



**AGENDA**  
**BOARD OF ZONING APPEALS**  
**TUESDAY, March 24, 2026**  
**6:30 P.M.**

**Oxford Courthouse**  
**118 W High Street**

**MEMBERS**

Philip Russo, Chair

Baljinnyam Dashdorj  
Matt Wyatt

Steve Chaffin, Vice Chair  
Jon Creech, Secretary

**STAFF**

Sam Perry, Director, Community Development  
Zachary Moore, City Planner/GIS Coordinator  
Christopher Conard, Law Director

**MEETING PROCEDURE:** The Board of Zoning Appeals is a quasi-judicial board. Our primary function is to hear testimony and issue decisions. Unlike other City boards and commissions, we only hear relevant, sworn testimony from the Applicant, his/her duly appointed agent or attorney, and any other person with standing to testify in a particular matter. The Applicant has the right to cross-examine any testimony given. Our hearings are open to public attendance, but public comment, opinion and discussion are not considered testimony and will not be heard.

Please wait until you are recognized by the Chair, state your name and address so that your comments may be properly recorded. Applicants are to limit their testimony to fifteen (15) minutes, including any information presented by his/her duly appointed agent or attorney. This time limit may be extended if the Board requests or approves further testimony. Other persons with standing are encouraged to testify and ask questions about the nature of the appeal, but must be acknowledged by the Chair prior to speaking.

- I. Call to Order
- II. Approval of January 27, 2026 Minutes of the Regular Meeting 1
- III. Old Business
  - BZA-2025-03, 36 E. High Street, ADMINISTRATIVE APPEAL** to Section 1137.10(c), replacement of changeable marquee signs with electronic message boards, **Jack F. Grove, Appellant**
- IV. Adjournment



## OXFORD BOARD OF ZONING APPEALS

### Meeting Minutes

Tuesday, January 27, 2026

[https://youtu.be/m2SZg\\_XoHVw](https://youtu.be/m2SZg_XoHVw)

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### Roll Call

Philip Russo, Chair

Steve Chaffin, Vice Chair

Matt Wyatt

Jonathin Creech, Secretary

Baljinnyam Dashdorj

Time: 0:46

A regular meeting of the Oxford Board of Zoning Appeals was called to order by Chair Philip Russo on Tuesday, January 27, 2026 at 6:30 p.m.

Members in attendance were Steve Chaffin, Baljinnyam Dashdorj, Matt Wyatt and Jonathin Creech

Members excused: None

**Staff Members in Attendance**

Mr. Zachary Moore, City Planner/GIS Coordinator, Mr. Christopher Conard, Law Director, Ms. Eunike Miller, Administrative Assistant

**Staff Members Excused**

Mr. Sam Perry, Director, Community Development

**Swearing in BZA Members**

Time: 1:07

**Old Business**

**BZA-2025-03**

Time: 2:29

1. BZA-2025-03, 36 E High Street ADMINISTRATIVE APPEAL to Section 1137.10(c), replacement of changeable marquee signs with electronic message boards, Jack F. Grove, Appellant \*\*Tabled from November Meeting

Mr. Wyatt made a motion to hear testimony from Mr. Moore, City Planner/GIS Coordinator. Mr. Creech seconded the motion.

After Mr. Moore's testimony, the Board withdrew for private deliberation.

**Motion – The Board direct the Law Director to draft a written decision denying the appeal. The decision will be adopted at the next meeting.**

(Voice Vote) 1<sup>st</sup> Mr. Chaffin

2<sup>nd</sup> Mr. Wyatt

AYE: (5)

NAY: (0)

ABS: (0)

The Board encouraged the applicant to apply for a variance.

**Election of Officers**

**Time: 19:13**

**Motion 1 – To nominate Philip Russo for BZA Chair**

(Voice Vote) 1<sup>st</sup> Mr. Chaffin 2<sup>nd</sup> Mr. Wyatt

AYE: (5)

NAY:(0)

ABS: (0)

**Motion 2 – To nominate Steve Chaffin for Vice-Chair of the BZA**

(Voice Vote) 1<sup>st</sup> Mr. Wyatt 2<sup>nd</sup> Mr. Dashdorj

AYE: (5)

NAY: (0)

ABS: (0)

**Motion 1 – To nominate Jonathin Creech for Secretary of the BZA**

(Voice Vote) 1<sup>st</sup> Mr. Chaffin 2<sup>nd</sup> Mr. Wyatt

AYE: (5)

NAY:(0)

ABS: (0)

**Approval of November 25, 2025 Minutes of the Regular Meeting**

**Time: 20:31**

**Motion – To approve the minutes as written**

(Voice Vote) 1<sup>st</sup> Mr. Chaffin 2<sup>nd</sup> Mr. Dashdorj

AYE: (5)

NAY: (0)

ABS: (0)

**Motion to Adjourn Meeting at 7:23 p.m.**

**Time: 20:45**

(Voice Vote) 1<sup>st</sup> Mr. Chaffin

2<sup>nd</sup> Mr. Dashdorj

AYE: (5)

NAY: (0)

ABS: (0)