OXFORD PLANNING COMMISSION

Meeting Minutes

Tuesday, January 14, 2025

Link for website video here

Roll Call

Corey Watt, Chair

Shana Rosenberg, Vice Chair	Ann Kaufman Webster
David Prytherch	Jason Bracken
Jeffrey Kruth	Matt Arbuckle

Time: 6:03

A regular meeting of the Oxford Planning Commission was called to order by Chair Corey Watt on Tuesday, January 14, 2025 at 7:01 p.m.

Members in attendance were Ann Kaufman Webster, David Prytherch, Shana Rosenberg, Jeffrey Kruth, and Jason Bracken

Members excused: Matt Arbuckle

Staff Members in Attendance

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

Staff Members Excused

None

Approval of the Agenda

Time: 6:12

Mr. Watt requested to amend the Agenda by changing the order of Old Business items. Mr. Watt requested to hear PC-2024-17 & 18 together, and listening PC-2024-19 as the second discussion item, and PC-2024-20 as the third item.

Motion – To Approve the Amended Agenda

(Voice Vote) 1st Mr. Bracken 2nd Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

Election of Officers and Commission Appointments

Time: 7:00

Motion – To elect Mr. Watt as Chair and HAPC Rep., Mx. Rosenberg as Vice-Chair and HAC Rep., Mr. Bracken to remain the Environmental Comm. Rep. and Council Rep., Mr. Prytherch to remain the Council Rep., Mr. Arbuckle to remain the OPTAB Rep, Ms. Webster to remain the CASC Rep., and Mr. Kruth to remain the CIC Rep.

(Voice Vote) 1st Mx. Rosenberg 2nd Mr. Prytherch

AYE: (6)

NAY: (0)

ABS: (0)

Approval of Minutes of December 10, 2024

Time: 9:42

Motion – To Approve the minutes as written

(Voice Vote) 1st Mr. Prytherch 2nd Ms. Webster

AYE: (6)

NAY: (0)

ABS: (0)

Public Comments Related to Items Not on the Agenda

Time: 10:09

Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items n on the Agenda will be heard under Public Comments Related to Items not on the Agenda - and (2) Comments for all public hearing items will be heard during Planning Commission *consideration of said item. Please wait until you are recognized by the Chair, state your name and address so that your comments may be properly recorded and limit your remarks to a period of three minutes or less.*

There were no comments from the public.

Reports from Commissions, Boards, Committees & Staff

Time: 10:37

New Business

PC-2024-17 & PC-2024-18

Time: 16:20

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1. 601, 603, 607 W Chestnut Street, PRELIMINARY & FINAL PLANNED DEVELOPMENT, 32 townhomes, Habitat for Humanity, Adam Nelson, Applicant/Agent **Tabled from December meeting
2. 601, 603, 607 W Chestnut Street, PRELIMINARY SUBDIVISION, 32 townhomes, Habitat for Humanity, Adam Nelson, Applicant/Agent ** Tabled from December meeting

Motion – To Remove the Case from the Table

(Voice Vote) 1st Mr. Prytherch 2nd Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

Mr. Kruth wanted to disclose that he has a work-related relationship with the manager of this project, Adam Nelson, who gives lectures at the university where Mr. Kruth works. Mr. Kruth consulted with the City's Law Director, and it was determined there is no conflict of interest.

Motion – To Enter into Public Hearing

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Mr. Zachary Moore, City Planner, presented the staff report and addressed the questions from the Commission members.

Mr. Joe Hansbauer, CEO of Habitat for Humanity of Greater Cincinnati, and Mr. John Bayer, Project Engineer, spoke and responded to questions from the Commission members.

Comments from the Public

Jim Clawson, 6405 Contreras Rd
Mr. Clawson expressed concerns about the site in connection with density, environmental concerns, stormwater and safety issues. Mr. Clawson thought that a precedent is being set with this project because of the waivers.

Lori Libby, 914 Maylin Dr
Ms. Libby was concerned about the eastern perimeter of the subject property. Ms. Libby would like to see a fence similar to what is currently existing between the subject property and the Charleston Dr houses.

Seth Cropenbaker, Economic Development Specialist
Mr. Cropenbaker spoke in favor of this proposal highlighting the positive impact on the economy.

Motion – To Close Public Hearing

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Approve PC-2024-17&18 with staff recommended conditions

(Roll Call) 1st Mr. Prytherch 2nd Mr. Bracken

AYE: Mr. Prytherch, Mr. Bracken, Mr. Kruth, Ms. Webster, Mx. Rosenberg, Mr. Watt (6)

NAY: None (0)

ABS: None (0)

Motion – To Amend the accepted conditions recommended by staff with the following:

 # 5. The landscaping plan shall be revised to provide additional screening methods and/or evergreen plantings along the eastern property boundary.

 # 8. Pedestrian/sidewalk connectivity should be provided between Mitchell Court and Alley C.

 # 9. Traffic calming shall be provided at the mid-block crossing on Mitchell Court.

#10. A public access easement shall be provided from the Mitchell Court cul-de-sac to the southern boundary to support possible future multi-modal connectivity to the Southern Knolls subdivision (unnamed street stub).

(Roll Call) 1st Mr. Prytherch 2nd Mr. Bracken

AYE: Mr. Prytherch, Mr. Bracken, Mr. Kruth, Ms. Webster, Mx. Rosenberg, Mr. Watt (6)

NAY: None (0)

ABS: None (0)

PC-2024-19

[Time: 2:01:03]

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3. ZONING TEXT AMENDMENT to facilitate a new site plan review process for alley lots that do not have frontage on a public street, Sam Perry, Applicant **Tabled from December meeting

Motion – To Remove the Case from the Table

(Voice Vote) 1st 2nd

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Enter into Public Hearing

(Voice Vote) 1st Mr. Prytherch 2nd Mx. Rosenberg

AYE: (6)

NAY: (0)

ABS: (0)

Mr. Zachary Moore, City Planner, presented the staff report and addressed the questions from the Commission members.

Comments from the Public

There were no comments from the public.

Motion – To Close Public Hearing

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Approve PC-2024-19 with the recommended changes made by staff amended by the following:

On page 110 (in the packet), 603(A) change the word "re-heard" to "heard"

Limit the maximum parking requirement from the suggested 6 to 4

(Roll Call) 1st Mr. Prytherch 2nd Mr. Bracken

AYE: Mr. Prytherch, Mr. Bracken, Mr. Kruth, Ms. Webster, Mx. Rosenberg, Mr. Watt (6)

NAY: None (0)

ABS: None (0)

PC-2024-20

Time: 2:45:31

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1. ZONING TEXT AMENDMENT to increase allowable floor area for retail services from 10,000 to 20,000 square feet in the Uptown Zoning District, Set Cropenbaker, Applicant **Tabled from December meeting

Motion – To Remove the Case from the Table

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Kruth

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Enter into Public Hearing

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Bracken

AYE: (6)

NAY: (0)

ABS: (0)

Mr. Sam Perry, Community Development Director, presented the staff report and addressed the questions from the Commission members.

Mr. Cropenbaker offered his comments on this case and responded to the questions from the Commission.

Comments from the Public

There were no comments from the public.

Motion – To Close Public Hearing

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Kruth

AYE: (6)

NAY: (0)

ABS: (0)

Motion – To Table the Case to the Next Meeting

(Voice Vote) 1st Mr. Prytherch 2nd Ms. Webster

AYE: (6)

NAY:(0)

ABS:(0)

Motion to Adjourn Meeting at 10:12 p.m.

Time: 3:16:57

(Voice Vote) 1st Mx. Rosenberg 2nd Mr. Prytherch

AYE: (6)

NAY: (0)

ABS: (0)