

OXFORD PLANNING COMMISSION

Minutes – September 9, 2014

MEMBERS: Mike Ready, Chair; Shawn Gaither, Secretary; Penny England, Vivian Harris, and Ron Manson. Jonathan Eady was absent.

STAFF: Bob Schwartz, city manager and zoning administrator.

GUESTS: Margaret Bokros, Kile Griffis, Carolyn Griffis, Charles Griffis, and Kendra Mayfield with Oxford College.

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

APPROVAL OF MINUTES: Upon motion of Mr. Manson, seconded by Ms. Gaither, the minutes for the meeting of August 12, 2014 were approved as corrected.

Oxford College-sign for organic farm - Oxford College submitted a request for the approval of a sign on Emory Street of approximately 9 ft.² for the new organic farm. Ms. Mayfield was present to discuss this and the other sign requests. Mr. Ready stated that the Planning Commission would discuss and vote on each request individually. The Planning Commission reviewed the proposed location of the sign and its proximity to the pump house at the front of the lot.

Upon motion of Mr. Manson, seconded by Ms. Gaither, the development application for the sign for the organic farm was approved as requested.

Oxford College-sign for the Oxford College police department - This is a request for the approval of a sign on Moore Street. The proposed sign is about 9 ft.². The Planning Commission discussed with Ms. Mayfield the location of the sign and its relationship to Moore Street.

Upon motion of Mr. Manson, seconded by Ms. England, the development permit for the Oxford College police sign was approved as requested.

Oxford College-main entrance sign replacement - This is a request for the approval of a sign at the corner of Emory Street and Pierce Street. It is a combination sign both for the college and Allen Memorial Church. The combined size is almost 20 ft.². The Planning Commission discussed with Ms. Mayfield, the location of the sign and whether or not it would be on state right-of-way. Ms. Mayfield said she would check and, if it was necessary to be on state right-of-way, she would be talking to the state DOT.

Upon motion of Mr. Manson, seconded by Ms. Gaither, the request for the Oxford College main entrance sign was approved as requested with the caveat that the state DOT would need to be contacted and give its approval if the sign is to be located on state right-of-way.

Oxford College-sign for Fleming Hall - This is the request for a sign on Haygood Street for the newly built Fleming Hall. The sign is approximately 9 ft.². The Planning Commission discussed with Ms. Mayfield the location of the sign and whether it will be pointed at the street or sideways to the street.

Upon motion of Mr. Manson, seconded by Ms. England, the development permit for the sign was approved as requested.

510A Haygood Avenue-carport - This is a request for the approval of a “portable” carport to be located next to the duplex at 510A Haygood Ave. Mr. and Mrs. Griffis want to install the carport for their daughter, Kile Griffis, who lives in the duplex. There was considerable discussion between the Griffis and the Planning Commission about the location of the carport. 510A Haygood is a corner lot, so both Moore and Haygood serve as a front lot. It would not be possible to locate the carport in either front lot. After further discussion and carefully reviewing the tax maps it was determined that it would be possible to locate the carport behind the duplex.


Upon motion of Mr. Manson, seconded by Ms. England, the Planning Commission authorized Mr. Ready and Mr. Schwartz to approve a new development application which would locate the carport behind the duplex at 510 A Haygood.

Mr. Griffis stated he would check with the owner of the property and if she gave permission by virtue of signing the application he would return the application to City Hall. If not, he would withdraw the application.

[AFTER THE MEETING, ON WEDNESDAY, SEPTEMBER 10, THE GRIFFIS’S RETURNED A NEW DEVELOPMENT APPLICATION TO CITY HALL AS OUTLINED IN THE MOTION. IT WAS REVIEWED AND APPROVED BY MR. SCHWARTZ AND MR. READY.]

ADJOURNMENT: Mr. Ready adjourned the meeting at 8:15 PM.

Submitted by:

 FOR

Shawn Gaither, Secretary