

# OXFORD PLANNING COMMISSION

Minutes – September 20, 2017

**MEMBERS:** Jonathan Eady, Chair; Jeff Wearing, Vice-Chair; Ron Manson, and Penny England. Aaron Robinson and Vivian Harris were absent.

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

**GUESTS:** Kendra Mayfield.

**OPENING:** At 7:00 PM, Mr. Eady called the meeting to order and welcomed the guests.

**APPROVAL OF MINUTES:** Upon motion of Mr. Wearing, seconded by Mr. Manson, the minutes for the meeting of August 8, 2017 were adopted. The vote was 4-0.

**OXFORD COLLEGE DEVELOPMENT PERMIT:** On behalf of Oxford College, Kendra Mayfield requested approval for a design of a parking lot on the college's property at 102 Pierce Street (Parcel X010 028). This is an alternative design to the Whatcoat Street and Asbury Street parking plan presented to the Planning Commission at the August 8<sup>th</sup> meeting. The Commission members had a discussion concerning several aspects of the proposed design for the parking lot including connectivity to the city's planned town center development, access to the parking lot for members of Allen Memorial United Methodist Church and visitors to the college, the location of sidewalks along the parking lot, an adequate drainage plan, and a vegetative barrier between the proposed parking lot and the city right-of-way. As proposed, the parking lot would require the removal of the garden that is located on the property. On behalf of the city, Mr. Pepper asked if the college could transplant the vegetation in the garden to the city's right-of-way on Whatcoat Street. Ms. Mayfield will provide the city with a quote to transplant the vegetation.

*Upon motion of Mr. Manson, seconded by Ms. England, the Planning Commission approved the development permit on the conditions that Oxford College provide the Commission with an approved drainage plan, demonstrate on the design drawings the location of the sidewalk along the southeast side of the proposed parking lot, as well as the location of the vegetative barrier on the northwest side. The vote was 3-0 with 1 abstention.*

**PLANNING COMMISSION RESOLUTION TO OXFORD CITY COUNCIL:** The Commission members had a discussion on the City Council's recent 4-3 vote against Oxford College's proposed parking lot in the City's right-of-way along the east side of Whatcoat Street. As a result of the vote, it was decided that the Planning Commission will write a resolution to urge City Council to reconsider the issue of parking along Whatcoat Street. The resolution will state several reasons why the Commission supports a parking lot in the city's right-of-way on Whatcoat Street instead of at the college's property at 102 Pierce Street. The reasons will include the following: the location of the proposed parking lot on Whatcoat and its proximity to the city's potential downtown development; the support from both private citizens and members of Allen Memorial for the Whatcoat design; and the preservation of the gardens on the 102 Pierce Street property. Additional reasons may be discussed in the resolution. Attached is the official resolution prepared by the Planning Commission.

*Upon motion of Mr. Manson, seconded by Ms. England, the Planning Commission decided to issue a formal resolution to City Council to reconsider the Commission's recommendation for the original parking lot design on Whatcoat Street. The vote was 4-0.*

**CITY REPORT:** Mr. Pepper reported on the progress of the Asbury Street Park and E. Clark Street Extension projects.

**ADJOURNMENT:** Mr. Eady adjourned the meeting at 8:00 PM.

Approved by:

Aaron Robinson, Secretary