



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, NOVEMBER 14, 2022 – 7:00 PM
Oxford City Hall**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Jim Windham – Councilmember
Jeff Wearing – Councilmember
Laura McCanless – Councilmember
Mike Ready - Councilmember

APPOINTED/STAFF PRESENT:

Bill Andrew – City Manager
Marcia Brooks – City Clerk/Treasurer
Jody Reid – Utilities/Maintenance Supervisor
C. David Strickland – City Attorney

OTHERS PRESENT: None

1. The meeting was called to order by the Hon. David Eady, Mayor.
 2. Pledge of Allegiance
 3. **A motion was made by Mike Ready, seconded by George Holt to amend the agenda to include voting on proposed DDA members. The motion was approved unanimously (6/0). Mike Ready made a motion to accept the amended Agenda for November 14, 2022. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).** (Attachment A)
 4. **Mike Ready made a motion to accept the Consent Agenda for November 14, 2022. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).** (Attachment B)
 5. Mayor's Announcements
Due to the State's Run-Off Election on December 6, 2022, we will not be able to meet at City Hall on December 5th, as voting equipment will be set up. We may move our meeting venue or the meeting date. The City Council agreed to set the meeting date for December 12th.
- Sincere thanks for the service of Council Member Lynn Branham Sammons, who has announced her resignation from the City Council, effective November 9, 2022.
6. **Citizen Concerns**
Jody Reid will be in touch with Latham Home Sanitation about the possibility of once-a-month pick-up for bulky items.

7. **The Oxford Cemetery Association has requested the City to consider an additional access road in the NW corner of the cemetery** (Attachment C)
Should the Council consider the addition to this project be included in the City's Capital Improvement Plan in our next budget? Mayor Eady stated he is waiting on an updated cost amount. City Manager Bill Andrew estimated the amount to be \$14,000-\$15,000. While waiting for a decision on when to make the repairs, it was decided that a movable barrier and/or appropriate signage should be placed at the end of the paved section of the road.
8. **City-Wide Sign Plan** (Attachment D)
Mike Ready made a motion to proceed with the purchase of four City Limit signs, one sign for Old Church, and one sign on Watson Street for Asbury Street Park. Jim Windham seconded the motion. The motion was approved unanimously (6/0).
9. **Consideration of City Code Changes recommended by the Oxford Planning Commission** (Attachment E)
The Oxford Planning Commission proposes changes to the following City Ordinances: Nonconforming Use (Section 40-712), Development Permit Requirements (Section 40-841) and Building Permits (Section 40-842). If this wording is accepted, staff will work to get it into a first-read format for an ordinance adoption at the next voting meeting.

A motion to approve the code changes was made by Laura McCanless. The motion was seconded by Jeff Wearing. The motion was approved unanimously (6/0).
10. **Improving Neighborhood Outcomes in Disproportionally Impacted Communities Grant Application** (Attachment F)
A motion was made by Jim Windham, seconded by Mike Ready to approve the grant application.

Discussion:

Laura McCanless expressed concerns about applying for this grant and including road improvements as part of the work. She also feels that the property owners adjacent to this path will not be happy about the path coming so near their properties.

Mayor Eady pointed out that the application is due this coming Friday.

The motion carried unanimously (6/0)

A motion was made by Mike Ready, seconded by Jeff Wearing to appoint David Allen and Molly McGehee as DDA members. The motion was approved unanimously (6/0).

11. **Invoices** (Attachment G)

A lengthy discussion was held concerning the announcement of the Archer plant.

12. **Executive Session**

None.

13. **Adjourn**

Jim Windham made a motion to adjourn at 8:26 p.m. The motion was seconded by Jeff Wearing. The motion was approved unanimously (6/0).

Respectfully Submitted,



Marcia Brooks
City Clerk/Treasurer

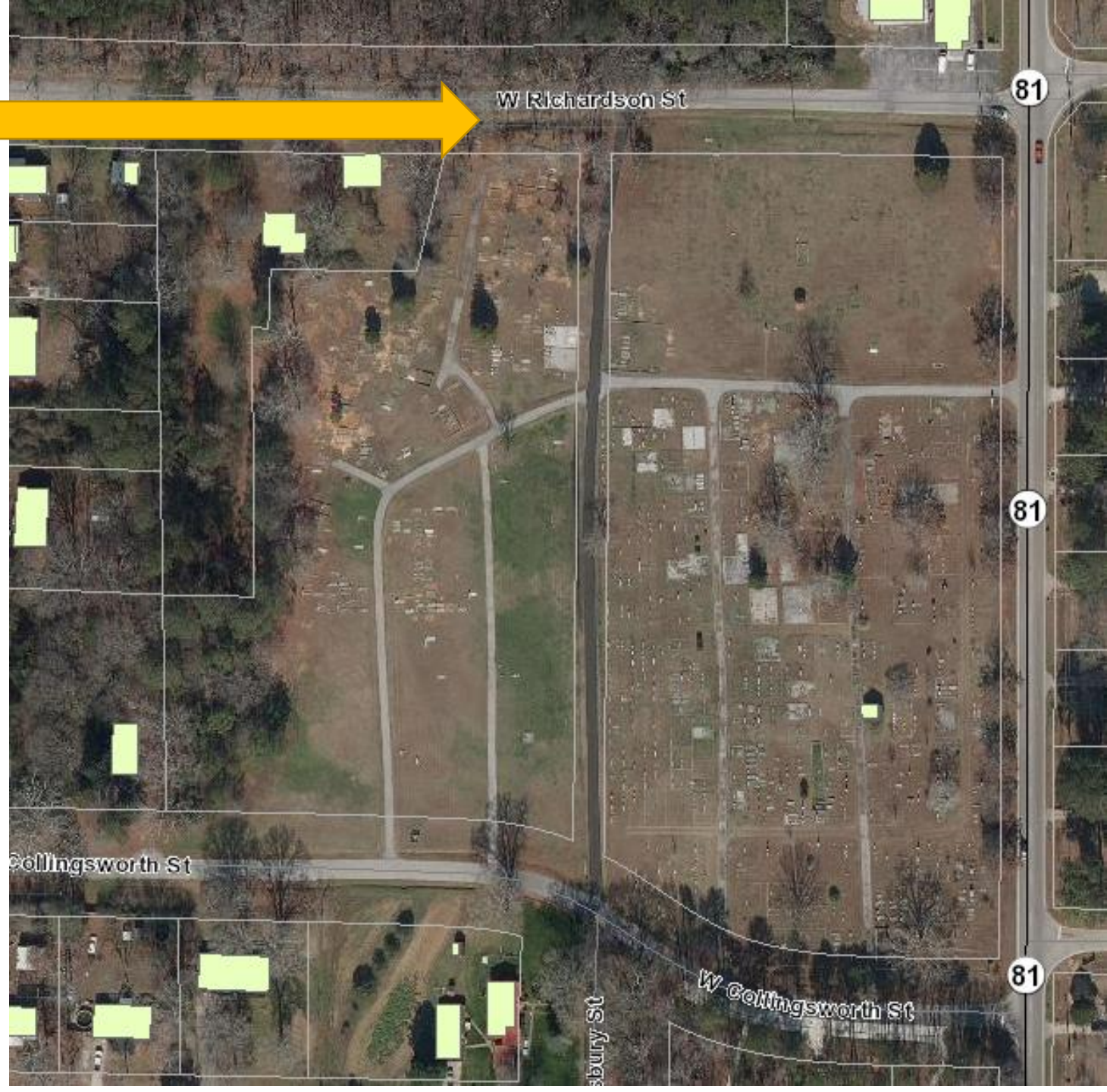
Oxford Mayor and Council
Regular Session
Monday, November 14, 2022 – 7:00 p.m.
Oxford City Hall
Agenda

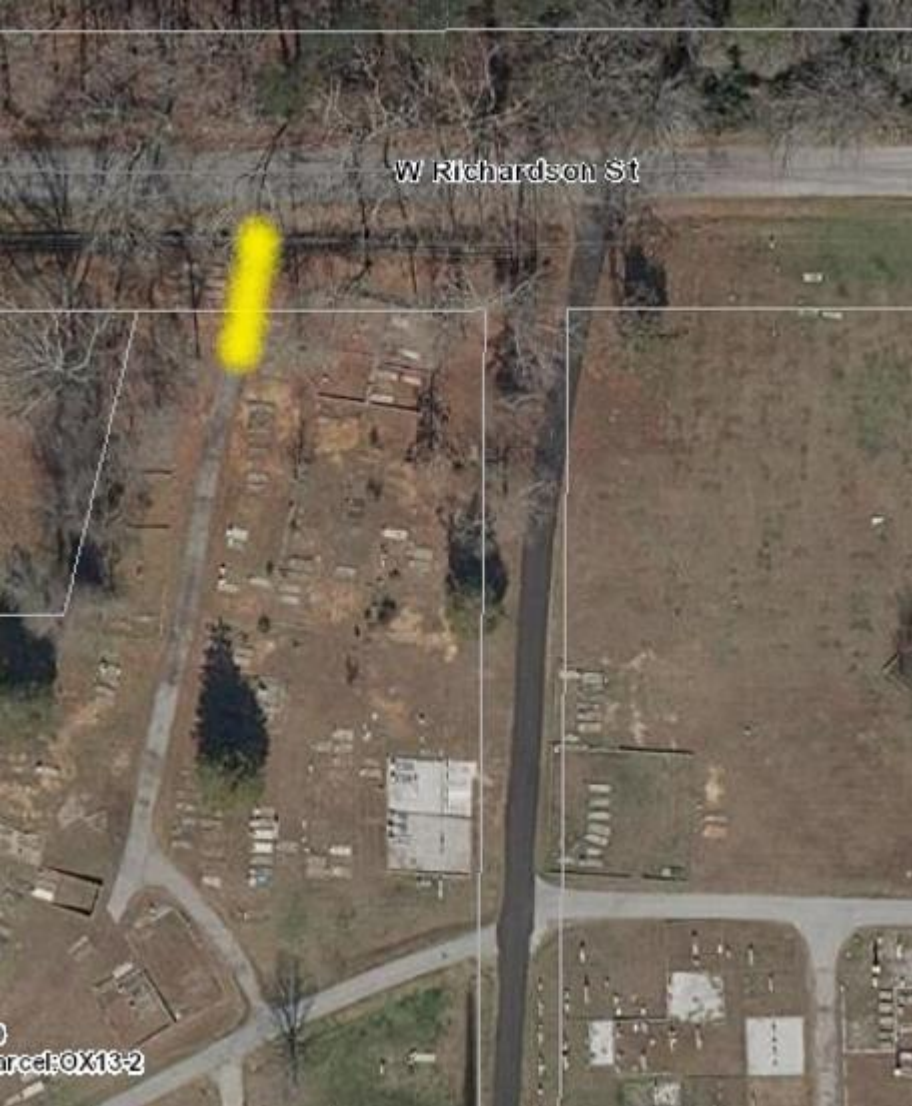
1. **Call to Order, Mayor David S. Eady**
2. **Pledge of Allegiance**
3. **Motion to accept the Agenda for the November 14, 2022 Mayor and Council Regular Meeting**
4. **CONSENT AGENDA**
 - a. *Minutes of the Work Session Council Meeting 6:30 p.m. on September 19, 2022
 - b. *Minutes of the Regular Session Council Meeting 7:00 p.m. on October 3, 2022
 - c. *Minutes of the Work Session Council Meeting 6:30 p.m. on October 17, 2022
 - d. *Minutes of the Annual City Council Retreat 9:00 a.m. on November 4, 2022
5. **Mayor's Announcements**
 - a. Due to the State's Run-Off Election on December 6, 2022, we will not be able to meet at City Hall on December 5th, as voting equipment will be set up. We may move our meeting venue or the meeting date.
 - b. Sincere thanks for the service of Council Member Lynn Branham Sammons, who has announced her resignation from the City Council, effective November 9, 2022.
6. **Citizen Concerns**
7. ***The Oxford Cemetery Association has requested the City to consider an additional access road in the NW corner of the cemetery:** Should the Council consider the addition of this project be included in the City's Capital Improvement Plan in our next budget?
8. ***City-Wide Sign Plan:** Staff is seeking guidance on what signs do we want to order and how many of each type.
9. ***Consideration of City Code Changes recommended by the Oxford Planning Commission:** Nonconforming Use (Section 40-575), Minor Variances (Section 40-712), Development Permit Requirements (Section 40-841) and Building Permits (Section 40-842). If this wording is accepted, staff will work to get it into a first-read format for an ordinance adoption at the next voting meeting.
10. ***Improving Neighborhood Outcomes in Disproportionally Impacted Communities Grant Application**
11. ***Invoices** – Council will review the city's recently paid invoices over \$1,000
12. **Executive Session:** An Executive Session could potentially be held for Land Acquisition/Disposition, Addressing Pending or Potential Litigation, and/or Personnel.
13. Adjourn

*Attachments

This image of the cemetery in its entirety highlights the location of the proposed connectivity/access to W. Richardson Street.

Interestingly, the south side of the cemetery has five access points with W. Collingsworth Street, while the north side only has one access point with W. Richardson Street.





The length of the project would be approximately 60 feet and would require a concrete stormwater pipe with the appropriate headwall.



View of the site from W. Richardson Street.



The removal of this tree is partly what precipitated this effort as this tree had been blocking the road being brought through to W. Richardson Street.



The fill required to create a roadbed over this ditch will be significant.

Update: City-Wide Sign Family

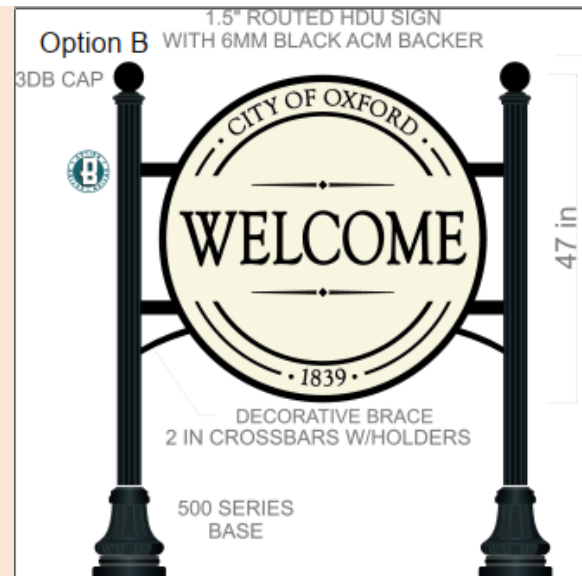
Oxford City Council Work Session October 17, 2022

City Limit Signage

- Locations for this sign would be:

1. N. Emory Street
2. E. Soule Street
3. Moore Street
4. Oxford Road

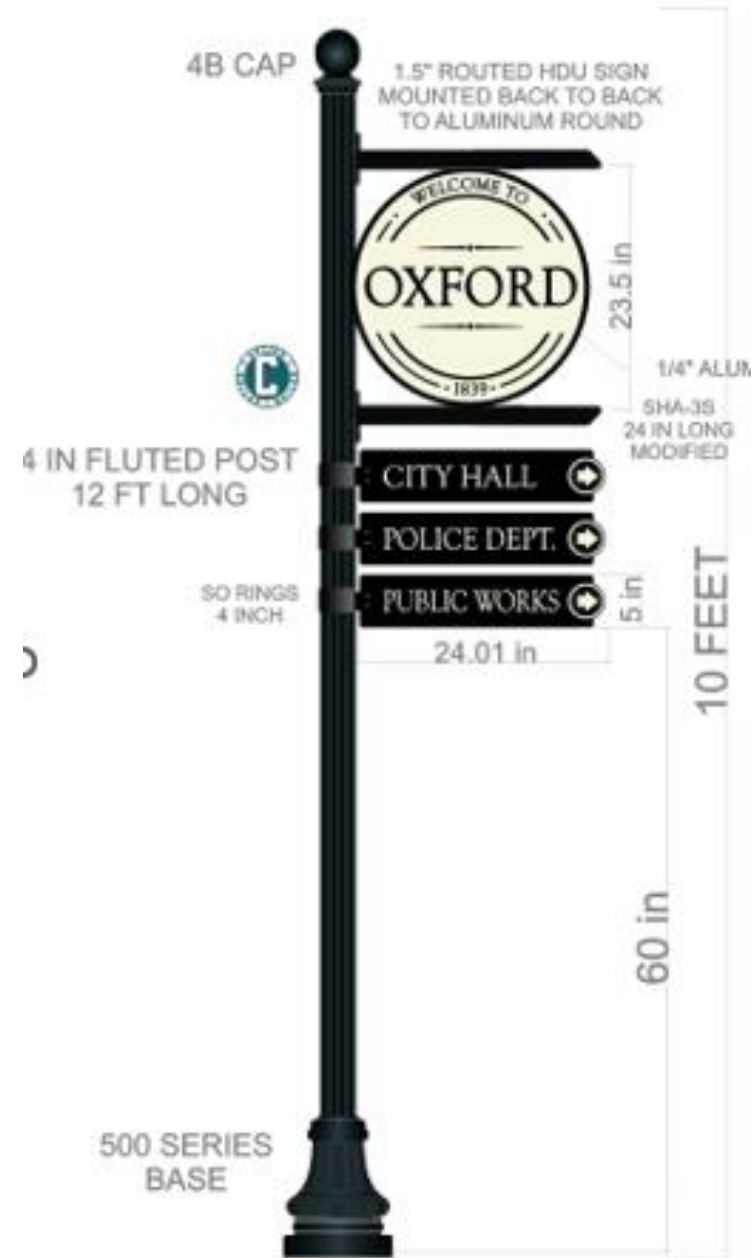
- Option B - The Double Post Sign is \$3,700 each for a total of **\$14,800**
- The Oxford Market Style is \$1,500 each for a total of **\$6,000**
- The Option A – Post Sign is \$4,600 each for a total of **\$18,400**



Important Facilities Signage

- Locations for this sign would be:
 1. Fletcher Street
- Option C – Post with information plates and double-sided is \$4,300 each.

Option C



Sec. 40-575. Nonconforming use.

A nonconforming use may be continued even though such use does not conform with the use provisions of the zoning district in which the use is located, except as otherwise provided in this section.

- (1) ~~(1)~~ *Change of use.* A nonconforming use shall not be changed to another nonconforming use. A change in tenancy or ownership shall not be considered a change to another nonconforming use, provided that the use itself remains unchanged.
- (2) ~~(2)~~ *Discontinuance or abandonment.* A nonconforming use shall not be re-established after discontinuance or abandonment for one year. Vacancy or non-use of the building, regardless of the intent of the owner or tenant, shall constitute discontinuance or abandonment under this subsection. If a business registration is required for the nonconforming use and the business registration pertaining to the use has lapsed for more than six months, the lapse of business registration shall constitute discontinuance.
- (3) ~~(3)~~ *Expansion.* A nonconforming use shall not be expanded, enlarged or extended, in land area or in floor space or volume of space in a building or structure, ~~except for a use which complies unless such use is made to substantially comply~~ with the zoning district in which the use is located.
- (4) ~~(4)~~ *Repair* Major repair or reconstruction following casualty event. A nonconforming ~~use~~ structure shall not be rebuilt, altered or repaired ~~after damage exceeding 50 percent of its~~ following a casualty event (such as fire, tornado, storm, or fallen tree) if the cost of repairing the damage to the structure exceeds fifty percent (50%) of the total replacement cost for such structure at the time of damage as such cost is determined by the Building Inspector, except for a use which unless (i) the use conforms with the zoning district in which the use is located, and provided such (ii) the rebuilding, alteration or and repair of the nonconforming structure is completed within one year of such damage following such casualty event, and (iii) such structure is not altered in any material manner from the condition existing prior to such casualty event.
- (5) *Significant modification or improvement.* A nonconforming structure shall not be modified, altered or improved if the cost of such modifications, alterations and/or improvements to such nonconforming structure made during a consecutive 12-month period exceeds fifty percent (50%) of the fair market value of such existing structure as of the beginning of such period, unless the entire structure shall be brought into conformance with all applicable ordinances, rules and requirements.

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Sec. 40-712. - Referral to and recommendation action by Planning Commission.

Upon receipt of a completed application for variance or within a reasonable time thereafter, the Zoning Administrator shall refer the application to the City Planning Commission. The meeting at which the Planning Commission considers the application shall be open to the public, but the Planning Commission meeting shall not be required to be an advertised public hearing and the Planning Commission shall not be obligated to but may hold a public hearing on the application.

Major Variance:

The Planning Commission shall make a recommendation on the application for variance within 30 days of the meeting it is first scheduled to consider the application, and its recommendation shall be submitted to the City Council. The Planning Commission may submit any additional report it deems appropriate. The applicant will be notified in writing by the Zoning Administrator of the recommendation within seven working days of the decision. The recommendation and any report shall upon publication be available upon request to the public. The recommendation of the Planning Commission shall have an advisory effect only and shall not be binding on the City Council.

Minor Variance:

The Planning Commission may grant a minor variance for the development activity on a lot in individual cases where strict application of the development standards for the district in which the lot is located would result in practical difficulties to, or undue hardship upon, the property owner for reason of narrowness, shallowness, shape, topographic conditions or other conditions of the lot or the location of the existing principal building on the lot. The authority to grant minor variances shall be limited to variances from the following requirements:

1. In the case of Minimum Lot width at Building Line, the variance is limited to reducing the required width by no more than 10% of the minimum requirement for the district in which the lot is located (e.g. if the required width is 100 feet, the width requirement for the lot may not be reduced to less than 90 feet).
2. In the case of Minimum Setback from Side Lot Lines, the variance is limited to reducing the required setback by no more than 20% (e.g. if the required setback is 10 feet, the minimum setback may not be reduced to less than 8 feet).
3. In the case of Minimum Setback from Rear Lot Lines, the variance is limited to reducing the required setback by no more than 20% (e.g. if the required setback is 30 feet, the minimum setback may not be reduced to less than 24 feet).

Pursuant to Section 105 of the Oxford Building Ordinance, all applications for development permits are reviewed by the Planning Commission. In the event the Planning Commission determines that a minor variance should be granted in connection with the issuance of a development permit, the Planning Commission will grant such minor variance at the regular meeting of the Planning Commission where the application for such development permit is

reviewed. If the Planning Commission fails to grant a requested minor variance, then the Mayor and Council may take action in lieu of the Planning Commission action.

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Sec. 40-841. Development permit.

- (a) ~~(a)~~ *Required.* A development permit shall be required for any proposed use of lands or buildings, ~~and before any improvement, grading or alteration of lands or buildings commences to indicate and ensure compliance with all provisions of this chapter and other applicable regulations in this Code. Such development activities include~~ (including, but are not limited to, clearing and grubbing, grading or land disturbance, and the construction of such improvements as streets, surface parking areas and drives, stormwater drainage facilities, sidewalks, or other structures permanently placed on or in the property.), and before any improvement, grading or alteration of lands or buildings commences to indicate and ensure compliance with all provisions of this chapter and other applicable regulations in this Code, except for minor improvements described herein. For purposes hereof "minor improvements" include the following and similar routine maintenance and repair items: interior and exterior painting; replacing or installing new floor coverings; repairing or replacing existing windows with new windows; roof shingle repair or replacement; landscaping, including sprinkler system installation or the clearing of trees and brush in connection with normal yard maintenance (not for the purpose of construction or development activities); replacing or installing new cabinets or countertops; replacing or installing new appliances; existing driveway repair or resurfacing; installation or repair of backyard sheds located at least two (2) feet inside the applicable setback line; rear-yard fencing that complies with the fencing requirements of City ordinances; temporary sign installation that complies with the signage requirements of City ordinances; and the repair or replacement of existing HVAC, plumbing, gas, or electric utility systems.
- (b) ~~(b)~~ *Separate requirements for phased applications.* If the tract is to be developed in phases, then a separate development permit shall be required for each phase.
- (c) ~~(c)~~ *Application.* No person shall conduct any land-disturbing or development activity within the City without first applying for and obtaining a development permit from the Zoning Administrator to perform such activity.
- (d) ~~(d)~~ *Application requirements.* Applications shall be made in accordance with application requirements specified by the Zoning Administrator and this section. The application shall be checked for completeness at the time of submission. Incomplete applications will not be processed and will be returned to the applicant. All applications for a development permit shall be made to the Zoning Administrator and shall be accompanied by the following:
- (1) ~~(1)~~ Application on the form furnished by the Zoning Administrator.
 - (2) ~~(2)~~ A fee as established by resolution of the City Council.
 - (3) ~~(3)~~ A copy of the approved preliminary plat, if subdivision is required and preliminary plat approval has been obtained, or an application for preliminary plat approval if required.
 - (4) ~~(4)~~ A sufficient number (as approved by the Zoning Administrator) of sets of plans drawn to scale, signed and stamped by one or more qualified professionals who have authority to produce such plans or portions thereof, with addresses and contact information.
 - (5) ~~(5)~~ Plans requiring or involving stormwater management facilities shall require the submittal of plans containing information specified in the City stormwater management ordinance (article VI of ~~chapter 36~~ chapter 36). Approval of a development permit containing information and requirements of article VI of ~~chapter 36~~ chapter 36 shall constitute approval of the permit required by that chapter.
 - (6) ~~(6)~~ Plans involving land within a floodplain or flood hazard area shall require the submittal of plans containing information specified in the city flood damage prevention ordinance (article II of ~~chapter 14~~ chapter 14). Approval of a development permit containing information and requirements of article II of ~~chapter 14~~ chapter 14 shall constitute approval of the permit required by that chapter.
 - (7) ~~(7)~~ Plans requiring a land disturbance permit shall require the submittal of plans containing information specified in the city soil erosion, sedimentation and pollution control ordinance (article III of ~~chapter 14~~ chapter 14) unless specifically exempted by the Zoning Administrator from the

submission of plans in accordance with the article. Approval of a development permit containing information and requirements of article III of ~~chapter 14~~ [chapter 14](#) shall constitute approval of the permit required by that article, subject to other applicable agency approvals required by the article.

- (8) ~~(8)~~ Plans involving land within a wetland shall require the submittal of plans containing information specified in the city wetlands protection ordinance (article IV of ~~chapter 14~~ [chapter 14](#)).
- (9) ~~(9)~~ Plans shall demonstrate compliance as applicable with the city tree ordinance (chapter ~~38~~ [38](#)) as well as Tree Maintenance Guidelines and Standards as applicable.
- (10) ~~(10)~~ For subdivisions or other major developments, Development permit applications shall require the submission of plans and information specified in the city subdivision and land development ordinance (chapter 30) and shall demonstrate compliance therewith.

(e) ~~(e)~~ *Relationship to plat approval.* An application for preliminary plat approval, when required by the subdivision and land development ordinance (chapter 30), may be processed independently of, or in conjunction with, an application for issuance of a development permit. Applicants are cautioned, however, that the preliminary plat approval is discretionary with regard to compliance with the comprehensive plan and design requirements, and therefore, proceeding simultaneously with preliminary plat and development permit applications may result in the revision of engineering plans if the layout of the preliminary plat of the proposed subdivision must be modified.

(f) ~~(f)~~ *Relationship to site and design plan review.* It is anticipated and expected that applicants will proceed more or less simultaneously in pursuing site and design plan approval as required by article XI of this chapter; however, no development permit shall be approved until site and design plan review, if required, is accomplished. A development permit applicant, if not ready to submit architectural details for buildings or structures, may at his discretion divide the site and design plan review application process into a site application and building application, and seek only the site plan portion of the approval process required by article XI of this chapter, which shall be required to issue a development permit.

(g) ~~(g)~~ *Agency and zoning administrator review.* The Zoning Administrator shall forward a copy of the development permit application, including the civil plans and drawings for the project, to other city departments and government agencies or others as appropriate, for their review and comment. The applicant may be required by the Zoning Administrator to secure development approval from other agencies if they are affected by (or have jurisdiction over) the development. Development approval may be required from but is not necessarily limited to the following, as applicable: the City Engineer, the City Street or Public Works Department, the Soil and Water Conservation District with jurisdiction, the county Fire Department, the county Health Department, the county Department of Planning, Development, or Building Inspections, the State Department of Transportation, the State Department of Natural Resources, and the U.S. Army Corps of Engineers.

(h) ~~(h)~~ *Consolidation and submission of comments to applicant.* Upon receipt of comments from other city departments and external agencies as appropriate, the Zoning Administrator shall provide all comments to the applicant for resolution and as appropriate shall indicate on one or more copies of the civil drawings or in writing all comments related to compliance with applicable city regulations and agency requirements. Thereafter, the applicant shall submit revised plans to reflect all such comments.

(i) ~~(i)~~ *Issuance.* All development permits shall be issued by the Planning Commission ~~who shall in~~ [In](#) no case ~~grant~~ [shall](#) any development permit [be granted](#) for the use, construction or alteration of any land or building if the land or building as proposed to be used, constructed or altered would be in violation of any of the provisions of this chapter or other applicable regulations of the City. The applicant shall be responsible for compliance with all codes, regulations, and zoning requirements and for the satisfaction of all of the comments of reviewing city departments, external agencies, and the Planning Commission. Although review may have been achieved, if another city department or external agency requires approval or a permit, the

owner shall also be responsible for obtaining such approval or permit from all other agencies affected by the project prior to issuance of the development permit by the Planning Commission or Zoning Administrator.

- (j) ~~(j)~~ *Denial*. If the development permit is denied, the Planning Commission shall state in writing the reason for the denial and the applicant shall be notified of the denial. A record of all development permits shall be kept on file in the office of the Zoning Administrator which shall be a public record.
- (k) *Duration of validity*.
- (1) A development permit shall expire two years after its issuance, subject to the following provisions:
 - a. ~~a.~~ If the work described in any development permit has not been begun within one year from the date of issuance thereof, the permit shall expire; and
 - b. ~~b.~~ If the work described in any development permit has not been substantially completed within two years of the date of issuance thereof, the permit shall expire.
 - (2) Application processes shall begin anew for any expired development permit.
- (l) *Suspension or revocation*. The development permit may be suspended or revoked by the City, as to all or any portion of the land affected by the permit, upon finding that the holder or his successor in title is not in compliance with the approved development permit or is in violation of any applicable regulations in this Code.

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- (c) *Application.* No person shall conduct any land-disturbing or development activity within the City without first applying for and obtaining a development permit from the Zoning Administrator to perform such activity.
- (d) *Application requirements.* Applications shall be made in accordance with application requirements specified by the Zoning Administrator and this section. The application shall be checked for completeness at the time of submission. Incomplete applications will not be processed and will be returned to the applicant. All applications for a development permit shall be made to the Zoning Administrator and shall be accompanied by the following:
- (1) Application on the form furnished by the Zoning Administrator.
 - (2) A fee as established by resolution of the City Council.
 - (3) A copy of the approved preliminary plat, if subdivision is required and preliminary plat approval has been obtained, or an application for preliminary plat approval if required.
 - (4) A sufficient number (as approved by the Zoning Administrator) of sets of plans drawn to scale, signed and stamped by one or more qualified professionals who have authority to produce such plans or portions thereof, with addresses and contact information.
 - (5) Plans requiring or involving stormwater management facilities shall require the submittal of plans containing information specified in the City stormwater management ordinance (article VI of chapter 36). Approval of a development permit containing information and requirements of article VI of chapter 36 shall constitute approval of the permit required by that chapter.
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- (8) Plans involving land within a wetland shall require the submittal of plans containing information specified in the city wetlands protection ordinance (article IV of chapter 14).
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- (e) *Relationship to plat approval.* An application for preliminary plat approval, when required by the subdivision and land development ordinance (chapter 30), may be processed independently of, or in conjunction with, an application for issuance of a development permit. Applicants are cautioned, however, that the preliminary plat approval is discretionary with regard to compliance with the comprehensive plan and design requirements, and therefore, proceeding simultaneously with preliminary plat and development permit applications may result in the revision of engineering plans if the layout of the preliminary plat of the proposed subdivision must be modified.
- (f) *Relationship to site and design plan review.* It is anticipated and expected that applicants will proceed more or less simultaneously in pursuing site and design plan approval as required by article XI of this chapter; however, no development permit shall be approved until site and design plan review, if required, is accomplished. A development permit applicant, if not ready to submit architectural details for buildings or structures, may at his discretion divide the site and design plan review application process into a site application and building application, and seek only the site plan portion of the approval process required by article XI of this chapter, which shall be required to issue a development permit.
- (g) *Agency and zoning administrator review.* The Zoning Administrator shall forward a copy of the development permit application, including the civil plans and drawings for the project, to other city departments and government agencies or others as appropriate, for their review and comment. The applicant may be required by the Zoning Administrator to secure development approval from other agencies if they are affected by (or have jurisdiction over) the development. Development approval may be required from but is not necessarily limited to the following, as applicable: the City Engineer, the City Street or Public Works Department, the Soil and Water Conservation District with jurisdiction, the county Fire Department, the county Health Department, the county Department of Planning, Development, or Building Inspections, the State Department of Transportation, the State Department of Natural Resources, and the U.S. Army Corps of Engineers.
- (h) *Consolidation and submission of comments to applicant.* Upon receipt of comments from other city departments and external agencies as appropriate, the Zoning Administrator shall provide all comments to the applicant for resolution and as appropriate shall indicate on one or more copies of the civil drawings or in writing all comments related to compliance with applicable city regulations and agency requirements. Thereafter, the applicant shall submit revised plans to reflect all such comments.
- (i) *Issuance.* All development permits shall be issued by the Planning Commission. In no case shall any development permit be granted for the use, construction or alteration of any land or building if the land or building as proposed to be used, constructed or altered would be in violation of any of the provisions of this chapter or other applicable regulations of the City. The applicant shall be responsible for compliance with all codes, regulations, and zoning requirements and for the satisfaction of all of the comments of reviewing city departments, external agencies, and the Planning Commission. Although review may have been achieved, if another city department or external agency requires approval or a permit, the owner shall also be responsible for obtaining such approval or permit from all other agencies affected by the project prior to issuance of the development permit by the Planning Commission or Zoning Administrator.
- (j) *Denial.* If the development permit is denied, the Planning Commission shall state in writing the reason for the denial and the applicant shall be notified of the denial. A record of all development permits shall be kept on file in the office of the Zoning Administrator which shall be a public record.

- (k) *Duration of validity.*
 - (1) A development permit shall expire two years after its issuance, subject to the following provisions:
 - a. If the work described in any development permit has not been begun within one year from the date of issuance thereof, the permit shall expire; and
 - b. If the work described in any development permit has not been substantially completed within two years of the date of issuance thereof, the permit shall expire.
 - (2) Application processes shall begin anew for any expired development permit.
- (l) *Suspension or revocation.* The development permit may be suspended or revoked by the City, as to all or any portion of the land affected by the permit, upon finding that the holder or his successor in title is not in compliance with the approved development permit or is in violation of any applicable regulations in this Code.

Sec. 40-842. - Building permit.

~~(a) The Building Inspector is hereby authorized to issue building permits in accordance with all provisions of this chapter and relevant chapters of this Code, but only after the Planning Commission has issued a development permit, or if no development permit is required, after a review of the building permit for compliance with the provisions of this chapter and applicable regulations of the City.~~

~~(b)~~ (b) No building or other structure shall be erected, moved, extended, occupied, or enlarged, or structurally altered, nor any installation or alteration of electrical, plumbing, water, gas, sewer or other mechanical systems be performed, nor shall a building or structure's use be changed, nor shall any excavation, grading, or filling of any lot for the construction of any building or structure be commenced until the Building Inspector has issued a building permit for such work in conformity with the provisions of this chapter and all applicable building and related codes.

(b) The Building Inspector is hereby authorized to issue building permits in accordance with all provisions of this chapter and relevant chapters of this Code. The Building Inspector shall not issue a building permit for any activity requiring a development permit until the Planning Commission has issued the requisite development permit. In order for a building permit to be issued the application therefor must be in compliance with the provisions of this chapter and applicable regulations of the City, including all applicable building and related codes.

(c) Approval of a building permit shall require an application to the Building Inspector as specified in the minimum standard codes. If the building permit is denied, the Building Inspector shall state in writing the reason for the denial and the applicant shall be notified of the denial. A record of all building permits shall be kept on file in the office of the Building Inspector.

(d) Any building permit issued shall become invalid unless the work authorized by it shall have been commenced within 180 days of its date of issue, or if the work authorized by it is suspended or abandoned for a period of six months.

(e) See section 6-4 for applicable provisions with regard to administration and enforcement of building permits and minimum standard codes, including reference to ~~chapter 1~~ chapter 1 of the International Building Code, which shall govern specific procedures and submission requirements.

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(e) See section 6-4 for applicable provisions with regard to administration and enforcement of building permits and minimum standard codes, including reference to chapter 1 of the International Building Code, which shall govern specific procedures and submission requirements.

To Whom It May Concern,

Please consider writing a letter of support to the City of Oxford for the opportunity we are seeking to build what we hope to be a 10-foot multi-use trail on Soule Street. Please see below for details.

This would be a great opportunity to tie the Turkey Creek and Dried Indian Creek Trails together and to link to the Yellow River Trail, the County has contemplated. Of course, it would also serve as a way to bind together the City with an East-West Connection with the two North-South trails we will eventually have running on either side of the City (Turkey Creek and Dried Indian Creek).

Letters may be emailed to me, Bill Andrew, at bandrew@oxfordgeorgia.org and should be addressed to:

Mayor David S. Eady
Oxford City Hall
110 W. Clark Street
Oxford, GA 30054

<https://opb.georgia.gov/improving-neighborhood-outcomes-disproportionally-impacted-communities>

Atkins Engineering told us about this grant last week and we are working on it as best we can as it is due November 18. There is no match required but we are thinking the city might want to cover engineering and the grant cover construction.

We are planning to apply for the sidewalk (actually, hoping for a 10-foot multi-use path) on the entirety of East and West Soule Street from Hull Street to Dried Indian Creek. We would also look to replace at least the culvert on Turkey Creek. The culvert on Dried Indian Creek would probably be around \$1M and may cause us to not be considered as the grant is for up to \$2M and with about half on one culvert would look like we are using the sidewalk as a foil to get the culvert done...but we are discussing this.



Turkey Creek on W. Soule Street - 36" Steel Pipe that is approximately 40 years old.



Dried Indian Creek on E. Soule Street - 9'x6' Triple Boxed Concrete Culvert that is approximately 11 year's old. The County does not feel it would support the weight for commercial/industrial development that is contemplated near this site.

999-2015	MS4 FACILITY	0	EA	175000.00	\$0.00
999-2015	BRIDGE CONSTRUCTION, DRY INDIAN CREEK	4758	SF	160.00	\$761,280.00
999-2015	REM EXISTING BRIDGE, DRY INDIAN CREEK	1500	SF	60.00	\$90,000.00

This is a screenshot from a recent rough budget the County put together for this new bridge.

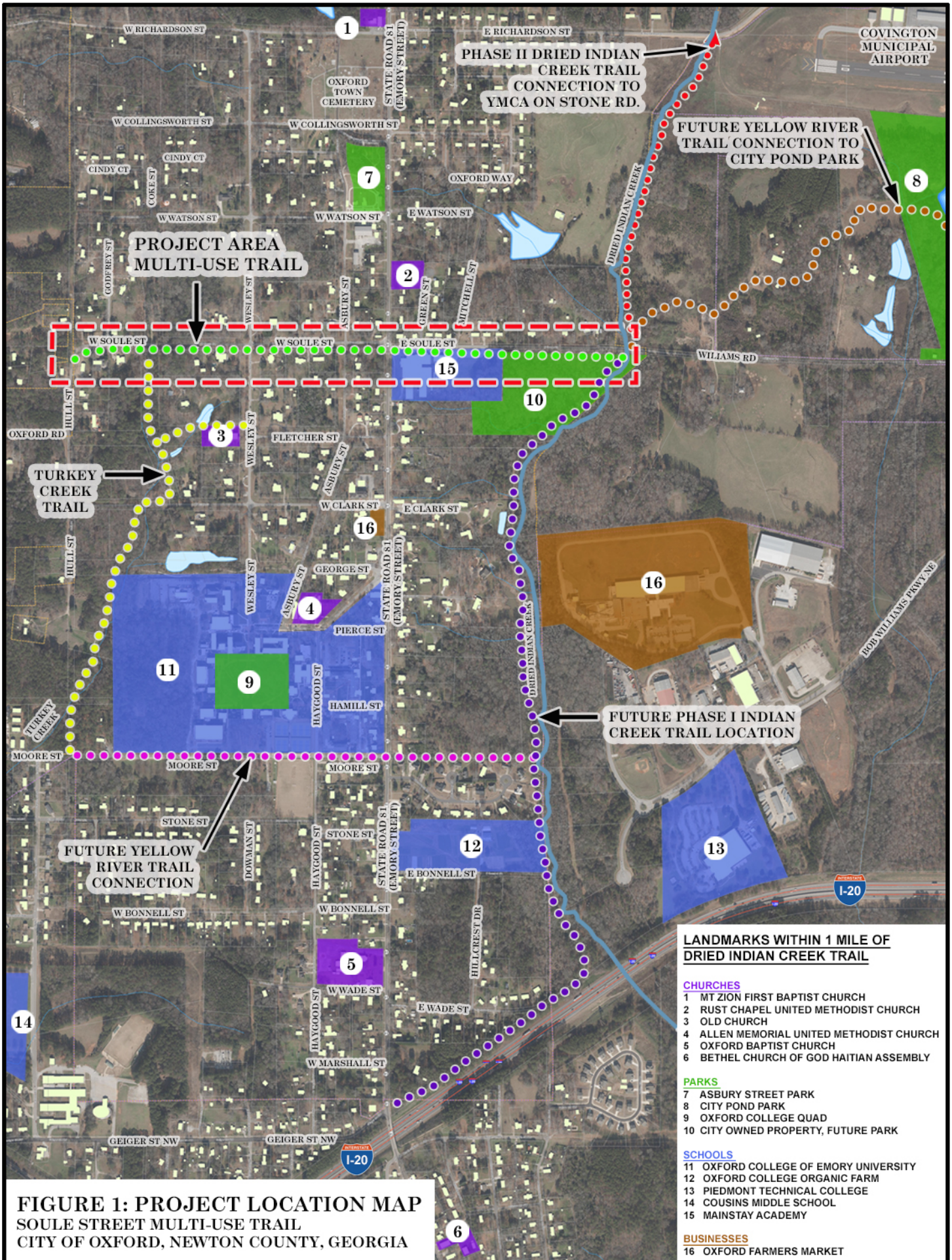


FIGURE 1: PROJECT LOCATION MAP
 SOULE STREET MULTI-USE TRAIL
 CITY OF OXFORD, NEWTON COUNTY, GEORGIA

**LANDMARKS WITHIN 1 MILE OF
 DRIED INDIAN CREEK TRAIL**

CHURCHES

- 1 MT ZION FIRST BAPTIST CHURCH
- 2 RUST CHAPEL UNITED METHODIST CHURCH
- 3 OLD CHURCH
- 4 ALLEN MEMORIAL UNITED METHODIST CHURCH
- 5 OXFORD BAPTIST CHURCH
- 6 BETHEL CHURCH OF GOD HAITIAN ASSEMBLY

PARKS

- 7 ASBURY STREET PARK
- 8 CITY POND PARK
- 9 OXFORD COLLEGE QUAD
- 10 CITY OWNED PROPERTY, FUTURE PARK









SCHOOLS

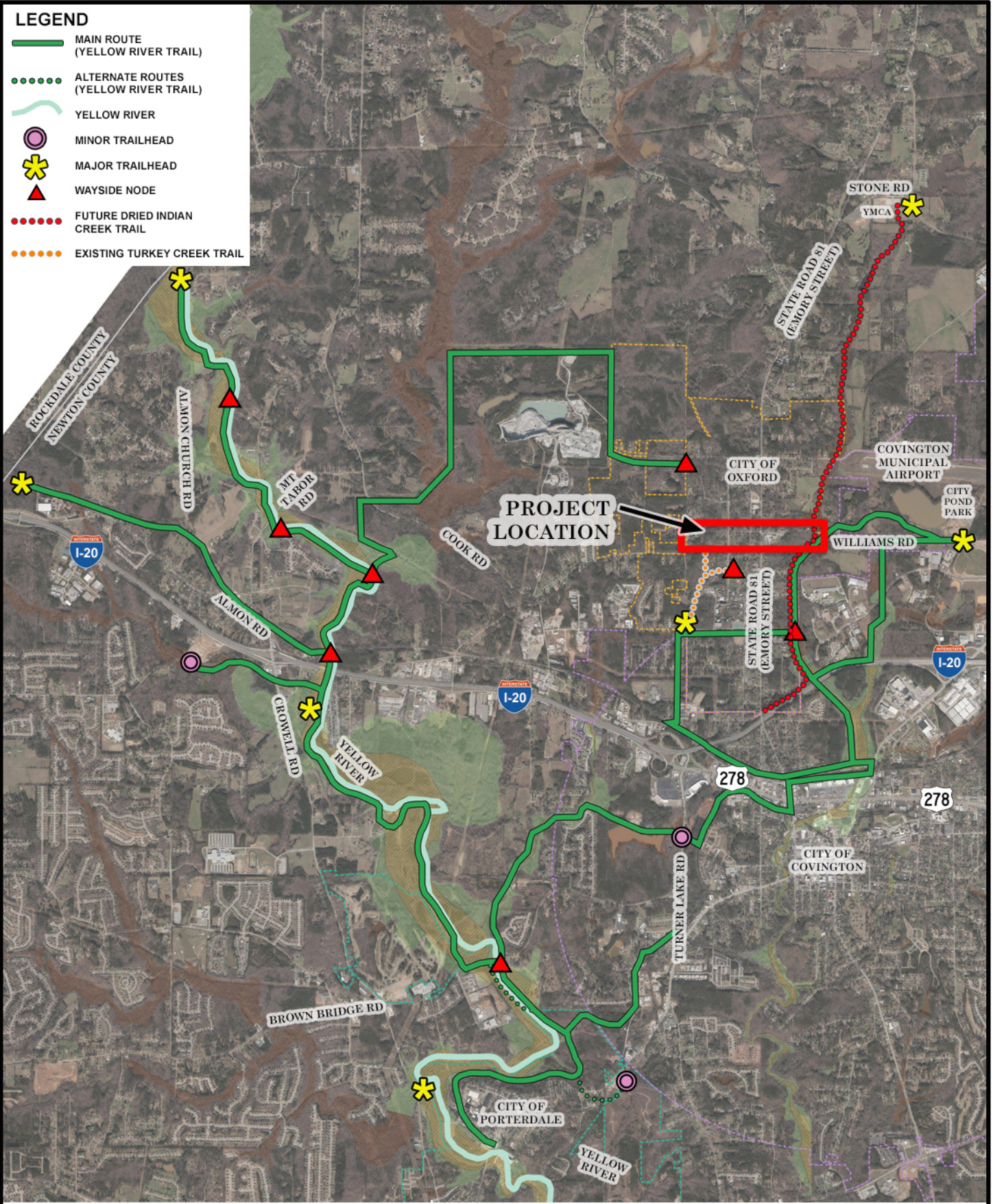
- 11 OXFORD COLLEGE OF EMORY UNIVERSITY
- 12 OXFORD COLLEGE ORGANIC FARM
- 13 PIEDMONT TECHNICAL COLLEGE
- 14 COUSINS MIDDLE SCHOOL
- 15 MAINSTAY ACADEMY

BUSINESSES

- 16 OXFORD FARMERS MARKET

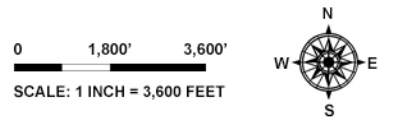
LEGEND

-  MAIN ROUTE (YELLOW RIVER TRAIL)
-  ALTERNATE ROUTES (YELLOW RIVER TRAIL)
-  YELLOW RIVER
-  MINOR TRAILHEAD
-  MAJOR TRAILHEAD
-  WAYSIDE NODE
-  FUTURE DRIED INDIAN CREEK TRAIL
-  EXISTING TURKEY CREEK TRAIL



**FIGURE 2: NEWTON COUNTY YELLOW RIVER PLANNED TRAIL NETWORK WITH SOULE STREET MULTI-USE TRAIL
NEWTON COUNTY, GEORGIA**

YELLOW RIVER TRAIL ALIGNMENT WAS TAKEN FROM THE YELLOW RIVER TRAIL SYSTEM MASTER PLAN UPDATE, DATED OCTOBER 15, 2021.



City of Oxford
Invoices >=\$1,000
Paid October 2022

VENDOR	DESCRIPTION	AMOUNT
RECURRING CHARGES		
City of Oxford Utilities	August – September 2022 services	1,968.53
City of Covington	Sewer services, July-September 2022	11,448.00
Newton County Board of Commissioners	Water Purchased for Resale – September 2022; Invoice #3018	18,226.00
Newton County Water & Sewerage Authority	Sewer Treatment Fees, 8/30/2022-9/29/2022	6,735.62
Newton County Sheriff's Office	Prisoner Housing – September 2022; invoice #32029	1,140.00
Georgia Municipal Association	GMEBS Retirement, October 2022, invoice #428768	5,780.92
Georgia Municipal Association	GMEBS Life and Health Insurance Program November 2022 Premium, invoice #328198	8,740.70
Municipal Electric Authority of Georgia (MEAG)	Monthly Electric Purchases for September 2022	134,102.72
Electric Cities of Georgia	Consulting and planning services for October 2022	5,588.00
Southeastern Power Administration (SPA)	SEPA Energy Cost – September 2022 – invoice #B-22-3071	3,471.75
IRS	Federal Payroll Taxes, September 2022	13,854.51
VC3 (formerly Sophicity)	Computer hardware, software, and network services October 2022 – invoice #88970	2,541.13
Latham Home Sanitation	Residential and Commercial Waste Removal Services September 2022	7,372.89

VENDOR	DESCRIPTION	AMOUNT
PURCHASES/CONTRACT LABOR		
C. David Strickland	City legal services, September 2022	2,070.00
McNair McLemore Middlebrooks & Co.	Financial consulting services/audit prep work – September 2022; Invoice #109601	8,025.00
VC3	Installation of laptops for Police Department	1,386.00
Utility Service Co., Inc.	Quarterly Water Tank Maintenance	3,122.62
Jordan Engineering	Engineering design – Coke Street Trail September 2022 – 1,020.00 August 2022 – 1,380.00	2,400.00
Preston Geotechnical Consultants, LLC	Subsurface investigation report and recommendations – Coke Street Trail	2,025.00
Keck + Wood	Plan Development/Bidding Phase – Emory Street Sidewalks	6,950.00
Atkins North America, Inc.	Dried Indian Creek project and GDOT TAP application (note: 35.2% budget expended)	17,589.54
Axon Enterprise, Inc.	Tasers, associated supplies, extended warranties, training	2,585.44
Cintas Corp.	Uniforms – Public Works – September 2022	1,361.64
Gresco	P.O. 14064 – Electric upgrades P.O. 14713 – Electric supplies P.O. 14027 – Electric improvements P.O. 14526 – Electric supplies – 626 Moore St.	12,449.75
C.M. Rogers & Sons, Inc.	Repairs of sewer backup on Oxford West Drive 9/26-9/28/2022; P.O. 14761; invoice #7836	4,996.50
K&D Shoes	Boots for Maintenance Department employees	1,236.93
Great Estates Landscaping	Mulching and aeration, removal of silt fences, plant installations to replace dead Abella at Asbury Street Park	15,302.89
Howard Technology Solutions	Laptops (4) for Police Department + warranties	10,944.00