

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

February 2, 2016 at 5:30 pm

Members Present:

Council Member, Charlotte Hubbard
Chairperson, Bill Newman
Fred Denney
Vice Chairperson, Lance Turner
Marshall Shaddix
Secretary, Kaye Cash
Melissa Craven
Clyde Huckeba

Members Absent

Mayor Leon Smith

Also Present

Chief Building Official, Mike Roberts

Visitors: Wayne Livingston

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 1, 2015, Marshall Shaddix made a motion to approve the minutes as written. Clyde Huckeba seconded. Yeas: 08, Nays: 0. Chairperson, Bill Newman announced the motion passed.
2. Home Occupation Application: This item was reviewed by the Planning Board Members. Mike Roberts presented. We have so many people who want to work from their home but not be a business. This applications requires:
 - You have to live in the home
 - Cannot hire other people
 - No Signage
 - Cannot alter the outside
 - 25% of the house is the most that can be used
 - Mostly for computer/work from home

After reviewing the application, Kaye Cash made a motion to strike item 7 from the application, Melissa Craven seconded. Upon vote of the motion, the following votes were recorded: Yeas 8, Nays 0. Chairperson Bill Newman announced the motion passed.

Clyde Huckeba made a motion to add the following:

No individual sales or service shall be offered within the dwelling unit of the house. Charlotte Hubbard seconded the motion. Upon vote of the motion, the following votes were recorded: Yeas 8, Nay 0. Chairperson Bill Newman announced the motion passed.

Clyde Huckeba made a motion to send the application to the council with the above changes. Melissa Craven seconded. Upon vote of the motion the following votes were recorded: Yeas 8, Nays 0. Chairperson Bill Newman announced the motion passed and will be sent to council.

3. Public Hearing – Wayne Livingston is requesting on behalf of ALAKEMP (Terry Kemp & Ron Allen) to build a 4-unit apartment complex at 514 Central Ave, which is zoned Planned Residential (PR).

This item was tabled at the last meeting. Wayne Livingston was asked to bring back parking lot plans. Wayne presented the plans with 20 parking spaces and showing the green space. Rusty Gann has signed off on the plan after being satisfied that the water runoff issues were addressed. Wayne also showed the floor plans for the apartment complex.

Melissa Craven addressed her concerns that this complex is right between two homeowners.

Clyde Huckeba made a motion to approve the plans. Lance Turner seconded. Upon vote of the motion the following votes were recorded: Yeas, 06, Nays 1 (Melissa Craven) and 1 Abstention (Marshall Shaddix). Chairperson Bill Newman announced the motion had passed and will be sent to the council.

New Business

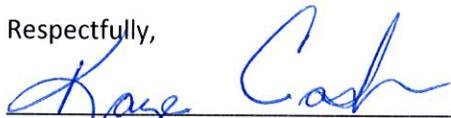
Mr. Denney said we need to deal with plans only being done by a registered architect. Also, nothing should go on the Planning board agenda without the plans being presented at that time. This is a waste of the member's time when items have to be tabled and brought back to the board.

Mr. Denney made the following motion:

Commercial projects should have registered architect stamp. We also need site plans to go to engineers and signed off on before being put on the Planning & Zoning Board Agenda. Nothing should go on the agenda without the plans being presented. Charlotte Hubbard seconded the motion. Upon vote of the motion the following votes were recorded: Yeas, 08, Nays 0. Chairperson Bill Newman announced the motion had passed.

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

Respectfully,



Secretary, Kaye Cash