

# OXFORD PLANNING COMMISSION

Minutes – November 11, 2014

**MEMBERS:** Mike Ready, Chair; Jonathan Eady, Vice-Chair, Penny England, and Ron Manson. Shawn Gaither and Vivian Harris were absent.

**STAFF:** Bob Schwartz, city manager and zoning administrator.

**GUESTS:** Kendra Mayfield and James Johnson with Oxford College; and Debbie Fritz, architect with Lord, Aeck and Sargent. Marguerite Abd El-Shahid joined the meeting during the discussion of the dining hall via speaker phone.

**OPENING:** Mr. Ready called the meeting to order and welcomed the guests.

**APPROVAL OF MINUTES:** Upon motion of Mr. Manson, seconded by Mr. Eady, the minutes for the meeting of September 9, 2014 were approved. [There was no meeting in October.]

**OXFORD COLLEGE FUTURE DEVELOPMENT PLAN AMENDMENTS:** Oxford College requests the approval of several amendments to the future development plan. Kendra Mayfield outlined the proposed amendments as follows:

## 4a Existing and Proposed Land Use

4. Proposed Future Campus Life Center
5. Proposed Future Campus Life Addition of approximately 10,000 square feet.
31. Proposed Dining Hall approximately 20,600 square feet.

## 4c. Existing and proposed vehicular circulation patterns, including deliveries

1. West Moore Street will be the primary Campus entrance for delivery traffic. The delivery traffic will then turn right onto the service road to the west of Campus.
2. Pierce Street will be the primary Campus entrance for vehicular traffic.
3. Pierce Street will be the entrance for new dining delivery vehicles only.

## 4d. Existing and proposed pedestrian circulation patterns

1. Proposed Hamill Street closure to vehicular traffic to become a pedestrian corridor with a pedestrian cross walk to the east across Highway 81.
2. Pedestrian traffic will approach new dining facility crossing Pierce Street at Asbury Street and Wesley Street and will cross Wesley Street at Pierce Street.

The planning commission members discussed the proposed amendments with the representatives of the college. They reviewed the pedestrian traffic for the proposed dining hall. Mr. Eady questioned whether the college had future plans to ask for the closing of Pierce and Wesley in the neighborhood of the proposed dining hall. James Johnson and Kendra Mayfield said this was not in the future plans.

After further discussion the planning commission determined to delay a vote on these amendments until after a decision had been made on the development application for the dining hall – likely at the December meeting.

**OXFORD COLLEGE DINING HALL PRE-APPLICATION MEETING:** [Marguerite Abd El-Shahid joined the discussion at this point.] Kendra Mayfield explained that the planning commission had a pre-application discussion about the dining hall at its August 12 meeting. Now that the college had selected an architect for the project they wanted to have a more detailed discussion.

The members of the planning commission and the representatives of the college held a detailed discussion of the setback requirement, the build to line, and the buffer requirement on each of the four sides of the property. It would appear that some variances would be necessary to build the size dining hall the college has determined is necessary to serve its students.

At the conclusion of the discussion the members of the planning commission asked that when the variance request was submitted it should include at least: a schematic for the proposed building and how it will fit on the property, a separate variance request for each street involved, and an exhibit of other construction in the area and its relation to the setback and build to requirements.

**ADJOURNMENT:** Mr. Ready wished everyone a “Happy Thanksgiving” and adjourned the meeting at 8:18 PM.

Submitted by:

Bob Schwartz, zoning administrator and city manager