

# OXFORD PLANNING COMMISSION

## AGENDA

**December 7, 2022 – 7:00 PM**

**Meeting via Zoom**

<https://us06web.zoom.us/j/87370011608?pwd=MjFTWE11Nkk5ZHptejQrVGVyUkc2UT09>

Meeting ID: 873 7001 1608

Passcode: 240417

One tap mobile

+16465588656,,87370011608#,,, \*240417# US (New York)

+16469313860,,87370011608#,,, \*240417# US

1. **Opening** – Jonathan Eady, Chair
2. **\*Minutes** – Please consider for approval the November 9, 2022 Planning Commission Minutes.
3. **\*314 Stone Street** – Development Permit Application for a Shed
4. **\*1018 Emory Street** – (a) Rezoning Application for R-20 Single-Family Residential to OP Office Professional and (b) Development Permit Application for a remodel from a single-family home into a dentist office.
5. **Other Business**
6. **Adjournment**

**\* Attachments**

MEMBERS OF THE PLANNING COMMISSION: Jonathan Eady, Chair; Mary Glenn Landt, Vice-Chair; Juanita Carson, Secretary; Mike McQuaide, and Dave Huber.

## OXFORD PLANNING COMMISSION

Minutes November 9, 2022

Meeting was at the Oxford City Hall – 110 W Clark Street, Oxford, GA 30054

**MEMBERS:** Jonathan Eady, Chair; Juanita Carson, Secretary; Mike McQuaide, and Dave Huber.

**STAFF:** Bill Andrew, Zoning Administrator

**GUESTS:** James Rhodes (representing 506 Moore St. for a DPA to enclose a carport) and Randy Simon (representing 402 Moore St. for a DPA to install a generator), and Laurie and Greg Deemer (representing 1018 Emory St. for a Rezoning and a DPA for remodeling)

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

**MINUTES:** The October 11, 2022 Planning Commission Minutes were reviewed. *Upon the motion to approve by Mr. Huber and seconded by Mr. McQuaide, the vote was 4 – 0 to approve the minutes as presented.*

**James Rhodes appeared before the Commission to discuss the enclosure of this carport at 506 Moore St:** Mr. Eady asked Mr. Rhodes to elaborate on the scope of work at the site beyond the erection of walls for the enclosure of the carport. Mr. Rhodes indicated two feet will be added to the foundation on the east side to accommodate a larger footprint for a bedroom. The dimensions of the room will be 18'8" x 12'. Electricity and plumbing extensions will additionally be part of the work performed. The exterior of the home will be siding to visually match the home. Mr. Huber enquired as to whether or not HVAC will be extended to the room. Mr. Rhodes indicated a space heater would be used. Mr. Eady pointed out there were no setback concerns for the activity, as there was ample room on the lot.

*Upon the motion to grant the Development Permit Application by Mr. Huber and seconded by Ms. Carson, the vote was 4 – 0 to approve. Mr. Andrew was authorized to sign the application on behalf of the Planning Commission.*

**Randy Simon appeared before the Commission to discuss the installation of a generator at 406 Moore St:** Mr. Eady asked if the exterior generator was to be mounted on a concrete pad. Mr. Simon indicated it would be mounted on a concrete pad and that it would be powered by natural gas. Mr. Eady indicated his appreciation for the specifications for the unit but he could not find any information on the loudness of the unit. He also asked if the unit would only be for back-up power. Mr. Simon indicated the unit would only be for back-up power. The unit will service the Oxford College Police Department and so is considered critical for public safety. Mr. Simon indicated they were told the unit was not considered loud due to the size of the motor and he reminded the Commission that the site is not immediately adjacent to any other homes or offices.

*Upon the motion to grant the Development Permit Application by Mr. McQuaide and seconded by Mr. Huber, the vote was 4 – 0 to approve. Mr. Andrew was authorized to sign the application on behalf of the Planning Commission.*

**Laurie Deemer and Greg Deemer appeared before the Commission to discuss the rezoning and remodeling of 1018 Emory Street:** Ms. Deemer outlined how she came to purchase 1018 Emory Street in the hopes of converting it to a dentist office as she felt the property had the attributes needed for this purpose. Ms. Deemer maintained there was considerable use other than residential along Emory Street and that the visibility and traffic on that road naturally lead it to be office use.

After Ms. Deemer's presentation, Mr. Eady moved the Commission's discussion by asking the members to address their concerns and thoughts utilizing Section 40-638 (g): Criteria for amendments to official zoning map. The following criteria are considered applicable or potentially applicable:

- (1) Whether the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- (2) Whether the proposal will adversely affect the existing use or usability of adjacent or nearby property.
- (3) Whether the property to be affected by the proposal has a reasonable economic use as currently zoned.
- (4) Whether the proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.
- (5) Whether the proposal is in conformity with the policy and intent of the comprehensive plan, including the future development map and future land use plan map.
- (6) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposal.
- (7) Whether the proposal would create an isolated zoning district unrelated to adjacent and nearby districts.
- (8) Whether the proposal would have an impact on the environment, including, but not limited to, drainage, soil erosion and sedimentation, flooding, air quality and water quality.

It was generally determined that if the rezoning and the remodeling of the home are approved, then the Planning Commission would need to consider the parking required for the office since Table 40.1 Minimum and Maximum Number of Off-Street Parking Spaces Required does not have a use which is applicable for a dental office.

Section 40-877 Interpretations (b) Parking space requirement not specified. Where the parking requirement for a particular use is not described in table 40.1 (section 40-876), and where no similar use is listed, the Planning Commission shall determine the number of spaces to be provided based on requirements for similar uses, location of the proposed use, the number of employees on the largest shift, total square footage, potential customer use, and other expected demand and traffic generated by the proposed use. At the discretion of a development applicant, a parking generation study prepared by a qualified professional may be submitted to aid the Planning Commission in making such a determination; if submitted, it shall be considered by the Planning Commission prior to making a determination.

Mr. Eady indicated that the Planning Commission has 30 days upon the initial hearing of an application to send a decision to the City Council and if the members felt they needed more time for the consideration of this application, a special called meeting could be held.

*Upon the motion to defer action on the pending re-zoning application from Ms. Carson and seconded by Mr. Huber, the vote was 3 – 1 to approve with Mr. McQuaide being the dissenting vote.*

It was determined that a Special Called Meeting would be held on November 18 at 7:00 PM. [NOTE: Due to conflicting schedules, this date was later shifted to November 29, 2022 at 7:00 PM at City Hall.]

**ADJOURNMENT:** Mr. Eady adjourned the meeting at 8:43 PM.

Submitted by:

Bill Andrew, Zoning Administrator

rickychilders@gmail.com



## DEVELOPMENT PERMIT APPLICATION

This is **NOT** a Building Permit but, is a requirement for an application to the City of Oxford Building Inspector for the appropriate required Building Permit. All items must be completed, or marked N/A. See the attached Checklist. The completed form must be submitted 10 days before the next meeting of the Planning Commission.

### GENERAL INFORMATION

Name of Applicant: Ricky Childers Date of Application: 5/3/2022  
Address of Applicant: 314 Stone Street Oxford Ga. 30057  
Telephone # (s) of Applicant: 678-858-9719  
Address / Subdivision / Lot# / Parcel#(s) where the proposed work will occur (list all): 314 Stone Street Oxford Ga  
Owner of above location(s): W.A. Childers Jr.  
Name of General Contractor (if different from Applicant): R+B Metal Structures

Type of work: ☒ New building ☐ Addition ☐ Alteration ☐ Renovation ☐ Repair ☐ Moving  
☐ Land Disturbance ☐ Demolition ☐ Other

Type of dwelling: ☒ Single Family ☐ Multi-family ☐ Included Apartment Number of units:       

Briefly describe the proposed work: Wanting to put a metal Building Garage  
Behind House with Crush and Run Drive Path Back to  
Driveway

Does the proposed work change the footprint (ground outline) of any existing structures? ☐ YES ☒ NO

Does the proposed work add a structure(s)? ☒ YES ☐ NO

List additions to: Heated Sq.ft. 1200 Unheated Sq.ft.        Garage Sq.ft. 490 New Sq.ft.         
Is the above lot in the Special Flood Hazard Area on FEMA's Flood Insurance Rate Map? ☐ Yes ☒ No  
(Map available from City Clerk)

**ZONING DISTRICT** (the setback requirements and the zoning map are available from the City Clerk)

Zoning District R-20

Setback Requirements:

Front setback N/A ft. Side setback 10 ft. Rear setback 10 ft.

Minimum required lot width at building line        ft.

### MECHANICAL INFORMATION (if utility work is included in the proposed work)

- A) Sewerage: Is there a change? ☐ Yes ☐ No ☐ City Sewer ☐ Septic If so, describe:
- B) Water Supply: Is there a change? ☐ Yes ☐ No ☐ City Water ☐ Well If so, describe:
- C) Number of Restrooms (Commercial): Is there a change? ☐ Yes ☐ No ☐ Full ☐ Half If so, describe:
- D) Number of Baths (Residential): Is there a change? ☐ Yes ☐ No ☐ Full ☐ Half If so, describe:
- E) Heating: Is there a change? ☐ Yes ☐ No ☐ Electric ☐ Gas ☐ Oil ☐ Propane ☐ Other If so, describe:
- F) Electrical:        number of outlets



## STRUCTURAL INFORMATION

Type of Foundation: ☐ Moveable ☐ Pier & Footer ☐ Slab on grade ☐ Basement ☐ Other

Type of Construction: ☐ Frame ☐ Masonry ☐ Structural Insulated Panel ☐ Insulated Concrete Form  
☐ Panelized ☒ Industrialized ☐ Manufactured  
*Metal*

## SITE PLAN DRAWINGS (required for changes to the footprint of existing structures)

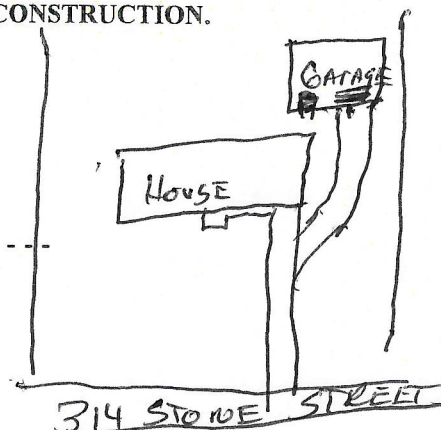
- A) Attach an accurate scale drawing or copy of official plat showing shape, size, dimensions, and location of the lot. Note the Zoning District on all drawings.
- B) Show the applicable minimum setback lines on all drawings, and the dimensions from the existing and proposed structure(s) to the lot lines.
- C) Attach a dimensioned drawing, showing the location of any proposed work that changes, or adds to the footprint of any structure(s) on the site.
- D) The following dimensions below **MUST** be included on the drawings:
- Width of lot at proposed work location ~~200~~ <sup>100</sup> feet, ~~40~~ <sup>40</sup> Width of new work ~~30~~ <sup>30</sup> feet  
Depth of lot at proposed work location ~~100~~ <sup>100</sup> feet ~~ALL~~ <sup>ALL</sup> Length of new work ~~25~~ <sup>25</sup> feet  
Height of new work 9 feet (the maximum habitable area is 35' above grade for R districts; 45' in PI districts)

**I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW IT TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THE TYPE OF WORK WILL BE FOLLOWED. GRANTING OF PLANNING APPROVAL DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL ORDINANCE OR REGULATION REGARDING CONSTRUCTION, OR THE PERFORMANCE OF CONSTRUCTION.**

*K. Caldwell*  
Signature of Applicant

----- OFFICIAL USE ONLY -----  
**DEVELOPMENT PERMIT**

Date Received by Zoning Administrator: 5/3/2022  
Date Reviewed by the Planning Commission: \_\_\_\_\_



The proposed work contemplated by this application meets the appropriate development standards for the Zoning District noted above. **This is not a building permit in Oxford.**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Planning Commission

Development approval is hereby issued, and the applicant is authorized to apply for a building permit with the City of Oxford Building Inspector. **This Development Approval expires six months from the date issued.**

Issued by: \_\_\_\_\_ Date: \_\_\_\_\_  
Zoning Administrator

**NOTE: This document must be accompanied by all supporting documentation, also signed by the Planning Commission, for consideration by the City of Oxford Building Inspector for a building permit.**  
(Form October, 2018)

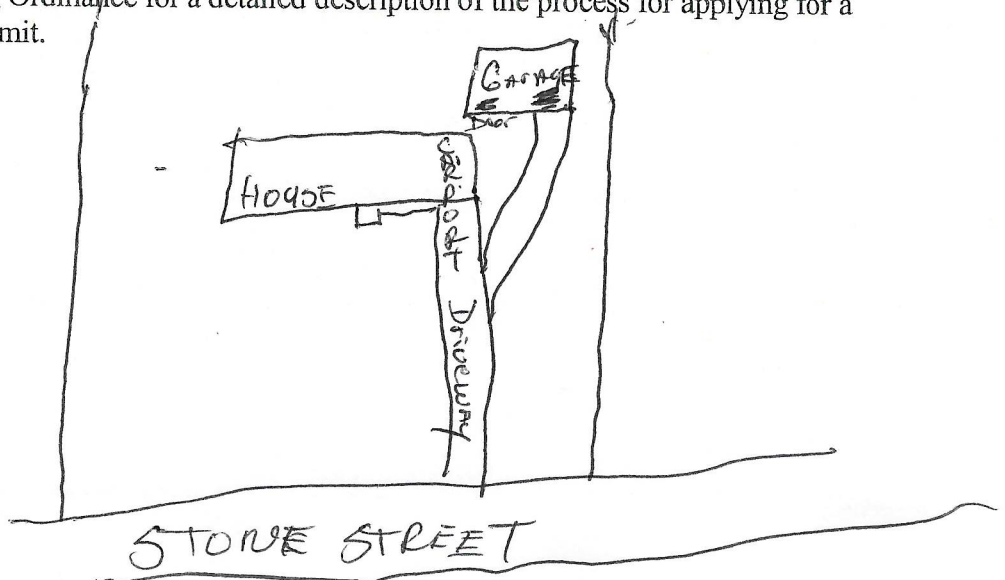
# CITY OF OXFORD

## Checklist Applying for a Development Permit

1. Obtain a Development Permit Application from the City Clerk's office.
2. Complete the Application and attach a site plan (either drawn by a professional or sketched on graph paper) with dimensions showing:
  - Shape, size and location of the lot.
  - Shape, size, height, use and location of the buildings to be erected, constructed, altered or moved, as well as any building(s) already existing on this building lot.
  - Indicate how many dwelling units the building(s) are designed to accommodate.
  - Setback lines from adjoining streets and lots.
3. Submit the completed Application to the City Clerk's office.
4. All corners of the lot and any proposed building must be clearly staked out on the ground.
5. The City Clerk will give the application to the Zoning Administrator to review and to schedule a review by the Planning Commission.
6. The regular meetings of the Planning Commission are on the second Tuesday of each month at 7 PM. The applicant will be notified when the application is scheduled for review. The Planning Commission will not review the application unless the applicant or a representative is present at the meeting. A picture or diagram of what is proposed will help the Planning Commission review the request.
7. If the application is approved, an approved copy will be given to the applicant by the Planning Commission.
8. The City of Oxford is responsible for issuing the Building Permit and collecting any required fees. A copy of the approved Development Permit is required before a Building Permit can be issued. The applicant should contact the city's Zoning Administrator (770-786-7004) to determine if a building permit and inspections are required. If a building permit is required, the applicant should bring the approved Development Permit to City Hall to exchange for the necessary building permit(s), and to schedule the inspection.

The foregoing checklist is a brief summary and does not modify or amend the Oxford Zoning Ordinance. See Section 40-841 of the Oxford Zoning Ordinance for a detailed description of the process for applying for a development permit and building permit.

Revised 8/2/2019

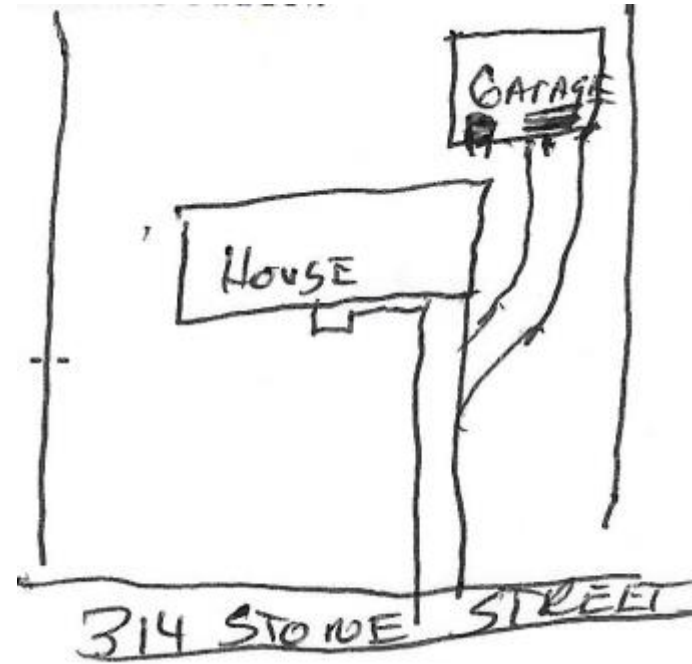






As a reference, this is the approximate size of the building in question. However, this is not necessarily the location desired by Mr. Childers.

The line shown here is 10.2 feet and illustrates the width needed for the setback and perhaps the issue of an access drive to the garage from the front of the home as illustrated below.



# PLANNING AND ZONING DEPARTMENT

## ZONING APPLICATION FOR THE CITY OF OXFORD

Note: The applicant must complete this and all attached forms. Failure to complete them will result in the refusal of the application. The Planning Department has up to five (5) working days to review all applications submitted for sufficiency. If the application is found insufficient, an agenda date will not be set until the required information is submitted.

Applicant  
Laurie Deemer  
55 Rosemont Pkwy  
Covington, GA 30016  
Phone: 770-313-9229  
E-Mail: smilesbylaurie@bellsouth.net

Property Owner  
Laurie Deemer  
1018 Emory Street  
Oxford, GA 30054  
Phone: 770-313-9229  
E-Mail: smilesbylaurie@bellsouth.net

Existing Zoning District: R20 Single Family Residential

Proposed Zoning District: OP Office Professional

Existing Use of Property: Residential

Proposed Use: Dental Office

Tax Map/Parcel Number X003000000005000 Acreage: 1.01 ac

Location of Property (for legal ad): 1018 Emory Street  
Oxford, GA 30054

I hereby certify that the above information and all attached information are true and correct.

Signature: Laurie Deemer Date: 10-26-22

Application Withdraw:

I hereby withdraw the application. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Use Only

Application Date: 10/26/22

Tentative City Council Date: 12/5/22 and 1/3/23

Fee Payment Received: N/A

Taken by: BILL ANDERSON

Fee: No Fee Schedule could be found.

Payment Taken By: N/A



**ZONING DECISION CRITERIA**

Planning and Zoning specifies that the following criteria may be applicable to the decision to approve or deny an application for conditional use. Please complete information on this page or within the letter of intent as to which of these criteria you believe apply to your case, and provide information and facts that you believe are relevant and support your case:

| <b>REZONING DECISION CRITERIA</b>   | <b>APPLICANT'S RESPONSE</b>                 |
|---|---|
| 1. Whether the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property (existing land use)   |   |
| 2. Whether the proposal will adversely affect the existing use or usability of adjacent or nearby property  |   |
| 3. Whether the property to be affected by the proposal has a reasonable economic use as currently zoned   |   |
| 4. Whether the proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools                   |   |
| 5. Whether the proposal is in conformity with the policy and intent of the comprehensive plan including land use element  |   |
| 6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposal |   |
| 7. Existing use(s) and zoning of subject property   | R-20 Single Family Residential              |
| 8. Existing zoning of nearby property   | R-20, OP, E1 (City of Oxford), E6 (College) |
| 9. Existing value of the property under the existing zoning and/or overlay district classification  | \$ 288,300 Appraisal (FmV \$430,000)        |
| 10. Whether the property can be used in accordance with the existing regulations  |   |
| 11. Value of the property under the proposed zoning district and/or overlay district classification   | Approx \$ 750,000                           |
| 12. Extent to which the property value of the subject property is diminished by the existing zoning district and/or overlay district classification   |   |
| 13. Suitability of the subject property under the existing zoning district and/or overlay district classification for the proposed use  |   |
| 14. Suitability of the subject property under the proposed zoning district and/or overlay district classification   |   |
| 15. Length of time the property has been vacant or unused as currently zoned  | 15 weeks                                    |

| REZONING DECISION CRITERIA   | APPLICANT'S RESPONSE |
|--|----------------------|
| 16. Description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning district and/or overlay district classification   |                      |
| 17. The possible creation of an isolated zoning district unrelated to adjacent and nearby districts  |                      |
| 18. Possible effects of the change in zoning or overlay district map, or change in use, on the character of a zoning district or overlay district  |                      |
| 19. Whether a proposed zoning map amendment or conditional use approval will be a deterrent to the value or improvement of development of adjacent property in accordance with existing regulations  |                      |
| 20. The possible impact on the environment, including but not limited to, drainage, soil erosion and sedimentation, flooding, air quality and water quality  |                      |
| 21. The relation that the proposed map amendment or conditional use bears to the purpose of the overall zoning scheme, with due consideration given to whether or not the proposed change will help carry out the purposes of these zoning regulations   |                      |
| 22. The consideration of the preservation of the integrity of residential neighborhoods shall be considered to carry great weight. In those instances in which property fronts on a major thoroughfare and also adjoins an established residential neighborhood, the factor of preservation of the residential area shall be considered to carry great weight. |                      |
| 23. The amount of undeveloped land in the general area affected which has the same zoning or overlay district classification as the map change requested   |                      |
| 24. The extent to which the proposed rezoning or conditional use will contribute to or detract from the community with regard to greenspace, architectural design, and landscaping.  |                      |



**CAMPAIGN CONTRIBUTIONS DISCLOSURE FORM  
REQUIRED FOR ALL ZONING ACTIONS**

***Applicant, or person representing property owner***

**OCGA § 36-67A-3[c]**

**Disclosure of campaign contributions:**

- (a) When any applicant for zoning action has made, within two years immediately preceding the filing of the applicant's application for the zoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application, it shall be the duty of the applicant to file a disclosure report with the governing authority of the respective local government showing:
- (1) The name and official position of the local government official to whom the campaign contribution was made; and
  - (2) The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.
- (b) The disclosures required by subsection (a) of this Code section shall be filed within ten (10) days after the application for the zoning action is first filed. (Code 1981, Section OCGA § 36-67A-3[C], enacted by GA L. 1986, page 1269, Section 1, GA L. 1991, page 1365, Section 1).

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I hereby certify that I have read the above and that:

**I have\*\*** \_\_\_\_\_ **I have not** LD

Within the two years immediately preceding this date, made any contribution(s) aggregating \$250.00 or more to any local government official involved in the review or consideration of this application.

Laurie Deemer

Applicant's Signature

10-26-22

Date

**\*\*If you have made such contributions, you must provide the data required in subsection (a) above within ten (10) days of filing this application.**

## AUTHORIZATION OF PROPERTY OWNER

I swear that I am the owner of the property which is the subject matter of the attached application, as shown in the records of ~~Greene~~ Newton County, Georgia.

Name of Owner(s) Laurie Ann Deemer  
Address 55 Rosemont Pkwy  
Covington, GA 30016  
Telephone Number 770-313-9229  
Signature of Owner(s) Laurie A. Deemer

I authorize the person named below to act as applicant in the pursuit of a rezoning, conditional use, or variance of this property.

Name of Applicant(s) Same  
Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number \_\_\_\_\_

Personally appeared before me

Laurie Deemer

who swears that the information contained in this authorization is true and correct to the best of his or her knowledge and belief.

Kristin M. Watkins

Notary Public

October 26, 2022

Date



**PLANNING & ZONING  
CITY OF OXFORD**  
110 W. Clark Street  
Union Point, GA 30054  
706-786-7004

**PUBLIC NOTICE REQUIREMENTS**

The zoning regulations require that public notice must be given prior to all zoning hearings as follows:

- 1) A legal advertisement shall be published not less than 15 days and not more than 45 days prior to the public hearing.
- 2) A public notice sign shall be placed in a conspicuous location on the property not less than 15 days and not more than 45 days prior to the public hearing.

The City is required to post the sign and ensure that it remains in place during the entire zoning proceeding. The sign must be placed on the property within the specified time and in a conspicuous location.

The purpose of the sign is to inform the public that an application has been filed. Legally, the Council cannot consider a request until all public notice requirements have been met. If it is determined at any time during the zoning proceeding that the sign has not been properly posted on the site, the Council must table or delay the request. Council members and planning staff often visit the site and will look for the sign. Additionally, local citizens often report when a sign has not been posted.

Multiple sign posting on a site may be required as determined by the City. The sign will be conspicuous and in a location where it is clearly visible. The sign will not be obstructed in any manner, placed too far from the road, or placed in such manner that would cause it to blend into the landscape.

The sign will remain posted during the entire proceeding. Should you find the sign missing or vandalized in any manner, contact the city so the sign can be replaced. When the proceeding is complete and final Council action has occurred, the sign will then be removed from the property by the City.

**THIS SIGN WILL BE POSTED NO LATER THAN**

11/18/22

**STAFF RECOMMENDATION:**      ☐ **APPROVE**      ☐ **DENY**

**REASON:**

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# **LETTER OF INTENT**

## **APPLICATION FOR REZONING AND CONCURRENT VARIANCES**

### **CITY OF OXFORD, GEORGIA**

October 26, 2022

To the Zoning Director, The City of Oxford,

My name is Laurie Ann Deemer and I own the property located at 1018 Emory Street, Oxford, Georgia, containing 1.01 acres (Parcel Identification Number X003000000005000). I am requesting that this property be rezoned from R-20 Single Family to Office-Professional so that I may operate my dental office on the premises.

This letter serves to explain my desires, plans, character, and hardships. I have also addressed the pertinent zoning decision criteria as outlined in the application.

I have practiced in Newton County for nearly 20 years and would like to continue practicing here for many years to come. For 17 of those years, I rented half of the building owned by my colleague and fellow dentist, Dr. Dale Evans. Three years ago, Dr. Evans sold his practice and his building to a different dentist. The new dentist wishes to occupy the entire building for his own office therefore, he is not renewing my lease.

On April 6, 2022, I learned that I would have to relocate my dental practice. I searched (both online and in person) 7 days a week for 3 months to find a suitable place to rent.

My only requirements included:

- 1600-2400 square feet
- Within 2-mile radius of current location (for patient retention)
- Adequate parking
- Leasehold improvements under \$300,000

There was not a single office space that met those generous parameters. Either the space was too small and I would have had to add on to the building or the space was too large and the rent was \$5000/month.

I decided to expand my search to include properties for sale. If I would be required to spend over \$300,000 to renovate a space, I felt that it would benefit me to own the property rather than lease it.

Ironically, this dental practice started in Oxford with Dr. Tim Townsend in the house directly across the street (currently Tony Blair's law office). I bought the practice from Dr. Townsend after he moved to Covington but the Oxford ties remain. I have MANY patients who live and/or work in Oxford, including many past and present Oxford College professors. Oxford feels like home for me and my practice.

My practice is small by design. I am the only dentist with no plans to hire an associate. The office is only open Monday through Thursday, 8am to 5pm. Patient flow/traffic is minimal. Dental appointments last from 45 minutes to 2 hours so there is not a high turnover.

A dental office is a very quiet business which does not adversely affect air, soil, or water quality in the community. It will not cause excessive use of the streets, transportation, utilities, or schools. A retention pond will be used for any run-off from the parking area.

The house is well-suited for my practice with no need to add on to it. There will be no parking in front of the house. The circular driveway will be used for drop-off only. Parking requirements include 16 spaces plus one wheelchair accessible space. Strategic landscaping will be done to enhance the beauty of the property as well as to screen anything objectionable from the neighbors (including privacy fencing if they desire). There are no plans to change the exterior of the house whatsoever (with the possible exception of adding one window on the side of the house). The building does not remotely encroach on the setbacks/buffers. The rezoning of this house should not adversely affect the value of the adjacent properties whatsoever.

No one loves this house more than me. Maintaining its beauty and charm is of utmost importance to me. I don't want it to look like a dental office. The only motto that I have continuously used in advertising is "We treat you like family" and it's true. Our goal is to put people at ease in a welcoming, low-stress, low-pressure environment. I strive to make my office feel relaxed and homey, not clinical. Patients love coming to see us because of the relationships we build. Patients also appreciate my reputation for being honest, ethical, and conservative in my treatment planning. I truly do treat people the way I would treat my own family. My patients would absolutely love coming to this quaint old house for their dental needs.

So many houses on Emory Street have been converted into office spaces. Of course, Oxford College uses several houses on the street for business purposes. There is a realtor two houses south and an attorney across the street. Kitty corner is the old stone building with multiple businesses. City Hall is visible from my front yard.

My understanding is that the entire block between City Hall and the post office is slated for commercial development as well as the Whatcoat building on the other side of the post office. This development is within a block of my house. I perceive that the City is at a crossroads of wanting growth and development (in a growing county) but also wanting to maintain a sleepy, small-town feel. I believe my plans for the house align with those desires. I grew up in a small community where we had one elementary school, one gas station, and one general store. I watched growth take place but it was gradual and seamless; the town still maintains its charm to this day.

Not only have I practiced in Newton county for almost 20 years, I have lived here for 13 years and I love it. I enjoy being part of the community. I have participated in and/or sponsored the Fuzz Run, Cheerios Challenge, Firemen's 5K, YMCA, and DFACS. I sponsor sports at all three high schools and individual patients (including basketball, baseball, golf, softball, cheerleading, bowling, choir and dance) and have gone to watch many of my patients' sporting events in person. I already have my ticket to watch a

patient in the Nutcracker this December. I have spoken to breast cancer survivors at the hospital. I have represented dental professionals at high schools on career day. I have visited a sick patient at CHOA multiple times. I attend funerals of patients. I have organized Christmas carols at nursing homes.

I give back to my community when possible. I have allowed numerous prospective dental students and prospective hygiene students come shadow us at my office (including mentoring a student from Oxford College). In the last year, I mentored a Girl Scout for her Gold Award Project (which equates to becoming an Eagle Scout). I was the choir director at my church for many years. Mostly, I help and educate people about community cats. Since October 2020, I have personally trapped/helped 420 cats, mostly in Newton county. I spend my own money having them fixed and vaccinated. The cats get whatever medical treatment is necessary which has included amputations, eye removal, chemo, radiation, hospitalizations, emergency vets, prescription foods, etc. My husband and I build outdoor shelters for them. The feral cats are returned to their colonies and the tame cats go to no-kill shelters (with generous donations).

Outside of Newton county, I serve on the advisory board of a large animal shelter (Furkids) in Cumming and have volunteered there since 2007. I have flown and driven dozens of animals across the country to out-of-state adopters and shelters. I have taken time off to help the victims of Hurricanes Katrina, Rita, and Harvey, profoundly rewarding experiences.

My husband, Greg, is also a business owner in Newton county. He is on the board of the local Habitat for Humanity (now called Fuller Center For Housing Newton County). Greg is also an artist at Wild Art. He made 22 black and blue "148" pens which he sold at the art gallery. He gave 100% of the sales to my patient, police officer Matt Cooper, to help his family after he was shot in the line of duty.

I have already learned that some of my direct neighbors may not want a dental office next to their home. I hope this letter of intent helps to allay some of their fears. I would like to mention that I have owned the house since July and already have a proven track record of taking excellent care of the house and property. I am a good person, a good dentist, and most pertinently, a very good neighbor.

As I mentioned, I love this house very much but I love my fish even more. The house came with a koi and goldfish pond. I have spent thousands of dollars upgrading the filtration, pump and waterfall. I know all of my neighbors would agree that I spend a lot of time and effort caring for these 55 fish. If you've never had an ornamental fish pond, you may not realize that fish are very social. These particular fish are used to the human touch and they are my pets. If the council does not grant my request for rezoning, I will be forced to build a pond at my house at great expense to relocate them. I simply cannot take a chance that the next owners will take proper care of them. (The previous owners lucked out that I bought the house with my prior history of owning fish).

When my new landlord informed me that he wasn't renewing my lease, it was devastating news. I was angry and extremely stressed. My initial search for a new office space was frustrating and worrisome. When I found the house at 1018 Emory Street, someone else already had a contract on it. I couldn't believe my bad luck. I finally found the perfect place but I was too late. I prayed that somehow the contract would fall through and it did. I believe it was meant to be. I have to be out of my current



location by a certain date. If I am unable to rezone this house, I may not be able to find another place in time.

I have had more professional adversity than any dentist I know. In 2010, I discovered an employee had embezzled \$72,000 from the practice. After years of legal turmoil, I was never made whole. In 2018, my employee, and dear friend, had a catastrophic stroke, leaving her completely disabled. She was the heart, soul, and face of my practice. And in 2022, I was informed that my lease would not be renewed, forcing me to seek a new location for my practice. Three gut-wrenching, pull-the-rug-out-from-under-me events. With a positive attitude and the support of my husband, staff, patients, and hopefully the residents of Oxford, I want to continue to practice and serve my community.

It would be such an honor to not only be the only dentist in Oxford but to have the most beautiful dental office in the county, complete with a koi pond for my patients to enjoy. I respectfully request your mindful consideration regarding the rezoning of the house at 1018 Emory Street. I truly believe my dental practice would be an asset to the city.

Earnestly,

A handwritten signature in cursive script that reads "Laurie Deemer, DMD". The ink is dark and the handwriting is fluid.

Laurie Deemer, DMD

**1018 Emory Street, Oxford, GA 30054**

**Adjoining Property Owners**

Lisa Dorward  
1008 Emory Street  
Zoned Single Family R-20  
Private Residence

Michael C. Besaw  
1020 Emory Street  
Zoned Single Family R-20  
Private Residence

Michael M. and Bel Stacy A. McQuaide  
1026 Emory Street  
Zoned Single Family R-20  
Private Residence

**Property Owners Directly Across the Street**

Tony L. Blair Sr and Allison C. Blair  
1011 Emory Street  
Zoned OP (Office Professional)  
Law Office

Florian and Mullen Eve L. Pohl  
1015 Emory Street  
Zoned Single Family R-20  
Private Residence

# PLANNING AND ZONING DEPARTMENT

City of Oxford, Georgia  
110 W. Clark Street  
Oxford, GA 30054  
706-786-7004

## Instructions and Guidelines for Filing a Re-Zoning Application

This information is intended to help you file a complete application for rezoning. Before you file your rezoning application, it is recommended that you meet with the Zoning Administrator if possible, to ensure you have the materials necessary to file a complete application. If an incomplete application is submitted, it will not be processed and will be returned to you.

### COMPLETE APPLICATION CHECKLIST

Your application will not be determined complete unless it contains **all** of the following:

1. Application fee.
2. Application form furnished by the Zoning Administrator, including signed and notarized signature of property owner and campaign contributions disclosure form.
3. Legal description of the property (metes and bounds)
4. Property survey prepared by a licensed surveyor, showing the existing and proposed structures and uses, access drives, easements, utilities, buffers, and existing zoning.
5. Complete design criteria form.
6. Letter of intent explaining in detail the requested change, the proposed use and any special or unusual parts of the request.
7. Any other supporting documentation reasonable required by the Zoning Administrator to assist the mayor and council in rendering a decision, including a site plan drawn to scale showing the proposed use, including at a minimum information on proposed improvements, including parking and traffic circulation, areas of required landscaping, stormwater, detention structures, amenities, buildings and buffers.
8. For any application for commercial or industrial use, the site plan shall also identify the square footage of structures, the square footage of landscaped area, the maximum height of any structure, the square footage of parking and drive areas, and the proposed number of parking spaces, landscaping and buffers, and stormwater retention structures.
9. For any application for single family residential uses, the site plan shall also identify the number of residential dwelling units, the height of any structure, the square footage of the landscaped area, the square footage of structures, and the proposed number of parking spaces.
10. For any application of multi-family residential uses, the site plan shall identify the details in item #9 plus shall also identify the location of amenities and buffer areas.
11. A list of adjoining property owners and shown on the tax rolls, and current zoning of the adjoining properties, and description of all existing uses of adjoining properties.
12. A statement explaining why the subject property is **not** suitable for development under existing zoning, as well as an explanation of the hardship which will result if the amendment is not granted.



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GEORGIA.
3. EXISTING ZONING: R-20  
PROPOSED ZONING: OFFICE PROFESSIONAL
4. SURVEY INFORMATION IS TAKEN FROM SURVEY PERFORMED BY PATRICK  
AND ASSOCIATES, INC. DATED 10-7-2022.
5. THIS SITE IS NOT LOCATED WITHIN A 100-YR FLOOD ZONE OR ZONE  
[A, AE, SHADED ZONE X] AS DEFINED BY FIRM PANEL NUMBER  
13017C0126D DATED 3/17/2014, FOR NEWTON COUNTY.

**24 HOUR EMERGENCY CONTACT: MATT TANNER 678-873-2734**

Prepared By:  
**CRESCENT VIEW  
ENGINEERING, LLC:**  
211 Fraser Street SE  
Marietta, GA 30060  
678-324-8410  
[www.crescentvieweng.com](http://www.crescentvieweng.com)

Prepared For  
**BLUE FROG, LLC**  
3011 Sutton Gate Drive Suite 120  
Suwanee, GA 30024

# Zoning Site Plan

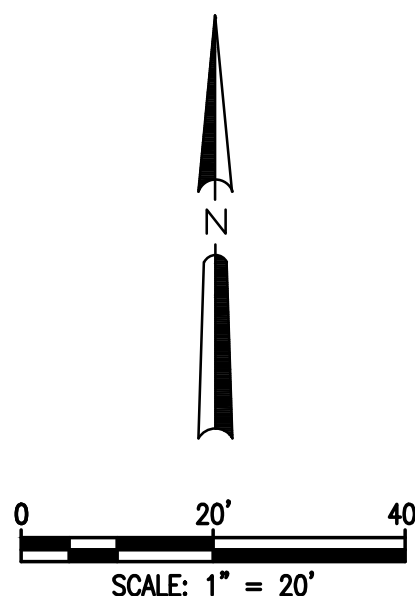
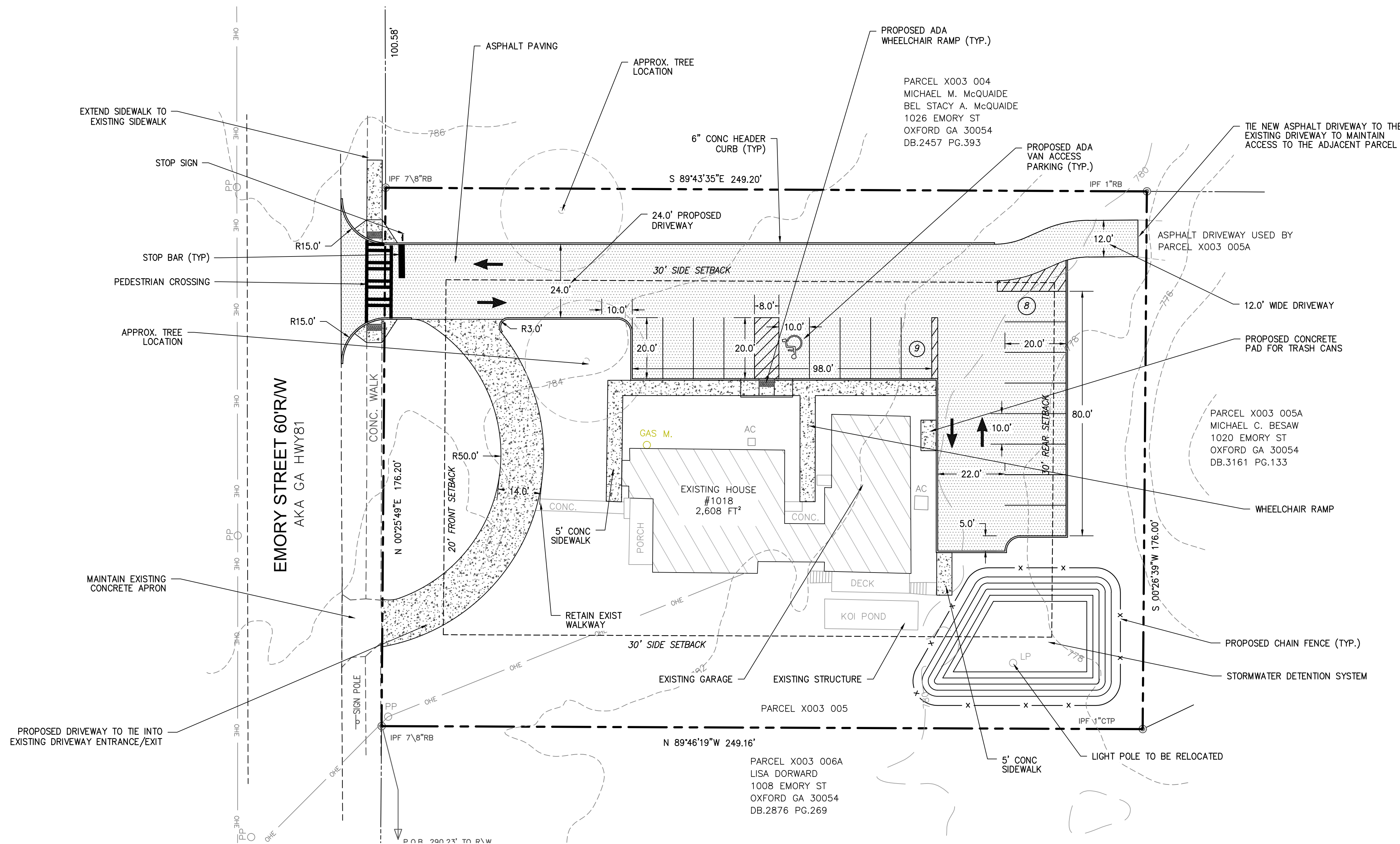
| DATE    | 11-01-22 | REVISIONS |
|---------|----------|-----------|
| SCALE   | AS SHOWN |           |
| DRAWN   | AH       |           |
| CHECKED | GHR      |           |

Construction Plans For :

**LAURIE DEEMER DMD**  
**DENTIST OFFICE**  
Land Lot 288, 9th District  
Oxford, Georgia 30054

|          |        |
|----------|--------|
| CVE PI # | 22-483 |
|----------|--------|

Sheet No.  
**C-1**





## DEVELOPMENT PERMIT APPLICATION

*This is **NOT** a Building Permit but, is a requirement for an application to the City of Oxford Building Inspector for the appropriate required Building Permit. All items must be completed, or marked N/A. See the attached Checklist. The completed form must be submitted 10 days before the next meeting of the Planning Commission.*

### GENERAL INFORMATION

Name of Applicant: Laurie Deemer Date of Application: 10-26-22

Address of Applicant: 55 Rosemont Pkwy, Covington, GA 30016

Telephone # and Email Address of Applicant: 770-313-9229 smilesbylaurie@bellsouth.net

Address/Subdivision /Lot#/Parcel#(s) where work will occur (list all): 1018 Emory Street Parcel X00300000005000

Owner of above location(s): Laurie Deemer

Name of General Contractor (if different from Applicant): Blue Frog Construction

Type of work: ☐ New building ☐ Addition ☐ Alteration ☒ Renovation ☐ Repair ☐ Moving  
☐ Land Disturbance ☐ Demolition ☐ Other

Type of dwelling: ☒ Single Family ☐ Multi-family ☐ Included Apartment Number of units:     

Briefly describe the proposed work: Renovation of a single-family residence into a dental office.

Does the proposed work change the footprint (ground outline) of any existing structures? ☐ YES ☒ NO

Does the proposed work add a structure(s)? ☐ YES ☒ NO

List additions to: Heated Sq.ft. NA Unheated Sq.ft. NA Garage Sq.ft. NA New Sq.ft. NA

Is the above lot in the Special Flood Hazard Area on FEMA's Flood Insurance Rate Map? ☐ Yes ☒ No  
(Map available from City Clerk)

**ZONING DISTRICT** (the setback requirements and the zoning map are available from the City Clerk)

Zoning District OP

Setback Requirements:

Front setback 20 ft. Side setback 30 ft. Rear setback 30 ft.

Minimum required lot width at building line 50 ft.

**MECHANICAL INFORMATION** (if utility work is included in the proposed work)

A) Sewerage: Is there a change? ☒ Yes ☐ No ☐ City Sewer ☒ Septic If so, describe: Will connect to city sewer.

B) Water Supply: Is there a change? ☐ Yes ☒ No ☒ City Water ☐ Well If so, describe:     

C) Number of Restrooms (Commercial): Is there a change? ☒ Yes ☐ No 2 Full 1 Half If so, describe: 1 - ADA restroom 1 - employee restroom

N/A) Number of Baths (Residential): Is there a change? ☐ Yes ☐ No ☐ Full ☐ Half If so, describe:     

E) Heating: Is there a change? ☐ Yes ☒ No ☒ Electric ☐ Gas ☐ Oil ☐ Propane ☐ Other If so, describe:     

F) Electrical: 50 number of outlets



## STRUCTURAL INFORMATION

Type of Foundation: ☐ Moveable ☒ Pier & Footer ☐ Slab on grade ☐ Basement ☐ Other

Type of Construction: ☐ Frame ☒ Masonry ☐ Structural Insulated Panel ☐ Insulated Concrete Form  
☐ Panelized ☐ Industrialized ☐ Manufactured

## SITE PLAN DRAWINGS (required for changes to the footprint of existing structures) *N/A*

- A) Attach an accurate scale drawing or copy of official plat showing shape, size, dimensions, and location of the lot. Note the Zoning District on all drawings.
- B) Show the applicable minimum setback lines on all drawings, and the dimensions from the existing and proposed structure(s) to the lot lines.
- C) Attach a dimensioned drawing, showing the location of any proposed work that changes, or adds to the footprint of any structure(s) on the site.
- D) The following dimensions below **MUST** be included on the drawings:
- |  |                             |
|--|-----------------------------|
| Width of lot at proposed work location ___ feet  | Width of new work ___ feet  |
| Depth of lot at proposed work location ___ feet  | Length of new work ___ feet |
| Height of new work ___ feet (the maximum habitable area is 35' above grade for R districts; 45' in PI districts) |                             |

**I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW IT TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THE TYPE OF WORK WILL BE FOLLOWED. GRANTING OF PLANNING APPROVAL DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL ORDINANCE OR REGULATION REGARDING CONSTRUCTION, OR THE PERFORMANCE OF CONSTRUCTION.**

*Laurie Deemer*

Signature of Applicant

----- OFFICIAL USE ONLY -----

### DEVELOPMENT PERMIT

Date Received by Zoning Administrator: 10/26/22  
Date Reviewed by the Planning Commission: \_\_\_\_\_

The proposed work contemplated by this application meets the appropriate development standards for the Zoning District noted above. **This is not a building permit in Oxford.**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Planning Commission

Development approval is hereby issued, and the applicant is authorized to apply for a building permit with the City of Oxford Building Inspector. **This Development Approval expires six months from the date issued.**

Issued by: \_\_\_\_\_ Date: \_\_\_\_\_  
Zoning Administrator

**NOTE: This document must be accompanied by all supporting documentation, also signed by the Planning Commission, for consideration by the City of Oxford Building Inspector for a building permit.**  
(Form October, 2018)



# **CITY OF OXFORD**

## **Checklist Applying for a Development Permit**

1. Obtain a Development Permit Application from the City Clerk's office.
2. Complete the Application and attach a site plan (either drawn by a professional or sketched on graph paper) with dimensions showing:
  - Shape, size and location of the lot.
  - Shape, size, height, use and location of the buildings to be erected, constructed, altered or moved, as well as any building(s) already existing on this building lot.
  - Indicate how many dwelling units the building(s) are designed to accommodate.
  - Setback lines from adjoining streets and lots.
3. Submit the completed Application to the City Clerk's office.
4. All corners of the lot and any proposed building must be clearly staked out on the ground.
5. The City Clerk will give the application to the Zoning Administrator to review and to schedule a review by the Planning Commission.
6. The regular meetings of the Planning Commission are on the second Tuesday of each month at 7 PM. The applicant will be notified when the application is scheduled for review. The Planning Commission will not review the application unless the applicant or a representative is present at the meeting. A picture or diagram of what is proposed will help the Planning Commission review the request.
7. If the application is approved, an approved copy will be given to the applicant by the Planning Commission.
8. The City of Oxford is responsible for issuing the Building Permit and collecting any required fees. A copy of the approved Development Permit is required before a Building Permit can be issued. The applicant should contact the city's Zoning Administrator (770-786-7004) to determine if a building permit and inspections are required. If a building permit is required, the applicant should bring the approved Development Permit to City Hall to exchange for the necessary building permit(s), and to schedule the inspection.

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The foregoing checklist is a brief summary and does not modify or amend the Oxford Zoning Ordinance. See Section 40-841 of the Oxford Zoning Ordinance for a detailed description of the process for applying for a development permit and building permit.

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Prepared For  
**BLUE FROG, LLC**  
3011 Sutton Gate Drive Suite 120  
Suwanee, GA 30024

# Zoning Site Plan

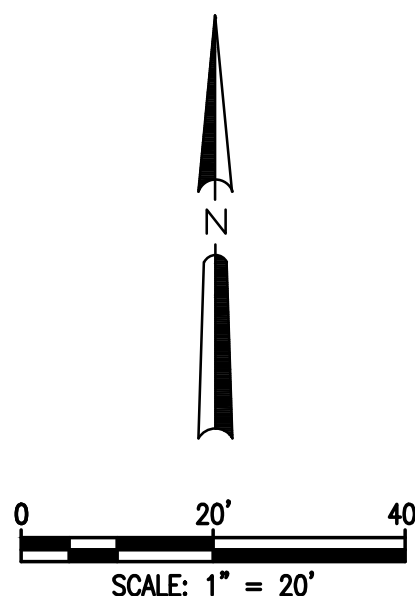
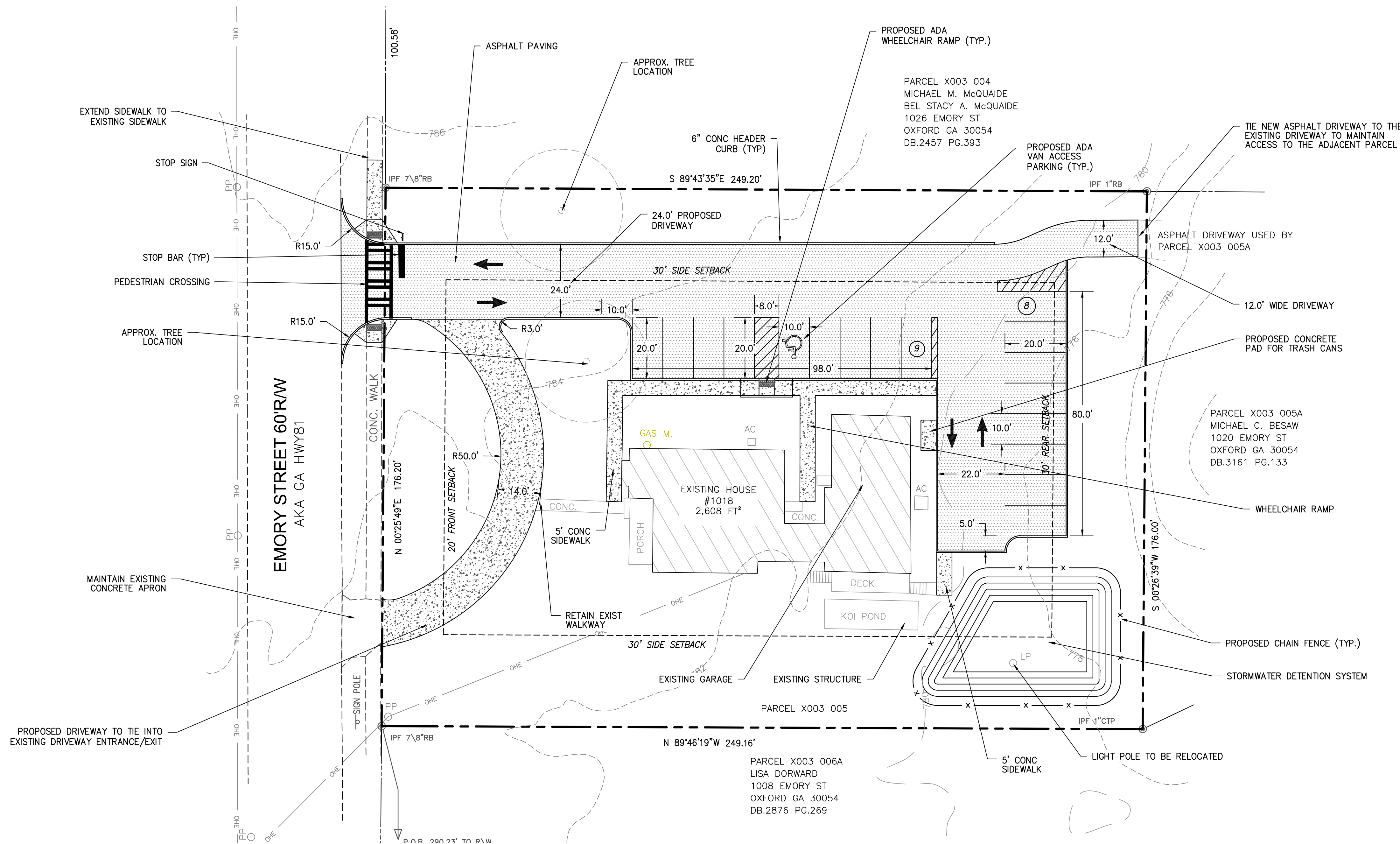
| DATE    | 11-01-22 | REVISIONS |
|---------|----------|-----------|
| SCALE   | AS SHOWN |           |
| DRAWN   | AH       |           |
| CHECKED | GHR      |           |

Construction Plans For :

**LAURIE DEEMER DMD**  
**DENTIST OFFICE**  
Land Lot 288, 9th District  
Oxford, Georgia 30054

|          |        |
|----------|--------|
| CVE PI # | 22-483 |
|----------|--------|

Sheet No.  
**C-1**

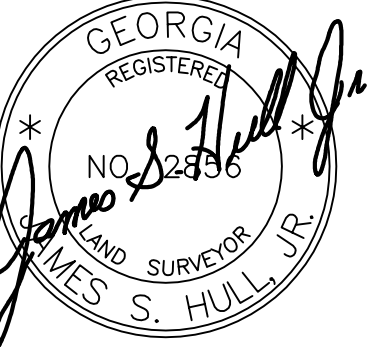




RECORDING INFORMATION

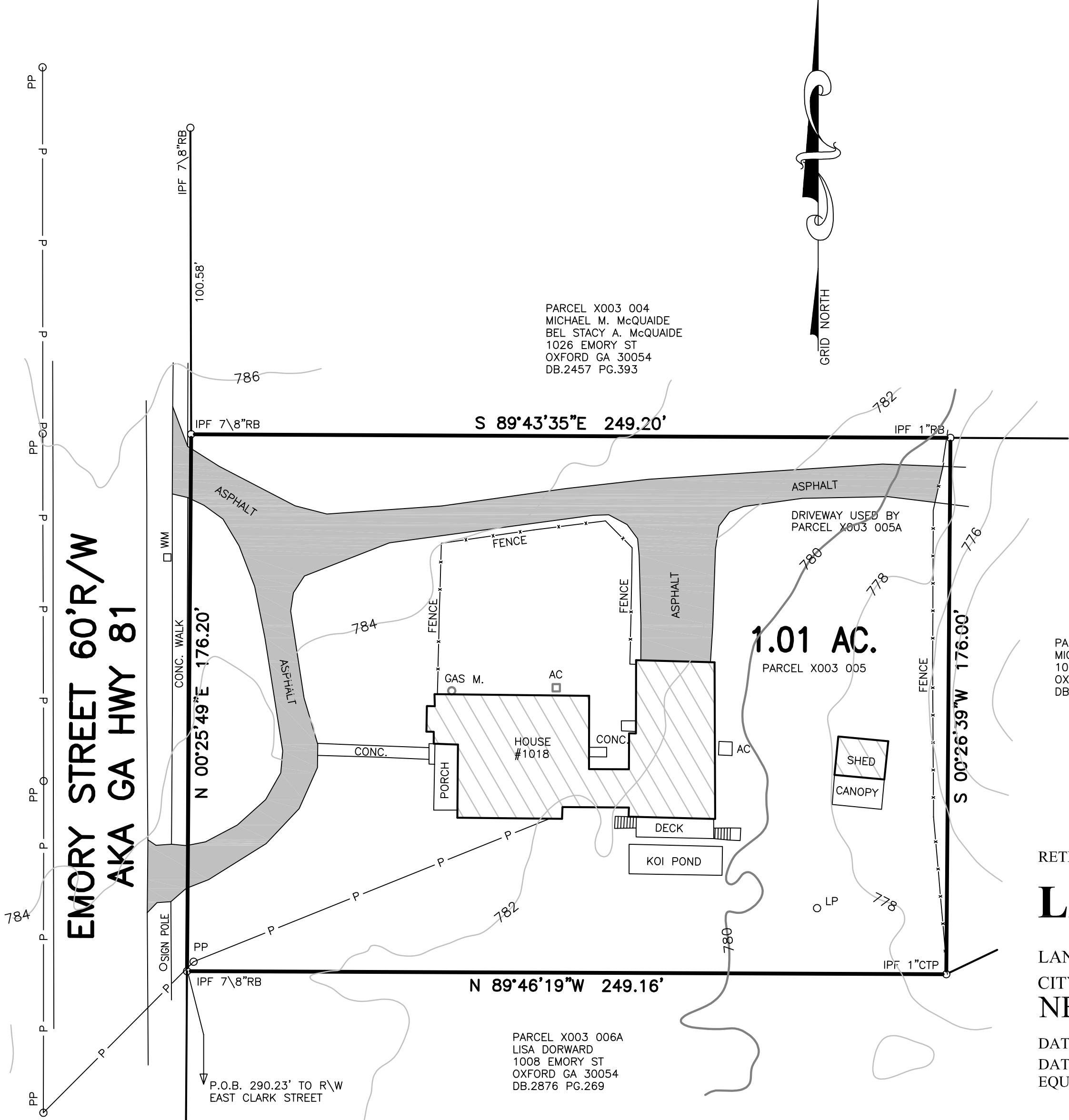
This Plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

*James S. Hull, Jr.*  
James S. Hull, Jr. GA RLS 2836  
PARCEL X003 005  
DB.4414, PG.345



TEXT LEGEND

|       |                       |
|-------|-----------------------|
| IPF   | IRON PIN FOUND        |
| IPS   | IRON PIN SET          |
| RB    | REBAR                 |
| AC    | AIR CONDITIONER       |
| CTP   | CRIMP TOP PIPE        |
| CONC  | CONCRETE              |
| GAS M | GAS METER             |
| LP    | LIGHT POLE            |
| P     | OVERHEAD POWER        |
| PP    | POWER POLE            |
| WM    | WATER METER           |
| POB   | POINT OF BEGINNING    |
| POC   | POINT OF COMMENCEMENT |
| B/L   | BUILDING LINE         |
| C/L   | CENTERLINE            |
| R/W   | RIGHT-OF-WAY          |



OWNER:  
PARCEL X003 005  
LAURIE ANN DEEMER  
1018 EMORY STREET  
OXFORD, GA 30054  
DB 4414, PG 345

UTILITY NOTE:  
PATRICK & ASSOCIATES, INC. NOR THE LICENSED PROFESSIONAL ASSUME ANY LIABILITY FOR THE EXISTENCE, LOCATION, MATERIAL OR SIZE OF ANY UNDERGROUND UTILITY SHOWN ON THIS SURVEY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE EXISTENCE, EXACT LOCATION, MATERIAL AND SIZE OF ANY UNDERGROUND UTILITY BEFORE BIDDING OR EXCAVATING ON THIS PROJECT.

The field data upon which this plat is based has a closure of one foot in 94,221 feet and an angular error of 09" per angle point and was adjusted using compass rule. The plat has been calculated for closure and was found to be accurate within one foot in 296,769 feet.

Note: The surveyor hereon has made no investigative or independent search for easements of record. Encumbrances, restrictive covenants, ownership title evidence or any other facts that a current title search may disclose.

Note: This plat was prepared for the exclusive use of the person, persons or entity named hereon. This plat does not extend to any person, persons or entity without the express recertification of the surveyor naming such person, persons or entity.

This property is in zone "X" a Federal Flood Area as indicated by F.I.A. Official Hazard Maps. Flood Map No. 13217C0038D, Dated: 03/17/2014.

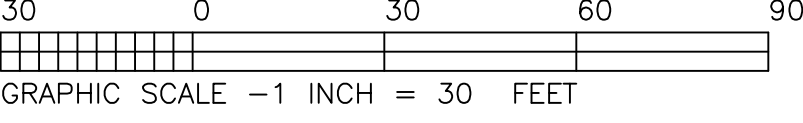
PARCEL X003 005A  
MICHAEL C. BESAW  
1020 EMORY ST  
OXFORD GA 30054  
DB.3161 PG.133

RETRACEMENT SURVEY FOR:

**LAURIE ANN DEEMER**

LAND LOT 288 - 9TH DISTRICT  
CITY OF OXFORD  
NEWTON COUNTY, GEORGIA

DATE OF FIELD WORK: 10-4-2022  
DATE OF PLAT PREPARATION: 10-7-2022  
EQUIPMENT USED: TRIMBLE S6



**P**ATRICK &  
ASSOCIATES, INC.  
SURVEYING & ENGINEERING  
928 BLACKLAWN ROAD  
CONYERS, GEORGIA 30094  
PHONE: 770-483-9745



# Feasible / Preliminary Floor Plan

Laurie Deemer

Dental Office

1018 Emory Street

Oxford

