

# OXFORD PLANNING COMMISSION

Minutes – August 14, 2018

**MEMBERS:** Jonathan Eady, Chair; Aaron Robinson, Vice Chair; Zach May, Laura McCanless, and Mike Besaw. Juanita Carson was absent.

**STAFF:** Matthew Pepper, city manager and zoning administrator.

**GUESTS:** Mary and Sam Williams; Jack and Clara Riley; Mary Harmon; Art Vinson; Doug Hicks, Danielle Miller, James Johnson, and Randy Simon with Oxford College.

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

**MINUTES:** Upon motion of Mr. Robinson, seconded by Ms. McCanless, the minutes for the meeting of July 18, 2018 were adopted as amended. The vote was 5-0.

**MARY WILLIAMS DEVELOPMENT PERMIT APPLICATION:** Mary Williams (405 Emory Street) requested approval to enclose her carport into a one-car garage by adding a sidewall and a garage door.

*Upon motion of Ms. McCanless, seconded by Mr. Besaw, the Planning Commission approved the development permit application to enclose her carport to make a one-car garage. The vote was 5-0.*

**JACK RILEY DEVELOPMENT PERMIT APPLICATION:** Jack and Clara Riley (302 Emory Street) requested approval to install a manufactured 10'-16' side lofted barn on an existing concrete slab (18.5'x19.2') located behind the house. The Planning Commission members determined that installing the lofted barn on the existing concrete slab would violate the side and rear setback limits. It was decided that installing the lofted barn would be permissible if it was located within the setback limits.

*Upon motion of Ms. McCanless, seconded by Mr. May, the Planning Commission approved the development permit application, as modified, to install a manufactured side lofted barn behind the house. The vote was 5-0.*

**OXFORD COLLEGE DEVELOPMENT PERMIT APPLICATION:** Oxford College returned to present a preliminary design plan for a two story, 12,000 square foot addition to the east side of the Old Dining Hall located at the intersection of Pierce Street and Wesley Street. The Commission members had a discussion on the changes made to the plaza area in front of the proposed addition. Oxford College discussed with the Planning Commission members whether to consider this meeting as a formal request for a variance. The Planning Commission members and Oxford College reviewed the code section for variances. Oxford College will submit their formal request for a variance with supporting documents to Mr. Pepper in preparation for their presentation before the Mayor and City Council at the August 20<sup>th</sup> Work Session meeting, and consideration by the Planning Commission at the September 11<sup>th</sup> meeting.

**CITY REPORT:** Mr. Pepper updated the Commission members on the progress for the city park to be built on Asbury Street.

**ADJOURNMENT:** Mr. Eady adjourned the meeting at 8:18 PM.

Approved by:

Laura McCanless, Secretary