

OXFORD PLANNING COMMISSION

Meeting Minutes

Tuesday, July 11, 2017

7:30 p.m.

Call to Order

Those members present: Richard Daniels, Robert Bell, Steve Dana, Pete McCarthy, Edna Southard, Shana Rosenberg, William Snavelly.

Those members excused: None.

Staff members present: Jung-Han Chen, Sam Perry, and Steve McHugh.

Staff members excused: None.

Election of Officers

Mr. Robert Bell announced he was currently acting Chair.

Mr. Bell opened up the election of officers.

Mr. Dana made motion to nominate as Chair of Planning Commission, Mr. Robert Bell. Mr. Daniels seconded the motion. No other nominations for Chair took place. Ms. Southard made motion to close nomination. Mr. Dana seconded the motion. All were in favor. Mr. Bell was approved as Chair of the Planning Commission.

Mr. Dana made motion to nominate Richard Daniels as Vice Chair. Ms. Southard seconded the motion. Mr. Daniels accepted the nomination. Mr. Dana closed nominations. All were in favor. Mr. Daniels was approved as Vice Chair of the Planning Commission.

Mr. McCarthy made motion to nominate Mr. William Snavelly as Planning Commission Representative to the Environmental Commission. All were in favor.

Mr. McCarthy stated he wished to continue as HAPC representative. Mr. Daniels stated he would continue as CIC representative. Mr. Dana and Ms. Southard remain as City Council representatives.

Approval of Minutes of the June 13, 2017 Planning Commission Meeting

Mr. Dana made motion to approve the June 13, 2017 minutes. Mr. McCarthy seconded the motion. All were in favor. Mr. Snavelly and Ms. Rosenberg abstained.

Public Comments Related to Items Not on the Agenda

There was none.

Reports from Commissions, Boards, Committees & Staff

Mr. McCarthy reported on the HAPC historic inventory stating it was complete and that an open house was scheduled for Aug 1-2, 2017: August 1, 2017 at the Oxford Lane Library; August 2, 2017 at the Oxford Court House. Mr. McCarthy stated the inventory would then move to City Council for recommendation.

Mr. Dana reported July 27 and 28, 2017, a meeting on the Town Gown Association of Ohio will take place at the Farmer's School of Business. Tickets available at the Oxford Visitor's Bureau.

Mr. Daniels suggested that some form of public announcement of Mr. Prytherch's service on the Planning Commission be acknowledged by City Council. Mr. Dana seconded the idea. City Staff will share information.

Mr. Bell introduced new members of the Planning Commission:
Shana Rosenberg and William (Bill) Snavelly.

Mr. Chen reported that Phase 1 of the Recreational Trail was completed and that submittal for the third leg of the trail has taken place. Also, funding from OKI has been received for the second phase.

Ms. Southard reported on her involvement with a new group working on Public Arts Commission of Oxford and how we can enhance our community. Are in the planning stages right now.

Mr. Bell reviewed the agenda and reordered to push up Old Business discussion first. Mr. Dana made motion to reorder the agenda. Mr. Daniels seconded the motion. All were in favor.

Items Related to Platting

There was none.

New Business

Concept Review - Madison Student Housing LLC, Stadium Apartments 95

Mr. Randy Bruce spoke, representing Madison Student Housing. Also present was Tim Stratka and Coe Potter.

Mr. Stratka spoke and shared Madison Student Housing market and their various locations stating they focused primarily on student housing.

Mr. Coe Potter, stated he was the liaison between the developers and property owners and that he has been asked to discuss with the Planning Commission the site and existing neighborhood of this project. An overhead PowerPoint presentation took place, showing the existing site. Mr. Potter stated that the development included a vast majority of the existing block and that there were no single family owner occupied properties in this block. Mr. Potter described the current problems with the block. Mr. Potter described the surrounding properties. Mr. Potter stated that the developers plan for rehabilitation and improvement of the property, not talking about repurposing here.

Mr. Bruce spoke. Mr. Bruce displayed photographs showing some of the existing properties. Mr. Bruce stated the area currently would be considered blighted. Mr. Bruce displayed a photo showing its proximity to campus, dining hall and stadium.

Mr. Bruce displayed the proposed site drawing. Discussed connectivity of flats/modules and their efficient arrangement. They will include a mix of unit sizes. Displayed the existing apartment building that will stay and be part of this design. Described open space, exercise area and surface and underground parking. Mr. Bruce displayed elevation drawings. Mr. Bruce stated that Mr. Scott Webb would help to design. Mr. Bruce stated he was asking for Planning Commission feedback and the plan for it to be a PUD. Mr. Bruce reviewed R3MS standards and how they could meet them. Described how the buildings would be connected. Relief in some of the site regulations would possibly be needed; right now the buildings are at 42' height, and 54% lot coverage, required parking.

Mr. Daniels suggested checking the soil as the area was notorious for sheet rock. Ms. Southard inquired if there were flooding issues and if there were any other underground parking in Oxford. Response was yes; at Stewart Square and the University. Ms. Southard inquired if we encouraged this. Yes was the reply. Mr. Daniels just suggested they check the soil. Mr. Snively inquired about the property within the block not in the plans and if the owner was present in the audience. It was noted that the owner was present. Mr. Snively inquired about accessibility for the handicapped. Mr. McCarthy inquired about the density. Mr. Bruce shared square footages planned. Mr. Bruce stated there would be security cameras in common areas and described the camera effectiveness.

Mr. Dana inquired about a time line. Mr. Bruce stated that construction to begin a year from now possibly spring 2018 and completion in the summer of 2019. Mr. Snively replied it looked good to him; however, he was concerned about the parking, accessibility, a single family dwelling look versus big block buildings. Mr. Dana stated he was concerned about building heights and the possibility of flat roofs which aren't permitted. Mr. Bell agreed about redevelopment in this area; however, lot coverage and parking was an issue. Ms. Southard inquired if there were any other solutions besides steep roofs or flat roofs as she was really concerned about going above the height limit.

Mr. McCarthy stated that the density was by far their biggest problem as he calculated 50 beds over allowed amount.

Mr. Clayton Werden, owner of 420 University was present. Mr. Werden stated that what bothered him most was the area being considered a blighted area. Mr. Werden stated that he also questioned the density the developers were suggesting. Mr. Werden stated that he was against the project.

Ms. Judy Kolbas, a member of the Housing Advisory Commission, noted that here was another housing development for students; however, referred to other housing needs for the area to be upgraded, and why not diverse development, even for Miami University employees. Ms. Kolbas suggested looking at this as an opportunity to diversify our new developments.

Old Business

PC-2015-11, 50 W. Central Avenue, Conditional Use Permit Extension Request, Steve Sadler, Oxford Storage Solutions, LLC

Mr. Chen stated that the applicant/owner asked for an extension for this project.

Mr. Snavelly made motion to extend PC-2015-11, six months. Mr. McCarthy seconded the motion. All were in favor.

The extension was granted.

Items Related to Zoning

PC-2017-10, ZONING CODE MAP AMENDMENT - to Amend the zoning designation of certain properties from R-1MS to R-2MS and from R-2MS to R-3MS Districts, City of Oxford, Applicant Tabled June 13, 2017 12

Mr. Dana made motion to enter into Public Hearing PC-2017-10. Mr. Daniels seconded the motion. All were in favor.

Mr. Chen described the map amendment. Mr. Chen reported that the map amendment would increase density thus allowing students to move closer to campus. This amendment reflected the Planning Commission's discussion and desire to change the zoning designation on certain areas to better represent present living.

The first of three changes are that one area would be changed from an R-1MS District to an R-2MS. This area is bordered by Campus Avenue to the east, west side of Poplar Street to the west, Chestnut Street to the south and the north properties on Central Avenue to the north.

The next two represents changing zoning from R-2MS to R-3MS. First, described as being bordered by Tallawanda Road to the east, Sycamore Street to the north, Main Street to the west and Vice Street on the south and Bishop Street to the west. Second area considered central Mile Square, bordered by Campus Avenue to the east, Church Street to the north, Beech Street to the west and Heather Lane to the south.

Mr. Chen described the surrounding properties. Mr. Chen stated that stakeholder discussion took place and that they seemed to approve this zoning change.

Mr. Scott Webb spoke. Mr. Webb stated that he wanted to talk about an area located adjacent to campus and right across from the parking garage and that he wasn't sure about the logic of leaving all those as R-2 District. Mr. Webb stated that he felt it was stopping owners from redeveloping or considering a planned development. Mr. Webb stated that he felt the R-3MS area should be considered for this area too.

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

Mr. Daniels made motion to approve PC-2017-10. Mr. Dana seconded the motion.

Mr. Bell summarized the process this map amendment went through, including having hired a consultant for this and other amendments, and that this is an incremental step in a long range vision.

Mr. Snavelly inquired about Mr. Webb's comments and felt that Mr. Webb's discussion made sense and asked the Planning Commission to fill him in to the logic of why they wanted to leave that area alone. Mr. McCarthy stated that he was in favor 100% for the area to get changed. Ms. Rosenberg stated the Planning Commission would have her 4th approval too since living in that area and that she agreed with Mr. Webb's rationale.

Mr. McCarthy made motion to amend to change the area on the map between Poplar Street and Campus Avenue, from R-

2MS to R-3MS. Mr. Daniels seconded the motion. Discussion followed. Ms. Southard stated that she was in favor of leaving the area alone as she thought the goal was to have varieties of zoning. Mr. McHugh spoke noting that there would need to be a public hearing notice announcement placed if this is approved by the Planning Commission; that it didn't mean that this could just be approved. Mr. McHugh continued that they would need to vote on the main motion, and then make a motion as a new item to rezone, thus beginning the process.

Mr. Daniels removed his second on this motion. Mr. McCarthy removed his initial motion. All were in favor.

AYE: Mr. McCarthy, Ms. Rosenberg, Mr. Daniels, Mr. Snively, Mr. Dana, Ms. Southard, Mr. Bell (7)
NAY: None (0)
ABS: None (0)

Mr. McCarthy made motion to begin the map amendment process to rezone the area between Poplar Street and Campus Avenue from R-2MS District to R-3MS District. Mr. Dana seconded the motion. All were in favor.

PC-2017-11, ZONING CODE TEXT AMENDMENT- Chapter 1143, District by Amending Chapter 1143, Sections 1143.03, 1143.05, 1143.07, R1MS, R-2MS, R3MS, City of Oxford, Applicant Tabled June 13, 2017

Mr. Daniels made motion to enter into Public Hearing PC-2017-11. Mr. Dana seconded the motion. All were in favor.

Mr. Chen stated that this text amendment was the text portion of PC-2017-10.

Mr. Chen described what happened to get to this point. R-1MS: reformatted lot development requirements; increased lot coverages; R-2MS-improved purpose statement, reformatted lot development requirements, increased lot coverages, removed stipulating lot information; R-3MS-improved purpose statement, added accessory dwelling units as conditional uses, reformatted lot development requirements; spelled out setbacks, added front facade language, added pictures, foundation requirement provisions, siding was spelled out, roof changes, door changes, porches, stoops, decks, patio language changes, garages, fences and gate changes, materials' preferences, architectural features minimal requirements, accessory dwelling units. Mr. Chen stated that there were a lot of changes to the R-3MS zoning. Mr. Chen stated he did receive one surrounding property owner inquiry.

Mr. Webb spoke. Mr. Webb referred to Section 1143.07 R-3MS lot widths, 2 and 3 family dwelling lot widths (40-55-60), and that he felt the language should read 40-50 (two-family dwelling)-60 because sizes of existing two-family lots were 50-foot lot widths.

Mr. Dana made motion to close public hearing PC-2017-11. Ms. Southard seconded the motion. All were in favor.

Mr. Dana made motion to approve PC-2017-11. Mr. Daniels seconded the motion.

Mr. Snively made motion for Section 1143.07 R-3MS lot widths to be changed from 55 feet to 50 feet. Mr. Dana seconded the motion. All were in favor of the amendment.

AYE: Mr. McCarthy, Ms. Rosenberg, Mr. Daniels, Mr. Snively, Mr. Dana, Ms. Southard, Mr. Bell (7)
NAY: None (0)
ABS: None (0)

Mr. McCarthy stated that he wanted to see all Mile Square Districts' design language to match. Discussion followed. Mr. Bell noted that the Commission needed more time to think through.

Mr. Daniels called the question.

Mr. McCarthy made motion for the Planning Commission and City Staff to review all Mile Square Design Standards for standardization in the near future. Mr. Dana seconded the motion. Mr. Daniels referred to the Planning Commission work items already due for review. All were in favor of standardizing the Mile Square Design Standards.

PC-2017-12, ZONING CODE TEXT AMENDMENT - Chapter 1141, Accessory, Temporary, Supplementary and Environmental Regulations by Amending Section 1141.01 Accessory Regulations and 1141.03 Supplementary Regulations, City of Oxford, Applicant Tabled June 13, 2017

Mr. Dana made motion to enter into Public Hearing PC-2017-12. Mr. Daniels seconded the motion. All were in favor.

Mr. Chen stated that this was a minor change under accessory buildings allowed in the R-3MS District, as accessory dwelling units and principle buildings on a lot, specifically alley lots, previously having been forced to go to BZA. Mr. Chen stated that entrances would have to face the alley and would delete the BZA process.

Mr. Daniels made motion to close public hearing. Mr. Snavelly seconded the motion. All were in favor.

Ms. Southard made motion to approve PC-20-17-12. Mr. Dana seconded the motion.

AYE: Mr. McCarthy, Ms. Rosenberg, Mr. Daniels, Mr. Snavelly, Mr. Dana, Ms. Southard, Mr. Bell (7)

NAY: None (0)

ABS: None (0)

PC-2017-18, ZONING CODE TEXT AMENDMENT, to amend the Oxford Zoning Code Chapter 1147.03, Conditional Uses, by adding (39) accessory dwelling unit with use potential concerns and regulations, City of Oxford, Applicant

Ms. Southard made motion to enter into Public Hearing PC-2017-12. Mr. Daniels seconded the motion. All were in favor.

Mr. Chen reported that accessory buildings to be used as a dwelling unit has been added into the Conditional Use chapter.

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

Mr. Snavelly made motion approve PC-2017-18. Mr. McCarthy seconded the motion.

AYE: Mr. McCarthy, Ms. Rosenberg, Mr. Daniels, Mr. Snavelly, Mr. Dana, Ms. Southard, Mr. Bell (7)

NAY: None (0)

ABS: None (0)

PC-2017-19, ZONING CODE TEXT AMENDMENT, to amend the Oxford Zoning Code Chapter 1101.4 Subdivision Regulations, specifically 402, Sensitive Development Areas, City of Oxford, Applicant

Mr. Dana made motion to enter into public hearing PC-2017-19. Mr. Daniels seconded the motion. All were in favor.

Mr. Dana made motion to go into recess. Mr. Bell seconded the motion. All were in favor. Time 9:45 p.m. Mr. Dana made motion to reconvene to regular meeting. Mr. Daniels seconded the motion. Time 9:51 p.m.

Mr. Chen stated that PC-2017-9 and PC-2017-20 were linked together. Mr. Chen stated that the subdivision regulations' change was to the sensitive development areas and that the current code wasn't clear of expectations for preliminary subdivisions. Mr. Chen stated that we want know the geological conditions of the site and want the applicant to understand our expectations. Mr. Chen reviewed Section 1101.4 402(B) preliminary subdivision information needing provided at time of the application. After the approval of the preliminary plan, the applicant must develop a detailed analysis of sensitive environmental areas on the site, conducted by a firm that are pre-qualified by Ohio Department of Transportation Streams and Wetland Mitigation.

Ms. Southard stated that she was pleased to see this language as it would save everyone a lot of time. Mr. Dana agreed.

Ms. Southard made motion to close public hearing. Mr. Dana seconded the motion. All were in favor.

Ms. Southard made motion to approve PC-2017-19. Mr. Daniels seconded the motion.

AYE: Mr. McCarthy, Ms. Rosenberg, Mr. Daniels, Mr. Snavelly, Mr. Dana, Ms. Southard, Mr. Bell (7)

NAY: None (0)

ABS: None (0)

PC-2017-20, ZONING CODE TEXT AMENDMENT, to amend the Oxford Zoning Code Chapter 1145 Planned Development, specifically 1145.12 Design (g) Environmental, City of Oxford, Applicant

Mr. Daniels made motion to enter into Public Hearing PC-2017-20. Mr. Dana seconded the motion. All were in favor.

Mr. Chen reported that the text amendment is to address sensitive development guidelines to the Planned Development section of the code.

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

Mr. Daniels made motion to approve the correction of a grammatical error. Mr. McCarthy seconded the motion.

AYE: Mr. McCarthy, Ms. Rosenberg, Mr. Daniels, Mr. Snavelly, Mr. Dana, Ms. Southard, Mr. Bell (7)

NAY: None (0)

ABS: None (0)

PC-2017-21 ZONING CODE TEXT AMENDMENT, amend the Oxford Zoning Code Chapter 1141.01(a)(5) accessory regulations, to provide regulations governing short term rentals, City of Oxford, Applicant

Mr. Chen reviewed short term rentals discussions that have taken place, specifically a public survey, meetings and work sessions, potentially charging a hotel tax, fundraising opportunities, regulating participation. It was agreed to discuss further.

Mr. Dana made motion to Table PC-PC-2017-21. Ms. Rosenberg seconded the motion. All were in favor.

Adjournment

Mr. Dana made motion to adjourn the meeting. Mr. Daniels seconded the motion. All were in favor. The meeting was adjourned at 10:24p.m.