

OXFORD PLANNING COMMISSION

Minutes – October 13, 2020

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

STAFF: Matthew Pepper, City Manager and Zoning Administrator.

GUESTS: Bill Martin; Timmy Price; Scott Gibson; Noah Joyner; Anthony Ellis; Darryl and Teresa Welch.

OPENING: At 7:01 PM, Mr. Eady called the meeting to order and welcomed the guests.

MINUTES: Upon motion of Mr. Ready, seconded by Mr. May, the minutes for the meeting of September 8, 2020 were adopted. The vote was 5-0.

BILL AND TERESA MARTIN DEVELOPMENT PERMIT APPLICATION (112 Oxford North Road): The Commission reviewed the development permit application to construct a 24 x 25 garage in the rear yard of the lot located at 112 Oxford North Road. Mr. Martin explained that the garage will be built from the ground up and laid on concrete. The Commission confirmed that the garage met the side and rear setbacks. The Commission amended the scope of work on the development permit application to include adding power to the garage.

Upon motion of Mr. Ready, seconded by Mr. May, the Planning Commission approved the development permit application to construct a 24 x 25 garage in the rear yard of the lot located at 112 Oxford North Road. The vote was 5-0.

TIMOTHY PRICE DEVELOPMENT PERMIT APPLICATION (315 W. Bonnell Street): The Commission reviewed the development permit application to complete interior renovations on the existing home located 315 W. Bonnell Street. During the discussion, Mr. Price explained that he had recently received a permit to bury the secondary power line running to the house. He did not realize that he would need to obtain a permit for replacing a bathtub and windows. He also completed some cosmetic work on the house including replacing some trim and painting the interior. The Commission confirmed that the existing house does not meet the 15' side setback and is therefore a permitted non-confirming use. The scope of work completed on the house does not exceed the 50% threshold for repairs on non-confirming structures. The Commission explained that Mr. Price will need to obtain a building and plumbing permit.

Upon motion of Mr. May, seconded by Mr. Ready, the Planning Commission approved the development permit application to complete interior renovations on the existing home located 315 W. Bonnell Street. The vote was 5-0.

KATHY HAYNES DEVELOPMENT PERMIT APPLICATION (209 Fletcher Street): The Commission reviewed the development permit application to construct a 6' pine fence stretching 80' on the rear property line of the lot located at 209 Fletcher Street. The Commission confirmed that the proposed fence is located on Ms. Haynes's property and is of the proper height and material.

Upon motion of Ms. Carson, seconded by Mr. May, the Planning Commission approved the development permit application to construct a 6' pine fence stretching 80' on the rear property line of the lot located at 209 Fletcher Street. The vote was 5-0.

SCOTT GIBSON DEVELOPMENT PERMIT APPLICATION (75 Wentworth Drive): The Commission reviewed the development permit application to remove a wall between the kitchen and living room and install a cased opening in its place inside the dwelling located 75 Wentworth Drive. The Commission confirmed that the house met the front, side, and rear setbacks.

Upon motion of Ms. Carson, seconded by Mr. May, the Planning Commission approved the development permit application to remove a wall between the kitchen and living room and install a cased opening in its place inside the dwelling located 75 Wentworth Drive. The vote was 5-0.

SHERI JOYNER DEVELOPMENT PERMIT APPLICATION (808 Emory Street): The Commission reviewed the development permit application to complete extensive interior and exterior renovations on the existing house located at 808 Emory Street. The proposed renovation work includes some of the following items: rewire electric service in master bedroom and kitchen; remodel master bathroom; install shiplap on interior walls; convert existing kitchen into a bathroom; add two closets; and remove siding and windows from back porch. The scope of work also included adding a 30' x 30' garage behind the existing home, adding a fence around the perimeter of the property, and pouring a concrete driveway connecting to E. George Street. On behalf of Ms. Joyner, Mr. Noah Joyner (son) and Mr. Ellis explained to the Commission that the house recently sold and that the contemplated renovations are similar to those the Commission previously approved for Mr. Ellis. In response, the Commission stated that they would view this application separate from the previously approved work. In addition, the Commission explained that, upon a site visit from Mr. Pepper, it appeared that the garage might not meet the side setback. They asked that Ms. Joyner confirm the location of the garage before beginning construction.

The Commission discussed the proposed fence around the perimeter of the property. They agreed that the style of fence contemplated does not meet the city's code for a fence in the front yard, which must be no more than 4' tall and decorative. In addition, the Commission could not determine the precise location of the fence from the drawing provided by Ms. Joyner. Consequently, they asked that Ms. Joyner return next month to discuss the fence. In the meantime, they asked Ms. Joyner to set stakes on the property to show where the fence will be located. Ms. Joyner will obtain the requisite building and trade permits (electric and plumbing) before beginning any work.

Upon motion of Mr. May, seconded by Mr. Ready, the Planning Commission approved the development permit application to complete interior and exterior renovations to the existing house located at 808 Emory Street, construct a 30' x 30' garage, and pour a concrete driveway connecting to E. George Street. The vote was 5-0.

JONATHAN EADY DEVELOPMENT PERMIT APPLICATION (1216 Welsey Street): The Commission reviewed the development permit application to place gravel or asphalt millings on the existing drive located at Asbury Street through the back portion of the property. During the discussion, Mr. Eady explained that the gravel is of similar material previously approved by the Commission.

Upon motion of Ms. Hatfield, seconded by Mr. Ready, the Planning Commission approved the development permit application place gravel or asphalt millings on the existing drive located at Asbury Street through the back portion of the property. The vote was 4-0 with Mr. Eady abstaining.

RECOMMENDATION ON REZONING PARCELS: The Commission began the discussion by explaining that they are considering developing a recommendation for rezoning the properties 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 Town Center several years ago. He asked why the Commission was prompted now to consider a recommendation for rezoning. He further stated that he intended to file an open records request with the city to learn more about how the initial re-zoning has handled.

In response, the Commission stated that at the time the city zoned the properties Town Center that none of the current members were serving on the Commission. They stated that the city most likely

followed the procedures for rezoning properties as outlined in the city's zoning code. Given its importance, the Commission agreed to invite the affected property owners to the meeting in November to discuss the rezoning further.

OTHER BUSINESS: The Commission discussed holding a Special Called Meeting in November to continue their work on possible amendments of Chapter 40.

ADJOURNMENT: Mr. Eady adjourned the meeting at 8:07 PM.

Submitted by:

Juanita Carson, Secretary