective

The Township seeks to consolidate its disparate finance and human resources systems in a single, coherent, cloud-based solution that eliminates redundancies, automates workflow, and equips staff with information to make better informed decisions.

Current Systems

- HR – Arcoro, OnBase, and Employee Navigator.
- Financials – Uniform Accounting Network (provided by the Ohio Auditor of State)
- Budgeting - OpenGov
- Scheduling & Timekeeping – Right Stuff

Required Modules and/or Functions

The Township is interested in implementing the following functions/modules: general ledger, accounts payable, purchasing, accounts receivable, budgeting, recruitment and hiring, employee records management, position maintenance, benefits administration, and payroll.

The Township currently uses Right Stuff for scheduling and timekeeping. The respondent may offer their own solution or propose to interface with Right Stuff. If the respondent proposes to interface, demonstrated experience doing so is preferred.

The Township currently uses OpenGov Permitting and Licensing for issuing zoning certificates, tracking nuisance properties, and its rental registration program. The Township

intends to continue using OpenGov for these functions. Demonstrated experience interfacing with Stripe, their third-party payment processor, is preferred.

Possible Modules and/or Functions

The Township will consider implementation of an employee portal, pension administration, time entry, performance evaluation, performance management, forecasting, work orders, and contract management.

The Township is also open to recommendations for other modules or functions that would allow it to achieve its objective.

Potential Interfaces

The Township is interested in establishing interfaces that would automate activity with its bank, OPERS, OP&F, Stripe, Access One, Authorize.net, and the Ohio Business Gateway.

Project Governance

The Township has convened two groups to manage the selection and implementation process. The first group is the project team, who will be the “doers” of the project. They will work with the successful respondent to review policies and processes and execute the project plan and complete tasks related to design, configuration, data conversion, testing, and training. The second group will be a steering committee, which will provide strategic direction and general oversight of the project, clear obstacles, and make decisions on issues that are elevated by the project team. The steering committee will sign off on any change orders and the achievement of milestones.

There will also be a project manager, who will lead the procurement, negotiate the contract(s), coordinate the day-to-day activities of the project team, and serve as the primary point of contact with the vendor. The project manager is responsible for quality assurance related to contract compliance and milestone acceptance.

Section 2- Required Responses

Vendors should prepare thorough responses to all of the subsections in this section.

Functional Requirements

The functional requirements are listed in Exhibit A. Respondents should complete each field. Please note that there are multiple tabs on this spreadsheet. Respondents should complete all tabs. Failure to complete all fields may result in a proposal being rejected.

Functional requirements are the major tasks, outcomes, or functions that the **configured** ERP software will do to support the Township's business processes. They focus on what the system needs to be able to do, not how it should be done.

The requirements will become a part of the scope of work in the final contract and vendors should expect that requirements will be tested and verified as part of the implementation.

Respondents should mark the appropriate cell for each requirement. A requirement is met only if the configured system will meet that requirement. Having the ability to meet a requirement is insufficient. If a third-party partner will meet a requirement, the respondent should mark that cell. An opportunity to provide context for each response is provided.

Implementation

Prepare a schedule for the project showing key phases, deliverables, and milestones for the project. Each phase should show which members of the implementation team will be involved and the anticipated time commitments from Township staff. The Township would prefer to switch over to the new system at calendar year-end, which is also the fiscal year-end, but that is not a requirement. If the switch is to occur mid-year, the respondent should describe the strategy and duration of that interim period.

The schedule should specify which portions of the implementation process will be completed on site and what portion will be completed remotely. Further, it should identify the portions of the training process that will be completed on site, the portions that will be done remotely, and the portions will be completed through a learning library.

Finally, please describe the scope and methods of your post-implementation support, including training and software updates or enhancements. Please identify any post-implementation support costs that would not be included in the annual maintenance cost.

Security

The Township is requesting proposals for a cloud-based system. As a result, the security for the software will be the responsibility of the successful vendor. Please describe the systems and processes that your company has in place to maintain security.

Data Conversion

The Township would prefer to focus its implementation on the optimization of the new system to converting old data to the new system. The Township does not intend to alter its chart of accounts.

UAN stores seven years of data, and the annual license is cost effective. It may be possible to maintain that system and convert a minimum amount of data. If the respondent recommends a data archive other than UAN, please describe that system and include any implementation and ongoing licensing costs for that system.

Please describe the strategy for data conversion and compliance with Ohio Public Records Law, including the portion of the data conversion process that will be completed on site and the portion will be completed remotely.

Demonstrated Experience and References

The Township prefers a vendor that has experience implementing and supporting its solution at other townships in Ohio. The Township also prefers a vendor with demonstrated experience converting from UAN to their solution.

Please identify at least three past projects that are good examples of the proposed services in this engagement, and a short case study that includes the scope of the project, the business processes that were improved, a description of the challenges faced, lessons learned, and a summary of the client's current situation. Please provide contact information for each reference.

Please list the members of the implementation team and their experience implementing systems at jurisdictions similar to the Township. The Township expects that the leaders of the implementation team be engaged for the full length of the project.

If your company has been sued by a client, or sued a client, please disclose that in your proposal. The Township welcomes any context the respondent chooses to provide.

Pricing

Please itemize your pricing for licensing, including the functions included in each bundle; implementation, conversion, and configuration; ongoing licensing, support, and additional

fees; the term of this pricing, and any proposed caps on price increases beyond the contract term. Final pricing will be itemized in the contract and will include a “not to exceed” total. Respondents must attach a separate spreadsheet to itemize pricing.

Data Ownership

The successful respondent must commit contractually that the Township owns its data and to take any steps necessary to transfer all data under its control to the Township upon expiration or termination of any contract.

Section 3 – The Selection Process

Selection Schedule and Process

Issue Request for Proposals – 6/16/2026

Deadline for Questions – 7/17/2026

Response to Questions – 7/31/2026

Proposals Due – 8/14/2026

Scoring – 8/28/2026

Demonstrations – September 2026

Preferred and Alternate Vendor Selected, Intent to Award Letter Issued - September 2026

Contract Negotiation with Preferred Vendor, including a statement of work, project milestones, deliverables, and progress payments upon completion and validation of each milestone. – October 2026

Board of Trustees Consideration and Approval – 10/27/2026

Payment

The requirements section sets forth a clear set of expectations for project delivery. The requirements will be the basis for a statement of work and set of deliverables to be negotiated by the parties. As each milestone in the scope of work is delivered, tested, and validated, the Township will make the corresponding payment. The final payment will occur after the go live date, so that the parties have the opportunity to identify and address any “punch list” issues prior to final payment.

Scoring Criteria

The following criteria will be used to score proposals: response to functional requirements, overall implementation methodology, data conversion plan, security, demonstrated experience and references, and cost.

Questions

Questions may be submitted to Jeff McElravy, Assistant Administrator, jmcelravy@colerain.org. Responses to all questions will be shared with all respondents in the timeframe set forth in the section labeled, “Selection Schedule and Process.”

Right to Reject All Proposals

This solicitation does not constitute a commitment to proceed with the project. The Township reserves the right to reject all proposals for any reason. Respondents are responsible for all costs to prepare responses to this RFP.

Exhibit A – Functional Requirements Spreadsheet

Please note that there are multiple tabs on this spreadsheet. Respondents should complete all tabs.

Exhibit B – Itemized Pricing

ADMINISTRATION

Department: Administration

Department Cynthia Miller

Director:

Strategic Plan Goal: Strategic Goal #1: Chart a Pathway to Long-Term Financial Stability

Resolution Authorizing the Adoption of Amended Appropriations

Recommend ADOPTION of the Resolution.

Rationale:

Adoption of the attached resolution would increase appropriations in Fund 2081 (Police District) by \$10,000 in order align the budget with actual expenses for utilities.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the ____ day of June 2026, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mrs. Cathy Ulrich, Mr. Daniel Unger, Mr. Wahlert

Trustee _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____ - 26

**RESOLUTION AUTHORIZING THE ADOPTION OF AMENDED APPROPRIATIONS
FOR THE YEAR 2026**

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, does hereby agree to:

Section 1: Authorize the Colerain Township Fiscal Officer to prepare and submit a schedule of “Permanent Appropriations” for the year ending December 31, 2026, to the Hamilton County Budget Commission, as follows:

Fund	Fund Name	2026 Permanent Appropriations
1000	General	6,910,060
2011	Motor Vehicle License Tax	379,630
2021	Gasoline Tax	1,464,298
2031	Road and Bridge	1,868,632
2081	Police District	14,047,730
2111	Fire District	17,965,861
2181	Zoning	630,917
2231	Permissive Motor Vehicle License Tax	796,881
2261	Law Enforcement Trust	227,500
2271	Enforcement and Education	2,000
2281	Ambulance And Emergency Medical Services	1,795,491
2401	Special Assessment - Lighting Districts	175,213
2402	CDBG Sidewalk Maintenance Fund	30,000
2901	TIF - Kroger	350,100
2902	Recycling Incentive	129,178
2903	TIF - Colerain Towne Center	563,751
2904	TIF - Duke	205,000
2905	TIF - Northridge	157,000
2907	TIF – Dunlap Grove	130,000
2908	CDBG Com Dev Block Grant	100,000
2909	One Ohio Opioid Settlement	60,000
2910	TIF – Zillig	49,002
2911	Parks & Services	1,387,664
2912	Community Center	298,782
2913	TIF - Abbeytown	202,660
2914	TIF - Hunters Ridge	44,900

2915	TIF - Lake Gloria	323,150
2916	TIF - Crosley Meadows	186,800
2917	TIF - Copper Creek	42,800
3101	General (bond) (note) Retirement	733,750
4101	Fire Bonds	2,148,467
6001	Self-Insurance Fund	2,541,016

Trustee _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mrs. Ulrich _____, Mr. Unger _____, Mr. Wahlert _____,

ADOPTED this _____ day of June 2026.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Daniel Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Fiscal Officer

Resolution prepared by and approved as to form:

Brodi Conover
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this ____ day of June 2026. I hereby certify that funds are available and have been lawfully appropriated, authorized or directed for the purposes identified in the attached resolution, and are in the treasury or in the process of collection to the credit of the appropriate fund, free from any previous encumbrance.

Jeff Baker,
Colerain Township Fiscal Officer

OLD BUSINESS

Department: Administration
Department Director: Tiphannie Mays, Assistant Administrator

Strategic Plan Goal: Strategic Goal #5: Continuously Improve the Operations of the Township

Resolution Adopting Updates to 1.5 - Work Hours and Pay Policy and 1.8 - Paid Time Off Policy
Recommend ADOPTION of the Resolution.

Rationale:

Updates to these policies include language identifying Fair Labor Standards Act rules for flextime and revisiting the longevity and sick time sell back proposals from the October 22, 2024 Board of Trustees Meeting. A first reading of this resolution occurred at the May 26th Board of Trustee meeting.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio,
met in regular session at _____ p.m., on the _____ day of _____, 2026, at the Colerain
Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the
following members present:

Cathy Ulrich, Dan Unger, Matthew Wahlert

Trustee _____ introduced the following resolution and moved its
adoption:

RESOLUTION NO. _____

RESOLUTION UPDATING WORK HOURS AND PAID TIME OFF POLICY

WHEREAS, the Board of Trustees sets the policy direction for Colerain Township
employees and residents; and;

WHEREAS, Administration and all departments intend on following the direction set by
the Trustees; and;

WHEREAS, these policy updates are intended to align with the Fair Labor Standards
Act and provide additional incentives to recruit and retain talented employees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain
Township, Hamilton County, Ohio, as follows:

1. The attached Work Hours Policy and Paid Time Off Policy be formally adopted by the Board
of Trustees; and
2. That it is hereby found and determined that all formal actions of this Board concerning and
relating to the passage of this Resolution were taken in an open meeting of this Board, and that
all deliberations of this Board and any of its committees that resulted in such formal action were
taken in meetings open to the public, in compliance with all legal requirements including
§121.22 of the Ohio Revised Code; and
3. That this Resolution shall be effective at the earliest date allowed by law; and
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution
be read on two separate days, pursuant to Section 504.10 of the Ohio Revised Code, and hereby
authorizes the adoption of the Resolution upon its first reading.

Trustee _____ seconded the Resolution, and the roll being called upon the
question of its adoption, the vote resulted as follows:

Vote Record: Ms. Ulrich _____, Mr. Unger _____, Mr. Wahlert _____

ADOPTED this _____ day of _____, 2026.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Brodi Conover
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of _____, 2026.

Jeff Baker
Colerain Township Fiscal Officer

1.8 COLERAIN TOWNSHIP PAID TIME OFF POLICY

PURPOSE

Colerain Township offers employees paid time off as a general workplace benefit. The Township encourages employees to utilize paid leave, as it is a general benefit to employee health and helps to prevent burn-out.

HOLIDAYS

1. Regular, full-time employees are eligible for Holidays as defined by the Ohio Revised Code, section 1.14 and 511.10. To receive holiday pay, the employee must not be on a disciplinary suspension or on unpaid leave of absence when the holiday occurs. Eligible employees who do not work on the holiday will receive eight hours of pay at their straight-time pay rate for each full-day holiday.
2. If a holiday falls on a Saturday, it will be observed on the preceding Friday. If a holiday falls on a Sunday, it will be observed on the following Monday.
3. All employees covered by Collective Bargaining Agreements shall be eligible for holiday pay as spelled out in each respective agreement.
4. All Holidays will normally be observed on the date of recognized observance. A Department Director may authorize an employee to work on an established Holiday. In such instances, the employee either (1) will receive regular hourly pay for all hours worked on the holiday in addition to the standard holiday pay, or (2) at the discretion of the Department Director, may be given another day off during the pay period in exchange for working on the holiday.
5. Exempt employees are not entitled to compensation for working on holidays. At the discretion of the Administrator, exempt employees may be given another day off during the same pay period in exchange for working on the holiday.

VACATION LEAVE

1. Regular, full-time employees shall receive annual vacation at the following accrual rates. Accrual rate for vacation is based on continual years of service as a full-time employee from public serving governmental institutions, such as local public schools, local government and/or council of governments from Ohio, Indiana and Kentucky, and any branch of the United States Military shall count for the vacation accrual rates. The effective date for recognizing service from other public serving governmental institutions is for new hires on or after May 26, 2015. The effective date for recognizing service from the Military is July 14, 2020.

2. Statute of Limitations: To receive credit for continual years of public serving service, the onus is on the employee that is being hired to report their service to Human Resources during their hiring process. Once the employee begins their tenure with the Township, they will have up to thirty (30) days to submit documentation of their service to receive credit. After this time, the Township will not honor any service or credit the time towards vacation accruals as this puts unnecessary strain on resources to backtrack into the system and update records.
3. Vacation will be accrued with each payroll based on the years of continuous service at the rates listed in the below table:

Years of Continuous Service	Number of Vacation Hours (per payroll)
a. Zero (0) through 1,825 calendar days	3.08 hours
b. 1,826 through 3,650 calendar days	4.62 hours
c. 3,651 through 5,475 calendar days	5.54 hours
d. 5,476 through 9,125 calendar days	6.77 hours
e. 9,126 or more calendar days	7.70 hours

4. To promote employee wellness, employees are encouraged to use vacation leave in the year earned. However, it is recognized that job responsibilities may prevent an employee from using the appropriate accrual in the year earned therefore leave accumulation may be necessary.
5. Employees may carry a maximum of two years' vacation time. This will be reviewed on a quarterly basis and any vacation hours in excess of their two-year accrual will be forfeited at that time.
6. Upon separation, employees shall be paid for no more than forty (40) hours of carryover plus the current year vacation accrual at their hourly rate at the time of separation. Any vacation in excess of the above limits is dropped and lost.

EXAMPLE:

- a. Employee A was hired February 1, 2015. On February 1, 2015 employee will be credited with the appropriate number of vacation days pursuant to this policy. In this example, 80 hours of vacation leave is credited to employee account. Employee A is encouraged to use vacation during the period of February 1, 2015 and January 31, 2016. Unused leave as of January 31, 2016 will be carried forward on February 1, 2016 and added to the 2016 accrual subject to the restrictions of this policy.

Below is a specific example for Employee A:

1. February 1, 2015	Earned 80 Hours
2. February 1, 2015 – January 31, 2016	Used 16 Hours (Eligible Carry-over = 64 Hours)
3. February 1, 2016	Earned 80 Hours
4. New Balance February 1, 2016	144 Hours (64 carryover plus 80 hours earned)
5. February 1, 2016 – January 31, 2017	Used 40 Hours, Eligible Carry-over = 80 Hours)
6. New Balance February 1, 2017	160 Hours (80 carryover plus 80 hours earned)

Employee A lost 24 hours of vacation on February 1, 2017 because carryover was limited to one year's accrual.

- b. Employees who are on extended leave, such as worker's compensation leave, or employees who are unable to properly take time off due to scheduling conflicts, will be able to appeal their loss of vacation time. In order to appeal the loss of vacation time, the employee must submit a request in writing to keep their vacation time within five business days after the employee's anniversary date.
 - i. An independent three-member committee shall meet to review the employees' request. This committee will consist of the Administrator, Human Resources Specialist, and the Department Director of the employee's department. In the event that a Department Director appeals their loss of vacation time, the Township Assistant Administrator shall be the third member of the committee.
 - ii. This committee will meet as soon as possible after a request is submitted. This committee will hear testimony from the employee on why they should be permitted to keep their vacation time. The committee will then weigh the merits of the request and make a final recommendation to approve or deny, in full or in part, the request.

7. Vacation Usage and Scheduling

- a. Vacation time may be taken in one-hour increments
- b. Employees must submit vacation requests in writing to their Department Director in sufficient time to allow for proper scheduling. Employees are encouraged to submit vacation requests at least one (1) to sixty (60) days before the vacation date. Vacation requests submitted the day of the request may not be approved. It shall be the responsibility of the Department Director to establish criteria for scheduling of vacation either by internal policy or as directed by the appropriate Collective Bargaining Agreements. Department Director must give written request for vacation to their direct supervisor (the Township Administrator or Assistant Administrator). The Township Administrator shall submit all time off requests to the President of the Board of Trustees for approval.
- c. Whenever possible, vacations will be scheduled to meet employee preferences, but the Township will consider existing and expected workload before determining whether the vacation may be taken at the requested time. The Township Trustees reserve the right to alter vacation schedules in order to ensure efficient operation of the Township in time of emergency.
- d. Compensation for vacation leave in lieu of time off for suspension or other disciplinary action will not be granted.
- e. The Township will pay employees for earned, unused vacation upon retirement or termination, not to exceed the current year accrual plus forty (40) hours of carryover. Hours in excess of the forty (40) hours shall not be paid and are considered lost.

PAID SICK LEAVE

1. Use of sick leave

- a. Sick leave shall be granted to an employee, only upon approval of the Department Director, which may be subject to the approval of the Township Administrator or Board of Trustees or

both. The Township Administrator shall submit all time off requests to the President of the Board of Trustees for approval. Sick leave shall be used for the following reasons (except illness or injury of the employee is not subject to the prior approval of the Department Director):

- i. Illness or injury of the employee.
- ii. Medical, dental, or optical examinations or treatment of the employee, when examinations cannot be scheduled during non-working hours.
- iii. Death of a member of an employee's immediate family. Sick leave usage is limited to five workdays (40 hours) after the employee has exhausted their funeral leave.
- iv. Illness or injury of a member of the employee's immediate family, provided the immediate family member is being treated by an appropriate licensed practitioner and the employee's presence is necessary.
 1. Immediate family members include an employee's mother, father, grandparent, stepchild, grandchild, sister, brother, child, spouse, son-in-law, daughter-in-law, father-in-law, or mother-in-law, or a legal guardian, or other person who stands in place of a parent.
- v. For reasons related to mental and/or behavioral health for treatment, therapy, and for other related appointments related to mental or behavioral health recovery.
- vi. Any time off for a qualifying medical leave event that is approved under the Family Medical Leave Act (FMLA). This time must be utilized first for any FML as this leave is entitled for medical reasons.

2. Amount of credit

- a. All full-time employees shall accrue sick leave credit at a rate of 4.6 hours for each 80 hours of service not to exceed 15 workdays or 120 hours per year. Sick leave will not accrue during an unpaid leave of absence, suspension, or layoff.

3. Notification

- a. Employees who are unable to report for work and who have not been previously approved to take sick leave are required to notify their immediate supervisor as soon as possible when they are unable to report for work due to an illness or injury. Notification must be made in accordance with any time or other requirements established by the Department Director.

4. Advancements and accumulation

- a. Advanced use of sick leave shall not be granted. Sick leave may be accumulated without limit.

5. Verification

- a. If necessary, any supervisor designated by the Township Administrator or Township Trustees has the authority to check on an employee to verify a reported illness or injury for use of sick leave. The Township may take any steps necessary and permitted by law to verify the need for sick leave. If there is reason to believe sick leave has been improperly used, the Administrator or their designee may deny sick leave pay until the employee

establishes that his or her use of sick leave was proper. Abuse of sick time will result in disciplinary action, up to and including discharge.

- b. Employees are required to provide a doctor's note as follows:
 - i. when an employee is absent from work for three (3) or more consecutive workdays for reasons of illness or injury;
 - ii. when an employee has used 80 hours of sick leave within any six-month period; and
 - iii. upon request regardless of the number of days an employee was absent from work.
- c. When an employee has used eighty (80) hours of sick leave within a six-month period, the employee will be required to provide a doctor's note for any subsequent absence until such time the employee's sick leave usage falls below eighty (80) hours for the most recent six-month period. This policy does not apply for employees who have qualified for family medical leave under the Family Medical Leave Act (FMLA).

6. Use and pay

- a. Sick leave, when approved, shall be charged in increments of one hour or as specified in the Collective Bargaining Agreement. Sick leave is paid at the employee's regular straight-time pay rate and cannot be used as a means to earn overtime.

7. Pay for unused credit upon separation

- a. Upon retirement from one of Ohio's public pension systems (proof of retirement benefit required), or death, the Township will pay full-time employees with at least five (5) years of service with Colerain Township and fifteen (15) years of governmental service in Ohio for 1/4 of the value of up to a maximum accumulation of 960 accumulated, unused sick leave credit hours (or a maximum of 30 days) upon retirement or death. Employees hired on or before January 1, 1997 and have completed at least fifteen (15) years with the township, shall be paid for a maximum of 45 days upon retirement or death.
- b. Employees that are re-employed under a retire/rehire arrangement from Colerain Township shall be paid their severance effective on their retirement date and shall not be eligible for any further payment for unused sick leave credit in the future. Upon payment of severance, unused sick leave balance is reset to zero. Employees employed under a retire/rehire arrangement as of January 1, 2015 shall receive severance at the time they terminate employment at the current daily rate of pay. Employees hired by the township who previously retired from one of Ohio's public pension systems are not eligible for pay for unused sick leave credit.

8. Seasonal and part-time employees earn no sick leave credits.

9. Employees who do not report for work due to illness or injury and who have exhausted all of their sick leave days (and FMLA leave) are subject to disciplinary action for being absent without approved leave.

10. An employee with previously accrued unused sick leave credit from any other governmental agency in the State of Ohio may transfer such leave to Colerain Township. The previously accrued sick leave shall be placed to the employee's credit upon employment by the Township, provided such

employment by the Township takes place within ten (10) years of the date on which the employee last terminated employment with that public agency. ~~The Township requires the employee to furnish a satisfactory written, signed statement from the prior employer to establish the right to such sick leave credit. To receive this credit, the employee must provide a satisfactory written and signed statement from the previous employer verifying the amount of accrued sick leave. Only leave specifically designated and tracked as “sick leave,” separate from other forms of paid time off, shall be eligible for transfer under this policy.~~

DONATION OF SICK LEAVE

1. This policy is not intended to address “typical” illness/injury, elective surgeries, or other conditions or circumstances not considered as extreme or catastrophic. For the purposes of this policy, pregnancy and childbirth are applicable reasons for the establishment of a sick leave donation bank for the individual giving birth to a child.
2. Each request for donated sick leave will be considered on an individual basis. Each request will be evaluated on its own merits by a panel made up of the Township Department Directors, with their recommendation being provided to the Township Administrator, who will have final approval/denial.
3. Employees shall be permitted to donate accrued but unused sick leave to a fellow employee who is otherwise eligible to accrue and use sick leave. The intent of the sick leave donation program is to allow employees to voluntarily provide assistance to their co-workers who are in critical need of leave due to serious injury.
 - a. An employee may receive donated sick leave upon written request, up to the number of hours the employee is scheduled to work each pay period excluding extra-time/over-time (donated sick leave will not be counted towards the extension of 12-week period covered by the FMLA period). An employee may receive donated sick leave under the following conditions:
 - i. Employee has a serious illness or injury (not self-inflicted), documented by appropriate medical records,
 - ii. Has no accrued but unused sick leave, and
 - iii. Has exhausted or does not qualify for any other compensated time off, such as vacation, personal leave, comp-time, etc.
 - iv. The maximum number of donated sick leave hours is equivalent to one (1) year’s base work hours excluding extra-time/over-time.
 - b. Employees may donate their accrued but unused sick leave if the donating employee:
 - i. Voluntarily elects to donate sick leave and does so by signing the SICK LEAVE DONATION FORM (on file with Human Resources), which includes the name of the employee for whom the donated sick leave is intended. The total number of hours to be donated (on a 1 for 1 ratio; one hour donated for every one hour used by employee receiving the donation);
 - ii. The donating employee will donate in increments of eight (8) hours;

- iii. Retains a sick leave accrual balance of at least 50% of starting balance prior to any donation and a minimum balance of 480 hours following the reduction of donated hours for FMLA purposes.
- iv. Donations from immediate family members or domestic partners will be permitted as long as the amount donated does not draw down the family/domestic partner's bank past 480 hours (12 weeks) for FMLA purposes as stated above.
- c. The Township will charge the donated sick leave hours in eight-hour increments on a rotating basis from those who donated until such time as all donated time is used up. Additional accrued sick leave may be offered as needed on the same basis as established by this policy.
- d. Unused donated sick leave will be returned to the donating employee on a 1 to 1 basis as if it had not been donated or used.

ANNUAL SICK LEAVE SELL-BACK PROGRAM

The Annual Sick Leave Sell-Back Program is designed to reward employees for maintaining accrued sick leave balances by providing an opportunity to convert a portion of unused sick leave into monetary compensation or additional benefits, rather than allowing those hours to remain unused.

1. Eligibility

- a. All full-time non-bargaining unit employees who have completed a minimum of three (3) years of continuous service with the Township are eligible to participate.
- b. Employees must be in good standing with the Township at the time of the request and must not have used more than ten (10) sick days during the fiscal year in order to qualify for participation.
- c. Employees must maintain a minimum balance of 480 hours (12 weeks) of accrued sick leave after participating in the program.

2. Program Criteria

- a. Employees may convert a minimum of twenty (20) hours and a maximum of eighty (80) hours of accrued sick leave per year through this program on a one-to-one basis.
- b. Eligible sick leave hours may be converted to vacation leave or sold back to the Township, provided the employee maintains the required minimum balance of 480 hours (12 weeks) of accrued sick leave for FMLA purposes. Any conversion to vacation leave must also comply with the Township's maximum vacation accrual limits and all applicable leave policies.
- c. Requests to participate in the program must be submitted to the employee's direct supervisor by December 15th of each year. Transfers and/or payments for participants will be made on or before February 15th of the following year.

3. Alternative Payout Options

a. In accordance with applicable federal contribution limits, employees may elect to have eligible sell-back funds directly deposited into a Health Savings Account (HSA) or Deferred Compensation account.

PERSONAL DAYS

All full-time non-union employees will be granted two (2) personal days annually, equivalent to the employees' regular work hours. Unused personal days as of December 31st shall be forfeited. Any unused personal days at the time of an employee's separation shall also be forfeited. If a new employee is hired on November 1st or after, any remaining personal time hours that have not been used by December 31st shall roll over into the next calendar year in which this policy shall be in effect at that time.

OVER-USE OF LEAVE TIME

Supervisors who are responsible for approving timesheets must ensure that requests are not over and beyond what the employee is requesting. For example, if an employee is requesting 16 hours of vacation time and they only have 10 hours of vacation time in their leave balance, the supervisor must decline the request to avoid any over-use of time. Approving leave without necessary leave balances creates unnecessary payroll issues. Supervisors that approve time off requests for an employee who does not have sufficient time in their leave bank will be subject to disciplinary action.

FUNERAL LEAVE

In the event of death in the immediate family, an employee shall qualify for funeral leave with pay for up to five (5) consecutive workdays (40 hours) for participation in out-of-town funeral services or for making funeral arrangements.

For the purpose of this section, immediate family is defined as a spouse, child or stepchild, grandchild, parent, step-parent, grandparent, brother, sister, parents or step-parents of spouse, grandparents of spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, a legal guardian, or other person who legally stands in place of a parent.

Funeral pay will be provided to accommodate absence occurring only on regularly scheduled workdays at the employee's base rate of pay. Funeral leave will not be granted for any period during which the employee is already on paid or unpaid leave status (unpaid leave status is interpreted as being military leave, disciplinary suspension, voluntary unpaid leave, absence without leave).

Leave requests meeting the conditions of these sections will be approved by the employee's immediate supervisor, and, if requested, the employee shall further submit proof of death or relationship.

Funeral leave may be taken within seven (7) calendar days of the date of death or the date of any funeral or memorial services. Requests for funeral leave with pay may be split between the date of bereavement and date of memorial service at a later date as long as the total number of days does not exceed the time granted by this provision.

In the event of the death of a relative in other than the immediate family, as defined above, vacation or sick time may be taken for funeral purposes subject to the approval of the Department Director.

Use of funeral leave will not be charged against accumulated sick leave balance.

ADMINISTRATIVE LEAVE

Administrative leave, with or without pay, may be given for an employee to leave the Township's property, or not to return to the Township's property for a specified period of time. This may also include limiting the use of Township's Information Technology, engaging with Township employees, or both for the following reasons:

- (1) In circumstances where the health or safety of an employee or of any person or property entrusted to the employee's care may be adversely affected.
- (2) To investigate an alleged violation of law or Township policy.
- (3) To investigate the conduct or performance of an employee even where no alleged violation of law or policy has been made.
- (4) When it is in the best interest of the Township operations as outlined in memorandum from the Township Administrator.

Although administrative leave may be used in conjunction with disciplinary action, or implemented because of an investigation, it is not, in itself, a form of disciplinary action.

Administrative leave with pay:

- (1) An employee may be placed on administrative leave with pay for the remainder of the employees' workday or longer with the approval of the Township Administrator or designee.
- (2) An employee shall receive their base rate of pay while on administrative leave. Time designated as administrative leave with pay will not be charged to the employee's paid leave. An employee placed on administrative leave with pay maintains all benefits during the leave time.
 - (a) Returning to work
When employees are on administrative leave with pay, their positions are held for them, unless it is determined through the investigative process and resulting disciplinary action that the employee is to be terminated.
 - (b) Notification
Written notification to the employee is required when an employee is placed on administrative leave with pay for periods of time greater than the remainder of the workday or when placed on administrative leave without pay. A copy of this notification will be placed in the employee's personnel file.

Administrative leave without pay:

(1) An employee may be placed on administrative leave without pay for the remainder of the workday or for an extended period with approval by the Township Administrator or designee.

(2) An employee placed on leave without pay is responsible for their share of the cost of benefits until such time they are reinstated or terminated.

(a) Returning to work

When employees are on administrative leave without pay, their positions are held for them, unless it is determined through the investigative process and resulting disciplinary action that the employee is to be terminated.

(b) Notification

Written notification will be given to any employee placed on administrative leave without pay. This notification will be placed in the employee's personnel file.

1.5 COLERAIN TOWNSHIP WORK HOURS & PAY SCHEDULE POLICY

PURPOSE

Employees are expected to maintain appropriate work hours in order to be available to the general public. Consistent attendance and work schedules will allow employees to adequately meet the needs of the public and to perform their duties in a manner that promotes teamwork and safety.

WORK HOURS

1. The Township Trustees, working through the Township Administrator, have the authority to establish work schedules and standard workdays. The Township Administrator may, at their discretion, delegate this authority to Department Directors as they see fit.
2. Township offices shall be open to the public from 8:00 A.M. to 4:30 P.M. daily except on Saturdays, Sundays, and on holidays as identified by this policy. The normal work week for full-time employees consists of forty hours of regular time per week, although some schedules may be different for employees under contract or those whose schedule includes rotating shifts or weekend duty. This is not a guarantee of a minimum or maximum number of hours per week.
 - a. Non-exempt employees are not permitted to work outside of scheduled hours. Any unscheduled work hours that result in the employee exceeding the Fair Labor Standards Act (FLSA) forty-hour work week will be subjected to progressive discipline. Responding to emails outside of regular hours may be considered work subject to this section.
3. The work hours of employees covered by a collective bargaining agreement shall be governed by the collective bargaining agreement and the department Standard Operating Procedures. Department Directors shall have the discretion of scheduling their personnel acting within the guidelines of the appropriate Bargaining Agreement.
4. The Township Administrator or their designee may deny leave requests of any kind (except FMLA leave) during special situations such as emergencies. The Township Administrator may, at their discretion, delegate this authority to Department Directors as they see fit.

MEAL PERIODS

Each full-time employee is required to take an unpaid meal period of one-half hour for every eight consecutive hours worked to be taken at the time approved by the employee's immediate supervisor. This meal period shall not count toward hours worked.

REGULAR PAY

1. Some employees are paid on an hourly basis and some are paid on a salary basis. An employee's salary is intended as the employee's compensation for the work week regardless of the number of hours the employee works in the week, whether fewer than 40 or more than 40.
2. The Board of Trustees determines the hourly and salary wage ranges for employees. Employees are paid bi-weekly. Pay adjustments, including annual raises not dictated by a Collective Bargaining Agreement, should be approved by the Board of Trustees. Salary ranges for each position will also be approved by the Board of Trustees.
3. The Township shall deduct court-ordered garnishments for child support or other reasons from an employee's pay.

LONGEVITY PAY

Longevity pay is a compensation structure designed to reward employees for their continued tenure and loyalty to our organization. Rather than incentivizing future performance, it functions as a retrospective reward acknowledging an employee's accumulated knowledge, ongoing commitment, and sustainable value to the Township.

This incentive is eligible to full-time non-bargaining unit employees with six (6) or more years of continuous service with Colerain Township.

Longevity pay is calculated on July 1st of each year as follows:

- a) 6 – 10 Years of continuous service \$2,000.00
- b) 11 + Years of continuous service \$2,000.00 plus \$100.00 for every additional year following the 10th year
 - i.e: 11 years = \$2,100.00
 - 12 years = \$2,200.00
 - 13 years = \$2,300.00
 - 14 years = \$2,400.00
 - 15 years = \$2,500.00
 - etc.

Longevity payments shall be made in one lump sum amount on the first pay period following July 1st of each year.

NOTICE TO SALARIED EMPLOYEES

The following notice is provided to exempt employees in accordance with the Fair Labor Standards Act. Exempt employees are paid on a salary basis, are not members of a collective bargaining unit, and are

not eligible for compensatory time or overtime. The Township pays exempt employees on a salary basis, meaning exempt employees regularly receive a pre-determined amount of compensation each pay period on a weekly basis, subject to the exceptions listed below.

The law allows certain reductions in the pay of a salaried employee. The Township may choose not to reduce a salary, but the following reductions are the ones permitted by law: when the employee is absent from work for one or more full days for personal reasons other than sickness or disability; for absences of one or more full days due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy or practice providing compensation for salary lost due to illness; to offset amounts employees received as jury or witness fees, or for military pay; or for unpaid disciplinary suspensions of one or more full days imposed in good faith for workplace conduct rule infractions.

Also, an employer is not required to pay the full salary for the first or last week of employment if the employee does not work the full week, or for weeks when an employee's salary is reduced as the result of penalties imposed in good faith for infraction of safety rules of major significance. In these circumstances, either partial day or full day deductions may be made. Exempt employees do not need to be paid a salary in any work week in which they perform no work. Also, an employer may require employees to use accrued paid time off to cover absences, as long as it does not result in a prohibited reduction.

The Township's policy is to comply with the salary basis requirements of the FLSA. Therefore, we prohibit any improper deductions from the salaries of exempt employees. If you believe that an improper deduction has been made to your salary, you should immediately report this information in writing to your direct supervisor, or to the Fiscal Office. The Township will promptly investigate any report of an improper deduction. If the Township determines that an improper deduction has occurred, you will be promptly reimbursed.

OVERTIME / COMPENSATORY TIME / FLEXTIME

1. Overtime

- a. The Township will pay non-exempt employees time and one-half their regular hourly rate for hours worked (for purpose of this policy hours worked does not include sick or vacation time for personnel under Collective Bargaining Agreements and hours worked does not include sick, vacation, compensatory or personal time for personnel not under Collective Bargaining Agreements) over 40 in a work week. The Township's work week will be from Sunday through Saturday. The following conditions shall apply to overtime worked by Colerain Township employees:
 - i. Overtime work is to be held to an absolute minimum.
 - ii. All overtime, except in circumstances of an emergency or unavoidable holdovers, must be pre-authorized by the Department Director.
 - iii. Signed authorization must be submitted with the payroll material to the payroll department to be verified and filed for audit.
- b. Department Directors shall have the authority to grant overtime compensation for full-time non-exempt employees, provided that the overtime compensation is permitted only for:
 - i. Work in excess of 40 hours per week, or other applicable work period for police and fire employees.

- ii. Work on an employee's scheduled day off when the employee is asked to report to work.
- c. Overtime compensation may be limited to the restrictions and guidelines of the appropriate Collective Bargaining Agreement or to work in excess of the employees' work period for employees to whom FLSA section 7K provisions are applied.
- d. Department Directors and other exempt employees are not eligible for overtime pay.

2. Compensatory Time

- a. At the discretion of the Township Administrator or their designee, compensatory time off work may be granted at a rate of one and one-half hours times the number of hours worked on a scheduled off duty-day or in excess of the standard work period. Any accumulation of compensatory time must be approved by the Department Director prior to accumulation of time.
- b. An employee must schedule in advance the use of accumulated compensatory time, which must be approved by the Department Director. Accumulated compensatory time must be used within the year it is accrued unless the Township Administrator permits an employee to use it in the following year.
- c. The Township Administrator or their designee may:
 - i. Establish an absolute maximum limit for the number of compensatory hours an employee may accumulate.
 - ii. Require an employee with a high accumulation of compensatory hours to reduce the accumulation through the use of any portion of their accumulated hours within a specific time period.
 - iii. Require overtime compensation be monetary compensation in lieu of compensatory time off whenever the Township Administrator believes that allowing an employee to earn and be credited with compensatory time off is likely to generate a further overtime requirement to provide scheduled coverage or to accomplish necessary work duties when the employee uses the earned compensatory time off.
- d. Exempt employees are not eligible for compensatory time.

3. Flextime

d.a. Non-exempt employees are expected to manage and flex their work schedules within the same pay week to remain within forty (40) hours worked whenever operationally feasible. In accordance with Township policy, all overtime must be approved in advance by the appropriate supervisor or department head. Therefore, employees are encouraged to adjust their schedules during the work week, with supervisory approval, to avoid unauthorized overtime whenever possible. In general, flextime should be approved by the Department Director in advance, should not interfere with the regular operations of the department and should be used to accommodate special circumstances or to avoid the need for overtime.

ATTENDANCE

1. Good Attendance Is Critical and Expected

- a. Good attendance is a critical part of every job at Colerain Township. Absenteeism and tardiness cause scheduling problems, threaten the high standards and service that the

Township must maintain, and place significant hardship on fellow employees.

- b. Every employee is required to work the hours assigned. Every employee is responsible for being present at the location designated by the Department Director or their designee and ready to work at the correct time each assigned day. Every employee is responsible for working their entire workday, and not leaving work early unless authorized or directed by the Department Director or their designee.
- c. The Township recognizes that there are circumstances beyond an employee's control and that employees are occasionally unavoidably absent or tardy. The Township takes this into account when enforcing its work rule on excessive absenteeism or tardiness. However, any time an employee is late, absent, or leaves early, for any reason, even a good reason, that absence directly affects the Township's ability to serve its residents and also adversely affects the employee's co-workers.

2. Definitions

The following terms and definitions shall be used in the attendance policy:

- a. Absence - Failure of an employee to report to the assigned workstation during the hours they are scheduled to work.
- b. Tardiness - Occurs when an employee is not at the assigned workstation at the beginning of the scheduled workday or returning from specified meal periods.
- c. Leaving Work Early - Occurs when an employee leaves their assigned workstation before the end of the scheduled workday.
- d. Excused Absences - Occurs when an employee has been notified and been approved by their Department Director for an upcoming absence, tardy, or the need to leave work early for an acceptable reason, such as FMLA leave and the approved use of sick leave, vacation leave, or other use of approved leave. Only under extraordinary circumstances and with final permission of the Department Director would an absence be considered excused without prior notification to and approval by the employee's Department Director. Department Directors shall not be absent from duty without the permission of their supervisor, (the Township Administrator or Assistant Administrator).
- e. Unexcused Absences - Occurs when an employee fails to notify the Department Director of their absence prior to the normally scheduled work time or is absent, tardy, or leaves work earlier than the previously granted approval.

3. Reporting Absences or Tardiness

- a. Employees who are going to be absent or tardy must provide their supervisor with as much notice as possible. Employees should personally report their absence or tardiness to their supervisor at least sixty (60) minutes before the scheduled starting time. It is important that you speak personally with your supervisor if possible. If an employee needs to leave work early for any reason, the employee must notify their supervisor before leaving.
- b. An employee reporting an absence or tardiness, or requesting to leave early, must provide a valid reason.

- c. The Township may investigate any absences or suspected abuse of attendance (such as frequent Monday/Friday absences).
- d. The Township will require an employee to use any available paid leave, including vacation or sick leave, while absent.

4. Discipline

- a. Excessive unexcused absences, regardless of the reason, will ultimately result in disciplinary action, up to and including discharge.
- b. Other attendance abuses, such as walking off the job, failure to give advance notice of tardiness when possible, or excessive Monday/Friday absences, will be handled on a case-by-case basis, and may result in additional discipline up to and including discharge.
- c. An employee who is absent three consecutive scheduled workdays without proper notification shall be subject to immediate termination.

5. Attendance Enhancements

- a. When, in their sole judgment it is necessary and in the best interest of the community, the Township Trustees may implement programs to encourage employee attendance by using incentive and initiative programs.

REMOTE WORK ~~AND FLEX TIME~~

In order to balance the need to extend work hours to better serve our residents, to minimize the use of overtime, and to provide an incentive to employees to accommodate personal responsibilities, the Township will occasionally grant ~~flex time or allow for approval for~~ remote work. It is understood that it is the discretion of the Department Director to grant ~~flex time or~~ remote work privileges and that ~~these~~ this privileges may be revoked at any time, with or without cause.

~~In general, flex time or remote work schedules should be approved by the Department Director. These work arrangements should not interfere with the regular operations of the department and should be used to accommodate special circumstances or to avoid the need for overtime.~~ Non-exempt employees who are permitted to work remotely shall keep an accurate record of their hours worked and report that to their Department Director.

An employee wishing to request an alternative work schedule shall make a request to their Department Director for review and approval or disapproval. An alternative work schedule must be mutually agreed upon by the employee and Department Director. Any changes to the schedule must be approved by the Department Director. Employees may, at the discretion of the Department Director, be called to work despite an arrangement for an alternative schedule.

CONSENT ITEMS

Department: Fire
Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #2: Continue to Provide High Quality Safety Services

Contract - AARP Community Challenge Microgrant Agreement - \$2,500.00 - May 26, 2026 thru December, 31, 2026
Recommend approval of all consent items.

Rationale:
Approval will allow acceptance and implementation of the AARP grant to complete up to 100 HomeFit safety modifications for older adults, improving community safety using external funding.

May 8, 2026

AARP Community Challenge Microgrant Agreement

This AARP Community Challenge Microgrant Agreement (“Agreement”) serves as an agreement between **AARP**, a social welfare organization located at 601 E Street NW, Washington, DC 20049, and **Colerain Township Department of Fire & EMS, part of the municipality**, located at **4160 Springdale Rd, Cincinnati, Ohio 45251** (“Organization”).

Whereas, AARP wishes to grant Organization funding for the purposes set forth herein, and Organization wishes to perform the grant activities described herein. Therefore, in consideration of the mutual promises and advantages to the parties (the receipt and sufficiency of which are hereby acknowledged), the parties agree as follows.

1. **Agreement Contacts.** The AARP contact person for this Agreement is Mike Watson, and the Organization contact person is Chelsea Gehring.
2. **Funding.** AARP shall provide Organization with a one-time payment of grant funding in the amount of **\$2,500.00** (“Grant Funds”). Grant Funds will not be distributed under this Agreement until the Agreement is fully executed by both parties and AARP has received the signed Agreement from Organization.
3. **50+ Focus.** Organization will use the Grant Funds to improve the local community with a focus on the needs of people age 50+ through the execution of the Grant Activities (defined below).
4. **Project Timeline and Reporting Requirements.** Organization will perform the Grant Activities described herein between the date of execution of this Agreement and **December 15, 2026, at 11:59 p.m.** (“Grant Period”). Organization agrees to submit to AARP a completed financial and programmatic after-action report (“AAR”), the generic form of which will be provided by AARP and is incorporated herein by reference, on or before **December 31, 2026** (“AAR Deadline”). The completed AAR will detail all progress or achievement of the Grant Activities described herein and must include a description of Grant Activity outputs and outcomes. It may include personal stories from residents who have benefited from the community improvements, which AARP and its third-party funders may publicize and distribute without limitation. The AAR may also include an itemized listing of any and all expenditures and drawdowns of the Grant Funds made during the Grant Period. Organization will submit the AAR with visuals (photos and/or video). Organization agrees that the submission of the AAR at the conclusion of the project is required by the AAR Deadline and failure to submit the AAR will result in the removal from the AARP website until the time of submission, and non-completion will disqualify an applicant from future AARP Community Challenge grant programs.
5. **Material License.** Organization grants to AARP the right and license to use, edit, reproduce, distribute, publicly display, publicly perform, and/or make derivative works of any content, media or other materials (collectively, “Material”) provided by Organization to AARP. Such Material may be used in whole or in part, alone or together with other content, media or other materials, and in any form or on any platform. The rights granted to AARP in this term shall be irrevocable, perpetual, royalty-free and worldwide. Organization will not have any right of approval or receive any compensation as a result of AARP’s use of the Material.
6. **Privacy.** Organization will obtain a signed release from each identifiable individual captured in any photo and/or video taken or otherwise acquired by Organization and will submit such releases to AARP upon request. If Grant Activities involve any other data collection (including surveys), Organization will inform participants that Organization is not collecting data on AARP’s behalf or sharing it with AARP. Further, as part of any data collection activities Organization engages in hereunder, Organization agrees not to ask

participants whether they are a member of AARP or an individual interested in AARP.

7. **Scope of Grant and Anticipated Activities to Be Funded.** Organization shall use the Grant Funds to undertake the following activities in Cincinnati, Ohio during the Grant Period and achieve the following deliverables (collectively “Grant Activities”):
 - A. **HomeFit Modifications.** Implement educational offerings and modifications to make homes safe and comfortable (especially for people age 50+) informed by the AARP HomeFit Guide (available at <https://www.aarp.org/livable-communities/housing/info-2020/homefit-guide.html>) and with support from RL Mace Universal Design Institute, a nonprofit organization focused on making the built environment easier to use and safer to live in for everyone at all ages and stages of life.
 - i. Organization will conduct simple home modifications and/or easy home safety and accessibility solutions in 100 homes (with participation targeted to people 50-plus).
8. **Grant Activity Related Content and Representations and Warranties.** Organization agrees that the Grant Activities and all materials created and distributed in connection with the Grant Activities will be nonpartisan, will not be in support of or opposition to any political candidate, and will not promote a for-profit, a product or for-profit service. Organization represents and warrants that such materials will not contain any matter that is defamatory, unlawful, or in any way infringes, invades, or violates any right of any person or entity, including privacy, publicity, copyright, and trademark.
9. **Term and Termination.** The effective date of this Agreement will be the date of execution, and the Agreement shall automatically terminate on **December 31, 2026** (“Term”). The Agreement may be terminated by AARP at any time and for any reason upon written notification to Organization. In such event, Organization shall return all unexpended portions of the paid Grant Funds to AARP with receipts and other documentation to substantiate the returned amount within forty-five (45) days of written receipt of early termination from AARP, and AARP shall have no further obligation to provide Organization with any Grant Funds.
10. **Insurance.** Organization is responsible for all Grant Activities performed under this Agreement. Organization will maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the Grant Activities in accordance with generally accepted industry standards and as required by law. Organization will also ensure contractors, agents, subcontractors, and providers of services maintain insurance coverage consistent with this section.
11. **Warranties.** Each party hereby represents and warrants that the content, media and other material (including Material as defined in Section 5) used or provided as part of the Agreement will comply with all applicable laws and regulations and will not contain any matter which is defamatory, unlawful, or which in any way infringes, invades, or violates any right of any person or entity, including privacy, publicity, copyright, and trademark. If necessary, Organization shall enter into written agreements and obtain written releases from third parties in order to ensure that any materials produced by the Organization hereunder can be used by AARP as contemplated herein.
12. **Indemnification.** To the extent allowable by applicable law, each party (the “Indemnifying Party”) shall defend, indemnify, and hold harmless the other party, its affiliates, and their respective partners, officers, employees, directors, agents, and representatives (each of whom is an “Indemnified Party”) against all liability, loss, suits, penalties, claims or actions, including any costs, damages, expenses (including attorneys’ fees and court costs), judgments, settlements or other liabilities, of every name and description brought by a third party in connection with the performance of this Agreement by the Indemnifying Party, including any claim that the content, media, materials, activities, services, or work product of the Indemnifying Party infringe or violate the intellectual property or other rights of third parties, except to the extent caused by the

gross negligence or willful misconduct of the Indemnified Party. The termination or expiration of this Agreement will not affect the continuing obligations under this provision.

13. **Trademark Use.** Organization agrees that it will acknowledge AARP funding support of its Grant Activities using AARP-provided branding and language and in compliance with the Community Challenge Promotional Toolkit provided by AARP, which is incorporated herein by reference. AARP grants Organization the nonexclusive right to use its name and logo at no cost only in connection with the Grant Activities and in compliance with the Community Challenge Promotional Toolkit provided by AARP. In connection with the Grant Activities and AARP's promotion thereof, Organization grants AARP the nonexclusive right to use its name and logo at no cost in connection with the Grant Activities mentioned above. All trademark licensee grants under this section are non-transferable and Organization shall not create any new use of the AARP trademark upon expiration or termination of this Agreement.
14. **No Collection of AARP Member Data.** At no time shall Organization collect or maintain any information from individuals involved in the Grant Activities that shall directly or indirectly identify such individuals as AARP members, member-prospects, or individuals interested in AARP.
15. **General Terms.** This Agreement represents the entire Agreement between Organization and AARP, and can only be amended in writing with a document signed by both parties. If there are any conflicts between any forms or documents exchanged by the parties, the terms and conditions of this Agreement will control. The parties agree that this Agreement will be governed by the Laws of the District of Columbia without regard to District of Columbia conflict of laws statutes/rules. If any portion of this Agreement is declared illegal, void or otherwise unenforceable, the remaining provisions will not be affected, but will remain in full force and effect.

The parties agree that electronic and/or digital signatures are valid and enforceable. If the above correctly reflects your understanding, please sign below and return a signed copy to the AARP contact person shown in Section 1.

Sincerely,



Date: May 8, 2026

Mike Watson, Director, Livable Communities, AARP

ACCEPTED AND AGREED TO ON BEHALF OF ORGANIZATION

Signature: 

Date: 5/26/26

Printed Name and Title:

Jeff Weckbach, Administrator

CONSENT ITEMS

Department: Fire
Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #2: Continue to Provide High Quality Safety Services

Pay Adjustment - Part-Time Co-op Fleet Maintenance Student - Department of Fire and EMS - Conner Barlow - \$16.00 per hour

Recommend approval of all consent items.

Rationale:

Pay adjustment retroactive to May 26, 2026. The incorrect pay rate was placed on the May 12, 2026 agenda.

CONSENT ITEMS

Department: Administration
Department Director: Cynthia Miller

Strategic Plan Goal: Strategic Goal #5: Continuously Improve the Operations of the Township

New Hire - Administrative Clerk - Administration - Chrissy Hill - \$27.75
Recommend approval of all consent items.

Rationale:
The position of Administrative Clerk was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Chrissy Hill.

The wage for this job is \$27.75 per hour for 40 hours per week. Contingent upon Board approval, she would be eligible to begin work on June 8, 2026.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position
☐ Reconfiguration of position
☒ Replacement existing vacancy
Date of Trustee Approval: 5/26/26

Job Code: 171-1

Position Number:

Status: ☒ Full Time ☒ Permanent ☐ FLSA Exempt ☐ CBA Position
☐ Part Time ☐ Temporary/Seasonal ☒ FLSA Non-Exempt ☒ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Chrissy Hill

Hourly rate: \$27.75 Employee Supervisor: Cindy Miller

Min/Max hours/week: 40

Proposed start date: 6/8/26 Eligibility Date: 5/26/26

Tentative schedule of hours: M-F 800-1630

Does this position supervise staff? ☐ Yes ☒ No

Comments:

Department Head Name: Cindy Miller

Signature: Cindy Miller
Signer ID: OWQNPB6X14...

Date: 05/20/2026 PDT

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employee's first eligible start date, pending completion of all necessary background checks, physical, and drug tests is: 5/26/26

Administrator's Signature: Jeff Weckbach
Signer ID: UCNZGVVK15...

Date: 05/20/2026 PDT

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

- ☒ Township Website
- ☐ Internal Bulletin Board
- ☐ Social media
 - ☐ Facebook
 - ☐ LinkedIn
 - ☐ Twitter
 - ☐ Other
- ☐ Newspapers
- ☒ Other job boards

Hiring Process Timeline:

Date of initial posting: 10/23/25

Date posting closed: 5/19/26

Interview Committee: Cindy Miller, Jeff McElravy, Doug Rieman (rd1), Panels (rd2)

Interview dates: various March-April 2026

Number of applications: 251

Number of candidates interviewed: 9

CONSENT ITEMS

Department: Police
Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #2: Continue to Provide High Quality Safety Services

New Hire - Police Cadet - Police Department - Samantha Peterkoski - \$27.50

Recommend approval of all consent items.

Rationale:

The position of Police Officer was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Samantha Peterkoski.

Samantha comes to the Police Department as a new hire who is currently expected to attend Butler Tech Police Academy in September 2026. Samantha will start with the Police Department as a Police Recruit. She will hold this role of Police Recruit until completion of the required OPOTA courses and the final state test.

The wage for this job is \$27.50 per hour for 40 hours per week. Contingent upon Board approval, she would be eligible to begin work after June 10, 2026.

Upon passing the state of Ohio OPOTA test, Samantha will assume the role of a Police Officer. The 2026 wage for this job is \$38.10 per hour for 40 hours per week.