

OXFORD PLANNING COMMISSION

Minutes – January 17, 2017

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

STAFF: Bob Schwartz, city manager and zoning administrator.

GUESTS: Sarah and Danny Standard, Curry and Kathy Haynes, and Kendra Mayfield from Oxford College.

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

MEMBERSHIP: Mr. Eady noted that on January 9th, Penny England was reappointed by City Council to a three year term and that Aaron Robinson was newly appointed to a three year term.

APPROVAL OF MINUTES: Upon motion of Mr. Wearing, seconded by Ms. England, the minutes for the meeting of December 14, 2016 were approved. The vote was 6-0.

ELECTIONS –This is the first meeting in 2017 so it is time to elect officers for the next year. The officers are: Chair, Vice-Chair, and Secretary. Upon motion of Ms. Harris, seconded by Mr. Manson, Mr. Eady was nominated for Chair. Upon motion of Mr. Eady, seconded by Mr. Manson, Mr. Wearing was nominated for Vice-Chair. After a discussion of the duties, upon motion of Ms. Harris, seconded by Mr. Wearing, Mr. Robinson was nominated for Secretary.

Mr. Eady called for a vote on the entire slate of officers. The vote was 6-0 to approve Mr. Eady as chair, Mr. Wearing as vice-chair, and Mr. Robinson as Secretary.

MINOR SUBDIVISION – SARAH AND DANNY STANDARD – Mr. and Mrs. Standard have submitted a request for the review and approval of a plat for a minor subdivision. They wish to subdivide their lot at the corner of Fletcher and Wesley. They have submitted a plat of the subdivision prepared by John Knight, surveyor. The Planning Commission reviewed the dimensions and setback requirements for both the new lot and the existing lot after the subdivision. It was determined that an old shed is less than ten feet from the new lot line on the old lot. The two options are to move the shed or to recommend a variance for the location of the shed. Mr. Standard said based on the age of the shed (it was built by his father-in-law almost fifty years ago), it may not be possible to move the shed. Mr. Wearing volunteered to look at the shed with Mr. Standard to see if it could be moved.

Upon motion of Mr. Manson, seconded by Ms. England, the minor subdivision was recommended for approval to City Council upon one of two conditions: either approve a variance for the location of the old shed, or move the shed. The vote was 6-0.

{Mr. Wearing met with Mr. Standard on January 18th. They determined that the shed could not be moved without falling down. However, they discovered that the proper setback distance could be achieved by slightly angling the property line between the two lots. Mr. Knight will submit a new subdivision to the City Manager before City Council votes at the February 6th meeting.}

OXFORD COLLEGE – SIGN REQUEST – Oxford College submitted a request for the installation of a building sign for the new Dining Hall. The Planning Commission discussed the location and appearance of the sign.

Upon motion of Mr. Wearing, seconded by Mr. Robinson, the sign request was approved as submitted. The vote was 5-0 with Mr. Eady abstaining.

OXFORD COLLEGE – Oxford College submitted a request to begin the discussion of proposals for the improvements of Pierce Street. Kendra Mayfield presented a copy of the draft plans for Pierce Street from Wesley to Emory. The Planning Commission discussed the draft plan in detail. After Ms. Mayfield explained the various parts of the plan, the Planning Commission members stated that they had no major objections to the plan and were in favor of the improvements.

OXFORD COLLEGE – FUTURE DEVELOPMENT PLAN – Ms. Mayfield presented recommendations for changes to the future development plan process along with specific code amendments.

Upon motion of Mr. Wearing, seconded by Ms. England, the amendments to the zoning ordinance to improve the future development plan process were recommended to City Council for adoption. The vote was 6-0.

ADJOURNMENT: Mr. Eady adjourned the meeting at 8:25 PM.

Approved by:

Aaron Robinson, Secretary