



OXFORD BOARD OF ZONING APPEALS

Meeting Minutes

Tuesday, September 26, 2023

[Link for website video here](#)

Meeting procedure: The Board of Zoning Appeals is a quasi-judicial Board. Our primary function is to hear testimony and issue decisions. Unlike other City boards and commissions, we only hear relevant, sworn testimony from the Applicant, his/her duly appointed agent or attorney, and any other person with standing to testify in a particular matter. The Applicant has the right to cross-examine any testimony given. Our hearings are open to public attendance, but public comment, opinion and discussion are not considered testimony and will not be heard.

Please wait until you are recognized by the Chair, state your name and address so that your comments may be properly recorded. Applicants are to limit their testimony to fifteen (15) minutes, including any information presented by his/her duly appointed agent or attorney. This time limit may be extended if the Board requests or approves further testimony. Other persons with standing are encouraged to testify and ask questions about the nature of the appeal, but must be acknowledged by the Chair prior to speaking.

Roll Call

Roger Ames, Chair

D. Chadwick Smith

Kate Rousmaniere, Vice Chair

Calvin Conrad

Philip Russo

[Time: 0:11](#)

A regular meeting of the Oxford Board of Zoning Appeals was called to order by Chair Roger Ames on Tuesday, September 26, 2023 at 6:30 p.m.

Members in attendance were Calvin Conrad, Philip Russo, and D. Chadwick Smith

Members excused: Kate Rousmaniere

Staff Members in Attendance

Mr. Zachary Moore, City Planner/GIS Coordinator, Mr. Christopher Conard, Law Director, Ms. Eunike Miller, Administrative Assistant

Staff Members Excused

Mr. Sam Perry, Director, Community Development

Approval of April 25, 2023 Minutes of the Regular Meeting

[Time: 0:34](#)

Motion – To approve the minutes as written

(Voice Vote) 1st Mr. Smith

2nd Mr. Conrad

AYE: (4)

NAY: (0)

ABS: (0)

New Business

BZA-2023-03

[Time: 1:01](#)

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1. BZA-2023-03, 16 S Campus Avenue, VARIANCES to type of signage and minimum height from the ground, JG Jewelry LLC, Applicant/Agent

Motion – To Enter into Adjudication Hearing

(Voice Vote) 1st Mr. Conrad

2nd Mr. Russo

AYE: (4)

NAY: (0)

ABS: (0)

Comments from the Public

There were no comments from the public.

Motion – To Close Adjudication Hearing

(Voice Vote) 1st Mr. Russo

2nd Mr. Conrad

AYE: (4)

NAY: (0)

ABS: (0)

Motion – To approve the variance request for type of signage

(Roll Call Vote) 1st Mr. Conrad

2nd Mr. Smith

AYE: Mr. Conrad, Mr. Smith, Mr. Ames (3)

NAY: Mr. Russo (1)

ABS: None (0)

Motion – To approve the variance request for minimum height from ground

(Roll Call Vote) 1st Mr. Smith

2nd Mr. Conrad

AYE: Mr. Conrad, Mr. Smith, Mr. Ames (3)

NAY: Mr. Russo (1)

ABS: None (0)

Motion to Adjourn Meeting at 6:49 p.m.

[Time: 20:09](#)

(Voice Vote) 1st Mr. Russo

2nd Mr. Conrad

AYE: (4)

NAY: (0)

ABS: (0)