OXFORD PLANNING COMMISSION
Meeting Minutes
Tuesday, July 12, 2011
7:30p.m.

Call to Order

Those members present: Richard Keebler, Ted Wong, Marvin Hurston, John Harman, Dave Prytherch, and Richard Daniels.

Those members excused: None.

Staff members present: Jung-Han Chen, Kathryn Dale, and Stephen McHugh.

Staff members excused: None.

Mr. Prytherch called the July 12, 2011 Planning Commission meeting to order at 7:32 p.m. after a work session to discuss Subdivision Regulations.

Adjourn to Executive Session (Election of Officers)

Mr. Keebler moved to adjourn to Executive Session at 7:33 p.m. in accordance with Ohio Revised Code Section 121.22(g) for the purpose of discussing appointments to Boards and Commissions. Mr. Hurston seconded the motion. All were in favor.

Mr. Keebler moved to reconvene to regular meeting at 7:50 p.m. Mr. Hurston seconded the motion. All were in favor.

Mr. Daniels entertained a motion to elect Mr. Dave Prytherch as Chairman of the Planning Commission, Richard Keebler Vice Chair. Mr. Hurston seconded the motion. All were in favor.

Approval of Minutes of the April 12, 2011 Planning Commission Meeting

Mr. Hurston moved to approve the April 12, 2011 Planning Commission meeting minutes as written. Mr. Keebler seconded the motion. Mr. Prytherch abstained from the minutes as he was absent. All were in favor.

Communications - Administrative Approvals
PC-ADM-03-2011, Minor Change to an Approved Planned Development, 6 Chestnut Hill, Derek Howard, Architect, Agent

Mr. Chen shared with the Planning Commission a recent Administrative approval for a deck to the back of Unit 6 at Chestnut Hill. Mr. Chen explained why the application could be approved administratively; there were no changes in the current use; the deck would not alter the appearance of the site; the deck would not affect public services; the deck would not cause a negative impact on adjoining properties; the deck would not diminish the intent of the original approved plan. Therefore, it fell under a minor amendment approval by staff and the Acting Chair. Mr. Prytherch concluded that the property's Condo Association also approved the deck at their HOA meeting.

Mr. Prytherch acknowledged Ms. Susan Kay's departure and thanked her for her service to this Commission. Mr. Prytherch noted she provided a great service.

Mr. Prytherch referred to future discussion projects. Mr. Prytherch wants to have by fall a road map on what the Planning Commission wants to tackle in the future.

There will be no meeting or work session for August.

Adjournment

Mr. Hurston made motion to adjourn the meeting. Mr. Keebler seconded the motion. All were in favor. The meeting was adjourned at 7:50 p.m.