

OXFORD PLANNING COMMISSION

AGENDA

August 9, 2022 – 7:00 PM

Meeting at Oxford City Hall – 110 W. Clark Street, Oxford, GA

1. **Opening** – Jonathan Eady, Chair
2. ***Minutes** – Please consider for approval the June 21, 2022 Planning Commission Minutes.
3. ***319 Stone Street** – Development Permit Application for a swimming pool.
4. ***407 Emory Street** – Development Permit Application for a two-story deck that was previously built without a building permit.
5. **Other Business**
 - a. **Amendments to Section 40-841. Development Permit of the City’s zoning ordinances**
 - b. **November Meeting** – The Planning Commission meeting for November 8 will need to be rescheduled, moved, or held virtually due to that being a general election day.
6. **Adjournment**

*** Attachments**

OXFORD PLANNING COMMISSION

Minutes – July 12, 2022

DRAFT

Oxford City Hall – 110 W. Clark Street, Oxford, GA

MEMBERS: Jonathan Eady, Chair; Mike McQuaide, Mary Glenn Landt, Jeremy Baker, and Dave Huber.

STAFF: Bill Andrew, Zoning Administrator

GUESTS: Robyn Horton (representing 107 Emory Way for a shed DPA)

OPENING: At 7:02 PM, Mr. Eady called the meeting to order and welcomed the guests.

MINUTES: The June 21, 2022 Planning Commission Minutes were reviewed. *Upon the motion to approve by Ms. Landt and seconded by Mr. Baker, the vote was 4 – 0 to approve the minutes as presented. Mr. Huber abstained from the vote, as he was not present for the June 21 meeting.*

Robyn Horton appeared before the Commission to discuss the placement of a shed at 107 Emory Way: Mr. Eady congratulated Mr. Horton for having turned in an excellent application that was quite complete and accurate. Mr. Eady asked for clarification on the status of the fence repair or replacement in the backyard. Mr. Horton indicated he had an intention to replace the fence, but once he received a quote from a contractor, he opted to only spot repair the four-foot, chain-link fence in the backyard.

The new shed will be metal and is color matched with the existing shed on the property. The placement of the shed more than exceeds the setback requirements.

Upon the motion to grant the Development Permit Application by Mr. McQuaide and seconded by Ms. Landt, the vote was 5 – 0 to approve. Mr. Andrew was authorized to sign the application on behalf of the Planning Commission.

OTHER BUSINESS:

- a. **Status of Amendments to Chapter 40 of the City's zoning ordinances:** Mr. Eady reviewed recommended changes to the nonconforming use (Section 40-575) of the city code. The members of the Commission felt these changes allowed for clearer guidance as to what is allowable and there was an improved flexibility to better serve the community.

Upon the motion to formally recommend the City Council adopt these proposed modifications to 50-575, nonconforming use section of the ordinance by Mr. Baker and seconded by Ms. Landt, the vote was 5 – 0 to approve.

- b. **Proposed Amendments to Section 40-841. Development Permit:** Mr. Eady conducted a thoughtful overview of the importance of the Development Permit and the need for Building Permits for specific and general use. The Planning Commission will take up this section for further consideration at the next meeting.

ADJOURNMENT: Mr. Eady adjourned the meeting at 8:24 PM.

Submitted by:

Bill Andrew, Zoning Administrator



DEVELOPMENT PERMIT APPLICATION

This is NOT a Building Permit but, is a requirement for an application to the City of Oxford Building Inspector for the appropriate required Building Permit. All items must be completed, or marked N/A. See the attached Checklist. The completed form must be submitted 10 days before the next meeting of the Planning Commission.

GENERAL INFORMATION

Name of Applicant: Roman Barber Date of Application: July 27, 2022
Address of Applicant: 319 Stone Street Oxford, GA 30054
Telephone # and Email Address of Applicant: 470-321-9022 / 470-496-4266 romanbarber1234@gmail.com
Address/Subdivision /Lot#/Parcel#(s) where work will occur (list all): Same as above

Owner of above location(s): Lina and Roman Barber
Name of General Contractor (if different from Applicant): Carl Vaughn

Type of work: New building Addition Alteration Renovation Repair Moving
 Land Disturbance Demolition Other

Type of dwelling: Single Family Multi-family Included Apartment Number of units:

Briefly describe the proposed work: Installation of a 16x32 in-ground pool with an 8 foot concrete decking
At its deepest point, the pool will have a depth of 9 feet.

Does the proposed work change the footprint (ground outline) of any existing structures? YES NO

Does the proposed work add a structure(s)? YES NO

List additions to: Heated Sq.ft. Unheated Sq.ft. Garage Sq.ft. New Sq.ft.
Is the above lot in the Special Flood Hazard Area on FEMA's Flood Insurance Rate Map? Yes No
(Map available from City Clerk)

ZONING DISTRICT (the setback requirements and the zoning map are available from the City Clerk)

Zoning District R-20

Setback Requirements:

Front setback N/A ft. Side setback 10 ft. Rear setback 10 ft.

Minimum required lot width at building line ft.

Sec. 40-540. - Swimming pool, private.

Private swimming pools and their customary accessory buildings and structures shall be located in rear yards and shall be setback at least 15 feet from all side and rear lot lines and be enclosed by a wall or fence not less than four feet nor more than six feet in height. (Code 1997, § 40-717; Ord. of 2-6-2012, § 1(40-717))

MECHANICAL INFORMATION (if utility work is included in the proposed work)

- A) Sewerage: Is there a change? Yes No City Sewer Septic If so, describe:
- B) Water Supply: Is there a change? Yes No City Water Well If so, describe: Pool will be fed by city water
- C) Number of Restrooms (Commercial): Is there a change? Yes No Full Half If so, describe:
- D) Number of Baths (Residential): Is there a change? Yes No Full Half If so, describe:
- E) Heating: Is there a change? Yes No Electric Gas Oil Propane Other If so, describe:
- F) Electrical: number of outlets

STRUCTURAL INFORMATION

Type of Foundation: Moveable Pier & Footer Slab on grade Basement Other

Type of Construction: Frame Masonry Structural Insulated Panel Insulated Concrete Form
 Panelized Industrialized Manufactured

SITE PLAN DRAWINGS (required for changes to the footprint of existing structures)

- A) Attach an accurate scale drawing or copy of official plat showing shape, size, dimensions, and location of the lot. Note the Zoning District on all drawings.
- B) Show the applicable minimum setback lines on all drawings, and the dimensions from the existing and proposed structure(s) to the lot lines.
- C) Attach a dimensioned drawing, showing the location of any proposed work that changes, or adds to the footprint of any structure(s) on the site.
- D) The following dimensions below **MUST** be included on the drawings:
 - Width of lot at proposed work location 100 feet Width of new work 32 feet
 - Depth of lot at proposed work location 303 feet Length of new work 48 feet
 - Height of new work feet (the maximum habitable area is 35’ above grade for R districts; 45’ in PI districts)

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW IT TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THE TYPE OF WORK WILL BE FOLLOWED. GRANTING OF PLANNING APPROVAL DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL ORDINANCE OR REGULATION REGARDING CONSTRUCTION, OR THE PERFORMANCE OF CONSTRUCTION.



Signature of Applicant

----- OFFICIAL USE ONLY -----
DEVELOPMENT PERMIT

Date Received by Zoning Administrator: July 29, 2022

Date Reviewed by the Planning Commission: _____

The proposed work contemplated by this application meets the appropriate development standards for the Zoning District noted above. **This is not a building permit in Oxford.**

Approved by: _____ Date: _____

Planning Commission

Development approval is hereby issued, and the applicant is authorized to apply for a building permit with the City of Oxford Building Inspector. **This Development Approval expires six months from the date issued.**

Issued by: _____ Date: _____

Zoning Administrator

NOTE: This document must be accompanied by all supporting documentation, also signed by the Planning Commission, for consideration by the City of Oxford Building Inspector for a building permit. (Form October, 2018)

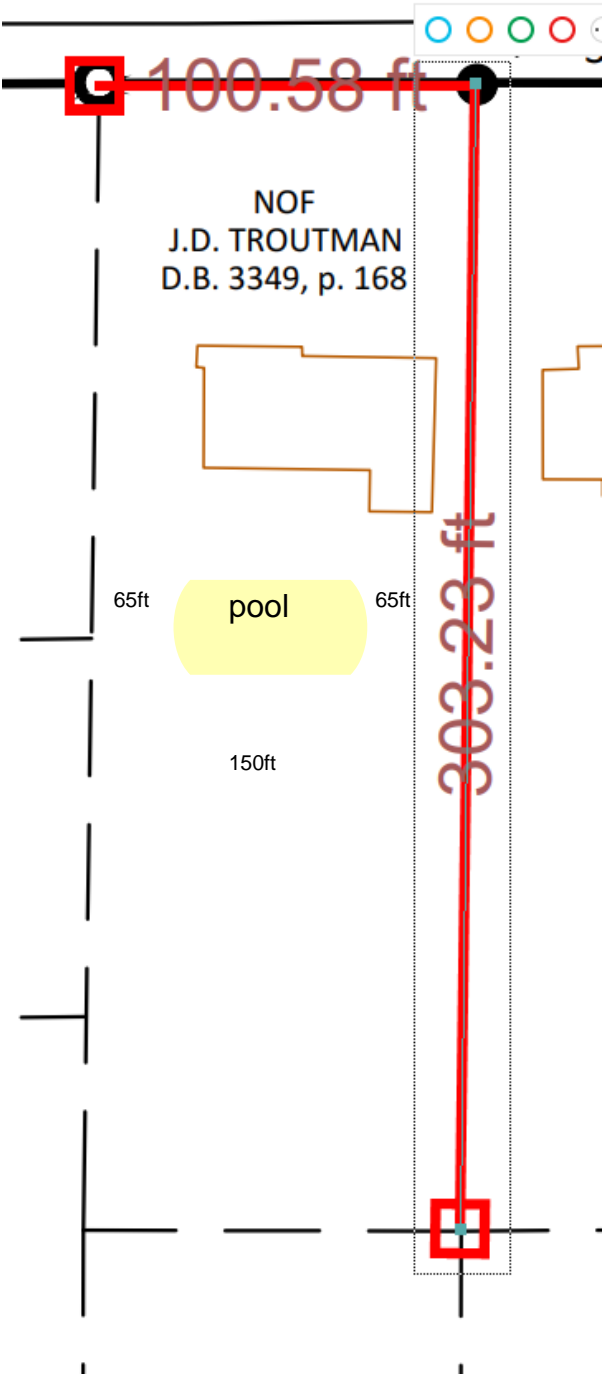
CITY OF OXFORD

Checklist Applying for a Development Permit

1. Obtain a Development Permit Application from the City Clerk's office.
2. Complete the Application and attach a site plan (either drawn by a professional or sketched on graph paper) with dimensions showing:
 - Shape, size and location of the lot.
 - Shape, size, height, use and location of the buildings to be erected, constructed, altered or moved, as well as any building(s) already existing on this building lot.
 - Indicate how many dwelling units the building(s) are designed to accommodate.
 - Setback lines from adjoining streets and lots.
3. Submit the completed Application to the City Clerk's office.
4. All corners of the lot and any proposed building must be clearly staked out on the ground.
5. The City Clerk will give the application to the Zoning Administrator to review and to schedule a review by the Planning Commission.
6. The regular meetings of the Planning Commission are on the second Tuesday of each month at 7 PM. The applicant will be notified when the application is scheduled for review. The Planning Commission will not review the application unless the applicant or a representative is present at the meeting. A picture or diagram of what is proposed will help the Planning Commission review the request.
7. If the application is approved, an approved copy will be given to the applicant by the Planning Commission.
8. The City of Oxford is responsible for issuing the Building Permit and collecting any required fees. A copy of the approved Development Permit is required before a Building Permit can be issued. The applicant should contact the city's Zoning Administrator (770-786-7004) to determine if a building permit and inspections are required. If a building permit is required, the applicant should bring the approved Development Permit to City Hall to exchange for the necessary building permit(s), and to schedule the inspection.

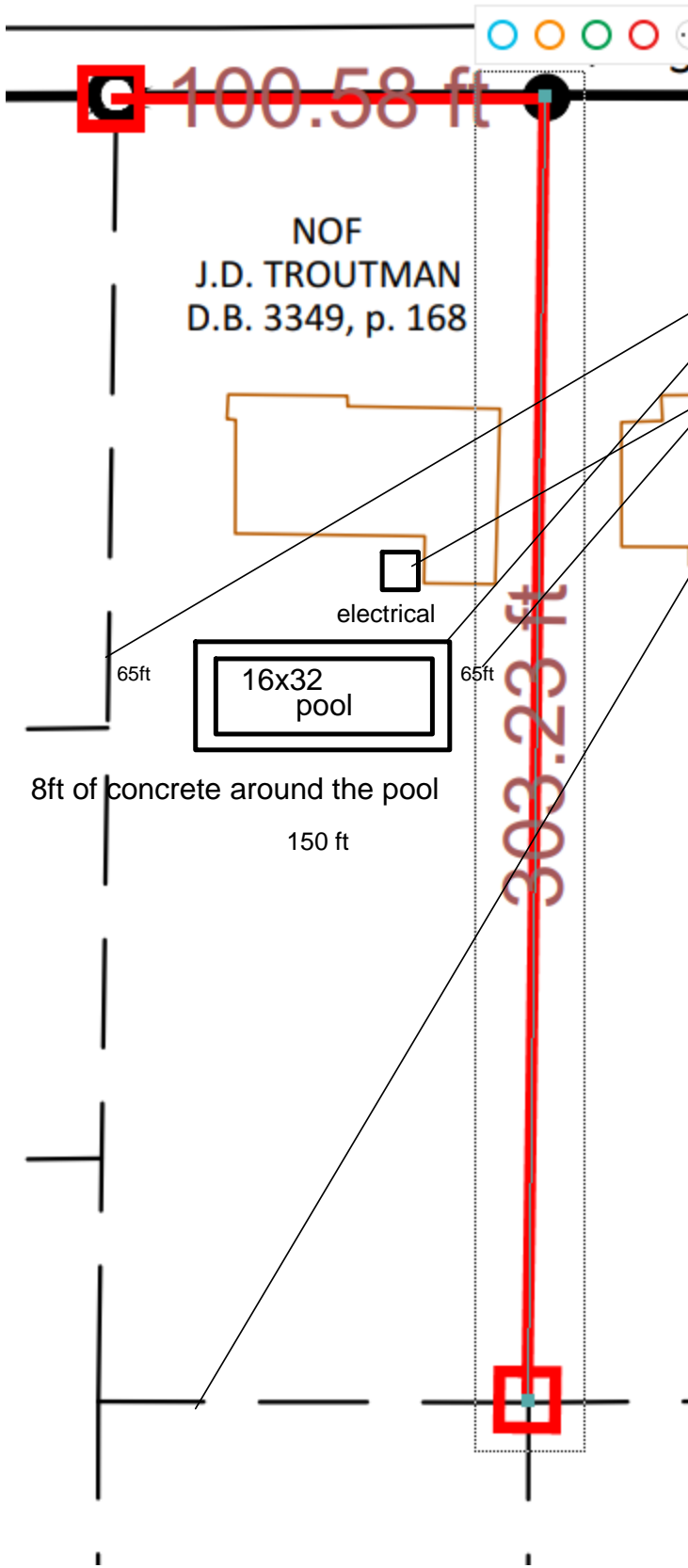
The foregoing checklist is a brief summary and does not modify or amend the Oxford Zoning Ordinance. See Section 40-841 of the Oxford Zoning Ordinance for a detailed description of the process for applying for a development permit and building permit.

The entire back yard is fenced, and the fence is approximately 4-feet in height.



Sec. 40-540. - Swimming pool, private.

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POOL 16X32
8ft Concrete Border
65 Ft from all sides
150 ft from back of property
Electrical



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GENERAL INFORMATION

Name of Applicant: OMAR GLAM (GLAM CAPITAL Properties) Date of Application: 7/2/2022
 Address of Applicant: 1015 PLANTERS TRAIL GREENSBORO, GA 30642
 Telephone # and Email Address of Applicant: 678 517 6431 / sozinathegreat@gmail.com
 Address/Subdivision /Lot#/Parcel#(s) where work will occur (list all): 407 Emory ST Oxford GA
 Owner of above location(s): GLAM CAPITAL Properties, LLC
 Name of General Contractor (if different from Applicant): GLAM Resting CONTRACTING

Type of work: New building Addition Alteration Renovation Repair Moving
 Land Disturbance Demolition Other

Type of dwelling: Single Family Multi-family Included Apartment Number of units:

Briefly describe the proposed work: deck BUILT ONTO detached

Does the proposed work change the footprint (ground outline) of any existing structures? YES NO

Does the proposed work add a structure(s)? YES NO deck

List additions to: Heated Sq.ft. Unheated Sq.ft. Garage Sq.ft. New Sq.ft.

Is the above lot in the Special Flood Hazard Area on FEMA's Flood Insurance Rate Map? Yes No
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ZONING DISTRICT (the setback requirements and the zoning map are available from the City Clerk)

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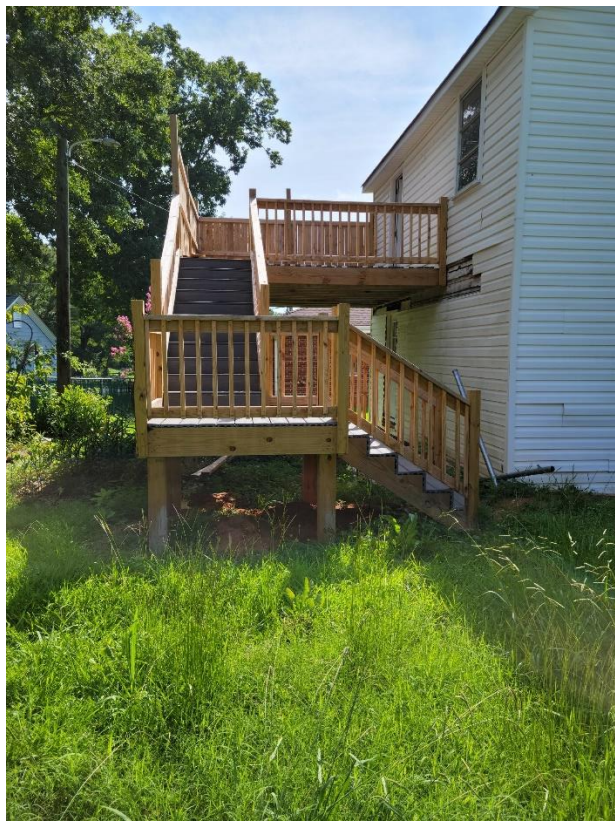
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- D) Number of Baths (Residential): Is there a change? Yes No Full Half If so, describe:
- E) Heating: Is there a change? Yes No Electric Gas Oil Propane Other If so, describe:
- F) Electrical: number of outlets

The Lot is 100'x
229'

Farthest Post =
18' from Fence

Closest Post =
12.5' from Fence

For Reference =
13' from Fence



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