

OXFORD PLANNING COMMISSION

AGENDA

SEPTEMBER 10, 2019 – 7 PM

1. **Opening** – Jonathan Eady, Chair
2. * **Membership** – Kibbie Hatfield has been appointed to serve as a member of the Planning Commission. She will finish the term of Laura McCanless, which ends in December 2020. We have attached a list of all members.
3. * **Minutes** – We have attached the minutes for August 13, 2019.
4. **Elections** – With the departure of Laura McCanless, the Planning Commission must elect a new Vice-Chair.
5. * **Oxford College Development Permit Applications (3)** – Oxford College has submitted development permit applications for the following projects: 1. Replace an existing officer trailer; 2. Remove a wood-framed outdoor storage unit located at 102 George Street; 3. Add four hoop houses to the southeast side of the Organic Farm property. We have attached the development permit applications.
6. * **Discussion on Administrative Variance Ordinance** – Mr. Pepper requested that the Planning Commission consider a municipal ordinance to allow for the Zoning Administrator to grant an administrative variance where applicable. We have attached a sample administrative variance ordinance from the City of Covington. In addition, we have attached a section titled, “Minor Variance” from the city’s 1996 Edition of the Zoning Code.
7. **Requirements for the Planning Commission** – Mayor and City Council discussed updating the code of conduct for individuals sitting on boards, authorities, and commissions and implementing an attendance requirement for Planning Commission members.
8. **Other Business**
9. **Adjournment**

* **Attachments**

MEMBERS OF THE PLANNING COMMISSION: Jonathan Eady, Chair; Zach May, Secretary; Avis Williams, Juanita Carson, Mike McQuaide, and Kibbie Hatfield.