

MINUTES OF THE REGULAR MEETING  
OF THE OXFORD PLANNING & ZONING BOARD

The Oxford City Planning and Zoning Board met in a regular meeting at Oxford City Hall  
Tuesday  
January 2, 2018 at 5:30 pm

**Members Present:**

- Mayor Alton Craft
- Bill Newman, Chairman
- Lance Turner, Vice Chairman
- Charlotte Hubbard, Council Member
- Kaye Cash, Secretary
- Melissa Craven
- Fred Denney
- Clyde Huckeba
- Marshall Shaddix

**Members Absent**

- Lance Turner, Vice Chairman

**Also, Present:**

Mike Roberts, Chief Building Official

**Visitors:** Daniel Cofield

1. Noting that a quorum was present, the meeting was called to order by Chairperson, Bill Newman. Following a review of the minutes of the regular meeting of December 5, 2017. Marshall Shaddix made a motion to approve the minutes as written. Bill Newman seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 7; Nays: 0; Abstained 1. Chairperson, Bill Newman announced the motion passed.
2. Tabled from last month's meeting was a request for a billboard for Daniel Cofield – the proposed billboard is located on Spring Branch Road at the Water Tower, Oxford, AL. Daniel Cofield passed out a picture of the proposed sign. A copy is attached to the minutes. Daniel Cofield stated that the sign in the picture is a 10 X 30 and that he will need to have the legs of the Water Tower looked at by an engineer to say what size sign can be placed there. I am being told it can hold a 10 x 30 or a 10 X 36 sign. The tank itself does not contain any water but there may be some water in the bottom of the spout. Before I spend the money on having this engineered I would like to get it approved. Once I get it approved here then the Alabama Department of Transportation will have to approve it. Would like to do the East bound now and then do the West bound later. There was discussion on the existing signs on the Water Tower. Fred Denney asked if he would be having eight different slots on the digital billboard and if so would he be willing to let the City have one slot. Daniel Cofield said he would need prior notice but he would be glad to allow the City to advertise in one free slot to promote community events. A copy of the signed agreement is attached to the minutes. Charlotte Hubbard asked for the City to have input into the final approval of the font and new logo.

Charlotte Hubbard made a motion to approve the digital sign up to 10 X 36 feet with the understanding that he will have the proper engineering approved with the certification to the City Inspection office and the Planning Board will approve the Welcome to Oxford logo on the tank, the City gets one of eight slots in the rotation on the billboard for the east and west bound sides, and to include a chain link fence at the foot of the tower to insure security. Fred Denney seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 8; Nays: 0, Abstained: 0. Chairperson, Bill Newman announced the motion passed.

3. Public Hearing – to review changes to Article 6, Section 6.02 of the Flood Plain and Conservation District Special Construction Requirements to provide that the first floor level is at or above an elevation of the flood of record plus one foot of the Zoning Ordinance for consideration to the Council. A copy of the proposed changes is attached to the minutes. Bill Newman made a motion to approve. Mayor Alton Craft seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 8; Nays: 0, Abstained: 0. Chairperson, Bill Newman announced the motion passed.
4. Ty Corbin requesting a change in the design of the townhomes on Ashmaline Lane (Mark Jones of Southeast General Contractors will be representing this request). There was no one to present or to explain this item. This item is tabled until someone can represent the changes.

There being no further business, Chairperson, Bill Newman made a motion to adjourn the meeting.

Respectfully,

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Secretary, Kaye Cash