

OXFORD PLANNING COMMISSION

AGENDA

JUNE 9, 2020 – 7 PM (Via Teleconference)

Meeting Access Information:

Web-based: [Click Here](#)

Mobile Number: 1-646-876-9923

Meeting ID: 926 6342 7163

Password: 579048

1. **Opening** – Jonathan Eady, Chair
2. * **Minutes** – We have attached the minutes for April 14, 2020.
3. * **James Spearman Development Permit Application** – James Spearman has submitted a development permit application to complete the following development projects at 121 North Oxford Road: construct a 18' x 20' metal carport in the rear yard; construct a 30' x 30' metal building on a slab at the end of the driveway; and install a wooden fence with a metal gate at the entrance of the property. We have attached the development permit application.
4. * **Art and Laurie Vinson Variance Request** – Art and Laurie Vinson have submitted a request for a variance on the 10' minimum side setback requirement to allow for improvements to an existing non-conforming 14' x 18' accessory building. The Planning Commission members will review the request and make a recommendation to the City Council. We have attached the variance request and the development permit application.
5. * **Residential Development Conversation with William Bozeman** – William Bozeman would like to discuss with the Planning Commission a proposed design for an age-targeted residential development in Oxford. We have attached an overview of the project and an aerial shot of the parcel where the development would be located.
6. * **Oxford College Development Permit Applications (2)** – Oxford College has submitted development permit applications for interior and exterior renovation work on the existing buildings located at 808 Wesley Street and 502 Emory Street. We have attached the development permit applications.
7. **Temporary Housing Conversation with Oxford College** – Oxford College would like to discuss with the Planning Commission the possibility of adding some temporary

MEMBERS OF THE PLANNING COMMISSION: Jonathan Eady, Chair; Zach May, Vice-Chair; Juanita Carson, Secretary; Kibbie Hatfield, Mike McQuaide, and Mike Ready.

housing on campus for this upcoming school year. This is in response to social distance guidelines which may alter the capacity of the existing dorms.

8. Adjournment

*** Attachments**

OXFORD PLANNING COMMISSION

Minutes – April 14, 2020

MEMBERS: Jonathan Eady, Chair; Zach May, Vice Chair; Juanita Carson, Secretary; Mike McQuaide, and Mike Ready. Kibbie Hatfield was absent.

STAFF: Matthew Pepper, city manager and zoning administrator.

GUESTS: Terry Clayton; Art Vinson; Adam Borsch, PE with AECOM.

OPENING: At 7:00 PM, Mr. Eady called the meeting to order and welcomed the guests.

MINUTES: Upon motion of Mr. Ready, seconded by Ms. Carson, the minutes for the meeting of March 10, 2020 were adopted. The vote was 5-0.

ART AND LAURIE VINSON DEVELOPMENT PERMIT APPLICATION (903 Asbury Street): The Commission reviewed the development permit application to make the following improvements to the accessory structure: repair the siding along the bottom of the building, add new steps leading to the front door, replace the windows and door. During the review, the Commission determined that the scope of work detailed in the development permit application is within the limits provided by the city's code for a non-conforming use.

Regarding the Commission's previous discussion about the accessory structure, Mr. Vinson reported that a property near his home is in the process of being sold. Once the sale is complete, he will talk with the new owner about an endorsement for the location of the accessory structure. He will then return to the Commission with a petition for a variance on the setbacks.

Upon motion of Mr. Ready, seconded by Ms. Carson, the Planning Commission approved the development permit application to make the improvements described in the scope of work to the accessory building located at 903 Asbury Street. The vote was 5-0.

TERRY CLAYTON DEVELOPMENT PERMIT APPLICATION (1207 Asbury Street) The Commission reviewed the development permit application to demolish the existing home and build a new home on the lot located at 1207 Asbury Street. The Commission confirmed that the new home would be built within the setbacks and meets the minimum square footage required for a home located within the R-30 zoning designation. Mr. Clayton shared that the new home would be wood framed with Hardiplank siding mixed with some stone and a roof similar to cedar shake. Although the plans submitted reference a basement, the Commission confirmed with Mr. Clayton that the new home will be built with a slab on grade without the basement. The Commission further stated that the building permits issued by the city's building inspector must reflect the actual plans. Mr. Clayton expects to start the work as soon as the building permits are issued.

Upon motion of Mr. May, seconded by Mr. McQuaide, the Planning Commission approved the development permit application to demolish the existing home and build a new home (excluding the plan's reference to the basement) on the lot located at 1207 Asbury Street. The vote was 5-0.

UNITED STATES POSTAL SERVICE DEVELOPMENT PERMIT APPLICATION (907 Emory Street): The Commission reviewed the development permit application to install a concrete parking lot and driveway behind the post office and make improvements to the existing parking lots. The Commission confirmed that the proposed concrete work will be completed within the property leased by the United States Postal Service. The Commission also discussed the materials that will be used for the repaving work completed on the existing sections of the parking lot. In addition, the Commission sought confirmation

from Mr. Borsch that the owner of the property approved the paving work. Mr. Borsch will provide the confirmation to Mr. Pepper. In addition, Mr. Pepper will add the zoning data on the application.

Upon motion of Ms. Carson, seconded by Mr. Ready, the Planning Commission approved the development permit application to install a concrete parking lot and driveway behind the post office and make improvements to the existing parking lots conditional upon confirmation of the property owner. The vote was 5-0.

OTHER BUSINESS: The Commission did not discuss any items related other business.

ADJOURNMENT: Mr. Eady adjourned the meeting at 7:33 PM.

Submitted by:

Juanita Carson, Secretary



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: James L. Spearman Date of Application: 4/27/20

Address of Applicant: 121 Oxford North Rd.

Telephone # (s) of Applicant: 678-249-7300

Address / Subdivision / Lot# / Parcel#(s) where the proposed work will occur (list all): _____

Owner of above location(s): Self

Name of General Contractor (if different from Applicant): _____

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: We are putting up a 18x20 metal Awning (carport) behind house in the woods for boats. 30x30 metal Building on slab at the End of Drive way and a wood fence with metal gate coming in Drive way.

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. _____ Unheated Sq.ft. _____ Garage Sq.ft. _____ 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 RR

Setback Requirements:

Front setback _____ ft. Side setback 15 ft. Rear setback 20 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

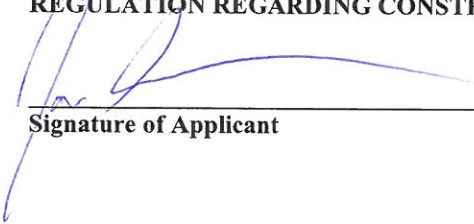
Type of Foundation: Moveable Pier & Footer Slab on grade Basement Other

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

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 ___ 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.



Signature of Applicant

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

Date Received by Zoning Administrator: _____
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.

BK:52 PG:231-231

FILED IN OFFICE
CLERK OF COURT
06/17/2019 12:46 PM
LINDA D. HAYS, CLERK
SUPERIOR COURT
NEWTON COUNTY, GA

Linda D. Hays

P2019000082
2857500223
PARTICIPANT ID

RESERVED FOR CLERK OF COURT

LEGEND

- BL - BUILDING LINE
- CO - CLEANOUT
- CONC - CONCRETE
- EM - ELECTRIC METER
- FH - FIRE HYDRANT
- HP - HEAT PUMP
- IPF - IRON PIN FOUND
- IPS - IRON PIN SET
- LP - LIGHT POLE
- OHP - OVERHEAD POWER LINE
- OTP - OPEN TOP PIPE
- PP - POWER POLE
- R/W - RIGHT OF WAY
- UCB - UNDERGROUND CABLE BOX
- WM - WATER METER

NEWMAN, SAMUEL D. & ELWYN T.
TAX PARCEL 0060B 094
#1450 VICTORIA LANE
DEED BOOK 2533, PAGE 270
PLAT BOOK 12, PAGE 87
PROPERTY ZONING: A-R

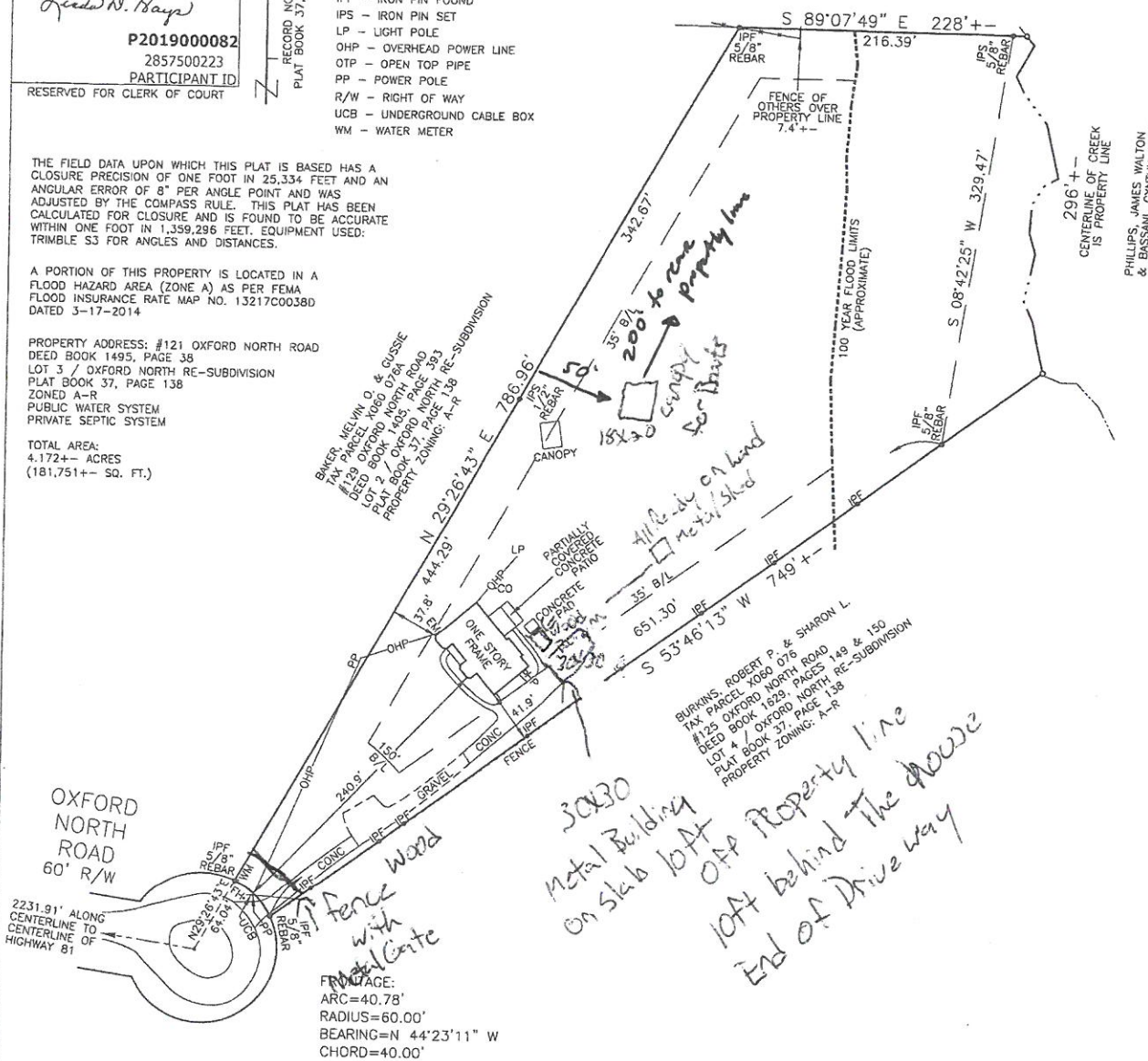
THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 25,334 FEET AND AN ANGULAR ERROR OF 8" PER ANGLE POINT AND WAS ADJUSTED BY THE COMPASS RULE. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 1,359,296 FEET. EQUIPMENT USED: TRIMBLE S3 FOR ANGLES AND DISTANCES.

A PORTION OF THIS PROPERTY IS LOCATED IN A FLOOD HAZARD AREA (ZONE A) AS PER FEMA FLOOD INSURANCE RATE MAP NO. 13217C0038D DATED 5-17-2014

PROPERTY ADDRESS: #121 OXFORD NORTH ROAD
DEED BOOK 1495, PAGE 38
LOT 3 / OXFORD NORTH RE-SUBDIVISION
PLAT BOOK 37, PAGE 138
ZONED A-R
PUBLIC WATER SYSTEM
PRIVATE SEPTIC SYSTEM

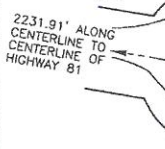
TOTAL AREA:
4.172+- ACRES
(181,751+- SQ. FT.)

RECORD NORTH
PLAT BOOK 37, PAGE 138



PHILLIPS, JAMES WALTON & BASSANI, CYNTHIA
TAX PARCEL 0060 007
#1181 AIRPORT ROAD
DEED BOOK 3719, PAGE 8
PROPERTY ZONING: A-R

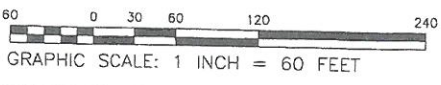
OXFORD NORTH ROAD
60' R/W



ARC=40.78'
RADIUS=60.00'
BEARING=N 44°23'11" W
CHORD=40.00'

OWNER:
LINDA M. WILSON

RETRACEMENT SURVEY FOR
BELCHER REALTY GROUP, INC.
TAX PARCEL X060 076B
LAND LOT 309 - 9TH DISTRICT
CITY OF OXFORD
NEWTON COUNTY, GEORGIA
DATE OF FIELDWORK: 6-13-2019
DATE OF PLAT PREPARATION: 6-17-2019



PREPARED BY:
CHARLES O. WIGGINS, RLS
FOR THE FIRM: WIGGINS LAND SURVEYING, LLC
CERTIFICATE OF AUTHORIZATION NO. LSF 1213
1781 HONEY CREEK ROAD SW
CONYERS, GA 30094 PH. 404-427-8279

SURVEYORS CERTIFICATION

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated herein. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, NOR 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.

Charles O. Wiggins 6-17-2019
CHARLES O. WIGGINS, RLS #2293 DATE



**Arthur M. Vinson and Laurie T. Vinson
903 Asbury St.,
Oxford, Georgia 30054**

May 27, 2020

**Application for Variance
To Waive Side Setback requirements on an Existing Non-Conforming Structure**

Summary – In 1995 a quaint and architecturally appropriate 14' X 18' timber frame accessory building was constructed on what is now our property. This structure was situated between 4 and 5 feet from the side boundary on the north edge of our property. We seek a waiver of the 10' setback requirement so that the building is considered "conforming."

Application requirements per Sec. 40-711, Oxford Code of Ordinances:

1. Application Fee – N/A
2. Application Form- N/A
3. Metes and bounds legal description of the property; See Appendix A
4. Boundary survey plat of the property; in the case where a building or structure was already constructed and requires a setback variance, the boundary survey shall include as-built placement of the building or structure for which the setback is requested to be varied. See Appendix B
5. Letter of intent describing the regulations to be varied (specific sections and the amount of numerical variation sought), and including analysis of how the proposed development compares favorably with one or more of the criteria for granting variances as established in this section; See Appendix C
6. If pertaining to future development, a site plan of the property and proposed development shall be submitted at an appropriate engineering scale showing the proposed use and relevant information regarding the variance request. Site plans must show information as reasonably required by the Zoning Administrator. – N / A

Additional Items:

1. Letter of Support from adjoining property owners - See Appendix D
2. Development Permit Application – Submitted under separate cover

Appendix A

Metes and bounds legal description of 903 Asbury Street

All that tract or parcel of land lying and being in the Town of Oxford, Newton County, Georgia, being described as follows: Beginning at a point at the northwest intersection of George Street and Asbury Street; thence running due west 139.9 feet to an iron pin and property now or formerly belonging to J. Williams; thence running north 09 degrees 28 minutes west along property now or formerly belonging to J. Williams, a distance of 198 feet to the property now or formerly belonging to Cline; thence running due east 210 feet along property now or formerly belonging to Cline to the west side of Asbury Street; thence running south 09 degrees 28 minutes west a distance of 198 feet to the point of beginning.

Appendix B



Appendix C

Letter of Intent

1. Regulations to be varied (specific sections and the amount of numerical variation sought),
 - a. Section 40-524(b): *Setback*. Accessory buildings, unless otherwise specifically provided, shall be located a minimum of ten feet from any side or rear property line.
 - i. **We seek a variance to a. above as the existing setback is between 4 and 5 feet and relocation of the structure is not practical.**
2. Analysis of how the proposed development compares favorably with one or more of the criteria for granting variances as established in this section.
 - a. Section 40-714; Applicable Criteria for Variance Request. One or more of the following criteria may be considered applicable or potentially applicable:
 - (1) There are extraordinary and exceptional conditions or practical difficulties pertaining to the particular piece of property in question because of its size, shape or topography that are not applicable to other lands or structures in the same district. **There are practical difficulties associated with moving the structure 6 feet further away from the property line; a mature pecan tree would be sacrificed, and the heavy equipment required to move the structure would severely damage the landscaping and hardscaping.**
 - (2) A literal interpretation of the provisions of this chapter would effectively deprive the applicant of rights commonly enjoyed by other properties of the district in which the property is located.
 - (3) Granting the variance requested will not confer upon the property of the applicant any special privileges that are denied to other properties of the district in which the applicant's property is located. **Granting this variance does not hinder a similar request by any other property owner faced with the same dilemma.**
 - (4) The requested variance will be in harmony with the purpose and intent of this chapter and will not be injurious to the neighborhood or to the general welfare. **This variance will be in harmony with the neighborhood as the subject structure has been part of the neighborhood for 25 years and is stylistically compatible with the main structure on our property.**
 - (5) The special circumstances are not the result of the actions of the applicant. **This non-compliance existed when we purchased the property in 2017.**
 - (6) The variance requested is the minimum variance that will make possible the proposed use of the land, building, or structure in the zoning district in which the development is located. **We have considered a number of alternate approaches to bringing the structure into compliance and they all have significant disadvantages – potential loss of tree cover, creating imbalance of the symmetry of the lot and its topography, high cost, and potential damage to the building through moving.**

We respectfully request your favorable consideration of this variance.

Thank you,

s/ Arthur M Vinson

s/ Laurie T Vinson

Appendix D

To Whom It May Concern

I am writing in support of the request by Art Vinson for a setback variance for the outbuilding behind his home at 903 Asbury St, which adjoins my now owned property at 203 W Clark St, Oxford. I have just purchased this property (May 14, 2020) from the estate of my mother, Grace Dearing Budd, who passed away last year. She had that home built ca 1989, and I am in the process of moving into the home.

I also write as one long familiar with the properties in question as I was a regular visitor in my mother's home, was born (1941 in Huson Hospital), and grew up in Oxford and attended Oxford College, as did my father and grandfather. I was actually in Mr Vinson's outbuilding in question (or it's predecessor) on occasion in the 1950s. At various points over the years, I personally knew occupants of nearly all homes in that entire block encompassing Wesley St, West Clark St, Asbury St, and bordered on the south by Emory College. That would include Pierce and Marie Cline, Mary Bates, the Williams family who once owned Mr Vinson's home, the "Jiggs" Williams family who lived on Wesley St behind the now Vinson home, the home most recently occupied by Peggy Cobb, and the home replaced by the new cafeteria that housed a number of Emory professors. I have visited in every one of those houses except what I recall as the Mitchell house, now torn down, directly across Asbury from Allen Memorial.

I have respect for history and tradition, and decided to return to my roots in Oxford largely for that reason. Notably, the structure in question literally affects no property boundary other than the one my wife and I now own. And I accept and support the history of the property, and therefore endorse the request by Art Vinson for a variance. My wife Cheryl L Budd is in agreement.

Joseph D. Budd 304-445-5337 681-368-7598 850-615-1234 (best number until about June 10)

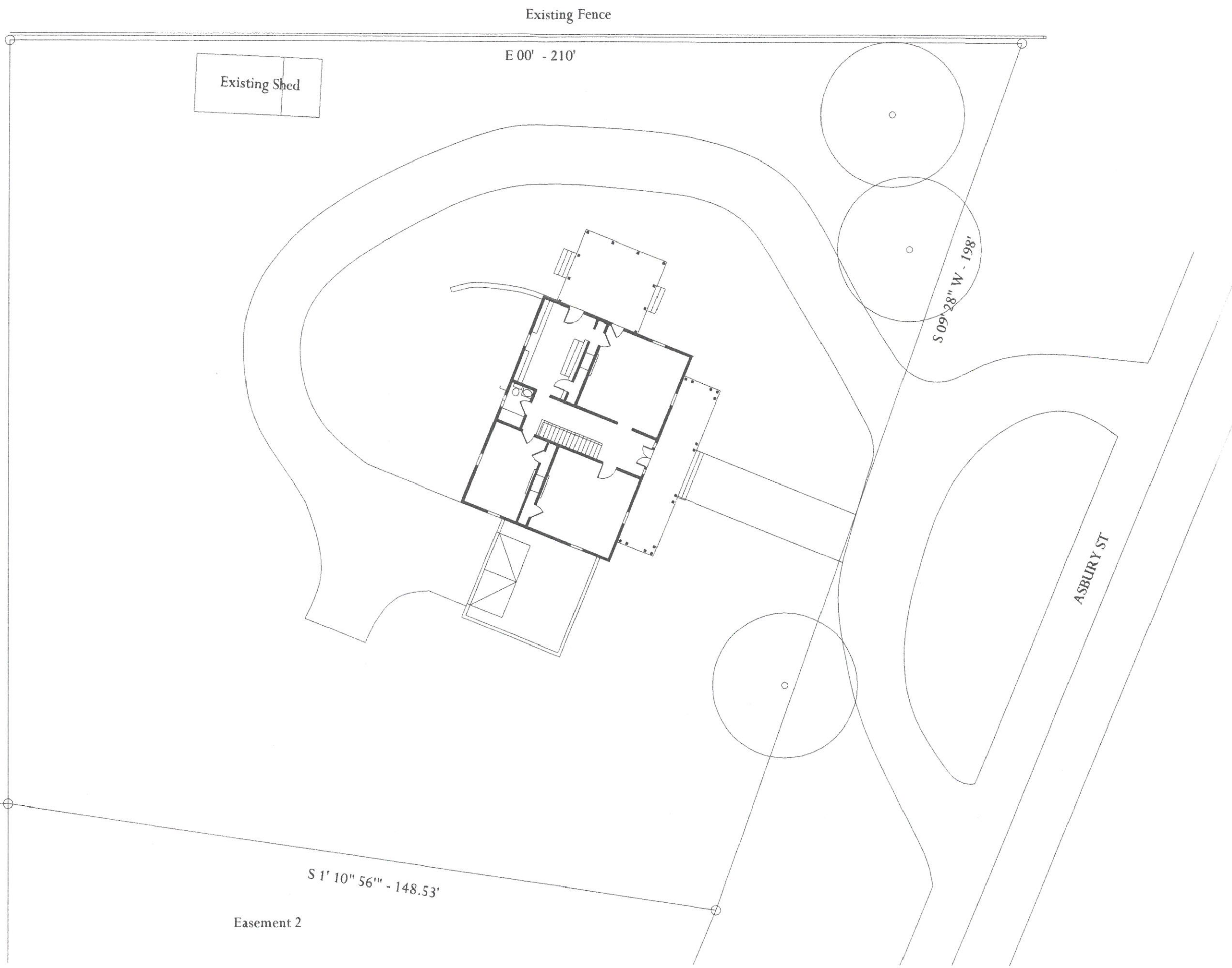
Cheryl L. Budd

903 Asbury St., Oxford, Georgia
Site Plan for Art & Laurie Vinson

February 12, 2020
Randy Vinson

Scale: 1" = 20'

N 09' 28" W - 198'



We respectfully request your favorable consideration of this variance.

Thank you,


s/ Arthur M Vinson

6/2/2020


s/ Laurie T Vinson



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: Arthur & Laurie Vinson Date of Application: 6/2/2018
 Address of Applicant: 903 Asbury St Oxford
 Telephone # (s) of Applicant: 404 312 9048
 Address / Subdivision / Lot# / Parcel#(s) where the proposed work will occur (list all): 903 Asbury St Rear accessory building
 Owner of above location(s): Arthur & Laurie Vinson
 Name of General Contractor (if different from Applicant): _____

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: Accessory structure

Briefly describe the proposed work: install electrical service in accessory building

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. 0 Unheated Sq.ft. 0 Garage Sq.ft. 0 New Sq.ft. 0

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 30

Setback Requirements:

Front setback 10 ft. Side setback 10 ft. Rear setback 10 ft.

Minimum required lot width at building line 100 ft.

** Variance request pending*

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 TBD

Proposed Age-Targeted Residential Development

Oxford, Georgia

Size of development: 50 acres – property on W. Richardson Street

Zoning desired: Townhome (RTH) modified to age-targeted single-family detached

Lot size: 5000 square feet

Lot dimensions: 50 by 100 feet

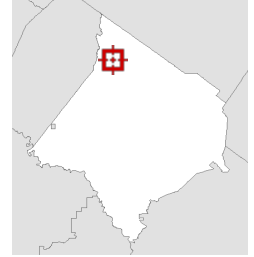
Setbacks: 10 feet front, 15 feet rear, 5 feet sides

Minimum house size: 1200 square feet heated space with a 1 car garage. No vinyl siding on any house

Developer: Smith Douglass Homes



Overview



Legend

- Parcels
- Roads
- Cities**
 - City of Covington
 - City of Mansfield
 - City of Oxford
 - City of Porterdale
 - City of Social Circle
 - Town of Newborn

Parcel ID	0060000000049000	Owner	JACKSON AUGUSTUS WRIGT & CURTIS KENAN	Last 2 Sales			
Class Code	Consv Use		506 HAYGOOD AVE	Date	Price	Reason	Qual
Taxing District	COUNTY		OXFORD GA 30054	2/21/1990	\$100000	LM	Q
	OXFORD	Physical Address	435 RICHARDSON RD	n/a	0	n/a	n/a
Acres	47	Assessed Value	Value \$245600				

(Note: Not to be used on legal documents)

Date created: 6/4/2020
Last Data Uploaded: 6/4/2020 4:22:52 AM

Developed by Schneider GEOSPATIAL

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)

- 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.
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Randy M. Simon

Signature of Applicant

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

Date Received by Zoning Administrator: _____

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

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 - 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.



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: Randy M. Simon

Date of Application: June 4, 2020

Address of Applicant: 801 Emory Street, Oxford, Georgia 30054

Telephone # (s) of Applicant: 404.964.0450

Address / Subdivision / Lot# / Parcel#(s) where the proposed work will occur (list all): 502 Emory Street (.34AC LL278 D9)

Owner of above location(s): Emory University

Name of General Contractor (if different from Applicant): Longwood Property Management

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:

Working to get this property in position to housing faculty members

Exterior: Roof shingle replacement, Minor exterior wood repair, Exterior touch up painting, Shed repair and painting.

Interior: Drywall repair, Door and woodwork repair, Wall, trim and ceiling painting, Hardwood floor repair and refinishing, Carpet and linoleum replacement, Appliance replacement.

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. N/A Unheated Sq.ft. N/A Garage Sq.ft. N/A New Sq.ft. N/A

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 Single-Family (R-20)

Setback Requirements:

Front setback 40 ft. Side setback 15 ft. Rear setback 15 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 B) If so, describe: _____

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 0 Full 0 Half If so, describe: _____

D) Number of Baths (Residential): Is there a change? Yes No 2 Full Half If so, describe: _____

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

F) Electrical: 16 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)

- 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.

Randy M. Simon

Signature of Applicant

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

Date Received by Zoning Administrator: _____

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.
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