

# OXFORD PLANNING COMMISSION

## AGENDA

**February 13, 2018 – 7 PM**

1. **Opening** – Jonathan Eady, Chair
2. \* **Membership** – Mike Besaw and Juanita Carson have been appointed to finish the terms of Penny England and Jeff Wearing, respectively. Zach May and Laura McCanless were appointed as new members for a three-year term (2018, 2019, and 2020). We have attached a list of all members.
3. \* **Minutes** – We have attached the minutes for December 13, 2017.
4. **Elections** – As this is our first meeting in 2018, it is time to elect officers for the next year. The officers are: Chair, Vice-Chair, and Secretary.
5. \* **Minor Subdivision** – Hubert White and Joyce Sullivan – Mr. White and Ms. Sullivan have submitted a request for the review and approval of a plat for a minor subdivision. They wish to subdivide their lot at the corner of Watson and Asbury. We have enclosed a copy of their letter of request along with a plat of the subdivision prepared by Joey Brewer. The review of minor subdivision is specified in §30-47 (5). We will have full size copies of the plat at the meeting.

### **Sec. 30-47. - General platting procedures.**

The procedure for the formal review and approval of a subdivision plat consists of one recommended stage and three required stages. These are the pre-application review stages recommended, preliminary plat stage (required), final plat stage (required), and recording and dedication (required), respectively.

(5) *Exception of minor subdivisions.* Subdivisions which do not involve the platting, construction, or opening of new streets, sewers, or water facilities, or improvement to existing streets shall be defined as minor subdivisions, and as such, are subject to only the requirements of the final plat stage and the recording and dedication stage. Subdivisions so defined shall be submitted to the Planning Commission for review and recommendation to the Mayor and City Council in the form of a final plat and the final plat shall comply in all respects to this chapter.

6. **Phi Gamma Hall Renovation** – Kendra Mayfield with Oxford College will discuss the college's plan to create a handicapped accessible entrance with new bathrooms as part of the renovation of Phi Gamma Hall. We will have the blue prints at the meeting.

MEMBERS OF THE PLANNING COMMISSION: Jonathan Eady, Chair; Aaron Robinson, Secretary; Zach May, Mike Besaw, Juanita Carson, and Laura McCanless.

7. **Pierce Street Re-Design Project Update** – Kendra Mayfield will provide the Planning Commission with an update on the final design of Pierce Street as approved by the City Council at their February regular session meeting. We will have final drawings at the meeting.
8. \* **Review of Oxford College Hoop House Development Permit** – This item is a follow up to the Planning Commission’s discussion at the December 2017 meeting regarding the approved location of the college’s hoop house. We have attached a copy of the development permit application and the minutes.
9. \***Review of Code Section 40-536. – Livestock and fowl.** – City Council requests that the Planning Commission review Sec. 40-536 regarding the keeping of livestock and fowl in residential zoning districts to determine whether the ordinance should deal with the issue from a nuisance or setback perspective. We have attached a copy of the code section.
10. \* **Revised Zoning Map** – We have attached a copy of the revised zoning map. We will have paper copies at the meeting.
11. \* **Training** – The Carl Vincent Institute has scheduled a training class for planning commission members. The training will be held on Wednesday, April 11<sup>th</sup> from 9:00-4:00 PM at the UGA Gwinnet Campus. We need to know if anyone is interested in attending. We have attached the flyer for the Planning and Zoning 101 course.
12. **City report** – Matthew Pepper will report on:
  - a. Recent city activity.
13. **Other Business**
14. **Adjournment**

\* **Attachments**