

# OXFORD PLANNING COMMISSION

Minutes – June 9, 2020

**MEMBERS:** Jonathan Eady, Chair; Zach May, Vice Chair; Juanita Carson, Secretary; Mike McQuaide, Mike Ready, and Kibbie Hatfield.

**STAFF:** Matthew Pepper, city manager and zoning administrator.

**GUESTS:** Art Vinson; William Bozeman; James Spearman; Randy Simon, Director of Facilities Planning and Operations with Oxford College.

**OPENING:** At 7:01 PM, Mr. Eady called the meeting to order and welcomed the guests.

**MINUTES:** Upon motion of Mr. Ready, seconded by Ms. Carson, the minutes for the meeting of April 14, 2020 were adopted. The vote was 6-0.

**JAMES SPEARMAN DEVELOPMENT PERMIT APPLICATION (121 North Oxford Road):** The Commission reviewed the development permit application to complete the following development projects: construct an 18' x 20' metal carport in the rear yard; construct a 30' x 30' metal building on a slab at the end of the driveway; and install a wooden fence with a metal gate at the entrance of the property. The Commission confirmed the locations of the proposed carport, metal building and fence met the setback and other distance requirements.

*Upon motion of Ms. Carson, seconded by Mr. McQuaide, the Planning Commission approved the development permit application to construct a wooden fence with a gate across the property located at 121 North Oxford Road. The vote was 6-0.*

*Upon motion of Mr. May, seconded by Mr. McQuaide, the Planning Commission approved the development permit application to construct a 30' x 30' metal building on a slab at the end of the driveway of the property located at 121 North Oxford Road. The vote was 6-0.*

*Upon motion of Mr. McQuaide, seconded by Mr. Ready, the Planning Commission approved the development permit application to construct an 18' x 20' metal carport in the rear yard of the property located at 121 North Oxford Road. The vote was 6-0.*

**ART AND LAURIE VINSON VARIANCE REQUEST (903 Asbury Street):** The Commission reviewed the request for a variance on the 10' minimum side setback requirement to allow for improvements to the existing non-conforming 14' x 18' accessory building located in the rear yard. Currently, the existing accessory building sits 4-5 feet from the side property line. Regarding the development permit application, Mr. Vinson explained that he will first install electrical service to the building. He will submit another development permit application detailing the remaining renovation work after receiving approval of the variance request by the Mayor and City Council.

*Upon motion of Ms. Carson, seconded by Ms. Hatfield, the Planning Commission approved the variance on the minimum side setback requirement and also make that same recommendation to City Council for their consideration. The vote was 6-0.*

*Upon motion of Mr. Ready, seconded by Ms. Carson, the Planning Commission approved the development permit application to install electrical service in the 14' x 18' accessory building. The vote was 6-0.*

**RESIDENTIAL DEVELOPMENT CONVERSATION WITH WILLIAM BOZEMAN:** Mr. Bozeman, a real estate broker representing Smith Douglas Homes, requested an opportunity to discuss with the Commission

the potential construction of an age-targeted (55 years and older) development on a 47-acre lot located on W. Richardson Street. Currently, the property is owned by Mr. Curtis Jackson and is not located within the city. If approved, and prior to construction, the city must annex the property and assign it to the R 7.5 zoning designation. Given the acreage and topography of the property, Mr. Bozeman stated that Smith Douglas Homes is interested in building a development of approximately 160-200 homes. The buildout plan would be one or two phases. As it stands now, Newton County has the property zoned as R-3, which has minimum lot area of 22,000 square feet and minimum house size of 1,800 square feet.

The Commission discussed that the city's R-20 zoning district is comparable to the county's R-3 in the areas of minimum lot area and minimum house size. Mr. Bozeman asked the Commission how many homes the city would support on the property. The Commission did not commit to any specific number of homes. Rather, they stated that the property could potentially accommodate 40-50 homes if zoned compatible with the surrounding area and with accommodations for green space, roads, and other amenities. Further, the Commission recognized that Smith Douglas Homes could possibly build homes on the lot without the city's consent given that the property is located within Newton County.

The Commission related several concerns with the proposal to construct a high-density subdivision on the Jackson property. They cited the following reasons:

- The proposed zoning for the development (R-7.5) is incompatible with the city's land use plan.
- The loss of many aged hardwood oak trees and other vegetation.
- The inability of the city to capture revenue from electric sales (the property is located within Georgia Power's and Snapping Shoals EMC's service territory). The Commission cited the only revenue available is the sale of water and sewer service and property taxes.
- A lack of existing infrastructure to support the development. The 47-acre lot is within the city's water and sewer territory but is not currently served. The city must run both a water and sewer main along W. Richardson Street to serve the property. In addition, the existing road is gravel and would need to be paved.
- The potential for increased vehicular traffic on W. Richardson Street and possibly Wesley Street.

**OXFORD COLLEGE DEVELOPMENT PERMIT APPLICATIONS (2):** The Commission reviewed the development permit application to complete interior and exterior renovation work on the existing dwelling located at 502 Emory Street. The plan is to prepare the dwelling to serve as faculty housing. The exterior renovation work includes the following items: replace the roof shingle, complete some touch up painting, and repair and paint the shed. The interior work includes the following items: repair the drywall, paint the walls, trim, and ceiling, replace aging appliances, and repair the hardwood floor. The Commission asked what appliances the college will replace. Mr. Simon responded that the stove, refrigerator, and dishwasher will be replaced. The Commission asked Mr. Pepper to confirm with the city's building inspector whether building permits are required when replacing major appliances. If so, Mr. Pepper will share that information with Mr. Simon

In addition, the Commission reviewed the development permit application to complete interior and exterior renovation work on the existing dwelling located at 808 Wesley Street. The plan is to prepare the dwelling to serve as student housing during the Coronavirus (COVID-19) pandemic. Upon the Commission's review of the tax map for the property, it appears as though the dwelling encroaches on the city ROW. Oxford College agreed to provide the Commission with a survey of the property. Given the narrow timeline to complete the renovations before the students return in August, the Commission agreed to reconsider the development permit application at a special called meeting.

*Upon motion of Ms. Hatfield, seconded by Mr. May, the Planning Commission approved the development permit application to complete the interior and exterior renovation work on the existing dwelling on 502 Emory Street as listed in the scope of work. The vote was 5-0 with Mr. Eady abstaining.*

**TEMPORARY HOUSING CONVERSATION WITH OXFORD COLLEGE:** Mr. Simon shared with the Commission the college's plans to provide temporary housing for students during the COVID-19 pandemic. The college would plan to install the temporary housing units in the back of the parking lot behind Haygood Hall. Mr. Simon reported that the largest size of the temporary housing unit that the college is considering is 48' x 160' with the capacity to safely house 48 students. In addition, Mr. Simon reported that Oxford College has reserved space at local hotels in Covington to reduce the density in the residence halls. Mr. Simon will provide more information to the Commission

**OTHER BUSINESS:** The Commission did not discuss any items related other business.

**ADJOURNMENT:** Mr. Eady adjourned the meeting at 9:00 PM.

Submitted by:

Juanita Carson, Secretary