

OXFORD PLANNING COMMISSION
Meeting Minutes
Tuesday, December 13, 2016
7:30 p.m.

Call to Order

Mr. Prytherch welcomed Ms. Edna Southard to the Planning Commission. Mr. Prytherch also thanked Ms. Kate Rousmaniere for her service on the Planning Commission.

Approval of Minutes of the November 8, 2016 Planning Commission Meeting

Mr. Dana made motion to approve the minutes as written. Mr. Daniels seconded the motion. All were in favor.

Public Comments Related to Items Not on the Agenda

There was none.

Reports from Commissions, Boards, Committees & Staff

Mr. Bell reported on the Environmental Commission meeting. Mr. Bell referred to having heard a presentation from a graduate project on stormwater outfalls throughout the City and Campus. Mr. Bell reported that they discussed sensitive areas language and were close to recommending something. Mr. Bell noted that the tree replacement section as well was discussed.

Mr. McHugh reported that a bill was passed in Columbus, sponsored by AT&T changing the procedure dealing with small cell towers and that as a resolution this bill greatly modifies giving local control of small sell towers. Mr. McHugh referred to an on-line matrix explaining the changes.

Mr. Perry updated everyone on the Oxford area trail system. Phase 1 bid opening scheduled for January 20.

Mr. Prytherch announced a City Council work session next week about a potential Amtrak station in Oxford.

Mr. Perry referred to the tear down and rebuild to a 4 story mixed use structure between Mesler Auto Body and the former Lane Library. Mr. Perry discussed strength of the HAPC in their ability to persuade property owners in the Uptown District. Mr. Perry also shared a tear down of the Phan-Shin building location on High Street for restoration/renovation.

Mr. Perry referred to the evening work session with Wendy Moeller regarding zoning in the Mile Square and goals (eliminating nonconformities), and short term rental discussion.

Items Related to Zoning

PC-2016-16 [ZONING CODE TEXT AMENDMENT, to Amend Chapters 1141 for new provisions for Short Term Rentals, City of Oxford, Applicant \(Tabled 11/8/2016 Meeting\)](#)

Mr. Dana removed from table PC-2016-16. Ms. Southard seconded the motion. All were in favor.

Mr. McCarthy noted he was not present at the November meeting.

Mr. Perry spoke. Mr. Perry reviewed the November meeting discussion and Planning Commission

members' comments. Part of the discussion included whether to ignore or make legal language regarding short term rentals. Mr. Perry inquired if they should possibly form a subcommittee.

Mr. Prytherch noted the Commission has spent a lengthy amount of time discussing this topic and suggested using the majority voting and work through everything else using Roberts Rules of Order. Mr. McHugh spoke noting that a Commission member can make a motion defining the parameters of the language, and then someone seconds the motion, and voting takes place, which would bring a start and move us forward to act upon.

Mr. McCarthy inquired why the Commission was in a hurry. Mr. Prytherch responded for legislative process. Mr. Dana suggested bringing the language before a work group and includes community members. Mr. Perry referred to Mr. McCarthy's submittal to the Commission of his own personal language on short term rentals. Mr. Dana noted that actually there were two proposals on the table; a City staff proposal and Planning Commission member's proposal. Discussion followed.

It was suggested that discussion take place during the Commission meeting.

Discussion followed regarding the submitted language versions. Mr. McHugh suggested withdrawing the current application since it was apparent that the Commission couldn't agree to verbiage without spending considerable time during the regular meeting.

Mr. Bell moved that the applicant withdraw tabled item, PC-2016-16. Mr. Dana seconded the motion. All were in favor.

The Applicant will start fresh with a new application.

PC-2016-23-ADM [MINOR AMENDMENT TO AN APPROVED PLANNED DEVELOPMENT, 419 S. Locust Street Oxford Lane Library, PC-2013-08, request to modify parking, Kleingers Group, Applicant, Agent](#)

Mr. Chen reported that he and Mr. Prytherch preferred having this heard before the Commission.

Mr. Dana made motion to enter into Public Hearing PC-2016-23-ADM. Ms. Southard seconded the motion. All were in favor.

Mr. Chen presented and reported that the purpose of the minor amendment was to eliminate eight parking spaces in front of the Lane Library. Mr. Chen reported that there was a pending complaint with the Federal Civil Rights Commission regarding parking arrangement for handicap accessibility.

Mr. Chen reported that The Kleingers Group, on behalf of the Lane Library, was asking to eliminate eight parking spaces, striping them out as an emergency vehicle lane or patron drop-off area. Mr. Chen noted that they would still be in compliance with the overall PUD requirement. Mr. Chen noted that he felt no impact from this happening.

Mr. Chen introduced Jim Kleingers, from Kleingers Group.

Mr. Mike Dingledine was also present.

Mr. Kleingers reported that the federal office of Civil Rights' had to investigate the complaint. Mr. Kleingers described the development as intense, because of existing grading and that there was no positive way to try and rebuild to make less steep in the area. Mr. Kleingers reported that the Civil

Rights' Commission chooses to disagree that they hadn't chose the most accessible disability parking spaces. Mr. Kleingers noted that they didn't want to lose the spaces.

Mr. McCarthy inquired about relocating the ramp. Ms. Southard inquired if the eight spaces could be a loading zone instead. Mr. Bell inquired if there were any design criteria for a drop off area. Mr. Bell inquired if the complaint was against the Library. Mr. Kleingers stated yes. Mr. Prytherch inquired if there could be a signage solution. Mr. Kleingers stated yes that they could work with staff. Ms. Southard inquired about electric charging stations. Mr. Daniels inquired about raising the asphalt up. Mr. Kleingers reported they would have to raise it 6".

Everyone agreed to let City staff and Mr. Kleingers handle.

Mr. Daniels made motion to close Public Hearing. Mr. Dana seconded the motion. All were in favor.

Mr. Daniels made motion to approve PC-2016-23-ADM. Mr. Dana seconded the motion.

AYE - Mr. Bell, Mr. Daniels, Mr. McCarthy, Mr. Johnston, Ms. Southard, Mr. Dana, Mr. Prytherch (7)

NAY - None (0)

ABS: None (0)

PC-2016-21 [PRELIMINARY PLANNED DEVELOPMENT, 5728 College Corner Pike, currently vacant property, to Phase 1, Self-Storage Facility and Phase 2, Use to be Determined, Teamwork Property Group, LLC, Tim Macy Applicant/Agent](#)

Mr. Dana made motion to open public hearing for PC-2016-21. Mr. Daniels seconded the motion. All were in favor.

Mr. Chen provided a review describing the 14 acres of vacant land located at Todd Road and US 27. Mr. Chen pointed out Phase 1, located on the northern side of the property and the second phase consisting of commercial/retail/offices located along Todd Road and US 27. Mr. Chen referred to the newest site plan having a slight difference on the storage building length on the back two buildings and a vehicle parking reduction.

Mr. Chen reviewed the design requirements for planned developments and noted a couple of concerns on this development: How would the site have access to 27? Will Phase 1 and 2 be using the same access on 27?

Ms. Southard stated that it appeared to her that there were some difficult areas to negotiate in the storage unit space as some seemed very tight. Ms. Southard found it an odd configuration and that circulation and traffic issues existed.

Mr. Dana referred to the applicant having said they conducted their own outreach and did we know to whom and the outcome.

Mr. Chen reviewed his site design analysis with the Commission including setback requirements, building materials, signage, landscaping, and screening.

Mr. Bell inquired about surrounding property zoning districts. Mr. Chen reported they were GB (General Business) and Agricultural districts.

Greenspace was discussed for Phase 1. Mr. McCarthy inquired about the multi-path.

Mr. Tim Macy and Jason Reinker, Teamwork Property Group were present.

Mr. Bell inquired about greenspace and the detention pond. Mr. Bell inquired if there would be parking spaces proposed for boats. Mr. Macy responded yes.

Mr. Prytherch inquired about the layout logic. Mr. Macy responded the layout provided better access off 27 and that he felt the storage site lines were better. Mr. Macy added that Phase 2 would wait based upon market needs.

Ms. Southard inquired about the driveways are a minimum of 25'. Response was yes. Discussion followed on the traffic pattern and isle way widths.

Mr. Daniels inquired about rental truck offerings.

Mr. Prytherch inquired about lighting and screening.

Mr. Dana inquired about possible future construction/occupants for Phase 2. Mr. Macy stated Phase 2 would be considered a retail portion of the site.

Mr. McCarthy inquired about Mr. Macy how he felt about Mr. Chen's screening suggestion. Mr. Macy responded they could accomplish the screening in a number of ways as they want to be sensitive to the retail side of things and neighbors.

Screening locations on the site were discussed.

Mr. Macy noted that a security fence would need installed as well.

Ms. Southard made motion to close Public Hearing PC-2016-21. Mr. Dana seconded the motion. All were in favor.

Mr. Prytherch reviewed the Planned Development Common Goals. Mr. Prytherch inquired if the Thoroughfare Plan referred to this vicinity and the visual effects the storage units could have should arterial changes occur.

Mr. Daniels referred to the large number of parking spaces shown.

Mr. Dana stated that he felt this to be a positive infill of this nature.

Mr. Prytherch stated that he viewed this as a gateway into the City and that he liked the idea of retail in front of storage units. Mr. Bell commented that he would be looking at rooflines when the final application comes through

The Planning Commission discussed whether they should table this until seeing building elevations.

Mr. Chen suggested stipulating things for the preliminary approval.

Mr. Johnston made motion to approve PC-2016-21 with City Staff and Planning Commission conditions. Mr. Dana seconded the motion. All were in favor.

1. Waive the perimeter required setback from 25' to 8'
2. Waive the bicycle rack requirements for the self-storage facility, as stipulated in 1145.12(i)
3. That, additional evergreen screening between Phase I and Phase II to provide a visual barrier. Detailed information on evergreens needs to be provided at the Final Planned Development
4. That, the design capacity of the detention area for the entire 14 acre site needs to be reviewed and approved by the City Engineer. The maintenance agreement of the detention area shall also be reviewed by the City Law Director.

5. That, there needs to be landscaping screening provided around the outdoor vehicle storage area.
6. That, the self-storage buildings shall be designed and constructed as stipulated per Section 1147.03(32)B.7.
7. That, pedestrian access to the proposed retail establishments from US 27 North and Todd Road shall be designed so that the multi use path will connect up to the entrances.
8. That, a 10' multi modal path shall be constructed along complete frontages of US 27 North and Todd Road
9. That, ingress and egress curb cuts from site to US 27 North and Todd Road shall remain the same as shown on drawings dated 12/1/16.
10. That the internal development of phase 2 will need to come back before the Planning Commission.
11. That recommendations from the City Engineer (on page 20 of the agenda) will be addressed.

It was noted that nothing about Phase 2 was being approved at this meeting.

Called the question.

AYE: Mr. Bell, Mr. Daniels, Mr. Dana, Mr. McCarthy, Mr. Johnston, Ms. Southard, Mr. Prytherch (7)

NAY: None (0)

ABS: None (0)

New Business

- Livable Streets (Complete Streets) Policy

Mr. Chen suggested tabling since Ms. Southard had not been brought up to date on this topic. All agreed to table.

Discussion regarding the next meeting took place. There will be a work session to discuss the zoning study exclusively.

Livable Streets will be discussed at the next meeting.

Since PC-2016-16, short term rentals, has been closed, a new application will be submitted thus to taking 45 days to come back before the Planning Commission.

Old Business

Planning Commission Work Items Items Under Consideration for Future Discussion: - Alternative Transportation - Housing - Growth Management

Mr. Prytherch asked everyone to think about 2017 goals.

Adjournment

Mr. Dana made motion to adjourn the meeting. Ms. Southard seconded the motion. The meeting was adjourned at 9:55 p.m.