



**MIDDLETOWN CITY COUNCIL AGENDA**  
**Tuesday, February 17, 2026**

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**CITY COUNCIL BUSINESS MEETING – 5:30 PM – COUNCIL CHAMBERS – LOWER LEVEL**

**MOMENT OF MEDITATION/PLEDGE OF ALLEGIANCE TO THE FLAG/ ROLL CALL**

**PRESENTATION:** Premier Health Cardiac Save Award Recognizing Fire Employees

**CITIZEN COMMENTS**

**COUNCIL COMMENTS**

**CITY MANAGER REPORTS**

Envision - Strategic Plan Discussion  
Middletown Arts Center

**CONSENT AGENDA.** . . Matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote of consent. There will be no separate discussion of these items. If discussion is desired, that item will be removed and considered separately.

- a) Approve City Council Minutes of February 3, 2026
- b) Receive and file the following board and commission minutes:
  - Cemetery Board- July 16 and October 15, 2025
  - Planning Commission- October 8 and November 12, 2025, and January 14, 2026
  - Architectural Review Board- September 30, 2025
  - Board of Health- January 13, 2026
- c) Confirm the conditional appointment of Tavionne Crosby to the position of Patrol Officer in the Department of Public Safety, Division of Police.
- d) Confirm the conditional appointment of Luke Modesto to the position of Economic Development Program Manager in the Community and Economic Development Department.
- e) Receive and file an Oath of Office for James Faulkner
- f) Approve the Final Plat of Renaissance, Section 13

**MOTION AGENDA**

- a) To approve the purchase of a 2026 CAT 42007A backhoe loader and hammer attachment from Ohio CAT in the amount of \$159,000.00 for the Water Distribution Division.
- b) To approve applying for and accepting the Round 3 .gov Domain Migration Grant from the Department of Homeland Security (DHS) and State & Local Cybersecurity Grant Program (SLCGP). The grant will award up to \$9,500.00 with a 20% match to cover costs associated with migrating to a .gov domain.



**MIDDLETOWN CITY COUNCIL AGENDA**  
**Tuesday, February 17, 2026**

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**LEGISLATION**

1. **Ordinance No. 02026-06**, an ordinance providing for the issuance and sale of notes in the maximum principal amount of \$4,950,000, in anticipation of the issuance of bonds, for the purpose of paying the costs of the acquisition by the city of approximately 30 acres of real property along Union Road and State Route 122 for a multi-use development, demolition of existing structures and the design, engineering and construction of public infrastructure including but not limited to water, sanitary sewer and storm sewer utilities, roads, traffic signals and controls, curbs, gutters, intersections, sidewalks, lighting and related infrastructure, together with all necessary appurtenances thereto, all in support of economic development and job creation within the city. (Second Reading)
2. **Ordinance No. 02026-07**, an ordinance approving the revised final development plan for the Havenwood planned development on Towne Boulevard. (First Reading)
3. **Resolution No. R2026-02**, a resolution approving and adopting the Middletown Historic Preservation and Revitalization Plan. (First Reading)
4. **Ordinance No. 02026-08**, an ordinance amending the effective date of the 2026 water rates and declaring an emergency.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**EXECUTIVE SESSION-** Under the authority of O.R.C. 121.22 (G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

**PRESENTATION**

# CITIZEN COMMENTS

# COUNCIL COMMENTS

# CITY MANAGER REPORTS

# CONSENT AGENDA

At 5:30 p.m., Mayor Slamka called the regular City Council meeting to order in Council Chambers, Lower Level of the City Building.

ROLL CALL

City Council Members present: S. West, J. Mulligan, E. Slamka, P. Lolli.

EXCUSE MRS. CARTER

Mr. Lolli moved to excuse the absence of Mrs. Carter. Mr. West seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli.

At 5:38 p.m., Mrs. Carter arrived at the meeting.

PUBLIC HEARING  
Major Amendment  
Planned Development  
Known as Havenwood

At 5:33 p.m., Law Director Hemenway opened the public hearing and swore in City Planner Claire Binegar. Mrs. Binegar presented the following information. Major Amendment to a Planned Development: A request by J.A. Development on behalf of property owner Ravello Properties LLC to amend the approved planned development known as Havenwood, located on the western side of Towne Boulevard with address of 0 Towne Boulevard, to remove commercial uses from the remaining 1.9 acres of the development, and add 13 additional single-family attached two-story units within 3 buildings, walking paths, sidewalks, and a dog park. The proposed amendment requires approval by Planning Commission and City Council per Chapter 1226.04(f)(1) A. The subject parcel is a total of 1.9184 acres according to the Warren County Auditor. The subject parcel is within the Havenwood planned development district. The planned development district for the subject parcel was established with the approval of 02023-83 by City Council on September 19,2023, effective October 20, 2023. The property is currently zoned B-2P: Planned Development District with the passage of 02023-83. The Final Development Plan was approved by the City of Middletown Planning Commission on April 10, 2024. The final plat, approved by Planning Commission and City Council in July 2025, established a total of 49 parcels: 47 parcels for residential dwelling units (2.6643 acres), 1 parcel for open space/private roads (3.7893 acres), and 1 parcel for a future commercial parcel (1.9184 acres) to equate for the 8.3720 acres of the original parcel. The currently approved final development plan established the following minimum site development standards for the residential parcels within the planned development district:

- Lot width: 20'
- Lot depth: 85', measured from private roadway
- Front yard setback: 25'
- Side yard setback: 10' between buildings

The currently approved architectural elements included front first-floor façade of brick with all other facades and floors comprised of vinyl.

In the review of the application submitted as compared to the City’s adopted plans and regulations, staff finds the following:  
Middletown Development Code  
\*Chapter 1226.04(f)(1) – Planned Development District Review, Changes to Approved Developments  
\*Based on the application submitted, staff has determined the proposed changes to the approved development plan is a major change that require the approval of both Planning Commission and City Council due to the requested change in the land uses within the planned development district.  
\*Chapter 1204.07(b)(15) – Planned Development District  
\*The applicant wishes to deviate from the currently approved setbacks to allow for a minimum front yard setback of 15’ and a minimum side yard setback of 6’ between buildings.

In the review of the application submitted as compared to the City’s adopted plans and regulations, staff finds the following:  
Middletown Development Code  
\*Chapter 1222.05 - Subdivision Design, Streets  
\*Based on the site plan submitted by the applicant, the applicant proposes a private street with access from Towne Boulevard with a width of 24’. According to the Manual of Design for Public Improvements, local streets require a minimum street pavement width of 29’, measured from curb to curb. However, the currently approved site plan reduced the private street width to 24’ for the approved private streets.

In the review of the application submitted as compared to the City’s adopted plans and regulations, staff finds the following:  
Middletown Development Code  
\*Chapter 1222.05 - Subdivision Design, Streets  
As presented in the proposed site plan, the private street proposes access to Units 5-13; however, Units 1, 2, 3, and 4 do not have access to the private street.

\*Chapter 1218.04 – Off Street Parking Requirements

The proposed parking stalls, 90-degree parking stalls on each side of the private street that have a length of 19' and 9' in width, meet the requirements set forth in Chapter 1218.04: Off Street Parking Requirements, Table 1218-2: Parking Stall and Aisle Dimension

In the review of the application submitted as compared to the City's adopted plans and regulations, staff finds the following:

Middletown Development Code

\*Chapter 1218.04 – Off-Street Parking Requirements

Based on the site plan submitted, there are a total of 36 additional parking spaces proposed, exceeding the single-family dwelling parking requirements by 12 parking spaces.

\*Chapter 1216.08 – Landscaping Requirements for Vehicular Use Areas

The proposed modifications to the site plan feature a parking area of 18 spaces per side of the private road, a total of 36 parking spaces.

The applicant has stated that a proposed planting plan will be provided with the final development plan to show compliance with Chapter 1216 with the proposed major amendment but in the application requests waivers for any details depicted that conflict with the City of Middletown Development Code.

In the review of the application submitted as compared to the City's adopted plans and regulations, staff finds the following:

Destination Middletown, 2022 Comprehensive Plan

\*Future Land Use Map

The 2022 Comprehensive Plan Land Use map labels this property within the Regional Mixed-Use area. The Regional Mixed-Use area is defined as primarily commercial uses that cater to the I-75 traffic and the regional market with secondary uses that include office, medical, service, and residential.

In the review of the application submitted as compared to the City's adopted plans and regulations, staff finds the following:

Destination Middletown, 2022 Comprehensive Plan

\*Development Opportunities Map

The subject parcel is also located in the City's Towne Center Development Opportunity Area.

No public comments have been received to date via phone or email.

OTHER DEPARTMENT COMMENTS:

Fire Department- With the proposed road ending prior to Units 1-4, the lack of direct access to the four (4) additional units added is concerning in the event of an emergency for first responders. Fire hydrant proximity – the site plan does not indicate the location of hydrants, so it is unclear if additional hydrants would be needed.

Public Works Department & Engineering Division- A stormwater management plan will be required.

Community & Economic Development Department-The walking paths throughout the development shall be paved with dustless materials, such as concrete or asphalt. All signage shall meet the required setbacks from right-of-way as identified in Chapter 1220 of the Middletown Development Code.

The Planning Commission's recommendation of approval with conditions of the proposed major amendment to a planned development is being forwarded to City Council for final review and decision. After reviewing the application and supporting materials submitted, and hearing testimony from the applicant and the public, the Planning Commission voted 6-0 to approve the amendment with the following conditions: Applicant construct the private road, at minimum, to include private street frontage for Units 1-4. Applicant be in full compliance of Chapter 1216.08: Landscaping Requirements for Vehicular Use Areas, including an established buffer for the parking areas as required in Chapter 1216.08(d). Applicant shall be in full compliance with Fire Department regulations as it relates to Ohio Fire Code. Applicant to construct walking paths and sidewalks with dustless material such as concrete or asphalt.

Alex Betsch, Bayer Becker, 1404 Race Street, Suite 204, Cincinnati, Ohio 45202 spoke on behalf of the applicant and was sworn in by Law Director Hemenway. The applicant is happy to meet all of the conditions as outlined by the Planning Commission.

Mr. Lolli confirmed with Fire Chief Wright that the new ladder truck was 75’ in length and would work for the street width in this development.

At 5:47 p.m., the public hearing was closed.  
Law Director Hemenway took a straw poll to see if Council was in favor of drafting legislation to move forward with the major amendment to the planned development of Havenwood. Ayes: Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mr. West. Abstain: Mrs. Carter.

CITIZEN COMMENTS  
Jeff Payne

Jeff Payne, 1050 Central Avenue, Middletown Ohio thanked Public Works Director Scott Tadych and the city road crews for the phenomenal work that they did over the past week, particularly with clearing the streets in the downtown area. On Monday we had a level three snow emergency, and no one was able to get out and many of us had to work from home. The city crews worked on Tuesday and by Wednesday the parking lots in the downtown area were clear and available for people to come down and park and be able to visit the businesses. We thought that was really extraordinary. I emailed Scott on Monday and he told me that he had a plan and clearly the plan was very effective. I wanted to congratulate and give those kudos out. On Monday, February 9<sup>th</sup>, we are having a meeting for all of the downtown businesses at 1:30 p.m., at Triple Moon Coffee. We're going to basically just be talking about the 2026 calendar of events.

Stephen Pryor

Stephan Pryor, 1307 First Avenue, Cincinnati, Ohio, spoke. Good evening, I’m here tonight to speak on behalf of our seniors. I love my seniors. We’re all going to be seniors one day, and we should be able to grow old safely in our own homes. On June 11, 2026, at a home on 15th Avenue, approximately 50 shots were fired into a residence. Police recovered shell casings, and bullet holes were found in the upstairs bedroom. According to the incident report, a senior woman was inside the home at the time. She heard popping sounds and thought it was an electrical problem—she even feared a fire. As she tried to leave her home, bullets came through her front door. By the grace of God, she was not hit. Let me say that again: A senior was inside her home while 50 shots were fired at it. That is unacceptable. There was no media coverage. No public urgency. And that is a problem. This was a serious, violent crime, and it deserves attention. I see police officers here tonight, and I’m glad they’re present—because they need to hear this too. We need cameras on that street, increased patrols, and officers walking the beat, not just driving through. Seniors should not have to fear living in their own homes. Council members—Paul, Jennifer, Elizabeth, Steve, Joe—please imagine this was your home. What would you do if your house was shot 50 times? What would you demand as leaders? We keep talking about development—new buildings, new homes—but what about crime prevention? Crime should be number one on the agenda every single meeting. Safety first. By the grace of God, this woman survived. God covered her—and I’m here tonight to cover her too, to speak on her behalf. She doesn’t even know me, but she shouldn’t have to stand alone. I respectfully and urgently ask you to please do something. Create a real plan, hold people accountable and protect our seniors because next time, we may not be talking about a near miss. Thank you for your time. I love you all—and nothing you can do about it.

Jody Suing

Jody Suing, 4925 Talton Drive, Middletown, Ohio spoke. Good evening, members of city council and mayor. I own a shared driveway that serves my home and two lane locked properties. The driveway is a 600 ft. single lane easement with a blind curve. I am here today because safe, reliable access is essential for daily life and emergency response. What used to be a quiet shared residential drive in my neighborhood has become a safety hazard and commercial loading zone often congested overburdened with no signs of stopping. In late 2025, new owners moved to 4916 Talton and soon after they began receiving excessive commercial traffic, including delivery vans, large box trucks, class 6 freight trucks, and other commercial vehicles. For nearly two months, I've documented well over 200 commercial vehicles. This exceeds the reasonable scope and intended residential use. Traffic often arrives at the same time, creating a gridlock. Trucks too large to navigate park in a blind curve and unload freight. Other trucks attempt to reverse drive down the driveway, creating additional risk for accidents. Trucks too tall require someone to climb on a ladder and manually lift electrical wires to make clearance. Trucks frequently get stuck and use my private yard to maneuver. A white box truck that comes multiple times a day routinely hits my tree on my property. My access is blocked and my property is damaged daily. The most recent incident involved a class 5 straight truck that purposely ran through my yard, almost lost control, nearly hitting a telephone pole, going into a ditch on three wheels, and fishtailing down the driveway. Additionally, this property has paid commercial activity. They filmed a commercial video with a moving company on my driveway, which resulted in more property damage and blocked my access. I've tried to make a good faith effort asking the neighbors if we could meet and talk, but they declined. I've contacted zoning, planning, and code enforcement and was told this is simply how people get to their mail or that this is a civil matter. Normal two person

households do not receive repeated freight trucks and over 100 commercial deliveries a month. I've been told emergency response would not be impacted, but my lived experience proves otherwise. I've lived at this address for 10 years and have never experienced this amount of commercial traffic and problems with normal residential use of my driveway. This is not just about the safety and peaceful enjoyment of my home. It directly reduces my property value. No one wants to buy a property 40 feet from a busy loading dock causing wear, damage, and extra maintenance that the owners are responsible for. I am essentially trapped. I can't move, and I can't protect my investment from activity that I didn't invite and can't control. If this amount of business and commercial traffic is not allowed on a public street in a residential neighborhood, why is it allowed on a private drive in the same residential neighborhood where safety increases and access is limited? I am asking city, I'm asking the city to hold 4916 Talton Drive accountable for the amount of traffic and the volume of commercial traffic it is bringing onto my driveway and into the residential neighborhood. and to restore peace and safety. I ask that the city treat this as a zoning and land use and not as a civil dispute and enforce the appropriate codes to protect the safety and character of the neighborhood. Thank you for your time.

COUNCIL COMMENTS

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|--------------|--|
| Mr. Lolli    | Mr. Lolli congratulated Council Member Carter for being appointed Vice Mayor. I look forward to working with you in 2026. Councilman West, thank you for the great job you've done over the last couple years. I think together, as a team, you're going to see good things from us. Unfortunately, this is getting to be common place where we have to appreciate our public works snowplow drivers. I wish I didn't have to do this, but let me say Scott to you and your team, thank you. I think you guys absolutely did a magnificent job in cleaning the city streets in this unprecedented snowfall. I mean 16 inches is incredible. Were things perfect? Darn near, for what we got; but things are never going to be perfect. I think you guys just did a great job. My hats off to each and every one of you. Not only the snowplow drivers but everybody else who helped out in it. I also want to thank our firefighters; they've had a very busy couple of weeks fighting several fires in Middletown, and they've done it in very cold and harsh elements. So, thank you to Chief Wright and to your guys. I know they miss me, but I'm glad I don't have to be out there. It's too cold. For the rest of the city employees who have been out in the cold work and then all the citizens of Middletown, spring can't get here soon enough.                      |
| Mrs. Carter  | Mrs. Carter apologized for being late for the meeting.   |
| Mr. West     | Mr. West thanked Public Works Director Scott Tadych and all public works, I know it was a difficult storm. Not only record snowfall, but the temperatures were just so cold that nothing seemed to work on the streets, but I think you guys did a great job. I truly appreciate it. I know my son was not too happy to have five days off in a row from school, but he suffered at home.  |
| Mr. Mulligan | Mr. Mulligan commented that I can't add too much more, but, thank you to, our frontline workers in public works and all the city departments who are out there in the elements and making sure that the business of government continues despite the city shutting down due to the storm. I think the response was very good. Certainly, we have things to learn, and I appreciate the neighbors helping neighbors as well. I think these times bring out the best in our neighbors and if there is any criticism about how we can do things better in the future, we're also open to that. With the additional comments of the incident of the shooting, maybe City Manager, we could get an update in the coming weeks about the investigation to the extent that we could hear from police leadership on progress that way. So we can fulfill the desire for the public to hear more about how we're resolving that or how we are addressing crime in any particular areas.   |
| Ms. Slamka   | Ms. Slamka thanked City Manager Combs, Director of Public Works Tadych and all of the employees for their vigilance. You were giving us updates. Residents were coming up to me and telling me what a great job was being done. They really enjoyed that. Thank you for making that easy for our residents. Friday, February 6 <sup>th</sup> , is DMI's first Friday event, Love is Local, from 5 – 8 p.m. in downtown Middletown. You can join in for a night filled with love, fun, and community spirit, celebrating everything local, the shops, restaurants, artists, makers, and friendly faces that make our downtown special. Stroll the streets, explore unique boutiques, especially as you prepare for Valentine's Day. Enjoy special deals, sip, snack, shop, and discover something new while supporting the businesses you love. Bring your family, grab your friends, plan for a date night, or simply treat yourself. There's a little something for everyone. For more information, please visit <a href="http://downtownmiddletown.org">downtownmiddletown.org</a> and search under events. On Friday, February 13 <sup>th</sup> , from 3 – 7 p.m. is the local makers market at West Central Wine located at 1120 Central Avenue in downtown Middletown. This is a great place to shop handmade for Valentine's Day. For more information, please visit the |

West Central Wine Facebook page. It is always easy to find handmade unique designs for gift giving or for yourself at our Arts centers in downtown Middletown. The Pendleton Art Center and the MAC, our Middletown Arts Center feature locally made handmade artistic designs all year round. For more information, please visit [pendletonartcenter.com](http://pendletonartcenter.com). Also, on Friday, February 13<sup>th</sup>, begin your Valentine weekend with That Arena Rock Show, a celebration of 70s and 80s rock at our beloved Sorg Opera House located at 63 South Main Street. If you like musicians sporting big hair and leather pants, then this show is for you. That Arena Rock Show is the ultimate high energy theatrical tribute to classic rock and roll that will take you on a trip back in time as you sing your heart out to the legendary rock anthems that ruled the airways in the 70s and 80s, including from artists like Led Zeppelin, Aerosmith, AC/DC, Bon Jovi, Guns and Roses, Kiss, Poison, Def Lepard, and more. Get your phone lights out and pump your fists in the air because this rock show is more than just music. It's an experience. For more information and to buy tickets, please visit [sorgoperahouse.org](http://sorgoperahouse.org). The next day, Saturday, February 14<sup>th</sup>, Valentine's Day, at 8 p.m., join in at the beautiful and historic Sorg Opera House for Dead Man's Rocky Horror Shadowcast returning to the Sorg for a special Valentine's Day performance. If you're looking for something different from the typical dinner in a movie, this is a full-blown spectacle featuring a rowdy cast of costume performers, over-the-top audience participation, and dance breaks that will shake the rafters. And tickets are only \$10. For more information, please visit [sorgoperahouse.org](http://sorgoperahouse.org). Please save the date for the Fat Tuesday Donut and Beer Walk from DMI on Tuesday, February 17<sup>th</sup>. Channel your inner Homer Simpson, wear some stretchy pants, and join in historic downtown Middletown. Each doughnut stop will have a specially selected beer pairing available for purchase. The designated outdoor refreshment area, also known as DORA, will be in effect, allowing you to sip and stroll between shops. As an added bonus, there will be a donut scavenger hunt. And this event also serves as a DMI and DORA district fundraiser to benefit our local DORA businesses. So, by supporting this event, you are supporting local. For more information and to purchase tickets, please visit [downtownmiddletown.org](http://downtownmiddletown.org) and search under events. As a reminder, the city of Middletown accepts applications for our boards and commissions throughout the year. So, if there is something that you have an interest in and you wish to give back to your city in this way, please do submit your application. To learn more please visit the city's website at [ityofmiddletown.org](http://ityofmiddletown.org). Lastly, and as always, there are many ways to get involved with your community and give back. Join a board or committee, run for office, apply for a job with the city, volunteer at the hospital, pick up trash in your neighborhood or park, plant a garden in your yard, smile at a neighbor, find joy and satisfaction for a job well done in whatever work you do or just have a positive and giving attitude. Find something that you can do regularly and give back. We are all connected and we are all in this together. The care of our city is an adventure in which we all get to share.

CITY MANAGER  
REPORTS

City Manager Combs reminded everyone that city council will have their strategic planning retreat on February 20<sup>th</sup> and February 21<sup>st</sup> at Hueston Woods. Ken Brown, our new Communications Manager, posted the agenda for the retreat today.

CONSENT AGENDA

Approve City Council Minutes of January 20, 2026  
Receive and file the following board and commission minutes:  
    Board of Health- December 9, 2025  
    Civil Service Commission- September 18, October 16, November 20 and December 18, 2025  
Confirm the conditional appointments of Joshua Morrow, Kendall Miller, Timothy Payne, Jacob Adams, and Jesse Garcia to the position of Firefighter-EMT in the Department of Public Safety, Division of Fire  
Receive and file Oaths of Office for Ken Brown, Jennifer Faris, David Lemberg, Evan Snelling, and Adin York.  
Approve the Final Plat of the Townes of Lincoln Village planned development.

Mr. West moved to approve the issues and actions listed on the Consent Agenda. Mr. Mulligan seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan.

Ord. No. 02026-06  
Bond Anticipation Notes  
\$4,950,000  
Union Road &  
State Route 122  
Property

**Ordinance No. 02026-06**, an ordinance providing for the issuance and sale of notes in the maximum principal amount of \$4,950,000, in anticipation of the issuance of bonds, for the purpose of paying the costs of the acquisition by the city of approximately 30 acres of real property along Union Road and State Route 122 for a multi-use development, demolition of existing structures and the design, engineering and construction of public infrastructure including but not limited to water, sanitary sewer and storm sewer utilities, roads, traffic signals and controls, curbs, gutters, intersections, sidewalks, lighting and related infrastructure, together with all necessary appurtenances thereto, all in support of economic development and job creation within the city was read for the first time.

NEW BUSINESS

Mr. West asked City Manager Combs and staff to look into developing small business incentive programs sponsored by the city. Currently, we don't have incentives of this kind in place. I'd like to explore options with specific qualifying criteria, including incentives for existing businesses that are considering relocating to the city, as well as businesses already operating here that want to expand or increase staffing. Additionally, I'd like to look at ways the city could support existing local businesses that experience a catastrophic loss and identify potential mechanisms to help them recover and remain in the community.

EXECUTIVE SESSION

At 6:13 p.m., Mr. West moved to adjourn to executive session under the authority of O.R.C. 121.22 (G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Mr. Mulligan seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka.

RETURN TO OPEN  
SESSION

At 6:26 p.m., Mr. West moved to return to open session. Mr. Mulligan seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli.

Board and Commission  
Appointments

CEMETERY

Mr. West moved to appoint Ova Wireman to the Cemetery Board. Mr. Mulligan seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter.

ADJOURN

At 6:26 p.m., the meeting was declared adjourned until the regular meeting on February 17, 2026, at 5:30 p.m. in Council Chambers.

Elizabeth Slamka, Mayor

Attest: \_\_\_\_\_

**MIDDLETOWN CEMETERY BOARD**

**MINUTES**

**July 16 ,2025 at 5:00 pm**

**CEMETERY BOARD:** Rick Lawson, Deb Snider, , Charlene Kiniyalocts, Belinda Cox

**COUNCIL**

**REPRESENTATIVE:** Jennifer Carter.

**STAFF:** Ed Truster, Public Works Ground's/ Parks Leader

**MEETING:** Called to order at 5:00 p.m.

**ROLL CALL**

Present: Charlene Kiniyalocts, , Rick Lawson, Deb Snider, Belinda Cox

Also present was City Staff Representative Parks/ Grounds Leader, Ed Truster.

Council Representative, Jennifer Carter.,

**APPROVAL OF MINUTES**

Charlene Kiniyalocts, made a motion to approve the April 16,2025 *Minutes Jennifer Carter 2nd*  
Motion passed.

**AUDIENCE COMMENTS**

None

**OLD BUSINESS**

Financial Report

Ed Truster presented balance of 5,337.75

Motion to approve Charlene 2<sup>nd</sup> Belinda.

Motion approved

Other Old Business

Trimming of the fence by Divers Ed reported as time allows the parks crew will continue to work on removing brush and spray weeds.

Viewing Box was discussed by Charlene that this would be a fall project.

Ohio Historical Marker Deb stated that she is still working on it.

Tree by the vault ED stated he would try to find a tree to transplant off the city's dump pad.

**NEW BUSINESS**

To have ED trim the Swamp Oak by the bench in the cemetery.

The two Doty lots were mulched again.

Maintenance Report:

Ed reported , Groundhog and skunk removal, trash and limbs were removed.

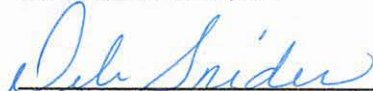
The big Catalpa tree fell during a storm. No damage to the markers will remove when possible.

**BOARD MEMBERS' COMMENTS**

None

**ADJOURN**

Jennifer Carter motioned to adjourn the meeting Belinda Cox seconded, motion passed. Middletown Cemetery Board adjourned at 6:45 p.m.

  
Deb Snider, Chair

  
Ed Truster, Secretary

**MIDDLETOWN CEMETERY BOARD  
MINUTES  
OCTOBER 15 ,2025 at 5:00 pm**

**CEMETERY BOARD:** Rick Lawson, Deb Snider, , Charlene Kiniyalocts, Belinda Cox Lisa George

**COUNCIL  
REPRESENTATIVE:** Jennifer Carter.

**STAFF:** Ed Truster, Public Works Ground's/ Parks Leader

**MEETING:** Called to order at 5:00 p.m.

**ROLL CALL**

Present: Charlene Kiniyalocts, , Rick Lawson, Deb Snider, Belinda Cox Lisa George

Also present was City Staff Representative Parks/ Grounds Leader, Ed Truster.

Council Representative, Jennifer Carter.,

**APPROVAL OF MINUTES**

Charlene Kiniyalocts, made a motion to approve the July 16,2025 *Minutes* and October 15 2025 at the January mtg. Rick Lawson, seconded. Motion passed .( this was due to the cyber attack on the city)

**AUDIENCE COMMENTS**

None

**OLD BUSINESS**

Financial Report

Ed Truster presented balance of 5,337.75 Best Estimate

Motion to approve Charlene 2<sup>nd</sup> Belinda.

Motion approved

Other Old Business

Trimming of the fence by Divers Ed reported as time allows the parks crew will continue to work on removing.

Viewing Box was discussed still pending Charlene stated, that she had no contact with Alex Webb

Ohio Historical Marker Deb stated that no Ohio marker was unavailable. Sam Ashworth is working on an information sign.

Tree by the vault ED stated he would work on getting a donated tree for this. (red bud ,smoke bush)

**NEW BUSINESS**

Discussion on Girl scouts cleaning headstones in the spring , this could be done with guidance.

Discussion if the Parks crew could move planter by vault to where Mr Mitchell tree was. This can happen this spring.

Deb stated she was working on Vetearns markers she had 22 left to identify.

Maintenance Report:

Ed reported , Groundhog and skunk removal,drive way sprayed, fixed fence repairs from vandalism.

Catalpa tree down by a storm was removed.

**BOARD MEMBERS' COMMENTS**

None

**ADJOURN**

Charlene Kiniyalocts, motioned to adjourn the meeting Rick Lawson seconded, motion passed. Middletown Cemetery Board adjourned at 6:59 p.m.

  
Deb Snider, Chair

  
Ed Truster, Secretary

**PLANNING COMMISSION MINUTES  
OCTOBER 8, 2025**



MEETING LOCATION: City Council Chambers, City Building

MEMBERS PRESENT: Will Parsons                      AJ Mentel  
                         Roger Daniel                      David Kash  
                         Tara Ramsey                      Councilman Paul Horn

STAFF PRESENT: Claire Feters Binegar, City Planner  
Bobby Mumma, Staff Attorney

OTHERS PRESENT: Jonathan Ambaye, Chief Earl Nelson

**CALL MEETING TO ORDER**

Chairman Will Parsons called the meeting to order at 6:00 p.m. The roll was called by Claire Feters Binegar. A voting quorum was present. Mr. Parsons led the pledge of allegiance.

Prior to the first agenda item, Mr. Parsons noted a few members were absent and asked if there was a motion to excuse the absences of the Planning Commission members not present. Mr. Mentel motioned to excuse the absences; Mr. Kash seconded the motion. The motion passed unanimously through roll call with a 4-0 vote.

Will Parsons – Yes to Excuse  
AJ Mentel – Yes to Excuse  
Roger Daniel – Yes to Excuse  
David Kash – Yes to Excuse

Mr. Mentel asked if the microphones had been fixed from the previous meeting; Ms. Binegar stated the equipment was turned on about twenty minutes prior to the meeting. With concerns about the audio, the Commission decided to speak loud for those present to hear the meeting's proceedings.

Mr. Mentel noted that the record should reflect the arrival of Planning Commissioner Tara Ramsey at 6:02 P.M.

**APPROVAL OF PREVIOUS MEETING MINUTES – AUGUST 13, 2025 & SEPTEMBER 10, 2025**

Mr. Parsons introduced the meeting minutes of the August 13, 2025 and September 10, 2025 regular meetings and asked if anyone had a chance to review the minutes and if there were any suggested any changes or revisions to the minutes. Mr. Mentel moved that the meeting minutes be accepted as presented; Mr. Kash seconded the motion. Mr. Parsons noted he was not present for the September meeting but had read through the minutes. The motion was approved through roll call.

Will Parsons – Yes to Approve  
AJ Mentel – Yes to Approve  
Roger Daniel – Yes to Approve

David Kash – Yes to Approve  
Tara Ramsey – Yes to Approve

**PUBLIC HEARING: CONDITIONAL USE – MULTI-FAMILY GROUP HOME**

*1116 S. Main Street*

Mr. Parsons introduced the next item on the agenda as a conditional use case for 1116 S. Main Street and asked Ms. Binegar for the staff report. Prior to Ms. Binegar beginning the staff report presentation, Mr. Kash swore Ms. Binegar in. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the conditional use review criteria at the end of the presentation to conclude her staff report.

Mr. Parsons asked if there were any questions for staff; Mr. Kash asked where the closest operating group home was to the proposed one, and Mr. Parsons asked for reference on the proposed use type to applications the Commission has recently seen. Ms. Binegar explained that the recent applications Planning Commission had seen were transitional homes, which fall in the same use category as group homes, but there are key differences in the use types as explained in the definitions and use-specific standards within the Middletown Development Code. Ms. Binegar then explained the desire to ensure there is not an oversaturation of the use type is due to the amount of group living uses in the general vicinity. Councilman Horn reminded the Commission there is an approved transitional house on the corner of Verity and 14<sup>th</sup>. The Commission also discussed the application before them was the first group living conditional use for youth rather than adults.

Mr. Daniel asked if the applicant was present; Ms. Binegar confirmed the applicant was in attendance. Mr. Parsons asked if there are specific standards regarding fencing, signage or parking; Ms. Binegar stated the use-specific standard mostly applies to new construction, but the Commission would have the ability to apply additional conditions to their approval if desired.

Mr. Parsons then asked if the apartment-style of the house impacts how the Commission were to view the proposed use, rather than a single-family dwelling. Ms. Binegar stated she did not know how the applicant intended to use the property and encouraged the applicant to be asked the question. Mr. Parsons asked if used as many apartments, would it impact internal codes; Ms. Binegar stated it would not go beyond a conditional use application, but she cannot speak for how Building Inspection Division would handle the use.

Ms. Ramsey asked if there are any requirements for multi-family dwellings used as a group home for youth or if there would only be a certain number of the units used for the proposed use; Ms. Binegar explained the City's zoning regulations do not separate out youth group homes from adult group homes.

Mr. Parsons asked if there was a maximum number of beds that would be allowed; Ms. Binegar stated sixteen is the maximum number of occupants for the identified use type.

Councilman Horn asked if the property was already being used as a multi-family group home; Ms. Binegar stated it was not being used as such to her knowledge. Mr. Horn also asked about licensing; Ms. Binegar responded that to be a compliant group home, an

operator would need a license from an applicable State of Ohio department. Mr. Horn explained how the Ohio Building Code would classify the use based on number of attached units as well as how the Fire Department would ensure safety for all residents with compliance with the Ohio Fire Code. Mr. Horn also discussed the need to clarify with the applicant if staff would be living on-site as well as his request to require the Chief Building Official inspect the egress of the structure to ensure safety.

Mr. Daniel pointed out that the property is adjacent to the levee as well as a low-head dam in close proximity and noted the water features could be attractive to youth, posing a safety hazard.

With no additional questions for staff, Mr. Parsons opened the public hearing, asking that anyone who wished to speak in support of the application to come forward to be sworn in. Jonathan Ambaye was sworn in.

Mr. Ambaye explained the locations of his current group homes in Ohio and was looking for a location that could house sixteen kids. Mr. Ambaye explained the group home residents' and duration of stay at the dwelling. Mr. Parsons asked age of resident; Mr. Ambaye stated it would be ages of thirteen to eighteen. Mr. Parsons asked for clarification on a typical background of a resident, such as to why the child could not go into foster care; Mr. Ambaye responded that a child may have behavioral, mental, and/or criminal issues to work through prior to foster care home placement. Mr. Parsons then asked about the licensure to operate the group home; Mr. Ambaye stated zoning approval is required first prior to the license being issued. Mr. Parsons asked which state agency would be issuing the license; Mr. Ambaye stated it would be the mental institute. Mr. Parsons asked if that was the licensing agency for the other two group homes the applicant has; Mr. Ambaye stated the first group home has a license with Jobs and Family Services, but the department is backed up right now.

Mr. Mentel asked where Unit D was at the property; it was identified that the unit was removed long ago.

Mr. Parsons asked how many occupants would reside at the home. Mr. Ambaye stated the intention was to start with five children in one unit and eventually work their way up to sixteen residents in the units with compliance with the different departments. Mr. Ambaye then explained that he had been working through the number of employees that would be needed at the property, including a licensed therapist, a licensed nurse, and a cook, as someone would have to be at the property at all hours. Mr. Parsons then asked about schooling; Mr. Ambaye stated after the residents would pass a few tests, they would be able to attend any school around the area, but noted that the kids could be coming from any place in Ohio.

Mr. Kash asked where the potential residents come from; Mr. Ambaye stated the court would refer a child to the home or a mental institute would refer a child to the home. Mr. Ambaye explained the court order process and how a child can be referred to the home prior to a foster home. Mr. Kash asked the number of residents for the Dayton and Columbus homes; Mr. Ambaye stated there are currently three children at the Dayton home and five in

the Columbus home, the maximum number of residents for a single-family dwelling used as a group home.

Mr. Daniel asked the average length of stay for a resident; Mr. Ambaye stated the longest a child has stayed has been two years and the shortest length of stay has been six months. Mr. Daniel then asked about supervision; Mr. Ambaye stated staff is on-site 24/7 and keeps the residents inside with activities. Mr. Kash asked if the residents will be enrolled in school; Mr. Ambaye confirmed if they were eligible they would be.

Ms. Ramsey explained her concern was with there being four different buildings on the property and how it would be managed with staff; Mr. Ambaye stated he wanted to see what the mental health institute would require with the multiple units as it was his first multi-family group home.

Mr. Mentel then asked if it was assumed there was sixteen residents with only three required staff members, equating to a total of nineteen people on site, if the applicant had the capital to invest in the property to bring it up to code. Mr. Ambaye stated the property should be up to code currently. Mr. Mentel clarified for fire standards; Mr. Ambaye stated if he had to put in a fire suppression system he would. The Commission then discussed the number of occupants and who would monitor the residents.

Mr. Parsons asked the applicant to touch on his background and if he would be one of the professional staff staying with the children. Mr. Ambaye explained he would be present at the beginning until the building was full to ensure the employees were trained and kids were following the policy. Mr. Parsons asked if the individuals that would stay at the home would be from the region; Mr. Ambaye stated the residents can come from anywhere in the state as social workers would come and drop them off. Mr. Parsons asked if there were plans to put up a fence; Mr. Ambaye responded that if he had to do so, he would.

Mr. Kash asked if the Department of Mental Health has a required staff per youth ratio; Mr. Ambaye stated there would be at least one person on-site at all times. Mr. Kash stated that one person for the potential number of residents could be overwhelming for the one staff member. Mr. Ambaye noted that he was not sure about how many supervisory staff would be needed. Ms. Ramsey explained how the separate units would most likely be treated as individual homes, thus requiring a supervisory staff member for each unit. Mr. Kash asked Ms. Ramsey if she knew the ratio of full-time supervisory staff to residents; Ms. Ramsey stated she thought it was six residents to one staff member, but it could be less than that.

Ms. Ramsey asked the applicant why he chose Middletown for the proposed use; Mr. Ambaye stated he was just looking for a multi-unit structure and found the one in Middletown. Ms. Ramsey stated her concern is the river and noted that she, having grown up in the area, was also drawn towards playing near the river. The river, while it can be therapeutic, it could also be a place to run to when children are mad. Mr. Ambaye noted if he is allowed to put a fence, he will fence the back of the property, but the kids will be supervised 24/7. Ms. Ramsey advised the applicant to speak with group home operators in the City for suggestions and advice. Mr. Ambaye stated group home operators in Dayton meet once every six months and had hoped Middletown group home operators would have

the same kind of network.

Mr. Mumma asked who licenses the applicant's current group homes; Mr. Ambaye stated the two houses are licensed by two separate state departments. Mr. Mumma asked if the applicant has a private entity running the two current group homes or if they are ran by the applicant himself; Mr. Ambaye stated that he has partners who he runs the group homes with, as part of an LLC. Mr. Mumma asked for the name of the LLC; Mr. Ambaye responded, but the response was inaudible on the recording. Mr. Mumma clarified that the group homes the applicant currently operates are licensed through different state agencies, and the proposed one would be licensed through Department of Mental Health and Addiction Services; Mr. Ambaye confirmed. Mr. Mumma noted his understanding is that licensure comes prior to zoning approval and asked if Mr. Ambaye has spoken with the state agency to confirm zoning approval is required prior to licensure approval; Mr. Ambaye stated zoning is needed prior to the license being issued. Mr. Mumma then stated that he is aware Dayton currently has a moratorium on group homes and asked if the applicant was aware of the moratorium or if it has affected his operations in that city; Mr. Ambaye noted he was aware of the moratorium and had looked at Trotwood and with their restrictions as well, they had begun to look elsewhere for an additional group home. Mr. Mumma concluded his remarks by stating while he is not on the Commission, it might be helpful for the applicant to show coordination with the licensing state agency and how the applicant has worked with the state agency.

Ms. Ramsey asked if it would be all boys, all girls, or a mixed group of residents in the home; the applicant responded, but the response was inaudible on the recording.

Mr. Parsons asked for clarification on the licensing; Mr. Ambaye stated the licensing is different for the proposed group home compared to the current group homes he has operating due to the applicant will be operating the proposed group home on his own, without the partners.

Mr. Kash asked for clarification on the LLC name; Mr. Ambaye stated Youth Behavioral Solutions LLC would be the name of the LLC operating the proposed group home and that he just created the LLC about three weeks ago with the State of Ohio.

Mr. Parsons asked if Councilman Horn had any questions or if the Commission had any additional questions for the applicant. Seeing none, Mr. Parsons asked if anyone else wished to come forward and speak in support of the application. With no additional testimony in support of the application, Mr. Parsons asked if anyone wished to speak in opposition of the application. Councilman Horn was sworn in. Mr. Horn discussed there were a lot of concerns brought forth and noted he is pro-law enforcement. Mr. Horn explained he wants people to get the help they need, but the proposed use is not a good fit for Middletown with the proximity to the river and Southside neighborhoods. Mr. Horn concluded his remarks that it would be a totally different conversation if the proposed use was to support Middletown children in need.

Mr. Parsons asked if anyone else wished to speak in opposition to the application; seeing none, Mr. Parsons closed the public hearing, and the Commission moved into deliberation.

Mr. Mentel stated he agreed with Mr. Horn, but disagreed on the matter of scale. Mr. Mentel explained he felt the location is not a good fit for the proposed use considering the transitional homes that had recently been approved in the area as well as the proximity to downtown which currently does not have a lot of good influence for children. Mr. Mentel also noted the structure itself is not conducive to housing children, as a multi-unit dwelling disconnected on the interior.

Mr. Parsons noted that it may be a bit irregular, but asked if Chief Nelson would be willing to provide his thoughts after hearing the applicant speak on the proposed use. It was determined Chief Nelson's testimony would be considered public comment rather than staff comment. Mr. Kash swore in Chief Nelson to provide testimony. Mr. Parsons asked Chief Nelson if he could address some of the valid concerns the Police Department provided in Other Department Comments of the staff report and if the concerns remained after hearing the testimony from the applicant.

Chief Nelson stated the testimony raised more concerns for the Department. Chief Nelson explained the restriction Dayton has placed on group homes has caused operators to seek locations in other cities, and group homes places a strain on public services, including first responders. Chief Nelson provided background on a currently operating group home the Department has been responding to and noted the amount of time first responders are spending at such houses.

Ms. Ramsey asked if the Department gets a lot of calls of people having accidents on the river; Chief Nelson responded that typically calls are about fishing and occasionally juvenile service calls that fluctuate with hours and seasons of schooling. Chief Nelson explained the proximity of the proposed use to existing group living areas, especially those in a walking proximity, is not a desired use for the City. Chief Nelson concluded his remarks by noting the Department looks to deter crime, make the City safer, and change the perspective of the City, and the proposed use is not what would help achieve the goals.

Mr. Parsons reclosed the public hearing. Mr. Kash referenced the future land use category for the property and noted the location potentially could cause problems for the City on multiple fronts as well as hinder revitalization. Mr. Daniel noted the location of the property is maybe a quarter mile from Rosa Parks Elementary School and there is a park directly across the street from the structure where there are children learning to play soccer and peewee football almost every night. Mr. Daniel stated he also has a problem with the proximity to the river and would vote to deny. Mr. Mentel discussed the dilemma of children that are struggling being in close proximity to community amenities and requiring 24-hour supervision where they cannot leave the property.

Mr. Parsons asked staff where the closest other group living use is located; Ms. Binegar displayed a map indicating where the closest transitional house is relative to the proposed use and noted it would be maybe four to five blocks away, maximum. Mr. Parsons asked the distance buffer requirement for transitional housing; Ms. Binegar responded it is 1,500 feet. Mr. Parsons asked if the proposed use would fall within the required buffer; Ms. Ramsey explained the difference between transitional housing and group homes. Mr. Parsons noted

he understood the difference, but wanted a better summarization of the group living uses within the City for a bigger picture. Ms. Ramsey stated her concern is that the transitional home in close proximity is for those dealing with drug abuse and mental health as well as the proposed property's proximity to Route 4 and those trying to run away from the group home.

Mr. Parsons explained that he admired the perceived motivation behind the application to help those in need, but the concerns that were included in the staff report were substantial, including the Chief of Police's attendance at the meeting. Mr. Parsons made a motion to deny the application; Mr. Daniel seconded the motion. The motion passed unanimously through roll call with a 5-0 vote.

Will Parsons – Yes to Deny  
AJ Mentel – Yes to Deny  
Roger Daniel – Yes to Deny  
David Kash – Yes to Deny  
Tara Ramsey – Yes to Deny

#### **OLD/NEW BUSINESS**

##### *Planned Development Time Limit Extension Request: The Atticus*

Mr. Parsons presented the request, and asked Ms. Binegar to provide background on the time limit extension request. Ms. Binegar explained the request as it relates to the Middletown Development Code's Planned Development District Review process, milestones of the planned development, and presented the written request by the applicant. Ms. Binegar noted she had received an amendment to a planned development application that would be before the Commission at their next meeting.

Mr. Kash asked if staff believed the applicant could fulfill the development in the next year; Ms. Binegar responded she believed so and explained that there were some non-zoning reviews and approvals contingent on Planning Commission's approval of the time limit extension and forthcoming major amendment to the site plan.

Councilman Horn provided background on the development and noted the economic incentives the applicant is seeking from the City.

Mr. Mentel asked for clarification on how many time limit extensions can be approved; Ms. Binegar stated the request before Planning Commission is the second time limit extension request.

Mr. Parsons noted the project is still desired, and Mr. Mentel stated there are not many other projects that would be before the Commission for 314 new homes in the footprint of the development so the extension is worth considering. Mr. Kash motioned to approve the one-year extension as requested; Mr. Mentel seconded the motion. The motion passed unanimously through roll call with a 5-0 vote.

Will Parsons – Yes to Approve  
AJ Mentel – Yes to Approve  
Roger Daniel – Yes to Approve

David Kash – Yes to Approve  
Tara Ramsey – Yes to Approve

*Middletown Development Code Update*

Ms. Binegar gave a brief update of the project, highlighting key past and upcoming dates for the project. Councilman Horn echoed the importance of the project and Planning Commission's role in the project.

Mr. Mentel brought up recent community frustration with the public noticing for Board and Commission application, such as a resident being outside of the mailing radius for upcoming applications. Ms. Binegar provided an example of a yard sign she saw in Pennsylvania alerting the general public about the property being subject to an upcoming zoning case. Mr. Mentel noted he had seen signs similar in surrounding municipalities. Ms. Binegar also noted she had also seen Liberty Township post about their upcoming zoning commission agenda.

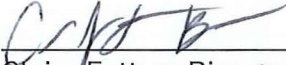
Mr. Kash asked if about the public noticing requirements in the Development Code; Ms. Binegar explained public noticing requirements are in Chapter 1226, but the City is only required to post in the legal ads and send mailed notices. Mr. Kash asked if the noticing is something that could be addressed in the update; Ms. Binegar confirmed. Mr. Mumma explained that with House Bill 315, townships are able to post on social media to satisfy notice requirements and that cities are able to set clearer public noticing requirements.

Mr. Parsons thanked the Commission for the discussion and encouraged everyone to be listening to those who they come in contact with in the community as well as bring their own ideas based off of their time and experience.

**ADJOURNMENT**

With no further business to conduct, a motion was made to adjourn the meeting and was seconded. The motion passed unanimously, and the meeting was adjourned at 7:25 p.m.

  
\_\_\_\_\_  
Will Parsons  
Planning Commission Chairman

  
\_\_\_\_\_  
Claire Fetters Binegar  
City Planner

\*Full recording of the meeting is available on the City of Middletown's YouTube page.

## PLANNING COMMISSION MINUTES NOVEMBER 12, 2025



MEETING LOCATION: City Council Chambers, City Building

MEMBERS PRESENT: Will Parsons                      AJ Mentel  
                         Roger Daniel                      David Kash  
                         Nancy Griffith                      Tara Ramsey  
                         Gabriel Schoenlein                      Councilman Paul Horn

STAFF PRESENT: Claire Feters Binegar, City Planner  
Jon Roach, Staff Attorney

OTHERS PRESENT: Majeed Makhoulf, Steve Lalibrete, Annalee May, Sol Ucciani,  
John Penshorn, Greg Soltis, Kyle Grau, Laura Smiley, Matt  
Thorp

### CALL MEETING TO ORDER

Chairman Will Parsons called the meeting to order at 6:00 p.m. The roll was called by Claire Feters Binegar. A voting quorum was present. Mr. Parsons led the pledge of allegiance.

### APPROVAL OF PREVIOUS MEETING MINUTES – OCTOBER 8, 2025

Mr. Parsons introduced first item on the agenda as the meeting minutes of the October 8, 2025 meeting and asked if anyone had a chance to review the minutes and if there were any suggested any changes or revisions to the minutes. Ms. Binegar stated she had not finalized the draft; Mr. Parsons responded the Commission would postpone adoption to the next meeting.

Prior to the next agenda item, Mr. Parsons noted there was a fairly large crowd and asked those who wished to give testimony to stand to be sworn in and that when approaching the Commission to give testimony, that each person identify themselves and confirm they had been sworn in previously. Mr. Kash swore in those who were standing.

### PUBLIC HEARING: MAJOR AMENDMENT TO A PLANNED DEVELOPMENT

#### *The Atticus*

Mr. Parsons introduced the next item on the agenda as a major amendment to a planned development for the property located at the northwest corner of Market Avenue and Union Road and asked Ms. Binegar for the staff report. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the recommended staff conditions at the end of the presentation to conclude her staff report.

Mr. Parsons asked if there were any questions for staff; Mr. Mentel stated he did not have a chance to review the previous site plans and asked if there were any concerns with the last site plan that were not addressed with the modifications before the Commission. Ms. Binegar responded that specifically looking at the Fire Department's comments, the drive aisle has always been 24' in width, but she could not confirm the width of the drive aisles in the parking lots specifically. Ms. Binegar also noted she cannot speak to the other

comments from the City departments other than the last comment from Public Works as that was a new comment specific to the updated site plan.

Mr. Parsons asked if parking requirements and Ohio Fire Code requirements were folded into staff's recommended conditions of approval; Ms. Binegar stated she was pretty sure the City's zoning regulations on parking were in alignment with Ohio Fire Code so all recommendations of approval would build off of one another.

Mr. Parsons then opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Mr. Horn discussed the need for the density of housing units the project would create for the City and explained the opportunity to bring in additional residents with completion of construction. Mr. Horn noted the range of residents that could live at the complex and the effort the project team is giving to work with staff to bring the project to fruition.

Jon Roach interjected and asked Mr. Horn to state his name for the record and confirm he had been sworn in previously. Mr. Horn stated his name, Paul Horn, and confirmed he had been sworn in.

Mr. Parsons invited anyone else wishing to speak in favor of the project to come forward. Seeing none, Mr. Parsons then asked anyone who wished to speak in opposition to the project to come forward. Seeing no additional testimony, Mr. Parsons closed the public hearing.

Ms. Binegar stated that she looked up the drive aisle widths required and noted the various drive aisle widths for the parking angles and flow of traffic.

Mr. Mentel noted the Commission had granted the applicant a time limit extension at the past Planning Commission meeting and that the Commission seems to be interested in seeing the project built. Mr. Parsons agreed with Mr. Mentel's statements, discussing that staff recommended conditions seems very logical and that the applicant seems to be exceeding City requirements. Mr. Mentel motioned to approve the major amendment to the planned development with the conditions outlined in staff's recommendation, including applicant construct a 5' sidewalk along the Market Avenue and Union Road frontages, connecting to the existing sidewalk at the intersection of Market and Union in accordance with Chapter 1218.07, applicant be in full compliance of Chapter 1216.08: Landscaping Requirements for Vehicular Use Areas, and applicant shall be in full compliance with Fire Department regulations as it relates to Ohio Fire Code; Ms. Ramsey seconded the motion. The motion passed unanimously through roll call with a 7-0 vote.

Will Parsons – Yes to Approve

AJ Mentel – Yes to Approve

Roger Daniel – Yes to Approve

Nancy Griffith – Yes to Approve

David Kash – Yes to Approve

Tara Ramsey – Yes to Approve

Gabriel Schoenlein – Yes to Approve

**PUBLIC HEARING: CONDITIONAL USE – MANUFACTURING AND PRODUCTION WITH CAUSTIC  
OR HAZARDOUS MATERIALS**

*Middletown AD 1*

Mr. Parsons introduced the next item on the agenda as a conditional use application by applicant Middletown AD1 on behalf of property owner John Westheimer to allow for manufacturing and production with causative or hazardous materials at the approximate 26-acre parcel and asked Ms. Binegar for the staff report. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the recommended staff conditions, review criteria, time limit, and appeals process at the end of the presentation to conclude her staff report.

Mr. Parsons asked if there were any questions for staff; Mr. Mentel asked for clarification on the time limit of the approval and the timeframe of the project. Ms. Binegar discussed the project's timeline as she understood from a meeting with the applicant and noted how the timeline would exceed the basic time limit of a conditional use approval. Mr. Mentel asked if Planning Commission would need to grant a time limit extension; Ms. Binegar stated it would probably be easiest to include the extension with an approval of the application.

Councilman Horn discussed a project he had worked on where there was an underground aquifer and the need for emergency plans during construction to not disturb the aquifer. Mr. Horn then noted there appeared to be major transmission lines running through the property. Ms. Binegar confirmed there is an existing gas transmission pipeline which the applicant proposes to directly inject natural gas in to, the reason that the applicant was before the Commission, but staff had not received a plan for any precautions or how the applicant will respond in an event of an emergency.

Mr. Kash noted the setbacks that are required for the proposed use and asked if there is a variance needed. Ms. Binegar responded that Planning Commission has the ability to waive or modify various requirements, so the Commission could include the reduction in their approval. If Planning Commission does not include the waiver in approval, it would require a variance application.

Mr. Parsons asked for additional details regarding the Todhunter Special Interest Area, such as general uses the City desires to see; Ms. Binegar explained that the City is typically looking at more of the advanced manufacturing uses, but noted she was not fully versed in industrial processes. Ms. Binegar also discussed development and research facilities, similar to the Cleveland Cliffs facility along I-75. Mr. Parsons asked if data centers would be an applicable use; Ms. Binegar stated she did not know since she didn't know when data centers became a land use, as the comprehensive plan was created and adopted in 2022.

With no additional questions for staff, Mr. Parsons thanked the audience for attending the public hearing as testimony helps the Commission in their deliberations. Mr. Parsons then asked those testifying to try to keep their comments concise and reminded those present that testimony is to be to the Commission only. Should questions arise, the Commission will take notes and ask the applicant for those with inquiries. Mr. Parsons then opened the public hearing, inviting anyone who wished to speak in support of the application to come forward.

Majeed Makhoulf thanked the Commission for the opportunity to speak and introduced himself as Ohio legal counsel for the applicant Middletown AD1. Mr. Makhoulf noted his intent was to be master of ceremonies for the testimony. Mr. Makhoulf then discussed those who would be testifying before the Commission: Steve Laliberte, vice president of development, Annalee May, development manager, John Penshorn, project engineer, and Professor Greg Soltis, professor of urban planning. In Mr. Makhoulf's conclusion, he identified the proposed operation would be fully indoors and noted the applicant did not feel they fell under the manufacturing and production with caustic or hazardous materials use type but was happy to proceed with the conditional use process. Mr. Makhoulf then asked the Commission to grant the deviations or amendments to the development standards with the proposed use including setbacks, structure height, and timeline extension.

Steve Laliberte introduced himself as the Vice President of Development, provided an address, and confirmed he was sworn in. Annalee May introduced herself as the Development Manager at Vanguard Renewables, provided an address, and confirmed she had been sworn in. Mr. Laliberte and Ms. May gave a presentation identifying who Vanguard Renewables is, played a short educational video about anaerobic digestion and further explained the process, and discussed the specifications of the development unique to the proposed Middletown location.

John Penshorn introduced himself as a civil engineer with Stantec, provided an address, and confirmed he had been sworn in. Mr. Penshorn provided details of the site plan displayed on the screen and how each feature supported the proposed use within the development.

Ms. May and Mr. Laliberte continued with their presentation, capturing frequent questions that included explanation of truck traffic, odor control, and community and environmental benefits. They concluded their presentation with noting the lasting impacts of the development included renewable natural gas generation, increase to Middletown's tax revenue and job market, diversion of food waste from landfills, and fertilizer byproduct for use by local farmers.

Greg Soltis introduced himself as professor of land use and urban planning at Cleveland State University as well as a senior designer at RDL Architects and provided an address. Mr. Soltis gave a presentation on the subject property as it relates to the zoning of the parcel, the vision of the parcel identified in the City's comprehensive plan, the history of land use in Middletown, how the project aligns with the City's energy plan, and a brief summary of the project compared to the conditional use review criteria. Mr. Roach asked if Mr. Soltis had been sworn in; Mr. Soltis confirmed he had been sworn in. Mr. Roach then noted the applicant was before the Commission because of the conditionally permitted use of manufacturing and production with caustic or hazardous materials in the subject zoning district and asked for clarification as to why it was presented that there were no hazardous materials; Mr. Soltis stated that was his understanding from Vanguard Renewables and they would provide explanation.

Mr. Makhoulf stated the applicant's position is that the materials that are going into the anaerobic digester process are materials that the average person has in their house, the

process is completely enclosed, and the byproduct is utilized on farms. Mr. Makhoul noted neither Professor Soltis or himself are chemists to identify what is hazardous, but the applicant did not feel they met the definition of the use. However, the applicant is proceeding with the conditional use application. Mr. Laliberte stated he felt the opinion that was triggering the hazardous material use was the presence of hydrogen sulfide in biogas and explained how the gas is created. Mr. Laliberte then discussed how the hydrogen sulfide is produced and moved throughout the process.

Mr. Mentel asked about the relationship between Vanguard Renewables and Middletown AD1. Mr. Laliberte explained Vanguard Renewables is a developer which has many entities. The project will be a joint venture with different investors and partners that are unique to the Middletown project. Mr. Mentel stated he researched Vanguard Renewables and found the company claims to operate 32 digestors, but during the applicant's testimony, it was stated there were 8 sites in operation. Mr. Laliberte responded that the discrepancy may be from the sites Vanguard Renewables owns and operates, joint ventures the company has, as well as short-term operations that have since been turned over to other entities. Mr. Mentel asked if Starbucks, Unilever, Astrotena, and the Dairy Farmers of America would be stakeholders in the Middletown location that would use the facility; Mr. Laliberte explained the alliance and how it works when a facility is built within viable hauling distance of the those locations but summarized that those entities are not investors of the project, just customers. Mr. Mentel asked if the applicant had any contracts or prospects lined up for securing the waste stream and if there were any potential customers identified; Mr. Laliberte responded that the company's Environmental Services Division has studied Ohio overall, and the subject development will be the company's third location in Ohio which will later on identified customers. Mr. Makhoul added that the company tries to source customers as local as possible to ensure the renewable energy project does not have significant energy or fuel wasted in the delivery of waste. Mr. Mentel noted his interest in regenerative agriculture projects and environmental restoration and expressed concern with the amount of fuel being burned to transport materials to the facility. Mr. Mentel then asked if the applicant had done any studies on carbon and overall emissions; Mr. Laliberte responded that the project is early in the planning stages and explained how the company will look to optimize all variables in the project. Mr. Makhoul concluded that the net carbon impact of the project has to be negative. Mr. Mentel concluded his remarks by requesting that the applicant work with local businesses in Middletown and Monroe to ensure community buy-in and involvement occurs.

Mr. Kash asked if the applicant operates eight facilities; the applicant confirmed. Mr. Kash then asked if there were any type of accident that could occur during the process and referenced Mr. Horn's experience with the underground aquifer at Edgewood. Mr. Laliberte noted a representative from the Health, Safety, and Environment team was present to respond. Kyle Grau introduced himself as the Environmental Compliance Manager, confirmed he had been sworn in, and provided an address. Mr. Grau explained past incidents and how the company responds, including with an investigation and corrective action through preventative action plans. Mr. Kash asked if an accident happens, is it required to be reported to the Ohio EPA; Mr. Grau noted that a regulatory agency, such as Ohio EPA, sets reporting limits associated with chemicals or food waste that is spilled, and the applicant will report as required when the reporting limits are defined in the issued

permits.

Mr. Mentel asked where the packaging of food waste goes after de-packaging; Mr. Laliberte explained the de-packaging process and noted the use of recycling and incineration plant to avoid landfills. Ms. May followed up by explaining all items that are to be recycled or removed from the site are stored indoors, not outside.

Mr. Daniel asked if the applicant qualifies for federal renewable tax credits; Mr. Laliberte confirmed. Mr. Daniel then asked if the largest revenue source is the sale of gas; Mr. Laliberte responded that it is the sale of gas but revenue from tipping fees was also close. Mr. Daniel asked if the applicant charges a company to utilize the facility; Mr. Laliberte confirmed and noted the cost is a cheaper alternative disposal of waste.

Mr. Kash noted there was a concern from City staff about hours of operation and asked if the facility would be in operation 24/7; Mr. Laliberte explained the digester is in continuous operation but the facility would not be receiving loads all 24 hours of the day. Mr. Laliberte noted that large food manufacturers will have emergency situations where there may be deliveries after-hours. Mr. Kash asked about the noise decibel generated from the process; Mr. Laliberte stated it was minimal, but he did not have the exact decibel it would omit and referenced it would be a lot quieter compared to steel manufacturing. Mr. Makhoul summarized the site plan, indoor process, and existing and proposed landscaping will help buffer any sounds omitted from the business.

Mr. Parsons asked if the applicant had received or had begun the process of obtaining permits from Ohio EPA; Mr. Laliberte explained the detailed requirements of Ohio EPA permits and noted zoning is the first step prior to engaging in the expensive design work for the needed permits. Mr. Parsons asked how the applicant will partner with the existing pipeline; Ms. May noted the proposed timeline of the project and how the applicant will engage with Embridge following the production of renewable natural gas. Mr. Parsons asked the agreement with Embridge has already been finalized; Ms. May responded that they are in the early stages of an interconnection service agreement that would be finalized as progression is made during the permitting process.

Mr. Horn asked if the Ohio EPA Anaerobic Digester diagram displayed on the screen is consistent with the proposed process; Mr. Laliberte confirmed and noted they were considering is a gas upgrading system that separates methane from the carbon dioxide, and upgrading the captured carbon dioxide to food and beverage grade which could be sold to local customers.

Mr. Roach explained the reason the case was determined to be a conditional use was due to the interpretation by staff that there was hazardous or caustic material involved, specifically the biogas and explained the use-specific standards associated with the proposed use, including the identification of the potentially dangerous materials and the plan to deal with any hazardous. Mr. Roach then asked if there was a reason the plan was not submitted with the application; Ms. May stated the application included the two materials that are stored on site and explained their uses in the process. Mr. Parsons stated the question comes from biogas itself; Mr. Laliberte explained the makeup of biogas. Mr. Parsons followed up by asking if the components that makeup biogas would fall under a noxious matter or chemical

and asked for confirmation if he was interpreting Mr. Roach's inquiry correct; Mr. Roach confirmed Mr. Parsons was asking the same question he had asked and what the documented safety precautions were for preventing potentially hazardous chemical reactions or contamination as that was required to be submitted with the conditional use application. Mr. Grau responded that every project comes with a site-specific safety plan and emergency response plan that incorporates and considers all potential emergencies that could occur on site and the controls in place with the resources that will be used to mitigate the potential emergency. Mr. Grau noted that the company partners with local emergency response services to outline the project and stated biogas is hazardous in nature. Mr. Grau then explained the analysis and processes used for the project.

Mr. Parsons stated that there are safety measures the applicant has used in the past and will plan to use in the future and asked if the City was concerned as there was not a written submittal. Ms. Binegar reviewed the use-specific standards for the proposed use and highlighted the requirements to be submitted as part of any review, which had not been received. Ms. Binegar also noted the applicant had acknowledged biogas as hazardous and explained that while there is not oxygen in a tank, accidents can happen. Ms. Binegar then explained that when the applicant submits a zoning permit application, they will be required to resubmit the same information for comparison to what was submitted for the conditional use application review. Mr. Makhoulf explained the misunderstanding of the applicant related to the interpretation of the use.

Mr. Mentel referenced Public Works's comment regarding contingency plans in the event the facility is out of operation for an extended period of time and the contingency plans in case of batches that are contaminated and are no longer suitable for production purposes; Mr. Laliberte reaffirmed the development is in the early stages, but typically the company will have strategic partnerships with other potential disposal outlets due to potential of receiving contaminated waste as well as not being able to accommodate the amount of waste a customer has. Mr. Mentel then asked about the Fire Department's question regarding future expansion; Mr. Laliberte responded that other facilities owned by the company have been upgraded, but the proposed development would be designed to a certain size that would require, if there were a desire to expand, new structures and an entirely different facility due to the equipment's ability to break down additional product. Mr. Makhoulf summarized that the applicant is still going through the design phase, so the final plan may shrink as opposed to expand; any future expansion would require an amendment to the conditional use application.

Mr. Makhoulf then summarized the four points for the record: the deviation from the required setbacks for the use and the applicant's interpretation of how they are met by intention rather than by in the literal, the deviation from the maximum building height, the time limit extension, and the hours of operation. Mr. Makhoulf concluded the testimony by thanking the Commission for their time and expressed desire to operate the business within the City.

Mr. Parsons continued the public hearing, inviting anyone else who wished to speak in support of the application to come forward. Mr. Horn noted he had been sworn in and spoke about the project's innovation. Mr. Horn explained the subject zoning district meshes with

the proposed use and his excitement that the applicant chose Middletown for the unique project.

Mr. Parsons invited anyone else who wished to speak in support of the application to come forward. Seeing none, Mr. Parsons noted it was 8:04 and proposed a brief five minute recess to reconvene at 8:10.

Mr. Parsons brought the meeting back to order, asking those who wished to speak against the application to come forward. Laura Smiley introduced herself as a nearby property owner, provided an address, and noted she had not yet been sworn in. Mr. Kash swore in Ms. Smiley. Ms. Smiley spoke about her efforts to purchase the subject property in addition to her property and explained her concerns that the property was going to be developed into a truck washing facility. Ms. Smiley explained her efforts to restore her property that borders the subject parcel and her concerns that she had shared in her previous emails to City staff. Ms. Smiley concluded her remarks by about air and noise pollution but noted the project is a great thing to have in the area. Mr. Mentel stated that the applicant's landscaping plans indicated the planting of several native species with an open meadow. Ms. Smiley noted she had no opposition to the landscaping and explained her conservation efforts.

Matt Thorp was sworn in. Mr. Thorp noted he was speaking for his parents who live in close proximity to the development. Mr. Thorp explained his professional background as a process and chemical engineer, having worked at Cleveland Cliff in the first ten years of his career. Mr. Thorp then asked a variety of questions for the applicant to answer regarding details on odor control, backup processes for gas movement and odor control in the event of power loss, the size of the digestate tanks and odor control for the tanks, the water usage, secondary containment requirement for the tanks, screening for the tanks between the subject property and properties to the south, the intent for maintenance truck access from Todhunter, and if the applicant operates a facility that are located in residential areas and how the business operation impacts surrounding home values. Mr. Thorp concluded his remarks by noting the proposed development would negatively impact Monroe residential neighborhoods rather than Middletown residents.

Mr. Parsons invited anyone else who wished to speak against the application to come forward. Seeing none, Mr. Parsons invited the applicant to come forward to address the questions that arose during the public hearing.

Mr. Makhoulf started with the backup generator question: Mr. Laliberte confirmed all critical components, including the odor control system are run off of a backup generator. Mr. Makhoulf then asked about the protections for the digestate tanks; Sol Ucciani provided an address and confirmed she had been sworn in. Ms. Ucciani spoke about the various requirements for the tanks and air treatment system on the gas that is coming off of the tanks which would be covered by the permit. Ms. Ucciani then explained about the treatment options of the gas from the tanks. Mr. Makhoulf asked about access from Todhunter Road; Ms. Ucciani confirmed there would not be access from Todhunter Road and explained the intended buffering to close the open gaps in the existing vegetation. Mr. Makhoulf noted the last question he had noted to respond to was the data on impact to property values; Ms. Ucciani stated the company has several projects with one being in a city

and others that are on farms but not completely rural areas. Ms. Ucciani explained that Mr. Makhoul likes to discuss the site that has a destination bakery store that also makes its own ice cream and sandwiches. Ms. Ucciani then concluded her remarks by noting there have not been any problems or complaints since it began operation in 2017 or 2018. Ms. May added to the access point question by noting they had been in discussion with Duke Energy to form maintenance access plans.

Ms. Binegar asked for the name of the municipality that had a similar facility, not the ones in a township. The applicant team responded Haverhill, Massachusetts.

Mr. Parsons asked about potential effects of the digestate spilling on the environment; Mr. Laliberte responded that the digestate is a high-quality fertilizer and had not had any issues related to odor, contamination of land, or contamination of groundwater in the approximate twelve years that material had been used. Mr. Laliberte noted the size of fields the digestate has been applied to are much smaller than those in Ohio, surrounded by houses. Mr. Parsons then asked about the potential of runoff into Dicks Creek; Mr. Peshorn explained the water management and runoff management of the site. Mr. Mentel asked if the ponds were designed with bio-remediation in mind; Mr. Peshorn stated he would not connect wetland to the design but the ponds would be constantly wet and explained the contouring of the ponds. It was determined the site is not detailed not enough to respond to Mr. Mentel's question regarding bio-remediation within the ponds. Mr. Parsons asked for clarification on the size of the digestate tanks; Mr. Laliberte responded that in the past, the State of Ohio has required there to be six months of storage, equating to approximately 10 million gallons, but the project was not far along enough in the design to fully confirm size. Mr. Peshorn corrected the required storage to be four months of storage, the applicant has provided six months of storage in the past. Mr. Parsons noted he could understand those with concern who live in the area regarding odor, and asked for explanation on tipping process. Ms. Ucciani explained the two processes for receiving waste, both of which are fully enclosed and indoors. Mr. Parsons asked the applicants to speak to the expected noise emissions; Ms. Ucciani stated the noise is similar to the humming of a pump and have done noise studies in the past.

Mr. Schoenlein asked the distance of the operations to the adjacent property; Mr. Peshorn stated the shortest setback is 126 feet, being the distance from the west property line to the biogas upgrading structure. Mr. Schoenlein asked the site plan could be altered to allow for additional distance between the property line and operating facilities; Mr. Peshorn stated the site was designed to be as far away from adjacent owners as possible. Mr. Makhoul thanked the residents who spoke during the public hearing.

Mr. Parsons closed the public hearing and moved to deliberation. The Commission noted the application was thorough and the reason the applicant is before the Commission is due to the caustic or hazardous materials. Mr. Kash noted the request is justifiable providing the applicant submit the list of noxious materials or chemicals and document the safety precautions. Mr. Mentel mentioned the antifoam agent and its storage as a precaution. Ms. Binegar stated the reason the applicant was before the Commission was due to the production of biogas as a byproduct and refining the gas to then inject into the natural gas pipeline on the property. Ms. Binegar explained that staff would request the applicant

provide, in writing, the list of noxious matter or chemicals, including its expected components, as well as the documented list of precautions used to prevent potentially hazardous chemical reactions or contaminations, as it will be used to reaffirm the submission that accompanies the zoning permit application. Ms. Binegar concluded her remarks stating the submission is crucial prior to formal action. Mr. Parsons asked if the Commission could not approve the application with the condition the requested list of materials and processes be submitted following approval; Mr. Roach confirmed the Code specifies the information should be submitted as part of the application. Mr. Parsons noted that the Commission would sometimes have a condition attached as part of the approval, similar to requiring a fence or extra shrubbery. Mr. Roach noted the Code is not written as the submittal be done as a condition of approval, rather a condition to get approval. Ms. Binegar encouraged the Commission think about the comparison of requiring an applicant to construct a fence or shrubbery to noxious matter.

Mr. Mentel stated it was clear the conditions suggest tabling the application to provide the applicant time to provide the necessary information required to move forward with the process. Mr. Parsons also encouraged the applicant to follow up with any constituents to answer questions and alleviate concerns. Mr. Parsons concluded his remarks by noting his excitement for the project and appreciation for the thorough presentation. Mr. Mentel encouraged the applicant to clarify the height variance requested. Mr. Mentel motioned to table the application; Mr. Schoenlein seconded the motion. The motion passed unanimously through roll call with a 7-0 vote.

Will Parsons – Yes to Table  
AJ Mentel – Yes to Table  
Roger Daniel – Yes to Table  
Nancy Griffith – Yes to Table  
David Kash – Yes to Table  
Tara Ramsey – Yes to Table  
Gabriel Schoenlein – Yes to Table

#### **OLD/NEW BUSINESS**

Mr. Parsons asked if anyone had any old or new business. Mr. Horn stated his new business was that it would be his last meeting as the Council liaison. He thanked each member for volunteering and noted it had been a pleasure serving which everyone. Mr. Horn summarized the Commission's accomplishments for text amendments and new residential developments. Mr. Horn concluded his remarks by celebrating the diversity of the Commission and their willingness to bring forth their concerns when there is disagreement. Mr. Parsons thanked Mr. Horn for his service and wished him well. Ms. Binegar also thanked Councilman Horn for sitting with the Commission and providing his insight.

Ms. Binegar reminded everyone of the special meeting on the following evening.

#### **ADJOURNMENT**

With no further business to conduct, a motion was made to adjourn the meeting and was seconded. The motion passed unanimously, and the meeting was adjourned at 9:05 p.m.



Will Parsons  
Planning Commission Chairman



Claire Feters Binegar  
City Planner

\*Full recording of the meeting is available on the City of Middletown's YouTube page.



OTHERS PRESENT: Rob Sweet, Josh Long, Mihail Sevastakis

Mr. Kash led the pledge of allegiance.

Mr. Mentel then motioned to nominate himself to be appointed as Vice Chair of Planning Commission; Mr. Daniel seconded the motion. The motion passed unanimously through roll

call with a 5-0 vote, with Mr. Mentel abstaining from the vote.

AJ Mentel – Abstained  
Roger Daniel – Yes to Appoint  
Nancy Griffith – Yes to Appoint  
David Kash – Yes to Appoint  
Tara Ramsey – Yes to Appoint  
Gabriel Schoenlein – Yes to Appoint

Mr. Mentel moved to the next election, the Board of Zoning Appeals appointee, noting he was the current appointee and would be interested in continuing on with the role. Mr. Kash moved that Mr. Mentel be the Planning Commission representative on the Board of Zoning Appeals; Mr. Schoenlein seconded the motion.

The motion passed unanimously through roll call with a 5-0 vote, with Mr. Mentel abstaining from the vote.

AJ Mentel – Abstained  
Roger Daniel – Yes to Appoint  
Nancy Griffith – Yes to Appoint  
David Kash – Yes to Appoint  
Tara Ramsey – Yes to Appoint  
Gabriel Schoenlein – Yes to Appoint

Mr. Mentel moved to the last election, the Historic Commission appointee, noting Mr. Daniel was the current representative. Mr. Mentel then moved to nominate Mr. Daniel as the Planning Commission representative on Historic Commission; Mr. Schoenlein seconded the motion. The motion passed unanimously through roll call with a 5-0 vote, with Mr. Daniel abstaining from the vote.

AJ Mentel – Yes to Appoint  
Roger Daniel – Abstained  
Nancy Griffith – Yes to Appoint  
David Kash – Yes to Appoint  
Tara Ramsey – Yes to Appoint  
Gabriel Schoenlein – Yes to Appoint

**APPROVAL OF PREVIOUS MEETING MINUTES – OCTOBER 8, 2025, NOVEMBER 12, 2025 & December 10, 2025**

Mr. Mentel stated the next order of business was the meeting minutes to review and asked if anyone had any corrections. With no suggestions or comments, Mr. Mentel motioned to approve the minutes; Mr. Schoenlein seconded the motion. Ms. Binegar asked if the motion was for all three minutes; Mr. Mentel confirmed. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve  
Roger Daniel – Yes to Approve

Nancy Griffith – Yes to Approve  
David Kash – Yes to Approve  
Tara Ramsey – Yes to Approve  
Gabriel Schoenlein – Yes to Approve

**PUBLIC HEARING: MAP AMENDMENT (ZONE CHANGE)**

*1301 S. Marshall Road*

Prior to beginning the public hearing, Mr. Mentel asked Mr. Kash to swear Ms. Binegar in. Ms. Binegar was sworn in.

Mr. Mentel introduced the next item on the agenda as a request by Jonathan Wocher of McBride Dale Clarion on behalf of CASTO to amend the zoning map for parcels Q6542052000018 and Q6542055000012 from R-4P: Planned Development District to B-2: Community Business District. The subject parcels, commonly known 1301 S. Marshall Road, equate to a total of 5.4316 acres. The proposed map amendment will require approval by Middletown City Council following Planning Commission's recommendation on the application per Chapter 1226.03 of the Middletown Development Code. Mr. Mentel asked Ms. Binegar for the staff report. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the review criteria for map amendments at the end of the presentation to conclude her staff report.

With no questions for staff, Mr. Mentel then opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Rob Sweet was sworn in. Mr. Sweet stated he was in attendance for Mr. Wocher and explained the proposed map amendment and its consistency with the future land use map.

Mr. Mentel invited anyone else wishing to speak in favor of the project to come forward. Seeing none, Mr. Mentel then asked anyone who wished to speak in opposition to the project to come forward. Seeing no additional testimony, Mr. Mentel closed the public hearing.

Moving to deliberation, the Commission was in agreement that the application was straight forward. Mr. Kash noted the subject parcels is virtually separated from the residential zoning districts with the four-lane Grand Avenue and the map amendment would be consistent with existing commercial development in proximity. Mr. Mentel stated there were no specific plans for future development, but the map amendment would set up the property for future consideration. Mr. Schoenlein motioned to approve the application, as submitted; Mr. Daniel seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve  
Roger Daniel – Yes to Approve  
Nancy Griffith – Yes to Approve  
David Kash – Yes to Approve  
Tara Ramsey – Yes to Approve  
Gabriel Schoenlein – Yes to Approve

**PUBLIC HEARING: CONDITIONAL USE – AUTOMOTIVE SALES AND LEASING**

*3228 Omaha Street*

Mr. Mentel introduced the next item on the agenda as a request by applicant and property owner Dylan Mohammed for Conditional Use approval to allow for a car dealership at the approximate 0.82-acre parcel known as Q6542102000094 or 3228 Omaha Street. The parcel is zoned R-4: Attached Residential District where automotive sales and leasing are prohibited according to Table 1204-3 of the Middletown Development Code, but a use variance has been previously approved by Board of Zoning Appeals. Mr. Mentel asked Ms. Binegar for the staff report. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the recommended staff conditions, review criteria, time limit, and appeals process at the end of the presentation to conclude her staff report.

Mr. Mentel asked if there were any questions for staff; Mr. Kash asked if the approved use variance for the property requires City Council approval or confirmation; Ms. Binegar stated it does not. Mr. Kash then expressed his confusion about how the application before them reconciles the approved use variance and referenced City staff's comments in the staff report about the proposed use. Ms. Binegar stated the property is zoned R-4, and based on the current zoning regulations in addition to the future land use map, the application does not meet the criteria for a conditional use approval. Mr. Kash inquired about in the event the Commission does not approve the conditional use application, how it would affect the use variance; Mr. Galvin advised the Commission to apply the code to the best of their ability on the application before them and do not be encumbered by what the Board of Zoning Appeals has or has not done. Mr. Daniel discussed an item, but it was inaudible on the recording.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Seeing none, Mr. Mentel then asked anyone who wished to speak in opposition to the project to come forward. Seeing no additional testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel explained the background the Board of Zoning Appeals case on that approved the use variance for the automotive sales and leasing and explained one of the staff recommendations that would prohibit further encroachment of the commercial use into the residential neighborhood. Ms. Binegar asked the Commission to ensure they are focused on the zoning of the property and the zoning regulations rather than an applicant's livelihood. Mr. Mentel stated he wanted to add context. Mr. Mentel then asked if the Ohio dealer's license had been submitted by the applicant; Ms. Binegar stated it had not been. Mr. Mentel stated he shared his thoughts on the case but noted when looking at the current zoning of the property, the proposed use is not permitted in the R-4 district. Mr. Daniel noted the applicant did not seem to be helping themselves by cooperating.

Mr. Schoenlein motioned to deny the application; Mr. Daniel seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Deny  
Roger Daniel – Yes to Deny  
Nancy Griffith – Yes to Deny  
David Kash – Yes to Deny  
Tara Ramsey – Yes to Deny

Gabriel Schoenlein – Yes to Deny

**PUBLIC HEARING: CONDITIONAL USE – RECREATIONAL FACILITIES (INDOORS)**

*555 N. Verity Parkway*

Mr. Mentel introduced the next item on the agenda as a request by applicant Leah Allen on behalf of property owner Marlin Hill for Conditional Use approval to allow for a bingo hall at the approximate 0.69-acre parcel known as Q6532008000006 or 555 N. Verity Parkway. The parcel is zoned UC-S: Urban Core Support Subdistrict where recreational facilities (indoors) are a conditional use according to Table 1204-3 of the Middletown Development Code which requires Planning Commission review and approval. Mr. Mentel then asked Ms. Binegar for the staff report. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the recommended staff conditions, review criteria, time limit, and appeals process at the end of the presentation to conclude her staff report.

Mr. Mentel asked if there were any questions for staff; Mr. Daniel asked if the nearby property owner give any reason for their opposition; Ms. Binegar responded that there was no reasoning provided, and the correspondence had been forwarded to the Commission. Mr. Mentel asked what the Community & Economic Development Department meant by activating the area in the staff report; Ms. Binegar provided an example on a previous case the Commission had seen – the church in the former movie theater. Ms. Binegar explained that Commission had understood that while the church would not align with the future land use map, there would be an immediate benefit for the surrounding businesses and activate the area. Mr. Mentel then asked for further clarification on the charity's status; Ms. Binegar explained that a charitable organization's status can be researched on the IRS's website and that just because the status is rejected or denied, does not indicate that the organization is not legitimate, such as the organization has not been in operation or there had been a lapse. Ms. Binegar then noted this status is of importance because the requirements to seek approval from the State of Ohio's Attorney General to operate a bingo hall. Mr. Kash asked if during her research, if Ms. Binegar found that it was required that a charitable organization be registered as a 501c3 to operate a bingo hall; Ms. Binegar stated she had looked for the information, but could not find conclusive requirements.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Leah Allen was sworn in. Ms. Allen explained the tax exempt suspension staff had referenced, noting the suspension was due to an accounting error and the tax exempt status has since been reinstated. Ms. Allen then discussed the need to find a new space following the rent increase at her current location and the proposed use.

Mr. Mentel asked if the location would be used for storage and distribution for the charity; Ms. Allen confirmed. Mr. Daniel asked where the applicant was operating currently; Ms. Allen stated that she had a storage unit and there have been difficulties for operational logistics. Mr. Daniel asked where she had been operating; Ms. Allen stated that she had been operating at the Crown Plaza. Mr. Mentel then asked how many individuals play bingo on a regular basis; Ms. Allen stated it varies as some nights there would be sixty people, other nights there would be twenty people.

Then, Mr. Mentel invited anyone who wished to speak in opposition to the request. With no public testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel asked Ms. Binegar if the additional charitable use of the property would be wrapped into the application; Mr. Galvin responded that the bingo hall use would be what the Commission would be considering, any additional uses would be separate. Mr. Kash noted if the application were approved, the bingo hall can operate up to three nights a week, but explained his confusion on the separate use of clothing distribution to those in need as the application does not request use of the property for clothing distribution. Mr. Mentel responded that Table 1204-3 permits community centers with standards in the subject zoning district but noted the use may not be a community center. Mr. Galvin reminded the Commission the application before them was for a conditional use approval to operate a bingo hall and any other uses would be separate. Mr. Mentel asked Ms. Binegar to display the staff recommended conditions; the slide in the PowerPoint with the staff recommended conditions of approval was displayed. Mr. Mentel motioned to approve the application with the conditions recommended by staff which included:

- The applicant provide the City the State of Ohio Attorney General's issued license to operate a bingo hall at the time of Certificate of Zoning Compliance application submission.
- The applicant be in full compliance with the City of Middletown Building Inspection Division's requirements.
- Planning Commission may revoke a conditional use approval after holding a hearing if it is determined that the terms and conditions of the conditional use approval have not been or are not presently being met.

Mr. Kash seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve

Roger Daniel – Yes to Approve

Nancy Griffith – Yes to Approve

David Kash – Yes to Approve

Tara Ramsey – Yes to Approve

Gabriel Schoenlein – Yes to Approve

### **PUBLIC HEARING: FINAL PLAT**

#### *The Townes of Lincoln Village*

Mr. Mentel introduced the next item on the agenda as the final plat for The Townes of Lincoln Village and asked Ms. Binegar for the staff report. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the review criteria for major subdivisions to conclude the analysis.

Mr. Mentel asked if the comment from Public Works Department was substantial; Ms. Binegar responded that the comment was administrative.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Mihail Sevastakis was sworn in. Mr. Sevastakis spoke about the ongoing project, noting the request for the evening

was the final step to create the parcels and finalize the development. Mr. Sevastakis then stated he would work with staff to resolve the administrative issues and asked for the Commission to approve the final plat.

Mr. Mentel offered if anyone else wished to speak in support of the application to come forward. Seeing none, Mr. Mentel then offered if anyone else wished to speak in opposition to come forward. With no additional testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel noted it was another straightforward case and asked if anyone had any comments. Mr. Daniel stated that the Commission had seen various applications for the project. Mr. Mentel motioned to approve the final plat; Mr. Schoenlein seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve  
Roger Daniel – Yes to Approve  
Nancy Griffith – Yes to Approve  
David Kash – Yes to Approve  
Tara Ramsey – Yes to Approve  
Gabriel Schoenlein – Yes to Approve

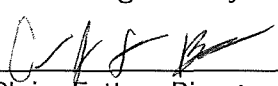
#### **OLD/NEW BUSINESS**

Mr. Mentel asked if any members had Old or New Business. Ms. Binegar reminded everyone of the upcoming special meeting of Planning Commission, for the Middletown Development Code Update. The Commission had agreed to a 4:00 p.m. start time, but with Mr. Mentel's availability starting at 4:30, Ms. Binegar asked if the Commission would be open to starting at 4:30. Mr. Mentel noted he was flexible. The Commission agreed to start at 4:30. Ms. Binegar then explained she would get the updated draft to the Commission as soon as she could and reminded the Commission that the draft document is very much a working session, so the updates are a first draft meant to guide discussion in the workshop.

#### **ADJOURNMENT**

With no further business to conduct, a motion was made to adjourn the meeting and was seconded. The motion passed unanimously, and the meeting was adjourned at 6:57 p.m.

  
\_\_\_\_\_  
AJ Mentel  
Planning Commission Vice Chairman

  
\_\_\_\_\_  
Claire Fetters Binegar  
City Planner

\*Full recording of the meeting is available on the City of Middletown's YouTube page.

**CITY OF MIDDLETOWN  
ARCHITECTURAL REVIEW BOARD  
MEETING MINUTES**



**DATE:** Tuesday, September 30, 2025  
**PLACE:** Conference Room 3C, One Donham Plaza 45042  
**TIME:** 5:00 PM

**MEMBERS PRESENT:** Roger Daniel Nancy Griffith  
**STAFF PRESENT:** Claire Feters Binegar, City Planner  
**OTHERS PRESENT:** David Helmers, Evan Dobrozsi, Allen Profitt

**CALL MEETING TO ORDER**

Mr. Daniel called the meeting to order at 5:00 PM. Ms. Binegar called the roll. Enough members were present to constitute a voting quorum.

**PREVIOUS MEETING MINUTES – JULY 28, 2025**

Mr. Daniel noted the first agenda item is to review and approve the meeting minutes from the July 28, 2025, meeting and asked if anyone had any revisions or wanted to make a motion for approve of the minutes. Ms. Griffith motioned to approve the meeting minutes; Mr. Daniel seconded the motion. The motion was approved through roll call with a 2-0 vote.

**CASE #10-25– ACCESSORY STRUCTURE**

*3800/3806 Manchester Road*

Mr. Daniel introduced the case as a request by applicant Architects Associated, Inc., on behalf of property owner St. John XXIII Catholic School, requests approval to allow a metal storage facility located at 3800/3806Manchester Road. The storage facility is proposed to be 4,200 square feet, 60' in width and 70' in length. Per the Middletown Development Code Chapter 1206.01(b)(9), accessory buildings over 200 square feet in area must have the same approximate color and material as the front of the existing primary building if visible from a public street. When the above provisions shall not be met, the materials shall be reviewed by the Architectural Review Board.

Claire Feters Binegar presented the staff report. With no questions for staff regarding the staff report, Mr. Daniel opened the discussion to the public.

Evan Dobrozsi spoke about the desire to have a accessory structure that was fully metal as the stone that could be added to the façades may allow for water to get into crevices and age the structure faster than a fully metal façade. Mr. Dobrozsi also spoke about the purpose of the new construction and how it will aid in storage for the annual community festival as well as day-to-day operations at the school.

David Helmers echoed Mr. Dobrozsi's comments regarding a fully metal façade. Mr. Helmers also spoke about the proposed use of the accessory structure.

The Board discussed the proposed deviation from the architectural requirements of

accessory structures and noted the reasoning behind the fully metal structure. Mr. Daniel motioned to approve the application, allowing for the structure to be fully metal instead of any stone architectural features on the facades; Ms. Griffith seconded the motion. The motion was approved through roll call with a 2-0 vote.

**CASE #11-25- ACCESSORY STRUCTURE**

*4131 Merlyn Drive*

Mr. Daniel introduced the case as a request by applicant and property owner Allen Profitt requests approval to allow a metal storage shed located at 4131 Merlyn Drive. The storage shed is proposed to be 288 square feet, 12' in width and 24' in length. Per the Middletown Development Code Chapter 1206.01(b)(9), accessory buildings over 200 square feet in area must have the same approximate color and material as the front of the existing primary building if visible from a public street. When the above provisions shall not be met, the materials shall be reviewed by the Architectural Review Board.

Claire Feters Binegar presented the staff report. With no questions for staff regarding the staff report, Mr. Daniel opened the discussion to the public.

Allen Profitt explained how the proposed shed would be used, as his family members could store additional toys while visiting. Mr. Profitt also noted the cost of constructing a brick shed would be high and make the feasibility of the project unattainable.

The Board did not have any questions for the applicant, and Mr. Daniel motioned to approve the application as submitted; Ms. Griffith seconded the motion. The motion passed with a 2-0 vote through roll call.

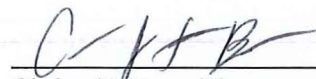
**OLD/NEW BUSINESS**

Mr. Daniel asked if there was any new or old business. There was no discussion under Old/New Business.

**ADJOURNMENT**

With no further business, Mr. Daniel moved for an adjournment. The motion passed unanimously, and the meeting ended at approximately 5:15 PM.

  
\_\_\_\_\_  
Roger Daniel, Chairman

  
\_\_\_\_\_  
Claire Feters Binegar, City Planner

CITY OF MIDDLETOWN

BOARD OF HEALTH

Minutes

January 13, 2026

The City of Middletown Board of Health met in regular session at 7:30 AM on January 13, 2026.

**Members Present**

Mayor, Elizabeth Slamka  
Ruth Lolli  
Jeff Bonnell  
Joseph Richmond, MBA  
Emily Miller, BSN, RN  
Dr. Scott Zollett, MD  
Tiffani Baggett

**Health Department Staff Present**

Jackie Phillips Carter, MPH, BSN, RN  
Carla Ealy, BS, REHS  
Dr. Paul Jennewine, MD  
Chandra Corbin, BSN, RN  
Amanda McDonald, Vital Statistics Registrar

**Absent and Excused**

Amy Sibcy

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**ROLL CALL**

Ms. Sibcy was absent from the January Board of Health meeting.

**Motion:** Ms. Miller moved, seconded by Ms. Lolli to excuse Mr. Sibcy from the Board of Health meeting.

**Roll call vote:** Yes-6 (Lolli, Bonnell, Richmond, Miller, Zollett, Baggett). No-0). **Motion Passed.**

**CITIZEN COMMENTS**

None.

**APPROVAL OF MINUTES –December 2025**

**Motion:** Ms. Miller moved, seconded by Ms. Baggett to approve the December Board of Health minutes.

**Roll call vote:** Yes-6 (Lolli, Bonnell, Richmond, Miller, Zollett, Baggett). No-0). **Motion Passed.**

**RECEIVE AND FILE FINANCIAL REPORT–October-December 2025**

Ms. Phillips Carter noted that health department revenue exceeded 2025 projections even with the cybersecurity incident.

## **EDUCATION-Emergency Preparedness-Chandra Corbin, RN, BSN**

Ms. Corbin provided an emergency preparedness crash course for the Board of Health. Ms. Corbin explained that emergency preparedness began in earnest post 9/11. Public Health emergencies are defined as anything that acutely affects Public Health. The emergency planning is broken down by federal, state, regional, county and local levels and is further broken down by organizational, agency, departmental, divisional and individual.

Emergency plans are considered living documents as the planning never ends and are constantly being updated and revised. Ms. Corbin provided examples of public health emergencies which include, but are not limited to: Epi/pandemics, tornados, earthquakes, power outages, bioterrorism, civil unrest, cyber incidents and snowstorms.

Ms. Corbin explained the Board of Health's role in an emergency response could include: representing CMHD's interest in larger systems, using individual board member's backgrounds and disciplines, and preparation and planning.

Ms. Phillips Carter added that the City of Middletown Fire Chief, Brian Wright, is planning to provide emergency preparedness training to all city employees.

## **NEW BUSINESS**

Travel Authorizations-None.

## **2026 Election of President Pro Tem**

**Motion:** Ms. Lolli moved, seconded by Ms. Miller to appoint Jeff Bonnell as President Pro Tem.

**Roll call vote:** Yes-6 (Lolli, Bonnell, Richmond, Miller, Zollett, Baggett). No-). **Motion Passed.**

## **2026 Board of Health Committees**

The Finance Committee will be comprised of the following board members: Mayor Slamka, Ms. Sibcy, Ms.

Baggett and Mr. Richmond. The Personnel Committee will be comprised of the following board members: Mayor Slamka, Dr. Zollett, Mr. Bonnell, Ms. Lolli and Ms. Miller.

## **2025 3<sup>rd</sup> & 4<sup>th</sup> Quarter Reports**

Both the 2025 3<sup>rd</sup> & 4<sup>th</sup> Quarter Reports were included in the Board of Health packet along with the 2024 3<sup>rd</sup> & 4<sup>th</sup> Quarter Reports for comparison.

## **Name, Address, Phone, Health History (NAPH) Form Update**

The NAPH form was included in the packet. This form is updated annually and maintained on file for emergency medication administration.

**Approval of Health Commissioner Job Description**

Mayor Slamka thanked the Personnel Committee for all their effort and input on the Health Commissioner job description, noting that Mr. Bonnell’s input was especially helpful.

**Motion:** Ms. Miller moved, seconded by Dr. Zollett to approve the Health Commissioner job description.

**Roll call vote:** Yes-6 (Lolli, Bonnell, Richmond, Miller, Zollett, Baggett). No-0). **Motion Passed.**

**REPORTS**

**Health Commissioner**

Ms. Phillips Carter informed the board that she and Ms. Ealy have been working on completing evaluations and the Health Commissioner job description.

The CEO of Atrium, Kevin Harlan, is meeting with the City Manager and Health Commissioner quarterly.

Ms. Phillips Carter informed the board that the City of Middletown has a new Communications Manager, Ken Brown, and is looking forward to working with him.

Ms. Phillips Carter stated that the City is now at about 80-85% recovered from the cybersecurity incident. Board of Health meetings are now able to be taped and uploaded to the city Youtube channel.

**Medical Director**

Dr. Jennewine reported the December communicable disease case numbers.

|                                      |    |
|--------------------------------------|----|
| C. auris                             | 1  |
| CPO                                  | 1  |
| Chlamydia infection                  | 22 |
| Gonococcal Infection                 | 5  |
| Hepatitis B                          | 1  |
| Hepatitis C-Perinatal Infection      | 2  |
| Hepatitis C-chronic                  | 1  |
| Influenza-associated hospitalization | 16 |
| Legionellosis                        | 2  |
| Pertussis                            | 8  |
| Salmonellosis                        | 2  |
| Streptococcal Group A-invasive       | 1  |
| Syphilis                             | 2  |

### **Director of Nursing**

Ms. Corbin informed the Board that she is currently completing the PHEP deliverables. These deliverables were added when the rest of the PHEP money was released.

Ms. Corbin noted that there have been more cases of Legionellosis reported as of late, in part because of additional testing that is being conducted. The current case Ms. Corbin is tracing may have come from a hospitalization.

Ms. Corbin noted that all influenza hospitalizations have been influenza A and have been among unvaccinated patients.

Ms. Phillips Carter added that Atrium CEO confirmed this is the first time since COVID that Atrium has been at capacity.

### **Environmental Director**

Ms. Ealy informed the board that one set of plans was received in December, The Press Room. Three food facilities were licensed: PT Alliance, Bismark and Jet's Pizza. Six vending locations were closed. Ms. Ealy noted that many vending locations are being replaced by micro markets. Hardee's, Club Cin Day and The Treat Shop were closed.

Ms. Ealy informed the board that payments for septage businesses are still being collected. Food renewal applications will go out at the end of January and payments for 2026 licenses will begin being accepted on February 1<sup>st</sup>.

Ms. Ealy informed the board that a job offer for the position of Registered Environmental Health Sanitarian-in-Training has been made. The new hire will hopefully begin the position in mid-February.

### **Board Member Open Discussion**

Ms. Phillips Carter stated that Middletown Connect is hoping to stretch into all neighborhoods in Middletown, becoming a strong piece of the community.

Ms. Lolli informed the board that there will be no Walk With a Doc in January.

### **EXECUTIVE SESSION**

Personnel Discussion, under the authority of O.R.C. 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

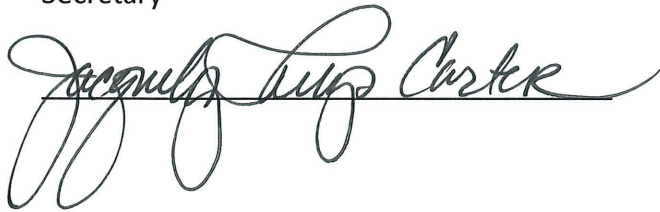
**Motion:** Ms. Miller moved, seconded by Ms. Lolli to move to executive session at 8:14am.

**Roll call vote:** Yes-6 (Lolli, Bonnell, Richmond, Miller, Zollett, Baggett). No-0). **Motion Passed.**

## ADJOURNMENT

The meeting was adjourned at 8:38 AM. The next meeting will be held on February 10, 2025 at 7:30AM in Conference Room 2C.

Jacquelyn D. Phillips Carter, MPH, BSN, RN  
Secretary



Elizabeth Slamka, President  
City of Middletown Board of Health



## HUMAN RESOURCES

February 11, 2026

**TO:** Ashley Combs, City Manager  
**FROM:** Megan Ellis, Human Resources Manager  
**SUBJECT: APPOINTMENT – PATROL OFFICER**

We are recommending the conditional appointment of **TAVIONNE CROSBY** to the position of Patrol Officer in the Department of Public Safety, Division of Police. Mr. Crosby is currently a Corrections Officer within the Division. He was selected from the eligibility list as a result of Civil Service testing procedures. He will fill the vacancy created by the promotion of Jason Wargo.

Mr. Crosby will be assigned to Cadet. According to Section VII, Article 15, he will remain at his same rate of pay. The appointment is conditional on the candidate passing the required medical evaluation.

c: Amy Schenck, Clerk of Council  
Earl Nelson, Police Chief  
Human Resources  
Finance (Payroll)  
file

ccmtg 2/17/2026

February 2, 2026

**To:** Ashley Combs, City Manager

**From:** Megan Ellis, Human Resources Manager

**SUBJECT: APPOINTMENT – ECONOMIC DEVELOPMENT PROGRAM MANAGER**

We are recommending the conditional appointment of **LUKE MODESTO** to the position of Economic Development Program Manager in the Community and Economic Development Department. He will fill the vacancy created by the appointment of Jacob Schulte.

Mr. Modesto will be assigned to Range 176, Step B, which provides a salary of \$3,0587.60 bi-weekly and \$79,497.60 annually. The appointment is conditional upon the candidate successfully passing the required background and medical evaluation.

C: Amy Schenck, Clerk of Council

Jacob Schulte, Assistant Community & Economic Development Director

Human Resources

Finance (Payroll)

File

Cmt02/17/2026



## OATH OF OFFICE

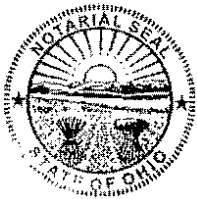
I, James Faulkner, do solemnly swear that I will support the Constitution and laws of the United States and of the State of Ohio, and the Charter and Ordinances of the City of Middletown; that I will not make or authorize expenditures of public money other than for adequate consideration and efficient service; and that I will in all respects faithfully discharge the duties of my employment or office for the City of Middletown, Butler/Warren Counties, Ohio.

[Signature]  
Signature

Mechanic  
Position

State of Ohio  
County of Butler, ss:

Sworn to and subscribed before me this 2<sup>nd</sup> day February,  
2026.



Rachel Koontz  
Notary Public, State of Ohio  
My Commission Expires:  
November 06, 2030

Rachel  
Notary Public

My Commission Expires 11/06/2030

February 11, 2026

TO: City Council  
ATTN: Ashley Combs, City Manager  
FROM: Claire Fetters Binegar, City Planner

SUBJECT: Final Plat – Renaissance, Section 13



**APPLICANT/ENGINEER:**

MSP Design  
3700 Park 42 Drive, Suite 1908  
Cincinnati, OH 45241

**PROPERTY OWNER:**

Grand Communities LLC  
3940 Olympic Boulevard, Suite 400  
Erlanger, KY 41018

**PARCEL IDs:**

0833400051

**REQUEST:**

A request by MSP Design, on behalf of property owner Grand Communities LLC, for approval of a Final Plat for Renaissance, Section 13.

**PROPERTY BACKGROUND:**

The Renaissance I proposes a total of 283 single family lots with 20 of the single family homes in Section 13 planned development subdivision. The zoning district is R-3, Medium-Density Residential Zoning District. In total, Renaissance I & II propose 545 single family homes combined. The most recent amendment for the Renaissance I Preliminary Development Plans was approved by Planning Commission in June 2015. The Preliminary Development Plans for Renaissance Subdivision were approved for changes in street alignments, reduction of lot sizes and widths, and increases in open spaces. Section 13 will feature Fischer's Masterpiece Home Collection as the architectural style of the single-family dwellings. The Renaissance I & II are under the same homeowners association and will share certain amenities. Fitness trails at the shared open spaces will also link the Renaissance subdivisions.

The currently approved final development plan established the following minimum site development standards within the planned development district:

- Front yard setback: 30'
- Side yard setback: 5' with a permitted encroachment of 3' for projections and a minimum separation of 10' between structures.
- Rear yard setback: 40' for perimeter single-family boundary lots, 30' for all other single-family lots, and 20' for patio home lots.
- At least two parking spaces, exclusive of garage space, will be provided for each home site.

**STAFF ANALYSIS:**

The applicant proposes review and approval of the final plat for Section 13 of the major subdivision which equates to a total of 16.9716 acres. The final plat of Section 13 creates a total of 21 parcels: 20 parcels for the single-family residential dwellings

approved in the final development plan (7.1420 acres) and 1 parcel of open space for the development (8.8067 acres). The remaining acreage of the development, 1.0229 acres, is to be dedicated as right-of-way with a public street to be named Cantata Court with a 50' width of right-of-way.

The final plat will feature a number of easements, including 20' Storm Sewer Easements, a 15' Utility Easement, a 15' Sanitary Easement, a private drainage easement, public storm sewer easements, utility easements, 20' water main easement, and a stream mitigation easement.

The proposed final plat aligns with the approved final development plan.

**PLANNING COMMISSION RECOMMENDATION:**

The final plat was approved by Planning Commission on November 13, 2024. Following approval of the proposed plat by the City Planning Commission, the plat must be adopted and endorsed by City Council prior to recording.

**ALTERNATIVES:**

Reject the final plat, in which the final plat is not able to be recorded and the construction of the single-family dwellings cannot continue.

**FINANCIAL IMPACT:**

None.

**EMERGENCY/NON-EMERGENCY:**

Consent Agenda.

**REVIEW CRITERIA FOR MAJOR SUBDIVISIONS:**

In order to approve a major subdivision, the Planning Commission and City Council, as appropriate, shall determine the following:

1. That the major subdivision complies with all applicable provisions of this code;
2. That the major subdivision does not conflict with other regulations, plans, or policies of the City;
3. That applicable review agencies have no objections that cannot be resolved by the applicant; and
4. That the final plat and construction drawings conform to the approved preliminary plat, if submitted and approved.

**ATTACHMENTS:**

Final plat.



| CURVE TABLE |         |            |               |            |
|-------------|---------|------------|---------------|------------|
| Curve #     | RADIUS  | CHD LENGTH | CHD BEARING   | DELTA      |
| C1          | 455.00' | 104.82'    | S 04°45'11" W | 012°54'56" |
| C2          | 700.00' | 24.19'     | S 12°12'03" W | 001°58'47" |
| C3          | 570.00' | 289.74'    | S 73°03'01" E | 029°07'28" |
| C4          | 325.00' | 32.74'     | N 36°15'45" W | 005°46'20" |
| C5          | 300.00' | 237.92'    | N 62°01'45" W | 045°28'23" |
| C6          | 300.00' | 149.64'    | S 70°27'35" E | 028°34'43" |
| C7          | 275.00' | 131.60'    | N 53°12'22" W | 027°25'07" |
| C8          | 275.00' | 85.60'     | N 75°49'56" W | 017°50'01" |
| C9          | 325.00' | 20.25'     | S 82°57'51" E | 003°34'10" |
| C10         | 325.00' | 71.27'     | S 74°53'51" E | 012°33'51" |
| C11         | 325.00' | 70.59'     | S 62°23'34" E | 012°26'42" |
| C12         | 25.00'  | 11.07'     | N 68°51'02" W | 025°21'37" |
| C13         | 25.00'  | 9.98'      | S 87°03'17" W | 022°49'46" |

| CURVE TABLE |         |            |               |               |
|-------------|---------|------------|---------------|---------------|
| Curve #     | RADIUS  | CHD LENGTH | CHD BEARING   | DELTA         |
| C14         | 50.00'  | 61.25'     | S 74°49'      | S 69°16'03" E |
| C15         | 50.00'  | 52.14'     | S 71°56'33" W | 21°96'        |
| C16         | 50.00'  | 52.37'     | S 50°01'      | S 54°18'07" E |
| C17         | 50.00'  | 66.98'     | N 65°02'36" W | 076°44'55"    |
| C18         | 425.00' | 79.44'     | N 65°00'01" W | 010°42'36"    |
| C19         | 425.00' | 79.33'     | N 65°00'01" W | 010°42'36"    |
| C20         | 25.00'  | 21.03'     | S 32°04'32" E | 048°11'23"    |
| C21         | 275.00' | 87.44'     | S 76°16'00" W | 217°96'       |
| C22         | 275.00' | 48.72'     | S 67°08'59" E | 163°90'       |
| C23         | 325.00' | 63.83'     | N 79°07'21" W | 010°13'35"    |
| C24         | 325.00' | 139.99'    | N 61°09'23" W | 009°41'18"    |
| C25         | 325.00' | 87.58'     | N 41°05'47" W | 015°40'47"    |
| C26         | 325.00' | 54.84'     | N 43°58'37" W | 009°40'04"    |

| LINE TABLE |               |         |               |         |
|------------|---------------|---------|---------------|---------|
| Line #     | BEARING       | LENGTH  | BEARING       | LENGTH  |
| L1         | S 89°16'03" E | 23.00'  | S 89°16'03" E | 23.00'  |
| L2         | S 71°56'33" W | 21.96'  | S 71°56'33" W | 21.96'  |
| L3         | S 54°18'07" E | 80.59'  | S 54°18'07" E | 80.59'  |
| L4         | S 56°37'25" W | 15.05'  | S 56°37'25" W | 15.05'  |
| L5         | S 61°04'06" E | 91.78'  | S 61°04'06" E | 91.78'  |
| L6         | S 41°10'51" E | 144.98' | S 41°10'51" E | 144.98' |
| L7         | S 83°18'12" E | 364.14' | S 83°18'12" E | 364.14' |
| L8         | S 67°08'59" E | 163.90' | S 67°08'59" E | 163.90' |
| L9         | S 67°08'59" E | 163.90' | S 67°08'59" E | 163.90' |
| L10        | S 64°25'43" E | 119.24' | S 64°25'43" E | 119.24' |
| L11        | S 54°01'37" E | 35.09'  | S 54°01'37" E | 35.09'  |
| L12        | S 28°04'37" E | 22.83'  | S 28°04'37" E | 22.83'  |
| L13        | S 89°16'03" E | 23.00'  | S 89°16'03" E | 23.00'  |
| L14        | N 21°38'47" E | 31.59'  | N 21°38'47" E | 31.59'  |
| L15        | N 85°00'21" E | 125.63' | N 85°00'21" E | 125.63' |
| L16        | S 64°25'43" E | 114.18' | S 64°25'43" E | 114.18' |
| L17        | N 51°08'04" W | 178.99' | N 51°08'04" W | 178.99' |
| L18        | N 33°18'39" W | 60.50'  | N 33°18'39" W | 60.50'  |
| L19        | N 84°28'05" E | 53.27'  | N 84°28'05" E | 53.27'  |

| LINE TABLE |               |         |               |         |
|------------|---------------|---------|---------------|---------|
| Line #     | BEARING       | LENGTH  | BEARING       | LENGTH  |
| L20        | N 05°31'55" W | 19.51'  | N 05°31'55" W | 19.51'  |
| L21        | N 78°11'10" E | 54.39'  | N 78°11'10" E | 54.39'  |
| L22        | N 56°29'22" E | 80.59'  | N 56°29'22" E | 80.59'  |
| L23        | N 29°30'38" E | 20.00'  | N 29°30'38" E | 20.00'  |
| L24        | N 60°29'22" W | 55.87'  | N 60°29'22" W | 55.87'  |
| L25        | S 76°16'00" W | 217.96' | S 76°16'00" W | 217.96' |
| L26        | N 67°08'59" E | 163.90' | N 67°08'59" E | 163.90' |
| L27        | N 67°08'59" E | 163.90' | N 67°08'59" E | 163.90' |
| L28        | S 00°10'59" W | 20.00'  | S 00°10'59" W | 20.00'  |
| L29        | S 89°49'01" E | 9.88'   | S 89°49'01" E | 9.88'   |
| L30        | S 76°16'00" W | 203.73' | S 76°16'00" W | 203.73' |
| L31        | S 33°34'47" E | 128.13' | S 33°34'47" E | 128.13' |
| L32        | N 83°18'12" E | 90.89'  | N 83°18'12" E | 90.89'  |
| L33        | S 75°04'01" W | 30.53'  | S 75°04'01" W | 30.53'  |
| L34        | N 79°41'43" W | 11.38'  | N 79°41'43" W | 11.38'  |
| L35        | N 65°17'37" W | 51.00'  | N 65°17'37" W | 51.00'  |
| L36        | N 67°33'23" W | 38.31'  | N 67°33'23" W | 38.31'  |
| L37        | S 81°38'39" W | 60.50'  | S 81°38'39" W | 60.50'  |
| L38        | N 00°47'33" W | 31.96'  | N 00°47'33" W | 31.96'  |

| LINE TABLE |               |         |               |         |
|------------|---------------|---------|---------------|---------|
| Line #     | BEARING       | LENGTH  | BEARING       | LENGTH  |
| L39        | N 41°45'52" W | 29.44'  | N 41°45'52" W | 29.44'  |
| L40        | N 57°55'49" W | 112.72' | N 57°55'49" W | 112.72' |
| L41        | N 56°29'22" E | 80.59'  | N 56°29'22" E | 80.59'  |
| L42        | N 31°30'44" E | 19.02'  | N 31°30'44" E | 19.02'  |
| L43        | N 43°16'00" W | 22.01'  | N 43°16'00" W | 22.01'  |
| L44        | S 13°30'44" E | 29.77'  | S 13°30'44" E | 29.77'  |
| L45        | N 68°58'24" W | 39.79'  | N 68°58'24" W | 39.79'  |
| L46        | S 81°57'44" W | 45.82'  | S 81°57'44" W | 45.82'  |
| L47        | S 83°08'05" W | 39.94'  | S 83°08'05" W | 39.94'  |
| L48        | S 74°36'00" W | 22.33'  | S 74°36'00" W | 22.33'  |
| L49        | S 68°21'48" W | 159.49' | S 68°21'48" W | 159.49' |
| L50        | S 86°25'25" W | 25.48'  | S 86°25'25" W | 25.48'  |
| L51        | N 73°40'30" W | 12.42'  | N 73°40'30" W | 12.42'  |
| L52        | N 38°22'45" W | 18.15'  | N 38°22'45" W | 18.15'  |
| L53        | N 49°47'15" W | 36.67'  | N 49°47'15" W | 36.67'  |
| L54        | N 65°53'14" W | 12.17'  | N 65°53'14" W | 12.17'  |
| L55        | N 74°46'06" W | 11.08'  | N 74°46'06" W | 11.08'  |
| L56        | S 88°28'56" W | 14.22'  | S 88°28'56" W | 14.22'  |
| L57        | N 65°21'31" W | 18.99'  | N 65°21'31" W | 18.99'  |

| LINE TABLE |               |         |               |         |
|------------|---------------|---------|---------------|---------|
| Line #     | BEARING       | LENGTH  | BEARING       | LENGTH  |
| L58        | N 86°18'03" W | 36.24'  | N 86°18'03" W | 36.24'  |
| L59        | S 79°32'36" W | 20.00'  | S 79°32'36" W | 20.00'  |
| L60        | S 70°34'17" W | 35.95'  | S 70°34'17" W | 35.95'  |
| L61        | N 89°02'01" W | 136.37' | N 89°02'01" W | 136.37' |
| L62        | N 47°48'24" W | 22.01'  | N 47°48'24" W | 22.01'  |
| L63        | N 58°50'30" W | 29.77'  | N 58°50'30" W | 29.77'  |
| L64        | N 68°58'24" W | 39.79'  | N 68°58'24" W | 39.79'  |
| L65        | S 81°57'44" W | 45.82'  | S 81°57'44" W | 45.82'  |
| L66        | N 43°16'00" W | 22.01'  | N 43°16'00" W | 22.01'  |
| L67        | N 43°48'41" W | 78.56'  | N 43°48'41" W | 78.56'  |
| L68        | N 05°15'04" E | 3.00'   | N 05°15'04" E | 3.00'   |
| L69        | N 84°44'56" W | 5.00'   | N 84°44'56" W | 5.00'   |
| L70        | S 84°42'35" W | 20.67'  | S 84°42'35" W | 20.67'  |
| L71        | S 77°20'54" E | 19.89'  | S 77°20'54" E | 19.89'  |
| L72        | S 27°59'42" E | 33.47'  | S 27°59'42" E | 33.47'  |
| L73        | N 68°18'10" W | 250.00' | N 68°18'10" W | 250.00' |
| L74        | N 04°32'32" W | 20.00'  | N 04°32'32" W | 20.00'  |
| L75        | S 87°08'59" E | 5.55'   | S 87°08'59" E | 5.55'   |
| L76        | S 70°27'24" E | 130.32' | S 70°27'24" E | 130.32' |

| LINE TABLE |               |         |               |         |
|------------|---------------|---------|---------------|---------|
| Line #     | BEARING       | LENGTH  | BEARING       | LENGTH  |
| L77        | S 70°27'24" E | 147.35' | S 70°27'24" E | 147.35' |
| L78        | S 19°32'36" W | 20.00'  | S 19°32'36" W | 20.00'  |
| L79        | N 58°29'16" W | 216.17' | N 58°29'16" W | 216.17' |
| L80        | N 58°29'16" W | 19.00'  | N 58°29'16" W | 19.00'  |
| L81        | N 41°11'10" E | 19.00'  | N 41°11'10" E | 19.00'  |
| L82        | N 48°48'59" E | 5.00'   | N 48°48'59" E | 5.00'   |
| L83        | S 41°11'01" W | 4.04'   | S 41°11'01" W | 4.04'   |
| L84        | S 48°48'59" E | 5.00'   | S 48°48'59" E | 5.00'   |
| L85        | S 41°11'01" W | 4.04'   | S 41°11'01" W | 4.04'   |
| L86        | N 05°15'04" E | 18.00'  | N 05°15'04" E | 18.00'  |
| L87        | N 05°15'04" E | 3.00'   | N 05°15'04" E | 3.00'   |
| L88        | N 84°44'56" W | 5.00'   | N 84°44'56" W | 5.00'   |
| L89        | N 84°44'56" W | 5.00'   | N 84°44'56" W | 5.00'   |
| L90        | S 05°15'04" W | 3.00'   | S 05°15'04" W | 3.00'   |
| L91        | S 04°23'33" W | 98.07'  | S 04°23'33" W | 98.07'  |
| L92        | S 86°04'41" E | 98.07'  | S 86°04'41" E | 98.07'  |
| L93        | S 39°38'05" E | 20.69'  | S 39°38'05" E | 20.69'  |
| L94        | N 87°35'57" E | 28.40'  | N 87°35'57" E | 28.40'  |
| L95        | S 12°42'22" E | 60.26'  | S 12°42'22" E | 60.26'  |

| LINE TABLE |              |         |         |              |         |
|------------|--------------|---------|---------|--------------|---------|
| Line #     | BEARING      | LENGTH  | BEARING | LENGTH       |         |
| L106       | S 37°21'50"E | 34.78'  | L127    | S 78°56'57"E | 6.37'   |
| L107       | S 55°04'38"E | 23.00'  | L128    | S 68°22'55"W | 130.00' |
| L108       | S 29°23'03"E | 58.35'  | L129    | S 21°37'05"E | 20.00'  |
| L109       | S 27°44'57"E | 93.29'  | L130    | S 21°37'05"E | 20.00'  |
| L110       | S 37°44'15"E | 17.34'  | L131    | N 7°32'54"E  | 1.19'   |
| L111       | S 54°01'37"E | 35.09'  | L132    | S 84°41'37"E | 73.86'  |
| L112       | S 28°04'31"E | 22.83'  | L133    | N 6°45'02"E  | 11.96'  |
| L113       | S 15°10'11"W | 161.09' | L134    | S 89°21'04"E | 107.09' |
| L114       | S 15°10'11"W | 161.09' | L135    | S 77°19'15"E | 88.01'  |
| L115       | S 02°31'00"E | 31.50'  | L136    | S 68°22'55"W | 130.00' |
| L116       | S 21°20'26"E | 88.33'  | L137    | S 30°38'19"W | 77.60'  |
| L117       | S 30°48'56"E | 104.14' | L138    | N 65°1'00"E  | 9.36'   |
| L118       | S 05°54'50"E | 44.25'  | L139    | S 39°21'34"E | 15.57'  |
| L119       | S 61°57'09"E | 15.34'  | L140    | N 45°52'22"E | 96.41'  |
| L120       | S 79°35'51"E | 14.65'  | L141    | S 84°39'41"E | 55.31'  |
| L121       | N 88°47'24"E | 15.65'  | L142    | S 31°44'13"W | 13.93'  |
| L122       | N 63°42'55"E | 26.30'  | L143    | N 48°44'56"W | 33.60'  |
| L123       | S 1°59'55"E  | 25.99'  | L144    | S 24°09'30"W | 27.78'  |
| L124       | S 26°38'31"E | 55.25'  | L145    | N 1°37'30"W  | 120.44' |
| L125       | S 64°18'43"E | 51.36'  | L146    | N 85°53'27"W | 121.79' |

| LINE TABLE |              |         |         |              |         |
|------------|--------------|---------|---------|--------------|---------|
| Line #     | BEARING      | LENGTH  | BEARING | LENGTH       |         |
| L153       | S 69°54'33"W | 81.81'  | L163    | N 38°31'35"W | 110.25' |
| L154       | S 76°09'45"W | 29.24'  | L164    | N 15°38'47"E | 169.57' |
| L155       | N 69°41'28"E | 27.13'  | L165    | S 88°45'01"E | 252.20' |
| L156       | N 68°41'28"E | 27.13'  | L166    | S 89°45'01"E | 252.20' |
| L157       | N 83°36'44"W | 25.50'  | L167    | S 61°17'20"E | 100.07' |
| L158       | N 35°52'28"W | 44.29'  | L168    | N 85°20'48"E | 50.02'  |
| L159       | N 56°21'19"W | 43.26'  | L169    | N 68°06'33"E | 54.57'  |
| L160       | N 35°52'28"W | 28.41'  | L170    | S 83°16'40"E | 92.16'  |
| L161       | S 79°05'50"W | 33.66'  | L171    | S 52°21'48"E | 59.21'  |
| L162       | S 32°38'19"W | 77.60'  |         |              |         |
| L163       | N 6°26'35"W  | 116.25' |         |              |         |

| LINE TABLE |              |         |         |              |        |
|------------|--------------|---------|---------|--------------|--------|
| Line #     | BEARING      | LENGTH  | BEARING | LENGTH       |        |
| L172       | S 49°55'40"E | 73.21'  | L182    | S 58°22'41"E | 75.33' |
| L173       | S 17°47'11"E | 51.56'  | L183    | S 79°32'40"E | 66.35' |
| L174       | S 82°06'25"E | 112.19' | L184    | S 47°54'10"E | 98.66' |
| L175       | S 04°16'20"W | 93.42'  | L185    | N 88°07'23"E | 22.90' |
| L176       | S 71°07'30"E | 90.81'  |         |              |        |
| L177       | N 48°09'12"E | 69.87'  |         |              |        |
| L178       | S 58°22'41"E | 75.33'  |         |              |        |
| L179       | S 79°32'40"E | 66.35'  |         |              |        |
| L180       | S 47°54'10"E | 98.66'  |         |              |        |
| L181       | N 88°07'23"E | 22.90'  |         |              |        |

# MOTION AGENDA

## **STAFF REPORT**

For the Business Meeting of February 17<sup>th</sup>, 2026

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February 10th, 2026

TO: Ashley Combs, Acting City Manager

FROM: Kayla Carle, Purchasing Agent

### **PURPOSE**

To request approval to purchase one 2026 CAT 42007A Backhoe Loader and Hammer Attachment from Ohio CAT of Broadview Heights, OH in the amount of \$159,000.00 for the Water Maintenance Division.

### **BACKGROUND and FINDINGS**

The Water Maintenance Division has a backhoe that needs to be replaced. The Backhoe and Hammer Attachment currently in use, #812270 2012, CAT 420E Backhoe, have met the City's 15-point replacement schedule. The Backhoe and Hammer Attachment will be used for routine work associated with the Water Maintenance Division, including excavation of water lines and removing concrete to support water main repairs. The backhoe will be sold on GovDeals.

| Equipment Number | Year | Months Past Due |
|------------------|------|-----------------|
| 812270           | 2012 | 72              |

Backhoe and Hammer Attachment are available through the state bid cooperative purchasing program, Sourcewell.

### **ALTERNATIVES**

Do not purchase the Backhoe or Hammer Attachment and have the divisions continue to use that equipment, although maintenance costs continue to escalate, due to age of equipment (2012).

### **FINANCIAL IMPACT**

There are sufficient funds available in the Garage Fund for this purchase (605.550.54340).

### **EMERGENCY/NON EMERGENCY**

Motion Agenda

cc: Samantha Zimmerman, Finance Director  
Scott Tadych, Public Works & Utilities Director  
Marc Kennedy, Garage Superintendent  
Charlie Anderson, Public Works Superintendent

## **STAFF REPORT**

For the Business Meeting of February 17th, 2026

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TO: Ashley Combs, City Manager  
FROM: Troy Anderton, I.S. Director

### **.GOV DOMAIN GRANT APPLICATION**

#### **PURPOSE**

The purpose of this staff report is to request approval to apply for the Round 3 .gov Domain Migration Grant. This grant is offered by the Department of Homeland Security (DHS) and State & Local Cybersecurity Grant Program (SLCGP). The grant will award up to \$9500.00 with a 20% match to cover costs associated with migrating to a .gov domain. The deadline for grant applications is March 13<sup>th</sup>, 2026

#### **BACKGROUND and FINDINGS**

The DHS/SLCGP grant is to cover costs associated with a domain name change. Costs can include encryption certificate changes, citizen notifications, and other various security changes tied to our current domain.

The purpose of a .gov domain is to ensure to citizens the validity of our sites and content. Only the federal government can issue .gov domain names.

If the domain name grant is accepted, the city must participate in the CISA Cyber Hygiene Services and complete a Nationwide Cybersecurity Review (NCSR).

#### **FINANCIAL IMPACT**

The 20% match will be covered from the Information Systems 2026 budget.

#### **EMERGENCY/NON EMERGENCY**

Second reading emergency.

# LEGISLATIVE ITEM 1

ORDINANCE NO. O2026-06

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOTES IN THE MAXIMUM PRINCIPAL AMOUNT OF \$4,950,000, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING THE COSTS OF THE ACQUISITION BY THE CITY OF APPROXIMATELY 30 ACRES OF REAL PROPERTY ALONG UNION ROAD AND STATE ROUTE 122 FOR A MULTI-USE DEVELOPMENT, DEMOLITION OF EXISTING STRUCTURES AND THE DESIGN, ENGINEERING AND CONSTRUCTION OF PUBLIC INFRASTRUCTURE INCLUDING BUT NOT LIMITED TO WATER, SANITARY SEWER AND STORM SEWER UTILITIES, ROADS, TRAFFIC SIGNALS AND CONTROLS, CURBS, GUTTERS, INTERSECTIONS, SIDEWALKS, LIGHTING AND RELATED INFRASTRUCTURE, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, ALL IN SUPPORT OF ECONOMIC DEVELOPMENT AND JOB CREATION WITHIN THE CITY.

WHEREAS, the City of Middletown, Ohio (the “City”) is authorized by virtue of the laws of the State of Ohio, including, without limitation, Section 13 of Article VIII, Ohio Constitution, and Chapter 165, Ohio Revised Code (collectively, the “Act”), among other things, to issue bonds or notes to acquire, construct, equip, furnish or improve a “project” as defined in Section 165.01, Ohio Revised Code, for the purpose of creating or preserving jobs and employment opportunities and improving the economic welfare of the people of the City and of the State of Ohio; and

WHEREAS, to create and preserve jobs and employment opportunities, the City has determined to acquire approximately 30 acres of real property located along Union Road and State Route 122, a portion of which will be disposed of to one or more private companies or the Warren County Port Authority for commercial projects and development; and

WHEREAS, pursuant to Ordinance No. O2025-05 passed February 18, 2025, notes in anticipation of bonds in the principal amount of \$4,950,000, dated April 24, 2025 (the “Outstanding Notes”), were issued for the purpose described in Section 3, to mature on April 23, 2026; and

WHEREAS, this Council finds and determines that the City should retire the Outstanding Notes with the proceeds of the Notes described in Section 4 and other funds available to the City;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Middletown, Butler and Warren Counties, State of Ohio, that:

Section 1.

Definitions and Interpretation. In addition to the words and terms elsewhere defined in this Ordinance, unless the context or use clearly indicates another or different meaning or intent:

“Act” means the laws of the State of Ohio, including, without limitation, Section 13 of Article VIII, Ohio Constitution and Chapter 165, Ohio Revised Code.

“Additional Bonds” means any additional bonds or bond anticipation notes of the City which may be subsequently issued and payable solely from the Nontax Revenues on parity with the (a) Notes and (b) Outstanding Nontax Revenue Bonds.

“Authorized Denominations” means the denomination of \$100,000 or any integral multiple of \$5,000 in excess thereof, or such other denominations as established by the Finance Director in the Certificate of Award.

“Bonds” means the bonds of the City authorized by Section 3 of this Ordinance and in anticipation of which the Notes are issued.

“Book entry form” or “book entry system” means a form or system under which (a) the ownership of beneficial interests in the Notes and the principal of and interest on the Notes may be transferred only through a book entry, and (b) a single physical Note certificate in fully registered form is issued by the City and payable only to a Depository or its nominee as registered owner, with the certificate deposited with and “immobilized” in the custody of the Depository or its designated agent for that purpose. The book entry maintained by others than the City is the record that identifies the owners of beneficial interests in the Notes and that principal and interest.

“Certificate of Award” means the certificate authorized by Section 6, to be executed by the Finance Director, setting forth and determining those terms or other matters pertaining to the Notes and their issuance, sale and delivery as this Ordinance requires or authorizes to be set forth or determined therein.

“City Manager” means the City Manager of the City or any person serving in an interim or acting capacity with respect to that office.

“Clerk of Council” means the Clerk of Council of the City or any person serving in an interim or acting capacity with respect to that office.

“Closing Date” means the date of physical delivery of, and payment of the purchase price for, the Notes.

“Depository” means any securities depository that is a clearing agency registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934, operating and maintaining, with its Participants or otherwise, a book entry system to record ownership of beneficial interests in the Notes or the principal of and interest on the Notes, and to effect transfers of the Notes, in book entry form, and includes and means initially The Depository Trust Company (a limited purpose trust company).

“Economic Development Bond Service Fund” means the Economic Development Bond Service Fund heretofore created and continued pursuant to Section 9 and from which principal and interest are paid on the Notes and the Outstanding Nontax Revenue Bonds.

“Finance Director” means the Finance Director of the City or any person serving in an interim or acting capacity with respect to that office.

“Financing Costs” shall have the meaning given in Section 133.01 of the Ohio Revised Code.

“Maturity Date” means the date identified in the Certificate of Award and which date shall be determined by the Finance Director to be necessary or advisable to the sale of the Notes, provided that such date shall not be more than one year following the Closing Date.

“Mayor” means the Mayor of the City or any person serving in an interim or acting capacity with respect to that office.

“Nontax Revenues” means all moneys of the City which are not moneys raised by taxation, to the extent available for such purposes, including, but not limited to the following: (a) grants from the United States of America and the State of Ohio; (b) payments in lieu of taxes now or hereafter authorized by State statute; (c) fines and forfeitures which are deposited in the City’s General Fund; (d) fees deposited in the City’s General Fund from properly imposed licenses and permits; (e) investment earnings on the City’s General Fund and which are credited to the City’s General Fund; (f) investment earnings of other funds of the City that are credited to the City’s General Fund; (g) proceeds from the sale of assets which are deposited in the City’s General Fund; (h) rental income which is deposited in the City’s General Fund; (i) gifts and donations, and (j) proceeds from the sale of any portion of the Project.

“Note Proceedings” means, collectively, this Ordinance, the Certificate of Award, the Note Purchase Agreement, the Note Registrar Agreement and such other proceedings of the City, including the Notes, that provide collectively for, among other things, the rights of holders and beneficial owners of the Notes.

“Note Purchase Agreement” means the Note Purchase Agreement between the City and the Original Purchaser, as it may be modified in accordance herewith from the form on file with the Clerk of Council and executed by the Finance Director, all in accordance with Section 8.

“Note Register” means all books and records necessary for the registration, exchange and transfer of Notes as provided in Section 7.

“Note Registrar” means the Finance Director or a bank or trust company authorized to do business in the State of Ohio and designated by the Finance Director in the Certificate of Award pursuant to Section 6 as the note registrar and paying agent for the Notes.

“Note Registrar Agreement” means the Note Registrar Agreement between the City and the Note Registrar, as it may be modified in accordance herewith from the form on file with the Clerk of Council and executed by the Finance Director, all in accordance with Section 6.

“Notes” means the Notes authorized by this Ordinance and designated as such in the Certificate of Award.

“Original Purchaser” means the purchaser of the Notes specified in the Certificate of Award.

“Outstanding Nontax Revenue Bonds” means, collectively, the City’s outstanding Special Obligation (Nontax Revenue) Industrial Development Revenue Bond (Federally Taxable), Series 2015 (Bender Tract Project), dated March 27, 2015, Special Obligation (Nontax Revenue) Industrial Development Revenue Bond (Federally Taxable), Series 2015B (AK Steel Project), dated June 4, 2015 and Special Obligation Nontax Revenue Notes, Series 2025B (Towne Mall Project), dated August 12, 2025.

“Participant” means any participant contracting with a Depository under a book entry system and includes securities brokers and dealers, banks and trust companies and clearing corporations.

Capitalized terms not otherwise defined in this Ordinance have the meanings assigned to them in the Act. The captions and headings in this Ordinance are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof. Reference to a Section means a section of this Ordinance unless otherwise indicated.

## Section 2.

Findings. This Council hereby finds and determines that the Project (as defined in Section 3) is a “project” as defined in the Act and is consistent with the purposes of Section 13 of Article VIII, Ohio Constitution; that, the utilization of the Project is in furtherance of the purposes of the Act and will benefit the people of the City and of the State of Ohio by creating and preserving jobs and employment opportunities and improving the economic welfare of the people of the City and of the State of Ohio, and that the amount necessary to finance the Project will require the issuance, sale and delivery of the Notes, which Notes shall be payable and secured as provided herein.

## Section 3.

Authorization of Bonds. This Council determines that it is necessary and in the best interest of the City to issue the Bonds in the maximum principal amount of \$4,950,000 for the purpose of (i) paying the costs of the acquisition by the City of approximately 30 acres of real property along Union Road and State Route 122 for a multi-use development, demolition of existing structures and the design, engineering and construction of public infrastructure including but not limited to water, sanitary sewer and storm sewer utilities, roads, traffic signals and controls, curbs, gutters, intersections, sidewalks, lighting and related infrastructure, together with all necessary appurtenances thereto, all in support of economic development and job creation within the City (the “Project”) and (ii) paying capitalized interest.

The Bonds shall be dated approximately April 1, 2027, shall bear interest at the now estimated rate of 7.00% per year, payable semiannually until the principal amount is paid, and are estimated to mature in thirty (30) annual principal installments on December 1 of each year and in such amounts that the total principal and interest payments on the Bonds in any fiscal year in which principal is payable shall be substantially equal. The first principal payment of the Bonds is estimated to be December 1, 2027.

#### Section 4.

Authorization of Notes; Principal Amount and Purpose. It is necessary to issue and this Council determines that Notes in the maximum principal amount of \$4,950,000 shall be issued in anticipation of the issuance of the Bonds for the purpose described in Section 3 and to retire, together with other funds available to the City, the Outstanding Notes, to pay capitalized interest and to pay any Financing Costs. The principal amount of Notes to be issued (not to exceed the stated maximum amount) shall be determined by the Finance Director in the Certificate of Award as the amount which, along with other available funds of the City, is necessary to provide for the retirement of the Outstanding Notes and to pay capitalized interest (if any) and any Financing Costs. The Notes shall be issued pursuant to the laws of the Act, the Charter of the City, this Ordinance and the Certificate of Award.

The proceeds from the sale of the Notes received by the City (or withheld by the Original Purchaser or deposited with the Note Registrar, in each case on behalf of the City) shall be paid into the proper fund or funds, and those proceeds are hereby appropriated and shall be used for the purpose for which the Notes are being issued, including without limitation but only to the extent not paid by others, the payment of the Financing Costs and costs incurred incidental to those purposes. The Certificate of Award and the Note Purchase Agreement may authorize the Original Purchaser to (a) withhold certain proceeds from the sale of the Notes or (b) remit certain proceeds from the sale of the Notes to the Note Registrar, in each case to provide for the payment of certain Financing Costs on behalf of the City. If proceeds are remitted to the Note Registrar in accordance with this Section, the Note Registrar shall be authorized to create a fund in accordance with the Note Registrar Agreement for that purpose. Any portion of those proceeds received by the City representing premium (after payment of any Financing Costs identified in the Certificate of Award, and in the Note Purchase Agreement and/or the Note Registrar Agreement) or accrued interest shall be paid into the Economic Development Bond Service Fund.

The par value to be received from the sale of the Bonds or of any renewal notes and any excess funds resulting from the issuance of the Notes shall, to the extent necessary, be used to pay the principal of and interest on the Notes at maturity and are pledged for that purpose.

#### Section 5.

Denominations; Principal and Interest Payment and Redemption Provisions. The Notes shall be issued in one lot and only as fully registered notes. The Notes shall be dated as provided in the Certificate of Award, provided that their dated date shall not be more than sixty (60) days prior to the Closing Date.

(a) Interest Rate and Payment. The Notes shall bear interest at the rate per year and computed on the basis as shall be determined by the Finance Director in the Certificate of Award. The net interest rate per year for the Notes determined by taking into account the principal amount of the Notes and term to maturity shall not exceed 7.00% per year. Interest on the Notes shall be payable at maturity and until the principal amount is paid or payment is provided for.

(b) Principal Payment. The Notes shall mature, and the principal thereon shall be payable, on the Maturity Date.

(c) Payment of Principal of and Interest on the Notes. The principal of and interest on the Notes shall be payable in lawful money of the United States of America or in Federal Reserve funds of the United States of America as determined by the Finance Director in the Certificate of Award, and shall be payable, without deduction for services of the Note Registrar as paying agent. Principal of and interest on the Notes shall be payable when due upon presentation and surrender of the Notes at the designated corporate trust office of the Note Registrar. Notwithstanding the foregoing, if and so long as the Notes are issued in a book entry system, principal of and interest on the Notes shall be payable in the manner provided in any agreements entered into by the Finance Director, in the name and on behalf of the City, in connection with the book entry system.

(d) Redemption. If determined to be in the best interests of the City by the Finance Director, the Notes shall be subject to optional redemption by and at the sole option of the City, in whole or in part, on the dates and at the redemption prices (expressed as a percentage of the principal amount to be redeemed), plus accrued interest to the redemption date, to be determined by the Finance Director in the Certificate of Award. Notice of redemption, identifying the Notes or portions thereof, to be called, shall be delivered to the registered holder thereof not less than thirty (30) days (or such other period as set forth in the Certificate of Award) prior to the date of redemption. Notice having been delivered in the manner provided in the preceding sentence hereof, the Notes and portions thereof called for redemption shall become due and payable on the redemption date, and upon presentation and surrender thereof at the office of the paying agent, shall be paid at the redemption price, plus accrued interest to the redemption date. If moneys for the redemption of all of the Notes or portions thereof to be redeemed, together with accrued interest thereon to the redemption date, are held by the paying agent on the redemption date, so as to be available therefor on that date and, if notice of redemption has been delivered as aforesaid, then from and after the redemption date those Notes or portions thereof called for redemption shall cease to bear interest and no longer shall be considered to be outstanding. If those moneys shall not be so available on the redemption date, or that notice shall not have been delivered as aforesaid, those Notes or portions thereof shall continue to bear interest, until they are paid, at the same rate as they would have borne had they not been called for redemption.

## Section 6.

Execution and Denominations of Notes; Appointment of Note Registrar. The Notes shall be signed by the Mayor and the Finance Director, in the name of the City and in their official capacities; provided that one of those signatures may be a facsimile, and shall bear the seal of the City or a facsimile of that seal. The Notes shall not have coupons attached and shall be issued in the Authorized Denominations as approved by the Finance Director, shall be numbered as determined by the Finance Director in order to distinguish each Note from any other Note and shall express upon their faces the purpose, in summary terms, for which they are issued and that they are issued pursuant to the Act, the Charter of the City, this Ordinance and the Certificate of Award.

The Finance Director is hereby authorized to designate in the Certificate of Award the Finance Director or a bank or trust company authorized to do business in the State of Ohio to act as the initial Note Registrar. The Finance Director shall sign and deliver, in the name and on behalf of the City, the Note Registrar Agreement between the City and the Note Registrar, in substantially the form as is now on file with the Clerk of Council. The Note Registrar Agreement is approved,

together with any changes or amendments that are not inconsistent with this Ordinance and not substantially adverse to the City and that are approved by the Finance Director on behalf of the City, all of which shall be conclusively evidenced by the signing of the Note Registrar Agreement or amendments thereto. The Finance Director shall provide for the payment of the services rendered and for reimbursement of expenses incurred pursuant to the Note Registrar Agreement, except to the extent paid or reimbursed by the Original Purchaser and/or the Note Registrar in accordance with the Certificate of Award, the Note Purchase Agreement and/or the Note Registrar Agreement, from the proceeds of the Notes to the extent available and then from other money lawfully available and appropriated or to be appropriated for that purpose.

## Section 7.

### Registration; Transfer and Exchange; Book Entry System.

(a) Note Register. So long as any of the Notes remain outstanding, the City will cause the Note Registrar to maintain and keep the Note Register at its designated corporate trust office. The person in whose name a Note is registered on the Note Register shall be regarded as the absolute owner of that Note for all purposes of the Note Proceedings. Payment of or on account of the principal of and interest on any Note shall be made only to or upon the order of that person; neither the City nor the Note Registrar shall be affected by any notice to the contrary, but the registration may be changed as provided in this Section. All such payments shall be valid and effectual to satisfy and discharge the City's liability upon the Note, including interest, to the extent of the amount or amounts so paid.

(b) Transfer and Exchange. Any Note may be exchanged for Notes of any Authorized Denomination upon presentation and surrender at the designated corporate trust office of the Note Registrar, together with a request for exchange signed by the registered owner or by a person legally empowered to do so in a form satisfactory to the Note Registrar. A Note may be transferred only on the Note Register upon presentation and surrender of the Note at the designated corporate trust office of the Note Registrar together with an assignment signed by the registered owner or by a person legally empowered to do so in a form satisfactory to the Note Registrar. Upon exchange or transfer the Note Registrar shall complete and deliver a new Note or Notes of any Authorized Denomination or Denominations requested by the owner equal in the aggregate to the unmatured principal amount of the Note surrendered and bearing interest at the same rate and maturing on the same date.

If manual signatures on behalf of the City are required, the Note Registrar shall undertake the exchange or transfer of Notes only after the new Notes are signed by the authorized officers of the City. In all cases of Notes exchanged or transferred, the City shall sign and the Note Registrar shall deliver Notes in accordance with the provisions of the Note Proceedings. The exchange or transfer shall be without charge to the owner, except that the City and Note Registrar may make a charge sufficient to reimburse them for any tax or other governmental charge required to be paid with respect to the exchange or transfer. The City or the Note Registrar may require that those charges, if any, be paid before the procedure is begun for the exchange or transfer. All Notes issued upon any exchange or transfer shall be valid obligations of the City, evidencing the same debt, and entitled to the same security and benefit under the Note Proceedings as the Notes surrendered upon that exchange or transfer.

(c) Book Entry System. Notwithstanding any other provisions of this Ordinance, if the Finance Director determines in the Certificate of Award that it is in the best interest of and financially advantageous to the City, the Notes may be issued in book entry form in accordance with the following provisions of this Section.

The Notes may be issued to a Depository for use in a book entry system and, if and as long as a book entry system is utilized, (i) the Notes may be issued in the form of a single, fully registered Note and, if applicable, and registered in the name of the Depository or its nominee, as registered owner, and immobilized in the custody of the Depository or its designated agent for that purpose which may be the Note Registrar; (ii) the beneficial owners of Notes in book entry form shall have no right to receive the Notes in the form of physical securities or certificates; (iii) ownership of beneficial interests in book entry form shall be shown by book entry on the system maintained and operated by the Depository and its Participants, and transfers of the ownership of beneficial interests shall be made only by book entry by the Depository and its Participants; and (iv) the Notes as such shall not be transferable or exchangeable, except for transfer to another Depository or to another nominee of a Depository, without further action by the City.

If any Depository determines not to continue to act as a Depository for the Notes for use in a book entry system, the Finance Director may attempt to establish a securities depository/book entry relationship with another qualified Depository. If the Finance Director does not or is unable to do so, the Finance Director, after making provision for notification of the beneficial owners by the then Depository and any other arrangements deemed necessary, shall permit withdrawal of the Notes from the Depository, and shall cause Note certificates in registered form and Authorized Denominations to be delivered to the assigns of the Depository or its nominee, all at the cost and expense (including any costs of printing), if the event is not the result of City action or inaction, of those persons requesting such issuance.

The Finance Director is hereby authorized and directed, to the extent necessary or required, to enter into any agreements, in the name and on behalf of the City, that the Finance Director determines to be necessary in connection with a book entry system for the Notes.

#### Section 8.

Sale of the Notes to the Original Purchaser. The Finance Director is authorized to sell the Notes at public or private sale to the Original Purchaser at a purchase price, not less than 97% of the aggregate principal amount thereof, as shall be determined by the Finance Director in the Certificate of Award and/or the Note Purchase Agreement, plus accrued interest (if any) on the Notes from their date to the Closing Date, and shall be awarded by the Finance Director with and upon such other terms as are required or authorized by this Ordinance to be specified in the Certificate of Award, in accordance with law, and the provisions of this Ordinance.

The Finance Director shall sign the Certificate of Award and shall cause the Notes to be prepared, signed and delivered, together with a true transcript of proceedings with reference to the issuance of the Notes if requested by the Original Purchaser, to the Original Purchaser upon payment of the purchase price.

The Finance Director shall sign and deliver, in the name and on behalf of the City, the Note Purchase Agreement between the City and the Original Purchaser, in substantially the form as is now on file with the Clerk of Council, providing for the sale to, and the purchase by, the Original Purchaser of the Notes. The Note Purchase Agreement is approved, together with any changes or amendments that are not inconsistent with this Ordinance and are not substantially adverse to the City and that are approved by the Finance Director on behalf of the City, all of which shall be conclusively evidenced by the signing of the Note Purchase Agreement or amendments thereto.

The Mayor, the City Manager, the Finance Director, the Law Director, the Clerk of Council and other City officials, as appropriate, and any person serving in an interim or acting capacity for any such official, each are authorized and directed to sign any transcript certificates, financial statements and other documents and instruments and to take such actions as are necessary or appropriate to consummate the transactions contemplated by this Ordinance. Any actions heretofore taken by the Mayor, the City Manager, the Finance Director, the Law Director, the Clerk of Council or other City official, as appropriate, in doing any and all acts necessary in connection with the issuance and sale of the Notes are hereby ratified and confirmed.

The principal amount of the Notes to be issued shall be determined by the Finance Director in the Certificate of Award, having due regard to the best interest of and financial advantages to the City.

#### Section 9.

##### Security for and Covenants Relating to Notes.

(a) The Notes, together with the Outstanding Nontax Revenue Bonds and any Additional Bonds that may be issued hereafter on a parity therewith, are special obligations of the City, and the principal of and interest on the Notes are payable solely from, and such payment is secured by a pledge of and lien on, those Nontax Revenues established by and as provided in this Ordinance which are on deposit in the Economic Development Bond Service Fund, as described below. The City covenants that to the extent the Notes will not be paid fully from Nontax Revenues, it will do all things necessary for the issuance of the Bonds or renewal bond anticipation notes in an appropriate amount to provide for the payment of the principal of and interest on the Notes on the Maturity Date.

There was heretofore created by the City a separate fund named the Economic Development Bond Service Fund into which Nontax Revenues shall be deposited in accordance with the following provisions.

The City hereby covenants and agrees that on or before the Maturity Date it shall deposit in the Economic Development Bond Service Fund from Nontax Revenues or proceeds from the Bonds or renewal bond anticipation notes as determined by the City, an amount equal to the amount of principal and/or interest due on the Notes on that Maturity Date as well as providing for the payment of the principal of and interest on the Outstanding Nontax Revenue Bonds when due, less, in the discretion of the City, any interest earnings or other moneys accumulated in the Economic Development Bond Service Fund which have not theretofore been used as a credit against a prior payment obligation. Moneys in the Economic Development Bond Service Fund

shall be used solely and exclusively to pay principal of and interest on the Notes, the Outstanding Nontax Revenue Bonds and any hereafter designated Additional Bonds when due.

The City hereby covenants and agrees that so long as the Notes are outstanding, it will appropriate and maintain sufficient Nontax Revenues each year to make each payment due under this Section and to pay principal and interest when due; provided, however, the amount of such appropriation may be reduced by the amount of any Bonds or renewal bond anticipation notes issued for the purpose of refunding the Notes and payments due hereunder and under the Notes are payable solely from the proceeds of the Bonds and the Nontax Revenues, which Nontax Revenues are hereby selected by the City pursuant to Section 165.12 of the Ohio Revised Code as moneys that are not raised by taxation. The Notes are not secured by an obligation or pledge of any moneys raised by taxation. The Notes do not and shall not represent or constitute a debt or pledge of the faith or credit or taxing power of the City, and the owners of the Notes have no right to have taxes levied by the City for the payment of principal of and interest on the Notes.

Nothing herein shall be construed as requiring the City to use or apply to the payment of principal of and interest on the Notes any funds or revenues from any source other than proceeds of the Bonds or the Nontax Revenues. Nothing herein, however, shall be deemed to prohibit the City, of its own volition, from using, to the extent that it is authorized by law to do so, any other resources for the fulfillment of any of the terms, conditions or obligations of this Ordinance or of the Notes.

(b) The City will at all times faithfully observe and perform all agreements, covenants, undertakings, stipulations and provisions to be performed on its part under this Ordinance and the Notes and under all proceedings of this Council pertaining thereto. The City represents that (i) it is, and upon delivery of the Notes covenants that it will be, duly authorized by the Constitution and laws of the State of Ohio including particularly and without limitation the Act, to issue the Notes and to provide the security for payment of the debt service charges in the manner and to the extent set forth herein and in the Notes; (ii) all actions on its part for the issuance of the Notes have been or will be taken duly and effectively; and (iii) the Notes will be valid and enforceable special obligations of the City according to their terms. Each obligation of the City required to be undertaken pursuant to this Ordinance and the Notes is binding upon the City, and upon each officer or employee of the City as may from time to time have the authority under law to take any action on behalf of the City as may be necessary to perform all or any part of such obligation, as a duty of the City and of each of those officers and employee resulting from an office, trust or station within the meaning of Section 2731.01, Ohio Revised Code, providing for enforcement by writ of mandamus.

(c) All books and documents in the City's possession relating to the Nontax Revenues shall be open at all times during the City's regular business hours to inspection by such accountants or other agents of the owners of the Notes as the owners may from time to time designate.

## Section 10.

### Rating and Financing Costs.

(a) Application for Rating. If, in the judgment of the Finance Director, the filing of an application for a rating on the Notes by one or more nationally-recognized rating agencies is in the best interest of and financially advantageous to this City, the Finance Director is authorized to prepare and submit those applications, to provide to each such agency such information as may be required for the purpose, and to provide further for the payment of the cost of obtaining each such rating, except to the extent otherwise paid in accordance with the Certificate of Award, the Note Purchase Agreement and/or the Note Registrar Agreement, from the proceeds of the Notes to the extent available and otherwise from any other funds lawfully available and that are appropriated or shall be appropriated for that purpose.

(b) Financing Costs. The expenditure of the amounts necessary to pay any Financing Costs in connection with the Notes, to the extent not paid by the Original Purchaser in accordance with the Certificate of Award, the Note Purchase Agreement and/or the Note Registrar Agreement, is authorized and approved, and the Finance Director is authorized to provide for the payment of any such amounts and costs from the proceeds of the Notes to the extent available and otherwise from any other funds lawfully available that are appropriated or shall be appropriated for that purpose.

## Section 11.

Additional Bonds. The City shall have the right from time to time to issue Additional Bonds on a parity with the Notes, which Additional Bonds shall be payable solely from the Nontax Revenues, and such payment shall be secured by a pledge of and a lien on the Nontax Revenues as provided by the Act and by an ordinance passed by this Council authorizing the issuance of those Additional Bonds.

Before any Additional Bonds are issued, the City shall be required to furnish a certificate of the Finance Director showing that the aggregate amount of Nontax Revenues received during the fiscal year immediately preceding the issuance of those Additional Bonds is at least equal to 150% of the largest amount required to be paid in any succeeding calendar year to meet estimated interest and principal maturities of the Bonds, the Outstanding Nontax Revenue Bonds and any Additional Bonds to be outstanding immediately after the issuance of such Additional Bonds, or in the case of the issuance of notes issued in anticipation of Additional Bonds, the largest amount required to be paid in any succeeding calendar year to meet the estimated interest and principal maturities of those Additional Bonds anticipated.

The proceeds of any sale of Additional Bonds shall be allocated in the manner provided in the ordinance authorizing their issuance. Junior lien or other subordinate bonds and other subordinate City obligations payable from the Nontax Revenues may be issued or incurred without limitation.

The Additional Bonds shall bear such designation as may be necessary to distinguish them from the Notes or other Additional Bonds having different provisions and shall have maturities, interest rates, interest payment dates, redemption provisions, denominations and other provisions

as provided in the ordinances hereafter adopted providing for the issuance of the Additional Bonds; provided, however, that those terms and provisions shall not be inconsistent with this Ordinance to the extent it governs the issuance and terms of Additional Bonds.

#### Section 12.

Bond Counsel. The legal services of the law firm of Squire Patton Boggs (US) LLP, as bond counsel, are hereby retained. Those legal services shall be in the nature of legal advice and recommendations as to the documents and the proceedings in connection with the authorization, sale and issuance of the Notes and securities issued in renewal of the Notes and rendering at delivery related legal opinions. In providing those legal services, as an independent contractor and in an attorney-client relationship, that firm shall not exercise any administrative discretion on behalf of this City in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State of Ohio, any county or municipal corporation or of this City, or the execution of public trusts. For those legal services, that firm shall be paid just and reasonable compensation and shall be reimbursed for actual out-of-pocket expenses incurred in providing those legal services. To the extent they are not paid or reimbursed pursuant to the Certificate of Award, the Note Purchase Agreement and/or the Note Registrar Agreement, the Finance Director is authorized and directed to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm. The amounts necessary to pay those fees and any reimbursement are hereby appropriated from the proceeds of the Notes, if available, and otherwise from available moneys in the General Fund.

#### Section 13.

Municipal Advisor. The services of Bradley Payne, LLC, as municipal advisor, are hereby retained. The municipal advisory services shall be in the nature of financial advice and recommendations in connection with the issuance and sale of the Notes. In rendering those municipal advisory services, as an independent contractor, that firm shall not exercise any administrative discretion on behalf of the City in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State of Ohio, the City or any other political subdivision, or the execution of public trusts. That firm shall be paid just and reasonable compensation for those municipal advisory services and shall be reimbursed for the actual out-of-pocket expenses it incurs in rendering those municipal advisory services. To the extent they are not paid or reimbursed pursuant to the Certificate of Award, the Note Purchase Agreement and/or the Note Registrar Agreement, the Finance Director is authorized and directed to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm. The amounts necessary to pay those fees and any reimbursement are hereby appropriated from the proceeds of the Notes, if available, and otherwise from available moneys in the General Fund.

#### Section 14.

Notification of Note Issuance. The Finance Director is authorized and directed to provide the notification required by Section 165.03(D) of the Ohio Revised Code to the Director of the Ohio Department of Development.

Section 15.

Satisfaction of Conditions for Note Issuance. This Council determines that all acts and conditions necessary to be done or performed by the City or to have been met precedent to and in the issuing of the Notes in order to make them legal, valid and binding special obligations of the City have been performed and have been met, or will at the time of delivery of the Notes have been performed and have been met, in regular and due form as required by law; that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Notes; and that the Notes are being authorized and issued pursuant to the Act, the Charter of the City, this Ordinance, the Certificate of Award and other authorizing provisions of law.

Section 16.

Compliance with Open Meeting Requirements. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council or any of its committees, and that all deliberations of this Council and of any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law, including Section 121.22 of the Ohio Revised Code.

Section 17.

Effective Date. This Ordinance shall be in full force and effect at the earliest date permitted by law.

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Elizabeth Slamka, Mayor

1<sup>st</sup> reading: February 3, 2026

2<sup>nd</sup> reading: February 17, 2026

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

Attest: \_\_\_\_\_

Clerk of City Council

## **STAFF REPORT**

For the Business Meeting of February 3, 2026

DATE: January 28, 2026  
TO: Ashley Combs, City Manager  
FROM: Samantha Zimmerman, Finance Director

### **Renaissance Pointe Land Acquisition Bond Anticipation Notes Rollover**

#### **PURPOSE**

The purpose of this legislation authorized the Finance Director to issue new bond anticipation notes (BANs) to pay off the existing series of BANs issued in 2025 for the acquisition of land for the Renaissance Pointe development project.

#### **BACKGROUND and FINDINGS**

In 2024, City Council authorized the issuance of BANs for land acquisition related to the Renaissance Pointe development project. These were the first of two BAN issuances in 2024 for the project. The second issuance of BANs was for the cost of constructing Phase I public improvements. The City issued \$4.9 million in BANs for land acquisition purposes in 2024.

In 2025, City Council authorized the issuance of BANs to pay off the existing debt and rollover the debt for an additional year. The City issued \$4.95 million in BANs to rollover the debt related to the land acquisition and included cost of issuance.

The proposed legislation authorizes the Finance Director to issue up to \$4.95 million in BANs to pay off the existing debt and rollover said debt for an additional year until such time as all of the outstanding BAN debt related to this project can be transitioned to long-term bonds.

#### **FINANCIAL IMPACT**

This legislation will allow the City to roll these BANs another year, keeping the indebtedness related to the project the same. These costs have been modeled by our municipal advisor against the TIF revenue projections for the project and are within model parameters.

#### **ALTERNATIVES**

City Council may elect not to move forward with the proposed legislation which would require other legislative action in order to avoid a default on the existing BAN issuance that is coming due in April.

#### **EMERGENCY/NON EMERGENCY**

Non-emergency

cc: Jacob Schulte, Acting Community and Economic Development Director

# LEGISLATIVE ITEM 2

**ORDINANCE NO. O2026-07**

**AN ORDINANCE APPROVING THE REVISED FINAL DEVELOPMENT PLAN FOR THE HAVENWOOD PLANNED DEVELOPMENT ON TOWNE BOULEVARD.**

**WHEREAS**, the final development plan for the Havenwood planned development project was approved by Planning Commission on April 10, 2024, with final plat approval by Planning Commission and City Council in July 2025; and

**WHEREAS**, J.A. Development, on behalf of owner Ravello Properties, LLC, has requested an amendment to the plan in order to remove the previously planned commercial uses from 1.9184 acre parcel within the development (Warren Co. parcel number 0702176056). The amendment includes an area to be known as Cove at Havenwood and is proposed to have 13 additional single-family attached two-story units within three additional residential structures on the 1.9184 acre parcel, expansion of the walking paths, a new private street with access off Towne Boulevard, and a dog park. Applicant further requested that all architectural waivers previously approved by the final development plan be incorporated into the amendment as well as a reduction in the number of street trees; and,

**WHEREAS**, the City Planning Commission conducted a public hearing on December 10, 2025, after giving notice of the time and place of the hearing to all property owners within two hundred feet of the boundaries of the subject property; and,

**WHEREAS**, the City Planning Commission has recommended approval of the revised final development plan with conditions; and,

**WHEREAS**, the City Council held a public hearing on February 3, 2026, notice of such public hearing having been given in the Journal News at least 30 days prior to such hearing; and,

**WHEREAS**, City Council hereby concurs in the recommendation of the City Planning Commission and finds that the application satisfies the review criteria of the City Development Code;

**NOW THEREFORE, BE IT ORDAINED**, by the City Council of the City of Middletown, Butler/Warren Counties, Ohio that:

**Section 1**

City Council hereby approves the revised final development plan for the Havenwood planned development which includes the area identified as Cove at Havenwood (Warren Co. parcel number 0702176056), in accordance with Exhibit "A", attached hereto. The approval includes the removal of the commercial uses from the development, 13 additional single-family attached two-story units within three

additional residential structures, expansion of the walking paths, a new private street with access off Towne Boulevard, and a dog park. The following conditions also must be met:

1. Applicant shall construct the private road, at minimum, to include private street frontage for Units 1-4.
2. Applicant shall be in full compliance of Chapter 1216.
3. Applicant shall comply with Fire Department regulations as it relates to Ohio Fire Code.
4. Applicant shall construct walking paths and sidewalks with dustless materials, such as concrete or asphalt.

## **Section 2**

This ordinance shall take effect and be in force from and after the earliest period allowed by law.

\_\_\_\_\_  
Elizabeth Slamka, Mayor

1<sup>st</sup> Reading: February 17, 2026

2<sup>nd</sup> Reading:

Adopted:

Effective:

Attest: \_\_\_\_\_  
Clerk of City Council

PROPOSED SITE PLAN



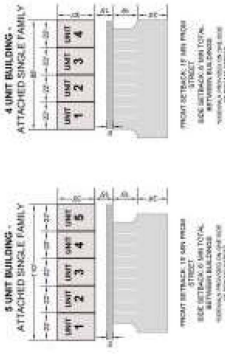
**HAVENWOOD TOTAL SUMMARY**

|                      |                                  |
|----------------------|----------------------------------|
| TOTAL SITE AREA:     | 8.37 AC                          |
| REQUIRED OPEN SPACE: | 1.84 AC                          |
| OPEN SPACE:          | 3.78 AC                          |
| PROPOSED UNITS:      | 60                               |
| DENSITY:             | 7.17 DU/AC                       |
| EXISTING ZONING:     | PD, PLANNED DEVELOPMENT DISTRICT |
| PROPOSED ZONING:     | PD, PLANNED DEVELOPMENT DISTRICT |

**COVE AT HAVENWOOD SUMMARY**

|                      |            |
|----------------------|------------|
| TOTAL SITE AREA:     | 1.91 AC    |
| REQUIRED OPEN SPACE: | 0.38 AC    |
| OPEN SPACE:          | 1.16 AC    |
| PROPOSED UNITS:      | 13         |
| DENSITY:             | 6.81 DU/AC |

- NOTES**
1. Proposed planting plan, utilities, stormwater, and grading shall be provided with final development plan.
  2. Schedule of development is yet to be determined.
  3. Planting plan, pedestrian pathways, and dog park location are for illustrative purposes only. Design and location of amenities shall be determined as part of the final plan submittal.



**PROPOSED ELEVATIONS FOR NEW RESIDENTIAL DWELLINGS**



January 26, 2026

TO: City Council  
ATTN: Ashley Combs, City Manager  
FROM: Claire Feters Binegar, City Planner

SUBJECT: Major Amendment to a Planned Development – Havenwood Planned Development



**APPLICANT:**

J.A. Development  
7594 Tyler's Place  
West Chester, OH 45069

**PROPERTY OWNER:**

Ravello Properties LLC  
7594 Tyler's Place  
West Chester, OH 45069

**ENGINEER:**

Bayer Becker  
6900 Tylersville Road  
Mason, OH 45040

**PARCEL ID:**

0702176056

**REQUEST:**

A request by J.A. Development on behalf of property owner Ravello Properties LLC to amend the approved planned development known as Havenwood, located on the western side of Towne Boulevard with address of 0 Towne Boulevard, to remove commercial uses from the remaining 1.9 acres of the development, and add 13 additional single-family attached two-story units within 3 buildings, walking paths, sidewalks, and a dog park. The proposed amendment requires approval by Planning Commission and City Council per Chapter 1226.04(f)(1)A.

**PROPERTY BACKGROUND:**

The subject parcel is a total of 1.9184 acres according to the Warren County Auditor. The subject parcel is within the Havenwood planned development district. The planned development district for the subject parcel was established with the approval of 02023-83 by City Council on September 19, 2023, effective October 20, 2023. The property is currently zoned B-2P: Planned Development District with the passage of 02023-83. The Final Development Plan was approved by the City of Middletown Planning Commission on April 10, 2024. The final plat, approved by Planning Commission and City Council in July 2025, established a total of 49 parcels: 47 parcels for residential dwelling units (2.6643 acres), 1 parcel for open space/private roads (3.7893 acres), and 1 parcel for a future commercial parcel (1.9184 acres) to equate for the 8.3720 acres of the original parcel.

The currently approved final development plan established the following minimum site development standards for the residential parcels within the planned development district:

- Lot width: 20'
- Lot depth: 85', measured from private roadway

- Front yard setback: 25'
- Side yard setback: 10', between buildings

The currently approved architectural elements include a front first-floor façade of brick with all other facades and floors comprised of vinyl.

#### **STAFF ANALYSIS:**

For the 1.9184-acre parcel that was originally designated as a future commercial outparcel in the planned development, the applicant proposes to remove the commercial use from the planned development and add 13 additional residential dwellings within three additional residential structures. There are two four-unit structures and one five-unit structure proposed in the updated site plan. The updated site plan also features an expansion of walking paths, a new private street with access off of Towne Boulevard, and a dog park. The applicant has requested that all architectural waivers previously approved as part of the original Havenwood final development plan be incorporated into the major amendment of the planned development review as well as a reduction in street trees. The applicant also requests a 12-month extension of the final development plan in accordance with Chapter 1226.04(e) of the Middletown Development Code. Per the Middletown Development Code Chapter 1226.04(f)(1) Major Change, major changes to a PD generally require the prior approval of the Planning Commission and City Council. The Development Code Administrator shall have the authority to determine if a proposed change is a major change. Such changes include, but are not limited to:

- i. Expansion of the PD project beyond the original lot coverage;
- ii. Removal or subtraction of land from the original lot coverage; and
- iii. Proposed changes in the mix or combination of land uses.

In comparison to the currently approved development plan for the planned development district, the applicant proposes smaller site development standards including a minimum front yard setback of 15' and a minimum side yard setback of 6' between buildings.

Per the Middletown Development Code Chapter 1222.05(c), Private streets may be permitted within a development project, provided that the streets are located completely within project boundaries and further provided that the private street is designed and constructed to meet the standards of a public street in accordance with the Manual of Design for Public Improvements and that all police, fire, and emergency service vehicles are provided with permanent access rights.

Based on the site plan submitted by the applicant, the applicant proposes a private street with access from Towne Boulevard with a width of 24' and 90-degree parking stalls on each side of the private street that have a length of 19' and 9' in width. According to the Manual of Design for Public Improvements, local streets require a minimum street pavement width of 29', measured from curb to curb. However, the currently approved site plan reduced the private street width to 24' for the approved private streets. The proposed parking stalls meet the requirements set forth in Chapter 1218.04: Off Street Parking Requirements, Table 1218-2: Parking Stall and Aisle Dimensions.

Per Chapter 1222.05(e) Street Layout, the street layout shall provide access to all lots within the subdivision. As presented in the proposed site plan, the private street proposes access to Units 5-13; however, Units 1, 2, 3, and 4 do not have access to the private street.

Per the Middletown Development Code Chapter 1218.04, specifically Table 1218-1, the City of Middletown requires 1.5 parking spaces per dwelling unit for multi-family dwellings and 2 spaces per single-family, two-family, and three-family dwellings. Based on the site plan submitted, there are a total of 36 additional parking spaces proposed, exceeding the single-family dwelling parking requirements by 12 parking spaces.

Per the Middletown Development Code Chapter 1216.08(c) Applicability, unless otherwise stated, this section shall apply to any lot that contains 20 or more parking spaces. The proposed modifications to the site plan features a parking area of 18 spaces per side of the private road, a total of 36 parking spaces.

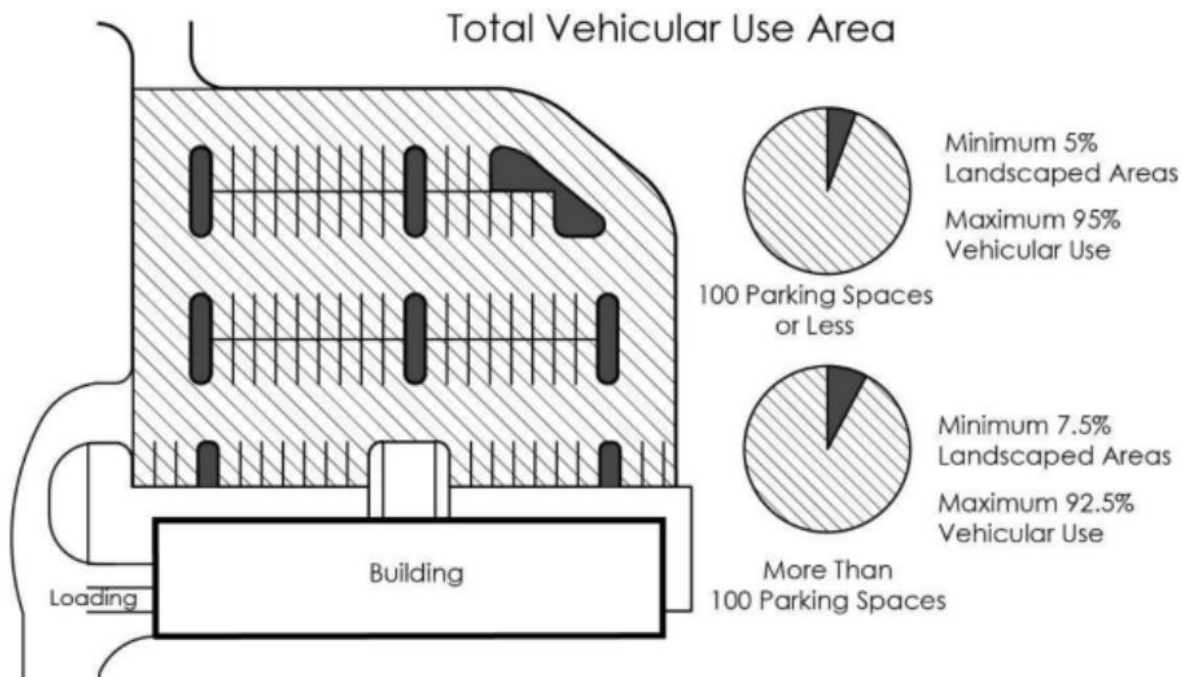
Per the Middletown Development Code Chapter 1216.08(d)(1)-(2), Vehicular use areas adjacent to public streets shall be separated from the edge of the right-of-way by a perimeter landscape strip no less than five feet in width, not including the sidewalk or any other paved area. The landscape strip shall be planted with one tree for each 40 linear feet or fraction thereof and shall include a hedge, wall, or other opaque durable landscape barrier, which will be at least two feet in height at maturity, along the entire length of the landscape strip. See Figure 1216-B. The landscape strip shall be covered with grass or other ground cover, e.g. wood chips.



**Figure 1216-B:** The above image illustrates an example the provision of a two-foot landscape barrier along the street right-of-way.

Per the Middletown Development Code Chapter 1216.08(e)(1)-(3), Such landscaping shall be in addition to landscaping adjacent to public streets and screening requirements as specified in this chapter. A minimum of five percent of the total vehicular use area shall be designed as interior landscaping areas. If the parking lot has more than 100 parking spaces, the percentage shall be increased to 7.5 percent of the total vehicular use area shall be

designed as interior landscaping area. The interior landscaping shall be located within landscaped islands that are separated from the perimeter landscaping required in Section 1216.08(d), and shall be scattered throughout the parking area to break up large areas of pavement. Landscaped islands that are designed as extensions from the perimeter landscaping areas shall also be considered as interior parking area landscaping but shall not count as the perimeter landscaping area. See Figure 1216-C.



**Figure 1216-C: Illustration of the landscaped areas that count towards the minimum interior parking area requirement.**

The applicant has stated that a proposed planting plan will be provided with the final development plan to show compliance with Chapter 1216 with the proposed major amendment but in the application requests waivers for any details depicted that conflict with the City of Middletown Development Code.

#### **PUBLIC NOTICE REQUIREMENT:**

Per the Middletown Development Code Chapter 1226: Review Authority and Procedures, Table 1226-1: Notice Requirements, published notice was given 30 days before both public hearings via the Journal-News and written notice was provided to all property owners within 200 feet of the subject parcels. No comments have been received to date.

#### **OTHER DEPARTMENT COMMENTS:**

##### *Fire Department*

- With the proposed road ending prior to Units 1-4, the lack of direct access of the four (4) additional units added is concerning in the event of an emergency for first responders.
- Fire hydrant proximity – the site plan does not indicate the location of hydrants, so it is unclear if additional hydrants would be needed.

##### *Public Works Department & Engineering Division*

- A stormwater management plan will be required.

*Community & Economic Development Department*

- The walking paths throughout the development shall be paved with dustless materials, such as concrete or asphalt.
- All signage shall meet the required setbacks from right-of-way as identified in Chapter 1220 of the Middletown Development Code.

**MIDDLETOWN MASTER PLAN:**

The 2022 Comprehensive Plan Land Use map labels this property within the Regional Mixed Use area. The Regional Mixed Use area is defined as primarily commercial uses that cater to the I-75 traffic and the regional market with secondary uses that include office, medical, service, and residential.

The subject parcel is also located in the City's Towne Center Development Opportunity Area which has the following vision: The Towne Center Development Opportunity Area, with immediate interstate access, will continue to be the dominant retail location in Middletown. Redevelopment is anticipated at sites with obsolescent retail structures. Towne Mall, for instance, is envisioned as a vibrant, open air, mixed use development, characteristic of a "Lifestyle Center." As such, the Towne Center will emerge as a diverse neighborhood and business node with office, retail, restaurant, and entertainment uses. Clustering mixed uses with higher density residential will realign the Towne Center as a complete neighborhood and attractive community asset. The envisioned mixed use configuration will provide further support and complement the planned business park development at the East End/Renaissance district. The Development Opportunity Area's future land use is to be regional mixed use and mixed residential are the land use designations that cover the Towne Center Development Opportunity Area in recognition of the existing retail land use pattern. Though intense retail is supported at this location, new office, residential, and recreation/ entertainment land uses are also appropriate. The Towne Mall site is also designated as a special interest area.

**PLANNING COMMISSION RECOMMENDATION:**

The Planning Commission's recommendation of approval with conditions of the proposed major amendment to a planned development is being forwarded to City Council for final review and decision. After reviewing the application and supporting materials submitted, and hearing testimony from the applicant and the public, the Planning Commission voted 6-0 to approve the amendment with the following conditions:

- Applicant construct the private road, at minimum, to include private street frontage for Units 1-4.
- Applicant be in full compliance of Chapter 1216.
- Applicant shall be in in full compliance with Fire Department regulations as it relates to Ohio Fire Code.
- Applicant construct walking paths and sidewalks with dustless materials, such as concrete or asphalt.

**ATTACHMENTS:**

Application, supporting documentation, and zoning map.

## HAVENWOOD

|               |                        |  |              |                         |
|---------------|------------------------|--|--------------|-------------------------|
| <b>OWNER:</b> | Ravello Properties LLC | 7594 Tyler's Place, West Chester, OH 45069 | 513-755-0570 | acristo@cristohomes.com |
|               | (name)                 | (address)                                  | (phone)      | (email)                 |

|            |                  |  |              |                         |
|------------|------------------|--|--------------|-------------------------|
| APPLICANT: | J.A. Development | 7594 Tyler's Place, West Chester, OH 45069 | 513-755-0570 | acristo@cristohomes.com |
|            | (name)           | (address)                                  | (phone)      | (email)                 |

|           |              |                                      |              |                            |
|-----------|--------------|--------------------------------------|--------------|----------------------------|
| ENGINEER: | Bayer Becker | 6900 Tylersville Rd, Mason, OH 45040 | 513-336-6600 | alexhetsch@bayerbecker.com |
|           | (name)       | (address)                            | (phone)      | (email)                    |

J.A. Development hereby requests the review and approval of this amendment to the existing Havenwood Planned Development. The Cove at Havenwood is a 1.91 acre section of the previously approved Havenwood Planned Development. The property is proposed to remain as a Planned Development. Sidewalks, walking paths, and a dog park are also being proposed. Cove at Havenwood consists of 13 two-story, attached, townhomes with an approximate height of 30 feet.

FINAL DEVELOPMENT PLAN DATE APPROVED: \_\_\_\_\_

- Plans
- \$200.00 fee (Cash or Check, Checks made out to City of Middletown)

6



Friday, October 31, 2025

To Whom it May Concern,

JA Development expresses its intention to begin the planned development process in the City of Middletown for parcel 0702176056, modifying the existing PD to allow for residential townhomes within the former commercial out parcel.

The anticipated price point of the subject townhomes would range from \$290,000 to \$340,000.

We kindly request this item be placed on the December 10 Planning Commission Agenda.

Respectfully,

A handwritten signature in blue ink that reads "JA Cristo". The signature is fluid and cursive, with the initials "JA" being prominent.

Joseph A. Cristo

JA Development  
Member

**ORDINANCE NO. O2023-83**

**AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FOR A PORTION OF WARREN COUNTY PARCEL NUMBER 07021760522 FROM B-2 (COMMUNITY BUSINESS DISTRICT) TO PD (PLANNED DEVELOPMENT DISTRICT) AND APPROVING A PRELIMINARY DEVELOPMENT PLAN.**

**WHEREAS**, Warren County parcel number 07021760522 is split by Towne Boulevard. The portion of the parcel on the west side of Towne Boulevard encompasses approximately 8.37 acres, and is presently zoned B-2 (Community Business District); and,

**WHEREAS**, JA Development, on behalf of the owner, Ravello Properties, has petitioned for the western portion of the parcel to be rezoned to PD (Planned Development District) for the construction of 47 single-family multi-unit homes and will include 1.92 acres along Towne Boulevard as a commercial out parcel; and,

**WHEREAS**, the City Planning Commission conducted a public hearing on July 12, 2023, after giving notice of the time and place of the hearing in the Journal News at least 30 days prior to the hearing and to all property owners within 200 feet of the boundaries of the subject property; and,

**WHEREAS**, the City Planning Commission has recommended that the request for rezone to PD be approved; and,

**WHEREAS**, City Council held a public hearing on September 5, 2023, after giving notice of the time and place of the hearing in the Journal News at least 30 days prior to the hearing and to all property owners within 200 feet of the boundaries of the subject property; and,

**WHEREAS**, City Council hereby adopts the recommendation of the City Planning Commission and determines that the requested zone change substantially complies with the review criteria contained in the City Development Code for rezoning property, and that the preliminary development plan submitted by the applicant is appropriate and also satisfies the review criteria of the City's Development Code.

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Middletown, Butler/Warren Counties, Ohio that:

**Section 1**

The zoning classification for the western portion of Warren County parcel number 07021760522 which is presently zoned B-2 (Community Business District) is hereby changed to PD (Planned Development District). The parcel to be rezoned is more particularly shown on Exhibit "A", attached hereto. Staff is directed to revise the zoning map for the City to reflect this change.

## Section 2

City Council hereby approves the preliminary development plan submitted by the applicant and which is attached hereto as Exhibit "B". When developed, the property will include of 47 single-family multi-unit homes that will be served by private streets, and public water, sanitary and storm sewers, and will include a 1.92 acre commercial out parcel, subject to all applicable laws and regulations and the following additional conditions: construction plans must comply with the Engineering Manual of Design (Grading, Storm Water, Utilities, Erosion Control, Traffic, etc.). The applicant must furthermore request and receive final development plan approval in accordance with the City Development Code prior to developing the Property.

## Section 3

All plats, plans, applications, and other data submitted by the applicant are hereby incorporated into this approval.

## Section 4

This ordinance shall take effect and be in force from and after the earliest period allowed by law.

  
Nicole Condrey, Mayor

1<sup>st</sup> Reading: September 5, 2023  
2<sup>nd</sup> Reading: September 19, 2023  
Adopted: September 19, 2023  
Effective: October 29, 2023

Attest:   
Clerk of City Council

H:\law\leg\2023 LegID Zone Change to PD - Haverwood

**PROJECT SUMMARY**

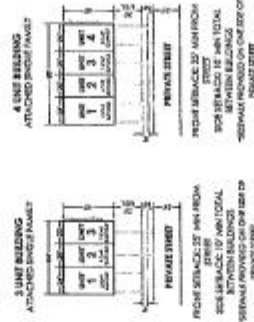
8-2 (Community Business District)  
 Subarea Zoning: 8-2 (Community Business District)  
 Proposed Zoning: 8-2 (Community Business District)  
 Density: 47 Units  
 Open Space: 5.42 ac (23.51%)  
 Typical Street Width: 24'  
 Parking: 48 Spaces  
 Additional: 12 Spaces  
 Parking Total: 60 Spaces  
 153 Total Spaces  
 (1.33 Sp/Unit)

**NOTE**

1. Proposed planting plan, utilities, stormwater, and grading shall be provided with final development plan.  
 2. Schedule of development is yet to be determined.  
 3. Planting plan, pedestrian pathways, and dog park location are for illustrative purposes only. Design and location of amenities shall be determined as part of the final plan submitted.

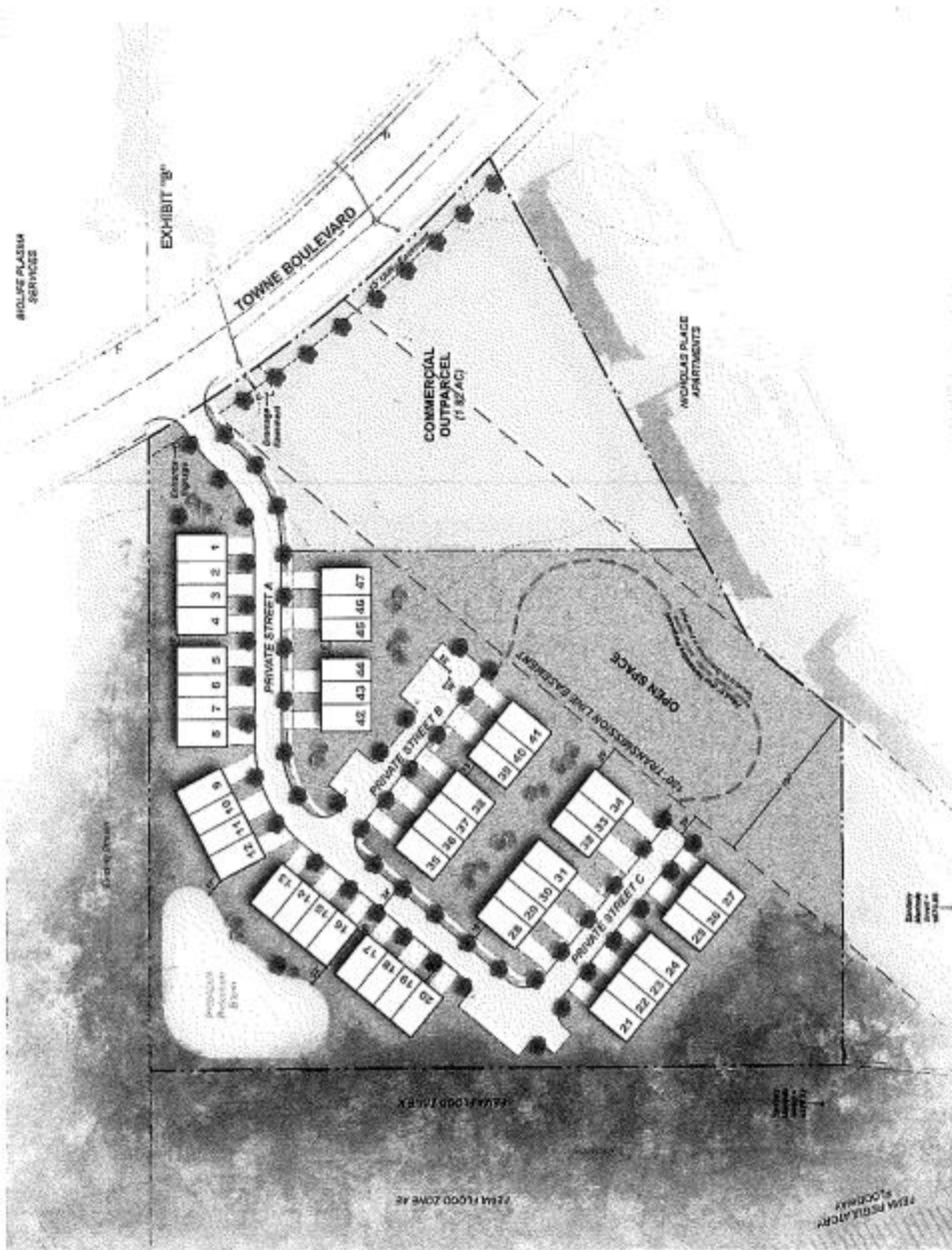
**BUILDING TYPES**

NOT TO SCALE



**LOCATION MAP**

NOT TO SCALE



PROPOSED SITE PLAN



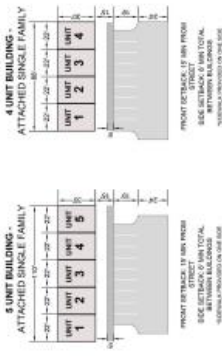
**HAVENWOOD TOTAL SUMMARY**

|                      |                                  |
|----------------------|----------------------------------|
| TOTAL SITE AREA:     | 8.37 AC                          |
| REQUIRED OPEN SPACE: | 1.84 AC                          |
| OPEN SPACE:          | 3.78 AC                          |
| PROPOSED UNITS:      | 60                               |
| DENSITY:             | 7.17 DU/AC                       |
| EXISTING ZONING:     | PD, PLANNED DEVELOPMENT DISTRICT |
| PROPOSED ZONING:     | PD, PLANNED DEVELOPMENT DISTRICT |

**COVE AT HAVENWOOD SUMMARY**

|                      |            |
|----------------------|------------|
| TOTAL SITE AREA:     | 1.81 AC    |
| REQUIRED OPEN SPACE: | 0.38 AC    |
| OPEN SPACE:          | 1.16 AC    |
| PROPOSED UNITS:      | 13         |
| DENSITY:             | 6.81 DU/AC |

- NOTES**
1. Proposed planting plan, utilities, stormwater, and grading shall be provided with final development plan.
  2. Schedule of development is yet to be determined.
  3. Planting plan, pedestrian pathways, and dog park location are for illustrative purposes only. Design and construction details shall be determined as part of the final plan submitted.



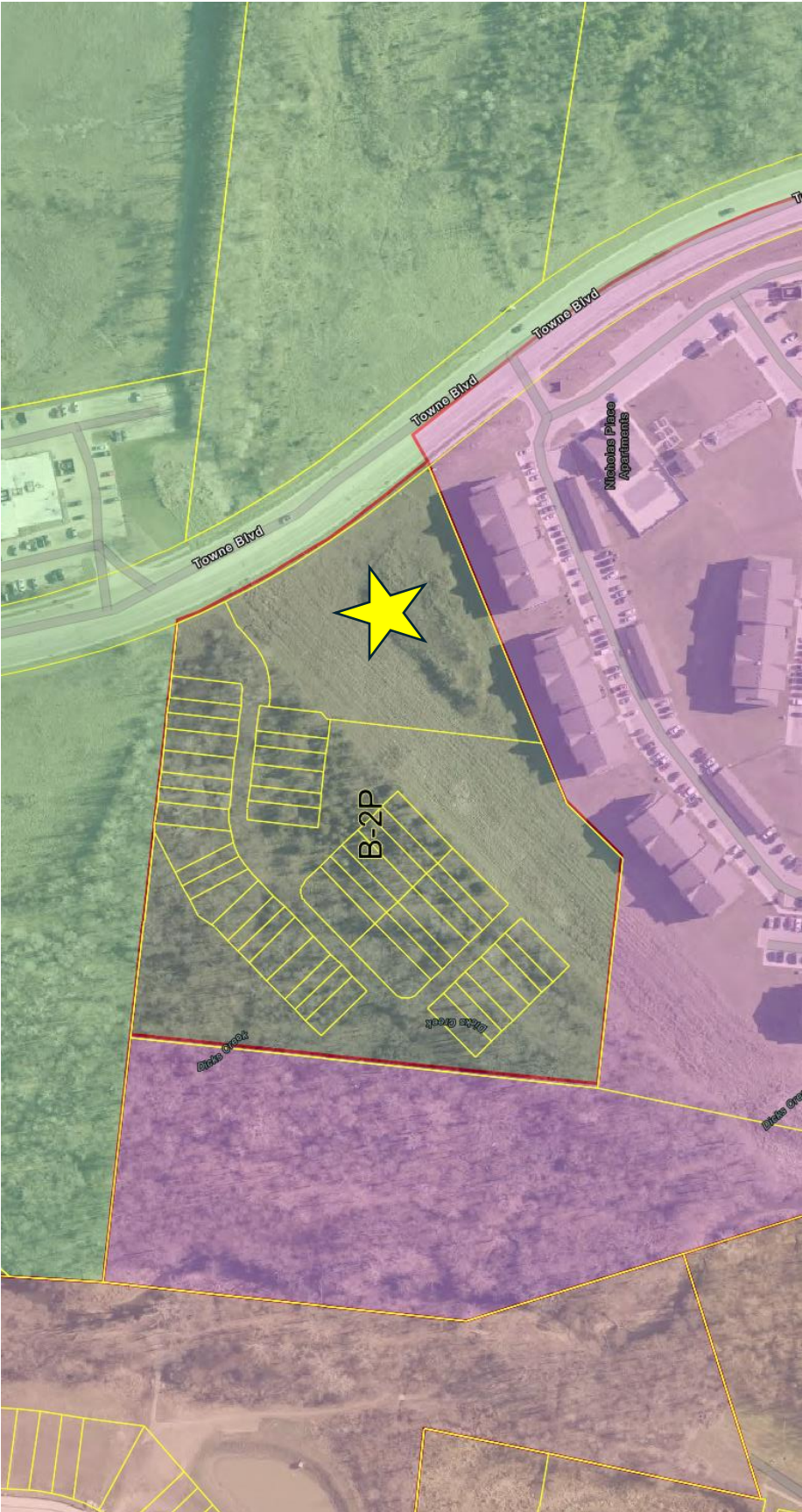
PROPOSED ELEVATIONS FOR NEW RESIDENTIAL DWELLINGS











# LEGISLATIVE ITEM 3

**RESOLUTION NO. R2026-02**

**A RESOLUTION APPROVING AND ADOPTING THE MIDDLETOWN HISTORIC PRESERVATION AND REVITALIZATION PLAN.**

**WHEREAS**, the City's Historic Preservation Council adopted a Historic Preservation Plan in August 1980; and

**WHEREAS**, the Middletown Historic Commission worked with a consultant and community stakeholders to update the plan document now known as the Middletown Historic Preservation and Revitalization Plan ("Plan"); and

**WHEREAS**, the Plan was adopted by Historic Commission on September 18, 2025, and is before City Council for approval and adoption.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Middletown, Butler/Warren Counties, Ohio that:

**Section 1**

The Plan, attached hereto as Exhibit A, is hereby approved and adopted as a working resource guide of local and federal preservation tools, identifies the City's historic assets and provides guidance for rehabilitation

**Section 2**

This resolution shall take effect and be in force from and after the earliest period allowed by law.

\_\_\_\_\_  
Elizabeth Slamka, Mayor

1<sup>st</sup> Reading: February 17, 2026

2<sup>nd</sup> Reading: \_\_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of City Council



# MIDDLETOWN

*Historic Preservation  
and Revitalization Plan*

ADOPTED September 18, 2025

# Acknowledgments

The City of Middletown Historic Preservation and Revitalization Plan was prepared over a course of two years. The process involved participation and review by city leaders as well as a variety of stakeholders. We thank the Middletown community and all others involved for their valued input in the update of this Plan; your time and support has shaped this Historic Preservation and Revitalization Plan.

## ELECTED OFFICIALS

Honorable Elizabeth Slamka | *Mayor*

Steven West | *Vice Mayor*

Jennifer Carter | *Councilwomen*

Paul Horn | *Councilman*

Paul Lolli | *Councilman*

## HISTORIC COMMISSION OF THE CITY OF MIDDLETOWN

Glen “Roger” Daniel | *Planning Commission Representative*

Matthew Dixon | *Commissioner*

Andy Brickler | *Commissioner*

Corey Carter | *Commissioner*

Gabe Schoenlein | *Commissioner*

## RELEVANT HISTORIC GROUPS AND ORGANIZATIONS

Downtown Middletown Inc.

Main Street Neighborhood Association

Highlands Neighborhood Association

South Main Street Historic Neighborhood Association (PRISM)

Middletown Historical Society

Heritage Ohio

Butler County Citizens for Historic and Preservation Services (CHAPS)

## CITY STAFF

Ashley Combs | *City Manager*

Lisha Morlan | *Director of Community and Economic Development*

Luis Rodriguez | *Assistant Director of Community and Economic Development*

Claire Fetters-Binegar | *City Planner*

Michalla Perkins | *Program Manager*

Jacob Schulte | *Program Manager*

## CONSULTANT

Elizabeth Fields, AICP | *Project Manager*

Keeghan Stitt-White, AICP | *Planner*

Andy Juengling, AICP | *Senior Planner*



*Special Thanks to the following for providing insightful feedback on the draft Plan.*

*Heritage Ohio*

*Middletown Historical Society*

*South Main Street Historic Neighborhood Association (PRISM)*

*Residents of Middletown*

# TABLE OF CONTENTS

|                  |   |           |
|------------------|---|-----------|
| <b>CHAPTER 1</b> | <b>INTRODUCTION AND PURPOSE</b>                       | <b>01</b> |
|                  | Why is Historic Preservation Important?               | <b>02</b> |
|                  | National and Local Preservation Framework             | <b>03</b> |
|                  | Middletown's Historic Preservation Efforts            | <b>05</b> |
| <b>CHAPTER 2</b> | <b>MIDDLETOWN'S HISTORY, LANDMARKS, AND DISTRICTS</b> | <b>08</b> |
|                  | Middletown's History                                  | <b>09</b> |
|                  | Middletown's Historic Landmarks                       | <b>11</b> |
|                  | Middletown's Historic Districts                       | <b>16</b> |
| <b>CHAPTER 3</b> | <b>HISTORIC PRESERVATION DESIGN GUIDELINES</b>        | <b>22</b> |
|                  | Applicability of Guidelines                           | <b>23</b> |
|                  | Secretary of the Interior's Standards                 | <b>23</b> |
|                  | Guidelines for Existing Historic Structures           | <b>24</b> |
|                  | Guidelines for New Construction                       | <b>31</b> |
|                  | Conservation District Guidelines                      | <b>35</b> |
|                  | Accessibility and Historic Preservation               | <b>37</b> |
| <b>CHAPTER 4</b> | <b>MIDDLETOWN'S ARCHITECTURAL STYLES</b>              | <b>38</b> |
|                  | Introduction  | <b>39</b> |
|                  | Middletown's Architectural Style                      | <b>40</b> |

|                  |                      |           |
|------------------|----------------------|-----------|
| <b>CHAPTER 5</b> | <b>NEXT STEPS</b>    | <b>63</b> |
|                  | Implementation Plan  | <b>64</b> |
| <b>CHAPTER 6</b> | <b>RESOURCES</b>     | <b>67</b> |
|                  | Introduction         | <b>68</b> |
|                  | Information Services | <b>68</b> |
|                  | Definitions          | <b>70</b> |
|                  | Public Feedback      | <b>77</b> |

# CHAPTER 1

## INTRODUCTION AND PURPOSE

# *Why is Historic Preservation Important?*

Old buildings and historic places are more than bricks and mortar, they are tangible connections to a community's past. They tell the stories of the people, industries, and events that shaped the city. Without deliberate care and protection, these irreplaceable places can be demolished, neglected until they collapse, or altered so heavily that their historic character disappears. When that happens, the community loses part of its identity and the sense of place that makes it unique.

Historic buildings are not just relics, they are assets. They can strengthen neighborhoods, attract visitors, support small businesses, and build community pride. However, these benefits only happen if the city actively safeguards and plans for them. Preservation is not automatic; without clear policies, enforcement, and investment, historic resources will continue to disappear.

Protecting Middletown's historic places requires intentional effort. Cities across the country have successfully balanced growth and preservation by adopting strong review standards for proposed changes, establishing demolition controls, offering tax incentives or grants for rehabilitation, investing in downtown revitalization, and fostering public awareness of why these places matter. Middletown must take similar, concrete steps if it is to protect its history for future generations.

This Historic Preservation and Revitalization Plan is a working resource for residents, city staff, the Historic Commission, and community partners. It outlines how local and federal preservation tools work, identifies Middletown's historic assets, provides guidelines for sensitive rehabilitation, and lists financial and technical resources available to property owners. Most importantly, it calls for the City of Middletown to adopt stronger policies and dedicate resources to ensure that what remains of its historic character is not lost, but instead becomes a foundation for a stronger, more livable, and economically vibrant future.



# *National and Local Preservation Framework*

## **NATIONAL REGISTER OF HISTORIC PLACES**

Authorized under the National Historic Preservation Act of 1996 and administered by the National Park Service, the National Register of Historic Places is part of a nation-wide program that aims to protect the country's historic and archaeological resources. In total, more than 98,000 properties are listed in the National Register, representing 1.8 million contributing resources which include buildings, districts, objects, sites, and structures.

For a building, district, object, site, or structure to be listed on the National Register, it must meet the National Register Criteria for Evaluation which involves examining the property's age, significance, and integrity. The criteria are:

1. Properties that are associated with events that have made a significant contribution to, and are identified with, or that outstandingly represent, the broad national patterns of United States history and from which an understanding and appreciation of those patterns may be gained.
2. Properties that are associated importantly with the lives of persons nationally significant in the history of the United States.
3. Properties that represent some great idea or ideal of the American people.
4. Properties that embody the distinguishing characteristics of an architectural type specimen exceptionally valuable for a study of a period, style, or method of construction, or that represent a significant, distinctive and exceptional entity whose components may lack individual distinction.
5. Properties that are composed of integral parts of the environment not sufficiently significant by reason of historical association or artistic merit to warrant individual recognition but collectively compose an entity of exceptional historical or artistic significance, or outstandingly commemorate or illustrate a way of life or culture.
6. Properties that have yielded or may be likely to yield information of major scientific importance by revealing new cultures, or by shedding light upon periods of occupation over large areas of the United States. Such sites are those which have yielded, or which may reasonably be expected to yield, data affecting theories, concepts and ideas to a major degree.

Additional information can be found on the [National Historic Landmarks Eligibility](#) website.

# LOCALLY DESIGNATED HISTORIC LANDMARKS

A locally designated historic landmark is a building, site, structure, or object that has been formally recognized by a municipal government for its historical, architectural, cultural, or archaeological significance within the community. Unlike properties listed on the National Register of Historic Places, local landmark designation provides protection and oversight through city ordinances and design review processes. This designation helps preserve the character and integrity of the landmark by requiring approval for significant exterior changes, demolitions, or new construction affecting the site. Local landmark status reflects the community's commitment to preserving its unique heritage and often plays a key role in neighborhood identity, civic pride, and long-term planning efforts.

## NATIONAL VS. LOCAL DESIGNATION COMPARISON

| <i>National Register</i>   | <i>Local Landmark</i>  |
|--|--|
| <i>Who's in charge?</i><br>The U.S. government   | <i>Who's in charge?</i><br>The local government (City of Middletown)   |
| <i>Are buildings protected?</i><br>There are limited federal protections to prevent demolitions                      | <i>Are buildings protected?</i><br>Local historic preservation rules can block demolitions and require Historic Commission approval for building changes |
| <i>Are there financial incentives?</i><br>Can get help with taxes from the government (state and federal)            | <i>Are there financial incentives?</i><br>Might get local tax help or money for repairs  |
| <i>How does a property or district get listed?</i><br>Requires approval from the State and the National Park Service | <i>How does a property or district get listed?</i><br>Requires approval from the Historic Commission   |

# *Middletown's Historic Preservation Efforts*

In order to protect the City's historic places, Middletown created its first Historic District, the South Main Street District, in 1978. The city also adopted its first Historic Preservation Plan in 1980. Since then, Middletown has worked to protect more historic areas. In 2020, the City became a Certified Local Government (CLG) through the State Historic Preservation Office and the National Park Service. This recognition reflects Middletown's strong commitment to preserving its history.

Today, the city is continuing that work with this updated Historic Preservation and Revitalization Plan. This Plan includes clear Design Guidelines that apply to the city's five historic districts. These guidelines help protect both nationally and locally recognized properties.

More than just a set of rules, the Plan is a community-focused strategy. It supports education, neighborhood pride, and cooperation between residents, city officials, and preservation groups. The goal is to protect architectural character, increase property values, attract visitors, and help Middletown grow in a way that honors its past.

## **BENEFITS OF MIDDLETOWN'S CERTIFIED LOCAL GOVERNMENT STATUS**

Middletown's designation as a Certified Local Government (CLG) enhances the City's ability to protect and promote its historic resources. This status provides access to exclusive grant funding, technical assistance, and training opportunities that support local preservation goals.

As a CLG, Middletown is eligible for grants from the Federal Historic Preservation Fund, which can be used for a wide range of projects, including:

- Historic resource surveys
- Nominations to the National Register of Historic Places
- Development of design guidelines
- Structural assessments and feasibility studies
- Educational materials and community outreach
- Historic preservation training for staff and commissioners

States are required to pass at least 10% of their annual preservation funding to CLG communities, ensuring consistent investment at the local level.

CLG status also gives Middletown direct access to State Historic Preservation Office (SHPO) staff, including a dedicated coordinator, and priority for preservation guidance and support. In addition, SHPO and the National Park Service offer regular training for staff, board members, and community partners, helping to build local expertise and capacity in historic preservation. More information on CLG's can be found on the [Ohio History Connection's Certified Local Governments](#) website.

## THE HISTORIC COMMISSION

The Historic Commission for the City of Middletown is a seven-member, City Council-appointed board whose purpose is to survey, recommend, and advise on matters related to historic preservation and preservation education in Middletown, Ohio. This includes reviewing and approving alterations to historic buildings and new buildings within historic districts, surveying areas for potential designation as historic sites, providing recommendations to the City Council on historic matters, establishing guidelines, nominating new historic landmarks and districts, and advising local government officials on best practices for maintaining the City's architectural heritage. More information on the Historic Commission can be found on the [City of Middletown's Historic Commission](#) website.

## CERTIFICATE OF APPROPRIATENESS (COA)

An owner or occupant wishing to make changes to the exterior appearance of a building or site that is designated or located in a historic district must submit a Certificate of Appropriateness (COA) application to the City (*overview of the COA process is on the following page*). This application is subject to the review and approval of the Historic Commission. A COA serves to protect the integrity of designated historic properties and districts by ensuring that any proposed changes are compatible with their historic character. The COA process helps maintain the visual and cultural continuity of Middletown's historic areas. It essentially acts as a permit, required before work can begin on a designated property.

After the application is submitted to the Historic Commission, it will be reviewed during a public meeting. The Commission will consider the historic code requirements and design guidelines applicable to the application and may approve, approve with conditions, or deny the request. Applicants are encouraged to attend the meeting to present their proposal and answer any questions from the Commission. If the application is approved, a COA will be issued to the applicant, authorizing the proposed work.

Failure to obtain a COA prior to beginning exterior work on a designated property may result in enforcement actions, including fines or orders to restore the property to its previous condition. Therefore, it is important for property owners and occupants to consult with City staff early in the planning process.

More detailed information, procedures, and submittal requirements may be found in the Middletown Development Code in Section 1226.08 Review Authority and Procedures, Certificate of Appropriateness (COA), available in the [City's Code of Ordinances](#). A Certificate of Appropriateness application is available on the [City's Planning and Zoning Department](#) website.

## COA PROCESS OVERVIEW

The following is a summary of the process steps for a Certificate of Appropriateness (COA).



**STEP 1**  
Check if your property is in a historic district or is a designated historic landmark



**STEP 2**  
Review the applicable code requirements in the City's Development Code and design guidelines within this Plan for your district or landmark



**STEP 3**  
Complete the COA application with the necessary details, supporting information, fees, and submit to the City



**STEP 4**  
The Historic Commission will review the COA application and vote on the request



**STEP 5**  
If the COA application is approved by the Historic Commission, you are authorized to proceed with the proposed modification. If the COA is denied, the modification may not be undertaken



**STEP 6**  
Submit any necessary plans and permits for your application (i.e., building permits, electrical permits, plumbing permits, etc.)



# CHAPTER 2

## MIDDLETOWN'S HISTORY, LANDMARKS, AND DISTRICTS

# *Middletown's History*

Before Middletown was founded, the land was home to the Miami people, a Native American nation who lived throughout the Great Miami River valley. The Miami people built strong communities based on kinship, agriculture, trade, and stewardship of the natural environment. Their lives were closely tied to the river, forests, and prairies, which provided food, materials, and spiritual significance. However, in the 1800s, the Miami were forcibly displaced through a series of unjust treaties and federal removal policies. By the mid-19th century, most of the Miami had been pushed out of Ohio and relocated to areas further west, particularly Indiana and later to what is now Oklahoma. Acknowledging this history is essential to understanding how Middletown began, and recognizing the Indigenous presence that predates modern development.

Middletown was officially founded in 1802, along a strategic bend of the Great Miami River. Its early settlers were drawn by the fertile land and the river's potential for transportation and trade. As Ohio became a state just one year later, Middletown began to evolve from a small pioneer settlement into a center of commerce and industry. The construction of the Miami and Erie Canal in the 1820s and 1830s was a turning point, connecting Middletown to Cincinnati and Toledo and facilitating the movement of goods and people. The city's economy thrived on agriculture, milling, and manufacturing, eventually transitioning to steel production in the early 20th century, most notably with the establishment of Armco Steel (now AK Steel) in 1900.

This industrial expansion fueled population growth and economic prosperity, particularly during the mid-20th century, when Middletown was seen as a model of the American industrial city. Neighborhoods grew rapidly, downtown flourished, and the city became home to workers from diverse backgrounds. However, like many cities in the Midwest, Middletown experienced economic decline and urban challenges in the late 20th century as heavy industry contracted, jobs were lost, and infrastructure aged.

Today, Middletown's historic buildings, streetscapes, and neighborhoods serve as physical reminders of its layered history. From 19th-century sawmills and canal-era warehouses, to mid-century civic buildings and postwar housing developments, each structure and district tells part of the city's broader narrative. Efforts to preserve these places are essential not only for honoring Middletown's past, but also for shaping a resilient and inclusive future.

# 1796



Portrait of Daniel Doty, date unknown.

In 1796, Pioneer Daniel Doty and his family built a cabin in an open prairie along the Great Miami River, becoming Middletown's first citizens.

Middletown developed its first paper mill in 1852.



Middletown Paper Mills, 1855 by John Crane.

44 ft

In 1913, The Great Miami River rises to flood level, washing away much of Middletown's heritage.

## Historic Preservation Plan Middletown, Ohio

In 1980, Middletown adopted its first Historic Preservation Plan.



Photo by Pete Rudokas of intersection of Central Avenue and Broad St., Middletown, OH, 1962.

In 2014, the Central Avenue Historic District and the Main Street Commercial Historic District were added to the National Register of Historic Places.

# 1802

In 1802, Steven Vail drew up the first plat for the city of Middletown.



The inaugural boat trip took place in 1827, and the canal reached Dayton in 1828.

On July 21, 1825, the first spadeful of dirt was dug for the Miami Canal.

# 1886

Middletown officially becomes a city.

# 1978



In 1978, the National Register of Historic Places registers the South Main Street Historic District.

A typical official plaque of the National Register of Historic Places, 2007.

The Highlands Historic District logo.



In 2009, the local designation of the Highlands Historic District takes place.

# 2023

In 2023, the Oakland Conservation District was added to the National Register of Historic Places.

# Middletown's Historic Landmarks

The City of Middletown has many individual properties that are listed on the National Register of Historic Places (NRHP/National Register) or that are locally designated as historic structures by the City of Middletown (by act of the City Council). The following list represents a selection of these properties, and does not reflect the entire list. To review the entirety of the listed properties visit the [Ohio National Register Searchable Database](#).

## BIG FOUR DEPOT - 25 CHARLES ST

This Depot, dedicated on December 27, 1909, served a division headquarters for the Cleveland, Chicago, Cincinnati, and St. Louis railroad, commonly called the Big Four. Peak passenger usage occurred during and after World War I when 32 trains stopped here daily. Railway Express serviced as many as 20 trains a day into the 1950s, and Galion became a “whistle stop” for presidential campaigns with speeches from the train platform from such candidates as Al Smith in 1928, Franklin D. Roosevelt in 1932, and Dwight D. Eisenhower and Richard Nixon in 1952. In 1929 the New York Central acquired the Big Four, which moved the division headquarters west to Bellefontaine in Logan County. The ticket office remained open until 1964, but all railroad offices closed in 1969. [The Depot was listed on the National Register of Historic Places in 2013.](#)



Photo of the Big Four Depot Building

## JOHN B. TYTUS HOME - 300 S. MAIN ST

This Greek Revival home was built in 1830 by Francis J. Tytus. His son, John Butler Tytus, known for his invention of the continuously rolling steel process, was born here in 1875. During the Civil War, the house was used to hide slaves. They were kept in the attic or a small underground passage between the house and well. The brick house is built on a stone foundation with a stone water table. The south façade has a 2-story porch with paired square supports. All of the windows are 6/6 double hung with stone sills and lintels. The hip roof is constructed of standing seam metal. Two brick chimneys are located on both the east and west sides of the house. [The John B. Tytus House was listed on the National Register of Historic Places in 1974.](#)



Photo of the John B. Tytus Home

## THE DOTY HOUSE - 403 CURTIS ST

This Victorian Italianate house was built in 1860 by Lorenzo Dow Doty, grandson of Daniel Doty, who had been Middletown's first settler. Lorenze Dow Doty was mayor of Middletown in 1854 and 1858. The house is built on a limestone foundation with a smooth sandstone water table. The walls are of brick and all lintels and lug sills are sandstone. The windows are 4/4 and 4/6 double hung. At the northwest corner of the house is a wooden porch with Doric columns and balustrade. Another porch is located at the center of the west side of the house. This is constructed of cast iron. Dentils appear on the frieze below the cornice. *The Doty House was designated as a historic site under the City's 1980 Historic Preservation Ordinance.*



Photo of the Doty House, courtesy of the Middletown Historic Society

## FIRE STATION #2 - 101 CRAWFORD ST

This Italianate-Romanesque structure was built in 1897 with horse drawn equipment in mind. The 2-1/2 story brick fire station is setting on a concrete foundation. A large round arched window is positions in the center of the west façade above the garage door. This arch contains two smaller arches within it. Dentils appear at the frieze on the west elevation, as well as below the sill of the arched window. Brackets line the lintel of the garage door. *Fire Station #2 was designated as a historic site under the City's 1980 Historic Preservation Ordinance.*



Photo of Fire Station #2

## GARDNER MANSION - 1 GARDNER PLACE

This Greek Revival structure as built as a farmhouse in 1839 by Samuel Bonnell. In 1892 the house was sold to Colin Gardner and remodeled to its present state. Gardner and Francis J. Tytus later started the Tytus Paper Company, later to become Diamond International. This 2-1/2 story house of beveled wood siding has a one-story porch that extends around three sides and is supported on slender Doric columns. There are four pilasters on the second story of the north facade which extend down to the porch. The porch on either side is topped with a balustrade. The front windows extend from floor to ceiling. The door projects into the porch space and is flanked by curbed beaded glass sidelights. All windows are double hung. There is an Oriel window in the center of the second story. A pediment is supported on a frieze with a row of



Photo of the Gardner Mansion

dentils around it. A semi-elliptical fan window is in the center of this pediment. There is a large bay window on the west side and a small bay on the east side. There are two chimneys on both the east and west sides of the house with dormers between. *The Gardner Mansion is not a designated historic site, but the City supports establishing it as one.*

## **HOLY TRINITY CHURCH - 201 CLARK ST**

Holy Trinity was the first Catholic parish established in Middletown. In 1853, the first and original building was constructed. The current structure, completed in 1925, showcases a blend of Gothic Revival and Romanesque architectural styles, characterized by its soaring stained-glass windows and intricate detailing. *The Holy Trinity Church is not a designated historic site, but the City supports establishing it as one.*



Photo of the Holy Trinity Church

## **OLD MASONIC TEMPLE - 6 NORTH MAIN ST**

This 3½-story Italianate structure was built in 1883. Constructed of stone and brick, it rests on a stone foundation. The building features fine architectural details, including a central pavilion, stained glass windows on the third floor, semi-circular arches with keystones, and intricate brickwork and carved stone throughout. *The Old Masonic Temple was designated as a historic site under the City's 1980 Historic Preservation Ordinance and is part of the Main Street Commercial District.*



Photo of the Old Masonic Temple

## **MIDDLETOWN FEDERAL SAVINGS AND LOAN - 1000 CENTRAL AVE**

This seven-story office building is an excellent example of Art Deco style architecture. Built in 1929, it is the only structure of that style in Middletown. The exterior of the building is treated with smooth sandstone. The high arched entrance and pilasters between the windows all emphasizes the vertical dimension. The facades at the lower levels are very ornamental. The large pilasters on either side of the entrance are capped with a griffin relief. The light fixtures are of iron and glass. Cast iron grates have been placed over the first-floor windows. *The Savings and Loan building was designated as a historic site under the City's 1980 Historic Preservation Ordinance and is located in the Main Street Commercial District.*



Photo of the Middletown Federal Savings and Loan

## THE SORG MANSION - 206 S MAIN ST

The Sorg Mansion is a historic residence built in 1887-88 by industrialist Paul J. Sorg, a prominent figure in the region's tobacco and manufacturing industries. Designed in the Italian Renaissance Revival style, the mansion features exquisite craftsmanship, including ornate woodwork, intricate plaster details, and stunning stained-glass windows. The Sorg family occupied the mansion until the mid-20th century, after which it changed hands several times. In the 1980s, the mansion fell into disrepair, but dedicated efforts by local preservationists led to its restoration. Today, the Sorg Mansion serves as a venue for events and community gatherings, standing as a testament to Middletown's rich architectural heritage and the legacy of its early 20th-century entrepreneurs. *In 2019, the Sorg Mansion was named to the Heritage Ohio Top 10 Preservation Opportunities List and is part of the South Main Street Historic District.*



Photo of the Sorg Mansion

## THE SORG OPERA HOUSE - 63 S MAIN ST

The Sorg Opera House in Middletown, Ohio, was built in 1891 as a cultural hub for the community, commissioned by industrialist Paul J. Sorg, who sought to provide a venue for live performances and entertainment. Designed in the Richardsonian Romanesque style, the opera house featured a striking facade and a lavish interior, complete with ornate detailing and seating for over 800 patrons. It quickly became a focal point for the arts, hosting a variety of performances, including theater productions, vaudeville shows, and musical events. However, by the mid-20th century, the rise of movie theaters and changing entertainment preferences led to its decline. After years of inactivity, the opera house underwent restoration efforts in the early 2000s, revitalizing its historic charm and purpose. Today, the Sorg Opera House serves as a venue for community events, concerts, and theatrical performances, continuing its legacy as a vital part of Middletown's cultural landscape. *The Sorg Opera House was added to the list of Ohio's Most Endangered Sites in 2016 and is part of the South Main Street Historic District.*



Photo of the Sorg Opera House

## DAN E. SNIDER FORD DEALERSHIP BUILDING 101 N MAIN ST

The Dan E. Snider Ford Dealership Building is located on the northeast corner of the intersection of North Main Street and Manchester Avenue in Middletown. The vernacular, two-story building features a two-part commercial block configuration and the three bay primary facade fronts North Main Street. Constructed in 1921, the Dan E. Snider Ford Dealership Building is an excellent example of a first-generation automobile dealership. Early automobile dealerships typically operated out of a downtown storefront building before the adoption of the Art Deco and Modernistic-style auto malls generally located on the outskirts of town. [\*The Dan E. Snider Ford Dealership Building was listed on the National Register of Historic Places in 2014.\*](#)



Photo of the Dan E. Snider Ford Dealership Building

## HOTEL MANCHESTER - 1027 MANCHESTER AVE

The Hotel Manchester was constructed in 1922 on the northwest corner of East Second Street (now Manchester Avenue) and Broadway (now Donham Plaza). The hotel was designed by architect Frank L. Packard (1866-1923) in a Second Renaissance Revival architectural style. The building features decorative brickwork, first story round-arched windows creating an arcade-like appearance, pronounced horizontal divisions created by brick belt courses, and a red clay mission tile hipped roof. The red-brick facade is laid in a Flemish- bond pattern, and the decorative brickwork includes brick quoins on the corners, wide overhanging eaves with brick corbelling, a wide brick belt course separating the first and second stories, and a thin brick belt course separating the third and fourth stories. In 1964, a new automobile entrance was added to the northeast corner of the hotel. This entrance and the main entrance were covered by round-arched stainless-steel canopies. The canopies are excellent examples of Mid-Century Modern architectural style. Although the interior hotel has experienced numerous renovations and is now vacant, the building maintains characteristics and feeling of a grand hotel constructed during Middletown's industrial boom of the 1920s and utilized throughout the twentieth century. [\*The Hotel Manchester was listed on the National Register of Historic Places in 2014.\*](#)



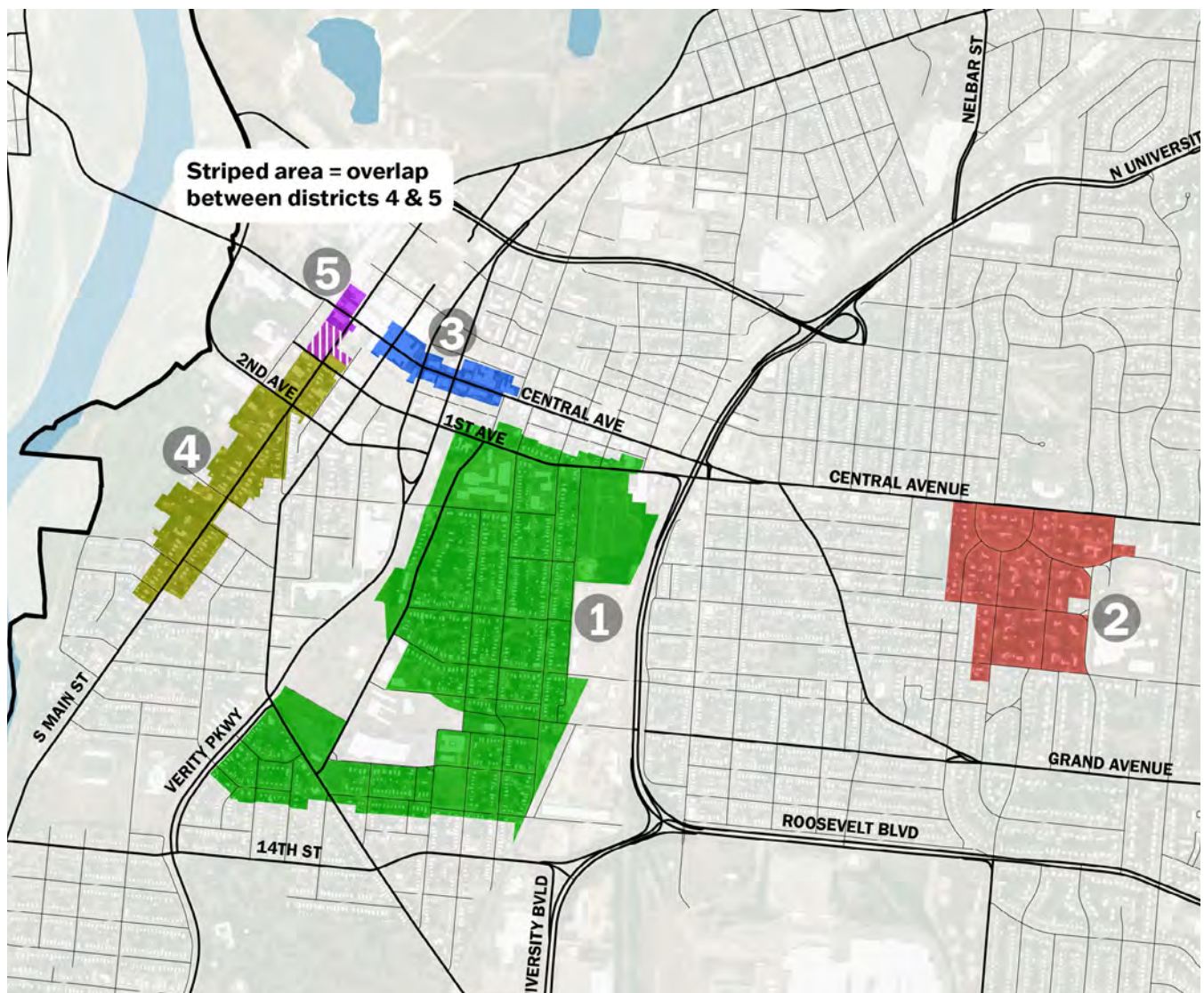
Photo of the Hotel Manchester

# *Middletown's Historic Districts*

## **WHAT IS A HISTORIC DISTRICT?**

A Historic District is a geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united by past events, or aesthetically by plan or physical development. A district may also include individual elements that are geographically separate, but linked, by association or history.

Middletown has five historic districts: four listed on the National Register of Historic Places, one that is locally recognized (The Highlands Historic District), and one that is designated as a Conservation District (The Oakland Residential Historic District). This reflects Middletown's ongoing commitment to historic preservation. The following sections provide an introduction to each of Middletown's historic districts.



# 1

## THE OAKLAND RESIDENTIAL HISTORIC DISTRICT

Located just south and east of downtown Middletown, the Oakland Residential Historic District developed in response to the city's booming industrial growth at the turn of the 20th century. Originally anchored by industrial sites, the neighborhood became a hub for working-class residents, drawn by employment opportunities and the availability of modest, well-constructed homes. The district features primarily wood-frame dwellings built between the late 19th and mid-20th centuries, reflecting Middletown's transformation into an industrial center.

Architecturally, the district includes representative examples of working-class housing types such as American Foursquares, Bungalows, Gabled-ells, and Gable-front homes, often with stylistic elements from the Folk Victorian, Colonial Revival, and Craftsman movements. While some structures have experienced alterations or deferred maintenance, the district retains a cohesive historic character that conveys its significance in Middletown's residential and industrial development.

The period of significance spans from circa 1880, when farmland was subdivided to support housing near expanding industries, through 1960, marking the end of key physical and economic developments in the area. This includes the city's "Progress Program," which improved infrastructure and repurposed civic landmarks like the Doty House and Carnegie Library.

**The Oakland Residential Historic District was officially listed on the National Register of Historic Places on March 20, 2023, and is also a locally designated conservation district.** It is recognized for its contributions to community planning, development, and architecture as a concentrated and well-preserved example of early working-class housing.

### Architectural Styles Within the District

- American Foursquare
- Queen Anne
- Colonial Revival
- Craftsman

### Significant Buildings in the District

- Doty House- 403 Curtis St
- Arts and Crafts Church- 530 Garfield St
- Carnegie Library- 1320 First Ave

# 2

## THE HIGHLANDS HISTORIC DISTRICT

Located in the central area of Middletown, Ohio, the Highlands Historic District centers around Highland Avenue and includes several surrounding residential streets. Known for its tree-lined streets, generous lot sizes, and prominent front porches, the district presents a cohesive and well-preserved example of early suburban residential development. The area features a wide range of architectural styles popular between the late 19th and early 20th centuries, including Colonial Revival, Craftsman, and Queen Anne.

The district reflects the expansion of Middletown's residential areas as the city prospered during its peak industrial years. As industrial and commercial development flourished in the city center, the Highlands neighborhood emerged as a desirable location for middle- and upper-middle-class residents seeking quieter, more spacious homes slightly removed from the core. Its layout and architecture echo the influence of national residential planning trends of the time, emphasizing comfort, craftsmanship, and a connection to the outdoors through expansive porches and landscaped yards.

**The Highlands Historic District was originally designated by Middletown City Council in 2009, with an expansion approved in 2020** to include additional historically significant structures and streetscapes that contribute to the district's character. While the area has seen some modern updates, it retains a high level of historic integrity through its consistent architectural rhythm, materials, and scale, making it an important representation of early 20th-century residential development in Middletown.

### Architectural Styles Within the District

- Colonial Revival
- Craftsman
- Queen Anne
- French Country
- Tudor Revival
- Federal Style

### Significant Buildings in the District

- John Phillips House- 406 The Alameda
- Charles Goldman House- 301 The Alameda
- Charles R. Hook House- 7 Alameda Circle

## 3 THE CENTRAL AVENUE HISTORIC DISTRICT

**The Central Avenue Historic District was listed on the National Register of Historic Places on June 27, 2014.** It encompasses Middletown's primary east-west commercial corridor through downtown. Originally known as Third Street, it was renamed Central Avenue in 1923 to reflect its role as the city's main business artery. This corridor also serves as a geographic divider for cross streets, such as North and South Broad Street.

The district is significant for its association with Middletown's commercial growth and its response to evolving transportation technologies. The buildings, primarily constructed between 1890 and 1930—with the period of significance extending to 1964—reflect the development of a booming industrial city and the civic pride that accompanied its rise. Many buildings in the district were altered during the early- to mid-20th century, often within the period of significance, and continue to reflect the character of a historic commercial center.

Architecturally, the district features a variety of late 19th- and early- to mid-20th-century commercial styles. Despite later modifications—including a 1970s enclosure project on the west end and storefront updates in recent decades—most buildings retain historic features such as original facades, upper-story windows, rooflines, and ornamental detailing. Central Avenue remains a strong visual and historical representation of Middletown's commercial heritage and industrial prosperity.

### **Architectural Styles Within the District**

- Italianate Revival
- Queen Anne
- Neoclassical Revival
- Colonial Revival
- Modern
- Renaissance Revival

### **Significant Buildings in the District**

- Castell/Sebald Building- 1124 Central Ave
- Valen Building- 1210-1212 Central Ave
- Valen Building II- 1214-1218 Central Ave
- Schomer Building- 1300 and 1306 Central Ave

# 4

## THE SOUTH MAIN STREET HISTORIC DISTRICT

**The South Main Street Historic District, listed on the National Register of Historic Places on March 21, 1978,** is Middletown's oldest and most architecturally distinguished historic neighborhood. Located near the heart of the original town plat established in 1802 by Stephen and Shobal Vail, the district reflects over a century of the city's growth and prosperity. It features more than 80 residential and civic structures built primarily between the early 1800s and 1927, showcasing an extraordinary range of architectural styles and craftsmanship.

This tree-lined street became home to many of Middletown's most influential residents, including early settler Daniel Doty, industrialist and U.S. Congressman Paul J. Sorg. The neighborhood's grand homes, constructed by the city's industrial and civic leaders, exhibit rich architectural detail—turrets, towers, belvederes, ornate iron fences, Rookwood tile work, hand-carved staircases, and even a window attributed to Tiffany.

South Main Street was a symbol of status and innovation, where Middletown's elite built or expanded homes to reflect their success. These leaders not only shaped Middletown's built environment but also helped drive its industrial and cultural advancement—locally, nationally, and globally. Notable contributions from residents include the founding of major manufacturing firms, the establishment of rail connections, and the development of cultural institutions like the Sorg Opera House.

Today, the South Main Street Historic District remains a cohesive and visually impressive neighborhood that preserves the legacy of Middletown's earliest and most influential citizens. Its architectural diversity and historical significance make it one of the most prominent historic districts in the Midwest.

### Architectural Styles Within the District

- Greek Revival
- Italianate Revival
- Queen Anne
- Romanesque Revival
- Tudor Revival
- Gothic Revival

### Significant Buildings in the District

- U.S. Hotel- 34 S. Main St
- Sorg Mansion- 206 S. Main St
- Sorg Opera House- 53-67 S. Main St
- Theodore Marston House- 214-216 S. Main St
- John B. Tytus House- 300 S. Main St
- Arthur Lefferson House- 404 S. Main St

# 5

## THE MAIN STREET HISTORIC COMMERCIAL DISTRICT

**The Main Street Commercial Historic District, listed on the National Register of Historic Places on January 6, 2014,** lies at the heart of Middletown's historic downtown. Concentrated along Main Street between Central and First Avenues, the district includes fourteen contributing buildings constructed between 1831 and 1930. These structures represent a century of commercial growth driven by Middletown's industrial success and economic expansion in the 19th and early 20th centuries.

Architecturally, the district features a range of styles including Italianate, Romanesque Revival, and Art Deco. These commercial buildings not only reflect the evolution of architectural design, but also serve as enduring symbols of Middletown's economic prominence during its industrial heyday. The area was historically a hub of business, finance, and civic life, and its built environment continues to reflect that legacy.

The period of significance ends in 1930, marking the onset of the Great Depression and a sharp decline in commercial construction that lasted for decades. Despite these challenges, the district remains a focal point of the community, notable for its historic character and for housing some of the city's most architecturally significant commercial buildings.

*Note: Certain properties in Middletown are included within the boundaries of both the South Main Street Historic District and the Main Street Commercial Historic District, as listed on the National Register of Historic Places. The overlapping designations reflect the layered historical and architectural significance of these areas, encompassing both residential and commercial development patterns. Where overlap occurs, properties benefit from recognition under both designations, but are subject to the same preservation standards for purposes of incentives, documentation, and any applicable reviews.*

### Architectural Styles Within the District

- Federal Style
- Italianate Revival
- Queen Anne
- Renaissance Revival
- Romanesque Revival
- Beaux-Arts
- Neoclassical Revival
- Art Deco

### Significant Buildings in the District

- First and Merchant Bank- 2 N. Main St
- Masonic Temple- 4 N. Main St
- Shew Building- 16 N. Main St
- Fenzel Building- 20 N. Main St
- Middletown Building and Deposit Association- 11 S. Main St
- Oglesby-Barnitz Bank and Trust Company- 2 S. Main St



# CHAPTER 3

## HISTORIC PRESERVATION DESIGN GUIDELINES

## *Applicability of Guidelines*

The guidelines in this Historic Preservation and Revitalization Plan are applicable to the historic and conservation districts along with any individually designated historic structures. All properties located within a designated district or identified historic structures are subject to the approval of the Historic Commission for certain activities related to renovation, rehabilitation, or new construction as required in Chapter 1212 of the City of Middletown Development Code. These guidelines shall supplement the review standards for applicable structures in the Development Code and help guide the Historic Commission's review and decisions on applications submitted in accordance with the Code.

## *Secretary of the Interior's Standards*

The Secretary of the Interior's Standards for Rehabilitation were adopted in 1995 by the U.S. Department of the Interior, under the guidance of the National Park Service. These guidelines were established to preserve the integrity of historic properties by ensuring that rehabilitation and preservation efforts maintain their historical significance and character. These standards provide general guidance and foundational principles that should be considered when undertaking rehabilitation or new construction project involving historic properties.

The standards are:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. The severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

In addition to the standards for rehabilitation, the Secretary of the Interior also has standards for preservation, restorations, and reconstruction. The standards for each are similar in nature, but are tailored to the specific effort. Each set of standards can be viewed on the [Secretary of the Interior's Standards for the Treatment of Historic Properties](#) website, and should be utilized as needed based on the project at hand.

## *Guidelines for Existing Historic Structures*

The following Guidelines are applicable to the rehabilitation, repair, and maintenance of commercial and residential construction located in Middletown's Historic Districts and outlying historic properties.

### **GENERAL**

The first preference in rehabilitation is the preservation of original architectural features. These features and materials should be retained and or repaired when feasible. Repairs of existing features (or replacement when supported by the Commission) should be based on an accurate replication of the materials or features, and where possible, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

If it is not feasible to retain the original materials or features due to the condition, unavailability, safety, or energy efficiency of original materials, then quality, contemporary substitute materials, when approved by the Commission, should replicate the materials being replaced in composition, design, color, texture, and other visual qualities. Contemporary materials may be used if it is demonstrated that they have the same quality and character as historic materials.

## **BUILDING PLACEMENT AND ORIENTATION**

- The placement and orientation of a historic building should be preserved within its context and setting.

## **BUILDING FORM**

- A historic building's distinctive features such as size, scale, mass, color, materials, and details should be preserved. Any elements that can be considered contributing to the building's style or historic significance should be preserved.

## **ROOFS**

- The original roof shape of the building should be maintained and preserved.
- Architectural features such as dormer windows, cupolas, cornices, brackets, chimneys, cresting and weather vanes should be reserved or replaced.
- Avoid roof additions such as oversized dormer windows or skylights.
- Historic roofing materials such as slate, wood shingles, and clay tile should be preserved. When that is not possible, new materials that match the old material in terms of color and appearance should be used.



Photo of a historic home with a wraparound porch

## **DECKS, PORCHES, AND STOOPS**

- Decks, porches, and steps which are appropriate to the building and its development should be preserved as well as porches or additions reflecting later architectural styles.
- Avoid removing or altering decks, porches, or steps which are appropriate to the building, its development, and the style it represents.

- Avoid enclosing porches and steps in a manner that destroys their intended appearance
- Avoid stripping porches and steps of original material and architectural features, such as handrails, balusters of wood, iron, cast iron, terracotta, tile, and brick.
- Deteriorated materials and architectural features should be repaired or replaced with new material that matches the original.
- Avoid applying new material or detailing which was unavailable when the building was constructed.

## **EXTERIOR FINISHES AND MATERIALS**

### **Masonry**

- Original masonry and mortar should be preserved without the application of any surface treatment.
- Deteriorated masonry or stucco should be repaired or replaced with new material that matches the old material in terms of color and appearance.
- Tuck pointing of masonry should match the color, texture, joint tooling, and physical composition of the building's historic pointing.
- Avoid painting masonry walls or foundations that have not previously been painted.
- Avoid abrasive cleaning of historic masonry and siding, specifically power washing, sandblasting, and harsh detergents.

### **Wood Frame**

- Historic wood siding, shingles, weatherboard, board-and-batten, and other historic wooden elements should be maintained and preserved.
- Historic wooden elements should not be covered or concealed.
- Deteriorated wood siding should be repaired or replaced with siding that matches the original.

## **ENTRANCES**

- Existing door openings including lintels, transoms, and all hardware should be preserved and repaired
- Avoid introducing new door openings into the principal elevations or enlarging or reducing door openings to fit new door sizes.
- Original doors or hardware should be repaired or reused rather than replaced.
- The material, design, and the hardware of older doors should be duplicated if new doors are used.

- Screen doors should match the design of the entrance and be made of wood or aluminum that is primed and painted a color that complements the entrance.
- Screen doors should be designed to maintain visibility of the original door.

## FOUNDATIONS

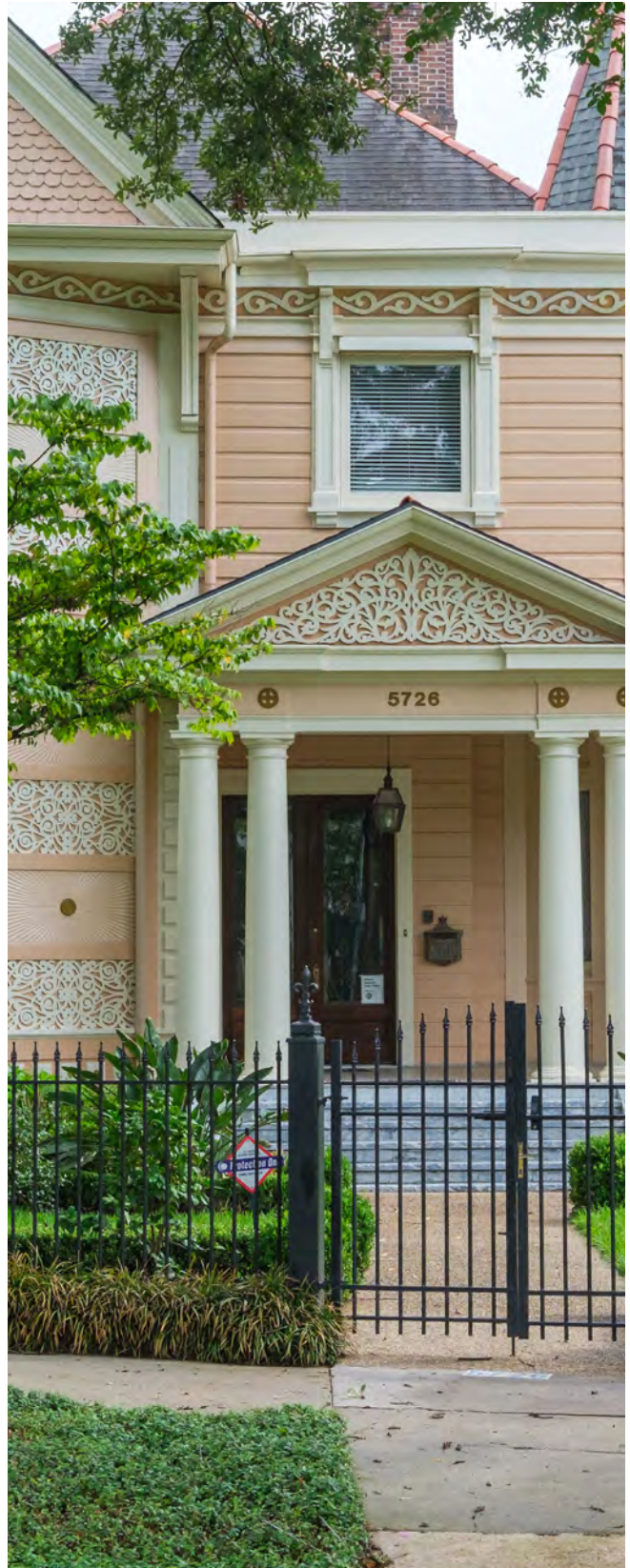
- The original foundation should be preserved and repaired.
- Avoid applying artificial materials or obscuring the existing historic foundation.

## DETAILS AND ORNAMENTATION

- Historical details and ornamentation should be preserved.
- Avoid adding architectural features that would diminish the historic significance of the building.
- Avoid covering original details and ornamentations on facades facing the street.

## COMMERCIAL STOREFRONTS

- The original ornamentation and trim of historic storefronts should be preserved.
- Historic photographs should be referenced when restoring altered storefronts to their original design.
- Avoid replacing original features of storefronts with designs and materials which are incompatible with the historic architectural style of the building.



Example of a historic entrance and fencing.

## **WINDOWS**

- Existing window openings including window sash, glass, lintels, sills, architraves, shutters, hoods, and all hardware should be preserved and repaired.
- New windows should be designed to be similar in material, design, size, and placement of existing windows on the historic building.
- New windows should be placed on secondary facades of the building and be similar to the symmetry of the existing window placement.
- Avoid creating new window openings into the principal elevations or enlarge or reduce window openings to fit new stock window sash sizes.
- Avoid altering the size of windowpanes or sashes, which could detract from the scale and proportion of the building.
- Avoid installing inappropriate new window features such as aluminum storm windows.
- Clear glass should be used in replacement panes located on the front facade and where visible from the street.

## **SHUTTERS**

- Existing shutters should be preserved and repaired.
- Missing shutters should be replaced with new shutters that match the original in composition, size, shape, color, and texture.

## **AWNINGS**

- Existing canvas awnings should be preserved and repaired.
- New awnings should be of a size, shape, color, and texture that is compatible with the building's architectural style.
- Avoid installing plastic or metal strip awnings that detract from the appearance of the building.

## **GUTTERS AND DOWNSPOUTS**

- Existing box gutters should be preserved and repaired.
- If new gutters are necessary due to deterioration, similarly, designed box gutters should be installed for the front elevations and other facades that are visible.
- For other elevations, modern hanging gutters may be installed.

## CHIMNEYS

- Existing chimneys should be preserved and repaired.
- Avoid using stucco or any other treatment as a solution to cover chimney damage.
- Avoid removing historic chimneys unless the chimney is structurally unstable. In this case the chimney should be reconstructed to match the original.
- Chimney caps should consist of clay, slate, stone, or metal and should not hang over the rim of the chimney.



Example of an old chimney as well as solar panels on a historical house.

## FENCING, WALLS, AND GATES

- Fencing, walls, and gates that reflect the property's history and development should be preserved and maintained.
- Fencing should be designed to support the historic character of the building regarding height, material, and elements.
- Fencing should be located along the property line and have a level of opacity that is similar to other fences in the vicinity.

## LANDSCAPING

- Plants, trees, walkways, and benches that reflect the property's history and development should be preserved and maintained.

## PAINTING

- Painted surfaces of historic buildings or features should be preserved and repaired.
- Paint colors and finishes typical of the age and style of the building should be used.
- Avoid using white as the dominant color of the building.
- Avoid removing paint and finishes down to the bare surface. Strong paint strippers, whether chemical or mechanical, can permanently damage the surface. If paint removal is desired, hand scraping or other non-abrasive methods should be used.

## LIGHTING

- Original lighting features should be preserved and repaired.
- Additional lighting added to the building should be appropriate to the character, scale, and style of the building.
- Light fixtures should be simple in design and emit subdued, soft, warm light.
- Avoid installing large, ornate light fixtures.

## ACCESSORY STRUCTURES

- Original accessory structures such as garages, sheds, and outhouses should be preserved and repaired.
- If repairs are needed due to deterioration of the original elements, new materials should match the old.

## MODERN FEATURES

- Avoid placing modern features such as communications equipment, solar panels, and air conditioning units in a location in which they can be seen from the street.

## COMMERCIAL SIGNAGE

- Signs should be well designed in a simple manner and painted with colors that are compatible with those of the building.
- Utilize signs that have been designed to be compatible with the building and signs of the building's architectural period.
- Avoid erecting a sign that is contrary to the character of the building or has a hap-hazardous appearance.
- Avoid applying signs that either predate the building or are built with materials that were not available at the time of the building's construction.
- Permanent and temporary signs must comply with the signage requirements in the [City's Development Code, Chapter 1220](#).



Example of appropriate commercial signage -  
The Sorg Opera House.

## **BUILDING ADDITIONS**

- Additions to historic structures should be subordinate to the primary structure and be located in areas that minimize its impact and visibility from the street frontage.
- The design of an addition should minimize any damage to character-defining site features such as mature landscaping, historic landscape walls.
- The design of an addition should be compatible with the exiting historic building regarding massing, size, scale, color, materials, and details.
- The size of an addition should not exceed 50 percent of the footprint of the existing historic building.
- The size of existing historic buildings, addition, and accessory structures should not result in a lot coverage that is incompatible with that of surrounding properties.

## *Guidelines for New Construction*

The following Guidelines are applicable to the newly constructed commercial and residential buildings located in Middletown's Historic Districts.

### **GENERAL**

New construction should be visually compatible with the site, setting, and surrounding area in terms of setbacks, building height, form, and massing; but may be distinguished through the use of contemporary design. It should also use materials that are complementary to surrounding buildings such as masonry and wood over modern and synthetic materials. New construction should be similar to existing contributing buildings and clearly distinguishable from the historic fabric of the district.

### **BUILDING PLACEMENT AND ORIENTATION**

- A new building should have similar placement, setbacks, and orientation of surrounding historic buildings in the district in which it is located.
- Avoid placing new buildings in a location that would encroach upon the view shed of neighboring historic buildings.
- New buildings should not be constructed with garage doors facing the street, unless the building is located on a corner lot in which case the garage door should face the street on the secondary frontage.

## BUILDING FORM

- New buildings should be consistent in massing, scale, size, and lot coverage with surrounding historic buildings and properties.
- New buildings should be designed with common elements of surrounding historic buildings such as foundation height, window spacing and height, door openings, and roof style to be harmonious with the surrounding historic buildings.
- The height of a new building should be compatible with the height of existing historic buildings on the same block face.

## ROOFS

- The roof should be designed to share a similar shape, pitch, and level to the roof to be compatible with surrounding historic buildings.
- Avoid roof forms that are not found on the surrounding historic buildings.

## PORCHES AND STOOPS

- Porches on new buildings should be designed to appropriate to the style of the building and complement surrounding historic buildings.
- Avoid using materials that are not compatible with the new building or surrounding historic buildings.
- Porches should consist of wood and masonry.



Example of a new infill building between historic structures

## FOUNDATIONS

- The foundation for new buildings should be designed to be compatible with the foundation of existing historic buildings and should utilize similar materials such as brick, concrete, or stone.
- The height of the foundation should be consistent with the foundation reveal of surrounding historic buildings.

## COMMERCIAL STOREFRONTS

- Traditional storefront ornamentation and trim such as bulkheads, cornice lines, display windows, and transoms should be included on new buildings as modern interpretations of historic details.

## EXTERIOR FINISHES AND MATERIALS

- New buildings should utilize materials that are complementary to the surrounding historic buildings such as brick, wood, or stone.
- Avoid painting new masonry buildings if surrounding masonry historic buildings are not painted.
- New wood frame buildings should be painted with colors that are similar to and complement existing historic buildings in the surrounding area.

## DETAILS AND ORNAMENTATION

- Details and ornamentation such as eaves, soffits, molding, cornices, and other decorative elements should be included on new buildings as modern interpretations of historic details.
- Avoid adding details and ornamentation that does not replicate or complement historic styles.

## MODERN FEATURES

- Avoid placing modern features such as communications equipment, solar panels, and air conditioning units in a location in which they can be seen from the street.

## ENTRANCES

- The primary entrance for a new building should be located on the front facade.
- The design of the door should be complementary to the surrounding historic buildings and include traditional materials such as wood and glass.
- Screen and storm doors should match the design of the entrance and be made of wood or aluminum that is primed and painted a color that complements the entrance configuration of the exterior door and should be of wood construction.



Example of a commercial storefront

## WINDOWS

- Windows on new buildings should be complimentary in detail, framing materials, pattern, and proportion to the surrounding historic buildings.

## SHUTTERS

- Shutters should be compatible with the architectural style of the building and appear operable.
- Shutters should be made of wood and be designed to fit the size of the window.

## AWNINGS

- New awnings should be of a size, shape, color, and texture that is compatible with the building's architectural style.
- Avoid installing plastic or metal strip awnings that detract from the appearance of the building.

## CHIMNEYS

- The design of chimneys should be complementary to the surrounding historic buildings and include stone, brick, or veneer materials.
- Chimney caps should consist of clay, slate, stone, or metal and should not hang over the rim of the chimney.

## GUTTERS AND DOWNSPOUTS

- Gutters and downspouts should be compatible with the architectural style of the building.
- Downspouts should be located in less visible locations and away from architectural features.

## FENCING AND WALLS

- Fencing should be designed to support the architectural style of the building, regarding height, material, and elements.



Example of a brick and iron fence.

- Avoid using non-traditional materials such as concrete or composite materials for fencing and walls.
- Fencing should be located along the property line and have a level of opacity that is similar to other fences in the vicinity.

## ACCESSORY STRUCTURES

- Accessory structures should be subordinate to the primary structure and be located in areas that minimize its impact and visibility from street frontage.
- The design of an accessory structure should be compatible with the surrounding structures regarding massing, size, scale, color, materials, and details.

# *Conservation District Guidelines*

The conservation district guidelines contained in this chapter have been developed to provide more flexible historic resource protections for the Oakland Conservation District than the City of Middletown's other historic districts. The conservation district establishes guidelines that work to preserve the historic character of the district by providing standards for the construction of new buildings and additions.

The following Guidelines are applicable to the newly constructed commercial and residential buildings located in Middletown's Conservation Districts.

## GENERAL

The design guidelines for new buildings and additions in conservation districts are intended to provide a general framework for design that is not prescriptive of certain designs or styles and allows for flexibility. New buildings and additions should utilize contemporary architecture that takes design cues from existing historic structures but avoids copying or mimicking the exact design.



Example of houses within the Oakland Conservation District

## BUILDING FORM

- New buildings should be consistent in massing, scale, size, and lot coverage with surrounding historic buildings and properties.
- New buildings should be designed with common elements of surrounding historic buildings such as foundation height, window spacing and height, door openings, and roof style to be harmonious with the surrounding historic buildings.



Example of houses within the Oakland Conservation District

## BUILDING PLACEMENT AND ORIENTATION

- A new building should have similar placement, setbacks, and orientation of surrounding historic buildings in the district in which it is located.

## MODERN FEATURES

- Avoid placing modern features such as communications equipment, solar panels, and air conditioning units in a location in which they can be seen from the street.

## BUILDING ADDITIONS

- Additions to historic structures should be subordinate to the primary structure and be located in areas that minimize its impact and visibility from street frontage.
- The size of the new building, addition, and accessory structures should not result in a lot coverage that is incompatible with that of surrounding properties.

## EXTERIOR FINISHES AND MATERIALS

- New buildings should utilize materials that are complementary to the surrounding historic buildings such as brick, wood, or stone.
- Avoid painting new masonry buildings if surrounding masonry historic buildings are not painted.
- New wood frame buildings should be painted with colors similar to and complementary to historic buildings in the area.

# *Accessibility and Historic Preservation*

The American Disabilities Act (ADA) Standards mandate that alterations to historic buildings must comply with accessibility regulations, unless compliance would threaten or destroy the historic integrity of the building. The National Park Service echoes this, stating that historic properties should be accessible insofar as possible without compromising the historic significance of the building.

Difficult decisions arise around when and how to make historic buildings accessible to everyone. Public accommodations such as shops, restaurants, and theaters are required by law to make “readily achievable” changes. For changes not deemed readily achievable and for other historic properties open to the public, the options should be evaluated on a case-by-case basis, with the expectation of providing a high level of access without compromising significant features or the overall character of the property.

Middletown's Accessibility Guidelines are based on The National Park Service publication “[Making Historic Properties Accessible](#)” which provides guidance to owners of historic properties as it relates to ADA.

For example: a three-step approach is recommended to identify and implement accessibility modifications that will protect the integrity and historic character of historic properties:

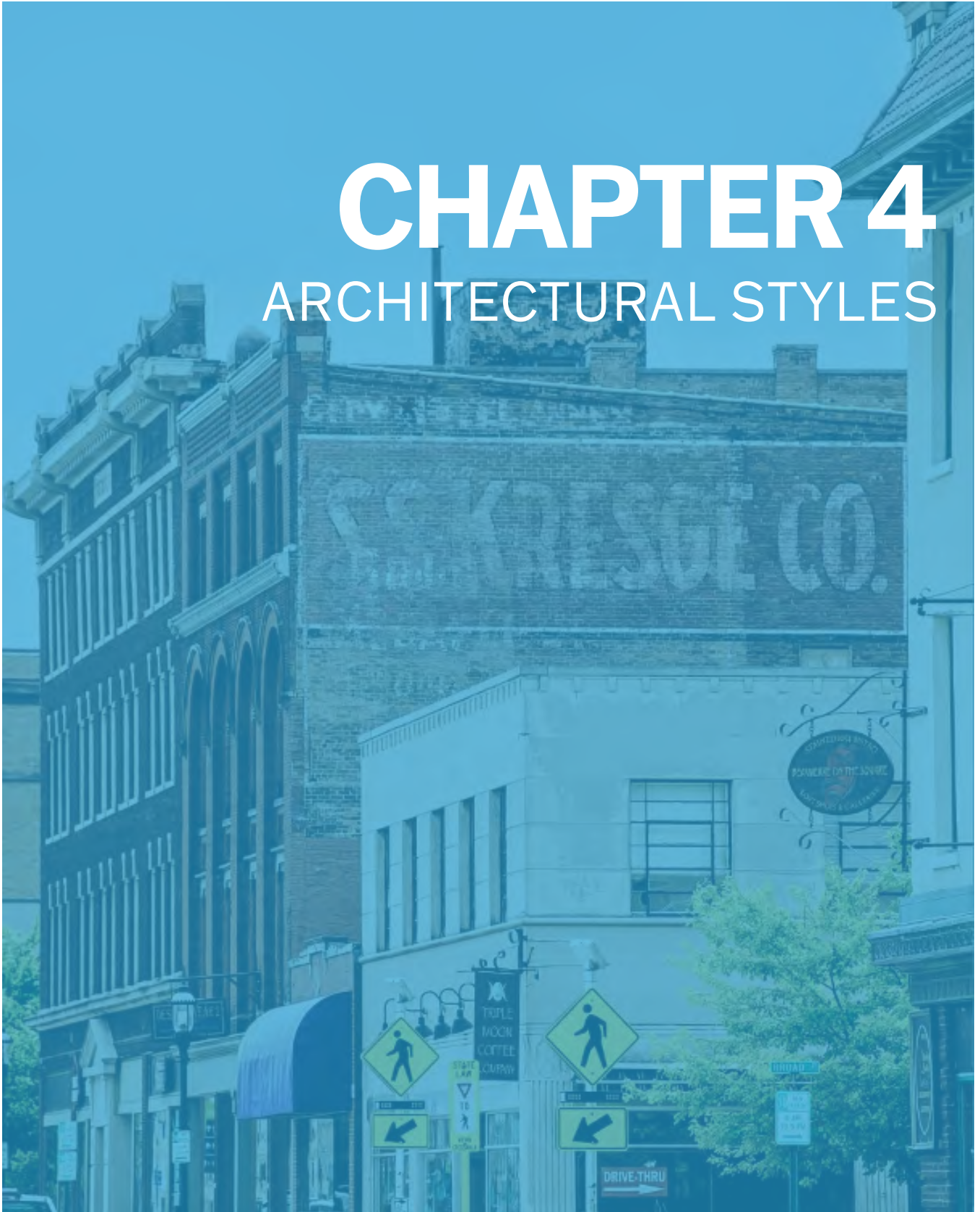
1. Review the historical significance of the property and identify character-defining features;
2. Assess the property's existing and required level of accessibility; and
3. Evaluate accessibility options within a preservation context.



Image of the Interior of the Sorg Opera House, picture copyright: Matt Lambros

# CHAPTER 4

## ARCHITECTURAL STYLES



# Introduction

The purpose of this chapter is to outline identifiable design specifications of the architectural styles found within the City's Historic Districts, along with some history and context for each. These style-based guidelines identify the defining characteristics of each architectural type to support the preservation of historically significant features and to ensure visual consistency in any new construction or alterations within the districts. Given the architectural diversity across the Historic Districts, including numerous subtypes and stylistic variations, not every style may be represented in this chapter. In such cases, applicants should refer to the guidelines that most closely reflect the building's existing or intended architectural character and design intent. *Note: for the interior layouts of new construction, though preferred, it is not required to precisely adhere to historic layouts.*

The styles that are identified in this chapter include (in alphabetical order):

- |                               |                                 |                                |
|-------------------------------|---------------------------------|--------------------------------|
| <b>1.</b> American Foursquare | <b>7.</b> French Country        | <b>13.</b> Renaissance Revival |
| <b>2.</b> Art Deco            | <b>8.</b> Gothic Revival        | <b>14.</b> Romanesque Revival  |
| <b>3.</b> Beaux-Arts          | <b>9.</b> Greek Revival         | <b>15.</b> Tudor Revival       |
| <b>4.</b> Colonial Revival    | <b>10.</b> Italianate Revival   |                                |
| <b>5.</b> Craftsman           | <b>11.</b> Neoclassical Revival |                                |
| <b>6.</b> Federal Style       | <b>12.</b> Queen Anne           |                                |

# *Middletown's Architectural Styles*

## 1. AMERICAN FOURSQUARE

The American Foursquare is a popular and distinctly American architectural style that emerged in the late 19th century and remained prominent into the early 20th century.

### Time Period

- Circa 1890-1930
- Popular during the post-Victorian era, as a reaction to the ornamentation of Queen Anne and other elaborate Victorian styles

### Style Influence

- Emphasizes simplicity, functionality, and symmetry.
- Influenced by the Arts and Crafts Movement and Prairie School (Frank Lloyd Wright)

### Key Characteristics

- **Shape:** Square or boxy footprint, often 2.5 stories in height
- **Roof:** Hipped roof (sloping on all four sides) with a deep overhang
- **Dormer:** Central dormer (usually front-facing)
- **Porch:** Full-width front porch, usually with wide stairs and thick square or round columns
- **Windows:** Double-hung sash windows, often arranged symmetrically
- **Floor Plan:** Four-room layout on each floor
- **Materials:** Brick, wood, or stucco exteriors; modest ornamentation



Examples of the American Foursquare style

- **Basement and Attic:** Usually includes both
- **Built-ins:** Often features built-in cabinets, bookcases, and benches (Arts and Crafts influence)

### Common Locations

- Found widely across the United States, especially in Midwest cities, small towns, and streetcar suburbs

### Variants/Subtypes

- Craftsman Foursquare
- Prairie Foursquare
- Colonial Revival Foursquare
- Vernacular/Folk Foursquare

### Informational Links

- [What Makes an American Foursquare - Modern Bungalow](#)
- [Ode to the American Foursquare - Julia Bachrach Consulting](#)

## 2. ART DECO

Art Deco is a bold, geometric architectural style that emerged in the 1920s and 1930s, characterized by its streamlined forms, lavish ornamentation, and celebration of modernity and luxury.

### Time Period

- Circa 1925-1940
- Debuted in Paris in 1925

### Style Influence

- A celebration of modernity, technology, and luxury
- Influenced by cubism, futurism, Egyptian and Mayan motifs, industrial design, and the Machine Age

### Key Characteristics

- **Shape:** Geometric, symmetrical, often stepped or zigzag shapes
- **Exterior:** Smooth stucco, concrete, terracotta, or stone with stylized, decorative elements

- **Facade:** Strong vertical emphasis; setbacks often used in taller buildings
- **Ornamentation:** Stylized motifs such as chevrons, zigzags, sunbursts, lighting bolts, and flora/fauna
- **Windows:** Metal casement windows; arranged in horizontal bands or punctuated bays
- **Doors and Entries:** Grand entrance with decorative glass, aluminum, or bronze trim
- **Materials:** Aluminum, stainless steel, inlaid wood, glass block, and lacquered surfaces
- **Colors:** Often bold, with use of metallics and rich jewel tone interiors
- **Lighting:** Often features elaborate light fixtures (stepped chandeliers, geometric sconces)

### Common Locations and Uses

- Frequently seen across the US, most notably in New York City and Miami Beach
- Often used for skyscrapers, movie theaters, train stations, and apartment buildings

### Variants/Subtypes

- Zigzag Moderne (Early Art Deco)
- Streamline Moderne (Late Art Deco)
- Tropical Deco/Miami Deco
- Mayan/Egyptian Revival Deco

### Informational Links

- [Art Deco Society of New York](#)
- [Art Deco: A Research Guide - New York Public Library](#)



Examples of the Art Deco style

### 3. BEAUX-ARTS

Beaux-Arts is a grand, formal architectural style rooted in classical European traditions, known for its symmetry, monumental scale, and lavish ornamentation, often used for important public and institutional buildings.

#### Time Period

- Circa 1880-1930
- Prominent during the Gilded Age and early City Beautiful Movement

#### Style Origin

- Named after the École des Beaux-Arts in Paris - associated with grandeur, civic pride, and monumental scale
- Imported to the U.S. by American architects trained in France

#### Key Characteristics

- **Shape:** Rigid, formal symmetry in both plan and facade
- **Facade:** Emphasizes horizontal layering with a strong base, middle, and top
- **Details:** Columns, pilasters, pediments, balustrades, and cornices (Greek and Roman influence)
- **Roof:** Often flat or low-pitched, sometimes with a prominent mansard roof or elaborate skylights



Examples of the Beaux-Arts style

- **Entrances:** Monumental doors, arched windows, grand staircases, and ceremonial entrances
- **Materials:** Usually stone or stone-faced brick; terra cotta and marble were common in high-style examples
- **Interior:** Lavish, often with domed ceilings, murals, coffered vaults, and classical ornament

### Common Locations and Uses

- Urban centers including New York, Washington D.C., Chicago, Philadelphia, and Boston
- Often used for libraries, museums, courthouses, train stations, ,mansions, and civic buildings

### Variants/Subtypes

- Academic Beaux-Arts
- Civic Beaux-Arts
- Eclectic Beaux-Arts
- Commercial/Residential Beaux-Arts

### Informational Links

- [Beaux Arts Style - Pennsylvania Historical & Museum Commission](#)
- [Beaux-Arts - Architect of the Capitol](#)

## 4. COLONIAL REVIVAL

Colonial Revival is a nostalgic, classically inspired architectural style that re-imagines early American colonial forms with symmetrical layouts, classical detailing, and patriotic symbolism.

### Time Period

- Circa 1880-1955
- Peaked between 1910 and 1930

### Style Origin

- Emerged after the 1876 U.S. Centennial Exhibition, sparking nostalgia for the colonial past
- A romanticized reinterpretation of Georgian, Federal, and Dutch Colonial styles
- Reflects a nationalist impulse to idealize America's origins during periods of modernization and immigration

### Key Characteristics

- **Form:** Symmetrical facade, often 2-story box with side-gabled roof
- **Roof:** Side-gabled or hipped roof, occasionally with dormers
- **Facade:** Symmetrically arranged windows and centered door
- **Entryway:** Prominent decorative front door with fanlight or sidelights, often framed by pilasters and crowned by a pediment or portico
- **Windows:** Double-hung sash windows (6-over-6 or 8-over-8) often with shutters
- **Materials:** Brick, clapboard, or shingle siding; painted in traditional colonial colors (white, red brick, muted blues/greens)
- **Porches:** Small porticoes or full-width porches supported by classical columns

### Common Locations and Uses

- Predominately used for suburban houses, public buildings, and civic buildings
- Popular across the entire U.S., especially in older suburbs

### Variants/Subtypes

- Georgian Revival
- Dutch Colonial Revival
- Cape Code Revival
- Southern Colonial

### Informational Links

- [Colonial Revival Style - Wentworth Studio](#)
- [Colonial Revival - National Park Service](#)



Examples of the Colonial Revival style

## 5. CRAFTSMAN

The Craftsman style is a warm, handcrafted architectural expression rooted in natural materials, low-pitched gables, and honest construction, celebrating simplicity and craftsmanship.

### Time Period

- Circa 1905-1930
- Peaked in the 1910s and 1920s

### Style Origin

- Grew out of the Arts and Crafts movement in the U.K. and U.S.
- Popularized in America by Gustav Stickley
- Emphasized handcrafted workmanship, natural materials, and honest design as a reaction against mass production and Victorian excess

### Key Characteristics

- **Form:** Usually 1 to 1.5 stories, compact and horizontal in orientation
- **Roof:** Low-pitched gabled roofs, often with wide overhanging eaves and exposed rafters or brackets
- **Porch:** Full- or partial-width front porch with thick, tapered columns
- **Materials:** Natural materials - wood, stone, and stucco commonly used
- **Windows:** Double-hung windows, often with multi-pane upper sashes over shingle-pane lower sashes (3-over-1 or 6-over-1)



Examples of the Craftsman style

- **Doors:** Often wooden with inset glass panes, sometimes with sidelights or decorative glazing
- **Interior:** Built-in cabinetry, exposed beams, natural wood finishes, inglenooks, and open floor plans
- **Colors:** Earthy tones - browns, greens, and muted reds

### Common Locations and Uses

- Most common in California, the Pacific Northwest, and the Midwest
- Found nationwide, especially in early 20th-century streetcar suburbs
- Used for single-family homes, bungalows, some duplexes, and small apartment buildings

### Variants/Subtypes

- Bungalow
- Airplane Bungalow
- Craftsman Four-square
- Swiss Chalet-Inspired Craftsman
- Mission/Spanish Colonial Craftsman
- Dutch Colonial Revival
- Cape Code Revival
- Southern Colonial

### Informational Links

- [Architectural Styles - Craftsman](#)
- [Craftsman - Architectural Digest](#)

## 6. FEDERAL STYLE

Federal style is a refined, neoclassical architectural expression of early American nationalism, characterized by balanced proportions, elegant decorative motifs, and restrained yet formal symmetry.

### Time Period

- Circa 1780-1830
- Prominent in the U.S. during the post-Revolutionary War era

## Style Origin

- Influenced by ancient Roman classicism
- Named for its association with the Federal period in American history

## Key Characteristics

- **Form:** Typically boxy and symmetrical, two to three stories, with side-gabled or low-hipped roofs
- **Facade:** Flat facade with balanced window placement and a central door
- **Windows:** Double-hung sash windows (6-over-6 or 9-over-9), often with thin muntins and elliptical or fanlight transoms above doors
- **Cornice:** Simple classical cornice with ornate brackets or dentils, usually more restrained than Georgian Style
- **Roof:** Low-pitched or flat; sometimes features a balustrade or parapet
- **Materials:** Brick is most common in cities; wood clapboard more common in rural areas; typically painted white or soft earth tones
- **Interior:** Delicate neoclassical plasterwork, oval rooms, and classical moldings common in high-style homes

## Common Locations and Uses

- Urban row houses and townhomes
- Country estates and mansions
- Public buildings

## Variants/Subtypes

- Early Federal (Adamesque)
- Urban Federal/Rowhouse Federal
- High Federal/Monumental Federal
- Rural Federal/Vernacular Federal

## Informational Links

- [Federal Style Homes - Wentworth Studio](#)
- [Federal Style - National Park Service](#)



Examples of the Federal style

## 7. FRENCH COUNTRY

French Country architecture blends rustic charm and old-world elegance with steep roofs, arched windows, and textured materials that reflect the refined simplicity of the rural French countryside.

### Time Period

- Circa 1600s-1800s in rural France
- U.S. popularity: 1920s-1940s, with revivals in the 1960s-70s

### Style Origin

- Inspired by the manor homes and farmhouses of the French countryside, especially in Normandy and Provence
- Brought to the U.S. by World War I soldiers returning from France and adopted in American residential architecture as part of the broader European revival styles
- Blends rustic charm with refined symmetry and elegance

### Key Characteristics

- **Form:** Symmetrical, rectangular massing, often 1.5 to 2 stories
- **Roof:** Steeply pitched hipped or gabled roof, often with flared eaves or curved edges
- **Facade:** Often stone, stucco, or brick; textured and earthy in appearance
- **Entrances:** Arched or rectangular doorways, sometimes recessed or with iron or wood detailing
- **Windows:** Tall, narrow multi-pane casement windows, often with shutters; may include arched dormers or eyebrow windows
- **Details:** Use of wrought iron balconies, lanterns, and fences; sometimes with quoining (stone corner accents)



Examples of the French Country style

- **Chimneys:** Prominent chimneys, often with stone or stucco finishes
- **Color Palette:** Muted, earthy colors - taupe, soft grays, pale blues, ochres, and warm whites
- **Interior:** Exposed beams, stone or tile floors, plaster walls, and rustic wood cabinetry

### Common Locations and Uses

- Most common in upscale suburban and rural areas especially in the Midwest, Southeast, Texas, and California
- Used primarily for single-family homes, often on larger lots

### Variants/Subtypes

- French Normandy
- French Provincial
- Chateausque

### Informational Links

- [French Country Architectural Style - Godden Sudik Architects](#)
- [French Country Architectural Style - Mouldings One](#)

## 8. GOTHIC REVIVAL

Gothic Revival is a romantic, historically inspired architectural style that revives the pointed arches, steep gables, and ornate detailing of medieval Gothic architecture, often seen in 19th-century churches and institutional buildings.

### Time Period

- Circa 1830-1880s in the United States
- One of the dominant architectural styles of the mid-19th century

### Style Origin

- Inspired by medieval Gothic architecture (12th-16th centuries)
- Part of the Romantic Movement, emphasizing emotion, spirituality, and history
- Championed in the U.S. by Alexander Jackson Davis and Andrew Jackson Downing

## Key Characteristics

- **Form:** Asymmetrical or symmetrical plans, often vertical in emphasis
- **Roof:** Steeply pitched gable or cross-gabled roofs
- **Windows:** Tall, narrow windows with pointed arches, sometimes with decorative tracery
- **Doors:** Often pointed or arched; richly ornamented surrounds
- **Towers/Spires:** Many examples feature corner towers or church spires
- **Materials:** Stone, brick, or wood depending on region and building type
- **Interior:** Vaulted ceilings, exposed beams, and stained glass common in churches

## Common Locations and Uses

- Churches, universities, public buildings, and high-style residences
- Common in urban and rural churches across the United States, campus architecture, and estates and villas

## Variants/Subtypes

- Carpenter Gothic
- High Victorian Gothic
- Collegiate Gothic
- Ecclesiastical Gothic

## Informational Links

- [Gothic Revival Architecture - Britannica](#)
- [What is Gothic Revival Architecture - The Spruce](#)



Examples of the Gothic Revival style

## 9. GREEK REVIVAL

Greek Revival is a bold, symmetrical style inspired by ancient Greek temples, featuring prominent columns, pediments, and classical ornamentation that symbolized America's democratic ideals in the early 19th century.

### Time Period

- Circa 1825-1860
- Remained influential into the 1870s in rural areas

### Style Origin

- Inspired by ancient Greek temples, reflecting ideals of democracy, civic virtue, and classical beauty
- Rose in popularity as America aligned itself with ancient Greece's democratic legacy, especially during and after the Greek War of Independence (1821–1832)
- Became the first truly national style in the U.S., seen in both urban centers and frontier towns

### Key Characteristics

- **Form:** Symmetrical rectangular forms, typically 1 to 2.5 stories
- **Roof:** Low-pitched gabled or hipped roofs, often front-facing
- **Facade:** Modeled on Greek temples: bold and simple, frequently with a pedimented front gable
- **Columns:** Prominent full-height classical columns (usually Doric or Ionic), often forming a portico
- **Entrances:** Entry doors with transom windows and sidelights, framed by pilasters or recessed panels



Examples of the Greek Revival style

- **Windows:** Symmetrical, double-hung sash windows (commonly 6-over-6); sometimes triple-set
- **Materials:** Painted wood (often white to resemble marble), also brick or stone in urban settings
- **Interior:** Formal layouts with high ceilings, Greek-inspired moldings and mantels, and symmetrical rooms

### Common Locations and Uses

- Widely seen in New England, Mid-Atlantic, Midwest, and the Southern U.S.
- Used in public buildings, churches, plantation houses, urban townhouses, and rural farmhouses

### Variants/Subtypes

- Temple-front House
- Gable-front House
- Rowhouse Adaptation
- Southern Plantation Style
- Vernacular Greek Revival

### Informational Links

- [Greek Revival Architecture - National Park Service](#)
- [Greek Revival Architecture - Britannica](#)

## 10. ITALIANATE REVIVAL

Italianate Revival is a picturesque, romantic 19th-century architectural style inspired by Italian Renaissance villas, known for its bracketed cornices, tall arched windows, and ornamental towers.

### Time Period

- Circa 1840-1885
- Part of the Picturesque Movement, reacting against rigid classical forms

### Style Origin

- Inspired by Italian Renaissance rural villas and farmhouses
- Has architectural roots in romanticism, particularly English picturesque interpretations of Italian vernacular

- Developed in England before spreading to the U.S., where it was adapted to local materials and building techniques

### Key Characteristics

- **Roof:** Low-pitched or flat roofs with wide, overhanging eaves
- **Brackets:** Large decorative brackets under the eaves, often paired
- **Windows:** Tall, narrow windows, usually rounded or segmented arches, often crowned with hoods or lintels
- **Towers:** Square cupolas or belvederes common, especially in asymmetrical villa forms
- **Porches:** Ornate single-story porches with chamfered posts or columns
- **Materials:** Brick, wood, or stone; wood more common in vernacular examples.
- **Doors:** Heavily molded double doors with arched transoms or fanlights
- **Decorative Elements:** Elaborate window crowns, quoins, balustrades, and corbels

### Common Locations and Uses

- Widely built in the Midwest, Northeast, and California
- Common in growing cities, railroad towns, and prosperous agricultural regions
- Uses include urban and rural residences, town halls, churches, and commercial blocks

### Variants/Subtypes

- Urban Italianate
- Villa Style
- Vernacular Italianate
- Commercial Italianate

### Informational Links

- [What is Italianate Architecture - Saving Places](#)
- [Italianate Style - National Park Service](#)



Examples of the Italianate Revival style

## 12. NEOCLASSICAL REVIVAL

Neoclassical Revival is a grand and formal architectural style rooted in ancient Greek and Roman design, marked by symmetrical facades, tall columns, and an emphasis on monumental scale.

### Time Period

- Circa 1895-1950
- Emerged as a resurgence of interest in Classical architecture following the 1893 World's Columbian Exposition in Chicago (which heavily promoted Beaux-Arts and classical styles)
- Continued into the early-mid 20th century, especially in public and institutional buildings

### Style Origin

- Classical Greek and Roman temples, particularly their emphasis on symmetry and proportion
- Emphasized ideals of democracy, order, permanence, and civic virtue

### Key Characteristics

- **Symmetry:** Rigidly balanced facades and floor plans
- **Columns:** Prominent use of full-height classical columns—usually Doric, Ionic, or Corinthian orders
- **Porticos:** Large front porches or porticos with pediments, often two stories tall
- **Roof:** Flat or low-pitched roof, often hidden by a parapet
- **Entryways:** Emphasized central entrances with elaborate door surrounds, transoms, and pilasters
- **Materials:** Masonry construction (stone, brick, or stucco), sometimes painted white to mimic marble



Examples of the Neoclassical Revival style

- **Windows:** Double-hung sash windows, often aligned symmetrically, sometimes with decorative lintels or fanlights
- **Details:** Classical ornamentation such as dentil molding, friezes, cornices, and balustrades

### Common Locations and Uses

- Widespread in civic buildings, university campuses, financial institutions, museums, and stately homes
- Also used in high-end mansions and suburban homes, especially in early 20th century developments

### Variants/Subtypes

- Academic Neoclassicism
- Monumental Public Buildings
- Colonial Neoclassicism
- Temple-Front Houses

### Informational Links

- [Neoclassical - Architect of the Capitol](#)
- [Neoclassical Architecture Explained - Architectural Digest](#)

## 13. QUEEN ANNE

Queen Anne is an eclectic, highly decorative Victorian-era style known for its asymmetry, ornate trim, turrets, and vibrant use of color and materials, creating picturesque and expressive homes.

### Time Period

- Circa 1880s-1910s
- Part of the broader Victorian architectural movement, and most popular during the late 19th century
- Introduced to the U.S. at the Centennial Exposition in 1876 and flourished through the use of pattern books and new construction technologies

### Style Origin

- Despite its name, it doesn't reflect architecture from Queen Anne's reign (1702-1714), but is a Victorian reinterpretation of earlier English styles

- In the U.S., it evolved into a more exuberant and decorative form, largely aided by balloon framing, mass-produced wood trim, and complex paint schemes

### Key Characteristics

- **Asymmetrical Facades:** Irregular shapes with projecting bays, wings, and towers
- **Roof:** Generally steep, complex roof lines with gables, dormers, and occasionally turrets or towers
- **Gable:** Front-facing gables that are dominant, often decorated with patterned shingles or ornament
- **Porches:** Wraparound porches frequently turned posts, spindles, brackets, and decorative balustrades
- **Ornamentation:** Includes “gingerbread” trim, sunbursts, fish-scale shingles, decorative brackets, and fretwork
- **Materials:** Combination of clapboard, shingles, stone, or brick in one facade
- **Towers and Turrets:** Round, square, or polygonal - signature Queen Anne elements
- **Chimneys:** Often tall and corbeled with patterned brickwork
- **Color:** Bold, contrasting colors used to emphasize architectural detail

### Common Locations and Uses

- Most commonly used for single-family homes, especially upper-middle-class houses in growing suburbs and towns during the late 1800s
- Found in early streetcar suburbs, and throughout neighborhoods in cities like San Francisco, Boston, Cincinnati, and Minneapolis



Examples of the Queen Anne style

## Variants/Subtypes

- Spindlework Subtype
- Free Classic Subtype
- Half-Timbered Subtype
- Patterned Masonry
- Urban Rowhouse Queen Anne

## Informational Links

- [Queen Anne Style - Homes and Antiques](#)
- [Queen Anne Style - Pennsylvania Historical & Museum Commission](#)

## 14. RENAISSANCE REVIVAL

Renaissance Revival is a formal and ornate architectural style that reinterprets the classical elegance of 15th–17th century Italian Renaissance buildings with symmetrical facades, arched openings, and decorative classical detailing.

### Time Period

- Circa 1840s-1920s
- Part of the broader 19th-century revivalist movement, which drew on historic European styles

### Style Origin

- Inspired by the architecture of the Italian Renaissance (especially Florence, Venice, and Rome)
- First developed in Europe—especially in Britain and Germany, and spread to the U.S. as an expression of cultural refinement and grandeur



Examples of the Renaissance Revival style

### Key Characteristics

- **Symmetry:** Rigidly balanced and often grand in scale
- **Arched Windows and Doors:** Round-headed windows or doors, often grouped and framed with pilasters or columns
- **Classical Detailing:** Use of pilasters, cornices, entablatures, and quoins; inspired by Greco-Roman forms
- **Horizontal Emphasis:** Belt courses (horizontal moldings) between floors to define structure
- **Roof Lines:** Low-pitched or flat roofs, sometimes with balustrades or parapets
- **Decorative Features:** Elaborate window surrounds, bracketed cornices, festoons, medallions, and cartouches

### Common Locations and Uses

- Civic and institutional buildings including libraries, museums, courthouses, and city halls
- Office buildings and banks projecting classical dignity and wealth
- Townhomes and mansions for upper class, particularly in urban areas

### Variants/Subtypes

- Italian Renaissance Revival
- French Renaissance Revival
- German Renaissance Revival

### Informational Links

- [Renaissance Revival Architecture - Architecture of Cities](#)
- [How to Rhino - The Timeless Elegance of Renaissance Revival Architecture](#)

## 15. ROMANESQUE REVIVAL

Romanesque Revival is a bold, heavy architectural style inspired by medieval European churches and castles, characterized by round arches, thick masonry walls, and dramatic massing.

### Time Period

- Circa 1840s-1900s
- Closely associated with the work of architect Henry Hobson Richardson, whose influential designs popularized the Richardsonian Romanesque variant

## Style Origin

- Inspired by the 11th-12th century Romanesque architecture of medieval Europe
- Emerged in Germany and Britain before spreading to the U.S.
- Gained popularity in civic, religious, and institutional architecture, eventually used in high-end residences and commercial buildings

## Key Characteristics

- **Rounded Arches:** Over windows, doorways, and arcades
- **Heavy Masonry:** Thick stone or brick walls often with rough-cut surfaces
- **Asymmetry:** Irregular, picturesque compositions with towers and varying roof lines
- **Towers and Turrets:** Often with conical roofs or battlements
- **Deep Recesses:** Windows and doors deeply set into walls
- **Columns and Capitals:** Short, thick columns with stylized capitals (sometimes with carved animals or floral motifs)
- **Roof:** Low-pitched or hipped roofs, often slate-covered
- **Color and Texture:** Rich use of polychromatic stone, brick, and terra cotta

## Common Locations and Uses

- Civic halls, courthouses, libraries
- Churches and synagogues
- College buildings and dormitories
- Large urban townhomes and country houses



Examples of the Romanesque Revival style

### Variants/Subtypes

- Richardsonian Romanesque
- High Victorian Romanesque

### Informational Links

- [Romanesque Revival Style - Architecture of Cities](#)
- [Romanesque Revival Style - Pennsylvania Historical & Museum Commission](#)

## 16. TUDOR REVIVAL

Tudor Revival is a romanticized, English-inspired architectural style marked by steeply pitched gables, decorative half-timbering, and masonry exteriors, evoking the charm of medieval English cottages and manor houses.

### Time Period

- Circa 1809s-1940s
- Peak popularity between 1920s and 1930s in American suburbs

### Style Origin

- Inspired by late Medieval and early Renaissance English domestic architecture
- Began in Britain and was adapted in the U.S. as part of the broader Eclectic Movement in the late 19th and early 20th centuries
- Influenced by the Arts and Crafts Movement and wealthy Americans' desires for European-style prestige homes

### Key Characteristics

- **Roof:** Steeply pitched roofs, often side-gabled with multiple intersecting gables
- **Half-Timbering:** Decorative wood framing with stucco or masonry infill (not structural)
- **Materials:** Brick or stone cladding, often in combination with stucco
- **Windows:** Tall, narrow windows often grouped together with multi-pane glazing and leaded glass
- **Chimneys:** Prominent chimneys, sometimes with chimney pots and decorative brickwork
- **Arched Doorways:** Often with heavy wood doors and stone surrounds
- **Asymmetrical Facades:** Irregular massing with cross gables and projecting bays

- **Decorative Elements:** Stone quoins, overhanging upper stories, small overhang supports, and patterned brickwork

### Common Locations and Uses

- Primarily upper- and middle-class single-family homes in early 20th-century suburbs
- Popular in garden suburbs, country club neighborhoods, and among revivalist builders
- Occasionally used for schools, churches, and university campuses

### Variants/Subtypes

- Cotswold Cottage
- English Manor/High Tudor
- Suburban Tudor

### Informational Links

- [Tudor Revival Architecture - The Spruce](#)
- [Tudor Style Art and Architecture - Britannica](#)



Examples of the Tudor Revival style



# CHAPTER 5

## NEXT STEPS

# Implementation Plan

Middletown's rich architectural and cultural history is a vital asset that contributes to the city's unique identity, sense of place, and future economic vitality. To ensure that these resources are preserved, celebrated, and utilized as part of Middletown's broader community development goals, this Historic Preservation and Revitalization Plan outlines a series of targeted action items. These aim to strengthen preservation efforts, support private investment, engage the community, and position historic preservation as a key component of Middletown's long-term growth and revitalization.

| INTENT  | ACTION ITEMS  |
|---|---|
| <b>SURVEY AND DOCUMENTATION</b>                                   |   |
| <b>Update Existing Historic Resource Surveys</b>                  | <ul style="list-style-type: none"><li>• Conduct updated field surveys of existing historic districts</li><li>• Expand surveys to include neighborhoods and sites not previously inventoried</li></ul>   |
| <b>Develop a Digital Historic Resources Inventory</b>             | <ul style="list-style-type: none"><li>• Create an online, publicly accessible database of historic properties</li></ul>   |
| <b>Identify Contributing Structures</b>                           | <ul style="list-style-type: none"><li>• Identify structures within the historic districts that are contributing and non-contributing</li></ul>  |
| <b>DESIGNATION AND PROTECTION</b>                                 |   |
| <b>Identify and Recommend New Historic Districts or Landmarks</b> | <ul style="list-style-type: none"><li>• Evaluate under-recognized areas and potential landmarks for designation (i.e., Gardner Mansion, Francis J Tytus house, Forest Hills Country Club, expansion of the Historic South Main Street District, etc.)</li></ul> |
| <b>Monitor Local Ordinances</b>                                   | <ul style="list-style-type: none"><li>• Monitor design guidelines to ensure they are serving the City well and are reflective of the City's historic preservation goals</li></ul>   |
| <b>EDUCATION AND OUTREACH</b>                                     |   |
| <b>Public Education Campaign</b>                                  | <ul style="list-style-type: none"><li>• Host public workshops, walking tours, and speaker series to raise awareness</li><li>• Develop educational materials for schools on Middletown's history</li></ul>   |

| INTENT  | ACTION ITEMS  |
|---|---|
| <b>Historic Preservation Programming and Events</b>     | <ul style="list-style-type: none"> <li>• Partner with local organizations to celebrate National Preservation Month each May</li> <li>• Promote the educational activities, programs, and events put on by the Middletown Historical Society and Historic Districts</li> </ul>   |
| <b>PARTNERSHIP AND COLLABORATION</b>                    |   |
| <b>Private Investment Promotion</b>                     | <ul style="list-style-type: none"> <li>• Collaborate with local banks and developers to promote financial incentives for preservation</li> <li>• Explore the creation of a revolving fund or preservation trust</li> </ul>  |
| <b>Coordinate with Local and Regional Organizations</b> | <ul style="list-style-type: none"> <li>• Partner with the Convention &amp; Visitors Bureau to incorporate heritage tourism into regional marketing</li> </ul>   |
| <b>INCENTIVES AND FINANCIAL TOOLS</b>                   |   |
| <b>Promote State and Federal Tax Credit Programs</b>    | <ul style="list-style-type: none"> <li>• Actively assist property owners with applications, developers, and investors in identifying eligibility for the Federal Historic Preservation Tax Incentives and the Ohio Historic Preservation Tax Credit Program</li> <li>• Develop easy-to-use online guides to increase awareness of these tools</li> </ul>  |
| <b>Explore Local Incentive Programs</b>                 | <ul style="list-style-type: none"> <li>• Consider establishing a facade improvement grant or low-interest loan fund tailored specifically for preservation, rehabilitation, or compatible infill in historic districts</li> <li>• Establish maintenance incentives for long-term stewardship of contributing properties</li> </ul>  |
| <b>Pursue Grant Opportunities</b>                       | <ul style="list-style-type: none"> <li>• Apply for Certified Local Government (CLG) grants through the Ohio Historic Preservation Office to fund preservation planning activities, architectural surveys, National Register nominations, design guideline updates, or educational programming</li> <li>• Assign staff or a Historic Commission representative to monitor grant cycles and prepare applications</li> <li>• Explore additional grants from organizations such as the National Trust for Historic Preservation or the Ohio Humanities Council</li> </ul> |

| INTENT   | ACTION ITEMS   |
|--|--|
| <b>CITY-LED INITIATIVES</b>                        |  |
| <b>Adopt a Vacant Historic Properties Strategy</b> | <ul style="list-style-type: none"> <li>• Conduct a formal inventory of vacant or underutilized historic buildings and assess their condition, ownership status, and redevelopment potential</li> <li>• Develop a historic properties watch list to monitor at-risk structures and guide proactive outreach or intervention</li> <li>• Promote adaptive reuse opportunities through partnership with local developers, nonprofit organizations, or cultural institutions</li> </ul> |
| <b>Uniform Signage for Districts and Landmarks</b> | <ul style="list-style-type: none"> <li>• Design and install consistent signage for all designated local historic districts and individually listed landmarks to improve public visibility, wayfinding, and identity</li> <li>• Include educational elements on signage such as the year built, architectural style, or notable historical facts</li> <li>• Evaluate opportunities for recorded walking tour that could be incorporated into the signage</li> </ul>                 |
| <b>City-Owned Properties Review</b>                | <ul style="list-style-type: none"> <li>• Inventory historic city-owned properties to determine their historical or architectural significance</li> <li>• Prioritize high-value or underutilized properties for preservation-oriented reuse or interpretation</li> <li>• Include historic preservation considerations and activities in asset allocation policies, capital improvement plans, and strategic plans</li> </ul>  |

By implementing these action steps, Middletown can build a strong, sustainable preservation program that not only honors the city's past but actively contributes to its economic vitality, quality of life, and community identity. Historic preservation is not simply about protecting buildings; it is a proactive investment in Middletown's future, supporting tourism, private investment, civic pride, and community revitalization. With coordinated efforts between public agencies, private partners, and engaged citizens, Middletown's historic resources can remain a dynamic and valued part of the community for generations to come.



# CHAPTER 6

## RESOURCES

# *Introduction*

This chapter provides a number of resources for the users of this Plan. These resources include a hyperlinked list of the information sources that were used in the creation of this Plan; a collection of relevant definitions for terms that are used within this Plan or are related to Plan content; and a collection of public feedback on the Plan with City responses.

## *Information Sources*

The following is a list of sources that were reviewed and utilized in order to draft this Plan. Each source is hyperlinked.

1. [Architectural History 101 - Heritage Ohio](#)
2. [Architectural Styles: Residential](#)
3. [Architectural Style Guide | Washington State Department of Archaeology & Historic Preservation](#)
4. [A Visual Dictionary of Architecture](#)
5. [Major Architectural Styles - City Planning - Cincinnati](#)
6. [SHPO 2022 Findings Dayton Survey of Architectural Styles](#)
7. [A Field Guide to American Houses - Google Books](#)
8. [House styles: a guide to architectural styles and eras | Homes & Gardens](#)
9. [Architectural Styles: 17 Essential Aesthetics Everyone Should Know | Architectural Digest](#)
10. [Architectural Styles A Visual Guide - Internet Archive](#)
11. [Architecture Dictionary - An Architecture Reference](#)
12. [MidPointe Digital Archives - MidPointe Digital Archives](#)
13. [City-of-Middletown-Historic-Preservation-Plan---1980](#)
14. [Middletown Development Code](#)

- 15.** [Historic Districts and Landmarks | Middletown, OH](#)
- 16.** [Historic Commission | Middletown, OH](#)
- 17.** [Archives | middletownhistory](#)
- 18.** [National Park Service - Historic Preservation Standards and Guidelines](#)
- 19.** [Preserving Ohio - Ohio History Connection](#)
- 20.** [Certified Local Governments - Ohio History Connection](#)
- 21.** [Preservation Brief 32: Making Historic Properties Accessible](#)
- 22.** [National Register Searchable Database](#)
- 23.** [Historic Preservation | U.S. Department of the Interior](#)
- 24.** [Caring for your old house : a guide for owners and residents](#)
- 25.** [Preservation Briefs - Technical Preservation Services \(U.S. National Park Service\)](#)
- 26.** [Oakland Residential Historic District: 10-900 Registration Form](#)
- 27.** [South-Main-Street-Historic-District](#)
- 28.** [South-Main-Street-Additional-Document](#)
- 29.** [Central-Avenue-Historic-District](#)
- 30.** [Main-Street-Commercial-District](#)
- 31.** [Highlands-Historic-District---Middletown-City-Council-Adoption](#)
- 32.** [City of Centerville OH Design-Review-Criteria-PDF](#)
- 33.** [Dublin Ohio Historic Design Guidelines](#)
- 34.** [CINCINNATI HISTORIC PRESERVATION ACTION PLAN](#)
- 35.** [Dayton Blueprint-For-Rehabilitation-PDF](#)
- 36.** [Columbus hrc-bdc-guidelines.pdf](#)

# Definitions

The following definitions are provided to ensure clarity and consistency in the application of Middletown's Historic Preservation and Revitalization Plan. Many of these terms are drawn directly from the City's Development Code, while others are sourced from nationally recognized preservation standards and best practices. These definitions are intended to align with existing regulations, provide a common understanding for staff, property owners, and the public, and support the effective implementation of preservation policies and procedures. *When a term is followed by (DC) that signifies that the definition is from [Section 1230.02 of the City's Development Code](#).*

**Accessory Structure (DC):** A structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal building.

**Addition (DC):** Any act or process that changes one or more of the exterior architectural features of a building or structure by adding to, joining with, or increasing the size, height, or capacity of the building or structure.

**Alteration (DC):** Any change, addition or modification in construction, any change in the structural members of a building, such as walls or partitions, columns, beams or girders, the consummated act of which may be referred to herein as "altered" or "reconstructed;" any act or process that changes one or more of the exterior architectural features of a structure, including, but not limited to, the erection, construction, reconstruction or removal of any structure.

Any change of copy, sign face, color, size, height, shape, illumination, position, location, construction, or supporting structure of any sign.

**Appropriate:** Consistent or compatible with existing characteristics. Example: a brick addition is appropriate for a brick building because the proposed materials are consistent with the existing materials.

**Architectural Elevation:** All architectural elevations of principal buildings shall consist of a base, a body, and a cap as described in Section 1210.04(4)(A)-(E) of the Development Code.

**Architectural Feature:** A prominent or significant part or element of a building, structure or site. Including but not limited to: doors, windows, siding, chimneys, dormers, moldings, trim, sills, casing, paneling, pediments, bracketing, quoins, or other similar features that typify a specific architectural period or periods, or project a distinctive appearance that is unique to a building or structure.

**Architraves:** The horizontal or vertical molding that is created around doors, windows, or other openings.

**Baluster:** The upright support commonly found in stairways, parapets, railings, and other architectural features. A balustrade is a series of upright supports.

**Blasting/Sandblasting:** A method of cleaning buildings that utilizes pressurized solid particles to abrade dirt from surfaces.

**Bracket:** A projection from a vertical surface providing structural or visual support under cornices, balconies, windows, or any overhanging member.

**Board and Batten Siding:** An exterior building finish that consists of alternating vertical boards (boards) and narrow vertical strips (battens).

**Box Gutters:** Gutters that are shaped like a box and are built into the roof's structure and are concealed from the outside.

**Building (DC):** A structure, of more or less permanent construction, having a roof and intended to be used for sheltering people, animals, property, or business activity.

**Building, Principal (DC):** A building that is the primary use of a lot.

**Bulkheads:** The part of a storefront that forms a base for one or more display windows.

**Cantilever:** A suspended building form that is anchored perpendicular to a supporting wall. Example: an awning is cantilevered from a building wall.

**Certificate of Appropriateness (DC):** A certificate issued by the Historic Commission indicating that a proposed change, alteration, addition or demolition of a historic building or structure within a historic landmark or historic district is in accordance with the provisions of this chapter and the adopted design guidelines.

**Certificate of Zoning Compliance (DC):** A certificate issued by the Development Code Administrator stating that a proposed development or activity complies with the development code as established in Section 1226.12 of the Development Code.

**Chimney Cap:** A protective covering at the top of a chimney.

**City (DC):** The City of Middletown.

**Code of Federal Regulations (CFR):** In the law of the United States, the Code of Federal Regulations is the codification of the general and permanent regulations promulgated by the executive departments and agencies of the federal government of the United States.

**Common Bond:** Also known by some as the American bond, and involves a course of full headers being inserted every six courses. A header is always centered on one of the stretchers, and the joints of each course of headers should always align.

**Compatible:** Creating a unified and harmonious appearance. Example: a brick wall is compatible with a stone foundation.

**Conservation District (CD):** Any area designated by ordinance of the City to preserve a defined district's character, architecture styles, densities, massing, and similar features.

**Cornice:** A horizontal band that serves as a transition between a roof and a wall. A cornice may contain either profile lines or dentils.

**Cupola:** A turret-like window structure that projects above a roof.

**Demolition:** Any act or process that destroys in part or in whole any building or structure.

**Demolition by Neglect:** The process by which a historic property is allowed to deteriorate due to a lack of maintenance, repairs, or protection, ultimately resulting in such severe structural or aesthetic damage that demolition becomes necessary or unavoidable.

**Dentil:** A shape that is repeated in a horizontal row below the continuous band of a cornice.

**Design Review Guidelines:** A document containing architectural design guidelines for buildings, signs, landscaping, and screening.

**Detached Garages and Carports (DC):** An accessory building primarily intended for and used for the enclosed storage or shelter of private motor vehicles of the owner or occupant of the principal building that is detached from the principal building.

**Detached Storage/Utility Sheds, Gazebos, Pool Houses, and other Similar Buildings (DC):**  
An accessory building, other than a detached garage, that are typically uses for storage of items utilized by the occupants of the dwelling or a building used for the general enjoyment of the occupants including, but not limited to, gazebos, structural trellises, play sets, storage sheds, etc.

**Developer (DC):** Any person, corporation, association, partnership or other entity who or which creates or proposes to create a development, all or a portion of which will be located within the City.

**Development (DC):** Any manmade change to improved or unimproved land, including but not limited to the construction of buildings or other structure, mining, dredging, filling, grading, paving, excavation, or drilling.

**Development Code Administrator (DC):** The staff person at the City of Middletown who has the primary responsibility for administering the duties of this code. Such person shall be appointed by the City Manager.

**Dormer Window:** A window that is built into a roof structure, parallel to the wall plane.

**Easement (DC):** A grant by the property owner of the use of a strip of land by the public or a person for specified purposes.

**Eave (DC):** The projecting lower edges of a roof that overhangs the wall of a building.

**Facade (DC):** The exterior wall on the front, side, or rear elevation of the building regardless of whether the building side faces a street.

**Facade, Front (DC):** The facade of a building that contains the primary entrance of the building.

**Fence (DC):** An artificially constructed barrier of wood, masonry, stone, wire, metal, or other manufactured material or combination of materials erected to enclose, screen, or separate areas. See Middletown's Development Code for standards related to heights, materials, visibility, etc.

**Flemish Bond:** A pattern of brickwork that is a common feature in Georgian architecture. The pattern features bricks laid lengthwise (stretchers) alternating with bricks laid with their shorter ends exposed (headers) within the same courses.

**Historic:** The National Park Service (NPS) defines "historic" in relation to places, structures, or objects that have significance due to their association with events, activities, or developments of historical importance, or because they embody distinctive characteristics of a particular time period, culture, or architecture.

**Historic Commission (DC):** The Historic Commission of the City of Middletown, Ohio as established in Section 1226.01(c) of the Development Code.

**Historic District (DC):** Any area designated by ordinance of the City which may contain within definable geographical boundaries, buildings, structures, or sites of historic, architectural or archaeological significance.

**Historic Landmark (DC):** Any individual site designated by ordinance which contains within definable geographical boundaries, buildings, structures, or sites of historic, architectural or archaeological significance.

**Historic Structure (DC):** Any building or structure which has historic, architectural or archaeological significance and has been designated according to the provision of this chapter. This designation is based on the significance of a property to the history, architectural, archaeology or culture of the community, State or nation. It may be achieved in several ways:

- Association with broad patterns of our history, events, or activities;
- Association with important persons;
- Distinctive physical characteristics of design, construction, workmanship, or form; and
- Potential to yield information important in history or pre-history.

**Human Scale:** In architecture, human scale refers to the proportion and design of spaces, buildings, and elements that are relatable to the size and experience of the human body

**Landscaping (DC):** The improvement of a lot, parcel, tract of land, or portion thereof, with grass, shrubs, and trees. Landscaping may include pedestrian walks, flower beds, trees, shrubs, and ornamental objects such as fountains, statuary, and other similar natural and artificial objects

**Landmark:** The National Park Service (NPS) defines a landmark as a significant site, structure, or object that holds exceptional cultural, historical, or architectural importance. Landmarks are often

distinguished by their unique or symbolic nature, standing out due to their connection to key events, figures, or distinctive features that have contributed to the historical narrative or cultural heritage of a region or the country.

**Legal Non-Conforming Use, Lot, and Structure (including buildings and signs):** Some properties in the Historic Districts contain uses that do not conform to the requirements of the HPRP because the use(s) lawfully existed prior to the establishment of the current requirements. The HPRP contains provisions for the continuation of legal non-conforming entities, provided the degree of non-conformity is not increased. Legal non-conforming uses, lots, and structures are not setting a precedent and shall not be construed as a basis or justification for permitting new entities that do not conform to the HPRP.

**Lintel:** A horizontal architectural detail located directly above a wall opening. Lintels are typically composed of stone, concrete, or brick. Lintels were historically used to span bearing wall openings, supporting the masonry above.

**Lot (DC):** A parcel of land designated by metes and bounds, plat, registered land survey, auditor's plot, or other accepted means and separated from other lots or portions by the description for the purpose of sale, lease, or separation thereof.

**Lot Area (DC):** The total area within the lot lines of a lot, excluding any street right-of-way or other legal public dedication.

**Lot Coverage (DC):** That portion of a lot that is covered by the principal and accessory buildings, structures, and surfaces that prevent the passage or absorption of stormwater including paving and driveways (impervious surfaces).

**Mass:** The bulk of a building as defined by an object or shape. Large buildings should be composed of several masses integrated together.

**Molding:** A strip of contoured wood or other material placed just below the juncture of a wall and a ceiling.

**Mullion:** A vertical/horizontal element used in a window grid to divide the window into smaller panes.

**Muntin:** A narrow strip of wood, metal, or other material that separates and holds individual panes of glass within a window sash.

**National Register of Historic Places (NRHP/National Register):** The official list of the Nation's historic places worthy of preservation. Authorized by the National Historic Preservation Act of 1966. The National Register is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archaeological resources.

**Ornamentation:** The addition of any element that can be found at the top of a wall or above a doorway or window.

**Pediment:** Triangular architectural element that can be found at the top of a wall or above a doorway or window.

**Planning Commission (DC):** The Planning Commission of the City of Middletown, Ohio as established in Section 1226.01(b) of the Development Code.

**Preservation (DC):** The act or process of applying measures necessary to sustain and retain the original historic form, integrity and materials of a historic property.

**Profile:** The outline of an object or shape.

**Proportion:** The ratio of width to height; applies to building mass, roof, walls, wall openings, architectural details, etc. Proper proportions fall into a certain range of ratios for particular building characteristics. The appropriateness of a given proportion ultimately depends on the nature of the building design.

**Redevelopment (DC):** The demolition or major structural renovation of existing structures or the clearance and re-use of a lot.

**Rehabilitation (DC):** The act or process of making possible a compatible use for a property through repair, alteration, and addition while preserving those portions or features which convey its historic, cultural, or architectural values.

**Restoration (DC):** The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and the reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-related work to make properties functional is appropriate within a restoration project.

**Riser:** A horizontal wall or window that “rises” above the roof.

**Roof Cresting:** A decorative element historically made from wrought iron, cast iron, or wood which is placed along the ridge of a roof to provide ornamentation.

**Roof Finial:** A decorative element such as a small pinnacle knob, or other vertical motif, that is used to emphasize the apex of a roof.

**Scale:** Relative size; building size should bear a close relationship with the size of neighboring buildings and the human scale.

**Screening (DC):** A method of visually shielding or obscuring one abutting or nearby structure, mechanical equipment, refuse collection center or incompatible land use, from another and from public view by fencing, walls, beams or densely planted vegetation

**Setback (DC):** The minimum distance a building or structure must be built from a property line or road right-of-way as defined further in Section 1204.10(a) of the Development Code.

**Shingles:** A thin piece of building material that is widely used as a roof covering on residential buildings and are sometimes used for siding. Shingles are made of various materials which include wood, asphalt, and slate.

**Shutter:** A cover for a window or door that is typically made of wood.

**Sign:** Any object, device, display or structure or part thereof situated outdoors or adjacent the interior of a window or doorway which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event or location by any means including words, letters, pictures, logos, figures, designs, symbols, fixtures, colors, illumination or projected images.

**Soffit:** The underside of a structural component such as a beam, arch, or recessed area.

**Tracery:** Ornamental stone openwork, typically in the upper part of a Gothic window.

**Transom:** A horizontal bar of wood or stone across a door or window.

**Tuckpointing:** Also known as re-pointing or pointing, is the process of removing deteriorated mortar from the joints of a masonry wall and replacing it with new mortar.

**Violation:** The failure of a structure or other development to be fully compliant with these regulations.

**Weatherboard Siding:** Also known as clapboard or bevel siding, is an exterior building finish which is characterized by long, horizontal planks of wood or wood imitation material.

**Window Hood:** An architectural projection located above window openings that is typically ornamental but may be used to project rainwater away from the window.

**Window Sash:** The frame that holds a window's glass panes. The window sash which may be fixed or movable.

**Window Still:** The horizontal member at the bottom of a window opening.

**Zoning District (DC):** An area within the City limits for which the regulations and requirements governing use are uniform as defined by Chapter 1204: Zoning Districts and Use Regulations of the Development Code.

# Public Feedback

During the public comment period for this Plan, the City received numerous comments, questions, and general feedback from the community. This document outlines each comment received and the corresponding action or response taken. Comments are in no particular order and similar comments have been combined for efficiency.

1. Under Purpose of the Guidelines I'd make some mention of the indigenous peoples (Miami) who occupied the area before it became Middletown. **City Response: Language added**
2. Under Purpose of the Guidelines I'd make some mention of the indigenous peoples (Miami) who occupied the area before it became Middletown. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. **City Response: That language was removed when the purpose section was re-written.**
3. Under Landmarks, it would be helpful to include a key designating "NR" for National Register properties and "L" for properties under local design review. So, for example, you could have "Big Four Depot, NR L". **City Response: For each landmark, what and when they were designated and by who is now highlighted in blue for easy reference.**
4. It would be great to have a sidebar/note somewhere about similarities and differences of National Register v. local listing. **City Response: Added a section comparing and contrasting national and local designations.**
5. Hope there's a map somewhere in the final draft that outlines National Register & local districts and resources locations in the city. **City Response: There is a map of the historic districts, but not a map that shows the location of each historic site.**
6. Think about a final product from the standpoint of a resident, interested in their city but without a historic preservation expertise...is the document free from jargon as much as possible, is it easy for a layperson to understand and learn about preservation within the city? **City Response: Reviewed Plan to reduce the amount of jargon contained within.**
7. What's the strategy for bringing more resources under local protection? If it's not part of the Plan, where is that info kept? **City Response: This is addressed in the implementation plan.**
8. Would the Plan benefit from devoting a page to laying out the Certificate of Appropriateness process? **City Response: A summary flowchart of the COA process was added.**

9. Page 13 Standards discussion: NPS has links to learn more about the Standards might be helpful for laypeople to better understand. **City Response: Added a link to the NPS site with a note explaining about the other sets of historic guidelines as well.**
10. Roofs on Page 16: Should probably include something about historic roofing materials such as slate, and its importance as a historic element in itself. **City Response: Added additional language about this.**
11. Architectural Styles: are these local images or just stock images? It would be great to use local images as much as possible. Each style should include at least 2 (if that amount exists) Middletown examples. Encourage residents to look at their built environment with fresh eyes. **City Response: 2 pictures are now provided for each architectural style. It would be ideal to have local pictures, but at this time stock images are being used.**
12. Style Specific Guidelines: The American Foursquare is actually a textbook example of Italianate style so you should have different example. (Plan authors definitely need to proof this section... Georgian is termed Gregorian). **City Response: Pictures reviewed and updated, section proofed, and names corrected.**
13. If you have a Carpenter Gothic category, you should probably also include Gothic Revival category (CG is a recognized subset of GR so you should probably include the main style). **City Response: Removed Carpenter Gothic from the list of styles and added Gothic Revival with subtypes and variants listed.**
14. Your styles should include recent past styles that include Cape Cods, Ranches, Craftsman, Bungalow, etc. The Dayton survey of recent past from a few years back (housed at SHPO) may be helpful. Many residents will identify with 20th century styles, since there are so many in Middletown so give them more visibility in the styles section. **City Response: Added subsets and variants for each style, and we are only listing styles that are listed as being present in each of the city's historic districts.**
15. There are some popular styles absent such as Second Empire. **City Response: The Plan provides the architectural styles that are listed as being present in each of the city's historic districts.**
16. There's really no such thing as "Victorian" as an architectural style. Victorian era 1837-1901 [I think] encompasses a range of contemporary styles and Queen Anne is the style that people usually equate to a "Victorian" architectural style. **City Response: Removed Victorian and replaced with Queen Anne architectural style.**

17. The pictured Greek Revival example is more of a Georgian Revival example. **Reviewed and replaced pictures as needed to provide accurate style representations.**
18. Chapter 5 offers an opportunity to lay out an action agenda for things to happen in the near future. If that can't be included at this point, hopefully you could include a call to action for orgs accountable to the city and its residents with an expectation of the short-term actions they need to take in the future. **City Response: An implementation plan was added.**
19. Resources could really be expanded upon. Instead of just including an OHJ subscription link, the city should have a paper subscription available in the ARB/planning ofc for staff/residents. **City Response: The resource links was replaced with a list of sources used for the plan.**
20. Definitions: make sure it's well-proofed, and robust. You should have Demo by neglect; an Easement definition that expands on its common use as it pertains to historic buildings; Elevation as it relates to non-facade exterior walls; Fascia; Mullion/muntin are not interchangeable terms and should have separate definitions. **City Response: Definitions reviewed and revised as needed.**
21. A number of mistakes were noted in the Middletown History section including dates, references, and pictures. **City Response: The Middletown History section was revised and updated as needed along with the timeline graphic.**
22. In the Heritage Tourism section, the implication is that Heritage Tourism has been and continues to "play a crucial role in the city's historic preservation and revitalization efforts." During my long tenure here, I have not seen that as a major part of the city's preservation efforts. The city has never promoted heritage tourism as such. This could be and should be a focus for bringing in visitors, but I have not seen an effort on the city's behalf to preserve some of the historic buildings in the community. Most of that effort has come from private investment in these buildings. **City Response: The heritage tourism section was removed and replaced with the implementation plan.**
23. Strengthen the Plan to Better Support the following:
- **Support for Local Business Ecosystems** - Preservation policy should explicitly promote locally owned businesses, which generate greater community returns, are more likely to occupy historic buildings, and contribute to our unique sense of place. Strategies might include local business incubators, storefront improvement grants, and protections for legacy businesses. **City Response: While an important point, this falls outside the scope of this Plan.**

- **Discouraging Incompatible Chain or Large-Scale Retail Development** - The plan should acknowledge the threat posed by big-box and chain retail to historic districts (and town coffers in general). These developments often bring car-centric design, undercut local businesses, and leave behind blighted properties after their 15-20 year lifespan. Zoning limits on store size, use of form-based codes, and design standards that preserve architectural integrity are critical tools to prevent these harms. **City Response: While an important point, this falls outside the scope of this Plan.**
- **Allowing Mixed-Use and Residential Development in Historic Areas** - Revitalization depends on people living in and around downtown. I urge the city to revise ordinances that prohibit or limit residential uses in commercial areas. Encouraging upperstory housing, small-scale infill, and live/work units will support local businesses, increase walkability, and foster economic and social vitality. **City Response: Development Code updates is mentioned in the implementation plan.**
- **Design Standards and Oversight** - Please consider stronger design guidelines that ensure new development complements the historic scale and walkability of downtown. Avoiding blank facades, excessive parking, and generic construction styles will help preserve the district's authenticity. **City Response: Those kinds of items may be more appropriate in the Development Code to ensure compliance.**

**24.** The Francis J Tytus house (in photo) built in about 1830 at 1353 Avalon Dr. is not on the national register and is not the John B. Tytus House which is in the South Main District and individually listed on the National Register; it is also one of two National Historic Landmarks in Butler County.

**City Response: Corrections made.**

**25.** There were mistakes in how some of the landmarks were labeled. **City Response: Corrections made.**

**26.** The map does not clarify where the South Main Historic District overlaps with the Main Street Commercial Historic District. The map should clarify where the South Main Historic District overlaps with the Main Street Commercial Historic District and clarify what implications that overlap has for that area. Below is an image correctly outlining the South Main Historic District, the Main Street Commercial Historic District, and their overlap. **City Response: The map was updated to reflect this and a note was added to the Main Street Commercial Historic District page.**

**27.** The acronym for the South Main Street Historic Neighborhood Association should be changed from "SMSHN" to "PRISM." **City Response: This reference was removed.**

**28.** Inclusion of some landmarks and not others appears to be random and arbitrary. It is good that the HPP lists landmarks and districts along with pictures, but all landmarks and districts should be included. **City Response: Additional landmarks were added along with a link where all the landmarks are available for review.**

29. This section should include mention of the Historic Commission's power to nominate landmarks and districts, as well as a summary description of the process and criteria for designation of a historic landmark, and include a reference to § 1212.02 DESIGNATION OF A HISTORIC LANDMARK OR HISTORIC DISTRICT in the Middletown Code of Ordinances. **City Response: Added language that the Historic Commission can nominate new historic landmarks and districts.**
30. A photo of the roof on the building of what is now The Swire is used in the Applicability of Guidelines section. That roof has since been removed and replaced with a roof that does not satisfy the stated guidelines, all without approval from the Historic Commission (i.e. this is a poor example to use). **City Response: Photo changed.**
31. Passage: "GENERAL - New construction should be visually compatible with the site, setting, and surrounding area in terms of setbacks, building height, and massing; but may be distinguished through the use of contemporary design." Comment: What does "but may be distinguished through the use of contemporary design" mean? This should not be interpreted as "any architectural style will do, such as a brutalist office building constructed next to an Italianate style hotel, or a post-modern style apartment building or hotel next to a Beaux-Arts high rise." If that is the intended meaning, it is not aligned with the Secretary of the Interior's Standards and should be stricken and replaced with the correct guidelines. **City Response: A brutalist office building would not be visually compatible with the site and surrounding area if it was next to an Italianate style building. This is intended to reflect that new construction should be distinguishable, while also fitting into the character of the area.**
32. Text edits and clarifications were recommended in various sections of the Plan. **City Response: The text was either removed or revised based on the recommendations.**
33. There is a lack of measurable goals and implementation strategy. **City Response: An implementation plan was added.**
34. Insufficient Integration of CLG Grant Opportunities. **City Response: Additional language was added about this along with an action item related to this.**
35. Lack of information about funding sources or incentives for preservation - tax credits, grants, tax abatements, etc. **City Response: Additional language was added about this.**
36. Future Historic Designations - the plan does not include a vision for future designations of landmarks or districts. **City Response: This was addressed in the implementation plan.**

37. While guidelines are extensive, the legal enforceability of design review decisions, COAs, and penalties for violations is not clearly defined. **City Response: The enforcement and penalties of violating a COA is more appropriately located in the City's Development Code as the Code is a legally enforceable document, while this Plan is guidelines.**
38. No mention of digitization, archiving, or use of technology in preservation. **City Response: An implementation action item was added regarding this.**
39. Heritage tourism is covered well, but there is little integration with the city's broader economic development plan. **City Response: While an important point, this falls outside the scope of this Plan.**

January 26, 2026

TO: City Council  
ATTN: Ashley Combs, City Manager  
FROM: Claire Feters Binegar, City Planner



SUBJECT: Historic Preservation and Revitalization Plan

**PURPOSE**

To have the City Council adopt the update to the 1980 Historic Preservation Plan following Historic Commission's approval of the updated Plan.

**BACKGROUND AND FINDINGS**

The proposed final draft of the Historic Preservation and Revitalization Plan is an update to the original Historic Preservation Plan that was approved in 1980. The updated plan features 6 chapters that capture the importance of historic preservation, Middletown's designated historic landmarks and districts, historic preservation guidelines, the variety of architectural styles found within the City, an implementation plan, and resources for the City and property owners alike.

During the preparation of the final draft, public feedback was sought during a two-week comment period on the proposed changes. The comment period was open from April 3, 2025, and concluded on April 17, 2025, inviting those interested to also attend the regular Historic Commission meeting for additional commentary. A webpage was dedicated to the draft plan, allowing residents to submit comments following review of the plan, and social media was utilized to alert the public of the comment period. A total of 39 comments were received during the draft plan's comment period, with comments from residents and neighborhood, county, and state organizations.

On September 19, 2025, the City of Middletown's Historic Commission approved the draft plan as presented. City Council needs to adopt the plan in order for it to be in effect.

**EMERGENCY/NON-EMERGENCY**

Non-Emergency

**ATTACHMENT TO LEGISLATION**

City of Middletown Historic Preservation and Revitalization Plan

# LEGISLATIVE ITEM 4

**ORDINANCE NO. O2026-08**

**AN ORDINANCE AMENDING THE EFFECTIVE DATE OF THE 2026 WATER RATES AND DECLARING AN EMERGENCY.**

**WHEREAS**, City Council approved water rate increases by Ordinance No. O2023-93, adopted October 17, 2023; and

**WHEREAS**, the next water rate increases were due to occur on January 1, 2026; and

**WHEREAS**, due to recent utility billing issues caused by the 2025 cybersecurity incident, a six-month delay of the effective date of the water rate increases is warranted;

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Middletown, Butler/Warren Counties, Ohio that:

**Section 1**

The water rate increases scheduled for January 1, 2026, as stated in the following sections of the Codified Ordinances, are hereby delayed until July 1, 2026, and the rates shall be effective through December 31, 2026.

Section 1042.02 (Water Rates Inside Corporate Limits)  
Section 1042.05 (Water Rates for Senior Citizens).

All other provisions of Ordinance No. O2023-93 shall remain unchanged.

**Section 2**

This ordinance is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare, to wit: to prevent the January 1<sup>st</sup> increase from occurring prior to the next billing cycle, and shall take effect and be in force from and after its adoption.

\_\_\_\_\_  
Elizabeth Slamka, Mayor

Adopted:\_\_\_\_\_

Attest:\_\_\_\_\_  
Clerk of City Council

February 11, 2026

TO: Ashley Combs, City Manager  
FROM: Scott Tadych, Public Works and Utilities Director

|   |
|---|
| <b>2026 Water Utility Rate Modification</b> |
|---|

**PURPOSE**

To modify the City’s water utility rate for 2026.

**BACKGROUND AND FINDINGS**

City Council authorized legislation O2023-93 in October of 2023 to set water and sewer rates for a five-year period (2024 through 2028). A Water and Sewer Rate Study was conducted prior to the adjustments due to anticipated increases in operational costs and capital investment needs. The results and recommendations of the study were presented during a Special Meeting of City Council on August 15<sup>th</sup>, 2023.

The overall rate structure was adjusted in 2024 based on these recommendations. In addition, rate increases were approved for the years 2025 through 2028 as shown below:

|              | 2025 | 2026 | 2027 | 2028 |
|--------------|------|------|------|------|
| <b>Water</b> | 15%  | 15%  | 7%   | 7%   |
| <b>Sewer</b> | 0%   | 0%   | 4%   | 4%   |

As a note, water rates were last increased in 2017 before the 2024 adjustment.

Staff is proposing to delay the 15% increase for 2026 for six months due to the utility billing issues caused by the cybersecurity incident. This will allow customers to catch up on back payments from August 2025 before the 2026 rate increase takes effect.

**ALTERNATIVES**

Maintain the current water rate increase of 15% effective January 2026.

**FINANCIAL IMPACT**

Shown below are the actual and projected revenues for the years 2023 through 2026

2023    \$9,992,109    Actual

|      |              |   |
|------|--------------|---|
| 2024 | \$12,366,277 | Actual  |
| 2025 | \$14,766,546 | Projected based on revenue collected through 8/1/25   |
| 2026 | \$16,981,527 | Estimated based on a 15% rate increase effective 1/26 |

The estimated revenue increase for 2026, based on a 15% increase, is \$2,214,981. Delaying the increase would reduce this by half to \$1,187,490.

Staff will adjust future capital investment budgeting based on the revenue reduction.

### **EMERGENCY/NON-EMERGENCY**

Emergency legislation is requested to enact the modification immediately. Annual utility rate increases are effective with the February billing cycle.

**UNFINISHED  
BUSINESS**

**NEW  
BUSINESS**

# EXECUTIVE SESSION