

OXFORD PLANNING COMMISSION

Meeting Minutes

Tuesday, March 13, 2018

7:30 p.m.

Call to Order

Those members present: Richard Daniels, Robert Bell, Steve Dana, William Snavely, Shana Rosenberg, and Mike Smith.

Those members excused: Pete McCarthy.

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

Staff members excused: Sam Perry.

Election of Officers

Mr. Dana made motion to reappoint Mr. Robert Bell as Chair of the Planning Commission and Mr. Richard Daniels as Vice Chair of the Planning Commission. Mr. Smith seconded the motion. All were in favor.

Mr. Snavely made motion to reappoint Mr. Daniels as CIC representative, Mr. Snavely as Environmental representative, Mr. McCarthy as HAPC representative. Mr. Dana seconded the motion. Ms. Rosenberg stated she would like to be a member of the Housing Advisory Commission when a position becomes open.

Approval of Minutes of the December 12, 2017 Planning Commission Meeting

Ms. Rosenberg made motion to approve the minutes as written. Mr. Dana 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. Snavely reported on the Environmental Commission stating there were two major items going on: a zoning text amendment dealing with trees, coming to the Planning Commission in April. Mr. Snavely announced that going before City Council is a potential arrangement with the Tesla Corporation to put in electric car charging stations in Oxford. Tesla will install, pay for equipment and maintenance of. All the City will have to do is pay for the electricity. Hotels/motels and other businesses if they desire can be involved as well. Mr. Snavely described the charging stations throughout the country. Mr. Snavely stated it was yet to be determined how many of locations of. Also there will be public opportunity for discussions.

Mr. Chen announced that the HAPC has finalized the Uptown Inventory updates, and the First Reading took place last week. Mr. Chen reported that the Codified Ordinances would also be updated.

Mr. Bell announced that the Village network walk audits are taking place throughout the City. Mr. Bell stated one conducted at Kramer Elementary and next at Fairfield Road, informational meeting tomorrow at CAC about OATS trail and the upcoming levy.

Items Related to Zoning

PC-2018-02, [ZONING CODE TEXT AMENDMENT, to amend Chapter 1141.01 Accessory Regulations, adding 1141.01\(a\)\(5\) Short Term Rentals, City of Oxford, Applicant](#)

Mr. Dana made motion to enter into Public Hearing PC-2018-02. Mr. Daniels seconded the motion. All were in favor. Mr. Chen provided an overview.

Mr. Chen stated this discussion of this topic has taken place for quite some time. The Oxford market already has a number of properties utilizing short term rentals. Mr. Chen stated that this language would provide guidance and a framework; it is not to shut everything down. They can be an open, legitimate business.

Mr. Chen described Oxford's unique environment. Mr. Chen stated the goal for short term rental language is to streamline regulations, and not require much paperwork. Mr. Chen reviewed the short term rental zoning code text amendment. Mr. Chen described what would require rentals to need a conditional use. Mr. Chen referred to the Fire Chief comments that rental permit inspections should be extended to short term rentals. Mr. Chen stated that a Conditional Use application cost \$410.00. A rental permit is \$55.00

Mr. Bell noted that if passed, City Council may or may not change the requirement of paying a hotel tax. Mr. Snively inquired about determining 5 stays? Mr. Bell explained it was originally 3 tiers, however, between all the work sessions, we collapsed to two tiers. Mr. Dana asked for clarification of the number of people allowed and if the Overlay Districts would override.

Ms. Holly Larson, 1324 Dana Drive, inquired what was the purpose of having regulations? Mr., Bell responded that some business owners said it was unfair that stays were not paying into the tax base. Mr. Bell continued that the City has a B&B on the books with certain requirements, so the ordinance was out of date. We do look at health safety and welfare of the City, and we need to look at to protect people staying here. Mr. Snively responded that resident concerns were expressed. Ms. Larson explained her rental situation, and it being an owner occupied residence. Ms. Larson also referred to the lack of hotels available in Oxford.

Mr. Bell explained the B&B requirements. Mr. Daniels explained the neighborhood overlay districts. Mr. Daniels described some property owners who literally move out of their home and use the Airbnb as an income mechanism and that the Planning Commission is wanting enough oversight so it doesn't get out of control. Mr. Bell noted that this code would not hinder the number of stays.

Ms. Larson stated she objected to extra regulations.

Mr. Michael Flitcraft, also of the Dana Drive residence, stated that most who stay with them are swim meet attendees. Mr. Bell noted that there was nothing right now regulating stays. Mr. Bell noted the importance that you can still do this in an overlay district.

Michael Flitcraft inquired if these regulations would also apply to Uber and Lyft? Mr. Flitcraft stated the City would lose Airbnb if put in these regulations

Mr. Smith made motion to close Public Hearing. Mr. Snively seconded the motion. All were in favor.

Mr. Daniels made motion to approve PC-2018-02. Mr. Smith seconded the motion.

Mr. Snively expressed concern about the costs to people, and Ms. Rosenberg agreed that the \$400 fee

was a really big bite. Mr. Bell stated the goal is not to make money; the goal was to have a fair regulation to follow and safety concerns. Ms. Rosenberg stated these costs were not fair.

Discussion took place and reviewed costs' issues.

Mr. Daniels stated that the major issue we have wrestled with for two years, was non-profit versus properties using as short term rentals; this language was to protect neighborhoods you are allowing a neighborhood not supposed to be businesses functioning as businesses.

The Planning Commission shared how the committee worked at this.

The Planning Commission reviewed the chart on page 11 of the agenda and suggested a short term rental permit, separate form from a regular rental permit; but this is for Council to do not us to do. Mr. Chen inquired the Planning Commission if this is the route they want to take and to remember that all the other sections of the zoning code will need to come before the Planning Commission and then presented as a package to Council. Mr. Chen noted that if this doesn't come through then we can't work on the other parts of the code.

Mr. Chen stated that the Planning Commission cannot determine fees; however, can recommend to Council to reduce the fee.

Discussion continued. Review of the short term rental chart took place. Ms. Rosenberg made motion to change the chart as discussed, per permit in all 4 boxes proposed 4 additional persons. Mr. Snavelly seconded the motion.

Mr. Daniels made motion to table, PC-2018-02. Mr. Dana seconded the motion. All were in favor.

Administrative Approvals

PC-2018-03 -[ADM, LOT CONSOLIDATION, W. Rose Avenue,, College Avenue and Main Street, 6.684 acres, 12 lots, to New Lot #3323, Dudley Prime Properties, LLC, Applicant](#)

Adjournment

Mr. Dana made motion to adjourn the meeting. Mr. Smith seconded the motion. All were in favor. The meeting was adjourned at 8:57 p.m.