OXFORD PLANNING COMMISSION
Meeting Minutes
Tuesday, May 12, 2015
7:30 p.m.

Call to Order

Those members present: David Prytherch, Richard Keebler, Richard Daniels, Kate Rousmaniere, Robert Benson, Peter McCarthy, and Robert Bell.
Those members excused: None.
Staff members present: Jung-Han Chen.
Staff members excused: Stephen McHugh, and Sam Perry.

Approval of Minutes of the March 10, 2015 Planning Commission Meeting

Mr. Prytherch referred to PC-2015-06, and asked that the minutes reflect that some members of the Planning Commission expressed concern that the application did not meet Section 1141.02 sensitive development areas. City staff to add this comment in the minutes.

Mr. Bell made motion to approve the March 10, 2015 minutes with the additional statement. Mr. Benson 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. Benson shared that May was National Historic Preservation Month and that guided walking tours were being offered every Saturday in May. Mr. Benson described some of the tours.

Mr. Bell had nothing to report from the Environmental Commission as they did not meet last month.

Ms. Rousmaniere inquired if the HAPC had discussed the Patterson House demolition and the resistance of and change of decision from Miami. Mr. Benson replied that they had discussed and that the Commission was planning to send a letter to President Hodge commending him for his decision. Mr. Benson stated that Mike Smith planned to take HAPC's position to City Council in hopes of opening up dialogue of possibly creating a town gown committee (consultative not regulatory) to work together on these kinds of problems.

Mr. Prytherch shared information about the progress on Oxford Area Trails' ODNR grant. Mr. Prytherch stated that Sam Perry has taken on the role of project manager for the City. Mr. Prytherch stated that the trail was in the planning stage right now. Mr. Prytherch also shared that the City request to Amtrak has moved forward and will now be a matter for CSX collaboration.

Items Related to Platting

There was none.

Items Related to Zoning
New Business Concept Review McGuffey Montessori School, Nancy Hawthorne, Principal

Ms. Nancy Hawthorne, McGuffey Montessori School, was present to share their concept plan.

Ms. Hawthorne shared how the school has grown and their future enrollment numbers. Ms. Hawthorne shared a site plan with the Planning Commission and described class rooms and office space in each of the buildings and the outdoor learning areas. Ms. Hawthorne stated there was a need for more space and that being in a strong fiscal position they were able to add on. Ms. Hawthorne stated that they were trying to problem solve to get more space and that they have two ideas to remedy the situation and two phases of expansion. Ms. Hawthorne described the buildings they would like to expand. One expansion was to the side of an existing structure, close to the lot line and the other phase was to expand the sunroom of the structure. Each expansion to be done at different times. Ms. Hawthorne also stated that they did not have a large meeting area.

Mr. Chen reviewed Ms. Hawthorne's plan:

Mr. Chen stated that the school was a conditional use in a residential district as well as in a general business district. The lot Ms. Hawthorne spoke of for the additions was located in the residential district.

The Planning Commission discussed combining the lots. Mr. Prytherch stated he didn't have a problem with the expansion, but there may be underlying problems. Mr. Keebler stated that the issue would be building to the lot line and that building onto the sunroom could cause a lot coverage issue. Mr. Chen referred to a past issue with neighbors who were against changing the zoning so this may be a written decision.

Ms. Hawthorne stated that the first addition they wanted was to expand the side of the structure 10-12 feet to the lot line.

It was inquired why not consolidate the lots, however, can't put two structures on a lot. Mr. McCarthy inquired if it could become a PUD. The response was then the lot would have to become one zoning district and this is the problem with a PUD.

Mr. Keebler stated he felt that the additions were a piecemeal and why not add on to the historic structure and tear the others down.

Ms. Hawthorne referred to her meeting with their architect and it not being so easy to add to the main building.

Mr. Keebler referred to their recent conditional use for a fence and inquired about a shed in the front yard shown in the aerial photograph. Ms. Hawthorne replied that it wasn't a shed but a temporary play house. Mr. Keebler stated he felt the structure needed removed.

Mr. Prytherch suggested taking a campus-wide approach and figuring a way to deal with zoning issues and maybe work with staff to look at their ten year plan.

Ms. Rousmaniere inquired about reconfiguring the classrooms and building on to another side of a structure. Mr. Prytherch stated that allowing for building to a lot line was a little tough for the Planning Commission to approve. Mr. Keebler agreed that they choose to go less to the lot line or build a different

direction.

Discussion took place regarding moving the lot line and starting with the sunroom expansion. Mr. Benson inquired about turning the one story house into a two story.

Mr. Prytherch reviewed possible choices of accepting the lot line and work around it then it is a conditional use approval; or shifting the lot line, which is a separate administrative process; or look at a PUD strategy.

Mr. Daniels inquired about expanding out within the backyard, building a large shell to house a meeting room, and framing in a classroom.

The Planning Commission noted that none of them were against an expansion.

Other Business

The Planning Commission discussed upcoming cases and vacation schedules.

Mr. Prytherch shared information regarding the earlier work session stating they had a good draft on diversification of commercial districts and a better handle on how to zone commercial land.

Items Under Consideration for Future Discussion - Commercial District Diversification * Neighborhood compatible commercial districts * Commercial core: walkability and mixture of uses

Adjournment

Mr. Benson made motion to adjourn the meeting. Ms. Rousmaniere seconded the motion. All were in favor. The meeting adjourned at 8:07 p.m.