OXFORD PLANNING COMMISSION
Meeting Minutes
Wednesday, May 13, 2020
6:30 p.m.

Call to Order

Those members present: William Snavely, Jason Bracken, Carla Blackmar, Richard Daniels, Shana Rosenberg, Richard Keebler, Corey Watt
Those members excused: None.
Staff members present: Sam Perry
Staff members excused: None.

Approval of the Agenda

Mr. Daniels made motion to approve the agenda. Ms. Rosenberg seconded the motion. All were in favor.

Approval of the Minutes of March 10, 2020

Ms. Blackmar made motion to approve the minutes as written. Mr. Watt 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. Watt reported on the HAPC having met virtually during the Covid-19 crisis basically for minor discussions; vinyl siding use in the historic district, modifications to the Rodbro proposal across from the Community Art Center. Staff met with Mr. Rodbro to mitigate some of the visual impairments. Reviewed the initial proposal and changes to the southwest property discussion about the outside patio.

Mr. Daniels, reported on the CIC, having had at least 3-4 meetings to establish a gift card program after receiving $200,000 from the City. The program opened up to the community with certain criteria to follow. About 60 businesses applied and each received around $2,000. During the second round of applications, dozens more fit the criteria, and the deadline for the second extension is in May and the CIC will meet again and approve the extended amount. The plan is to keep a little bit in the fund, in case of a major need. In regards to the revolving loan fund, will be loaning money at an interest free rate until 2021. Two businesses received $5,000, four were submitted, and a fifth were needing more detail. This too will get another round of communication, so more businesses may take advantage of it. Mr. Daniels also explained how the gift card program would work.

Mr. Bracken reported on the Environmental Commission not having met for some time. Mr. Bracken announced that the tree ordinance passed before City Council. Ms. Rosenberg reported on the Housing Commission not having much to report. Ms. Rosenberg did state that they would be moving forward with Council to add more HAC members. Ms. Blackmar reported on the Parking/Transportation Committee which; 1. The City is preparing strategically to be ready to dig for Amtrak station as project moves forward, 2. Are looking at providing conversation regarding striping on Chestnut Street to fit the Complete Streets ordinance and on-street parking. She will keep the Planning Commission informed of status.

Mr. Perry provided a staff update. Staff has been fairly moving forward, business as usual, back in the office. The office is not open to the public. Mr. Perry reported that the South Farm plat was approved last week at Council. Contracting for the Housing Study is underway now on a reduced budget to try and conserve tax payer resources. The OKI 20/50 plan is now out for public comment regarding transportation plans.

Mr. Snavely reported on City Council approving the tree ordinance and South Farm.

New Business

Concept Review – Development Expansion at 6711 Ringwood Road, Scott Webb, Architect

Mr. Perry announced the opportunity to hear from Mr. Webb regarding a development expansion at 6711 Ringwood Road. Mr. Perry stated that staff has not reviewed; however, asking for feedback from the Planning Commission.

Mr. Snavely described the previous approvals at the property as being still approved and valid, but nothing moving forward with it; however, the gun range is adjacent to Mr. Webb's discussion tonight.

Mr. Scott Webb spoke. Mr. Webb referred to the MayDay Gun Range, and described the existing building, site size and zoning. Mr. Webb stated that the problem with the property is it being a panhandle lot with a long driveway. Mr. Webb made a suggestion of possibly splitting it off into lots. Mr. Webb displayed a site plan stating that it may be possible to incorporate into a larger planned development giving the opportunity to not be so concerned with lot frontage, having a shared access easement, an overall planned development in an OI District. Mr. Webb reviewed the site with a proposed drawing of a new property line around parcel two as the gun range. Maybe this could be an opportunity to develop additional parking since it is needed. Mr. Webb discussed possibly developing a business incubator area. Mr. Webb described how this incubator area would be designed. Mr. Webb offered also an idea of constructing self-storage, indoor climate controlled included, on the deepest part of the site and not visible. Mr. Webb described the nearby railroad tracks. Mr. Webb discussed possibly creating a terminal loop road so to speak. Mr. Webb advised that some sanitary work may be needed. City Staff suggested if they would do this, could they possibly reduce curb cuts for the existing car dealership, thus incorporating that lot into this plan as well as the car dealership lot is for sale. Mr. Webb stated he was asking for Planning input on the open space requirements, perimeter setbacks, lot coverage, and advice on how to phase this and the lot sizes.

Mr. Watt inquired about any requirements for traffic/fire for access? Mr. Watt continued that future parcel 6 touched College Corner Pike, and could that potentially be an access to College Corner Pike? Mr. Keebler shared the same concern, and asked if Mr. Webb had talked to the Fire Chief. Mr. Webb responded that certainly could be a consideration.

Mr. Bracken inquired as to any thoughts to preserving parcel 3 a wooded lot and how would you meet requirements of the tree ordinance? Mr. Watt inquired if maybe it could be an opportunity as open space. Mr. Webb responded that there was a swale going through and that he didn't know the condition of the trees. The tree ordinance would be taken into account.

Mr. Daniels inquired if the property next to the church was part of the car dealership and inquired if had considered involving Capitol Varsity; which would then create a pretty comprehensive project. Mr. Webb referred back to the open space question and preserving of the trees, and that this is a significant amount of land - 20%. Discussion followed.

Mr. Keebler felt that a second access was important but maybe it could not handle a left turn there. Mr. Keebler stated that he would like parcels 6 and 7 combined and a roadway access along that point. Mr. Snavely agreed and that he liked the concept of a single entry point.

Mr. Bracken stated he would prioritize environment. Mr. Webb, referring to it as an entrance into the City, looking at it as destination businesses plans to design as internally focused, not facing the street.

Mr. Watt stated his concern was safety when discussing one way in/out and a turn lane. Ms. Rosenberg stated she was supportive of this kind of development in this area as this area was perfect and wouldn't seem out of place there. Mr. Keebler inquired if the property north of the church could be part of a lot split. Discussion followed regarding possible traffic issues and alternate accessing of development. What about an emergency access point through the church parking lot?

Discussion followed regarding access, and easement versus roadway. Mr. Webb stated that he will reach out to the former car dealership property, to the church, and neighbor involvement.

Adjournment

Mr. Keebler made motion to adjourn the meeting. Mr. Watt seconded the motion. All were in favor. The meeting was adjourned at 8:00 p.m.