

# OXFORD PLANNING COMMISSION

Minutes – November 10, 2020

**MEMBERS:** Jonathan Eady, Chair; Juanita Carson, Secretary; Mike Ready, Kibbie Hatfield, and Mike McQuaide. Zach May was absent.

**STAFF:** Matthew Pepper, City Manager and Zoning Administrator.

**GUESTS:** Ernie Feliciano; Laura Todd, Permit Specialist with Tuff Shed; Tyler Bailey; Colleen Christian; Sheri Joyner; Brian Barnard; Darryl and Teresa Welch.

**OPENING:** At 7:03 PM, Mr. Eady called the meeting to order and welcomed the guests.

**MINUTES:** Upon motion of Mr. Ready, seconded by Mr. McQuaide, the minutes for the meeting of October 13, 2020 were adopted. The vote was 5-0.

**ERNIE FELICIANO DEVELOPMENT PERMIT APPLICATION (152 Longstreet Circle):** The Commission reviewed the development permit application to construct a 12' x 24' storage shed in the rear yard of the lot located at 152 Longstreet Circle. Ms. Todd explained that the shed will be a prefabricated assembly and laid directly on the ground. The Commission confirmed that the proposed shed met the side and rear setbacks.

*Upon motion of Ms. Carson, seconded by Ms. Hatfield, the Planning Commission approved the development permit application to construct a 12' x 24' storage shed in the rear yard of the lot located at 152 Longstreet Circle. The vote was 5-0.*

**KEN KNIGHT DEVELOPMENT PERMIT APPLICATION (202 E. Richardson Street):** The Commission reviewed the development permit application to complete interior and exterior renovations on the existing home located at 202 E. Richardson Street. During the discussion, Mr. Bailey explained that the scope of work also included the addition of a bathroom and laundry room. In addition, it included adding a new gutter, repairing of the fascia and soffit, and replacing the back door. The Commission confirmed the setbacks. In addition, they informed Mr. Bailey that he will need to provide scaled construction drawings to the building inspector prior to obtaining a building permit.

*Upon motion of Mr. Ready, seconded by Ms. Hatfield, the Planning Commission approved the development permit application to complete interior and exterior renovations on the existing home located at 202 E. Richardson Street. The vote was 5-0.*

**COLLEEN CHRISTIAN DEVELOPMENT PERMIT APPLICATION (322 Emory Street):** The Commission reviewed the development permit application to install a carport on the property located at 322 Emory Street. Ms. Christian had previously installed the carport without receiving a development permit. The Commission confirmed that the existing carport did not meet either the location or the side setback requirement. Consequently, they informed Ms. Christian that she would need to move the carport to another location on the property (where setbacks could be met) or remove it entirely off the property. Ms. Christian stated that she will remove the carport from the property. The Commission took no action on the development permit application.

**SHERI JOYNER DEVELOPMENT PERMIT APPLICATION (808 Emory Street):** The Commission reviewed the development permit application to install a fence beginning in the front yard and covering the rear of the property located at 808 Emory Street. During the review, the Commission confirmed that E. George Street is a public street and therefore the property would be considered a corner lot. Per the city's zoning code, a fence constructed on a corner lot is subject to the front yard requirements for fence appearance. Consequently, the entire fence would need to be decorative in appearance. In addition, the

Commission stated the proposed attached metal wiring (as depicted in the photograph) has not typically met the standard for a decorative fence. Ms. Joyner stated that the wiring for the fence is intended to keep out smaller dogs and other animals. The Commission stated that the wiring would be acceptable if the fence posts had decorative tops. The Commission concluded that the development permit application will be approved subject to the following modifications:

- The fence will have decorative tops on each of the fence posts.
- Mr. Pepper will confirm that the portion of the fence closest to Emory Street/SR 81 will be offset from the front edge of the house.
- Mr. Pepper will confirm the location of the stakes for the fence.

*Upon motion of Ms. Carson, seconded by Mr. Ready, the Planning Commission approved the development permit application to install a fence at 808 Emory Street with the modifications (discussed in permit application description). The vote was 5-0.*

**BRIAN BARNARD DEVELOPMENT PERMIT APPLICATION (1112 Asbury Street):** The Commission reviewed the development permit application to complete some interior and exterior renovations and adding a screened porch to the existing house located at 1112 Asbury Street. During the review, Mr. Barnard explained in detail the proposed interior renovations and additions including a bonus room in the rear of the house and a screened porch. As for the exterior renovations, Mr. Barnard explained that he plans to install Hardie Board siding on the house. In addition, Mr. Barnard explained that the roof (architectural shingles), soffit, and fascia will be replaced as part of the exterior renovations. The Commission confirmed the front setback from the proposed front porch.

The Commission informed Mr. Barnard that the Building Inspector may ask for details regarding the trade permits (electrical, plumbing, HVAC). The Commission amended the development permit application to remove the reference to the covered parking area and the front setback from 5' to 10'.

*Upon motion of Mr. Ready, seconded by Mr. McQuaide, the Planning Commission approved the development permit application to complete some interior and exterior renovations and adding a screened porch to the existing house located at 1112 Asbury Street. The vote was 5-0.*

**RECOMMENDATION ON REZONING PARCELS:** The Commission began the discussion by explaining that they are considering developing a recommendation for rezoning seven parcels located along the eastside of Emory Street/SR 81 and E. Clark Street so that they are consistent with their current use (residential) and compatible with surrounding properties. In addition, they explained that they invited the affected homeowners to the meeting so that they (the homeowners) can offer their input on the recommendation.

Mr. Welch expressed the concern that the homeowners of the affected properties had not been properly notified when the city zoned the properties to Town Center several years ago. He asked why the Commission was prompted now to consider a recommendation for rezoning. In addition, Mr. Welch stated that the city should not rezone the properties to a residential zoning designation. Rather, the city should leave the properties as zoned Town Center thereby allowing property owners the flexibility to pursue opportunities for their properties as they see fit. He further stated that he will express his views to the Mayor and City Council when the time comes for them to discuss it at a Council meeting.

The Commission reviewed the "criteria for amendments to official zoning maps" (Section 40-638(g)) as they developed the recommendation. During the review, the Commission cited that rezoning the lots to Single Family R-20 would make them compatible with surrounding properties, consistent with their best economic use, and would align with the city's current comprehensive plan which provides for mixed used development exclusively on property located on the west side of Emory Street in the town center area. In addition, the Commission agreed to exclude the lot (X004 002) owned by the Downtown

Development Authority in their recommendation. It will remain zoned as Town Center. Mr. Eady will provide the Commission with the recommendation language. Such recommendation language was formally adopted by the Commission.

*Upon motion of Ms. Hatfield, seconded by Ms. Carson, the Planning Commission makes the recommendation to City Council to approve the rezoning of six privately-owned parcels from "Town Center" to "Single Family (R-20)". The vote was 5-0.*

**OTHER BUSINESS:** The Commission did not discuss items related to other business.

**ADJOURNMENT:** Mr. Eady adjourned the meeting at 8:50 PM.

Submitted by:

Juanita Carson, Secretary