

PLANNING AND ZONING DEPARTMENT

ZONING APPLICATION FOR THE CITY OF OXFORD

Note: The applicant must complete this and all attached forms. Failure to complete them will result in the refusal of the application. The Planning Department has up to five (5) working days to review all applications submitted for sufficiency. If the application is found insufficient, an agenda date will not be set until the required information is submitted.

Applicant

Property Owner

Phone: _____
E-Mail: _____

Phone: _____
E-Mail: _____

Existing Zoning District: _____

Proposed Zoning District: _____

Existing Use of Property: _____

Proposed Use: _____

Tax Map/Parcel Number _____ Acreage: _____

Location of Property (for legal ad): _____

.....
I hereby certify that the above information and all attached information are true and correct.

Signature: _____ Date: _____

.....
Application Withdraw:

I hereby withdraw the application. Signature: _____ Date: _____

.....
Staff Use Only

Application Date: _____ Received by: _____

Tentative City Council Date: _____

ZONING DECISION CRITERIA

Planning and Zoning specifies that the following criteria may be applicable to the decision to approve or deny an application for conditional use. Please complete information on this page or within the letter of intent as to which of these criteria you believe apply to your case, and provide information and facts that you believe are relevant and support your case:

REZONING DECISION CRITERIA	APPLICANT'S RESPONSE
1. Whether the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property (existing land use)	
2. Whether the proposal will adversely affect the existing use or usability of adjacent or nearby property	
3. Whether the property to be affected by the proposal has a reasonable economic use as currently zoned	
4. Whether the proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools	
5. Whether the proposal is in conformity with the policy and intent of the comprehensive plan including land use element	
6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposal	
7. Existing use(s) and zoning of subject property	
8. Existing zoning of nearby property	
9. Existing value of the property under the existing zoning and/or overlay district classification	

Rezoning Application # _____

10. Whether the property can be used in accordance with the existing regulations	
11. Value of the property under the proposed zoning district and/or overlay district classification	
12. Extent to which the property value of the subject property is diminished by the existing zoning district and/or overlay district classification	
13. Suitability of the subject property under the existing zoning district and/or overlay district classification for the proposed use	
14. Suitability of the subject property under the proposed zoning district and/or overlay district classification	
15. Length of time the property has been vacant or unused as currently zoned	

REZONING DECISION CRITERIA	APPLICANT'S RESPONSE
16. Description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning district and/or overlay district classification	
17. The possible creation of an isolated zoning district unrelated to adjacent and nearby districts	
18. Possible effects of the change in zoning or overlay district map, or change in use, on the character of a zoning district or overlay district	
19. Whether a proposed zoning map amendment or conditional use approval will be a deterrent to the value or improvement of development of adjacent property in accordance with existing regulations	
20. The possible impact on the environment, including but not limited to, drainage, soil erosion and sedimentation, flooding, air quality and water quality	
21. The relation that the proposed map amendment or conditional use bears to the purpose of the overall zoning scheme, with due consideration given to whether or not the proposed change will help carry out the purposes of these zoning regulations	
22. The consideration of the preservation of the integrity of residential neighborhoods shall be considered to carry great weight. In those instances in which property fronts on a major thoroughfare and also adjoins an established residential neighborhood, the factor of preservation of the residential area shall be considered to carry great weight.	
23. The amount of undeveloped land in the general area affected which has the same zoning or overlay district classification as the map change requested	
24. The extent to which the proposed rezoning or conditional use will contribute to or detract from the community with regard to greenspace, architectural design, and landscaping.	

**CAMPAIGN CONTRIBUTIONS DISCLOSURE FORM
REQUIRED FOR ALL ZONING ACTIONS**

Applicant, or person representing property owner

OCGA § 36-67A-3[c] Disclosure of campaign contributions:

- (a) When any applicant for zoning action has made, within two years immediately preceding the filing of the applicant's application for the zoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application, it shall be the duty of the applicant to file a disclosure report with the governing authority of the respective local government showing:
- (1) The name and official position of the local government official to whom the campaign contribution was made; and
 - (2) The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.
- (b) The disclosures required by subsection (a) of this Code section shall be filed within ten (10) days after the application for the zoning action is first filed. (Code 1981, Section OCGA § 36-67A-3[C], enacted by GA L. 1986, page 1269, Section 1, GA L. 1991, page 1365, Section 1).

I hereby certify that I have read the above and that:

I have** _____ **I have not** _____

Within the two years immediately preceding this date, made any contribution(s) aggregating \$250.00 or more to any local government official involved in the review or consideration of this application.

Applicant's Signature

Date

****If you have made such contributions, you must provide the data required in subsection (a) above within ten (10) days of filing this application.**

Rezoning Application # _____

AUTHORIZATION OF PROPERTY OWNER

I swear that I am the owner of the property which is the subject matter of the attached application, as shown in the records of Newton County, Georgia.

Name of Owner(s) _____

Address _____

Telephone Number _____

Signature of Owner(s) _____

I authorize the person named below to act as applicant in the pursuit of a rezoning, conditional use, or variance of this property.

Name of Applicant(s) _____

Address _____

Telephone Number _____

Personally appeared before me

who swears that the information contained
in this authorization is true and correct to
the best of his or her knowledge and belief.

Notary Public

Date

**PLANNING & ZONING
CITY OF OXFORD**
110 W. Clark Street
Oxford, GA 30054
770-786-7004

PUBLIC NOTICE REQUIREMENTS

The zoning regulations require that public notice must be given prior to all zoning hearings as follows:

- 1) A legal advertisement shall be published not less than 15 days and not more than 45 days prior to the public hearing.
- 2) A public notice sign shall be placed in a conspicuous location on the property not less than 15 days and not more than 45 days prior to the public hearing.

The City is required to post the sign and ensure that it remains in place during the entire zoning proceeding. The sign must be placed on the property within the specified time and in a conspicuous location.

The purpose of the sign is to inform the public that an application has been filed. Legally, the Council cannot consider a request until all public notice requirements have been met. If it is determined at any time during the zoning proceeding that the sign has not been properly posted on the site, the Council must table or delay the request. Council members and planning staff often visit the site and will look for the sign. Additionally, local citizens often report when a sign has not been posted.

Multiple sign posting on a site may be required as determined by the City. The sign will be conspicuous and in a location where it is clearly visible. The sign will not be obstructed in any manner, placed too far from the road, or placed in such manner that would cause it to blend into the landscape.

The sign will remain posted during the entire proceeding. Should you find the sign missing or vandalized in any manner, contact the city so the sign can be replaced. When the proceeding is complete and final Council action has occurred, the sign will then be removed from the property by the City.

THIS SIGN WILL BE POSTED NO LATER THAN _____

STAFF RECOMMENDATION: ☐ **APPROVE** ☐ **DENY**

REASON: _____



20 May 2026

Re: Letter of Intent – 808 Wesley Street Rezoning

Dear City of Oxford Officials,

This application seeks to rezone the 0.22 acre property located at 808 Wesley Street from Single Family Residential R-30 to Institutional Campus (IC). The change in zoning would allow for the use of the property for commercial use of offices for the college.

Site Background and Proposal

The Subject Property is located at 808 Wesley Street. The parcel is bordered by the existing Oxford College Dining Hall (zoned IC), the undeveloped George Street Right of Way (not zoned) owned by the City of Oxford and the undeveloped parcel on Asbury Street owned by Pat Brown (zoned R-30). The parcel contains an approx. 1485 S.F. house with a 200 S.F. porch, an approx. 260 S.F. barn, and approx. 1025 S. F. of concrete and asphalt paving. The remaining 8,879 S.F. is open space. The asphalt and concrete parking area are connected to Wesley Street via an asphalt drive through the City of Oxford Right of Way.

Oxford College acquired the property in 2018 from Ronald W. Cobb and used the house as quarantine housing during Covid and as offices starting in approx. 2022.

Oxford College proposes using the property as offices for administrative functions for the college administration. Proposed work after potential rezoning includes updating restrooms, doorways, entries, and parking area to bring them into compliance with the Americans with Disabilities Act of 1991 (ADA). The current zoning hinders the ability to fully utilize the property and rezoning and change of use will not adversely affect the city or surrounding property owners.

Rationale for Request

The proposed rezoning could be in conformity with the policy and intent of the City of Oxford Comprehensive Plan adopted in 2023. This subject property is included in the Historic Oxford Character Area; the proposed zoning and use would be complying as the house will remain relatively unchanged in appearance from its current state. The adjacent properties are also within the Historic Character Area including the college Dining Hall to the south of the parcel. The Compatibility Index included on page 44 of the Comprehensive plan indicates that the proposed zoning and use are compatible for the parcel.



Conclusion

Oxford College respectfully request that the Oxford City council, Planning Commission and Planning Staff approve and support the college's rezoning request to allow for the rezoning of 808 Wesley Street from Single Family Residential R-30 to Institutional Campus (IC). The college welcomes the opportunity to meet with all interested parties and representatives.

Thank you for your consideration,

James Johnson
Emory University
Planning Design and Construction

SURVEYOR'S CERTIFICATION

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

Robert O. Jordan
Robert O. Jordan, GA RLS 2902

FOR CLERK'S OFFICE USE

SUBJECT PROPERTY INFORMATION:
CURRENT OWNER: RONALD W. COBB
DEED RECORD: D.B. 635, p. 221
TAX RECORD: PARCEL X010 018

THIS PLAT CLOSURE ACCURACY IS 1 FOOT IN 73,576 FT.

FIELD DATA WAS COLLECTED USING A LEICA TS12 ROBOTIC TOTAL STATION AND A JAVAD TRIUMPH-LS DUAL-FREQUENCY RTK GLOBAL POSITIONING SYSTEM RECEIVER REFERENCEING THE EGPS STATEWIDE NETWORK AND HAVING A RELATIVE POSITIONAL ACCURACY OF LESS THAN 0.04 FEET.

THE FIELD SURVEY WAS COMPLETED IN OCTOBER 2018.

THE PROPERTY SHOWN HEREON IS NOT LOCATED WITHIN A FLOODPLAIN AS DETERMINED FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY MAP PANEL 1327C 0126D FOR NEWTON COUNTY, GEORGIA DATED 03-14-2014.

EASEMENTS OR RIGHTS-OF-WAY MAY EXIST WHICH ARE NOT SHOWN HEREON AND MAY BE RECORDED OR UNRECORDED.

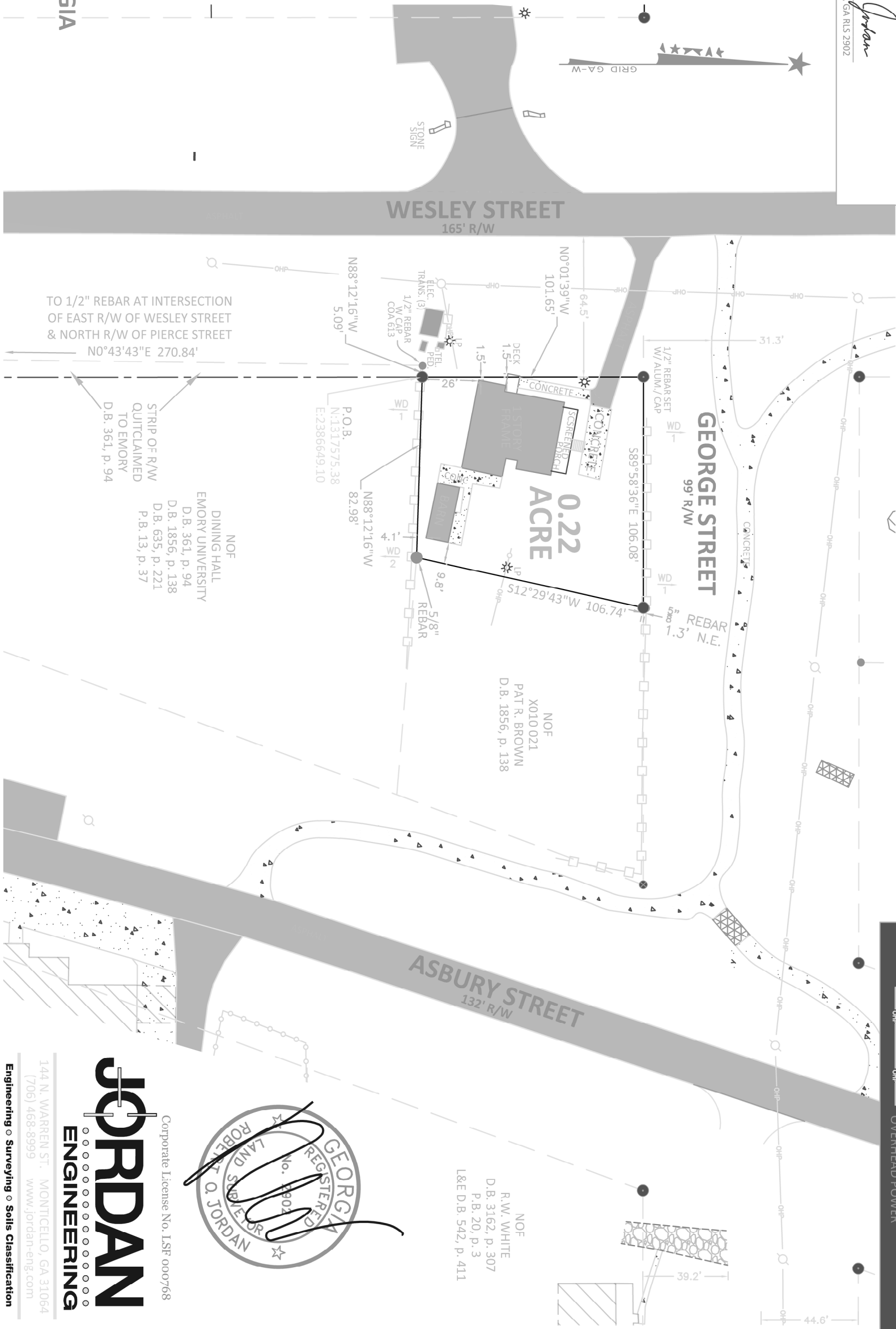
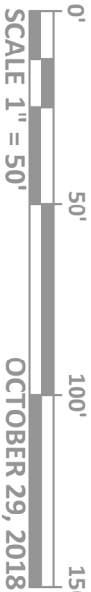
THE HORIZONTAL REFERENCE IS GEORGIA STATE PLANE, WEST ZONE, NAD83(2011) IN US SURVEY FEET.

THE VERTICAL DATUM IS NAVD88 IN FEET.

BOUNDARY RETRACEMENT SURVEY FOR

EMORY

UNIVERSITY
LAND LOT 288, DISTRICT 9
GEORGIA MILITIA DISTRICT 1525
OXFORD, NEWTON COUNTY, GEORGIA



LEGEND

- | | | | |
|-------|------------------------------|--------|--------------------|
| ○ | OPEN-TOP PIPE FOUND | P.O.B. | POINT OF BEGINNING |
| ● | SOLID ROD (REBAR) FOUND | P.O.R. | POINT OF REFERENCE |
| ○ | 1/2" SOLID ROD (REBAR) SET | NOF | NOW OR FORMERLY |
| ⊗ | BEARING CHANGE (NO PIN SET) | D.B. | DEED BOOK |
| △ | SURVEYOR'S TRAVERSE NAIL SET | P.B. | PLAT BOOK |
| ⊙ | SURVEYOR'S PK NAIL SET | LL | LAND LOT |
| ⊚ | POWER POLE | OTP | OPEN-TOP PIPE |
| — | ADJOINING PROPERTY LINE | CMF | CONCRETE MON. FD |
| - - - | EASEMENT | | |
| — | OVERHEAD POWER | | |

DENOTES PAINTED TREES OR FENCE NEAR PROPERTY LINE. LETTER IS CODE BELOW, NUMBER IS FEET FROM LINE, AND ARROW IS DIRECTION FROM LINE THAT EVIDENCE WAS FOUND.

TP: STEEL TEE POST WD: WOOD FENCE
B: BLUE PAINT W: WHITE PAINT
Y: YELLOW PAINT BW: BARBED WIRE
R: RED PAINT HW: HOG WIRE

Corporate License No. 1SF 000768

JORDAN
ENGINEERING

144 N. WARREN ST. MONTICELLO, GA 31064
(706) 468-8999 www.jordan-eng.com

Engineering • Surveying • Soils Classification

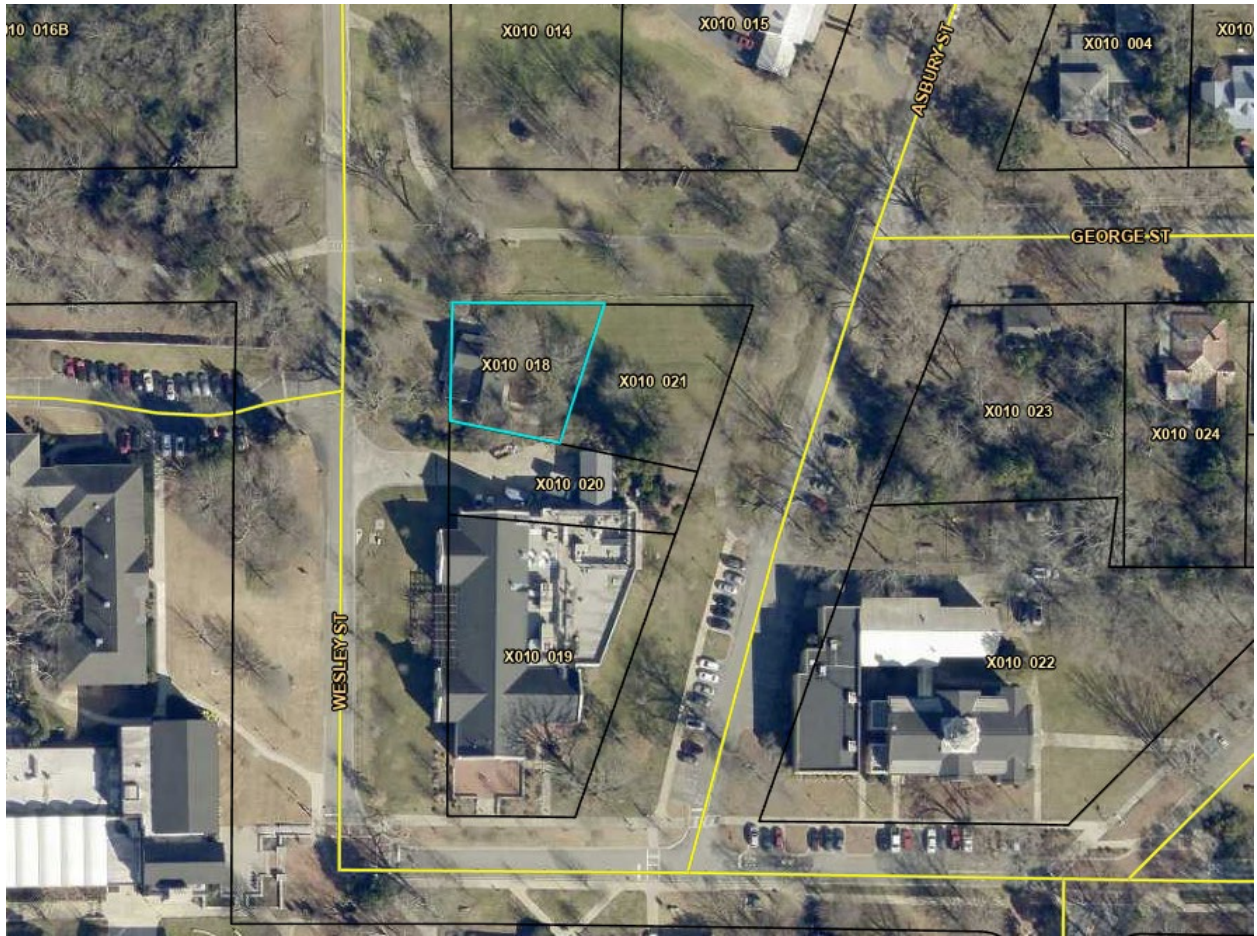
Legal Description
808 Wesley Street

All that tract or parcel of land lying and being in Land Lot 288 of the 9th District, City of Oxford, Newton County, Georgia, and being more particularly described as follows:

BEGINNING at a ½" rebar bent found at the intersection of the easterly right of way of Wesley Street (165' R/W) and the northerly right of way of Pierce Street (66' R/W), THENCE departing said northerly right of way of Pierce Street and proceeding along said easterly right of way of said Wesley Street North 00 degrees 43 minutes 43 seconds East a distance of 270.84 feet to a ½" rebar with cap THENCE departing said right of way of Wesley Street North 88 degrees 12 minutes 6 seconds West a distance of 5.09 feet to a point said point being the **TRUE POINT OF BEGINNING**;

THENCE North 88 degrees 12 minutes 16 seconds West a distance of 82.98 feet to a 5/8" rebar found; THENCE South 12 degrees 29 minutes 43 seconds West a distance of 106.74 feet to a 5/8" rebar found; THENCE South 89 degrees 58 minutes 36 seconds East a distance of 106.08 feet to a ½" rebar with aluminum cap set; THENCE North 00 degrees 1 minute 39 seconds WEST a distance of 101.65 feet to a point, said point being the **TRUE POINT OF BEGINNING**.

Said tract contains 11,849.20 square feet or 0.22 acres.



OXFORD PLANNING COMMISSION

Minutes June 9, 2026

Oxford City Hall – 110 W Clark Street, Oxford, GA 30054

MEMBERS: Jonathan Eady, Chair; Mary Glenn Landt, Vice-Chair; Juanita Carson, Secretary; Troy Willis, and Jane Fadeley

STAFF: Bill Andrew, Zoning Administrator

GUESTS: Mr. James Johnson and Mr. Tulio Pineda represented the rezoning application on behalf of Emory University for 808 Wesley Street.

OPENING: At 6:57 PM, Mr. Eady called the meeting to order.

Note: Due to Mr. Besaw being unable to attend the meeting, his Development Permit Application for a pole barn at 1020 Emory Street was moved down the agenda so representatives of Emory University were able to discuss their rezoning application for 808 Wesley Street in a timely manner.

Review and Consider for Approval, the Rezoning for 808 Wesley Street: Mr. James Johnson and Mr. Tulio Pineda, as representatives for Oxford College of Emory University, are requesting a rezoning from R-30 (Single-Family Residential) to IC (Institutional Campus) for .22 acres and a single-family house at 808 Wesley Street, parcel number X01000000001800.

808 Wesley Street Rezoning Analysis

Property context:

- Small blue-grey house behind college dining hall, purchased by college in 2018
- Currently zoned residential, bordered by institutional use (south) and residential on three sides
- Used for COVID quarantine housing, then proposed for offices without proper zoning, followed by the need for a renovation after a small fire.

Proposed use:

- Office space for Events/Conferences team (2-3 employees)
- Minimal exterior changes, primarily ADA compliance modifications
- One accessible parking space required, minimal visitor traffic expected

Planning Commission concerns:

- **Incremental institutional creep:** Pattern of college acquiring residential properties along Wesley and Emory Streets, converting to institutional use
- **Housing stock loss:** Removal of residential properties in a city with limited housing availability
- **Tax base erosion:** Newton County removes college-owned properties from tax rolls regardless of use, contrary to state law requiring properties serve nonprofit mission
- **Land use plan conflict:** Comprehensive plan does not anticipate east side of Emory or Wesley Street becoming non-residential

Supporting factors:

- Property contiguous to existing institutional zoning (dining hall)
- Proposed use maintains residential appearance
- Minimal traffic/parking impact due to internal office function
- Topography and setback constraints limit future development potential even if rezoned

College property ownership pattern:

- College owns approximately 50% or more of two adjacent blocks on Wesley Street
- Most Emory Street west-side properties have already been rezoned institutional and operating as offices
- Multiple Wesley Street properties owned but unoccupied, including corner properties at Clark/Wesley and Soule/Wesley

After discussion of the factors regarding rezoning, there was a motion from Mr. Willis and a second from Ms. Landt to approve the re-zoning of 808 Wesley Street from R-30 (Single-Family Residential) to IC (Institutional Campus) with the conditions that the property must retain its residential character by the structure appearing as a residential dwelling, the use would be limited to internal office functions (not public-facing), and its future use would be restricted to institutional campus office use only. The vote was 2 – yes, 2 – no, and 1 – abstention from Chairman Eady. This would be conveyed as a neutral recommendation to the City Council.

Review and Consider for Approval A Development Permit Application for a Pole Barn at 1020 at 908 Emory Street: This item was tabled until the next meeting on July 14, 2026 at 7:00 PM. However, there was some discussion of the application in anticipation of that meeting.

Fundamental problem: Property is an illegal lot that was created when the subdivided lot was recorded incorrectly, lacking required frontage and legal access to Emory Street.

Permit violation: Proposed pole barn location is in the front yard (western portion facing Emory), but accessory structures must be in rear or side yards per ordinance.

Lot configuration:

- House has Emory Street address, but access is with an informal driveway easement through neighbor's property.
- It is believed that no written or recorded easement exists and so the access relies on successive owners' informal permission.
- Original approval was for flagpole lot with proper access inherent in the shape of the lot, but deed recorded differently.

Resolution path: Applicant must relocate pole barn to compliant rear yard location (east of house) and construct new concrete slab if desired.

Minutes: The minutes from the May 21, 2026 meeting of the Planning Commission were considered for approval. There was a request for one correction: The 112 E. Watson Street Development Permit Application vote was changed from 5-0 to 4-0-1 (four in favor, none against, one abstention from Ms. Carson). *There was a motion from Ms. Fadeley to approve the minutes as corrected. Ms. Landt seconded this motion. The vote to approve was 5 yes and 0 no.*

Review of DRAFT Zoning Code: Due to the late hour, the Commission scheduled a virtual meeting for July 7, 2026 at 6:30 PM to review the revised zoning ordinance. Ms. Fadeley and Ms. Carson asked Mr. Andrew if the city could provide a copy of the document for their review. Mr. Andrew indicated he would be happy to do so.

ADJOURNMENT: Mr. Eady adjourned the meeting at 8:37 PM.

Submitted by:

Bill Andrew

Bill Andrew, Zoning Administrator

Public Hearing Published 07/05/2026
Public Hearing 07/20/2026

First Read 11/02/2026 (scheduled)
Second Read 12/07/26 (scheduled)

ORDINANCE NO. 2026-004

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF OXFORD, GEORGIA, BY REZONING 0.22+/- ACRES OF LAND OWNED BY EMORY UNIVERSITY, WHICH IS COMMONLY KNOWN AS 808 WESLEY STREET, IDENTIFIED AS TAX PARCEL IDENTIFICATION NUMBER X01000000001800, AS SHOWN ON EXHIBIT “A”, AS LEGALLY DESCRIBED ON EXHIBIT “B”, BY REZONING SAID TRACT FROM R-30 (SINGLE-FAMILY RESIDENTIAL) TO IC (INSTITUTIONAL CAMPUS); PROVIDING FOR SEVERABILITY; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER LAWFUL PURPOSES.

WHEREAS, Emory University owns all that tract or parcel of land being considered for rezoning totaling 0.22+/- acres identified as 808 Wesley Street, Tax Parcel Identification Number X01000000001800, as shown on Exhibit “A”; and as legally described on Exhibit “B”; and

WHEREAS, the City Council of the City of Oxford has considered the application as submitted by Emory University, and in conjunction with the standards set forth in Article VI - Section 40-638 (g) of the Code of Ordinances of the City of Oxford, Georgia; and

WHEREAS, Emory University, has submitted to the City Council of Oxford, Georgia, a written and signed application requesting to be rezoned; and

WHEREAS, a survey complete legal description of the land to be rezoned is included in the application; and

WHEREAS, the City Council held a public hearing at the meeting of July 20, 2026, duly noticed as prescribed by law and published in the Covington News, regarding said application, as shall be set forth in the minutes of said meeting.

NOW THEREFORE, THE COUNCIL OF THE CITY OF OXFORD AS FOLLOWS:

SECTION 1. FINDINGS.

The City Council finds that the proposed rezoning of the parcel from R-30 (Single-Family Residential) to IC (Institutional Campus) is consistent with the adopted standards for governing the exercise of the zoning power consistent with O.C.G.A. § 36-66-5 and requirements of the Zoning Ordinance as identified below.

1. Whether the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.

2. Whether the proposal will adversely affect the existing use or usability of adjacent or nearby property.
3. Whether the property to be affected by the proposal has a reasonable economic use as currently zoned.
4. Whether the proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.
5. Whether the proposal is in conformity with the policy and intent of the comprehensive plan, including the future development map and future land use plan map.
6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposal.
7. Whether the proposal would create an isolated zoning district unrelated to adjacent and nearby districts.
8. Whether the proposal would have an impact on the environment, including, but not limited to, drainage, soil erosion and sedimentation, flooding, air quality and water quality.

SECTION 2. LEGAL DESCRIPTION AND REZONING.

The subject parcel, as shown on Exhibit “A” and as legally described in Exhibit “B” is hereby rezoned from R-30 (Single-Family Residential) to IC (Institutional Campus). Said Exhibits are incorporated by reference as if fully set forth herein.

SECTION 3. AMENDMENT OF THE ZONING MAP.

This Ordinance is enacted as an amendment to the Zoning Map of Oxford, Georgia. Accordingly, the Zoning Administrator is hereby authorized to update the Official Map consistent with Article VI of the Zoning Ordinance.

SECTION 4. SEVERABILITY.

Should any section or provision of this Ordinance be declared invalid or unconstitutional by any court of competent jurisdiction, such declaration shall not affect the validity of this Ordinance as a whole or any part thereof which is not specifically declared to be invalid or unconstitutional.

SECTION 5. EFFECTIVE DATE.

The effective date of this Ordinance shall be August 3, 2026.

SECTION 6. REPEALER.

All ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

Approved this 7th day of December, 2026.

ATTEST

David S. Eady, Mayor

Stacey Mullen, Acting City Clerk

APPROVED AS TO FORM

C. David Strickland., City Attorney

Updates on recent changes to the Oxford College campus, residential properties, and taxation as of September 17, 2026

With the removal of the mobile units near the campus Quad, the space available for offices for non-academic departments has become a critical issue. The college is proposing the rezoning of the Cobb House to meet the need for officing. Rezoning the Cobb House will not adversely affect the nature of the surrounding area. The property is contiguous to the campus and due to its location adjacent to the rear of the Dining Hall and its loading dock and across from Haygood Residence Hall (behind which construction should begin soon for the new residence hall), it is not an ideal property for residential occupation.

The college will not use the Cobb House as a residential rental. Use of the house, with the conditions listed below, as offices for a small group of college staff (versus as a rental property) will ensure better control of the activities taking place on the property and will ensure regular upkeep and preservation of the property and its grounds.

The college is currently seeking to sell several residentially zoned properties. This includes eight properties located on Dowman Street and potentially the Murdy/Hopkins House. The 3-apartment house located at 704 Emory Street will be renovated and rented.

Since the Dean's presentation to City Council, the college has received three additional offers to purchase properties east of Emory Street and has declined purchase.

The Dean will be meeting with Mayor Eady on October 2nd to discuss the Newton County Tax issue.

Carol King (CBO) has re-engaged the College in conversations regarding the Whatcoat Building and the possibility of occupying a portion of the building with Barnes and Noble College, the bookstore for the college. The College is also open to the possibility of transferring a portion of the Fourney property to the project.

Proposed Conditions for Cobb House Rezoning

1. Property shall only be used for nonpublic-facing offices for Oxford College, which will have a minimum number of non-college visitors.
2. If/when use of property changes or ceases from the specified use, the property shall revert to original zoning of R-30 Single Family Residential.
3. Appearance of property as single family residential structure shall be maintained, and restrictions shall include:

- a. No more than 4 vehicles shall be parked on the property's driveway in addition a single accessible parking space shall be constructed to comply with the ADA requirements and shall be constructed in accordance with the City of Oxford's ordinances.
- b. No college material or equipment shall be stored outdoors in the open or visible from a public right of way.
- c. No additional structures beyond which the R-30 zoning would allow shall be constructed during the property's specified use as offices.
- d. Branding and signage will be limited to a single Oxford College Standard Building Address sign.
- e. No additional site lighting shall be installed.

City Manager Update Notes – September 21, 2026

Emory Street Sidewalk Phase II

Peach State Construction is back on schedule with the construction of the second phase of the sidewalk widening and light installation from W. Soule Street to the US Post Office. There had been a delay with the water line conflict and the light pole base subcontractor, but work is now moving quickly.

Trail Construction

Both the E. Bonnell Street and E. Soule Street Trails are nearing completion and are within schedule.

Community HOME Investment Program CHIP Grant Update

Building permits are beginning to be pulled for the rehabilitation work.

Water Pressure

The over-pressurization of the water system is still an on-going issue. The deployment of water pressure gages and our water model indicated it would be prudent to close off all the lines that connect us to the “Covington Lines” and to reopen the N. Emory Street line that has the new pressure reduction valve (PRV). This was done on 9/17. On the same evening, we saw a pressure reading of 119.8 PSI, the highest we have yet seen. This was the opposite outcome from what was expected. So, the Covington lines were reopened, and the N. Emory Street line was closed off. We are looking into the recalibration of the PRV at N. Emory Street and a wider dialogue with County and NCWSA officials to gain their perspective on next steps. Additionally, we are continuing pressure monitoring, collecting flow data from Newton County, and verifying parameters in our water model to further investigate the pressure issues.

Delaney Arnold – Student Worker for the Oxford Cemetery

Please see the attached notes and contract for our plans for the use of the \$58,000 for the cemetery work.

Deterioration of Support Beam at The Old Church

Please see the PPT slide that is attached.

Community Development Block Grant (CDBG) Received

Please see the attached letter which outlines the use of the \$1M in grant funds from DCA.

Trees Cut on Williams Road/E. Soule Street Property

Please see the attached PPT slides.

City Manager Update Notes – September 21, 2026

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Building permits are beginning to be pulled for the rehabilitation work.

Water Pressure

The over-pressurization of the water system is still an on-going issue. The deployment of water pressure gages and our water model indicated it would be prudent to close off all the lines that connect us to the “Covington Lines” and to reopen the N. Emory Street line that has the new pressure reduction valve (PRV). This was done on 9/17. On the same evening, we saw a pressure reading of 119.8 PSI, the highest we have yet seen. This was the opposite outcome from what was expected. So, the Covington lines were reopened, and the N. Emory Street line was closed off. We are looking into the recalibration of the PRV at N. Emory Street and a wider dialogue with County and NCWSA officials to gain their perspective on next steps.

Delaney Arnold – Student Worker for the Oxford Cemetery

Please see the attached notes and contract for our plans for the use of the \$58,000 for the cemetery work.

Deterioration of Support Beam at The Old Church

Please see the PPT slide that is attached.

Community Development Block Grant (CDBG) Received

Please see the attached letter which outlines the use of the \$1M in grant funds from DCA.

Trees Cut on Williams Road/E. Soule Street Property

Please see the attached PPT slides.



NON-PERSONAL SERVICES CONTRACT

Independent Service Provider Agreement

This Agreement is made effective as of this date _____ by and between the City of Oxford, 110 West Clark Street, Oxford, Georgia 30054, and **Delaney Arnold**. In this Agreement, the party who is contracting to receive the services shall be referred to as “the City of Oxford”, and the party who will be providing the services shall be referred to as “Service Provider”.

Therefore, the parties agree as follows:

1. **DESCRIPTION OF SERVICES.**

The Service Provider will provide temporary, part-time services in support of the Oxford Historical Cemetery Project, under the direction of the City Manager Bill Andrew in support of the Oxford Historical Cemetery Project, including:

- a. Evaluating, organizing, and transferring existing and new cemetery data into a transferable, non-proprietary GIS or mapping system;*
- b. Evaluating options for hosting, maintaining, and providing staff and public access to cemetery records, including compatibility with Find a Grave or other appropriate platforms;*
- c. Assessing grave sites, developing recommended repair criteria and priorities, identifying grave sites in need of repair, and assisting with information necessary for a grave repair bid package;*
- d. Reviewing existing cemetery management rules, policies, and enforcement procedures and recommending appropriate updates;*
- e. Evaluating appropriate methods for cleaning and maintaining grave markers, including the feasibility of utilizing trained volunteers;*
- f. Assisting with other cemetery preservation, maintenance, GIS, planning, and project-related activities reasonably necessary to accomplish the objectives of the Oxford Historical Cemetery Project.*

Services are expected to be performed from September 2026 through May 2027, for a maximum of 580 hours. The anticipated schedule and maximum hours are for project planning and budgeting purposes only and do not guarantee a minimum number of hours.

Invoices should be submitted to the accounts payable email box at invoices@oxfordgeorgia.org.

2. **PAYMENT.** The City of Oxford will pay compensation to Service Provider for the services based on: **a rate of \$18.50 per hour for services performed up to a maximum of 580 hours and \$10,750.00 in total compensation.** Compensation shall be payable upon completion of services of Service Provider and submission of a monthly invoice or other mutually agreed upon documentation by the City Clerk/Treasurer.

3. **WARRANTY.** The standard of care for all professional services performed or furnished by Service Provider under this Agreement will be the skill and care used by members of Service Provider’s profession practicing under similar circumstances at the same time and in the same locality. Service Provider makes no warranties, express or implied, under this Agreement or otherwise, in connection with Service Provider’s services.

4. **RELATIONSHIP OF PARTIES.** Service Provider is an independent Service Provider and neither Service Provider, Contractors employed by the Service Provider (if any), nor any of their agents are employees of the City of Oxford. Service Provider is responsible for the direction and supervision of its employees and Contractors and shall promptly remove any personnel who are not adhering to the terms of this Agreement. The City of Oxford will **not** provide fringe benefits, including health insurance, paid vacation, overtime, or any other employee benefit for the benefit of Service Provider.

5. **INDEMNITY.** To the fullest extent permitted by law, Service Provider shall indemnify the City of Oxford, its officers, directors, partners, employees, and representatives from and against all losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of Service Provider or Service Provider's officers, directors, members, partners, agents, employees, or subconsultants in the performance of services under this Agreement.

6. **LIENS AND LIEN WAIVERS.** Service Provider shall, if any lien be filed against the City of Oxford's property arising from the work under this Agreement, immediately cause such lien to be discharged of record by payment or bond. Service Provider agrees to execute and have all Sub-Service Providers and Suppliers execute "Interim Waiver and Release Upon, Payment" and "Unconditional. Waiver and Release Upon, Final Payment", copies of which are attached hereto as exhibits.

7. **TERM/TERMINATION.** This Agreement shall be effective through May 31, 2027, unless the City of Oxford provides 30 days written notice to the Service Provider prior to the termination of the applicable initial term or renewal term.

8. **GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the substantive laws of the State of Georgia (excluding Choice of Law provisions). In performance of this Agreement, Service Provider will comply with all requirements of applicable state and local law, regulations and ordinances. Service Provider also agrees to abide by all applicable rules and regulations of the City of Oxford.

9. **ENTIRE AGREEMENT.** This agreement contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written.

10. **SEVERABILITY.** If any provisions of this agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

City of Oxford

Ms. Delaney Arnold

By: _____
David Eady, Mayor

By: _____
Ms. Delaney Arnold

Attest: _____
Bill Andrew, City Manager

Date: _____

Date: _____

Student Worker for Oxford Cemetery Work

Possible Tasks

1. Getting our current or new data into a GIS program that is transferable and not proprietary- determine whether we want the raw data or just the results of it
2. Assessing how we should host data
 - a. Is there a program that would capture what has been done on Find-A-Grave or that could be transferred over to that site?
 - b. Should we use some other database that can be used by staff and the public and easily maintained?
3. Agree on parameters for repair of grave sites and pick out which ones need to be repaired. This information would then go into a bid package
4. Review and update our cemetery management rules and enforcement mechanisms
5. Is the effort to clean the stones really worth it? Could we get a volunteer group to work on this?

Approximate Schedule

September – 2 weeks

October – 4 weeks

November – 3 weeks

December – 2 weeks

January – 4 weeks

February – 4 weeks

March – 4 weeks

April – 4 weeks

May – 2 weeks

29 weeks total at 20 hours (\$18.50/hr) per week = 580 hours total x \$10,730 + 7.65% FICA or \$820.85 = personnel budget of \$11,550.85 (Of course, you are under no obligation to work this many hours, this would just be a maximum).

\$58,000 TOTAL BUDGET

(\$11,550.85) personnel

\$46,449.15 for mileage, software, GIS, supplies, grave repair, potentially new trash receptacles and benches if there is leftover funds after the repairs

Note, we probably will need around \$30,000 to get the grave work done.

Deterioration of Support Beam in Basement of The Old Church

This foundation beam runs along what used to be the back of the original building and so is now under the basement. Staff would recommend a structural engineer report on this situation for recommendations of addressing it. We are also contracting for termite treatment for this building.



110 W. Clark Street
Oxford, GA 30054
Phone 770-786-7004
Fax 770-786-2211
www.oxfordgeorgia.org



Incorporated December 23, 1839

Mayor David S. Eady
City Manager Bill Andrew
Interim City Clerk Stacey Mullen

March 23, 2026

**Re: Oxford 2026 Community Development Block Grant (CDBG) application and
commitment of local funds**

To Whom It May Concern:

The City of Oxford respectfully submits this application to the Department of Community Affairs for \$1,000,000 in Community Development Block Grant funding to assist with water system improvements in three Target Areas. Water lines in each Target Area are 50+ years old and deteriorated, and in one Target Area, pipes are constructed of an asbestos/concrete mixture that is dangerous for repair. To be proactive rather than reactive, the City of Oxford acknowledges these particular water mains are past their prime, resulting in an increased likelihood of catastrophic failure that would require costly emergency repair. Replacing water mains now is a financially prudent step that would give 154 of our residents peace of mind.

The total project length is approximately 7,500 linear feet and the estimated cost for this watermain replacement project is \$2,633,200. As evidence of the City of Oxford's commitment to this project, City Council will commit a local match of \$1,633,200, or 62% of the total project budget, from SPLOST funds and our Water/Sewer Capital Reserve Account for this important project. A CDBG grant of \$1,000,000 will make this much-needed infrastructure project possible.

I appreciate your thoughtful review of this application, and I welcome any questions you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read "Laura McCanless". The signature is fluid and cursive, with a long horizontal stroke at the end.

Laura McCanless, Mayor Pro Tem

Please note, on September 15th, Peach State Construction hired a sub-contractor to cut the trees within the project area for the widening of Williams Road. Unfortunately, due to miscommunication, the subcontractor started at the wrong end of the project (Catova Creek) and destroyed a number of the trees on the Oxford property.

Peach State Construction is working to temporarily stabilize the site and is awaiting a report we are having prepared next week by Mr. Barneycastle:

Barneycastle Forestry Services, Inc.

678-386-8623

chris@barneycastle.net

www.barneycastleforestryervices.com

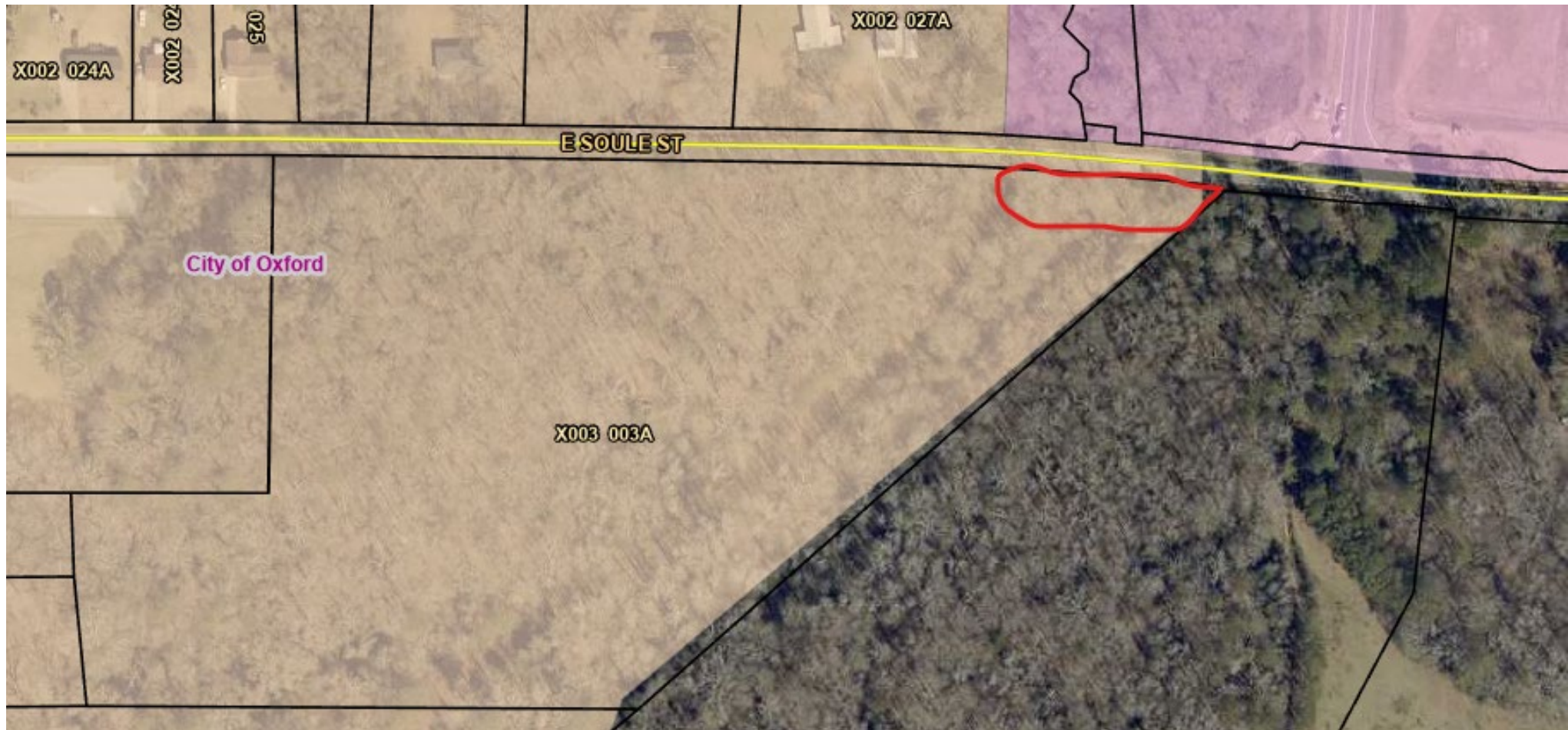
Certified Arborist #SO-2913A

Registered Forester (GA) #1422

His services were recommended by Beryl Budd.

We are also putting together a Police Report of the incident, although we have no indication criminal charges will be necessary.

The area cut is roughly indicated in red below.



The area
within the
yellow tape
is Oxford
Property





CITY OF OXFORD POLICE DEPARTMENT



August 2026 Monthly Report

Significant Events, Arrests, Details, Training

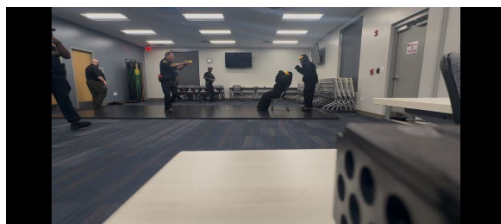
The Oxford Police Department met with the Associate Dean of Campus Life, Residential Education and Services Director, Timothy Leyson, Ed.D. with the Oxford College administration. This was another important meeting solidifying our partnership moving forward toward another college school year.

Officers meet with Mayor Eadey and Representative Dr. Jasmine Clark, House District 108 at the Mt Zion Baptist Church Pantry and then moving to the Oxford College dinning facility where lunch was served and followed with community engagement question/answer session.



Code Enforcement- Officer Preziosi, Chief Brooks, Solicitor, Mayor, City Manager and the City Attorney met to discuss a way forward on the abandoned houses within our city limits. As a result of the meeting 4 (four) Code Enforcement Warnings were mailed (certified mail) concerning the abandoned houses and maintaining yards. Another 3 (three) Code Enforcement Warnings were issued to different residents concerning junk vehicles and debris in their yards.

Training- Chief Brooks was able to attend and successfully complete/pass the Instructor Taser training course which was held at the NCSO training center. This certification will allow Chief Brooks to train the officers in Taser usage, techniques and deployments with advanced training classes/demonstrations.



With continued partnership with NCSO and access to their outdoor firing range, the Oxford Police Officers were able to maintain their firearms recertifications/ qualifications requirements this month.



CITY OF OXFORD POLICE DEPARTMENT



Chief Brooks, Officer White, and Officer Preziosi responded to a reported cardiac arrest in the parking lot of Mainstay Academy School, located at 1110 Emory Street.

Upon arrival, officers observed a female performing CPR on an elderly female passenger inside a parked vehicle. Officer White immediately took over chest compressions while Chief Brooks assessed the patient for signs of life. Officer Preziosi gathered information regarding the circumstances leading up to the incident.

After several minutes, Chief Brooks relieved Officer White and continued CPR efforts until EMS and Fire Department personnel arrived on scene and assumed medical care. The elderly female was subsequently transported to the hospital by EMS. Despite the lifesaving efforts of all involved, she later succumbed to her medical condition.

It was later learned that the young woman performing CPR upon the officers' arrival was the elderly female's daughter. This was an extremely emotional and difficult scene for all involved.

I would like to commend Chief Brooks, Officer White, and Officer Preziosi for their professionalism, compassion, and immediate response. Their efforts reflect the highest standards of the Oxford Police Department and demonstrate their unwavering commitment to serving and assisting members of our community during times of crisis.



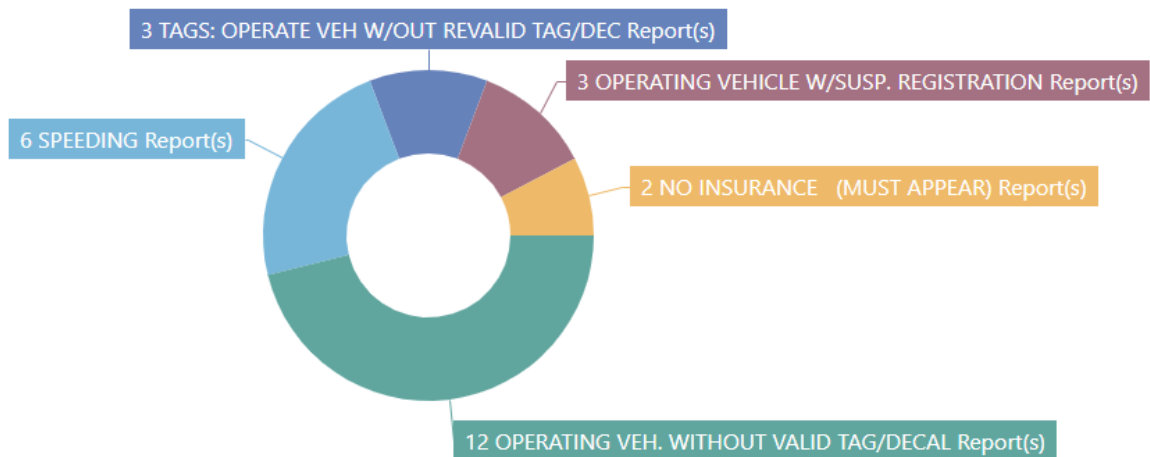
CITY OF OXFORD POLICE DEPARTMENT



August 2026 Monthly Report Top Citations Offenses



Tickets by Violation



City Ordinance/Code Enforcement Citations

Case #	Ticket #	Ticket Date	Violation	Violation Description	Primary Location
	104A00503	8/28/2026	CO 4-160	DANGEROUS AND VICIOUS DOG CONTROL	1212 ASBURY ST
	102A00585	8/18/2026	CO 34-26	VEHICLES GROSS WEIGHT	203 W SOULE ST



CITY OF OXFORD POLICE DEPARTMENT



Activity Reports July 2026 / August 2026

Agency Activity Report

Date Range: 7/01/2026, 00:00:00 - 7/31/2026, 23:59:59

Agency: Oxford Police Department

Reports	
Total Reports:	16
Total Incident Reports:	12
Total Crash Reports:	4
Total Use of Force Reports:	0
Arrests	
Total:	1
Total Male Arrestees:	1
Total Female Arrestees:	0
Total Other/Unknown Arrestees:	0
Total Juvenile Arrestees:	0
Domestic Violences	
Total Domestic Violence Reports:	0
Tickets	
Total Tickets (Non-Warnings):	8
Total Warnings:	3

Agency Activity Report

Date Range: 8/18/2026, 00:00:00 - 8/25/2026, 23:59:59

Agency: Oxford Police Department

Reports	
Total Reports:	8
Total Incident Reports:	7
Total Crash Reports:	1
Total Use of Force Reports:	0
Arrests	
Total:	0
Total Male Arrestees:	0
Total Female Arrestees:	0
Total Other/Unknown Arrestees:	0
Total Juvenile Arrestees:	0
Domestic Violences	
Total Domestic Violence Reports:	0
Tickets	
Total Tickets (Non-Warnings):	6
Total Warnings:	3

Calls for Service Handled by OPD

July 2026

30

August 2026

36

+20%



CITY OF OXFORD POLICE DEPARTMENT



Incident Reports by Location August 2026

