

APPROVED WITH AMMENDMENTS

Oxford Planning Commission
Minutes for Meeting on March 12, 2013

Attendance: Jim Patrick, Ron Manson, Patsy Burke, Jonathan Eady, Vivian Harris and David Eady, Council Liaison.

Guests: Bob Schwartz (City Manager), Jody Reid (Utilities Supervisor), Regina Reid. The following UGA Metropolitan Design Group: John Beal, Shawn Fink, John Latham, Donnie Longnecker, Kevin Kelly and John Verderber. The following Oxford College representatives: Margueriet Abd El-Shahid, Margaret Dugan, Myra Frady, Michele Sheets. Cooper Cary Architects: Tim Fish, Brian Campa.

Chairman Patrick opened the meeting at 7:03 PM.

Old Business:

1. Minutes for the February 12, 2013 meeting of the Oxford Planning Commission were reviewed and unanimously approved with amendments.
2. Chairman Patrick reported that the Elizer property was now rezoned as rural residential and that the residential infill overlay designation had been removed. The Oxford zoning map has been revised.
3. Secretary Patsy Burke reported on the City Council meeting. The Council had the first reading of the change in the sign ordinance.

New Business:

1. Students from UGA's Metropolitan Design Group presented design plans focused on pedestrian accessibility on City of Oxford streets and community connectivity. They also advocated the creation of pocket parks and presented plans for the Rosenwald School.
2. Consideration of Oxford College Development Permit Application for East Village III Project dated March 6, 2013. Site design review was conducted at March 8, 2013 work session.

Architects Tim Fish and Brian Campa represented Oxford College. The following topics and concerns were discussed:

1. The proposed new building meets the maximum height limit of 45 feet for buildings in an Institutional Campus zoning district. (The mean height of the ridgeline and eaves is slightly over 40 feet.)
2. Pedestrian traffic from the new building is directed along sidewalks to the Haygood-Hamill intersection. Landscape plantings deter students from crossing mid-street. Plans show a crosswalk across Hamill, but no crosswalk is shown across Haygood. Commission advised adequate lighting is needed.
3. Oxford College presented a draft plat which consolidates previous land plats showing the location of the new building on the new lot. The draft shows that adequate setbacks have been met. The new plat must be finalized and submitted to complete the development permit application.
4. The Planning Commission discussed the existing drainage problem on the northeast corner of the property (outside the project area) where rainfall ponds due to poor

drainage. Oxford College reported that the topsoil from the grading of the project would be used on the project site but not in the area noted. The Commission pointed out that while earthmoving equipment was on site, the existing problem could be corrected with little extra effort and cost.

5. The design of the Storm Water Management Plan was discussed. The design appears to meet the Oxford storm water ordinance requirements. The college must submit a Storm Water Management Plan in accordance with Chapter 18, City Code that includes a narrative and hydraulic and hydrologic calculations demonstrating compliance with the ordinance.
6. The Planning Commission discussed the impact of the dormitory complexes and the shuttle bus on traffic on Hammill Street. The new building may exacerbate the problems. Oxford College stated the new designated loading and unloading area for the new dorm would be the existing parking lot north of the new dorm.
7. Three sets of the tree protection plans were given to the city manager for review by the Oxford Tree Board. The Commission requested that the Chairman of the Oxford Tree Board be included in the pre-construction meeting to be held to discuss the proposed tree protection design..
8. The plans for construction traffic access and lay down areas for the site were discussed. The architect stated the access would be from Emory Street, and Haygood should not be impacted. He said that the selected contractor would make that decision. The Commission suggested one option that would minimize impacts on existing streets would be to use the proposed fire lane as a construction road.
9. Oxford College stated that no new parking areas would be designated due to the new building. Any increase in parking would be internal to the campus.
10. The Planning Commission discussed the need for coordination between the college and the city for utilities (water, electricity, and sewage tap ins). Jody Reid (city utility supervisor) said that there was good coordination on the project and that the city infrastructure is adequate.
11. The Planning Commission acknowledged that it appeared that good erosion and sediment control measures were included in the project plans. Chapter 35 of city ordinances (Soil Erosion, Sedimentation and Pollution Control) requires that Oxford College must obtain a land disturbance permit from the Georgia EPD.
12. It was noted that the Oxford FDP amendment changing the location of the planned new science building and the new dorm must be approved by the City Council before the Planning Commission can approve the development permit. Council liaison David Eady reported that the Council would look at this at their March meeting.

After all technical questions had been discussed; the Planning Commission reviewed the criteria for design review approval set forth in Section 40-1108 of the zoning ordinance as it related to the application for East Village III.

1. Whether the design is in harmony with the general character of the neighborhood and surrounding area, considering factors such as mass, placement, height, changing land use patterns, and consistency of exterior architectural treatment. (Conditions met)
2. Whether design components are planned in such a fashion that they are physically and aesthetically related and coordinated with other elements of the project and surrounding environment to insure visual continuity of design. (Conditions met)
3. Whether the resulting development and its design will protect adjacent properties from negative visual and functional impacts. (Impacts will require conditions to approval)

4. Whether the design respects historical continuity as an integral part of community life in the city and protects and preserves structures and spaces which provide a significant link with the past. (Conditions met)
5. Consistency or inconsistency with design criteria specified for the zoning district in which the project is located. See Article IV, Tables 4.3 and 4.6 for most zoning districts; also see Article V for the Residential Infill Overlay District as applicable. (Conditions met. Article V does not apply)
6. Whether the design meets the transportation needs of the community and supports multi-modal transportation access. (Conditions met)

Reference is made to Section 40-1201, paragraphs 4, 5, and 6, which details the requirements for a Development Permit. In accordance with paragraph 6, the design plan review was considered at this meeting and at a previous work session held on March 8, 2013. A motion was made by Commissioner Eady, seconded by Commissioner Harris to approve the Oxford Development Permit for East Village III with the following conditions:

1. Finalization of the consolidated plat for the project showing compliance with all setback requirements.
2. Submittal of a Storm Water Management Plan in accordance with the City of Oxford Stormwater management Ordinance (Chapter 18 Oxford City Code) including a design narrative and hydraulic and hydrologic calculations demonstrating compliance with design criteria.
3. Submittal and approval of a land disturbance permit from the Georgia EPD that meets requirements of the City of Oxford Soil Erosion, Sedimentation and Pollution Control Ordinance (chapter 35 Oxford City Code)
4. Oxford College must coordinate with the Oxford utility supervisor in providing any needed crosswalks for the project.
5. Oxford College must, prior to occupation of the new dorm, develop a long-term solution to minimize impacts on traffic on Haygood and Hammill streets from the shuttle bus stop and loading and unloading on moving days.
6. The Oxford Tree Board Chairman should be invited to attend pre-construction meeting on tree protection design to ensure plans are compliant with the City of Oxford Tree Ordinance (Chapter 39 Oxford City Code) as well as the Tree Maintenance Guidelines and Standards as applicable(Appendix 7 Oxford City Code)
7. Oxford City Council approves amendment to Oxford College FDP.

Those voting in favor of the motion were: Commissioner Patrick, Commissioner Manson and Commissioner Burke. The vote was unanimous.

Chairman Patrick adjourned the meeting at 8:45 PM

Respectfully submitted by Patsy Burke, Secretary

Minutes for Work Session Meeting on Friday, March 8, 2013 at 8 AM

Attendance: Jim Patrick, Ron Manson, Mike Ready and Jonathan Eady

Staff: Jody Reid, utility superintendent; Bob Schwartz, city manager and zoning administrator.

Guests: Margaret Dugan, Oxford College

Chairman Patrick opened the meeting at 8:05 AM. The purpose was to review the pre-development application and the request for a development permit from Oxford College for the East Village III new dormitory project. The Planning Commission reviewed the plans and discussed several issues with Margaret Dugan. Ms. Dugan answered some of the questions and some will be further discussed at the regular meeting of the Planning Commission on March 12, 2013.

Submitted by Bob Schwartz, Zoning Administrator