

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

The Oxford City Planning and Zoning Board met in a regular scheduled meeting at Oxford City  
Hall in the Building Services Conference Room Tuesday,  
April 07, 2015

**Members Present:**

Council Member, Charlotte Hubbard  
Chairman, Bill Newman  
Fred Denney  
Marshall Shaddix  
Lance Turner  
Melissa Craven

**Members Absent:**

Mayor Leon Smith  
Vice Chairman, Charles Strickland  
Clyde Huckleba

**Also Present:**

Chief Building Official, Mike Roberts  
Secretary, Toni Ridley

Noting that a quorum was present, the meeting was called to order by Chairman Bill Newman. Following a review of the minutes of the regular meeting of March 03, 2015, Fred Denney made a motion to approve the minutes as written, Marshall Shaddix seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 06; Nays: 0 The Chairman announced the motion carried.

1. **Bill Curtis and Dawn Landholm to discuss our comprehensive plan.** – Dawn Landholm introduced a draft proposal to be reviewed to ensure it accurately reflects what we have discussed in the two meetings prior to tonight. Every one received a copy of this proposal to review. Charlotte Hubbard verified the total cost to the city

and that it would be over a three year period. Bill Curtis explained that the strategic plan is the core that then leads to the comprehensive plan. Bill Curtis explained some of the process that involves focus groups to work on goals, objectives and strategies. Bill Newman asked if this process would give the city the opportunity to change the guidelines for subdivisions, businesses and signs. Dawn Landholm explained that the guidelines would go through re addressing your subdivision book and your Zoning Ordinance book. Then also creating a sign ordinance. Melissa Craven asked if areas that flood but aren't necessarily in the flood zone would be identified on the map. Dawn Landholm agreed that this could be added to the map. After further discussion, Fred Denney made a motion to recommend this item to the City Council. Charlotte Hubbard seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 06; Nays: 0. The Chairman announced the motion carried.

There being no further business or comments to come before the meeting  
Chairman Bill Newman made a motion to adjourn.

Respectfully Submitted by:

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Toni Ridley, Secretary