

OXFORD PLANNING COMMISSION

Minutes – July 18, 2018

MEMBERS: Jonathan Eady, Chair; Aaron Robinson, Vice Chair; Zach May, Laura McCanless, and Mike Besaw. Juanita Carson was absent.

STAFF: Matthew Pepper, city manager and zoning administrator; Hal Chitwood with Bureau Veritas.

GUESTS: Benjamin and Jennifer Crider; Mary Williams; Danielle Miller, James Johnson, and Randy Simon with Oxford College.

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

MINUTES: Upon motion of Mr. May, seconded by Mr. Besaw, the minutes for the meeting of June 12, 2018 were adopted as presented. The vote was 5-0.

BENJAMIN AND JENNIFER CRIDER DEVELOPMENT PERMIT APPLICATION: Benjamin and Jennifer Crider requested approval to install a 4' fence in the front yard and a 6' fence in the back yard of his property located at 1202 Emory Street. The Planning Commission members instructed the applicants that the 6' portion of the fence must be in line with the front edge of the house to be permissible.

Upon motion of Mr. Robinson, seconded by Ms. McCanless, the Planning Commission approved the development permit application to install a 4' fence in the front yard and a 6' fence in the back yard with the condition that the 6' portion of the fence is in line with the front edge of the house. The vote was 5-0.

MARY WILLIAMS DEVELOPMENT PERMIT APPLICATION: Mary Williams requested approval to convert her carport into a garage by adding a sidewall and a garage door. Upon reviewing her development permit application, the Planning Commission members stated that from the drawings presented that they could not determine where the construction would take place in relation to the existing house, and if the proposed construction would be within the setbacks. Therefore, they instructed Ms. Williams to resubmit her application with a dimensioned drawing including the existing house (with the proposed construction) and its proximity to the property lines, and photographs of examples of the type of construction that will take place on the carport. The Planning Commission members took no formal action on Ms. Williams' development permit.

OXFORD COLLEGE DEVELOPMENT PERMIT APPLICATION: Oxford College presented a preliminary design plan for a two story, 12,000 square foot addition to the east side of the Old Dining Hall located at the intersection of Pierce Street and Wesley Street. Per the current design plan, the proposed addition infringes on the 20' build-to line established by city code. Consequently, the college plans to seek a variance. The Commission members had a discussion on whether or not a variance would be appropriate. In addition, the Commission members asked the representatives from Oxford College to consider design alternatives for both pedestrian and vehicular traffic flow, and parking for the retail establishments that are a part of the proposed development. Oxford College will set corner stakes depicting the area of the proposed development for Planning Commission members to review prior to the next meeting. Oxford College will return to the Planning Commission with revised depictions of the proposed development.

CITY REPORT: Mr. Pepper updated the Commission members on the progress for the city park to be built on Asbury Street and the most recent work of the Downtown Development Authority.

ADJOURNMENT: Mr. Eady adjourned the meeting at 9:03 PM.

Approved by:

Laura McCanless, Secretary