



OXFORD BOARD OF ZONING APPEALS

Meeting Minutes

Tuesday, November 28, 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: 0:55](#)

A regular meeting of the Oxford Board of Zoning Appeals was called to order by Chair Roger Ames on Tuesday, November 28, 2023 at 6:30 p.m.

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

Members excused: None

Staff Members in Attendance

Mr. Zachary Moore, City Planner/GIS Coordinator

Staff Members Excused

Mr. Sam Perry, Director, Community Development, Ms. Eunike Miller, Administrative Assistant

Approval of September 26, 2023 Minutes of the Regular Meeting

[Time: 0:59](#)

Motion – To approve the minutes as written

(Voice Vote) 1st Mr. Russo

2nd Ms. Rousmaniere

AYE: (5)

NAY: (0)

ABS: (0)

New Business

BZA-2022-04

[Time: 1:18](#)

Page 4 of the Agenda Packet

1. BZA-2022-04, 10 N Beech Street, VARIANCE, minimum building height requirement in the UP Zoning District, Robert Humphrey, Applicant/Agent – EXTENSION REQUEST

Motion – To Enter into Adjudication Hearing

(Voice Vote) 1st Mr. Ames

2nd Mr. Russo

AYE: (5)

NAY: (0)

ABS: (0)

Comments from the Public

There were no comments from the public.

Motion – To approve the variance extension request until February 28, 2024 conditioned upon obtaining a building permit during this time period

(Roll Call Vote) 1st Mr. Russo

2nd Ms. Rousmaniere

AYE: Mr. Rousmaniere, Mr. Conrad, Mr. Smith, Mr. Russo, Mr. Ames (5)

NAY: None (0)

ABS: None (0)

Motion to Adjourn Meeting at 6:48 p.m.

Time: 18:16

(Voice Vote) 1st Mr. Russo

2nd Ms. Rousmaniere

AYE: (5)

NAY: (0)

ABS: (0)