

OXFORD PLANNING COMMISSION

Minutes – October 11, 2016

MEMBERS: Jonathan Eady, Chair; Jeff Wearing, Vice-Chair; Vivian Harris, and Ron Manson. Penny England was out of town and Shawn Gaither was absent.

STAFF: Bob Schwartz, city manager and zoning administrator.

GUESTS: Kelly Ellis, Mayor Jerry Roseberry, two students from Oxford College (Joelle Danz and Sarah Kruelen) and Kendra Mayfield from Oxford College.

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

APPROVAL OF MINUTES: Upon motion of Mr. Manson, seconded by Mr. Wearing, the minutes for the meeting of September 13, 2016 were approved. The vote was 4-0.

KELLY ELLIS DEVELOPMENT PERMIT - Mr. Kelly Ellis of 404 W. Richardson Street submitted a request for a development permit to install a 30' x 40' two-car garage at the side of his home. The Planning Commission reviewed the dimensions of the proposed garage and the requirements for what percent of the lot could be built upon. They reviewed the size of the house and the size of the existing accessory building.

Upon motion of Mr. Manson seconded by Ms. Harris the request was approved as submitted. The vote was 4-0.

OXFORD COLLEGE – FUTURE DEVELOPMENT PLAN – Kendra Mayfield discussed with the Planning Commission requirements for the Oxford College future development plan. It's a ten year plan that is updated every five years. After discussion, the Planning Commission noted that it appeared the next revision was due during the first half of 2017. They asked that Mr. Schwartz and Ms. Mayfield get together to review the existing ordinance and that Ms. Mayfield put together an outline for preparing the new plan. The Planning Commission will review the proposed changes submitted by Ms. Mayfield in preparation for a discussion at the November meeting.

CITY REPORT – Mr. Schwartz, with considerable help from Mayor Roseberry, reported on:

- a. City property acquisition
- b. Asbury Park planning and construction schedule
- c. I-20 pedestrian bridge and sidewalk on Emory Street schedule
- d. Sewer project on Emory Street
- e. Planning for a Downtown Development Authority

NEXT MEETING – Since the City Hall meeting room is the polling place on Tuesday, November 8, the next meeting of the Planning Commission will be on Wednesday, November 9.

ADJOURNMENT: Mr. Eady adjourned the meeting at 8:30 PM.

Submitted by:

Bob Schwartz, zoning administrator