

OXFORD PLANNING COMMISSION

Minutes – February 9, 2016

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

STAFF: Bob Schwartz, city manager and zoning administrator.

GUESTS: Rick and Betty Miller, Tim and Brenda Williams.

OPENING: Mr. Eady called the meeting to order and welcomed the guests. He also noted that joining us was a new member of the Planning Commission - Mr. Jeff Wearing.

RICK AND BETTY MILLER, 208 EMORY STREET, DEVELOPMENT PERMIT APPLICATION: Request for the approval of a development permit to construct a metal carport for their camper. This will be located in the back yard of their property which fronts on Emory Street. They have 42 feet of clearance to Wade Street from the location selected. The Planning Commission congratulated Mr. Miller for having the proposed location staked and marked.

Mr. Miller noted that they had selected Carolina Carports to install the carport. Initially they would use gravel underneath and may eventually pour a slab. The sides will come down within three feet of the ground and the back will be enclosed. They will not connect electricity but rather use solar power for lighting. They will be selecting a color that will blend in with the neighborhood. In discussion it was noted that their house is more or less across Emory Street from the Oxford Baptist Church.

Upon motion of Mr. Manson, seconded by Mr. Wearing the request for the development permit was approved as submitted. The vote was unanimous.

TIM AND BRENDA WILLIAMS, 229 EAST SOULE STREET, DEVELOPMENT PERMIT APPLICATION: Request to add a bedroom and closet at the rear of their house. They have 117 feet of clearance to the rear lot line. The Planning Commission thanked them for staking and marking the proposed location.

Mr. Eady asked if they were using an outside contractor. Mr. Williams said this would just be for the framing. It was also noted that their lot is very large and that this construction would not be close to any of the neighbors. As a matter of interest it was noted that Mr. Williams' father, Garland Williams, used to be on City Council years ago.

Upon motion of Mr. Manson, seconded by Mr. Wearing the request for the development permit was approved as submitted. The vote was unanimous.

DEVELOPMENT APPLICATION AND CHECKLIST: The Planning Commission discussed the development application and checklist. Ron Manson opened the discussion with several

suggestions for additional improvements to the form. The commission made several other suggestions. Mr. Schwartz will make these changes for future applications.

APPROVAL OF MINUTES: Upon motion of Mr. Manson, seconded by Ms. England, the minutes for the meeting of December 8, 2015 were approved. The vote was 3 – 0, with Mr. Wearing abstaining.

ELECTION OF OFFICERS: As this was the first meeting of the year, it was time to elect officers.

Upon motion of Mr. Eady seconded by Mr. Manson, Shawn Gaither was nominated for secretary. The vote was unanimous.

Upon motion of Mr. Eady seconded by Mr. Manson, Jeff Wearing was nominated for vice chair. The vote was unanimous

Upon motion of Ms. England seconded by Mr. Wearing, Jonathan Eady was nominated for chair. The vote was unanimous.

ADJOURNMENT: Mr. Eady adjourned the meeting at 7:42 PM.

Submitted by:

Bob Schwartz, zoning administrator