

PLANNING COMMISSION

November 15, 2004

Be it remembered that the Oxford Planning Commission did meet on November 15, 2004, in the City Hall courtroom with the following members present:

Jon Fisher, Chairman
Debby Chessin
Hugh Goforth
Cathy Marshall-Smith
Janis Holley
Paula Shanks
Charlie Noble

Colbert Jones, Director of Planning & Development
David Bennett, Public Works Director
Chris Carter, Building Inspector
Dee Ursic, Secretary

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After the meeting was called to order the following business was transacted:

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The agenda was approved with amendments to continue case # 1147, 1151, 1152, and 1154 to the December 2004 meeting. Motion was made by Commissioner Noble, seconded by Commissioner Holley. All members present voting Aye.

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The minutes of the September 13th, 20th and the October 11, 2004 were approved by Commissioner Fisher, seconded by Commissioner Shanks. All members present voting Aye.

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PLANNER'S REPORT

Colbert Jones informed the Commission that the Comprehensive Plan inclusive of the Land Development Code and Zoning Map was approved by the Mayor and Board of Aldermen on November 10, 2004.

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BUILDING INSPECTOR’S REPORT

Chris Carter reported to the Commission that for the month of October 2004 a total of 3,454,861.98 in construction permits were issued. Building permit fees totaled \$15,696.00, electrical fees were \$3,639.50 and plumbing fees totaled \$7,250.00, for a total of \$26,585.50 collected in fees through the Planning and Development Department for the month. Motion was made to approve the Building Inspector’s Report by Commission Holley, seconded by Commissioner Fisher. All members present voting Aye.

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CONSENT AGENDA

There came forth public hearing for case # 1143 – Johnny Morgan application for a variance located at 206 S. 15th Street. Mr. Morgan was requesting a 10 inch additional rear yard variance making a total rear yard variance to 22ft 10 inches. Motion was made to approve the additional variance by Commissioner Holley, seconded by Commissioner Noble. All members present voting Aye.

Motion was APPROVED.

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There came forth public hearing for case # 1145 – Oxford School District application for a special exception located at the end of Sisk Avenue to construct a new public school building. Motion was made to approve the special exception by Commissioner Holley, seconded by Commissioner Noble. All members present voting Aye.

Motion was APPROVED.

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REGULAR AGENDA

(Board of Adjustment)

There came for discussion public hearing for case # 1144 – St. John’s Catholic Church application for a special exception located at 416 S. 5th Street. Jo Ann Popernick and Father Joe Tonos came before the Commission and explained that the church had recently purchased the property and would like to use it for classroom and meeting space. They would be having children and adult education classes on Sundays, as well as, small gatherings from approximately 5pm to 8pm during the week in the additional space. They only intend to have to use the space for approximately 2 years. Motion was made to approve the special exception with the conditions that the times of operation and days of the week or weekend be provided to the office of Planning & Development, a quiet time should be observed after 10 p.m., a parking plan must be provided and approved by the Planning Director for on site parking, a bike rack must be installed on site by Commissioner Noble, seconded by Commissioner Holley. All members present voting Aye.

Motion was APPROVED.

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(Board of Adjustment)

There came for discussion public hearing for case # 1146 – Joe Farr application for a variance located at 312 N. 13th Street. Mr. Farr stated he was requesting a variance to construct a storage building 1 ft from the side yard property line. Motion was made to approve the variance with the condition that the building must have a flat roof and not drain water onto the adjoining property by Commissioner Holley, seconded by Commissioner Fisher. All members present voting Aye.

Motion was APPROVED.

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(Planning Commission)

There came for discussion public hearing for case # 1148 – Site plan approval for Off-The-Square Developers, LLC located at the corner of Van Buren Avenue and S. 14th Street. Tom Howorth, Architect, addressed the Commission with a site plan proposed for 36 condominium units and approximately 5,000 square feet of commercial space. He stated they had received approval for a special exception to allow for residential usage in a commercial zone and a height variance had been granted also. A parking garage is proposed with a minimum of 1 parking space provided per unit. The developers have also agreed to provide landscaping to the City parking lot to the west of the project and along the perimeter of the proposed building. Sidewalks and ADA ramps will be constructed on Van Buren Avenue, S. 14th Street and Harrison Avenue at the developers’ expense. Motion was made to approve the site plan with the condition that the landscaping be provided both to the City parking lot and proposed building perimeter and also contingent upon approval from the Board of Alderman for the exterior balconies to be constructed over City right-of-way by Commissioner Holley, seconded by Commissioner Chessin. All members present voting Aye.

Motion was APPROVED.

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(Planning Commission)

There came for discussion public hearing for case # 1149 – Site plan amendment for Azalea Gardens located on Azalea Drive. Ben Smith, Elliott & Britt Engineering, described the proposed project as a 32 unit addition to the existing Azalea Gardens Assisted Living facility. Landscaping will meet the City’s requirements, 16 additional parking spaces will be provided along with required sidewalks from the adjacent residential development and along the entrance drive. Motion was made to approve the site plan amendment with the condition that the sidewalks adjacent to curbing should be 2 feet off of the curb if possible or at least 1ft by Commissioner Holley, seconded by Commissioner Fisher. All members present voting Aye.

Motion was APPROVED.

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(Planning Commission)

There came for discussion public hearing for case # 1150 – Site Plan approval for Acadiana Place located on Jeff Davis Drive and Access Road. Jay Hughes, Developer, stated he was before the Commission to request site plan approval for the residential portion of the development. Mr. Hughes also informed the Commission that the property was zoned Professional Business and a Special Exception had been granted for residential usage in a commercial zone. He described the project as consisting of 24 detached condominiums with access to Frontage Road. A site plan review meeting was held with the applicable City department heads and the project meets all of the City’s specifications. Drainage issues have been addressed with underground culverts and detention ponds. Motion was made to approve the site plan by Commissioner Shanks, seconded by Commissioner Noble. All members present voting Aye.

Motion was APPROVED.

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(Planning Commission)

There came for discussion public hearing for case # 1153 – Preliminary Plat approval for Oxford Commons, Phase II located on Old Taylor Road. Ryland Sneed, Engineer, described the project as being Phase II of the commercial subdivision. This phase would contain 10 commercial lots. Landscaping will be provided as required, sidewalks and bike lanes will be constructed also. After some discussion, motion was made to approve the site plan with the conditions that the erosion control permit would be issued based on the subdivision plat identifying the existing trees along with the trees that are to be retained, the perimeter boulevard design must address the existing trees too, and the sidewalks must be shown on the construction plans by Commissioner Chessin, seconded by Commissioner Holley. All members present voting Aye.

Motion was APPROVED.

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(Planning Commission)

There came for discussion on the Grand Oaks, PUD. Barnard Johnson, developer, addressed the Commission regarding the amended PUD plat for Grand Oaks. Mr. Johnson asked the Commission for a specific procedural format for coming before them for the continuing projects proposed throughout the entire PUD. He informed the Commission they were in the process of completely redesigning the golf course and needed to have some idea as to proceed, so they could figure out a time line in order to be able to plan for the replanting of the golf course at the proper time for the sod and landscaping. After much discussion, regarding the redesign of

the golf course and the overall PUD, the cases were continued to the December 13, 2004 meeting.

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There being no further business to come before the Commission, the meeting was adjourned at 6:30 p.m.