

# OXFORD PLANNING COMMISSION

## AGENDA

**May 11, 2021 – 7 PM (Via Teleconference)**

### **Meeting Access Information:**

Online: [Click Here](#)

Mobile Number: 1-646-558-8656

Meeting ID: 985 9498 6534

Passcode: 707330

1. **Opening** – Jonathan Eady, Chair
2. **\*Minutes** – We have attached the minutes for April 13, 2021.
3. **\*Anna Katiuzhinsky Development Permit Application** – Anna Katiuzhinsky has submitted a development permit application to install a new driveway at 1202 Emory Street. We have attached the development permit application.
4. **\*Awning Discussion with Barbara and Nicholas Cole** – Barbara and Nicholas Cole have requested to discuss with the Planning Commission their plans to install an awning for a camper on the side yard of their lot located at 1104 Emory Street. We have attached a copy of the lot taken from the Newton County Tax Map.
5. **\*Minor Subdivision Discussion with Lynn Bohanan** – Lynn Bohanan has requested to discuss with the Planning Commission her plans to subdivide her lot located at 202 Fletcher Street. We have attached a copy of the lot taken from the Newton County Tax Map.
6. **\*Oxford College Development Permit Application** – Oxford College has submitted development permit applications to complete a full renovation of an existing outbuilding located at 1205 Wesley Street. We have attached the development permit application.
7. **Oxford College Student Housing Discussion** – Oxford College will discuss with the Planning Commission their need to install temporary housing on-campus for the upcoming school year.
8. **\*Discussion on Amendments to Chapter 40** – The Planning Commission will continue their previous discussion regarding amendments to different sections of the city's zoning ordinances.
9. **Other Business**
10. **Adjournment**

### **\* Attachments**

**MEMBERS OF THE PLANNING COMMISSION:** Jonathan Eady, Chair; Zach May, Vice-Chair; Juanita Carson, Secretary; Mike McQuaide, Jeremy Baker, and Mike Ready.

# OXFORD PLANNING COMMISSION

Minutes – April 13, 2021

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

**STAFF:** Matthew Pepper, City Manager and Zoning Administrator; Marcia Brooks, City Clerk; Scottie Croy, Assistant Public Works Supervisor.

**GUESTS:** Liesl McWhorter; Larry Houston; Art and Laurie Vinson; Robert Aiken; Drew Terrell.

**OPENING:** At 7:01 PM, Mr. Eady called the meeting to order and welcomed the guests. Mr. Eady informed the Commission that the agenda was amended to include consideration of a development permit application submitted by Mr. Robert Aiken.

**MINUTES:** Upon motion of Mr. McQuaide, seconded by Mr. Ready, the minutes for the meeting of February 9, 2021 were adopted as amended. The vote was 6-0.

**JOSEPH BUDD DEVELOPMENT PERMIT APPLICATION (203 W. Clark Street):** The Commission reviewed the development permit application to replace two complete HVAC systems at 203 W. Clark Street. The work was completed prior to the meeting. During the discussion, the Commission asked Mr. Pepper to confirm that the city's building inspector had completed an inspection. In addition, the Commission amended the application to include the lot's zoning designation (R-30).

*Upon motion of Ms. Carson, seconded by Mr. Ready, the Planning Commission approved the development permit application to replace two complete HVAC systems at the dwelling located at 203 W. Clark Street. The vote was 6-0.*

**LARRY HOUSTON DEVELOPMENT PERMIT APPLICATION (108 Greene Street):** The Commission reviewed the development permit application to install a 10' x 16' storage building on the property located at 108 Greene Street. During the discussion, the Commission confirmed that the proposed storage building met the side and rear setback requirements. In addition, Mr. Houston confirmed that the proposed storage building would be a white aluminum prefabricated structure.

*Upon motion of Mr. McQuaide, seconded by Ms. Carson, the Planning Commission approved the development permit application to install a 10' x 16' storage building on the property located at 108 Greene Street. The vote was 6-0.*

**SCOTTIE CROY DEVELOPMENT PERMIT APPLICATION (1417-A Wesley Street):** The Commission reviewed the development permit application to install a 10' x 16' storage building on the property located at 1417-A Wesley Street. As depicted on the site plan, the proposed storage building would be located behind the back edge of the existing house. In this location, it would be visible from the street. The Commission asked Mr. Croy if there was sufficient space behind the house to locate it. In response, Mr. Croy stated that he chose the location to avoid placing it near a sewer cleanout. The Commission recommended that the proposed storage building be located further west into the property so that it would appear subordinate to the existing house. Mr. Croy replied that he had sufficient space to move it and meet the rear setback requirement.

*Upon motion of Mr. Ready, seconded by Ms. Carson, the Planning Commission approved the development permit application to install a 10' x 16' storage building on the property located at 1417-A Wesley Street. The vote was 6-0.*

**ART AND LAURIE VINSON DEVELOPMENT PERMIT APPLICATION (903 Asbury Street):** The Commission reviewed the development permit application to grade a driveway to spread with permeable slate

pieces and install curbing at 903 Asbury Street. During the discussion, Mr. Vinson explained that the pad behind the existing garage is composed of the same material. In addition, Mr. Vinson explained that they are still deciding on the exact material for the curbing. He added that the rock would most likely be 4" wide and 6-9" deep and set into the grading. The Commission confirmed that the permeable slate and the rock curbing meets the requirements outlined by the city's zoning code.

*Upon motion of Mr. McQuaide, seconded by Mr. Baker, the Planning Commission approved the development permit application to grade a driveway to spread with permeable slate pieces and install curbing at 903 Asbury Street. The vote was 6-0.*

**ROBERT AIKEN DEVELOPMENT PERMIT APPLICATION (115 Oxford North Road):** The Commission reviewed the development permit application to replace an existing sunroom attached to the rear of the house at 115 Oxford North Road. During the discussion, the Commission confirmed that the proposed sunroom would be the same color as the existing sunroom. In addition, the Commission confirmed that the proposed sunroom met the side and rear setback requirements. The Commission also confirmed that the roofing would remain consistent with the existing shingle roofing on the house. The Commission also confirmed that the sunroom would have a fan, which would require an electrical permit, but not any plumbing or HVAC systems as part of the project.

*Upon motion of Mr. Ready, seconded by Ms. Carson, the Planning Commission approved the development permit application to replace an existing sunroom attached to the rear of the house at 115 Oxford North Road. The vote was 6-0.*

**PROPOSAL FOR SIGNAGE FOR THE OXFORD FARMERS MARKET:** The Commission reviewed the proposal submitted by Ms. Brooks for the use of temporary signage on select locations on the city-owned greenspace for the city's farmers market. Ms. Brooks explained that the city is interested in installing temporary signage for the city's Spring Festival, which is scheduled for April 29-30 and May 1. The city would use the temporary signage until permanent signage can be installed.

During the discussion, the Commission noted that the city's sign ordinance begins in Sec. 40-945. In addition, the Commission confirmed the location of the four (4) temporary signs as depicted in the proposal. Ms. Brooks confirmed that the two (2) proposed flag signs go into the ground and stand vertically. As for the proposed hanging directional parking sign, the Commission recommended that the arrow be removed from it to clarify where visitors may park. Mr. Pepper will append a completed development permit application with the proposal.

*Upon motion of Mr. May, seconded by Mr. Ready, the Planning Commission approved the development permit application for the use of temporary signage on the city-owned greenspace for the city's farmers market. The vote was 6-0.*

**REZONING DISCUSSION:** In November 2020, the Commission made a recommendation to City Council to rezone six (6) parcels located along E. Clark Street and Emory Street from Town Center to R-20 Residential. The Commission revisited their previous recommendation and considered whether to recommend rezoning an additional 18 parcels located along E. Clark Street and the east side of Emory Street. Currently, the 18 parcels are zoned R-7.5 Residential. R-7.5 allows for the highest density of residential development. Prior to the meeting, the Commission invited the affected property owners to join the discussion.

Mr. Eady explained that the Commission had previously observed that the R-7.5 designation was not consistent with the current use of the properties. Mr. Eady further explained that the parcels were assigned the R-7.5 designation by a prior Commission with the thought that several of them were underdeveloped from a full intensity of land use perspective. At that time, it was to contemplate the possibility of future additional development on these properties. Currently, the feeling of the community is to preserve the natural borders surrounding the Dried Indian Creek corridor.

The Commission analyzed whether the current square footage of the existing dwellings and lot widths will conform with the R-20 zoning criteria. The Commission confirmed that 21 out of 25 of the affected parcels meet the R-20 size requirements and 18 out of 25 meet the R-20 dwelling requirements.

In addition, Commission reviewed Section 40-638(g) "criteria for amendments to official zoning maps" as they developed the recommendation to rezone the parcels from R-7.5 to R-20. During the review, the Commission determined the following:

- The proposed change is suitable and compatible with the use of adjacent and nearby properties which are single family homes.
- The proposed change is not adverse but supportive of the existing use of subject properties and adjacent and nearby property. (The Commission noted that there are three (3) dwellings that are materially below the minimum square footage for R-20. In the event of the destruction of the existing dwellings, the homeowner would have a burden imposed during the reconstruction of the dwelling.)
- The property to be affected by the proposed change is being used as lower density single family residential which is its best economic use.
- The proposed change is to a zoning district with less dense potential uses; thus, the change would reduce the potential burden on public infrastructure.
- The proposed change would return the property to a less dense residential zoning district which is consistent with the uses of adjacent and nearby zoning districts on the east side of Emory Street.
- The proposed change to residential zoning would have less impact on the environment than a more intensive mixed-use.
- Preserving the less dense development along the Dried Indian Creek corridor is desirable.

Mr. Pepper will prepare the text for the Commission's official recommendation to the Mayor and City Council. He will share it with the Commission prior to bringing it to the Mayor and City Council.

*Upon motion of Mr. Ready, seconded by Mr. McQuaide, the Planning Commission recommended the rezoning of the identified 18 parcels from R-7.5 to R-20 based upon the Planning Commission's findings during their review of Sec. 40-638(g). The vote was 6-0.*

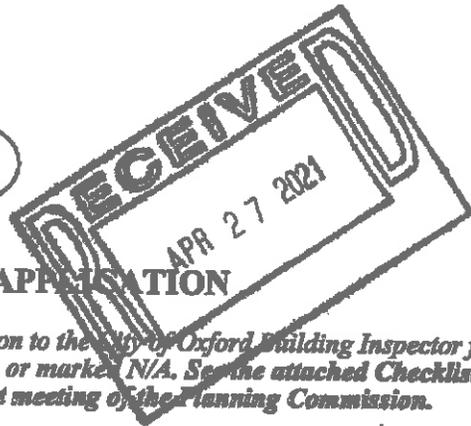
**DISCUSSION ON AMENDMENTS TO CHAPTER 40:** The Commission will continue their discussion on amendments to Chapter 40 during future meetings. Prior to the next meeting, Mr. Pepper and Mr. Eady will share with the Commission the final draft of the proposed amendments to Chapter 40. They will share their recommendations with the Mayor and Council.

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

**ADJOURNMENT:** Mr. Eady adjourned the meeting at 8:13 PM.

Submitted by:

Juanita Carson, Secretary



### DEVELOPMENT PERMIT APPLICATION

This is NOT a Building Permit but, is a requirement for an application to the City of Oxford Building Inspector for the appropriate required Building Permit. All items must be completed, or marked N/A. See the attached Checklist. The completed form must be submitted 10 days before the next meeting of the Planning Commission.

#### GENERAL INFORMATION

Name of Applicant: Anna Katiuzhinsky Date of Application: 4/27/21

Address of Applicant: 1202 Emory St, Oxford, GA 30054

Telephone # (s) of Applicant: 770-882-4928

Address / Subdivision / Lot# / Parcel#(s) where the proposed work will occur (list all): \_\_\_\_\_

Owner of above location(s): Anna Katiuzhinsky & Benjamin Katiuzhinsky  
Name of General Contractor (if different from Applicant): N/A

Type of work:  New building  Addition  Alteration  Renovation  Repair  Moving  
 Land Disturbance  Demolition  Other

Type of dwelling:  Single Family  Multi-family  Included Apartment Number of units: \_\_\_\_\_

Briefly describe the proposed work: Pour concrete driveway

Does the proposed work change the footprint (ground outline) of any existing structures?  YES  NO

Does the proposed work add a structure(s)?  YES  NO

List additions to: Heated Sq.ft. \_\_\_\_\_ Unheated Sq.ft. \_\_\_\_\_ Garage Sq.ft. \_\_\_\_\_ New Sq.ft. \_\_\_\_\_  
Is the above lot in the Special Flood Hazard Area on FEMA's Flood Insurance Rate Map?  Yes  No N/A  
(Map available from City Clerk)

#### ZONING DISTRICT (the setback requirements and the zoning map are available from the City Clerk)

Zoning District R-15

#### Setback Requirements:

Front setback \_\_\_\_\_ ft. Side setback \_\_\_\_\_ ft. Rear setback \_\_\_\_\_ ft.

Minimum required lot width at building line \_\_\_\_\_ ft.

#### MECHANICAL INFORMATION (if utility work is included in the proposed work)

A) Sewerage: Is there a change?  Yes  No  City Sewer  Septic If so, describe: \_\_\_\_\_

B) Water Supply: Is there a change?  Yes  No  City Water  Well If so, describe: \_\_\_\_\_

C) Number of Restrooms (Commercial): Is there a change?  Yes  No  Full  Half If so, describe: \_\_\_\_\_

D) Number of Baths (Residential): Is there a change?  Yes  No  Full  Half If so, describe: \_\_\_\_\_

E) Heating: Is there a change?  Yes  No  Electric  Gas  Oil  Propane  Other If so, describe: \_\_\_\_\_

F) Electrical:  number of outlets N/A



TS Avenue 3

Mailbox

375"

Fence 550"

+ Gate 95"

695"

Fence 687"

395"

Porch

E Side of

270"

300"

Fence 880"

DRIVE ALIT

495"

176"

185"

Fence 110"

Gate Fence 273"

106"

Deck

174"

Deck

1136"

Deck

174"

Deck

1184"

Deck

1001"

Deck

174"

Deck

1355"

1001"

Deck

1001"

Deck

1001"

Deck

1001"

Deck

200"

Deck

1104"

Deck

60"

Deck

145"

Deck

145"

Deck

145"

Deck

145"

Deck

120"

Deck

120"

Deck

120"

Deck

120"

Deck

120"

Deck

120"

Fence

Fence

150"

Shed

195"

Shed

174"

Shed



**Overview**



**Legend**

- Parcels
- Roads

<b>Parcel ID</b>	X00200000014000	<b>Owner</b>	KATIUZHINSKY BENJAMIN & ANNA	<b>Last 2 Sales</b>			
<b>Class Code</b>	Residential		P.O. BOX 902	<b>Date</b>	<b>Price</b>	<b>Reason</b>	<b>Qual</b>
<b>Taxing District</b>	OXFORD		OXFORD, GA 30054	8/9/2019	\$150000	FM	Q
	OXFORD	<b>Physical Address</b>	1202 EMORY ST	5/15/2018	0	E	U
<b>Acres</b>	0.34	<b>Assessed Value</b>	Value \$111700				

**(Note: Not to be used on legal documents)**

Date created: 5/4/2021  
 Last Data Uploaded: 5/4/2021 4:18:38 AM

Developed by  **Schneider**  
 GEOSPATIAL



## DEVELOPMENT PERMIT APPLICATION

*This is NOT a Building Permit but, is a requirement for an application to the City of Oxford Building Inspector for the appropriate required Building Permit. All items must be completed, or marked N/A. See the attached Checklist. The completed form must be submitted 10 days before the next meeting of the Planning Commission.*

### GENERAL INFORMATION

Name of Applicant: Randy M. Simon Date of Application: May 4, 2021  
Address of Applicant: 110 Few Cir. Oxford, Ga 30054  
Telephone # (s) of Applicant: 404.964.0450  
Address / Subdivision / Lot# / Parcel#(s) where the proposed work will occur (list all): 1205 Wesley Street Emory St, Oxford, Ga 30054

Owner of above location(s): Emory University  
Name of General Contractor (if different from Applicant): Undetermined at this time

Type of work:    New building    Addition    Alteration  Renovation    Repair    Moving  
   Land Disturbance    Demolition    Other

Type of dwelling:  Single Family    Multi-family    Included Apartment Number of units:   

Briefly describe the proposed work:

Scope of work entails a full renovation of the out parcel adjacent to the main house at 1205 Wesley Street. This includes, but not limited to the following items, repair and or replacement to roof, siding and other exterior features. Full replacement of the building's mechanical, electrical and plumbing systems. All work will be done in the context of this building having a historical presence. Additional care and detailing is required in the execution of this project.

Does the proposed work change the footprint (ground outline) of any existing structures?  YES    NO

Does the proposed work add a structure(s)?  YES    NO

List additions to: Heated Sq.ft. N/A Unheated Sq.ft. N/A Garage Sq.ft. N/A New Sq.ft. N/A  
Is the above lot in the Special Flood Hazard Area on FEMA's Flood Insurance Rate Map?    Yes  No  
(Map available from City Clerk)

### ZONING DISTRICT (the setback requirements and the zoning map are available from the City Clerk)

Zoning District Institutional Campus District

Setback Requirements: N/A

Front setback N/A ft. Side setback N/A ft. Rear setback N/A ft.

Minimum required lot width at building line N/A ft.

\*This renovation will occur in the existing foot print of the current structure only exceeding at point where the bathroom and deck are being added.

### MECHANICAL INFORMATION (if utility work is included in the proposed work)

A) Sewerage: Is there a change?    Yes  No  City Sewer    Septic If so, describe:   

B) Water Supply: Is there a change?    Yes  No  City Water    Well If so, describe:   

C) Number of Restrooms (Commercial): Is there a change?  Yes    No    1 Full    Half If so, describe:   

D) Number of Baths (Residential): Is there a change?  Yes    No    1 Full    Half If so, describe:   

E) Heating: Is there a change?  Yes    No  Electric    Gas    Oil    Propane    Other \* Heating and Cooling is electric

F) Electrical: 10 number of outlets

and is new to this structure.



# CITY OF OXFORD

## Checklist Applying for a Development Permit

1. Obtain a Development Permit Application from the City Clerk's office.
2. Complete the Application and attach a site plan (either drawn by a professional or sketched on graph paper) with dimensions showing:
  - Shape, size and location of the lot.
  - Shape, size, height, use and location of the buildings to be erected, constructed, altered or moved, as well as any building(s) already existing on this building lot.
  - Indicate how many dwelling units the building(s) are designed to accommodate.
  - Setback lines from adjoining streets and lots.
3. Submit the completed Application to the City Clerk's office.
4. All corners of the lot and any proposed building must be clearly staked out on the ground.
5. The City Clerk will give the application to the Zoning Administrator to review and to schedule a review by the Planning Commission. If the application does not change the footprint of the structure then it can be approved by the Zoning Administrator or the City Clerk. If it does change the footprint, it will be scheduled for review at a meeting of the Planning Commission.
6. The regular meetings of the Planning Commission are on the second Tuesday of each month at 7 PM. The applicant will be notified when the application is scheduled for review. The Planning Commission will not review the application unless the applicant or a representative is present at the meeting. A picture or diagram of what is proposed will help the Planning Commission review the request.
7. If the application is approved, an approved copy will be given to the applicant by the Planning Commission.
8. The City of Oxford is responsible for issuing the Building Permit and collecting any required fees. A copy of the approved Development Permit is required before a Building Permit can be issued. The applicant should contact the city's Zoning Administrator (770-786-7004) to determine if a building permit and inspections are required. If a building permit is required, the applicant should bring the approved Development Permit to City Hall to exchange for the necessary building permit(s), and to schedule the inspection.

---

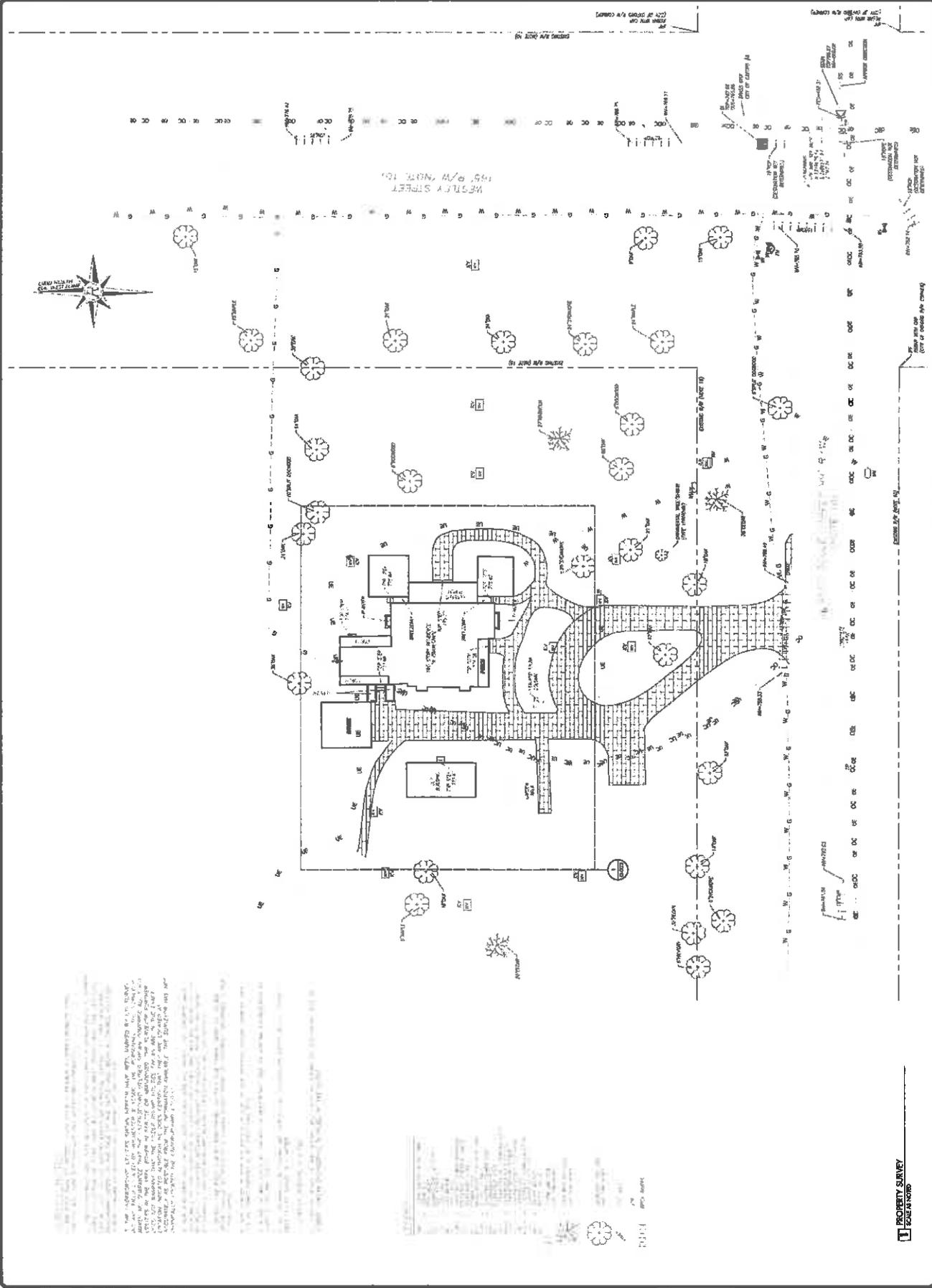
The foregoing checklist is a brief summary and does not modify or amend the Oxford Zoning Ordinance. See Section 40-841 of the Oxford Zoning Ordinance for a detailed description of the process for applying for a development permit and building permit.



NO.	DATE	REVISIONS

**arcolab**  
 1725 N. W. 10th St.  
 Gainesville, FL 32609  
 (352) 333-3333  
 www.arcolab.com

**PROJECT:**  
 G-002  
 DATE OF FIRST ISSUE:  
 ISSUE:  
 TITLE:  
 PROPERTY SURVEY



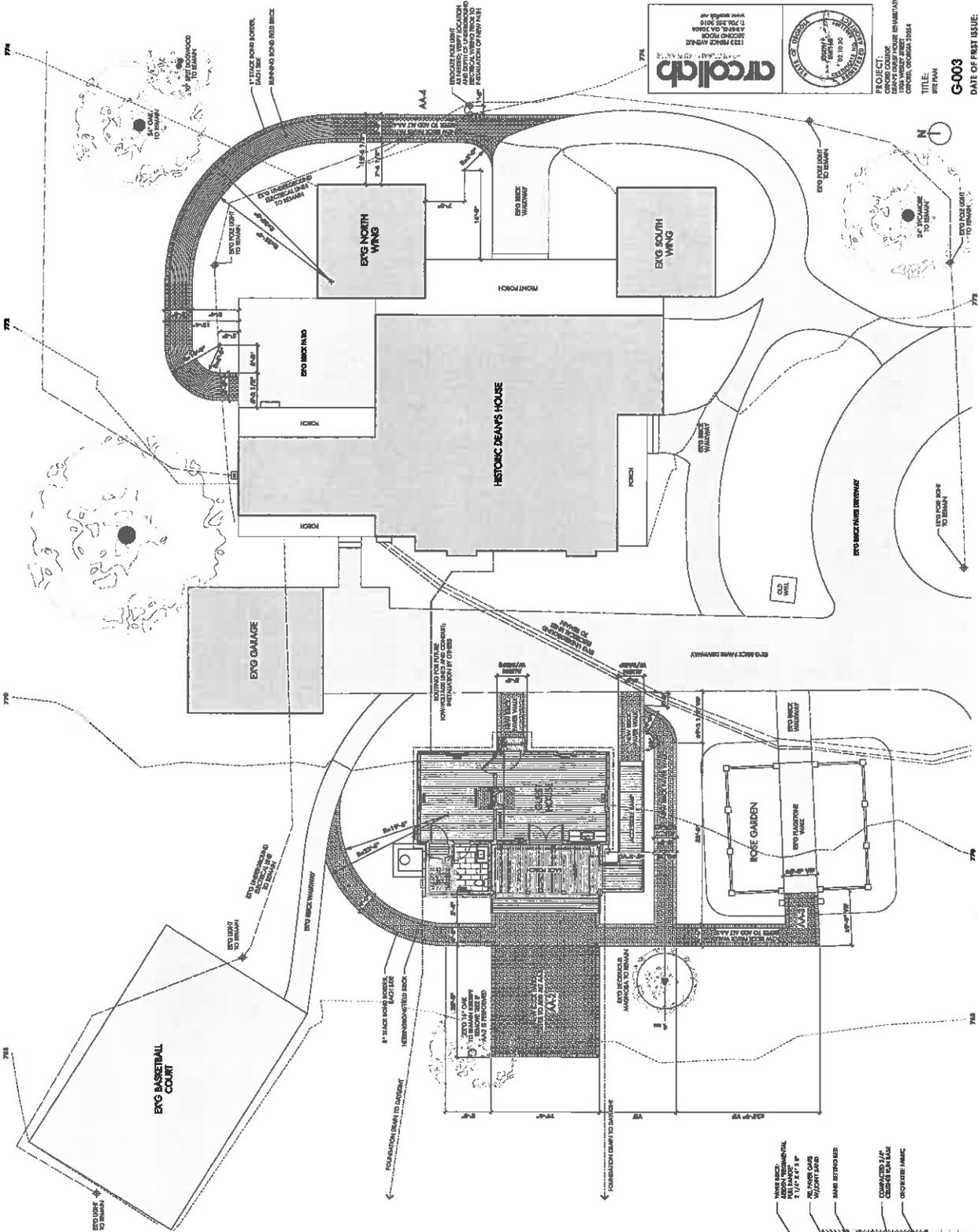
THIS SURVEY WAS MADE FROM THE FOLLOWING DATA: ...

THE SURVEYOR HAS REVIEWED THE RECORDS OF THE ...

IT IS THE POLICY OF THIS OFFICE TO CONDUCT SURVEYS ...

THE SURVEYOR'S LIABILITY IS LIMITED TO THE ...

**PROPERTY SURVEY**  
 G-002-001



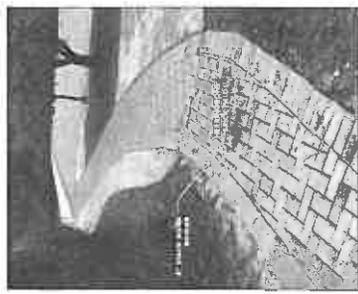
**arcolab**  
 1223 RICK AVENUE  
 SUITE 200  
 BOSTON, MA 02118  
 TEL: 617.552.1234  
 WWW.ARCOLAB.COM

**PROJECT:**  
 GUEST HOUSE AND ENTRONS  
 RECONSTRUCTION  
 1223 RICK AVENUE  
 BOSTON, MA 02118  
 CONCEPT DESIGN 2004

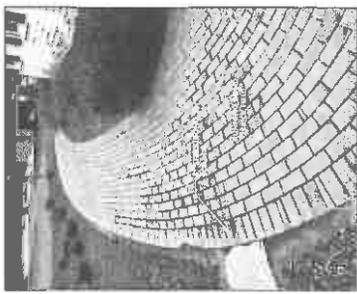
**TITLE:**  
 SITE PLAN  
 SHEET 003

**DATE OF FIRST ISSUE:**  
 10 FEBRUARY 2005

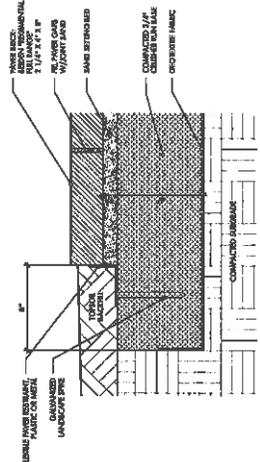
**G-003**  
 EVG PLAN  
 10 FEBRUARY 2005  
 100% CONSTRUCTION DOCUMENTS



**4** GUEST HOUSE AND ENTRONS  
 TYPICAL NEW PATH DESIGN



**3** DEANS HOUSE  
 TYPICAL NEW PATH DESIGN (AA-4)



**2** TYPICAL BRICK WALK ASSEMBLY  
 SCALE: 1/4\"/>

**1** SITE PLAN  
 SCALE: 1/8\"/>



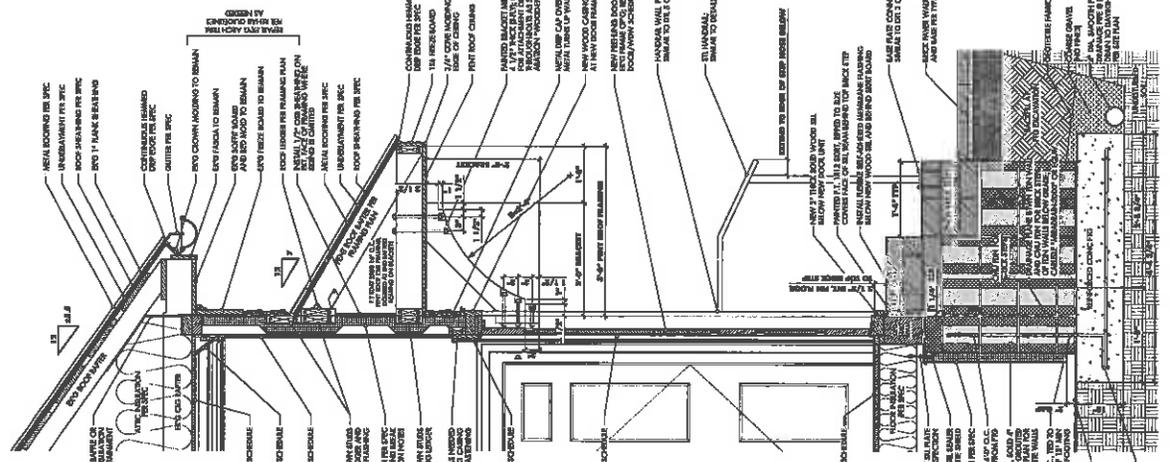




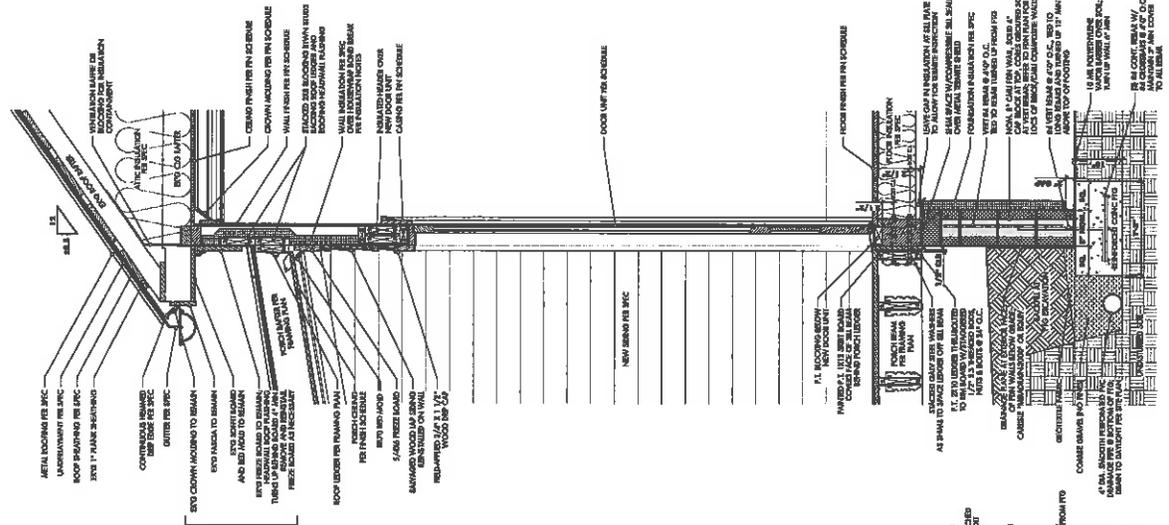




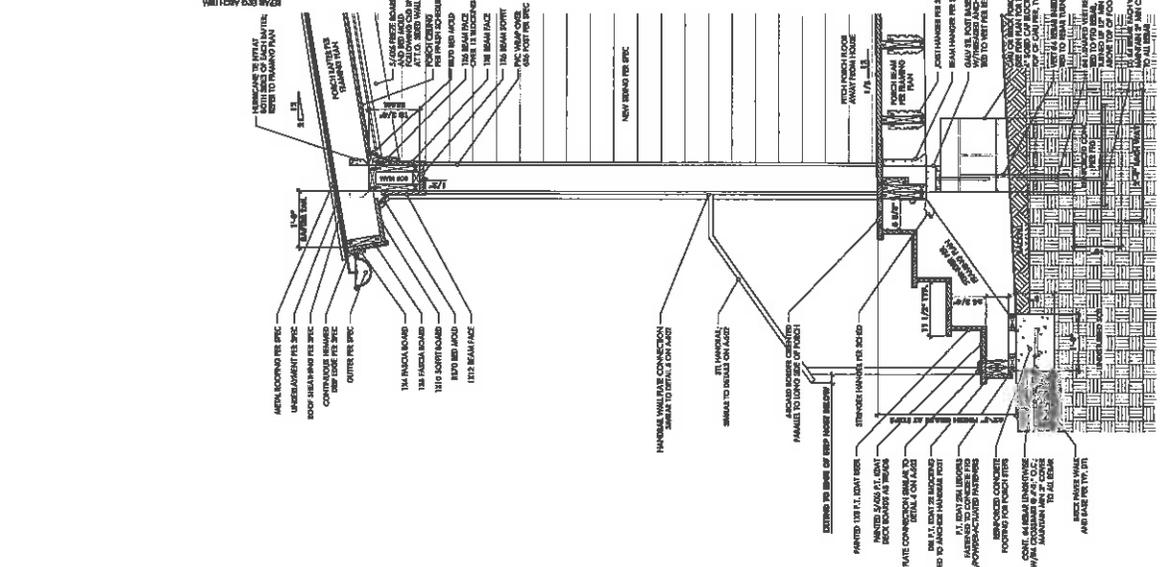




**SECTION THRU EAST BUILDING WALL**  
 SCALE 1" = 12"



**SECTION THRU WEST BUILDING WALL**  
 SCALE 1" = 12"



**SECTION THRU PORCH**  
 SCALE 1" = 12"













**NOTES**

1. ALL SUPPLY, RETURN AND OUTDOOR AIR EXHAUST SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE MECHANICAL CODES AND ALL APPLICABLE REGULATIONS.
2. ALL EXHAUST SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE MECHANICAL CODES AND ALL APPLICABLE REGULATIONS.
3. MECHANICAL CONTRACTOR SHALL COORDINATE WITH ALL OTHER TRADES TO ENSURE PROPER INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
4. ALL EXHAUST SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE MECHANICAL CODES AND ALL APPLICABLE REGULATIONS.
5. MECHANICAL CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
6. CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
7. ALL EXHAUST SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE MECHANICAL CODES AND ALL APPLICABLE REGULATIONS.
8. CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
9. MECHANICAL CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
10. CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.

**KEY NOTES**

1. ALUMINUM WALL MOUNTED EXHAUST CHIMNEY WITH 1/2" INSULATION AND 1/2" AIR GAP.
2. OUTDOOR AIR INTAKE THROUGH ROOF WITH WEATHER CAP AND MOUNTED DAMPER WITH 1/2" AIR GAP.
3. ROOF MOUNTED INTAKE GRAVITY VENTILATOR SHALL BE INSTALLED IN ACCORDANCE WITH THE MECHANICAL CODES AND ALL APPLICABLE REGULATIONS.
4. MECHANICAL CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
5. CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
6. MECHANICAL CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
7. CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
8. MECHANICAL CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
9. CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.
10. MECHANICAL CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS AND LABOR FOR THE INSTALLATION AND OPERATION OF ALL EXHAUST SYSTEMS.

**Package Gas Units**

FURNACE	EXHAUST	EXHAUST LINE															
		CONDENSATE	VENT														
1	1	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"	1/2"

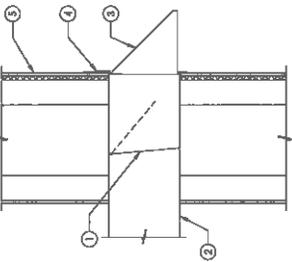
1. Refer to manufacturer's installation instructions for gas piping. 2. Refer to manufacturer's installation instructions for condensate piping. 3. Refer to manufacturer's installation instructions for vent piping. 4. Condensate shall be installed in accordance with the manufacturer's instructions.

**EXHAUST FAN SCHEDULE**

MARK	DESCRIPTION	FACE SIZE (IN)	FACE SIZE (MM)	NOTES
EF-1	Exhaust Fan	14x13	355x330	Color/Finish by Architect
R	Decorative Floor Mounted Return w/ Heavy Duty Frame	36x5	914x127	Finish/Pattern per Architect
S	Flue Mounted Damper w/ Heavy Duty Frame	18x5	457x127	Finish/Pattern per Architect

**DIFFUSER, GRILLE, AND REGISTER SCHEDULE**

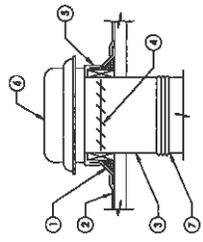
MARK	DESCRIPTION	FACE SIZE (IN)	FACE SIZE (MM)	NOTES
EF-1	Exhaust Fan	14x13	355x330	Color/Finish by Architect
R	Decorative Floor Mounted Return w/ Heavy Duty Frame	36x5	914x127	Finish/Pattern per Architect
S	Flue Mounted Damper w/ Heavy Duty Frame	18x5	457x127	Finish/Pattern per Architect



1. MICRO DRAFT DAMPER
2. DUCT FROM EXHAUST FAN
3. FLASH AND COUNTERFLASH
4. FLASH AND COUNTERFLASH
5. FLASH AND COUNTERFLASH

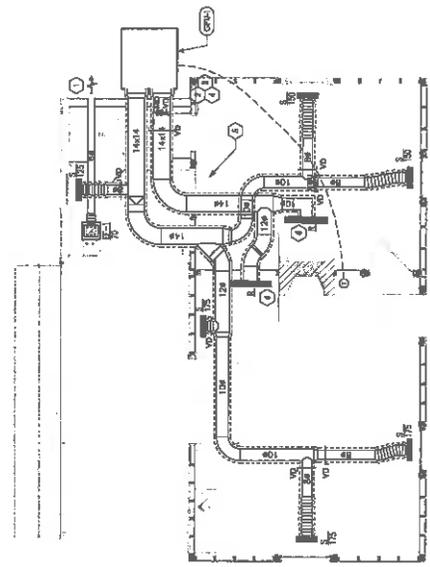
NOTE: SEAL ALL JOINTS WATER TIGHT WITH G.E. SILICONE SEAL.

**EXHAUST WALL CAP**



1. MICRO ROOF CURB, FLASH AND COUNTERFLASH, SEE ARCH.
2. MICRO ROOF CURB, FLASH AND COUNTERFLASH, SEE ARCH.
3. INTAKE/EXHAUST DUCT, SEE PLAN FOR REQUIRED SIZE.
4. MICRO ROOF CURB, FLASH AND COUNTERFLASH, SEE ARCH.
5. MICRO ROOF CURB, FLASH AND COUNTERFLASH, SEE ARCH.
6. EXHAUST FAN GRAVITY VENTILATOR.
7. FLEXIBLE DUCT CONNECTOR.

**ROOF MOUNTED INTAKE GRAVITY VENTILATOR**



**MECHANICAL PLAN**

SCALE: 1/8" = 1'-0"

M-100  
DATE OF FIRST ISSUE: 10 FEBRUARY 2000  
DATE OF LAST REVISION: 10 FEBRUARY 2000  
PROJECT: SWANSON GUEST HOUSE REHABILITATION  
SHEET NO.: 10  
TITLE: MECHANICAL PLAN  
MECHANICAL MAN

**arcollab**  
1328 PINNAC AVENUE  
ATLANTA, GA 30306  
TEL: 770.555.8010

**amt**  
ENGINEERS  
ARCHITECTS  
PLANNERS  
Interior Design Inc. 1011  
100 Peachtree Street, N.E.  
Atlanta, Georgia 30309  
Telephone: 404.525.1100  
Fax: 404.525.1101

**GEORGIA**  
REGISTERED PROFESSIONAL ENGINEER  
No. 12345  
12/15/2000

M-100  
DATE OF FIRST ISSUE: 10 FEBRUARY 2000  
DATE OF LAST REVISION: 10 FEBRUARY 2000  
PROJECT: SWANSON GUEST HOUSE REHABILITATION  
SHEET NO.: 10  
TITLE: MECHANICAL PLAN  
MECHANICAL MAN







**NOTES**

1. ALL MATERIALS SHALL COMPLY WITH THE IPC, AND ALL OTHER APPLICABLE CODES AND STANDARDS.
2. ALL TRADES SHALL BE COORDINATED WITH THE ARCHITECT AND THE MECHANICAL ENGINEER.
3. WASTE, SANITARY VENTS, AND GAS PIPES.

**KEY NOTES**

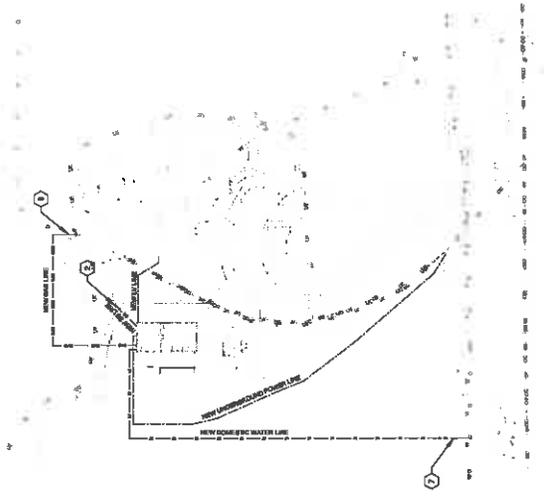
1. 1/2" UNDERDRAIN PIPING BY CLEARANCE FROM OUTDOOR AIR INTAKE (SEE DETAIL A1-01)
2. SET TO BRIDGEMAN'S BENS LINE; CONTRACTOR SHALL VERIFY LOCATION OF EXISTING SERVICE AND LOCATE TO THE EXISTING SYSTEM, DO NOT DESTROY THE EXISTING SERVICE.
3. SET TO CITY FIRE STREET.
4. 1/2" UNDERDRAIN GAS LINE FROM HOUSE UTILITY AREA; SEE SEE PLAN A1-01.
5. LOCATION OF SERVICE MAIN BRIBES TO DETAIL A1-01/02
6. CONTRACTOR TO COORDINATE PLUMBING WITH DUCTWORK.
7. LOCATED IN MASHBANK; PROVIDE CONCRETE PAD FOR SUPPORT.
8. LOCATED ON THE EXTERIOR WALL OF THE HOUSE TO NEW UNDERDRAIN WATER SUPPLY LINE AND BRIDGEMAN'S BENS LINE; CONTRACTOR SHALL PROVIDE ALL CONNECTIONS TO CITY SERVICE AND PROVIDE ALL CONNECTIONS TO CITY SERVICE AS ASSIGNED WITH THE CONNECTION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
9. NEW UNDERDRAIN GAS LINE FROM NEW HOUSE TO EXISTING UNDERDRAIN GAS LINE; CONTRACTOR TO COORDINATE ALL CONNECTIONS AND ALL CONNECTIONS TO CITY SERVICE SHALL BE PROVIDED. ALL FEES AND COSTS ASSOCIATED WITH THE CONNECTION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

**GAS: BASIS OF DESIGN**

BASE OF DESIGN FOR GAS PIPING SHALL BE AS FOLLOWS:  
 ALL GAS PIPING SHALL BE INSTALLED TO THE LOWEST EXISTING POSITION.  
 ALL GAS PIPING SHALL BE INSTALLED TO THE LOWEST EXISTING POSITION.  
 ALL GAS PIPING SHALL BE INSTALLED TO THE LOWEST EXISTING POSITION.

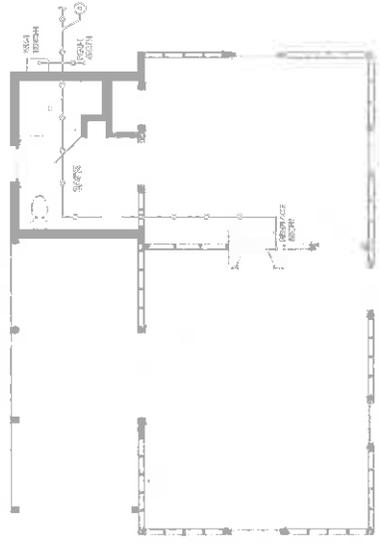
**GAS NOTES**

1. ALL INSTALLATION SHALL COMPLY WITH THE IPC, 310 AND 311.
2. ALL CONNECTIONS TO GAS EQUIPMENT (INCLUDING GAS VALVES) SHALL BE MADE IN ACCORDANCE WITH THE APPLICABLE CODE AND MANUFACTURER'S INSTRUCTIONS.
3. CONTRACTOR TO COORDINATE WITH GAS UTILITY PROVIDER TO PROVIDE A FULLY FUNCTIONING SYSTEM.

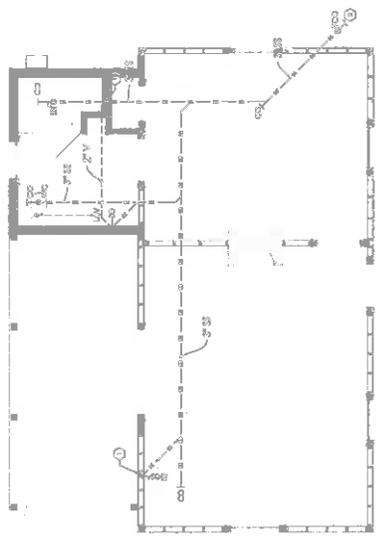


**SITE PLAN 4**  
SCALE: 1/8" = 1'-0"

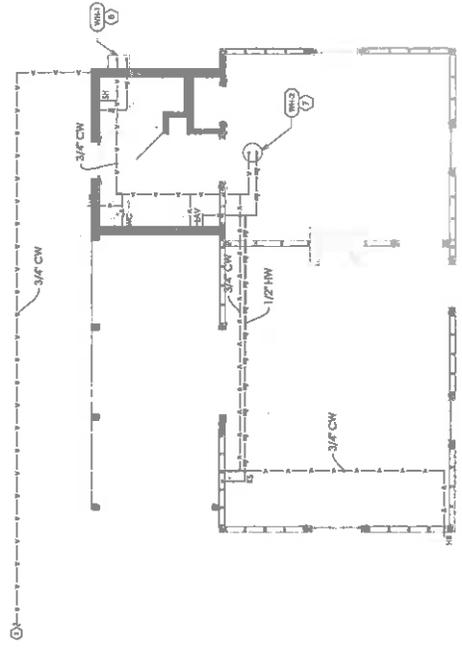
NOTE: THE PROVIDED UNLESS SHOWN IN SECTION REFERENCE ONLY; THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL CONNECTIONS AND ALSO COORDINATE THE PIPE JOINTS AND THE LOCATION OF ALL SERVICE CONNECTIONS.



**GAS PLAN 3**  
SCALE: 1/8" = 1'-0"



**SANITARY SEWER PLAN 2**  
SCALE: 1/8" = 1'-0"



**DOMESTIC WATER PLAN 1**  
SCALE: 1/8" = 1'-0"

**arcollch**  
ENGINEERS  
ARCHITECTS  
PLANNERS

1228 RIVINGTON AVENUE  
ATHENS, GA 30606  
TEL: 706.355.3010

**amt**  
ARCHITECTS  
PLANNERS

1000 W. 10TH STREET, SUITE 101  
ATLANTA, GEORGIA 30318

PROJECT:  
DRAWING NO.:  
DATE:  
CONTRACT NO.:  
TITLE:  
DRAWING BY:  
CHECKED BY:  
DATE:

PROJECT:  
DRAWING NO.:  
DATE:  
CONTRACT NO.:  
TITLE:  
DRAWING BY:  
CHECKED BY:  
DATE:

P-100  
DATE OF FIRST ISSUE:  
15 FEBRUARY 2007  
FOR CONSTRUCTION DOCUMENTS  
15 FEBRUARY 2009



**Overview**



**Legend**

- Parcels
- Roads

<b>Parcel ID</b>	X003000000002000	<b>Owner</b>	COLE NICHOLAS & BARBARA	<b>Last 2 Sales</b>			
<b>Class Code</b>	Residential		1104 EMORY ST	<b>Date</b>	<b>Price</b>	<b>Reason</b>	<b>Qual</b>
<b>Taxing District</b>	OXFORD		OXFORD, GA 30054	8/9/2013	\$81000	FM	Q
	OXFORD	<b>Physical Address</b>	1104 EMORY ST	2/23/1998	0	UI	U
<b>Acres</b>	1.66	<b>Assessed Value</b>	Value \$167980				

**(Note: Not to be used on legal documents)**

Date created: 5/5/2021

Last Data Uploaded: 5/5/2021 4:16:36 AM

Developed by  **Schneider**  
GEOSPATIAL



**Overview**



**Legend**

-  Parcels
-  Roads

<b>Parcel ID</b>	X01100000014000	<b>Owner</b>	BOHANAN PATRICIALYNN	<b>Last 2 Sales</b>			
<b>Class Code</b>	Residential		PO BOX 477	<b>Date</b>	<b>Price</b>	<b>Reason</b>	<b>Qual</b>
<b>Taxing District</b>	OXFORD		OXFORD, GA 30054	12/10/1997	0	UI	U
	OXFORD	<b>Physical Address</b>	202 FLETCHER ST	12/10/1997	0	UI	U
<b>Acres</b>	2.11	<b>Assessed Value</b>	Value \$58400				

**(Note: Not to be used on legal documents)**

Date created: 5/4/2021

Last Data Uploaded: 5/4/2021 4:18:38 AM

Developed by  **Schneider**  
GEOSPATIAL

## POTENTIAL AMENDMENTS TO OXFORD ZONING ORDINANCE

### 1. Evaluate changes to provisions addressing nonconformities.

#### §40-575 Nonconforming Use

- (4) Repair or Reconstruction following Casualty Event: Must conform to requirements if cost to repair exceeds 50% of value of structure or more than fifty percent (50%) of structure is destroyed.
- (5) Customary Maintenance and Repair: Normal ongoing maintenance and repair work (e.g., painting, roofing, new appliances, floor covering) of a nonconforming structure is allowed.
- (6) Significant Modification or Improvement to Structure: Must conform entire structure if the cost of improvements exceeds 50% of fair market value of existing structure. [See current language reasonable progress proportionately in §40-578; should Zoning Admin make the decisions.]

### 2. Variances - §40-712 and §40-713 Adopt minor variances as recommended.

### 4. Development Permit - §40-841

Is there any scope of "improvements" where a development permit should not be required?

- Painting, roofing, maintenance of systems, landscaping, clearing of trees and brush in connection with normal yard maintenance (not for construction or development), installation of new appliances if no plumbing or electrical work, floor coverings, resurfacing an existing driveway, making repairs to an existing driveway, minor interior renovations (e.g., replacing cabinets, countertops, etc.), installation of a sprinkler system.
- Improvements that can be approved administratively – fences (a specific size), sheds, significant repairs or replacement of existing HVAC, plumbing, gas, or electric utilities.

### 5. Per §40-842, could a building permit be required if no development permit

- Exception (no building permit) for fencing in rear yard, temporary sign, but inspection is needed.

### 6. Residential Infill Overlay District [do we want this flexibility?]

- Same size, footprint, mass, & height as existing houses [may permit smaller houses than the zoning designation requires]
- Facilitate development where meeting all existing rules is difficult
- Provides design flexibility
- Allows use of lot size averaging
- Allows lot width variation

- Allows set back adjustments
- Contemplates a north/south artery on east side of Emory be included in subdivision plans