

**SUBJECT:** A report and recommendation on a proposed zone change to Residential Single-family – Middle Housing (SF-4-MH) for the property located at 3117 Victory Parkway in Walnut Hills.

**GENERAL INFORMATION:**

Location: 3117 Victory Parkway, Cincinnati, OH 45206

Petitioner: McGill Smith Punshon  
3700 Park 42 Drive, Suite 190B, Cincinnati, OH 45241

Property Owner: Walnut Hills Cemetery Association  
3117 Victory Parkway, Cincinnati, OH 45206

**ATTACHMENTS:**

- Exhibit A – Location Map
- Exhibit B – Hillside Map and Site Photos
- Exhibit C – Existing Zoning Map
- Exhibit D – Coordinated Site Review (CSR) Letter
- Exhibit E – Applicant Engagement Overview
- Exhibit F – 1996 Aerial Map
- Exhibit G – Development Phasing
- Exhibit H – Zone Change Letter from Applicant
- Exhibit I – Zone Change Plat
- Exhibit J – Legal Description

**BACKGROUND:**

The Walnut Hills Cemetery is located at 3117 Victory Parkway and is one of Cincinnati's oldest operating cemeteries, opening in 1843. The cemetery is approximately 40 acres and has acquired additional land (expansion area) that it would like to use for in-ground burials and above-ground columbaria (structure for cremains). The expansion area is approximately 4.55 acres and includes twenty-five lots along Gilbert Avenue and one on Foraker Avenue (Exhibit A). Further, the expansion area is vacant land with several lots within the Hillside Overlay District (Exhibit B). Two zones are present in the expansion area (Exhibit C): 4.46 acres of Multi-family–Transportation Corridor (RM-1.2-T) and 0.085 acres of Residential Mixed–Middle Housing (RMX-MH).

In February 2020, a zone change was proposed and approved to bring the existing cemetery into compliance with the Cincinnati Zoning Code and to expand it by approximately 1.8 acres. At that time, the existing cemetery was considered a legal non-conforming use within the Residential Mixed (RMX) zone. While the cemetery was able to continue operating in the RMX zone, expansion would not be possible in the RMX or Residential Multi-family 1.2 (RM-1.2) zoning districts.

The petitioner, McGill Smith Punshon, on behalf of Walnut Hills Cemetery Association, has requested a zone change to Single-family Residential–Middle Housing (SF-4-MH) for the expansion area to align with the existing cemetery and allow the cemetery to expand its use to the additional 4.55 acres of land.

## **ADJACENT ZONING AND LAND USE:**

The adjacent zoning and land uses are as follows (Exhibit C):

### **North:**

Zoning: Single-family Residential (SF-4) and Multi-family Residential–Middle Housing (RM-1.2-MH)  
Use: Single-family residential, and religious institutions

### **East:**

Zoning: Single-family Residential–Middle Housing (SF-4-MH) and Residential Mixed–Transportation Corridor (RMX-T)  
Use: Cemetery and government services

### **South:**

Zoning: Single-family Residential–Middle Housing (SF-4-MH) and Residential Mixed–Middle Housing (RMX-MH)  
Use: Cemetery, single-family residents, and multi-family residents.

### **West:**

Zoning: Single-family Residential–Middle Housing (SF-4-MH) and Residential Multi-family–Middle Housing/Transportation Corridor (RM-1.2-MH/T)  
Use: Cemetery and single-family residential

## **COORDINATED SITE REVIEW:**

The proposed project was reviewed by City departments through the Coordinated Site Review process in October 2024 (Exhibit D). No department had major concerns with the proposal. The Department of City Planning and Engagement – Zoning Division mentioned that the applicant would need conditional use approval for the cemetery use if the zone change is approved.

## **PUBLIC COMMENT AND NOTIFICATION:**

A virtual Public Staff Conference was held on Wednesday, April 16, 2025, to discuss the proposed zone change. Notices of the Public Staff Conference and the City Planning Commission meeting were sent to all property owners within 400 feet of the property and the Walnut Hills Area Council (WHAC). Staff from the Department of City Planning and Engagement and the applicant team were present for the staff conference, along with five public members, including the WHAC president. The WHAC president shared that no major concerns have been raised during their council review process and that the council's support was likely. No other public comment was collected from the meeting and no additional correspondence has been received.

### **Applicant Engagement**

The applicant participated in six engagement meetings with the Walnut Hills Area Council (WHAC) as of May 8, 2025, as outlined in Exhibit E. The WHAC voted unanimously in support of the cemetery expansion project and will provide a letter of support prior to the City Planning Commission meeting.

## **CONSISTENCY WITH PLANS:**

### ***Plan Cincinnati (2012)***

The proposed zone change will allow the cemetery to expand, maintaining and preserving the hillside and greenspace that exist in the expansion area, aligning with the Sustain Initiative Area in *Plan Cincinnati (2012)* within the Strategy to “Protect our natural resources (p. 194). Further, the cemetery expansion will provide public access to greenspace, aligning with the Sustain Initiative Area within the Long-range Initiative to “Provide active and passive recreation opportunities in/within 0.5 mile or 15 minutes walking distance from all residential areas” (p. 188).

## *Walnut Hills Reinvestment Plan (2017)*

The expansion area is included in the *Walnut Hills Reinvestment Plan (2017)* but not explicitly discussed in the plan's recommendations. The expansion area is beyond the "Reinforce Neighborhood" boundary in the "Invest in People, Places and Homes" section (p. 43). Further, the westernmost lots are labeled as greenspace in the "Action Items" chapter (p. 64-65).

## **ANALYSIS**

The Walnut Hills Cemetery is approximately 40 acres and is zoned Single-family Residential-Middle Housing (SF-4-MH). Before February 2020, the cemetery was considered a legal non-conforming use within the Residential Mixed (RMX) zoning district. While the cemetery was able to continue operating in the RMX zone, expansion would not be possible in the RMX or Residential Multi-family 1.2 (RM-1.2) zoning districts. A zone change to Single-family Residential (SF-4) was approved in 2020 to bring the existing cemetery into compliance with the Cincinnati Zoning Code and to expand it by approximately 1.8 acres. In 2024, the zoning designation of the cemetery changed to include the Middle Housing designation, SF-4-MH, as part of the Connected Communities initiative.

The proposed zone change came to the Department of City Planning and Engagement (DCPE) through the Coordinated Site Review process. The requested zone change must be approved before the petitioner can expand into the proposed expansion area. DCPE Staff recommended the proposed zoning district, SF-4-MH, because it is one of two zoning districts (SF-2 and SF-4) that allow for the expansion of existing cemetery uses (with conditional use approval) and align with the current zoning of the existing cemetery land.

Currently, the cemetery has a waitlist for burial plots and needs to begin offering land within a new expansion area to meet demand. The expansion area is approximately 4.55 acres and is currently vacant land owned by the Walnut Hills Cemetery Association. Exhibit F is a satellite view of the expansion area in 1996, showing a mix of vacant and low-density residential. The buildings that did exist in the expansion area have been cleared, and seven single-family homes and two multi-family buildings adjacent to the expansion area remain today. In Exhibit G, the petitioner shared a phase schedule for the expansion area. Areas 1 and 4 (Exhibit A) are phase one, to be developed first to finalize the project at the corner of Victory Parkway and Gilbert Avenue and help meet the cemetery's immediate demand. Phase two includes Area 2 and will be developed in "the next 3-5 years (or more)." Phase three includes Area 3 and is not expected to be developed for 8-10+ years. A zone change in Area 3 would permit cemetery use to occur along the side yards of existing property owners. The petitioner states, "This phase (phase three) will only commence once adjacent properties have been acquired to create a more cohesive design. Walnut Hills Cemetery does not plan to place any burials on small, fragmented properties." Adjacent property owners to the expansion area have been notified of the zone change, and no concerns have been communicated. Walnut Hills Cemetery has been praised for being a good neighbor and community partner throughout the process.

The proposed zone change can maintain and preserve the hillsides in the expansion area and provide public access to greenspace. Most lots in the expansion area along Gilbert Avenue have slopes that make development challenging, with eleven lots within the City's Hillslope Overlay District. Although the expansion area and adjacent lots are zoned for higher-density housing (RM-1.2-T and RMX-MH), the historical development patterns in this section of Gilbert Avenue have not developed to meet this density potential.

Approving the zone change and permitting the cemetery expansion will help Walnut Hills Cemetery meet its demand for burial plots and offer public access to greenspace and a park-like setting that can be seen as an environmentally friendly use of vacant land. DCPE Staff is comfortable recommending that the City Planning Commission approve Areas 1, 2, and 4 in the proposed expansion area. DCPE Staff has reservations recommending approval for the lots in Area 3, at this time, based on frontage gaps along

Gilbert Avenue, the narrow widths of the lots, and the side yard proximity to existing homes. Areas 1 and 2 provide a more cohesive frontage and more land to help buffer the cemetery with existing structures.

## **CONCLUSION**

The staff of the Department of City Planning and Engagement supports the proposed change in zoning to SF-4-MH in Areas 1, 2, and 4, as shown in Exhibit A, for the following reasons:

1. The proposed zone (SF-4-MH) is compatible in intensity and use with the surrounding area zoning, including the adjacent zone change in 2020.
2. The proposed use is an environmentally friendly, park-like setting that can maintain and preserve hillsides and greenspace.
3. The proposed use is consistent with Plan Cincinnati's Sustain Initiative Areas by providing public access to greenspace and passive recreation opportunities.
4. The existing zones (RM-1.2-T and RMX-MH) have not resulted in the "moderate intensity" and "moderately high density" development that is encouraged for the specific purposes of these zones (§ 1405-03).

The staff of the Department of City Planning and Engagement does not support the proposed change in zoning to SF-4-MH in Area 3, as shown in Exhibit A, for the following reasons:

1. The subject lots are not contiguous and create gaps in frontage along Gilbert Avenue.
2. The subject lots are narrow and adjacent to existing homes.
3. The proposed use, Cemetery, would be permitted abutting the side yards of existing homes.

## **RECOMMENDATION:**

The staff of the Department of City Planning and Engagement recommends that the City Planning Commission take the following action:

**APPROVE** a zone change from Multi-family-Transportation Corridor (RM-1.2-T) to Single-family-Middle Housing (SF-4-MH) for Areas 1 and 2 located at 3064-3072 Gilbert Avenue, 3076-3090 Gilbert Avenue, 3102-3112 Gilbert Avenue, and 3193 Victory Parkway in Walnut Hills.

**APPROVE** a zone change from Residential Mixed-Middle Housing (RMX-MH) to Single-family-Middle Housing (SF-4-MH) for Area 4 located at 1152 Foraker Avenue in Walnut Hills.

**DENY** a zone change from Multi-family-Transportation Corridor (RM-1.2-T) to Single-family-Middle Housing (SF-4-MH) for Area 3 located at 3024 Gilbert Avenue, 3030-3036 Gilbert Avenue, and 3044 Gilbert Avenue in Walnut Hills.

Respectfully submitted:



Kyle Gibbs, City Planner  
Department of City Planning and Engagement

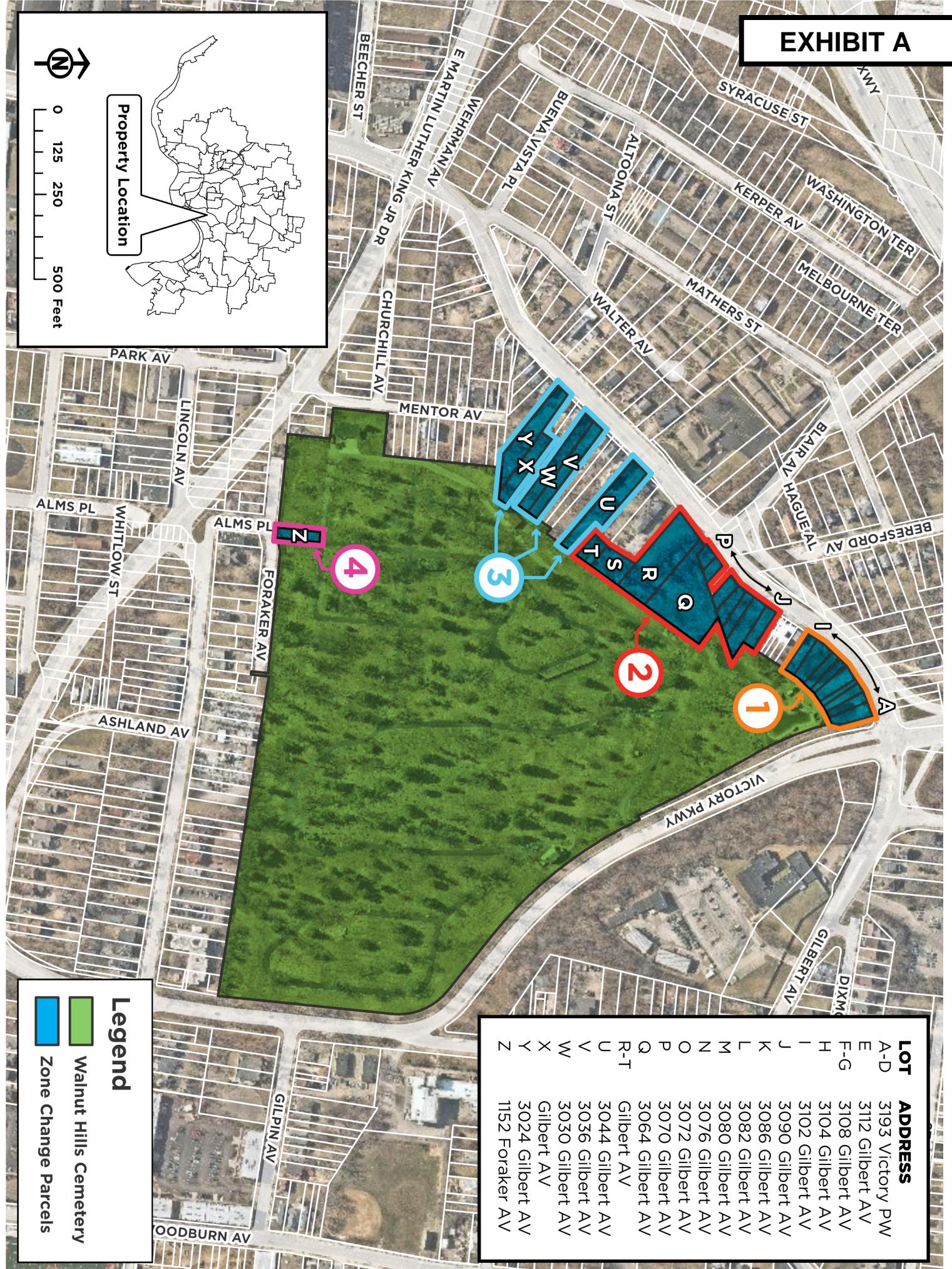
Approved:



Katherine Keough-Jurs, FAICP, Director  
Department of City Planning and Engagement

## EXHIBIT A

**WALNUT HILLS CEMETERY ZONE CHANGE (3117 VICTORY PARKWAY)**



## Legend

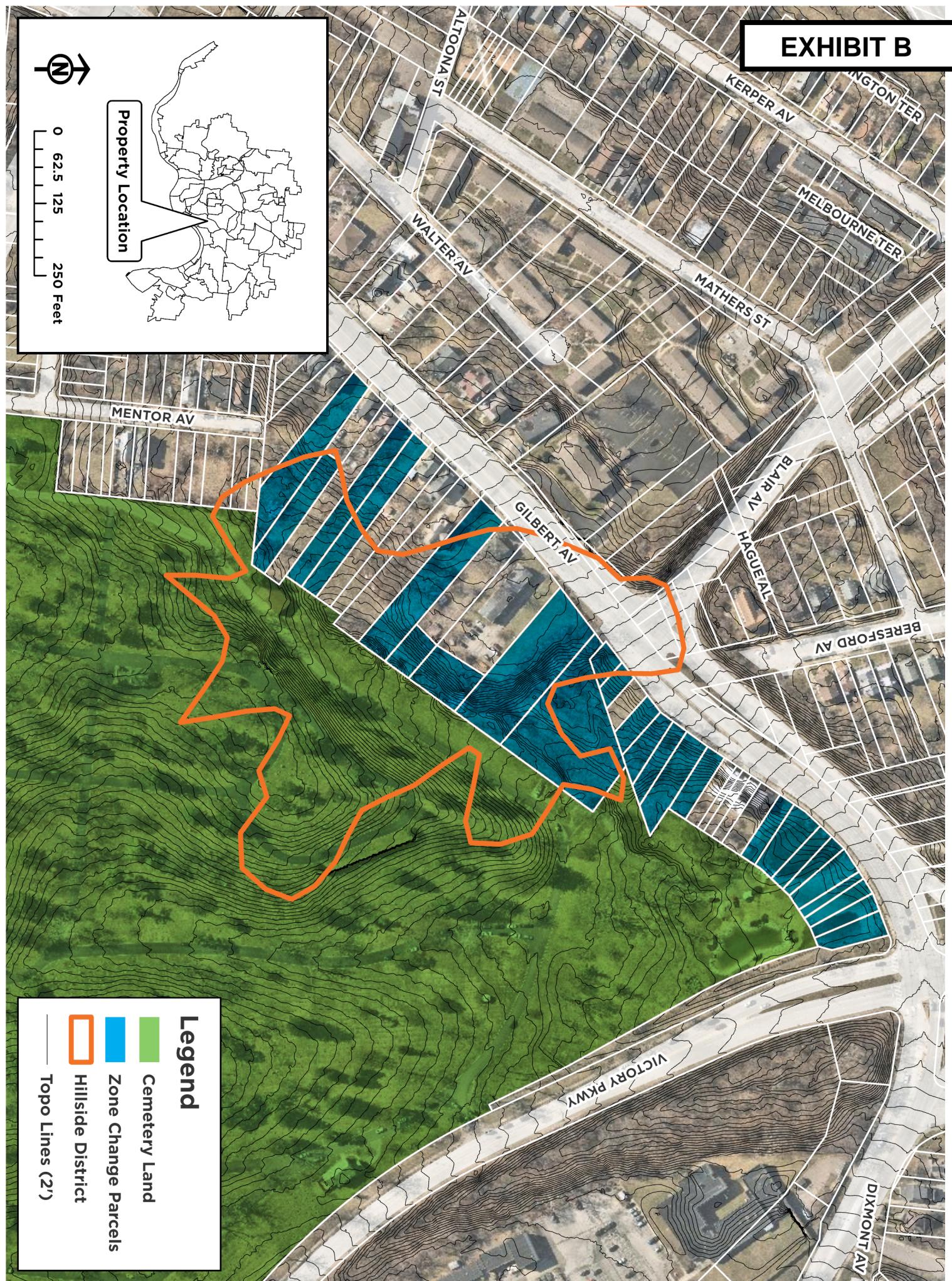
## Walnut Hills Cemetery

## Zone Change Parcels

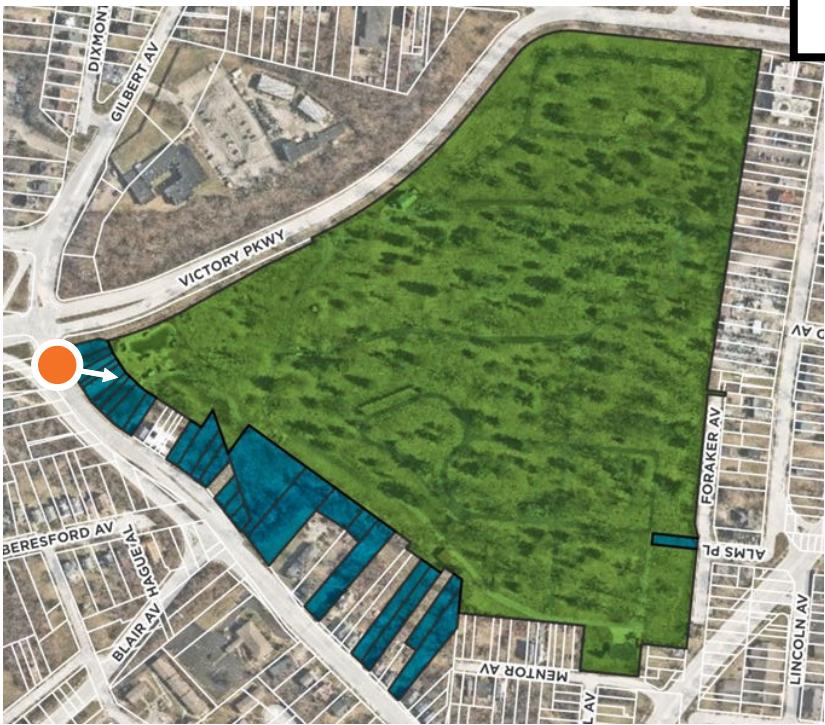
LOT	ADDRESS
A-D	3193 Victory PW
E	3112 Gilbert AV
F-G	3108 Gilbert AV
H	3104 Gilbert AV
I	3102 Gilbert AV
J	3090 Gilbert AV
K	3086 Gilbert AV
L	3082 Gilbert AV
M	3080 Gilbert AV
N	3076 Gilbert AV
O	3072 Gilbert AV
P	3070 Gilbert AV
Q	3064 Gilbert AV
R-T	Gilbert AV
U	3044 Gilbert AV
V	3036 Gilbert AV
W	3030 Gilbert AV
X	Gilbert AV
Y	3024 Gilbert AV
Z	1152 Foraker AV

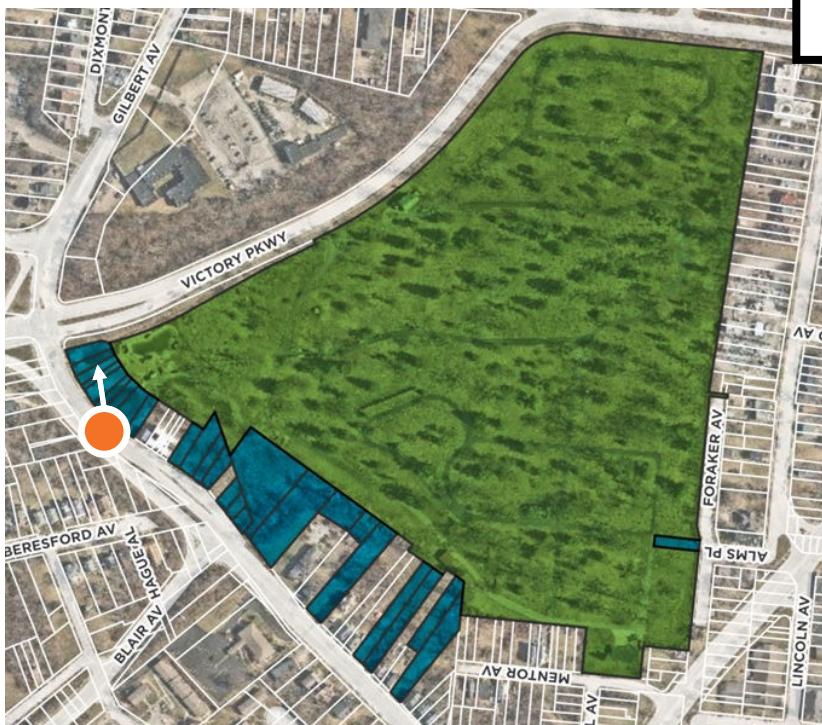
## EXHIBIT B

### WALNUT HILLS CEMETERY ZONE CHANGE (3117 VICTORY PARKWAY)



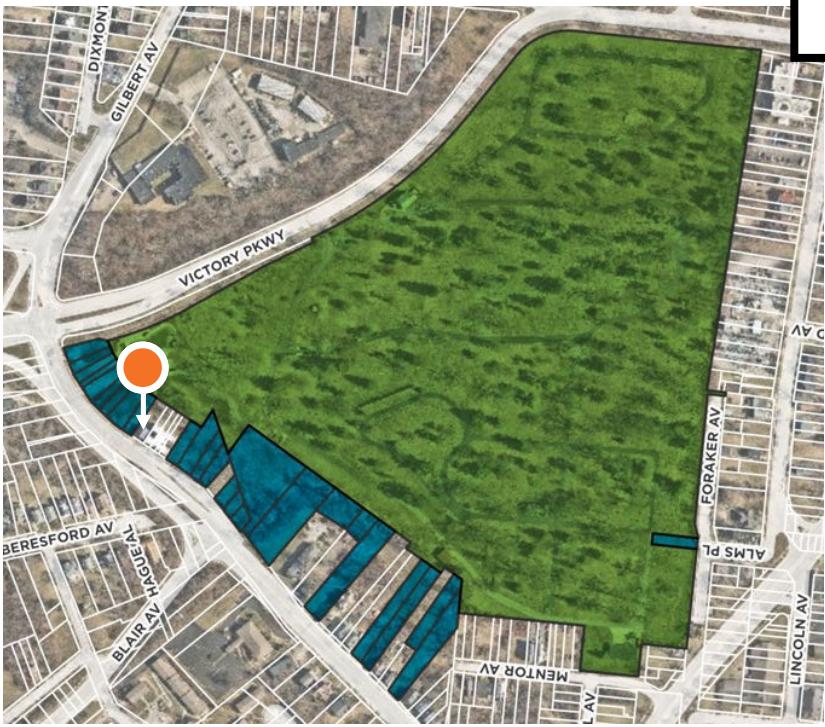
**Location: Victory Parkway & Gilbert Avenue Corner**

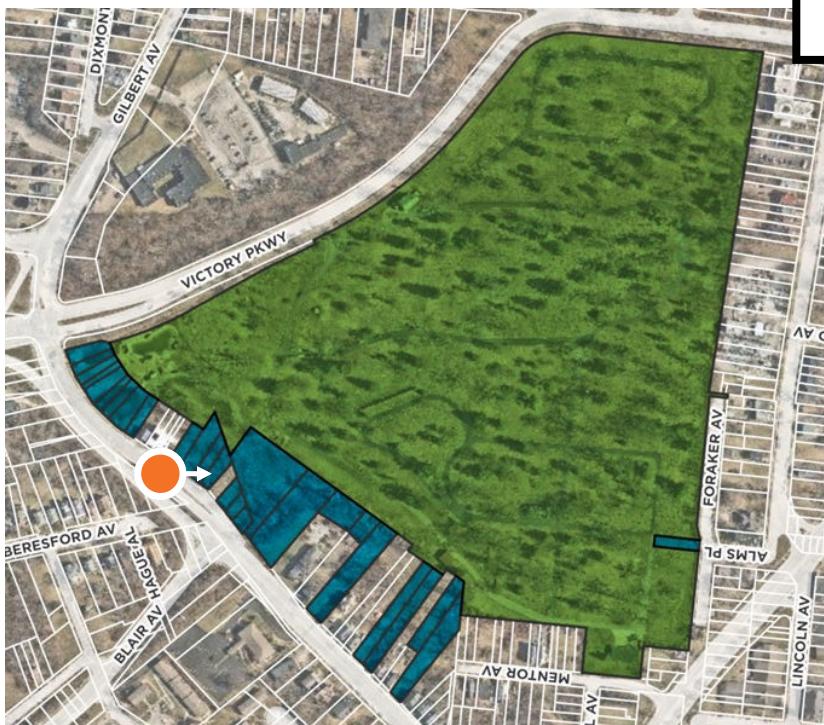




**Location: Along Gilbert Avenue**

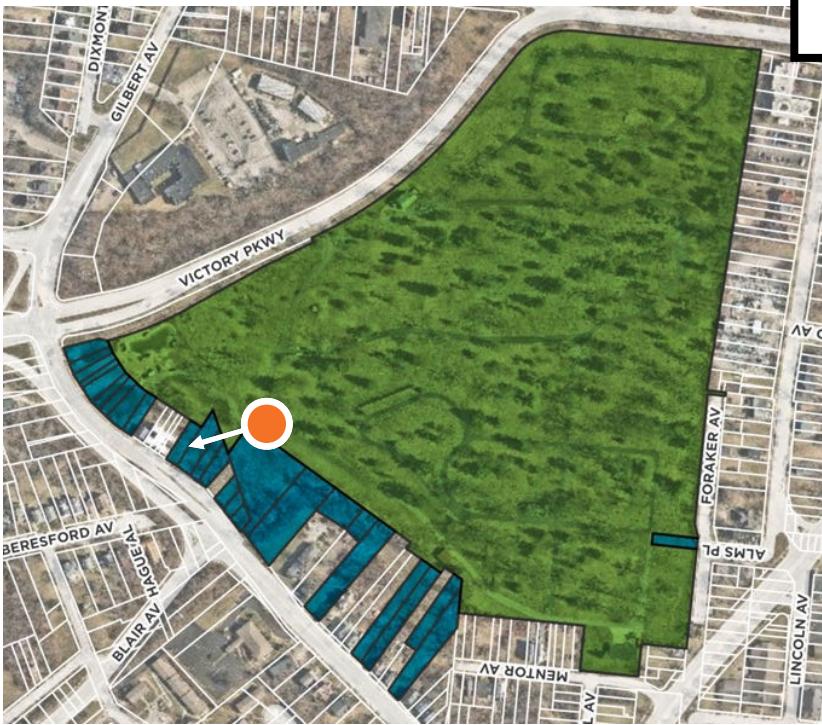
**Location: From Cemetery facing Gilbert Avenue**

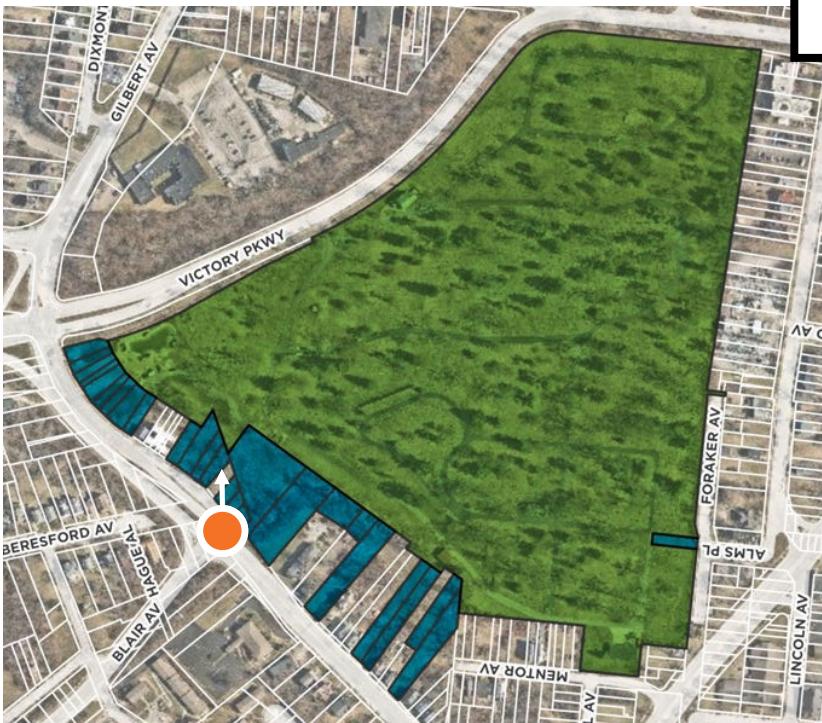




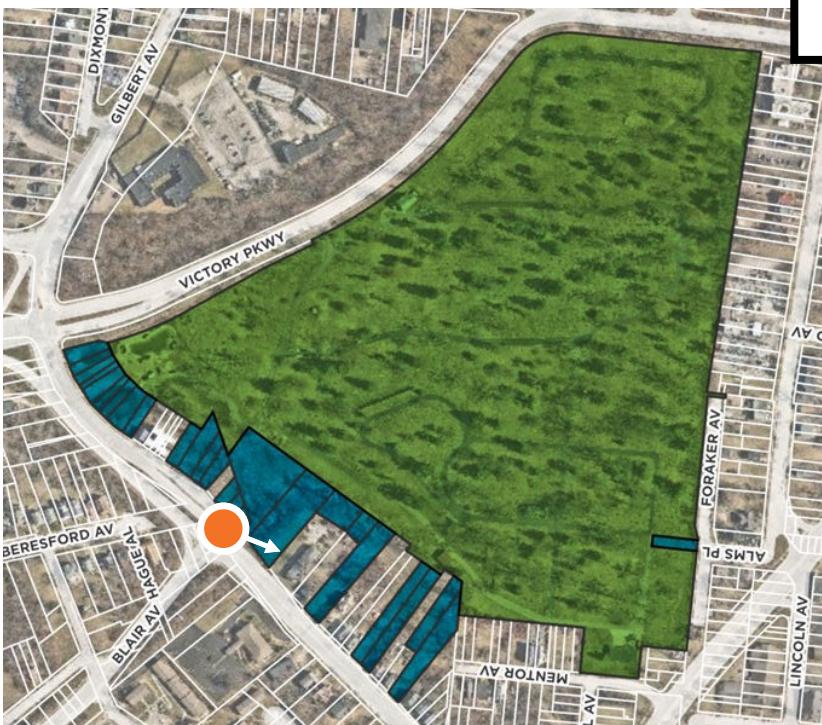
**Location: Along Gilbert Avenue**

**Location: From Cemetery facing Gilbert Avenue**



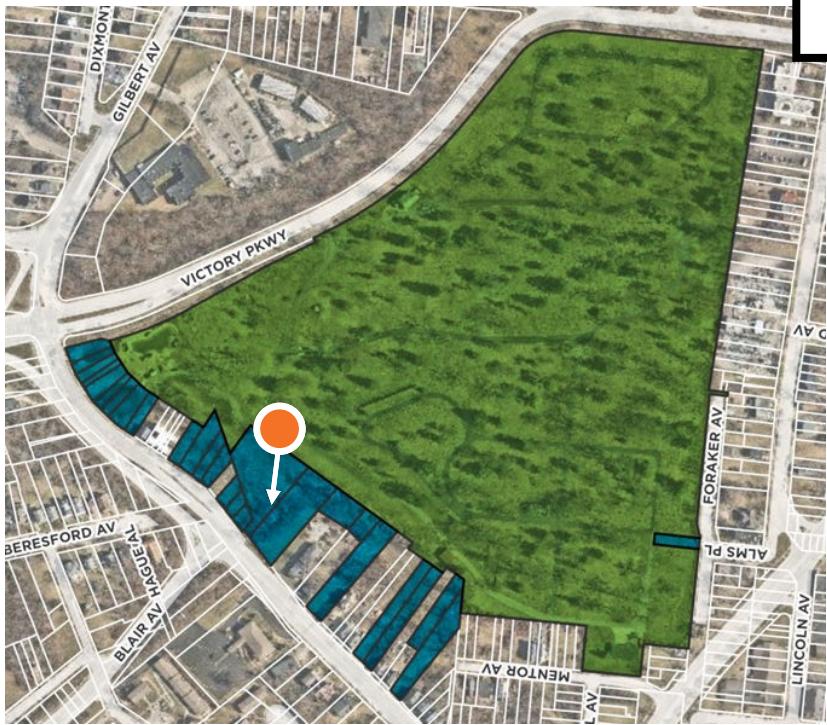


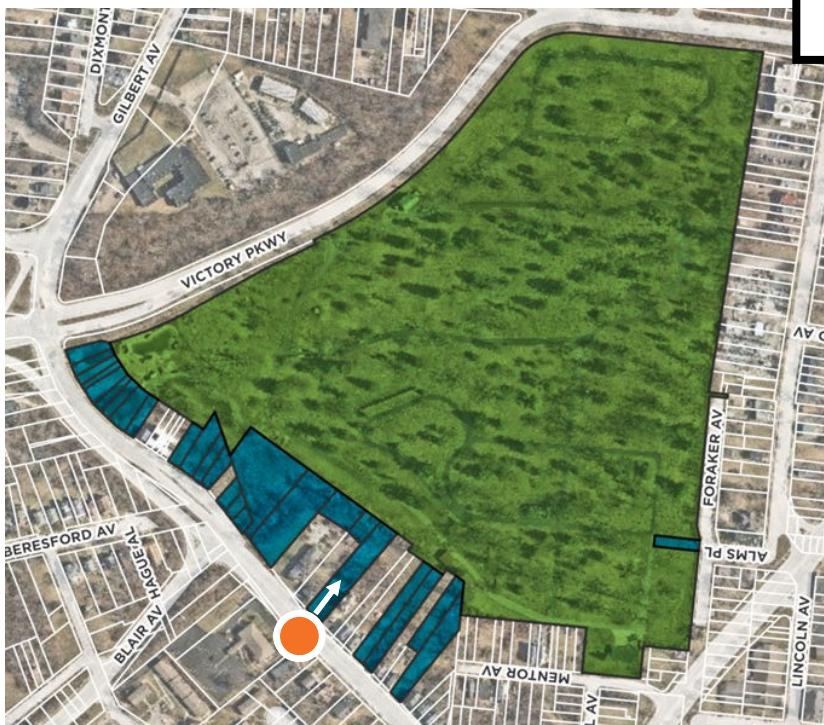
**Location: Along Gilbert Avenue**



**Location: Along Gilbert Avenue**

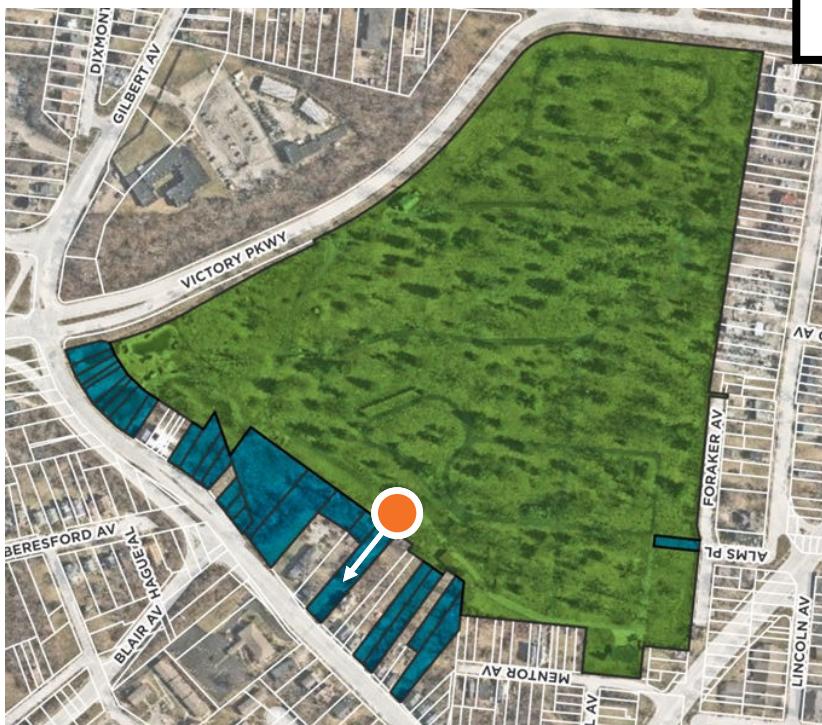
**Location: From Cemetery facing Gilbert Avenue**





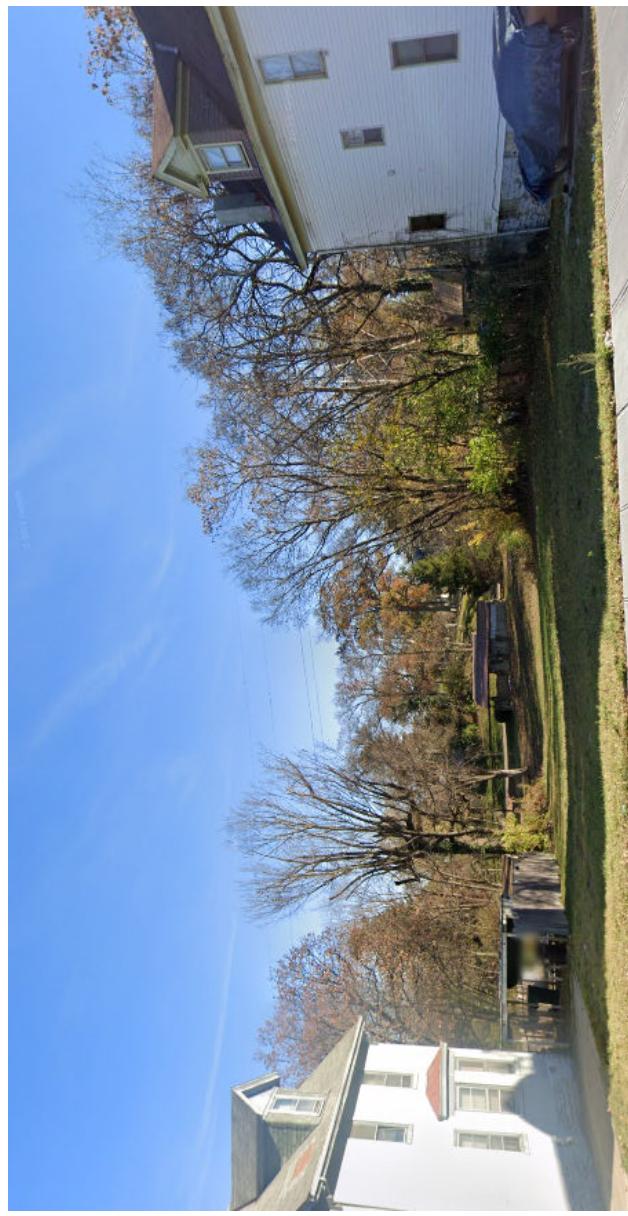
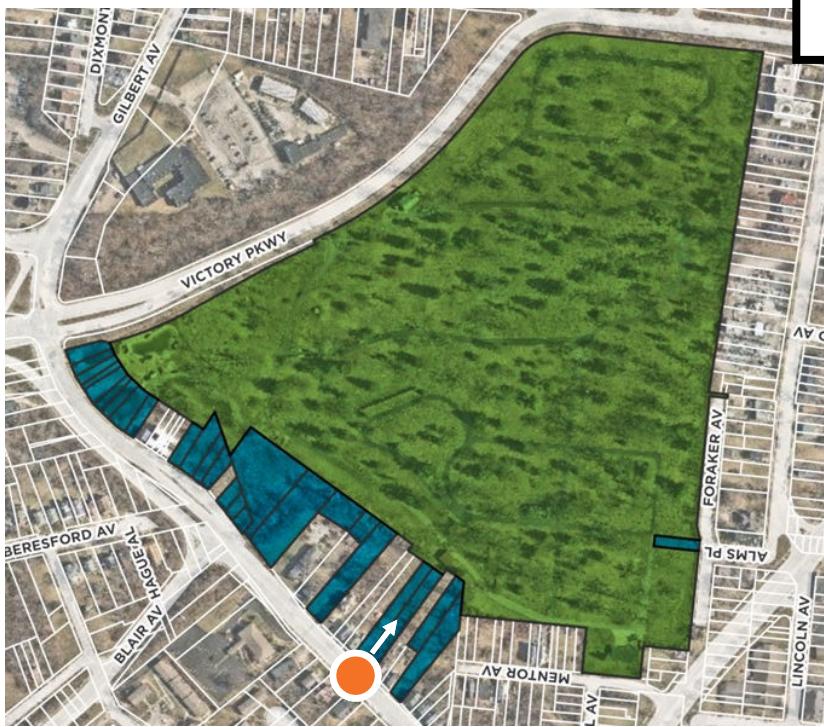
## Location: Along Gilbert Avenue



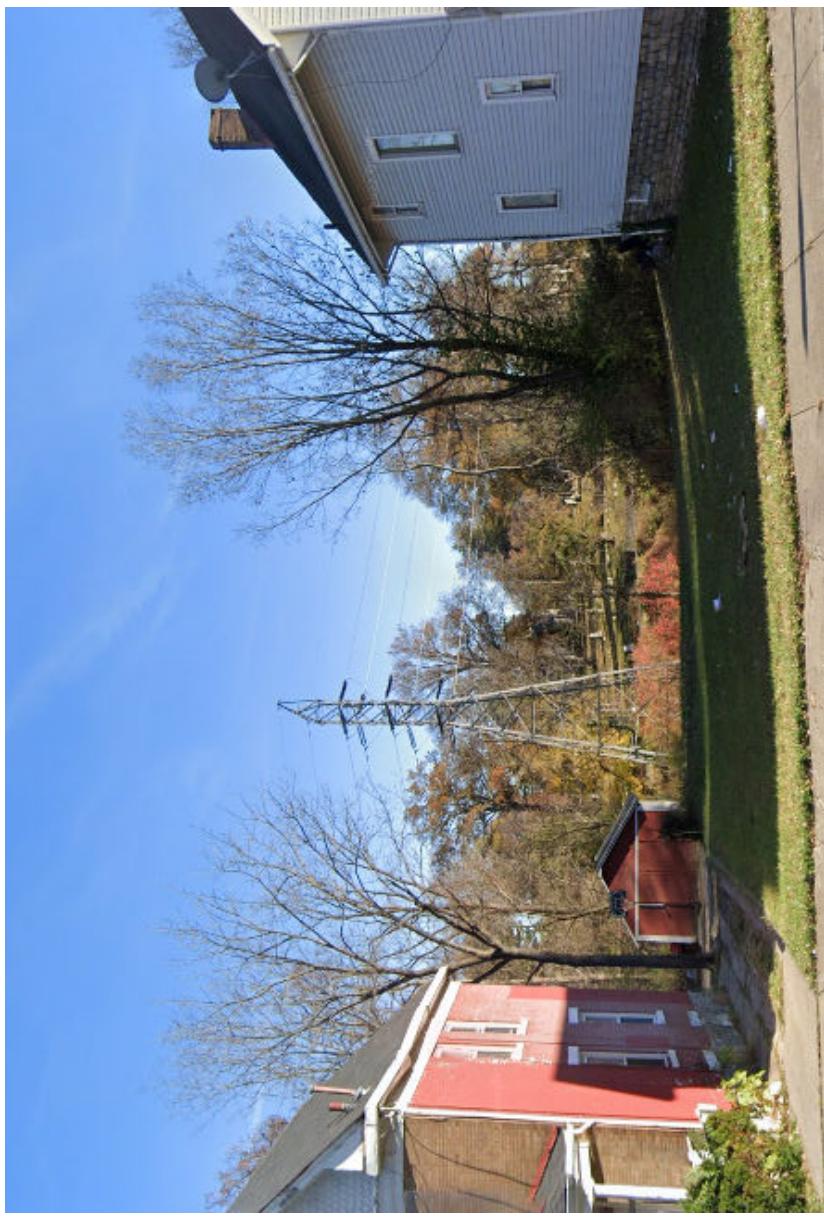
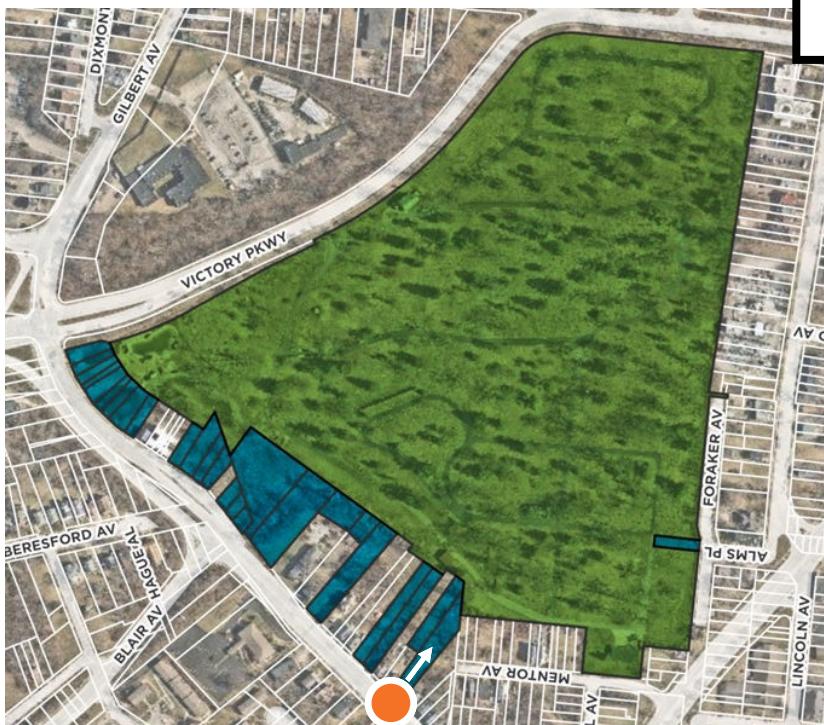


**Location: From Cemetery facing Gilbert Avenue**

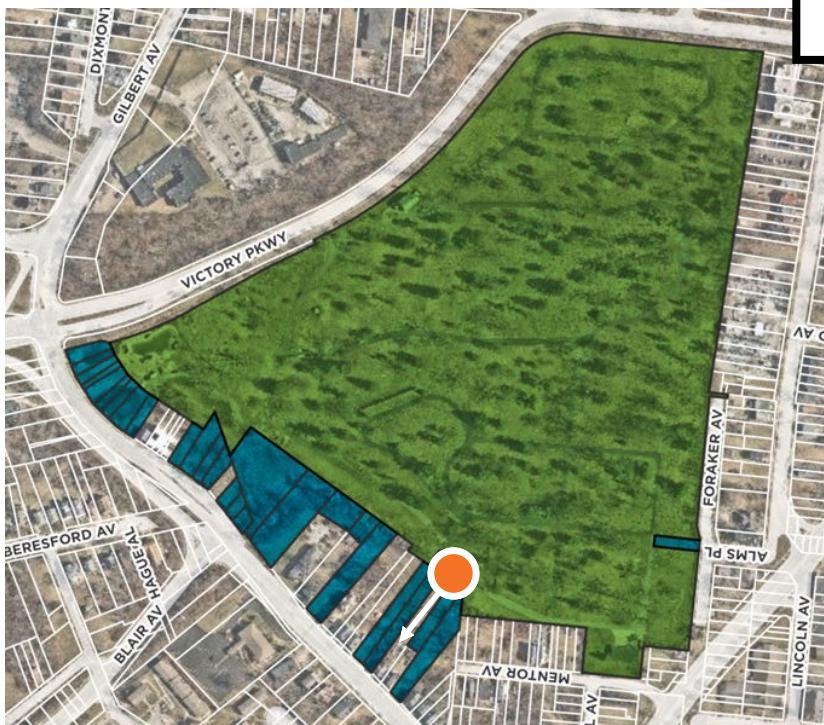




**Location: Along Gilbert Avenue**



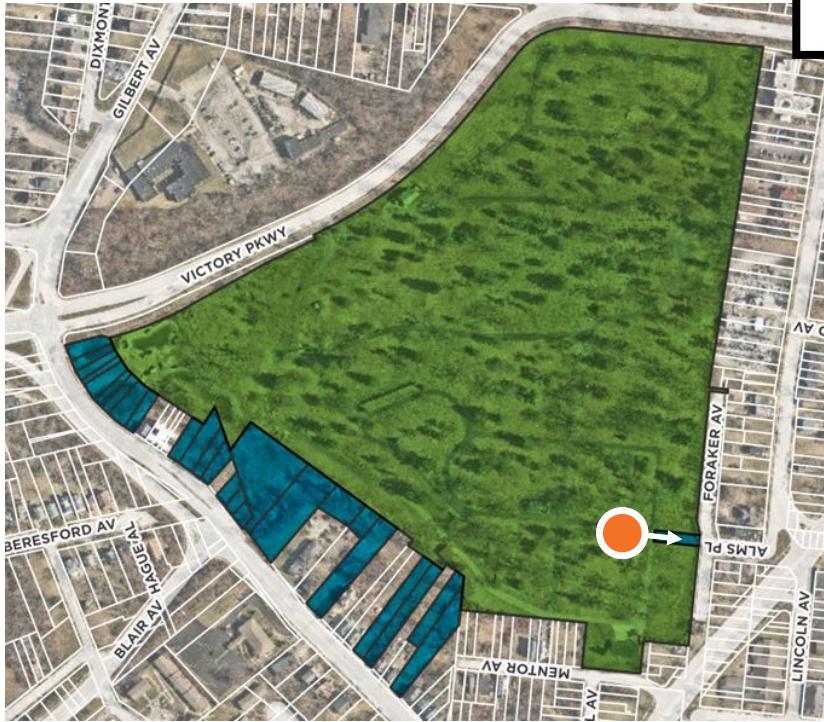
**Location: Along Gilbert Avenue**



**Location: From Cemetery facing Gilbert Avenue**

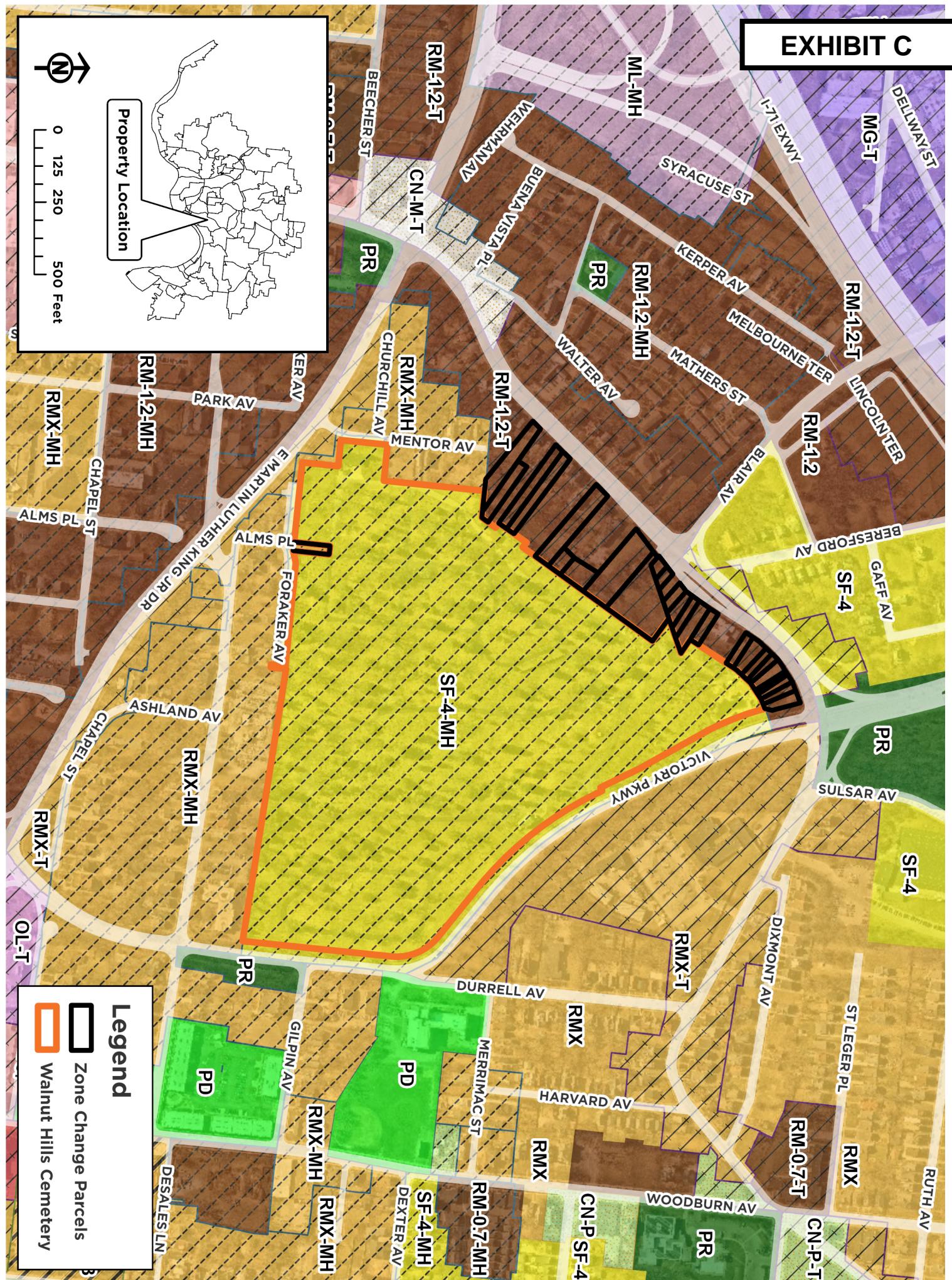


**Location: From Cemetery facing Foraker Avenue**



## **EXHIBIT C**

WALNUT HILLS CEMETERY ZONE CHANGE (3117 VICTORY PARKWAY) - ZONING MAP



## Legend

## Zone Change Parcels



October 24, 2024

Mr. Bryan Grome  
PLA - MSP  
3700 Park 42 Dr. Suite 190B  
Cincinnati, Ohio 45241

Re: 3117 Victory Parkway and 1152 Foraker Avenue | Walnut Hills Cemetery (P) -  
**(CPRE240081)** Initial Comments and Recommendations

Dear Mr. Grome,

This **Preliminary Design Review** letter is to inform you that our Advisory-TEAM has reviewed your proposed project located at **3117 Victory Parkway and 1152 Foraker Avenue** in the Community of Walnut Hills. It is my understanding that you are seeking a zone change to allow for expansion of cemetery uses within a zoning classification that permits such uses as inground burial and columbarium structures. Thank you for developing within the City of Cincinnati.

### **City Planning & Engagement – Planning Division**

#### **Immediate Requirements to move forward with project:**

1. The proposed project will require a Zone Change from the existing RMX-MH (Residential Mixed) and RM-1.2-T (Residential Multi-family) zoning districts to the SF-4-MH (Single-family Residential) zoning district. The applicant is aware of this requirement and has filed with the Department of City Planning and Engagement accordingly.
2. Staff from the Department of City Planning and Engagement has advised against pursuing a zone change for the noncontiguous zone change parcels at this time.

#### **Requirements to obtain Permits:**

- None

#### **Recommendations:**

1. The Department of City Planning and Engagement recommends that the applicant engage with the Walnut Hills Area Council to keep them informed of proposed plans for the site.

#### **Contact:**

- **Stacey Hoffman** | City Planning | 513-352-4890 | [stacey.hoffman@cincinnati-oh.gov](mailto:stacey.hoffman@cincinnati-oh.gov)

### **City Planning & Engagement – Zoning Division**

#### **Immediate Requirements to move forward with project:**

1. Complete the process for a zone change to SF-4-MH from RM-1.2-T for the northern parcels and RMX-MH for the southern parcel.

#### **Requirements to obtain Permits:**

1. Obtain Conditional Use approval for the cemetery land use, showing the proposed development of the additional acreage, prior to expansion.
2. A recorded Consolidation Plat, consolidating the newly zoned parcels with the existing cemetery holding, shall be required as a condition of Conditional Use approval.



3. Construction of any additional structures on the property requires Conditional Use approval. If a phased project is proposed, provide anticipated start dates for new burial sections and potential buildings.
4. Note that several of the parcels to the north are in the Hillside Overlay, so a preliminary geotechnical analysis will be required, as well as a Grading Plan showing cumulative excavation and fill. Additional zoning relief may be required along with the Conditional Use approval.

**Recommendations:**

1. Applicant and Planning please contact ZPE Tre Sheldon at the email address below when the zoning change has been finalized. ZPE will work with Applicant regarding the hearing process for Conditional Use approval and any other required relief and will provide the adjudication letter required by the Law Department for the Application for Zoning Relief.

**Contact:**

- **Tre Sheldon** | ZPE | 513-352-2422 | [henry.sheldon@cincinnati-oh.gov](mailto:henry.sheldon@cincinnati-oh.gov)

**Metropolitan Sewer District (MSD)****Immediate Requirements to move forward with project:**

- None

**Requirements to obtain Permits:**

1. MSD has no comments.

**Recommendations:**

1. None

**Contact:**

- **Rob Kern** | MSD | 513-352-4311 | [rob.kern@cincinnati-oh.gov](mailto:rob.kern@cincinnati-oh.gov)

**Stormwater Management Utility (SMU)****Immediate requirements to move forward with project:**

- None

**Requirements to obtain Permits:**

1. No comments at this time.

**Recommendation:**

- None

**Contact:**

- **Kevin Gold** | SMU | 513-222-3643 | [kevin.gold@gcww.cincinnati-oh.gov](mailto:kevin.gold@gcww.cincinnati-oh.gov)

**Water Works****Immediate requirements to move forward with project:**

- None

**Requirements to obtain Permits:**

1. A stamped and recorded consolidation plat is required before any building permits are approved, or water service branches sold.



2. Before a water service branch(es) can be purchased a total Frontage Fee of \$438.63 on Foraker Avenue, will need to be paid in full at time of the branch sale.
3. The subject development has active and inactive water service lines at the following property:

Address	Branch #	Size	Meter #	Size
3076 Gilbert Av.	H-25173	3/4"- FOD		*Lead on private side
3106 Gilbert Av.	H-34940	3/4"- FOD		*Lead on private side
3104 Gilbert Av.	H-34941	3/4"- FOD		*Lead on private side
3064 Gilbert Av.	H-30762	3/4"	038417	5/8"
3070 Gilbert Av.	H-57407	3/4"	048839	5/8" *Lead on private side
3072 Gilbert Av.	H-57645	3/4"	032867	5/8" *Lead on private side
3090 Gilbert Av.	H-24058	3/4"- FOD		*Lead on private side
3074 Gilbert Av.	H-24058	3/4"	105414	5/8" *Lead on private side
3086 Gilbert Av.	H-23166	3/4"- FOD		*Lead on private side
3102 Gilbert Av.	H-37658	3/4"- FOD		*Lead on private side
3112 Gilbert Av.	H-102024	3/4"	092178	5/8"
3024 Gilbert Av.	H-36824	3/4"	038976	5/8" *Lead on private side
3030 Gilbert Av.	H-62348	3/4"	011883	5/8" *Lead on private side
3036 Gilbert Av.	H-62350	3/4"	119626	5/8" *Lead on private side
3044 Gilbert Av.	H-148100	3/4"	061452	5/8"

\*Please note that there are known health risks with lead service lines. Greater Cincinnati Water Works records indicate the existing private side of these active and inactive water service lines (H-25173, H-34940, H-34941, H-57407, H-57645, H-24058, H-23166, H-37658, H-36824, H-62348, and H-62350) at this site are Lead Service lines. In accordance with CMC Chapter 401 Division M, the private side must be replaced with copper service lines if it is to remain or reactivated.

4. If the water service branch(es) are not to remain, the owner would be required to fill out the online Discontinuance Form (FOD) at <https://www.cincinnati-oh.gov/water/engineering-construction/forms-specifications/fod/> authorizing the discontinuance of the account associated with the existing water service branch(es). This process must be completed before any new water service branch(es) can be sold.
5. If the existing water service branch(es) for this project are not to be used for this development, they must be disconnected at the owner's / developer's expense. The discontinued branch(es) will require a drawing showing the branch(es) and branch number(s) that is to be physically disconnected from the main. Submit to Phil Young at [Phillip.Young@gcww.cincinnati-oh.gov](mailto:Phillip.Young@gcww.cincinnati-oh.gov).

**Recommendations:**



1. The Owner(s)/Developer(s) will need to hire a Greater Cincinnati Water Works certified licensed and bonded fire protection company and plumber to perform the private water service branch design work and installation.
2. The Owner(s)/Developer(s) must have a licensed fire protection company and plumber that is bonded and certified with GCWW and fill out the Online Branch application <https://www.cincinnati-oh.gov/water/engineering-construction/forms-specifications/> for water service.

**Contact:**

- **Nancy Bonner** | Water Works | 513-591-7859 | [nancy.bonner@gcww.cincinnati-oh.gov](mailto:nancy.bonner@gcww.cincinnati-oh.gov)

**Fire Department****Immediate Requirements to move forward with project:**

- 1. None

**Requirements to obtain Permits:**

- None

**Recommendations:**

- None

**Contact:**

- **Gregory Phelia Jr.** | Fire Dept. | 513-357-7598 | [gregory.pheliajr@cincinnati-oh.gov](mailto:gregory.pheliajr@cincinnati-oh.gov)

**Office of Environmental Sustainability (OES)****Immediate Requirements to move forward with project:**

- None

**Requirements to obtain permits:**

- None

**Recommendations:**

- None

**Contact:**

- **Amanda Testerman** | OES | 513-352-5310 | [amanda.testerman@cincinnati-oh.gov](mailto:amanda.testerman@cincinnati-oh.gov)

**Parks Department (Urban Forestry)****Immediate Requirements to move forward with project:**

- None

**Requirements to obtain Permits:**

- None

**Recommendations:**

1. As the neighborhood of Walnut Hills is still below the over canopy coverage goal of 40%, we would recommend including tree plantings as part of the overall landscape plan and future site development.

**Contact:**

- **Doug Fritsch** | Urban Forestry | 513-861-9070 | [doug.fritsch@cincinnati-oh.gov](mailto:doug.fritsch@cincinnati-oh.gov)

**Department of Transportation & Engineering (DOTE)****Immediate Requirements to move forward with project:**

- None

**Requirements to obtain Permits:**

1. A development plan needs to be reviewed and approved by DOTE if any vehicular access is requested.
2. A separate DOTE permit is required for all work in the public right-of-way.

**Recommendations:**

- None

**Contact:**

- **Morgan Kolks** | DOTE | 513-335-7322 | [morgan.kolks@cincinnati-oh.gov](mailto:morgan.kolks@cincinnati-oh.gov)

**Buildings & Inspections – Buildings****Immediate Requirements to move forward with project:**

- None

**Requirements to obtain Permits:**

1. No permit issues.

**Recommendations:**

- None

**Contact:**

- **Art Dahlberg** | B&I Director | 513-352-2424 | [art.dahlberg@cincinnati-oh.gov](mailto:art.dahlberg@cincinnati-oh.gov)

**Law Department****Immediate Requirements to move forward with project:**

1. No requirement at this time.
2. If this development were to create an encroachment in City right of way or property, a permanent change in the use of City right of way or City property or would require additional right of way to be dedicated, a Coordinated Report will be required. Application for Coordinated Report can be requested at [real.estate@cincinnati-oh.gov](mailto:real.estate@cincinnati-oh.gov).

**Requirements to obtain Permits:**

- None

**Recommendations:**

- None

**Contact:**

- **Renee Luttrell** | Law | 513-352-3338 | [renee.luttrell@cincinnati-oh.gov](mailto:renee.luttrell@cincinnati-oh.gov)

**Department of Community & Economic Development (DCED)****Immediate Requirements to move forward with project:**

- None

**Requirements to obtain Permits:**

- None

**Recommendations:**

- None

**Contact:**

- **Roy Hackworth** | DCED | 513-352-6119 | [roy.hackworth@cincinnati-oh.gov](mailto:roy.hackworth@cincinnati-oh.gov)

**Health Department****Immediate Requirements to move forward with project:**

- None

**Requirements to obtain Permits:**

1. No need for Health to review project as proposed.

**Recommendations:**

- None

**Contact:**

- **Trisha Blake** | Health Dept. | 513-352-2447 | [trisha.blake@cincinnati-oh.gov](mailto:trisha.blake@cincinnati-oh.gov)

**Police Department****Immediate Requirements to move forward with project:**

- None at this time.

**Requirements to obtain Permits:**

- No comments.

**Recommendations:**

- None

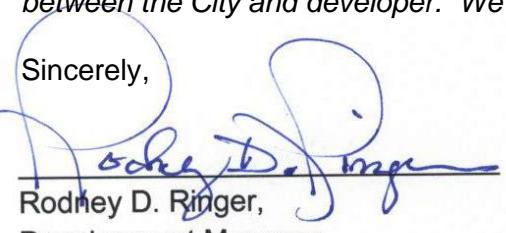
**Contact:**

- **Katalin Howard** | Police Dept. | 513-352-3298 | [katalin.howard@cincinnati-oh.gov](mailto:katalin.howard@cincinnati-oh.gov)
- **Brandon Kyle** | Police Dept. | [brandon.kyle@cincinnati-oh.gov](mailto:brandon.kyle@cincinnati-oh.gov)

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*This letter is not intended as the City's final approval of your project, but rather as an initial review and consultation to provide feedback from the City's various departments and to better coordinate between the City and developer. We hope you find this process both forthcoming and helpful.*

Sincerely,

  
Rodney D. Ringer,  
Development Manager  
RDR: rdr

## EXHIBIT E

May 8, 2025

Walnut Hills Cemetery  
3117 Victory Parkway  
Cincinnati, OH 45206

**Kyle Gibbs**  
City Planner  
805 Central Ave  
Cincinnati, OH 45202

### RE: Zone Change

Dear Kyle Gibbs;

#### Walnut Hills Area Council Process

MSP Design who represents Walnut Hills Cemetery has gone through an extensive process to gain a letter of approval for the Walnut Hills Area Council.

**October 2024** - Initial contact to provide information to the Council (City of Cincinnati Zone Change Application, Coordinated site review application).

**February 24, 2025** – Provide additional letter to the WHAC as requested.

**March 18, 2025** – Online presentation to the WHAC Working Group which included all heads of the WHAC. Formal presentation of the project.

**April 10, 2025** – WHAC Meeting, formal presentation of the project.

**May 1, 2025** – WHAC Planning and Transportation Committee meeting (was not able to attend, but they presented questions for MSP).

**May 8, 2025** – WHAC meeting to present our project and have the council vote in acceptance.

Sincerely,

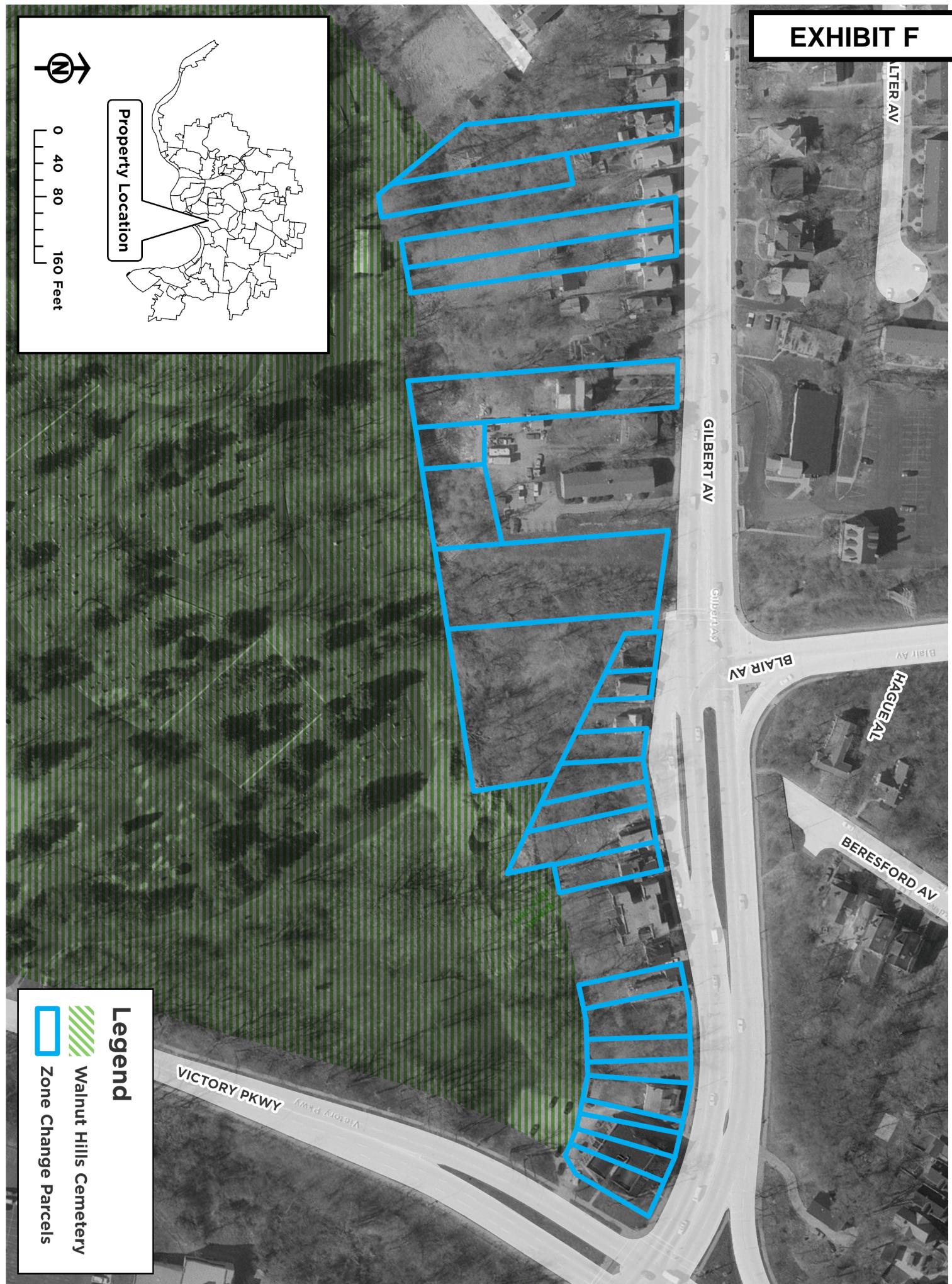
McGill Smith Punshon, Inc.



Bryan Grome  
Associate Landscape Architect

# HISTORIC REVIEW FOR WALNUT HILLS CEMETERY ZONE CHANGE (1996)

## EXHIBIT F



## EXHIBIT G

May 8, 2025

Walnut Hills Cemetery  
3117 Victory Parkway  
Cincinnati, OH 45206

**Kyle Gibbs**  
City Planner  
805 Central Ave  
Cincinnati, OH 45202

### RE: Zone Change

Dear Kyle Gibbs;

#### **Clarification on the Phasing of the Walnut Hills Cemetery Project**

Regarding the Walnut Hills Cemetery location map created by the City of Cincinnati, MSP, on behalf of Walnut Hills Cemetery, would like to clarify the phasing of the project. MSP intends to proceed with the zone change for all areas and provide clarification on the timeframe for utilizing these properties.

**Phase 1:** The proposed Areas 1 and 4 will be utilized first. These areas are needed immediately by the cemetery to alleviate the backlog of pre-sold burial spaces. Area 1 will be used to finalize the project at the corner of Victory Avenue and Gilbert Parkway.

**Phase 2:** Area 2 will be developed approximately 3-5 years (or more) from now. This phase will be executed in conjunction with a master plan to outline the future expansion of the cemetery.

**Phase 3:** Area 3 will be developed in 8-10+ years. This phase will only commence once adjacent properties have been acquired to create a more cohesive design. Walnut Hills Cemetery does not plan to place any burials on small, fragmented properties.

Overall, the plan is to focus on Areas 1 and 4 first. As the cemetery fills up over the next 3-5 years, a master plan for Areas 2 and 3 will be created to plan for future cemetery expansion.

Sincerely,

McGill Smith Punshon, Inc.



Bryan Grome  
Associate Landscape Architect

## EXHIBIT H

February 19, 2025

Walnut Hills Cemetery  
3117 Victory Parkway  
Cincinnati, OH 45206

**Kyle Gibbs**  
City Planner  
805 Central Ave  
Cincinnati, OH 45202

### RE: Zone Change

Dear Kyle Gibbs;

Walnut Hills Cemetery is a historic cemetery dating back to 1843. In July 2020, Walnut Hills Cemetery was approved for conditional use to expand the cemetery uses to properties that the cemetery had acquired. The cemetery had been a non-conforming use within the RMX and RM1.2 zone, and it was recommended by City Planning staff to rezone the properties to SF-4. The zone change was approved with conditions for in-ground burials and columbarium's within the expansion areas.

Walnut Hills Cemetery continually procures adjacent properties as they go for sale to plan for the long future ahead. Currently the cemetery is in dire need of additional burials spaces in which the requested zone change will alleviate. The cemetery is running out of burial space and currently has approximately 75 residents waiting to pre-purchase a burial space. The properties that we are requesting a zone change will allow the cemetery to continue to operate as it has for the past 182 years. Additionally, the properties that we are requesting zone change are currently owned by Walnut Hills Cemetery and are not ideal for any residential buildings. There is an existing storm sewer easement along the south side of the lots along Gilbert Ave that also reduces the available building area.

We are requesting the same zone as what was approved in 2020 for the current properties now owned by Walnut Hills Cemetery. By allowing the zone change of these adjacent properties, the cemetery can continue to provide a needed service within the community of Walnut Hills.

Sincerely,

McGill Smith Punshon, Inc.



Bryan Grome  
Associate Landscape Architect



**DESCRIPTION FOR:**

**THE WALNUT HILLS CEMETERY  
ASSOCIATION OF CINCINNATI**

**LOCATION:**

**MILLCREEK TOWNSHIP  
4.5495 Total Acres**

Situate in Section 8, Town 3, Fractional Range 2, Millcreek Township, Hamilton County, Ohio and being part of the lands conveyed to Walnut Hills Cemetery Association of Cincinnati by deeds recorded in O.R. Volume 13920, Page 664, O.R. Volume 14252, Page 2079, O.R. Volume 12339, Page 1238, O.R. Volume 10946, Page 1046, O.R. Volume 11116, Page 914, O.R. Volume 13788, Page 609, O.R. Volume 13880, Page 1221, O.R. Volume 13185, Page 2707, O.R. Volume 13615, Page 1935, O.R. Volume 13910, Page 712, O.R. Volume 15038, Page 1064, O.R. Volume 15104, Page 1431, O.R. Volume 13214, Page 2189, O.R. Volume 14434, Page 3055, O.R. Volume 14406, Page 2272, O.R. Volume 14964, Page 2707, O.R. Volume 14344, Page 1179, O.R. Volume 14337, Page 3569, Hamilton County, Ohio Recorder's Office and being more particularly described as follows;

Zone Parcel 1 (Par. 055-0003-0012, 055-0003-0011, 055-0003-0009, 055-0003-0008, 055-0003-0007)  
BEGINNING at the northeast corner of Lot 5, Wm. Durrell Subdivision as recorded in Plat Book 6, Page 11, Hamilton County, Ohio Recorder's Office and a point in the south line of Gilbert Avenue (R/W Varies);

Thence with proposed zoning lines and the south right of way line of said Gilbert Avenue for the following four (4) courses and distances:

- 1) North 33°17'50" East, 53.65 feet to a point;
- 2) North 43°17'50" East, 92.87 feet to a point;
- 3) North 56°52'50" East, 92.61 feet to a point;
- 4) North 67°52'50" East, 78.87 feet to the northwest corner of land as conveyed to The City of Cincinnati;

Thence with west lines of said The City of Cincinnati lands for the following two (2) courses and distances:

- 1) South 11°47'04" East, 102.58 feet to a point;
- 2) South 06°48'08" West, 27.60 feet to the northwest corner of land as conveyed to The Walnut Hills Cemetery Association of Cincinnati;

Thence with The Walnut Hills Cemetery Association of Cincinnati lands for the following four (4) courses and distances:

- 1) South 67°48'03" West, 35.65 feet to a point;
- 2) South 56°48'03" West, 65.69 feet to a point;
- 3) South 43°15'42" West, 66.47 feet to a point;

McGill Smith Punshon, Inc.

3700 Park 42 Drive ■ Suite 190B ■ Cincinnati, Ohio ■ 45241-2097  
513.759.0004 ■ Fax 513.563.7099 ■ [www.mcgillsmithpunshon.com](http://www.mcgillsmithpunshon.com)



4) South 33°58'29" West, 42.71 feet to the southeast corner of said Lot 6, Wm. Durrell Subdivision;

Thence with the east line of said Lot 6, Wm. Durrell Subdivision, North 56°42'10" West, 124.49 feet to the POINT of BEGINNING.

Containing 0.7686 acres of land more or less.

Zone Parcel 2 (Par. 060-0006-0001, 060-0006-0021, 060-0006-0017, 060-0006-0020, 060-0006-0016, 060-0006-0019, 060-0006-0015, 060-0006-0029, 060-0006-0014, 060-0006-0052, 060-0006-0051, 060-0006-0054, 060-0006-0010):

BEGINNING at the southeast corner of Lot 1, Wm. Durrell's Subdivision as recorded in Plat Book 6, Page 11, Hamilton County, Ohio Recorder's Office and a northwest corner of land as conveyed to The Walnut Hills Cemetery Association of Cincinnati;

Thence with existing zoning lines and west lines of said The Walnut Hills Cemetery Association of Cincinnati lands for the following five (5) courses and distances:

- 1) South 33°14'57" West, 35.00 feet to a point;
- 2) South 56°45'03" West, 59.26 feet to a point;
- 3) South 70°42'57" West, 127.59 feet to a point;
- 4) South 54°05'18" East, 97.19 feet to a point;
- 5) South 35°56'02" West, 503.16 feet to the southwest corner of land as conveyed to Kesarin Napier;

Thence with proposed zoning lines and with the west line of said Kesarin Napier lands, North 49°22'14" West, 328.34 feet to a point in the south right of way line of Gilbert Avenue (R/W Varies);

Thence with proposed zoning lines and the south right of way line of said Gilbert Avenue for the following two (2) courses and distances:

- 1) North 44°47'08" East, 25.90 feet to a point;
- 2) North 47°34'42" East, 32.55 feet to the northwest corner of land as conveyed to Derrickson Family Living Trust;

Thence with proposed zoning lines and the lines of said Derrickson Family Living Trust lands for the following two (2) courses and distances:

- 1) South 49°28'06" East, 233.64 feet to a point;
- 2) North 45°46'02" East, 50.63 feet to the southwest corner of land as conveyed to Scrappy Properties, LLC;

Thence with proposed zoning lines and lines of said Scrappy Properties, LLC lands for the following two (2) courses and distances:

- 1) North 32°14'31" East, 98.57 feet to a point;
- 2) North 49°37'52" West, 201.12 feet to a point in the south right of way line of said Gilbert Avenue;

Thence with proposed zoning lines and the south right of way line of said Gilbert Avenue for the following four (4) courses and distances:

- 1) North 52°58'08" East, 130.44 feet to a point;
- 2) North 47°16'45" West, 5.78 feet to a point;
- 3) North 53°00'57" East, 80.00 feet to the northwest corner of land as conveyed to Hamilton County Land Reutilization Corporation;

Thence with proposed zoning lines and lines of said Hamilton County Land Reutilization Corporation lands for the following three (3) courses and distances:

- 1) South 47°17'03" East, 73.45 feet to a point;
- 2) North 70°42'57" East, 42.12 feet to a point;
- 3) North 47°17'03" West, 86.47 feet to a point in the south right of way line of said Gilbert Avenue;

Thence with proposed zoning lines and the south line of said Gilbert Avenue for the following two (2) courses and distances:

- 1) North 53°00'57" East, 37.38 feet to a point;
- 2) North 33°14'57" East, 131.23 feet to the northeast corner of said Lot 1, W. Durrell's Subdivision;

Thence with proposed zoning lines and the east line of said Lot 1, Wm. Durrell's Subdivision, South 56°45'03" East, 125.00 feet to the POINT of BEGINNING.

Containing 2.6657 acre of land more or less.

Zone Parcel 3 (Par. 060-0006-0006, 060-0006-0007):

COMMENCING at the southeast corner of Lot 2, Mather's Estate Subdivision as recorded in Plat Book 7, Page 47, Hamilton County, Ohio Recorder's Office, also being the southeast corner of land as conveyed to Cincinnati Webb I, LLC and a southwest corner of land as conveyed to The Walnut Hills Cemetery Association of Cincinnati;

Thence with the east line of said Cincinnati Webb I, LLC lands, North 54°25'57" West, 18.80 feet to the TRUE POINT of BEGINNING;

Thence with proposed zoning lines and continuing with the east line of said Cincinnati Webb I, LLC lands, North 56°13'49" West, 338.91 feet to a point in the south right of way line of Gilbert Avenue (R/W Varies);

Thence with proposed zoning lines and the south right of way line of said Gilbert Avenue, North 43°13'46" East, 74.05 feet to the northwest corner of land as conveyed to Helen Deering;

Thence with proposed zoning lines and the west line of said Helen Deering lands, South 53°50'04" East, 326.61 feet to a point in a west line of said The Walnut Hills Cemetery Association of Cincinnati lands;

Thence with existing zoning lines and a west line of said The Walnut Hills Cemetery Association of Cincinnati land, South 33°22'00" West, 59.39 feet to the TRUE POINT of BEGINNING.

Containing 0.5065 acres of land more or less.

Zone Parcel 4 (Par. 060-0006-0004, 060-0006-0049):

COMMENCING at the southeast corner of Lot 2, Mather's Estate Subdivision as recorded in Plat Book 7, Page 47, Hamilton County, Ohio Recorder's Office, also being the southeast corner of land as conveyed to Cincinnati Webb I, LLC and a southwest corner of land as conveyed to The Walnut Hills Cemetery Association of Cincinnati;

Thence with west lines of said The Walnut Hills Cemetery Association of Cincinnati lands and lines of said Cincinnati Webb I, LLC lands, South 35°49'24" West, 37.73 feet to the TRUE POINT of BEGINNING;

Thence with existing zoning lines and continuing with west lines of said The Walnut Hills Cemetery Association of Cincinnati lands for the following two (2) courses and distances:

- 1) South 36°08'23" West, 20.46 feet to a point;
- 2) North 84°22'14" West, 139.39 feet to the southeast corner of land as conveyed to La Ventura, LLC;

Thence with proposed zoning lines and the east line of said La Ventura, LLC lands, North 51°21'28" West, 257.34 feet to a point in the south right of way line of Gilbert Avenue (R/W Varies);

Thence with proposed zoning lines and the south right of way line of said Gilbert Avenue, North 44°53'30" East, 40.15 feet to the northwest corner of land as conveyed to Port of Greater Cincinnati Development Authority;

Thence with proposed zoning lines and lines of said Port of Greater Cincinnati Development Authority lands for the following two (2) courses and distances:

- 1) South 54°17'30" East, 134.28 feet to a point;
- 2) North 32°47'07" East, 37.25 feet to a point in the west line of said Cincinnati Webb I, LLC land;

Thence with proposed zoning lines and the west line of said Cincinnati Webb I, LLC lands, South 54°22'06" East, 238.99 feet to the TRUE POINT of BEGINNING.

Containing 0.5233 acres of land more or less.

Zone Parcel 5 (Par. 065-0003-0071):

BEGINNING at the northwest corner of Lot 171, Lane Seminary Subdivision as recorded in Plat Book 71, Page 2, Hamilton County, Ohio Recorder's Office;

Thence with proposed zoning lines and lines of said Lot 171, Lane Seminary Subdivision for the following four (4) courses and distances:

- 1) South 84°07'49" East, 30.00 feet to a point;
- 2) South 05°52'11" West, 124.00 feet to a point;
- 3) North 84°07'49" West, 30.00 feet to a point;
- 4) North 05°52'11" East, 124.00 feet to the POINT of BEGINNING.

Containing 0.0854 acres of land more or less.

The above description was prepared from a Zoning Plat by McGill Smith Punshon, Inc. dated April 30, 2024. Bearings are based on Plat Book 464, Page 86, Hamilton County, Ohio Recorder's Office

I hereby certify that the above description is a complete, proper and legal description of the property to be re-classified herein. The above description is based on existing deeds and plats of record and is not based on an actual field survey. Said description is to be used for the purpose of re-classification only, and is not to be used for the transfer of property.

---

Louis J Hanser P.S. #7843

Prepared by: McGill Smith Punshon, Inc.  
Date: April 30, 2024  
MSP No.: 13353.02