

**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 in the
Building Services Conference Room Tuesday,
August 4, 2015 at 5:30 p.m.

Members Present:

Council Member, Charlotte Hubbard
Fred Denney
Melissa Craven
Kaye Cash
Lance Turner
Marshall Shaddix

Members Absent:

Mayor Leon Smith
Chairperson, Bill Newman
Clyde Huckleba

Also Present:

Chief Building Official, Mike Roberts,

Visitors: Sandra Elston, Ryan Kallen, Bill Curtis with East Alabama Planning Commission

Noting that a quorum was present, the meeting was called to order by Council Member, Charlotte Hubbard. Following a review of the minutes of the regular meeting of July 7, 2015 Marshall Shaddix made a motion to approve the minutes as written, Lance Turner seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 04; Nays: 0 Abstained: 1 (Kaye Cash was not present at the last meeting) Council Member, Charlotte Hubbard announced the motion passed

Council Member, Charlotte Hubbard announced that nomination for a vice chairperson is open. Melissa Craven nominated Lance Turner. Kaye Cash seconded the motion. Upon vote on the motion, the following votes were recorded: Yea: 04 Nay: 0 Council Member, Charlotte Hubbard

announced the motion passed. Council Member, Charlotte Hubbard announced that a nomination for secretary was open. Lance Turner nominated Kaye Cash for secretary. Marshall Shaddix seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 04; Nays: 0 Council Member, Charlotte Hubbard announced the motion passed. At this time Council Member, Charlotte Hubbard thanked Lance Turner and Kaye Cash for serving in this capacity.

1. Sandra Elston – Public Hearing for Pre Annexation zoning. Council Member, Charlotte Hubbard asked Sandra Elston if she would like to say anything. Mrs. Elston stated that the main reason she wants to come into the city is for the trash pick-up. Council Member, Charlotte Hubbard called for a motion. Melissa Craven made a motion to recommend residential zoning to the City Council. Marshall Shaddix seconded the motion. Upon vote on the motion, the following votes were recorded: Yea: 05 Nay: 0 Council Member, Charlotte Hubbard announced the motion passed.
2. Landry Roberts – Public Hearing requesting that 1028 Hamric be re- zoned to R-1 from NSC. Mike Roberts spoke for Landry Roberts. He explained that they went before the Board of Adjustments because they had a family that wanted to lease the property and needed the family to be able to move in. The Board of Adjustments allowed it on the contingent that it would be going to the Planning Board to be re-zoned to residential. Council Member, Charlotte Hubbard announced for the record that Mr. Denney has now arrived. Council Member, Charlotte Hubbard asked if there were any other questions. There being none Council Member, Charlotte Hubbard stated that at this time Mike Roberts would be stepping out for the board to vote because Landry Roberts is his son. Mike Roberts left the room. Melissa Craven made a motion to recommend the re – zoning of this property from neighborhood shopping to residential to the City Council. Fred Denney stated that this would not be a re-zoning but a zoning. Council Member, Charlotte Hubbard thanked Mr. Denney for the correction. Melissa Craven made a motion to recommend zoning of this property from neighborhood shopping to residential to the City Council. Lance Turner seconded the motion. Upon vote on the motion, the following votes were recorded: Yea: 06 Nay: 0. Melissa Craven stated that if it is not a re-zoning we need to ask her on the agenda to put zoning not re – zoning. Council Member, Charlotte Hubbard let Mike Roberts know when he came back in that they had changed it to a zoning not a re – zoning. Mike Roberts stated no it is a re – zoning because it already has a zone. Re- zoning is correct. Council Member, Charlotte Hubbard stated that she thought that it was right. Fred Denney apologized saying he thought they were on the previous item. Council Member, Charlotte Hubbard asked Melissa Craven if she would like to make her motion again. Melissa Craven made a motion to recommend re- zoning of this property from neighborhood shopping to residential to the City Council. Council Member, Charlotte Hubbard seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 06; Nays: 0 Council Member, Charlotte Hubbard

announced the motion passed. Council Member, Charlotte Hubbard announced that there were no more items on

Council Member, Charlotte Hubbard recognized Mr. Alan Robinson and asked if he had anything he wanted to speak on. Mr. Alan Robinson stated he attended the meeting to watch.

Council Member, Charlotte Hubbard stated that Ryan Kallen, and Bill Curtis with East Alabama Planning Commission are here to give us a brief outline of how our strategic plan is going to be organized and how we will be moving forward with it. Bill Curtis introduced Ryan Kallen and explained he would be speaking on the strategic planning. Ryan Kallen then took the floor. Mr. Kallen stated that Bill Curtis would be retiring this October after 35 years of working and that he will be missed. Mr. Kallen gave out some handouts. Starting with the strategic plan is generally, what they like to do, by this time next year we should be finalizing the strategic plan that would cover the next three to five years for the community. Generally, the comprehensive plan, which is much bigger, takes two to three years to complete in most communities although sometimes they allow for 4 years. The Comprehensive plan will cover the next ten to twenty years into the future for the community. Generally, they like to produce them whenever a new census data comes out every ten years. There are times when it needs to be produced every five years depending upon if the community has a lot of growth. Mr. Kallen walked the board through the pamphlet. He has developed a template but as the leadership groups and the public go over it the template will be developed into what the community wants. The First Core Group Meeting will be Thursday August 13, 2015 at the Civic Center at 5:30. The second meeting will be September 10, 2015 at 5:30 at the Civic Center. After further discussion, on the details of the group sizes and the vision statement and mission statement. Having Public involvement and when that would occur.

There being no further business to attend to Marshall Shaddix made a motion to adjourn the meeting.

Respectfully,

Secretary, Kaye Cash