THE CITY OF
OXFORD

Notice that certain aldermen or commissioners may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

A. January Planning Commission Memorandum

If you would like to participate in this meeting, please open the attachment for the virtual meeting information.
To view the recording of this public meeting please click the link below.
YouTube - Public Meeting Video

B. January Legal Advertisements
1. Call to Order
2. Approval of the Agenda
   - All in favor. Move: Chris Latimer Second: David Spragins Status: Passed

3. Approval of minutes from the December 2025 Meeting
   - All in favor. Move: David Spragins Second: Chris Latmier Status: Passed

4. Staff Report

a. Planning Staff Report
b. Building Official's Report

5. Map of Cases this Month https://city-of-oxford-gis-hub-coogis.hub.arcgis.com/apps/ff8873ac54dc47a481c5f2c8a64d4be1/explore

Administrative Approvals

1. Case #3308-A - Oxford School District (Bradley Roberson) has filed a request for Site Plan Approval for 'Oxford Intermediate School Renovations' for property located at 501 MLK (PPIN #5919)

Consent Agenda

2. Public Hearing for Case #3307 – Oxford School District (Bradley Roberson) has filed a request for a Special Exception as provided in Section 5.5.4.2 Screen Walls for property located at 200 Bolt Boulevard (PPIN #31297)

3. Public Hearing for Case #3309 - Oxford School District (Bradley Roberson) has filed a request for Site Plan Approval for 'OSD Central Office Addition' for property located at 200 Bolt Boulevard (PPIN #31297)

Approval of Consent Agenda: Moved: Chris Latimer Seconded: David Spragins Status: Passed. All in favor.

Public Hearings

1. Public Hearing for Case #3304 – RKFAM Holdings, LLC (Ryan Kizer) has filed requests for a) a Special Exception as provided in Section 2.6.11 First Floor Residential **(TABLED FROM DECEMBER);** b) a Special Exception as provided in Section 5.6.1.3 – Building Stepback; c) a Variance from Section 2.6.11 Urban Center – Front Build-to Line, Minimum; and d) a Variance from Section 3.2.18.2 Retaining Wall Height for 'Weldon' property located at Molly Barr and North Lamar Boulevard (PPINs #4533, #4534, #4535, #4536, #4537, #4540, #4541, #4542, #4543, #4544, #4545, #4546, #4571, #4632, #4980, #16006, #16060, #20787, #25059, #25061)

Mr. Benjamin Requet presented on behalf of the city. (YouTube video begins at 12:07)

Staff Comments:

a) Special Exception as provided in Section 2.6.11 First Floor Residential **(TABLED FROM DECEMBER)**

The subject property is located at the intersection of North Lamar Boulevard and Molly Barr Road and encompasses +/- 17.03 acres within the Urban Center zoning district. The applicant is seeking a Special Exception to permit first-floor residential units for a mixed-use development called 'Weldon North Lamar'.

The applicant returns to the Commission with a modified proposal from what was presented at the December Planning Commission meeting. This new proposal includes a mix of uses across the entire site including multi-family residential, commercial uses including restaurants and retail/office space with a pedestrian plaza, and surface and structure parking to support all of the proposed uses. The application notes that the intention is for the entirety of the development to be built concurrently, and not to be a phased "master-plan" with parcels sold to unrelated entities for future development. This proposal indicates a total of 328 residential units with a total of 777 bedrooms with approximately 16,334 square feet of common space (amenity area, leasing space lobby, etc.), and an increase in commercial space from what was presented in December to now slightly more than 49,000 square feet. The proposal does break the development into three areas of development including 1) a mixed-use zone, 2) a multi-family zone, and 3) a parking structure.

The mixed-use zone, located in the southeast quadrant of the site, includes Buildings A-E and a pedestrian plaza at Molly Barr and North Lamar. Buildings A, B, and E are four stories with first-floor commercial space and three floors of residential apartments above. Buildings C and D are single-story commercial structures designed primarily for restaurant uses, with 20' ceilings allowing optional mezzanine buildouts. Building E connects to the parking structure via its east façade, concealing the deck and providing a breezeway to pedestrian access. Its first-floor commercial space will focus on professional offices and house the development's leasing office. This proposal now includes a multi-functional plaza area just north of Building B. This area may be utilized for a farmers market, food truck area or with another program that will enhance the development.

The multi-family zone covers the remainder of the site outside of the parking structure and includes Buildings 1-6. Buildings 1 and 2 are fully residential, reading as three floors along Molly Barr and four floors on the north as grade drops, with stoops at the ground-floor activating the street towards Molly Barr Road. Buildings 3 is four floors with first-floor amenity space facing the outdoor amenity area. Building 4 is four floors of residential.

After the December meeting, the applicant modified Buildings 5 and 6 to address comments from the Commission. While both buildings still contain a portion of first floor and upper floor (3 to 4 floors) residential, the commercial area of Building 5 was increased by extending the space to the full depth of the building near the entrance along North Lamar. The entirety of the North Lamar frontage of Building 6 is now designated as commercial space.

The centrally located parking structure is designed to serve the entire development, functioning as primary parking for some buildings and overflow for others. From Molly Barr, only the four above-grade stories on the south, most visible side will be seen, while two lower levels step down with the site grade and are not visible from the street. The structure is partially wrapped on its east face by Building E and provides primary parking for residential units in Buildings A, B, and E in the mixed-use zone and Building 3 in the multi-family zone, while other multi-family buildings are primarily serviced by adjacent surface lots with the structure as overflow. The application indicates that the development will see an overall 5% reduction in required parking due to shared parking efficiencies in the mixed-use context.

Earlier conceptual discussion between the development team and the City contemplated a mixed-tenure program that combined for-sale condominium units with rental housing, supported by a broader range of community-oriented amenities. The current application, however, indicates that all residential units are proposed as rental apartments, with no for-sale condominium component retained in the plan. While the intent of the proposal is for rental at this time, that could change in the future. Regardless, this proposal does require a Mixed-Use Common Interest Development to be filed, including providing covenants.

Initial concepts for the site also included additional “third spaces” with amenities such as a small amphitheater, a pond with an internal walking trail, and a space for a farmer’s market to appeal to both project residents and the broader community. As mentioned earlier in the report, this modified proposal now includes a multi-functional area able to be programmed in a variety of ways. While different than the original concepts, Staff is appreciative of the developer working to incorporate an additional third space into the revised concept.

The current program now indicates approximately 40% of the entire development will contain first floor commercial spaces. Staff believes that the applicant’s revisions provide the balance of commercial and residential space desired for this prominent site in Oxford. Therefore, Staff now recommends approval of this requested Special Exception.

Recommendation: The Weldon proposal represents a significant investment at this location in Oxford, with a commitment to construct all components, including the commercial elements, concurrently. Staff finds that the proposed first floor residential request provides a desirable balance between residential and commercial, especially along the North Lamar Boulevard frontage. Therefore, Staff recommends approval of the requested Special Exception with the following conditions of approval:

1. The Special Exception is for the plan as submitted.

2. The granting of the Special Exception shall not adversely affect the public interest.

3. The Special Exception shall expire within 18 months if a building permit is not issued.

b) Special Exception as provided in Section 5.6.1.3 – Building Step-back

The applicant is seeking a Special Exception from the requirement of Section 5.6.1.3. for buildings 1, 2, 5, 6, A & B. Sec. 5.6.1.3 of the development code requires that "a portion of the façade of any buildings over 3 stories in height shall step back or recess an addition 1.2 feet for every 1 foot of height above 3 stories." It further establishes that "exemption from this requirement may be requested by special exception." The exemption clause was added to address the reality that there are building sites, and sometimes preferred architectural forms, that address the underlying philosophy of the step back requirement, without a strict adherence to the form of a step back. This element of the Code was added to limit the potential for buildings (like what is now called '514 Jackson', previously 'Uncommon Oxford') that present too "sheer" a façade to the street, creating a bulky and leering architectural presence.

The architecture proposed for Weldon North Lamar presents a varied presence in the buildings along the Molly Barr & North Lamar street frontages – punctuated by differing window shapes, canopies, porches, and the building façade also provides variety with portions that project closer to the street while others recess from it. Additionally, the buildings on this site are not proposed right on the property line along North Lamar and Molly Barr Road, and both of these roads have a wider right of way, which aides in a more human scale. This is the intent or spirit of this provision in the ordinance.

Recommendation: While this proposed façade does not step back, it does present considerable architectural variety, which breakup the visual components into discernable and individually attractive segments of each building facade. Staff believes the variety presented, and the style of the design, offer sufficient adherence to the intent of the step back standard and approval is recommended.

c) Variance from Section 2.6.11 Urban Center – Front Build-to Line

The applicant is requesting a 118' variance from the Front Yard Build-To Line Maximum for the proposed location of Building 4. The application notes that *the location of Building 4 was chosen in an effort to not only coordinate cohesively with the rest of the proposed development, but to also address a hardship along Chickasaw Road*. The application goes on to state that *the difficult grade change of the site along Chickasaw, and the site as a whole, a series of retaining walls is necessary to develop a building within this area of the site.* The applicant has concerns with the placement of a four-story building on top of a multiple retaining walls, and by doing so, it would create a "canyon" like condition along a large stretch of Chickasaw.

The Vision 2037 Comprehensive Plan and Land Development Code encourage buildings to be placed closer to the street, allowing for parking to be located at the side or the rear of the building to minimize the visual impact. Staff agrees that the grade differential and the concern of creating a 'canyon' condition at this location presents hardships that are outside of the applicant's control. In this instance, the applicant is proposing a 48" tall screen wall at the back of the parking curb in conjunction with evergreen plantings to screen the parking and headlights from view.

Recommendation: Staff recommends approval of the requested Variance with the following conditions:

1. The Variance is for the plan as submitted.

2. A 48” tall screen wall with evergreen landscaping is required to be installed to screen the parking lot from view.

d) Variance from Section 3.2.18.2 Retaining Wall Height

The applicant is requesting to exceed the 4’ retaining wall front yard maximum for retaining walls #1 & #2. Retaining wall #1 fronts towards Molly Barr and Chickasaw Roads with a maximum height of 12’. This wall is situated on the west side of the building and is a considerable distance from both roads. Retaining wall #2 is a series of two walls located along Chickasaw Road. The lower wall (closest to Chickasaw Road) does not exceed 4’, but the upper wall has a maximum height of 5’. As with the previous request, the applicant details the significant topographical challenges of the site as reasons to grant the variance request. As such, Staff finds this to be a reasonable request.

Recommendation: Staff recommends approval of the requested Variance with the following conditions:

1. The Variance is for the plan as submitted.

Summary of Discussion: Mr. Ryan Kizer was present to speak to the commission. With no further questions or comments from the audience or commission a motion was made subject to staff conditions on each request.

Motion to approve a). Special Exception. Moved: Chris Latimer Seconded: Yolanda Logan Status: Passed. All in favor

Motion to approve b). Special Exception. Moved: Joseph Murphy Seconded: Chris Latimer Status: Passed. All in favor.

Motion to approve c). Variance. Moved: Joseph Murphy Seconded: Yolanda Logan Status: Passed. All in favor.

Motion to approve d). Variance. Moved: Chris Latimer Seconded: David Spragins Status: Passed All in favor.

2. Public Hearing for Case #3305 - RKFAM Holdings, LLC (Ryan Kizer) has filed a request for Site Plan Approval for ‘The Weldon’ for property located at Molly Barr and North Lamar Boulevard (PPINs #4533, #4534, #4535, #4536, #4537, #4540, #4541, #4542, #4543, #4544, #4545, #4546, #4571, #4632, #4980, #16006, #16060, #20787, #25059, #25061)

Mr. Kate Kenwright presented on behalf of the city. (YouTube video begins at 25:30)

Planning Comments:

The +/- 17.03 property that makes up the proposed ‘Weldon’ development is located at the intersection of North Lamar Boulevard and Molly Barr Road. The property is zoned (UCN) Urban Center and the applicant intends to build a new mixed-use development to include multi-family residential and commercial (restaurant and retail) spaces.

The southeast portion of the site is mixed-use and is comprised of buildings A-E and a pedestrian plaza at the corner of Molly Barr Road and North Lamar Boulevard. Uses include commercial (retail, restaurant, and office), residential, and the parking garage (building E). The rest of the site is multi-family and features six residential buildings. Buildings 1, 2, & 4 will be fully residential, Building 3 is residential with

ground floor amenity space for residents, and Buildings 5 & 6 are residential with some ground floor commercial.

The development includes 328 residential units for a total of 777 bedrooms, and approximately 49,389 square feet of commercial space.

Use and Parking –
The (UCN) Urban Center District is intended for development that is primarily commercial in nature, and on a pedestrian scale. Commercial uses would support the service and shopping needs of the immediate neighborhood. It allows for mixed-use structures with residential on upper floors, as well as fully commercial buildings. The applicant seeks a Special Exception to allow for some first floor residential on-site which is a subject of Case #3304.

There is a parking structure proposed as a part of this development along with surface parking. The parking garage is centrally located in the development and while it is six stories, there are only four floors above grade which will be visible from the street due to the site grades. The applicant provided a letter requesting an 8% reduction in parking for the entire development. The current plan would provide 996 spaces total when the required amount is 1088 are required (a difference of 92). The applicant states that the reduction request is reasonable as all residential buildings provide the amount of parking required, while the commercial portions of the site will utilize shared parking. Staff finds this acceptable as the mix of uses on the site allow for the use of the parking garage and surface parking for multiple purposes effectively. The Director of Planning will allow the proposed reduction according to Section 4.9.2, which would allow up to a 25% reduction in parking.

Other Review Elements

- **Architecture and Building Materials** – Proposed materials are consistent across the site and include fiber cement siding, brick, aluminum storefront, and cast-stone. The proposed architecture and materials are appropriate based on the requirements of the Land Development Code.

  The applicant is requesting a variance from the front build-to-line maximum along Chickasaw Road which is a subject of case #3304.

- **Landscaping and Tree Mitigation** – While the tree mitigation calculations provided are correct, there are trees indicated that are not appropriate replacement trees. Staff is working with the applicant's team to ensure that the final landscaping plan is consistent with the requirements of the code. This is included as a condition of approval. The rest of the landscaping plan (placement and indicated specimen) meets the requirements of the LDC.

- **Coverage** – Coverage is proposed at 67.1% when 80% is allowed by the code.

- **Connectivity and Access** – A complete streets plan is provided which shows 5' sidewalks along Molly Barr Road, Chickasaw Road, and North Lamar Boulevard. Sidewalks are also indicated around each building and along the main private road which runs through the development.

Engineering Comments:
Access

This project will front three city streets, North Lamar Blvd, Molly Barr Road and Chickasaw Road. Access points to all streets is proposed in some form or fashion. A traffic impact study is required to evaluate impacts to existing streets and intersections. As of this date, the study has not been received.

In order to implement the proposed design and layout of the project, existing ROW from the City of Oxford along Molly Barr Road will need to be acquired. The developer will be responsible for coordinating this effort.

Water and Sewer

The project proposes to connect to existing utility infrastructure in all three streets abutting the property. New water and sewer infrastructure will be run into the site. A revised submittal was uploaded at the time of writing of this report. Engineering will begin review of the latest submittal as soon as possible.

Stormwater Management

The Weldon site is hydrologically challenging due to its size and existing topographic conditions, including a deep ravine that drains to a single cross-drain pipe on Chickasaw Drive. Several large-diameter pipes drain into the site, suggesting the existing cross-drain beneath Chickasaw Drive is undersized. There are existing drainage issues on Christman Drive downstream of the project that cause localized flooding on the roadway. Because of this, the stormwater management system will need to be more complex than a single detention basin, requiring more extensive hydrologic analysis, and downstream drainage improvements will need to be made in conjunction with site development.

The City of Oxford is actively exploring options to upgrade downstream drainage by installing a continuous pipe to provide adequate conveyance of flows from the site and to remediate issues on Christman Drive. The City of Oxford shall require the developer of the Weldon to cover the costs associated with these improvements. The City of Oxford has begun design work for the drainage improvements and will pursue the acquisition of drainage easements from neighboring properties. The City of Oxford does not have a set timeline for when the design and acquisition will be completed.

The engineering staff has not approved a stormwater management plan for this site. Again, due to the site's complexity, the stormwater management design will require several iterations to reach the final design. Engineering staff is actively communicating with the design engineer to streamline the comment process and ensure a design satisfactory to all interested parties. No permits, including land disturbance, shall be issued until a stormwater management plan is approved.

Staff Recommendation: Staff recommends approval of the requested Site Plan for 'Weldon with the following conditions:

1. Approval is for the plan as submitted, subject to necessary technical revisions per the Site Plan Review Committee (Planning).

2. Approval is contingent upon receipt of the two Special Exceptions and two Variance as requested in Case #3304 (Planning).

3. Prior to the issuance of any permits, the tree mitigation plan will be updated to show appropriate specimens for mitigation (Planning).

4. A copy of the covenants for the mixed-use CID must be submitted prior to the issuance of Certificates of Occupancy for the project (Planning).

5. All engineering comments related to preliminary site plan drawings are to be addressed before a land disturbance or building permit is issued (Engineering).

6. Acquisition of the needed ROW from the City of Oxford to implement the proposed design is the responsibility of the developer / owner. Any site plan approval of the current plan is contingent upon that acquisition. If acquisition is not able to be made, then Engineering will revoke its approval. (Engineering)

7. Approval of the stormwater management plan (Engineering).

8. Water and sewer fees pre unit shall be paid before building permits are issued (Engineering).

9. Before issuance of a land disturbance permit, a copy of the Storm Water Pollution Prevention Plan approved by MDEQ as part of the Large Construction Storm Water General Permit must be submitted to Development Services (Engineering).

10. The completed stormwater management facility must be certified by the civil engineer before certificates of occupancy are issued (Engineering).

Summary of Discussion: Commissioner Murphy asked about the stormwater plan. Mr. John Crawley stated that the city engineers have been working with the site developers on a solution for water detention for that area that will not exacerbate the surrounding areas. With no further questions or comments from the audience or commission a motion was made.

Motion to approve subject to staff conditions. Moved: Chris Latimer. Seconded: Joseph Murphy. Status: Passed. All in favor.

3. Public Hearing for Case #3306 – Vanessa and Jackson Price have filed a request for a Variance from Section 2.6.5 Neighborhood Residential – Front Yard Build-to Line, minimum for property located at 306 Shiloh Drive (PPIN #20052)

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at 30:45)
Planning Comments: The subject property is +/- 0.308 acres designated Lot 55 in the Shiloh Place subdivision. The applicant is requesting relief from the shown 25' front yard setback as recorded on the subdivision plat for the purpose of constructing a gable roof extension over the front door. The existing structure already sits on the front setback line.

The applicant contends that the lot is uniquely shaped, and has topographical issues. The existence of a 37.5' TVA easement on the south side of the lot reduces the buildable area significantly. Additionally,

the applicant states that the current condition of the house and lack of protection on the front door allows for water intrusion. The applicant is proposing to construct a gable that protrudes roughly 6' in to the front setback, roughly 1.5' short of the existing stairs.

In granting a Variance, the applicant must demonstrate:

> 9.4.1.1 That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
>
> 9.4.1.2 That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
>
> 9.4.1.3 That the special conditions and circumstances do not result from the actions of the applicant; and
>
> 9.4.1.4 That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district.

Staff agrees that there are unique topographical and easement issues with this particular lot, however, they don't appear to be directly relevant to this particular request as those more directly affect the rear of the lot. The house in question is roughly the same size as every other house in the Shiloh Place subdivision but was constructed at the front build-to line roughly 35 years ago. Staff is sympathetic to the issue of water intrusion, but the solution to this is either to take advantage of an allowed 3-foot overhang that is not supported on the ground, or, as most houses in Shiloh that do not have an overhang have done, recess the front entrance. For these reasons Staff cannot support this Variance request.

Recommendation: Staff recommends denial of the requested Variance. Should the Planning Commission grant the Variance, Staff requests the following condition:

1. Approval is for the plan as submitted.

Summary of Discussion: Mr. Jackson Price was present to speak to the commission. Mr. Price spoke about the water damage and condition of the current from entrance to his home. He mentioned the setbacks of this development prior and after the comprehensive plan and difference in setback for zoning. There was some discussion about the 3ft allowance. There was more discussion about the subdivision platted setbacks and the neighboring properties in comparison. With no further questions or comments from the audience or commission a motion was made.

Motion to approve subject to staff conditions. Moved: Chris Latimer. Seconded: Craig Brasfield. Status: Passed. All in favor.

4. Public Hearing for Case #3310 – Walker and Walker Enterprises, LLC (Ryan Walker) has filed a request for Site Plan Approval for 'Walnut Grove' for property located at Highway 7 South (PPIN #11031)

Mr. James Hirsch presented on behalf of the city. (YouTube video begins at 48:40)

Planning Comments: The subject property measures approximately +/- 27.9 acres. The property is located to the south of 'The Village of Oxford' on Highway 7 South, and is the last property in current City limits on the west side of the highway. The applicant proposes a residential development to be called 'Walnut Grove', consisting of 153 detached, owner-selected units in a Residential Common Interest Development (RCID).

Use & Density – The applicant proposes 153 units, within the allowable density for Neighborhood Residential. Of these units, 38 are proposed as 4-bedroom, just under the 25% maximum for the district. Several of the 3-bedroom unit floor plans indicate a bonus room, play room, game room/attic, and other programmable spaces. The provided floor plans do not indicate closets or direct access to bathrooms, and the applicant has confirmed they are not intended for bedroom use. Should any of these spaces be programmed as bedrooms, a Special Exception for greater than 25% 4-bedroom units shall be required.

A Residential Common Interest Development (RCID) is allowed by Special Use at this location. This application has been received by Staff, however, Staff will need a copy of the proposed covenants to review before the RCID is able to be approved. A condition of approval to this effect is included.

Parking – In this development, one (1) parking space is required for each bedroom in the 38 4-bedroom units, and two (2) parking spaces are required for each of the 115 3-bedroom units. Additionally, one (1) guest space is required per three (3) units. This proposal provides for a two-car garage per unit and the potential for up to two (2) parking spaces in the driveway, as needed. Eight (8) spaces are additionally provided near the pool/pool house amenity. The provided parking sufficiently meets LDC requirements, which for this development totals 433 spaces.

Dimensional Standards – Lot coverage in Neighborhood Residential (NR) is allowed up to 60%; 38.36% is proposed. The applicant has confirmed that Unit 82, which currently exceeds the 20' maximum build-to, will be shifted to meet LDC requirements. The proposed development complies with all other relevant dimensional standards in NR.

Other Elements

- **Landscaping** – The provided landscaping package indicates street trees, foundation plantings, and screening of stormwater management areas, per LDC standards. Eight (8) trees currently shown in MDOT ROW will need to be relocated to on-property frontage.
- **Tree Mitigation** – The bulk of the mitigation responsibility for this site is reduced through the preservation of several existing trees. The developer will be responsible for planting back one (1), 2" caliper tree, or payment for the same into the Tree Escrow Account.
- **Complete Streets** – The proposal indicates sidewalks connecting all units in the development, inter-site connectivity to Village Blvd., and relevant pedestrian crossings.
- **Building Height & Architecture** – The civil drawings note that no buildings are to be constructed higher than 38', though the provided building elevations do not demonstrate maximum heights. All units are oriented towards the interior of the site, with Units 1, 81, 82, 94, and 95 additionally

facing other public streets. The applicant has confirmed these units will have the required front-facing architecture, utilizing house plan "B".

Engineering Comments:

Access – This development proposes access to existing Village Blvd and also to Hwy 7. A traffic study is required by the City along with MDOT permitting for Hwy 7 access. The traffic study and the MDOT permit have not been received at this time.

Water and Sewer – Water to the site will be granted by connection to an existing 8" City water main near Village Blvd and also a connection to an existing 16" City water main at the Hwy 7 Right of Way. Sanitary sewer from the facility will be gravity routed to an existing manhole just south of Village Blvd. The City will maintain water and sewer to the development, and easements to this effect have been indicated on the plans.

Stormwater Management – A proposed stormwater management facility, featuring inlets, pipes, and two above-ground detention basins, will meet this site's stormwater management requirements. One detention basin will be located in the southwest corner of the property, and the second detention basin will be located on the east side of the property along the frontage with Highway 7. The southwest detention basin will discharge to the south, and the east detention basin will discharge to the east.

The Engineering Department has not approved the Stormwater Management Plan for this project. Staff is currently reviewing a resubmittal to address engineering comments, but does not anticipate any issues that would prevent approval of the stormwater management plan.

Recommendation: Staff recommends approval of the requested site plan for 'Walnut Grove' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee (Planning).

2. The use of any additional space in any unit as a bedroom shall require a Special Exception approval (Planning).

3. Prior to the issuance of any permits, the applicant shall be approved for special use for a RCID. The applicant shall provide a copy of the covenants for review and approval of the RCID (Planning).

4. All Engineering comments related to preliminary site plan drawings are to be addressed before a land disturbance permit is issued (Engineering).

5. Water and sewer fees per unit shall be paid before building permits are issued (Engineering).

6. Before issuance of a land disturbance permit, a copy of the Storm Water Pollution Prevention Plan approved by MDEQ as part of the Large Construction Storm Water General Permit shall be submitted to Development Services (Engineering).

7. Prior to the issuance of land disturbance, a Traffic Impact Study shall be provided, and if study recommended improvements they shall be implemented into the plans (Engineering).

8. Prior to the issuance of land disturbance, applicant shall provide a permit from MDOT access granting access to Highway 7 (Engineering).

9. Approval of the stormwater management plan (Engineering).

10. The completed stormwater management facility must be certified by the civil engineer before certificates of occupancy are issued (Engineering).

Summary of discussion: Mr. Paul Koshenina was present on behalf of the applicant and spoke about the tree mitigation requirements, the north side access from MDOT right of way and the stormwater management plan. With no further questions or comments from the audience or commission a motion was made.

Motion to approve subject to staff conditions. Moved: David Spragins. Seconded: Chris Latimer. Status: Passed. All in favor.

5. Public Hearing for Case #3311 – Forest Hill Development (John Gallina) has filed a request for Preliminary Plat Approval for 'The Grove at Grand Oaks, Phase 9' for property located at Crowson Drive (PPIN #26136)

Mr. Robert Baxter presented on behalf of the city. (YouTube video begins at 59:15)
Planning Comments: The subject property is +/- 14.16 acres located south of Phase 8 of the Grove at Grand Oaks PUD on Crowson Drive. The applicant is proposing with this next phase of the PUD 28 new lots, two common spaces, the extension of Crowson Drive, addition of a cul-de-sac, and a temporary emergency access.

The proposed lots range from +/- 0.28 acres to +/- 0.46 acres, which is similar to the lot sizes of Phase 8, and comply with the dimensional standards of the PUD. 244, 2" caliper trees will be required for mitigation. Staff is working with the applicant to finalize mitigation tree placement and potential needed escrow contribution.

Engineering Comments:

<u>Access</u>
An extension of existing Crowson Drive will be the primary street to this phase along with a new street stemming off the extension of Crowson Drive. The extension of Crowson Drive is proposed as a curb and gutter street (36 ft asphalt with bike lanes) with sidewalks. The new street stemming from Crowson will

be approximately 250 ft in length and be curb and gutter (24 ft asphalt) with sidewalks (50 ft Right of Way) and a cul-de-sac as its termini point. Streets will be public and City maintained.

Water and Sewer

Utilities are to be routed within the proposed ROW and will serve the proposed lots from the front. Sanitary sewer will be routed to the existing lift station located within Phase 8, which was sized appropriately for this development. Water will be extended along the streets and connected to the ex. water main in Crowson Drive.

Stormwater Management

A proposed stormwater management facility featuring inlets and pipes that will convey runoff south to a lake serving as a regional stormwater detention facility was approved as Case #3279-A. Until the lake is completed, the subdivision's stormwater management requirements will be met by a temporary above-ground detention basin. The temporary detention basin is located to the north and also services Phase 8 of the subdivision.

The Engineering Department has approved the Stormwater Management Plan for this project.

Recommendation: Staff recommends approval of the requested Preliminary Plat for 'The Grove at Grand Oaks, Phase 9' with the following conditions.

1. Approval is for the plan as submitted.

2. Approval of the Preliminary Plat for 'The Grove at Grand Oaks, Phase 9' by the Mayor and Board of Aldermen.

3. Prior to the issuance of permits, the tree mitigation plan shall be finalized and any needed escrow payment made.

4. All engineering comments related to preliminary site plan drawings are to be addressed before a land disturbance or building permit is issued.

5. Water and sewer fees per unit shall be paid before building permits are issued.

6. Before issuance of a land disturbance permit, a copy of the Storm Water Pollution Prevention Plan approved by MDEQ as part of the Large Construction Storm Water General Permit must be submitted to Development Services.

7. The completed stormwater management facility must be certified by the civil engineer before certificates of occupancy are issued.

Summary of discussion: Mr. Ben Requet added that once exceeded 79 homes a second point of egress is needed and the temporary access will be removed and a permanent access will be made. With no further questions or comments from the commission a motion was made.

Motion to recommend approval subject to staff conditions. Moved: Christ Latimer. Seconded: David Spragins. Status: Passed. All in favor.

6. Public Hearing for Case #3312 – CB Holdings, LLC (Larry Britt) has filed a request for Site Plan Approval for 'Willow Grove' for property located at 100 Clubhouse Road (PPIN #37366)

Mr. Robert Baxter presented on behalf of the city. (YouTube video begins at 1:01:59)

Planning Comments: The subject property measures approximately +/- 12 acres, is located at the southeast corner of the Clubhouse Drive and OUS Drive intersection, and it is zoned TNB. The property is not located in the Grand Oaks Planned Unit Development. The applicant is seeking approval of an 18-unit RCID.

Use – The applicant was approved for both a Special Exception for the use of an RCID at this location as well as the use of first floor residential at the December 2025 Planning Commission meeting (Case #3303). The proposed density complies with SR zoning and the setbacks shown on the site plan conform with SR zoning as required by the conditions of approval of Case #3303.

No building plans have yet been submitted as each house is proposed to be custom built. Maximum impervious area and maximum bedroom counts per unit have been proposed. Parking requirements will be calculated at the time of proposed unit construction and each unit will be required to handle its own parking on site.

Landscaping and Tree Mitigation – The applicant has provided a landscaping plan that indicates required street trees, detention pond screening, and typical foundation plantings. If all trees are removed from the site, 244 2" caliper mitigation trees would be required. The landscaping plan indicates 74 trees that could be used for mitigation purposes. The applicant is currently working with staff to see which existing trees might be retained and a planting plan for any additional trees that are required. Completion of the mitigation plan is a requirement prior to any site work being performed.

Engineering Comments:

Access – This development will have a private curb and gutter street (24 ft asphalt) that will connect to Bolt Blvd. and Clubhouse Dr.

Water and Sewer – Water to the site will be granted by connection to an existing City water main on Clubhouse Drive. The development system water main will be City maintained. Fire hydrants will be placed throughout the development with the 500 ft limitation along street frontage.

Sanitary sewer from the facility will be a gravity network connecting to an existing City manhole on Clubhouse Drive and a portion of the development will be served by an existing manhole on Bolt Blvd.

The private street right of way notes on the plat the necessary easement(s) for City utilities.

Stormwater Management – A proposed stormwater management facility, featuring inlets, pipes, and an above-ground detention basin, will meet this site's stormwater management requirements. The detention basin will be located at the northwest corner of the subdivision, at the intersection of Bolt Boulevard and Clubhouse Drive.

The Engineering Department has not approved the Stormwater Management Plan for this project. The engineering staff is currently reviewing the plans and detention calculations, but does not anticipate any issues that would prevent approval of the stormwater management plan.

Recommendation: Staff recommends approval of the requested Site Plan for 'Willow Grove at Grand Oaks' with the following conditions:

1. Approval is for the plan as submitted subject to any necessary technical revisions per the Site Plan Review Committee.

2. Prior to the issuance of permits, an updated Tree Mitigation plan shall be provided to Staff for approval.

3. All engineering comments related to preliminary site plan drawings are to be addressed before a land disturbance or building permit is issued.

4. Approval of the stormwater management plan.

5. Water and sewer fees per unit shall be paid before building permits are issued.

6. Before issuance of a land disturbance permit, a copy of the Storm Water Pollution Prevention Plan approved by MDEQ as part of the Large Construction Storm Water General Permit must be submitted to Development Services.

7. The completed stormwater management facility must be certified by the civil engineer before certificates of occupancy are issued.

Summary of discussion: Tree mitigation and grading is still being finalized with staff. Mr. Joey Moore spoke on behalf of the applicant and spoke about the road being constructed and then a separate developer will construct the homes individually so a count of tree being removed is difficult to calculate. With no further questions or comments from the audience or commission a motion to approve was made.

Motion to approve subject to staff conditions. Moved: David Spragins. Seconded: Chris Latimer. Status: Passed. All in favor.

7. Motion to Adjourn

Moved: David Spragins. Seconded: Yolanda Logan Status: Passed. All in favor.

Auxiliary aids and services may be available to individuals with disabilities upon twenty-four (24) hours request by contacting Braxton Tullos, City of Oxford ADA Coordinator at 662-232-2454.

THE CITY OF
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Notice that certain aldermen or commissioners may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

A. February Planning Commission Memorandum

If you would like to participate in this meeting, please open the attachment for the virtual meeting information.
To view the recording of this public meeting please click the link below.
YouTube - Public Meeting Video

B. February Legal Advertisements
1. Call to Order
2. Approval of the Agenda
   - All in favor. Move: Chris Latimer Second: Yolanda Logan Status: Passed

3. Approval of minutes from the January 2026 Meeting
   - All in favor. Move: Yolanda Logan Second: Chris Latmier Status: Passed

4. Staff Report

   a. Planning Staff Report – March meeting will be held on Thursday March 3, 2026 at 5:00 pm Moved: Joseph Murphy Seconded: Chris Latimer. Status: Passed
b. Building Official's Report

5. Map of Cases this Month https://city-of-oxford-gis-hub-coogis.hub.arcgis.com/apps/ff8873ac54dc47a481c5f2c8a64d4be1/explore

Consent Agenda

1. Public Hearing for Case #3313 – Oxford School District (Bradley Roberson) has filed a request for Special Exception as provided in Section 5.5.4.2 Site Design Standards for property located at 222 Bramlett Boulevard (PPIN #4897)

2. Public Hearing for Case #3314 – Oxford School District (Bradley Roberson) has filed a request for Site Plan Amendment for 'Oxford Middle School' property located at 222 Bramlett Boulevard (PPIN #4897)

3. Public Hearing for Case #3315 – First Security Bank (Justin Hill) has filed a request for Site Plan Approval for 'First Security Bank' property located at 79 Ed Perry Boulevard (PPIN #27719)

4. Public Hearing for Case #3316 – DV Homes, LLC (David Vanlandegham) has filed a request for Preliminary Plat Approval for 'Highway 7 North Commercial Subdivision' property located at 294 Highway 7 North (PPIN #17437)

Approval of Consent Agenda: Moved: Chris Latimer Seconded: Craig Brasfield Status: Passed. All in favor.

Public Hearings

1. Public Hearing for Case #3317 – Streamline Development Partners, LLC (Joe Pegram) has filed a request for Variance from Section 2.6.9 Front Yard Build-to Line, Maximum for 'Dutch Bros Coffee' for property located at 704 Sisk Avenue (PPIN #33596)

Mr. James Hirsch presented on behalf of the city. (Youtube video begins at 12:50)

Planning Comments: The subject property consists of +/- 0.95 acres in the Oxford Commons Planned Unit Development (PUD), designated Tract C3 in the modified PUD plan. This tract fronts Sisk Avenue to the north, Hopkins Drive to the south, and also faces Enterprise Drive (which is private). The applicant is requesting relief from the front yard build-to line maximum along Hopkins Drive, in order to facilitate a +/- 986 sq ft 'Dutch Bros Coffee', the site plan for which is currently under review by Staff.

The layout provided by the applicant indicates the building as positioned to meet the build-to line maximum along Sisk Avenue. The applicant reasons that "*The proposed structure and its use would not fit required parking or car queue if structure were to extend to both maximum front yard build-to lines*", necessitating the variance.

During site plan review, Staff took note of several cabinets on both the north and south facades indicated as wall-mounted signage on the initial architectural elevations. Though signage is permitted separately by Staff, the prominent nature of this signage and the building's proximity to vehicular and pedestrian traffic at this site warrant additional consideration. No more than three total (3) signs are permittable per business on a site, and Staff is unsupportive of these cabinet signs, with the exception of one (1) at the walk-up ordering window. Updated architecture which reflects these reductions has been received by Staff, and is included for consideration with this proposal.

The City's Land Development Code empowers the Planning Commission to grant variances based on findings that (a) the reasons stated in the application justifies the granting of the variance and that the variance is the minimum needed to make possible reasonable use of the land, and (b) that the granting of the variance will be in harmony with the general purpose and intent of the Code, and will not harm the public welfare (LDC 9.4.2.3 & 9.4.2.4).

Staff finds the site's layout and size creates sufficient hardship in this case to support this request.

Recommendation: Staff recommends approval of the requested variance, conditional upon the following:

1. Approval is for the plan as submitted.

Summary of Discussion: With no questions or comments from the audience or commission a motion to approve subject to staff condition was made.

Motion: Chris Latimer. Seconded: Craig Brasfield. Status: Passed. All in favor.

2. Public Hearing for Case #3318 – Pinelake Church, Inc (Royd Walker) has filed a request for a Variance from Section 4.9.1.1 Parking and Loading Requirements for property located at 5202 Pat Patterson Parkway (PPIN #38562)

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at 16:50) Commisioner Murphy was recused.

Planning Comments: The subject property is +/- 17.053 acres and is the current site of Pinelake Church. The applicant is requesting the ability to exceed the maximum parking allowance for the Church.

Per the originally approved Site Plan for Pinelake parking was calculated as: "One space for every four seats in the main assembly hall is required for Religious Assembly Uses. For the 900 seats that are planned, 225 spaces would be required. Additional uses exist in the facility including 3,600 sf of administration space (1 space per 300sf = 12 spaces), 18 Preschool/Elementary education classrooms (1.5 spaces per classroom plus 1 space per staff = 63 spaces), 80 seats of High School education space (1 space per every 4 seats plus 1 per staff = 22), and 80 seats of Post-Secondary education space (1 space per every 2 seats plus .75 per staff = 42 spaces). Required parking for all total uses is 364 spaces. With the 25% parking allowance the maximum allowed is 455."

The applicant is seeking to add an additional 593 spaces for a total of 1039. Even with recalculation of main assembly hall and overflow seating (334 new seat at 1:4 parking ratio is 83 required and 104 allowed), the maximum allowed parking would be 560. This request would be for an additional 479 spaces over the allowed maximum.

The applicant notes that almost immediately post completion of the existing facility, it was apparent that the provided parking was insufficient to meet demand. The relatively high proportion of university students attending, and riding by themselves, exacerbates the parking demand over what would typically be needed for a church of this size. There is typically overflow parking occurring across George G 'Pat' Patterson Parkway on M-Trade Park property. This poses a safety risk as pedestrians and golf cart shuttles must cross a parkway to reach the church. The applicant contends that the provision of these additional spaces will alleviate this safety concern and allow for orderly on-site parking even during peak service times.

Staff fully supports this Variance request. The need for additional parking at Pinelake is abundantly clear as overflow parking takes place at M-Trade Park nearly every Sunday and there is no reason to believe that parking demand will decrease.

Staff Recommendation: Staff recommends approval of the requested Variance with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.

2. Approval is contingent upon approval of the requested Plat Amendment for 'The Evergreens, Phase 3, Lot 8' as shown in Case #3318.

Summary of discussion: With no questions from audience or commission a motion to approve subject to staff conditions was made.
Moved: Chris Latimer. Seconded: Craig Brasfield. Status: Passed. All in favor.

3. Public Hearing for Case #3319 – Pinelake Church, Inc (Royd Walker) has filed a request for Plat Amendment for 'Evergreens, Phase 3 Lot 8' property located at 5202 Pat Patterson Parkway (PPINs #3272, 24879, 38562)

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at)
Planning Comments: The subject property is +/- 17.053 acres and is the current site of Pinelake Church. The applicant is looking to expand the existing Lot 8 (+/- 12.0 acres) by roughly 5 acres to accommodate additional parking for the church. The proposed expanded Lot 8 will comply with all dimensional standards of the TNB zoning.

Mississippi subdivision law requires that the applicant proposing any change in a platted subdivision notify all the "persons to be adversely affected thereby or directly interested herein," and requires their written approval of the proposed modification. The applicant is responsible for identifying such persons and obtaining their written approval as part of the application.

In considering parties named in a petition or application and whose approval was submitted, the Commission can decide whether those identified persons' approvals are sufficient or whether additional parties must be named and their signatures acquired. If the applicant cannot obtain those signatures, the application cannot proceed.

The applicant has identified one party they believe to be directly interested in this change and have provided their written signature.

Staff Recommendation: If it is determined that there are no other directly interested or adversely affected parties, then Staff recommends approval of the requested Plat Amendment for 'The Evergreens, Phase 3, Lot 8' with the following conditions:

1. Approval is for the plan as submitted

2. Approval of 'The Evergreens, Phase 3, Lot 8' by the Mayor and Board of Aldermen.

Summary of discussion: With no further questions or comments from the audience or commission a motion to recommend approval was made.
Motion: Chris Latimer. Seconded: Craig Brasfield. Status: Passed. All in favor.

4. Public Hearing for Case #3320 – Pinelake Church, Inc (Royd Walker) has filed a request for a Site Plan Amendment for 'Pinelake Church' property located at 5202 Pat Patterson Parkway (PPIN #38562)

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at 22:21)
Planning Comments: The subject property is +/- 17.053 acres and is the current site of Pinelake Church. The applicant is looking to expand the existing parking for the church.

<u>Use and Parking</u> – The use and the building itself are unchanged with this request.

Parking is discussed in-depth with the Variance request in Case #3318. Reprogramming of some space in the building has led to an increased capacity and a higher required parking minimum of 447 and a maximum of 560. The applicant has requested a Variance to allow for 1039 spaces.

Other Elements

- Landscaping – The applicant has provided a landscaping plan that indicates additional parking lot trees and other screenings that all meet LDC standards.

Engineering Comments: The project proposes the addition of 593 parking spaces to the existing Pinelake campus by constructing facilities along the north and east sides of the existing site. The project also proposes access to Highway 314 (Old Sardis Road) via a private drive servicing the DYCO Development. An ingress / egress easement is proposed for this connection by a plat amendment to Evergreens Subdivision Phase III, Lot 8 (Case #3319)

The future of the Evergreens property to the north and east of this site is currently in flux, but will in all likelihood involve a public roadway connection to Highway 314 that will be permitted by MDOT. In such a case, a connection from the proposed parking lot of Pinelake to that road will be required in lieu of traffic flowing through a private development to an uncontrolled intersection. It may be advantageous for the church to go ahead and construct curb cut(s) at strategic locations so this requirement is met seamlessly when the time comes. Engineering will be addressing this as part of its site plan review.

Stormwater Management

A proposed stormwater management facility, featuring inlets, pipes, and existing above-ground detention basins, will meet this site's stormwater management requirements. The existing detention basins are located along the frontage of George P. Patterson Parkway on the side of the property. One of the existing detention basins will require regrading to provide additional storage volume, and the outlet control structure will be modified to accommodate the change in runoff volume.

The Engineering Department has not approved the Stormwater Management Plan for this project. The engineering staff is currently awaiting a response to the review comments and does not anticipate any issues that would prevent approval of the stormwater management plan.

Staff Recommendation: Staff recommends approval of the requested Site Plan Amendment for 'Pinelake Church' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.

2. Approval is contingent upon receipt of a Variance as proposed in Case #3318.

3. Approval is contingent upon approval of the requested Plat Amendment for 'The Evergreens, Phase 3, Lot 8' as presented in Case #3319.

4. All site plan review comments from engineering must be addressed. This includes a possible future connection to a public roadway in the east that will intersect with Highway 314 per MDOT recommendations. Should that take place, the parking lot connection to the Dyco property will be terminated.

5. Final approval of the stormwater management plan

Summary of discussion: Chairman Rigby asked about the connection to the property to the south and wanted to ensure that with future development that proper access was created. Mr. Paul Koshenina was present on behalf of the applicant and said that there would be additional connection point. Mr. John Crawly added that this is a MDOT right of way so they will need to involved in future discussions. With no further questions or comments a motion to approve subject to staff conditions was made.
Motion: David Spragins Seconded: Chris Latimer. Status: Passed. All in favor.

5. Public Hearing for Case #3321 – Forest Hill Development (John Gallina) has filed a request for Plat Amendment for 'Grove at Grand Oaks, Phase 8 Lots 125, 126 & 127' property located at Torrey Pines Loop (PPINs #44598, 44599, 44600)

Ms. Kate Kenwright presented on behalf of the city. (Youtube video begins at 26:16)
Planning Comments: The applicant requests approval for a plat amendment for Lots 125, 126, and 127 in the Grove at Grand Oaks Phase VIII. This phase was recorded in October, 2024.

The subject property is in the Grand Oaks PUD. Phase VIII sits south of Morris Drive and near the intersection of CR 403 and Belle River Road. The lots as approved range from +/- 14.53 – +/- .50 in size.

The applicant seeks to combine the three lots into two larger lots, to be named 125 and 125A. The lots sit in the curve of Torrey Pines Loop just north of the Pine Valley Lane intersection.

The current lots are sized as follows:
125-.48 acres, 20,949.74 SF
126-.36 acres, 15,685.13 SF
127-.32 acres, 13,103 SF

The proposed new lots measure as follows:
125-.70 acres, 30,715.87 SF
125-A-.53 acres, 23,451.12 SF

This would make the two new lots the largest in this phase. However, this impact is lessened for the largest new lot (125) as it is slightly pie shaped and is the narrowest at the street frontage on Torrey Pines Loop. There is nothing in the Grand Oaks PUD documents that would prevent this proposed change.

Mississippi subdivision law requires that the applicant proposing any change in a platted subdivision notify all the "persons to be adversely affected thereby or directly interested herein," and requires their written approval of the proposed modification. The applicant is responsible for identifying such persons and obtaining their written approval as part of the application.

In considering parties named in a petition or application and whose approval was submitted, the Commission can decide whether those identified persons' approvals are sufficient or whether additional parties must be named and their signatures acquired. If the applicant cannot obtain those signatures, the application cannot proceed.

The applicant has identified 5 parties they believe to be directly interested in this change and have provided signatures indicating approval.

Staff Recommendation: If it is determined that there are no other directly interested or adversely affected parties, then Staff recommends approval of the Final Plat as amended for 'Grove at Grand Oaks, Phase 8, Lots 125, 126 & 127' with the following conditions:

1. Approval is for the plan as submitted.

2. Approval of the final plat amendment by the Mayor and Board of Aldermen.

Summary of discussion: With no questions or comments a motion to recommend approval subject to staff conditions was made.

Moved: Jospeh murphy Seconded: Yolanda Logan. Status: Passed. All in favor.

6. Public Hearing for Case #3322 – Snider Development, LLC (Greg Snider) has filed a request for Special Exception as provided in Section 5.6.1.8.c. Inappropriate/Appropriate Building Façade for property located at 208 South Lamar Boulevard (PPIN #6046)

Ms. Kate Kenwright presented on behalf of the city. (Youtube video beings at 29:20)

Planning Comments: The subject property is 208 South Lamar Boulevard, a site for which Site Plan approval is also requested before this Commission (Case #3323). Located at the northwest corner of South Lamar and Harrison Avenue, the building which previously stood on the site was demolished in 2020. The plans for the new building were approved by the Courthouse Square Historic Preservation Commission at their January 22, 2026, meeting.

The applicant seeks approval for a Special Exception to allow for a screen wall to shield roof mounted equipment. A parapet is required by code with the ability to request a special exception in lieu of that specified parapet. The applicant proposes a 42" screen wall to be made of treated wood.

The applicant states in the provided letter that the screen wall is located in the back corner of the building, as far away from the street and public view as possible. This screen wall was discussed and approved as a part of the January Historic Preservation Commission approval. The Commission preferred the use of a screen wall in this instance as compared to a parapet at the front façade.

Staff Recommendation: Staff recommends approval of the requested Special Exception with the conditions that:

1. Approval is for the plan as submitted.

2. The granting of this special exception shall not adversely affect the public interest.

1. The Special Exception shall expire in 18 months if no building permits are issued.

Summary of discussion: Mr. Richard Howorth, the neighboring property owner spoke about concerns for the height of the building, the lack of parking for residential uses on the square and short term rentals. Chairman Rigby explained that short term rentals are not regulated at this time and asked Kate to speak about the elevator cover. Ms. Kenwright said that the height of the building was discussed at the courthouse meeting and the screen wall. The main massing of the building will not be higher than square books. With no further questions or comments from the audience or commission a motion to approve subject to staff conditions was made.

Moved: Chris Latimer. Seconded: Craig Brasfield. Status: Passed. All in favor.

7. Public Hearing for Case #3323 – Snider Development, LLC (Greg Snider) has filed a request for Site Plan Approval for property located at 208 South Lamar Boulevard (PPIN #6046)

Ms. Kate Kenwright presented on behalf of the city. (Youtube video begins at 39:50)

Planning Comments: The subject property is 208 South Lamar Boulevard, a site for which a Special Exception is also requested before this Commission (Case #3322). Located at the northwest corner of South Lamar and Harrison Avenue, the building which previously stood on the +/- .048 acre site was demolished in 2020. The plans for the new building were approved by the Historic Preservation Commission at their January 22, 2026 meeting.

The proposed building spans the entire depth and width of the lot. This is typical in the Courthouse Square district both in the existing historic buildings and newer infill, as the district is urban in nature and does not require any setback from the property line.

Use, Parking, and Density – This proposal indicates one floor of commercial (ground floor), a basement storage area, and one and a partial second story of residential space. The building received an FAR Variance from 2.5 to 2.7 in June, 2021 which is still in place.

No parking is proposed, and according to the HUCN standards no parking is required for buildings with access to nearby public parking.

Dimensional Standards – This building covers 100% of the site which is allowed by the HUCN district regulations.

Other Elements-

- **Access:** The site will be accessed solely by pedestrians as there is no provided parking. There are entrances on the front (S Lamar) and side (Harrison Ave) of the building to both the commercial and residential spaces.

- **Architecture and Building Materials:** The building meets the requirements of the code related to height and architecture/building materials. The material palette includes brick, cast stone, and aluminum storefront. The applicant has requested a Special Exception to install a screen wall rather than extending the building parapet (Case #3322).

  The proposed plan specifies two balconies, one of the front (South Lamar Boulevard) façade and one off of the side (Harrison Avenue) façade and one canopy (South Lamar Boulevard). As these items extend over the City's right-of-way they will require a

revokable license from the Mayor and Board of Aldermen. This is acknowledged by the applicant in the provided letter which accompanies the plans.

Additionally, plans show the front entry doors opening into the city sidewalk. These will have to be changed to swing inward or a vestibule created to allow for the outswing onto the applicant's own property.

Engineering Comments:

General

The site sits at the corner of South Lamar Boulevard and Harrison Avenue and proposes the construction of a new building at this location. Site work includes the reconstruction of existing sidewalk and ADA ramps.

The project proposes a canopy and balcony along both South Lamar and Harrison Avenue which will require the approval of the Board of Aldermen by revocable license.

Water and Sewer

Water and sewer service to the site will be made by existing taps into the property.

Stormwater Management

The City of Oxford's stormwater management project, as part of the improvements to the parking lot located between S. 11th Street, Harrison Avenue, and Tyler Avenue, was designed to include the runoff from 208 South Lamar. However, all runoff from 208 Avenue must be directed onto Harrison Avenue. The site plan must demonstrate this by showing the area of the building capturing precipitation, the drainage system conveying the runoff (e.g., roof drains), and the discharge point.

The Engineering Department has not approved the stormwater management for this site plan. The engineering staff is currently awaiting a response to the review comments and does not anticipate any issues that would prevent approval of the stormwater management plan.

Staff Recommendation: Staff recommends approval of the requested site plan for 208 South Lamar Boulevard with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee (Planning).

2. Approval of Case #3322, a request for Special Exception as provided in section 5.5.4.2 Screening (Planning).

3. The necessary revocable licenses are obtained from the Mayor and Board of Aldermen for the proposed balconies and canopy (Engineering).

4. All Site Plan Review comments must be addressed (Engineering).

5. Final approval of the stormwater management plan (Engineering).

Summary of Discussion: Mr. Corey Alger was preesnt on behalf of the applicant. Chairman Rigby asked about the access through the basement of the building. Mr. Alger stated that he is happy to work with Mr. Howorth and the fire department to work out how access will be put in place. The building has been set back so that the façade will not be higher than square books and that utilities will be run underneath the sidewalk to accommodate the neighboring properties. With no further questions or comments from the audience or commission a motion to approve subject to staff conditions was made.

Motion: Joseph Murphy Seconded: Chris Latimer. Status: Passed. All in favor

8. Public Hearing for Case #3324 – Sara Camp has filed a request for Preliminary and Final Plat for property located at 433 North 15th Street (PPINs #6162 & 42173)

Ms. Kate Kenwright was present on behalf of the city. (Youtube video begins at 46:35)

Planning Comments: The subject property is +/- .323 acres. It is an L-shaped lot with frontage on Adams Avenue and N 15th Street.

The plat would allow for a subdivision resulting in two lots, measuring .128 acres (Lot 1) and .195 acres (Lot 2) This would create a nonconformity, as Lot 1 would be below the lot size minimum for TSR (Traditional Suburban Residential) upon subdivision. Additionally, the lot is a part of the Neighborhood Conservation Overlay District, which includes design standards to ensure that changes are compatible in lot size, height, scale, massing, siting, and setbacks in older Oxford neighborhoods, and inside and directly out of the City's historic districts.

This property was the subject of two variances, Case #3208, heard in May, 2025. Planning Department Staff recommended denial of a requested lot size variance as the subdivision of the two lots would render one lot smaller than the requirements of the underlying (TSR) Traditional Suburban Residential zoning.

Both variances, one for side-yard setback and one for lot size, were approved by the Planning Commission. The preliminary and final plat were also recommended for approval by the Planning Commission.

The preliminary and final plat were heard by the Mayor and Board of Aldermen on May 20th, 2025. A motion was made by Alderman Hyneman to approve the preliminary and final plat with the condition that no structure would be built on the lot until January, 2026. This motion failed.

The variances needed to allow for the subdivision were obtained by the applicant, but the plat originally failed at the Mayor and Board of Aldermen. Staff continues to recommend denial of the preliminary and final plat as the subdivision would create a nonconformity according to the underlying zoning.

Another complicating factor for this application is the Historic Preservation Ordinance. Though not the purview of this Commission it is relevant to this discussion. The former building on the site of Lot 2 was demolished without approval by the previous owner. Section 54-27 (3)(b)(4) of the municipal code allows for the Commission to deny any application on the same property where a building was demolished for up to 48 months. As the building was demolished in October, 2023 there are still 20 months left that the Commission could require the lot to sit vacant.

Staff Recommendation: Staff recommends denial of the preliminary and final plat.

Should the Commission choose to recommend approval, Staff recommends the following condition:

1. All Engineering review comments must be satisfied.

Summary of discussion: Commissioner Latimer asked about the staff recommendation and Ms. Kenwright replied it was determined by the underlying zoning and previous recommendation. Chairman Rigby asked Mr. Watkins about the municipal code stating that platting the same property could be denied. Mr. Watkins replied that the HPC could answer that but since it was a common interest development, it would be the foot print of the previous structure or in this case any of the property if the previous condition was in place if the building was demolished. The authority lies with the HPC for approval of a new structure.

Commissioner Brasfield asked about the previous COA and how the building was demolished. Ms. Kenwright replied that a request for an addition to the home came before the HPC and staff had concerns about the home being demolished which triggered the added conditions to approval and when the home was demolished without approval the contractor was cited according to the code. The variance request was approved by the planning commission in May of 2025.

Mr. Kirk Milam was present to speak as the property owner, not in anyway affiliated with the previous unapproved demolition. He spoke about the existing home on lot 1 and the approved variances for the lot sizes even though they are non-conforming, the lot being subdivided is larger and does not have set back concerns. This request was denied by the board of alderman and he is seeking approval to build a home on the vacant lot.

Commissioners spoke about consistency in motions and being in favor of a new single family home being built despite the circumstances of how it came to be a vacant lot. With no further questions or comments from the audience or commission a motion to recommend approval was made.

Motion Chris Latimer. Seconded: Joseph Murphy. Status: Passed. All in favor

Motion to Adjourn

Moved: David Spragins. Seconded: Yolanda Logan Status: Passed. All in favor.

Auxiliary aids and services may be available to individuals with disabilities upon twenty-four (24) hours request by contacting Braxton Tullos, City of Oxford ADA Coordinator at 662-232-2454.

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A. January Planning Commission Memorandum

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To view the recording of this public meeting please click the link below.
YouTube - Public Meeting Video

B. January Legal Advertisements
1. Call to Order
2. Approval of the Agenda
- All in favor. Move: Joseph Murphy Second: Craig Brasfield Status: Passed

3. Approval of minutes from the February 2026 Meeting
- All in favor. Move: Joseph Murphy Second: Craig Brasfield Status: Passed

4. Staff Report

a. Planning Staff Report
b. Building Official's Report

5. Map of Cases this Month https://city-of-oxford-gis-hub-coogis.hub.arcgis.com/apps/ff8873ac54dc47a481c5f2c8a64d4be1/explore

Administrative Approvals

Consent Agenda

1. Public Hearing for Case #3325 – Richard Monroe has requested a Special Exception as provided in Section 2.6.8 SCO – Front Yard Build-to Line, Maximum for property located at 2 Gater Road (PPIN #7496)

Approval of Consent Agenda: Moved: Joseph Murphy Seconded: Craig Brasfield Status: Passed. All in favor.

Public Hearings

1. Public Hearing for Case #3326 – Ann-Marie Wyatt has filed a request for Special Exception as provided in Section 3.9.5.2 Studios - Districts Permitted for property located at Old Taylor Road (PPIN #27697)

Mr. James Hirsch presented on behalf of the City. (YouTube video begins at 12:30)
Planning Comments: The subject property measures +/- 0.29 acres on the east side of Old Taylor Road, just to the north of 'The Mark'. The applicant requests to reduce the existing non-conforming retail use at this site through the proposed addition of a photo studio with associated office space, allowable by Special Exception in the Suburban Multi-Family (SMF) district.

This mix of uses will require ten parking spaces to satisfy LDC requirements. The requested change in use, proposed expansion of the building, and formalization/paving of parking spaces will require site plan review and may require other site improvements. A recommended condition is added to this effect.

The City's Land Development Code lays out that the Planning Commission is empowered to grant Special Exceptions based on a finding that doing so will not adversely affect the public interest, or to deny such a request when determined not to be in the public interest (LDC 9.3.2).

The applicant reasons that "*as the current use of the building is appointment only clothing store*", the addition of an appointment-only studio will not be disruptive to the neighborhood. Because the current use of the property is a retail use, which has not ceased for 180 days, and because this change in use reduces the amount of the non-conformity, Staff supports the mix of uses as proposed.

Staff Recommendation: Staff recommends approval of the Special Exception with the following conditions:

1. Approval is for the plan as submitted.
2. Approval of a site plan for the property.
3. The granting of the Special Exception shall not adversely affect the public interest.
4. The Special Exception shall expire within 18 months if no building permits have been issued.
5. Any future expansion of a retail use at this location shall require rezoning the property.

Summary of Discussion: With no questions or comments from the commission or audience a motion to approve subject to staff conditions was made.
Moved: Joseph Murphy Seconded: Craig Brasfield. Status; Passed. All in favor

2. Public Hearing for Case #3327 – Greg Snider has filed a request for Site Plan Approval for 'Deer Park' property located at Christman Drive & Ironwood Lane (PPIN #27674)

Mr. Robert Baxter presented on behalf of the City. (YouTube video begins at 14:50)

Planning Comments: The subject property is +/- 13.20 acres that was formerly part of the Blackberry Hills PUD. The applicant is proposing to construct a new phase of the Rowandale condominium to be called Phase J. This phase would consist of 30 detached and 88 attached units, all 3-bedrooms.

Use and Parking – The use of 3-BR detached units is permitted in NR and the use 3-BR attached units is allowed by Special Use, which has been received by Staff.

Parking is calculated at 2 spaces per unit for both detached and attached 3-BR units. Guest spaces are calculated at 1 per 3 units for 3-BR detached and 1 per unit for 3-BR attached. Required minimum parking for the proposed use would be 334 with a maximum of 417 allowed. The applicant proposes 370 spaces, 56 of which are in two car garages beneath 7 of the townhouse complexes.

Other Elements

- **Landscaping** – The applicant has provided a landscaping plan that indicates parking lot trees, frontage trees, screenings, foundation plantings and mitigation trees that all meet LDC standards.

- **Tree Mitigation** – The applicant has provided a tree survey that indicates that all significant and heritage trees on-site are to be removed. This results in a need for 843, 2" caliper trees needed for mitigation. The applicant is proposing to plant all trees back on site with the majority making a dense screen on the north side of the property.

- **Building Materials** – The applicant has provided three variations of both the attached and detached products. Each uses a different mix of brick and Hardie siding in different colors and orientations at the primary façade materials.

Engineering Comments:
Access – The development proposes to two points of access to Christman Drive and one connection to Ironwood Lane in the Rowandale Development. An easement from Rowandale will be required for the latter. A sidewalk will be required along Christman Drive for the full length of the property's frontage. Christman Drive will be widened along this section to accommodate this work. A traffic impact study is required for this project and according to the consultant is under way.

Water and Sewer – Water to the development will be supplied by connections to an existing 16-inch water main along Christman Drive. The water distribution system within the development is intended to be publicly owned and maintained.

Sewer will be collected from the development into a privately owned and maintained gravity system to the existing city manhole in the Rowandale Development. An easement from Rowandale will be required for this connection.

Stormwater Management – A proposed stormwater management facility featuring inlets, pipes, and under-ground detention basins will meet this site's stormwater management requirements. The detention basins will be located on the western side of the project site and will discharge into an existing ditch flowing westward through the Rowandale development.

The Engineering Department has not approved the Stormwater Management Plan for this project. The engineering staff is currently reviewing a resubmittal that addresses engineering comments, but does not anticipate any issues that would prevent approval of the stormwater management plan.

Staff Recommendation: Staff recommends approval of the requested Site Plan for 'Phase J of Rowandale, a Condominium (Deer Park at Rowandale)' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.
2. All remaining site plan review comments must be satisfied prior to issuance of a land disturbance permit being issued. This includes, but is not limited to, the submittal of a traffic impact study.

3. The MDEQ LARGE CONSTRUCTION STORM WATER PERMIT for this site must be submitted prior to a land disturbance permit being issued.

4. All public infrastructure will be inspected and tested in the presence of city personnel prior to final acceptance.

5. Final approval of the stormwater management plan. The stormwater management facility must be certified by the civil engineer prior to certificates of occupancy being issued.

6. Executed and recorded easements to the City of Oxford for the ownership and maintenance of water facilities are to be submitted to the office of the City Engineer prior to acceptance of all public utility infrastructure.

7. Water and sewer connection fees, in accordance with the most recently approved Schedule of Fees by the city Board of Aldermen, are to be paid prior to issuance of building permits.

8. Approvals from MDEQ and MSDOH for sewer and water are to be submitted to the office of the city engineer prior to final acceptance of public utility infrastructure.

9. Executed and recorded easements from the Rowandale development for the proposed roadway and sanitary sewer connections to Ironwood Lane.

10. As built drawings and CAD files are required for all public infrastructure prior to final acceptance and certificates of occupancy being issued.

Summary of discussion: Mr. Jeff Williams was present on behalf of the applicant. Chairman Rigby asked about the access point on the north side, Mr. Williams stated that a truck radius was used and Mr. Nichols from the Engineering Department confirmed. There was some discussion about the storm water plan and water drainage tying into existing. With no further questions or comments from the commission or audience a motion to approve subject to staff conditions was made.

Moved: Joseph Murphy. Seconded: Craig Brasfield. Status; Passed. All in favor

3. Public Hearing for Case #3328 – Russom Construction (Chad Russom) has filed a request for Variance from Section 3.2.18.1 Retaining wall height for property located at Pat Patterson Parkway (PPIN #44059)

Ms. Kate Kenwright presented on behalf of the City. (YouTube video begins at 21:00)
Planning Comments: The subject property is 16.5 acres along Pat Patterson Parkway south of the intersection of Pat Patterson Parkway and Old Sardis Road. The applicant is requesting relief from the

retaining wall standards for the purpose of building 3 retaining walls up to 12’ on sides and rear of the property.

The proposed plan for the site includes 124 single-family detached residential homes on individual lots. The plans are consistent with the requirements of the Housing Accelerator Overlay District standards, which are intended to assist with creating more single-family homes in Oxford.

In granting a Variance, the applicant must demonstrate:

> 9.4.1.1 That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
>
> 9.4.1.2 That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
>
> 9.4.1.3 That the special conditions and circumstances do not result from the actions of the applicant; and
>
> 9.4.1.4 That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district.

The applicant states that the relief from the retaining wall standards is necessary due to the steep topography of the property. The narrative provided by the applicant explains that the property features grade changes of 10-12 feet in certain portions of the site, which is not typical of other parcels in the zoning district. It also states that without the ability to construct taller retaining walls large areas of the site would be unusable, and that additional disturbance would be required to create buildable lots. Another point made by the applicant is that consolidating the grade changes into three walls rather than multiple stepped systems reduces the total disturbed footprint and reduces the disturbance of vegetation. The walls also allow for the applicant to achieve the density needed to make use of the Housing Accelerator Overlay.

Staff agrees that there are topographical issues with this particular lot, and accepts the applicant’s explanation that the three taller walls are a less impactful solution than a lower but more terraced system. Staff finds that there is sufficient hardship to support a variance.

For retaining walls of this height in other districts that allow for walls in excess of 6 feet, a landscaping plan with evergreen shrubs at least four feet in height at the time of planting are required. Additionally, given the proximity to the property line the applicant shall ensure that this site complies with the slope requirements between the proposed retaining wall and the property line. Staff recommends this treatment here if the variance is approved.

Recommendation: Staff recommends approval of the requested Variance with the condition that:

1. Approval is for the plan as submitted.

2. As a part of site plan approval, the applicant will provide a landscaping plan and grading plan that sufficiently addresses the Staff comments in this report.

Summary of discussion: Mr. Joey Moore was present on behalf of the applicant and told the commission about the slop of the site and how the wall will be constructed. With no further questions or comments from the commission or audience a motion to approve subject to staff conditions was made.

Moved: Joseph Muprhy Seconded: Craig Brasfield Status: Passed. All in favor

4. Public Hearing for Case #3329 – Oxford Commons IV, LLC (David Blackburn) has filed a request for Plat Amendment for 'The Oaks, Phase 19 & 27' property located at 2118 Woodbine Drive (PPIN #43036) **(POSTPONED)**

Motion to Adjourn

Moved: Joseph Murphy. Seconded: Craig Brasfield Status: Passed. All in favor.

Auxiliary aids and services may be available to individuals with disabilities upon twenty-four (24) hours request by contacting Braxton Tullos, City of Oxford ADA Coordinator at 662-232-2454.

April 2026 Planning Commission – Meeting Minutes

THE CITY OF
OXFORD

Notice that certain aldermen or commissioners may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

A. April Planning Commission Memorandum

If you would like to participate in this meeting, please open the attachment for the virtual meeting information.
To view the recording of this public meeting please click the link below.
YouTube - Public Meeting Video

B. April Legal Advertisements
1. Call to Order
2. Approval of the Agenda
   - All in favor. Move: Chris Latimer Second: Craig Brasfield Status: Passed

3. Approval of minutes from the March 2026 Meeting
   - All in favor. Move: David Spragins Second: Yolanda Logan Status: Passed

4. Staff Report

a. Planning Staff Report
b. Building Official's Report

5. Map of Cases this Month https://city-of-oxford-gis-hub-coogis.hub.arcgis.com/apps/ff8873ac54dc47a481c5f2c8a64d4be1/explore

Administrative Approvals

1. Case #3330-A – Streamline Development Partners, LLC (Joe Pegram) has filed a request for Site Plan Approval for 'Dutch Bros Coffee' property located at 704 Sisk Avenue (PPIN #33596)

2. Case #3331-A – Richard Monroe has filed a request for Site Plan Approval for 'Garden Gin Nursery' property located at 2 Gater Road (PPIN #7496)

3. Case #3332-A – Kelsey Hanson has filed a request for a Special Use for Accessory Dwelling Unit as authorized in Section 3.5.6 Dwellings - Accessory of the Land Development Code for property located at 808 Royal Oaks Dr (PPIN #37805) **Should an objection to the use be received by the Planning Department, the use shall be reviewed as a Special Exception.**

Approval of Consent Agenda: Moved: Chris Latimer Seconded: Yolanda Logan Status: Passed. All in favor.

Consent Agenda

1. Public Hearing for Case #3333 – John Wells has filed a request for Variance from Section 5.5.2.6. Fence Height for property located at 852 F.D. "Buddy" East Parkway (PPIN #43618)

2. Public Hearing for Case #3334 – Cindy and Johnathan Seigle have filed a request for Special Exception as provided in Section 3.5.6.2. – Dwellings Accessory for property located at 418 Longest Avenue (PPIN #5352)

3. Public Hearing for Case #3335 – Phil Bailey has filed a request for a Variance from section 5.5.2.6 Fence Height for property located at 426 South Lamar Boulevard (PPIN #12238)

4. Public Hearing for Case #3336 – Raising Cane's (Sarah Holmes) has filed a request for Special Exception as provided in Section 5.5.4 Screening for property located at 1901 Jackson Avenue (PPIN #6749)

5. Public Hearing for Case #3337 – Flagship Properties (Erryn Barkett) has filed a request for a Variance from Section 2.6.7 Front Yard Build-to Line, Maximum for property located at Bolt Boulevard (PPIN #42111)

Public Hearings

1. Public Hearing for Case #3338 – Brad Walsh has filed a request for Preliminary Plat Approval for 'Gary Subdivision' property located at 913 Lincoln Avenue (PPIN #8399)

Ms. Kate Kenwright presented on behalf of the city (YouTube video begins 13:05)
Planning Comments: This is a request to subdivide an existing +/- 2.07 acre property into 9 lots. The underlying zoning is Traditional Suburban Residential and the site is located in the Neighborhood Conservation Overlay District. The property features frontage on both Buchanan and Lincoln Avenues. There is one existing home on the lot that fronts Buchanan Avenue, which is the family home of the applicants and is a contributing structure in the South Lamar Historic District.

The property would be divided into 9 lots: 3 lots which would front Lincoln Avenue and 6 lots to front Buchanan. One of the 6 lots is and will remain the site of the existing home. The remainder of the property will not be subdivided as it is largely not developable due to extreme topography.

Major subdivisions of property are rare in Oxford's historic districts as most of the historic core is built out and has been for some time. Subdivisions should be considered carefully to ensure that the necessary growth and development of the city is careful and that the historic downtown core of Oxford can handle approved infill projects.

The Neighborhood Conservation Overlay District, as noted in Section 2.6.18.1 of the Land Development Code, encompasses Oxford's "distinctive older neighborhoods and commercial areas which contribute significantly to the overall character and identity of the community" and is meant to address the following goals:

A. *To protect and strengthen desirable and distinctive physical features, design characteristics, and the unique identity, charm and flavor of Oxford's older neighborhoods;*
B. *To protect and enhance the livability of the city, strengthening civic pride;*
C. *To promote new compatible development and prevent blighting influences and reduce conflict caused by insensitive and incompatible development;*
D. *To promote and retain affordable housing; and*
E. *To encourage development design that builds connectivity to adjacent developments and the surrounding community and makes a positive contribution to Oxford's evolving cityscape*

Additionally, one of the factors of Site Plan Review as laid out in Section 9.2.10.2.g of the LDC states that the following should be considered, "General site arrangement, amenities, and convenience, with particular reference to ensuring that appearance and general layout of the proposed development will be compatible and harmonious with properties in the general area and will not be so at variance with other development in the area as to cause a substantial negative impact on such property values."

To meet the underlying (TSR) Traditional Suburban Residential zoning, each lot would have to measure at least 7,500 sq ft.

A proposal for this site was considered in 2022 which included 4 lots on Lincoln Avenue, and no action taken on the Buchanan side of the property. At that time, Staff had concerns about the size of lots proposed as not consistent with the (NCO) Neighborhood Conservation Overlay standards. The proposed street frontages at that time would have rendered the lots narrower than the rest of Lincoln Avenue. The proposal has been revised and the proposed lot sizes on Lincoln (83.95, 100, and 100) are both consistent with the neighboring lots on Lincoln Avenue as well as correctly sized for the underlying (TSR) Traditional Suburban Residential zoning. The lots on Buchanan Avenue are also appropriately sized for both the NCO and TSR requirements. Each lot is well in excess of the 7,500 sq ft requirement of the TSR and while street frontages and sizes vary on the Buchanan lots, the neighboring properties are also inconsistently sized with some larger and some smaller than the proposed Buchanan lots.

The applicant states that each lot is intended for the construction of a single-family dwelling consistent with both the requirements of the Historic District Design Guidelines and the Neighborhood Conservation Overlay site design standards. Each building will require a Certificate of Appropriateness from the Historic Preservation Commission prior to permitting.

Buchanan Avenue currently does not extend past proposed Lot 8. The applicant will have to continue the street in order to provide the frontage needed to develop Lot 9.

One additional item is the existing Historic Tree on the adjacent owner's lot, at 904 South 11th Street. The tree is shown as #10 on the map of Oxford's historic trees. According to Section 98-141 of the City Municipal Code, "No person, utility, or department shall prune, excavate below the dripline, remove or otherwise disturb such trees without the approval of the tree board". Staff has made this approval a condition of approval for any future development of the newly subdivided lots. The applicant has identified both significant and specimen trees and a protection plan is included with this submittal.

Engineering Comments:

The Gary Subdivision is proposed to subdivide a single parcel 138D28-154.00 into 9 separate lots ranging in size from 0.19 to 0.30 acres in size. The parcel is located on the north side of Lincoln, west of South 11th, and is bounded to the north by Buchannan Avenue.

Access

Each lot will front and have direct street access to either Lincoln or Buchannan Avenues. Sidewalks are required along the full frontage of Lincoln and Buchannan Avenues. Pedestrian easements may be required along the frontage in areas where the sidewalk cannot be constructed in the right-of-way

Water and Sewer

Water to the site will be provided from existing main lines running in Lincoln and Buchannan Avenues. New sanitary sewer lines and manholes will be installed along Lincoln and Buchannan to serve these lots. A utility easement of at least 10 feet will be required along the road frontage.

Storm Water

The stormwater management requirements for this addition will be met by conveying stormwater runoff with swales to an underground detention basin. The underground detention basin is located along the subdivision's frontage with Lincoln Avenue. The detention basin will connect and discharge to an inlet and cross-drain on Lincoln Avenue. Due to the age and condition of the existing inlet and cross-drain, they will be replaced as part of the development. The City of Oxford is also requesting a drainage easement to facilitate the replacement of an inlet on the west side of S. 11th Street.

The Engineering Department has not approved the Stormwater Management Plan for this project. The engineering staff is currently awaiting a resubmittal addressing engineering comments, but does not anticipate any issues that would prevent approval of the stormwater management plan.

Recommendation: Staff recommends approval of the requested Preliminary Plat for 'Gary Subdivision' with the following conditions:

1. Approval of 'Gary Subdivision' is required by the Mayor and Board of Aldermen (Planning).

2. Stamped recorded copy of the covenants shall be provided to the Planning Department prior to permitting (Planning).

3. Any future site work, and the provided Tree Survey Mitigation & Protection Plan, will be reviewed and approved by the Tree Board to ensure that the historic white oak at 904 S 11th Street is not affected (Planning).

4. All remaining Site Plan Review comments must be addressed satisfactorily (Engineering).

5. Pedestrian easements for sidewalks across frontage need to be shown where applicable (Engineering).

Summary of Discussion: Mr. Watkins suggested an added condition that if recommended approval the board of alderman have a resolution related to the unopen streets. Mr. Brad Walsh addressed some of the questions in the letter from neighbor Witherspoon about the estate name. Mr. John Granberry on behalf of the applicant spoke about the parking, underground utilities, lighting. Mr. Warren Steel, a

neighbor, spoke about concerns regarding the trees and home owners' association. Mr. Granberry stated that the trees will be preserved as best as possible and that the storm water drainage will need to run underneath the drip line. Mr. John Crawley, City engineer does not see an issue with the stormwater plan as proposed and anticipates comments will be address prior to permit issuance.

Mr. Ford Dye spoke about concerns for the lots sizes on Buchanan and the storm water drainage and presented a letter from the tree board that no excavation can take place near the tree. Mr. Granberry responded about the stormwater.

Commissioner Latimer asked about the density. Mr. Granberry replied that the lots where determined, along with planning staff, by the relation to the neighboring lots.

Ms. Jenny Cruthers, a neighbor, spoke about concerns for the lot sizes and traffic on narrow streets. Mr. Granberry added that a turn around will be added on Buchanan per the fire department. Ms. Kristin Newmar, a neighbor spoke about concerns for the harmony of the neighborhood.

Mr. Ben Requet and Ms. Kenwright added detail about what steps need to be done prior to ground breaking for construction. Commissioner Murphy recapped what has been discussed.

Mr. Brad Walsh addressed the density again and reviewed the lot sizes in comparison to the surrounding neighborhood. There was further discussion about diversity of lot sizes.

Motion to recommend approval. Moved: David Spragins. No Second. Motion failed.

Motion to recommend denial. Moved: Chris Latimer. Seconded: Craig Brasfield. Commissioner Murphy and Logan for. Commission Spragins Against. Status: Passed.

2. Public Hearing for Case #3329 – Oxford Commons IV, LLC (David Blackburn) has filed a request for Plat Amendment for 'The Oaks, Phase 19 & 27' property located at 2118 Woodbine Drive (PPIN #43036) **(POSTPONED from March)**

Mr. Ben Requet presented on behalf of the city (Youtube video begins at 1:19:30)

Planning Comments: The subject property is located in the eastern most portion of the Oxford Commons PUD. The applicant seeks an amendment to the recorded Oaks, Phases 19 & 27 subdivision plat. The proposal seeks to eliminate Lot 21 and create a public right of way into the property abutting to the north that is located outside the corporate limits of the City of Oxford. This would in effect allow Berkshire Drive to continue north into what presumably would be a large residential development. A conceptual plan was provided indicating approximately +/- 91 lots north of the existing Phases 19 & 27, and indicates another road proposed to the east located in a future phase of the Oaks.

Currently, all development east of Sisk Avenue & F.D. Buddy East is on a single point of ingress and egress. The Land Development Code requires a second means of ingress and egress when a development has 80 or more residential units. The developer has future plans to provide a connection to Campground Road (CR 217) to the south and east of the current development. Staff (Planning & Engineering) has expressed concerns to the developer with the proposed modification based on the conceptual plans and the potential volume of increased traffic through the local residential streets. While this allows for the addition of more lots within the existing development, Staff does not feel it would adequately mitigate the effect that a large amount of traffic could possibly have on local residential streets running north and south.

Since the property to the north is located outside of the City limits, any development proposals seeking City utilities would require City approval. The most ideal outcome for future development in the county to the north of the Oaks Development would be for the extension of FD Buddy East Parkway to the north

of its current terminus towards Highway 30. However, it is understood that the developer of the Oaks Development is not required by the approved master plan of the Oxford Commons PUD to construct said roadway. Therefore, it would likely be incumbent on other property owners within the area, or the city/county, to construct the facility.

Mississippi subdivision law requires that the applicant proposing any change in a platted subdivision notify all the "persons to be adversely affected thereby or directly interested herein," and requires their written approval of the proposed modification. The applicant is responsible for identifying such persons and obtaining their written approval as part of the application.

In considering parties named in a petition or application and whose approval was submitted, the Commission can decide whether those identified persons' approvals are sufficient or whether additional parties must be named and their signatures acquired. If the applicant cannot obtain those signatures, the application cannot proceed.

The applicant provided two letters of support from those parties they believe to be directly interested or potentially adversely affected, and they have no objection to the proposed subdivision amendment.

Staff Recommendation: Due to expressed concerns, Staff recommends denial of the requested subdivision plat amendment.

Should the Commission recommend approval of this subdivision plat amendment, Staff recommends the following condition be added for the record:

1. Extension of a new roadway through the proposed public right-of-way created by the vacating of Lot 21 will require Board of Aldermen approval.

2. Approval is for the plan as submitted.

3. Approval of the final plat amendment by the Mayor and Board of Aldermen.

Summary of discussion: Mr. McGlawn, the neighboring property owner who is adversely affected spoke in favor of the plat amendment. Mr. Blackburn spoke to the commission about the plan for connectivity and acquiring Mr. McGlawns property. He spoke about Tract N and the approvals received for that and the limitation on the number of homes built due to lack of connectivity. Commissioner Latimer clarified where the future homes would be built. Mr. Watkins added that this would be changing the master plan of the pud which would need to be treated as a rezoning and the area to the north is not in city limits, requiring further steps prior to returning to the city for approval.

After further discussion about processes and adjacent lot owners a motion was made.

Motion to deny: Craig Brasfield. Seconded: Yolanda Logan. Status: Passed. Commissioner Spraigns against, Commissioner Murphy, Logan, Brasfield and Latimer for.

3. Public Hearing for Case #3339 – Oxford Commons Lots, LLC (David Blackburn) has filed a request for Plat Amendment for 'The Summit, Phase 2' property located at Ed Perry Boulevard (PPINs #44206, #44207, #44208, & #44209)

Mr. Ben Requet presented on behalf of the city. (Youtube video begins 2:08:30)

Planning Comments: The subject property is located in the Oxford Commons PUD and is part of an approximately +/- 40-acre subdivision recorded as 'The Summit, Phase 2'. This request pertains to Lots 7-10 of the subdivision. The applicant is requesting an amendment to combine these four lots into a single lot (7R) measuring slightly more than 5 acres in area.

Mississippi subdivision law requires that the applicant proposing any change in a platted subdivision notify all the "persons to be adversely affected thereby or directly interested herein," and requires their written approval of the proposed modification. The applicant is responsible for identifying such persons and obtaining their written approval as part of the application.

In considering parties named in a petition or application and whose approval was submitted, the Commission can decide whether those identified persons' approvals are sufficient or whether additional parties must be named and their signatures acquired. If the applicant cannot obtain those signatures, the application cannot proceed.

A letter is provided by the manager (David Blackburn) of The Summit at Oxford Commons, LLC. noting that they own the lots in the subdivision and have no objection to the proposed subdivision amendment.

Recommendation: If it is determined that there are no other directly interested or adversely affected parties, then Staff recommends approval of the Final Plat as amended for 'The Summit Phase 2 Amended' with the following conditions:

1. Approval is for the plan as submitted.

2. Approval of the final plat amendment by the Mayor and Board of Aldermen.

Summary of discussion: Ms. Anita Chen joined virtually, a neighboring property owner, and objected to the plat amendment. She stated that her purchase of the lot was reliant on the existing plat as filed and had she known the plat would be amended she would not have purchased. Mr. Paul Koshenina, on behalf of the applicant stated when speaking with Ms. Chen earlier they felt they had satisfied her concerns. He spoke about plat amendments not being unusual especially if tenants need to change the layout to fit their building. Commissioner Murphy asked Ms. Chen to expressed how she would be adversely affected. Ms. Chen stated there would be a financial impact on her with a larger retail space on this lot. Mr. Koshenina stated that without this amendment commercial retail would still be built as the plat is currently. Mr. Blackburn spoke about conversations had with Ms. Chen.

Mr. Watkins explained to the commission how the law reads regarding amended plats for clarification. Commissioner Murphy expressed his interpretation of the objection and the currently commercially zoned properties. Commissioner Brasfield motioned to table this request so that Ms. Chen can attend in person.

Motion to table. Moved: Chris Latimer. Seconded: Yolanda Logan. Status. Passed. Commissioner Sparagins against. Commissioner Latimer, Logan, Brasfield and Murphy for.

4. Public Hearing for Case #3340 – Charter Road Hospitality (Chan Patel) has filed a request for Plat Amendment for 'Lots G, H, I, J, K & L Tallahatchie Oxford Baptist Assoc., First Amendment' property located at 130 Slack Road (PPINs #9201, #9202, #9203, & #9204)

Ms. Kate Kenwright presented on behalf of the city. (Youtube video begins at 2:33:45)
Planning Comments: The subject property is +/- 0.783 acres consisting of Lots G, H, I, J K, & L in the 'Tallahatchie Oxford Baptist Association Subdivision' between Slack Rd and University Ave. The applicant seeks to amend the plat to combine these lots into a singular new lot designated 'J'. The new lot would be consistent with the underlying TNB zoning, which does not have a lot size requirement.

Mississippi subdivision law requires that the applicant proposing any change in a platted subdivision notify all the "persons to be adversely affected thereby or directly interested herein," and requires their written approval of the proposed modification. The applicant is responsible for identifying such persons and obtaining their written approval as part of the application.

In considering parties named in a petition or application and whose approval was submitted, the Commission can decide whether those identified persons' approvals are sufficient or whether additional parties must be named and their signatures acquired. If the applicant cannot obtain those signatures, the application cannot proceed. The applicant has included a signature sheet with one signature which is included with this report.

Engineering Comments: Engineering recommends approval of the proposed plat amendment for Lots G, H, I J, K, & L of the Tallahatchie Oxford Baptist Association, First Amendment.

Staff Recommendation: Staff recommends approval of the requested Plat Amendment of 'Tallahatchie Oxford Baptist Association Subdivision' with the following conditions:

1. Approval of 'Lots G, H, I, J, K & L Tallahatchie Oxford Baptist Assoc., First Amendment' by the Mayor and Board of Aldermen (Planning).

Summary of discussion: With no comments from the commission or audience a motion to recommend approval was made.
Motioned: Latimer Seconded: Brasfield. Satus: Passed. All in favor

5. Public Hearing for Case #3341 – Capstone Development (Mac Monteith) has filed a request for Zoning Map Amendment for property located at Main Street (PPIN #41130)

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at 2:35:50)
Planning Comments: The subject property is the Lamar TND measuring +/- 48 acres. The applicant is requesting to amend the regulating plan to reflect changes resulting from the construction of the Molly Barr and Chickasaw roundabout, finalized buildings in Phases 1, 5, and 6 as well as use changes increasing Civic Use and Single-family Attached/Detached areas. No changes are proposed to the southern portion of the TND that includes Phases 2 & 4.

Changes to a TND regulating plan are required to be administrated as a rezoning and therefore must follow the state requirements for rezoning.

State Requirements for Rezoning: The criteria to rezone property are cited in a number of Mississippi cases and are as follows:

"Before a zoning board reclassifies property from one zone to another, there must be proof either: (1) that there was a mistake in the original zoning, or (2) (a) that the character of the neighborhood has changed to such an extent as to justify reclassification, and (b) that there was a public need for rezoning." (Burdine v. City of Greenville, 1999).

In another case, the court stated: *"Before property is reclassified, applicant seeking rezoning must prove beyond by clear and convincing evidence either that there was mistake in original zoning, or that character of neighborhood had changed to such an extent as to justify rezoning and that public need existed for rezoning". (City of Biloxi v. Hilbert, 1992)*

Finally, Fondren North Renaissance v. Mayor and City Council of City of Jackson, 1999, stated: *"Under the "change and mistake " rule of municipal zoning, based on the presumption that the original zoning is well-planned and designed to be permanent, before a zoning board may reclassify property from one zone to another, there must be proof either: (1) that there was a mistake in the original zoning, or (2)(a) that the character of the neighborhood has changed to such an extent as to justify reclassification, and (b) that there was a public need for rezoning.*

Therefore, the merits of the applicant's request for rezoning, based on the criteria established in the cited cases, is as follows:

Change and Need: The applicant has provided the following justifications for the change in the character of the neighborhood and the public need:

The recent completion of the roundabout intersection at Chickasaw and Molly Barr has changed the entry geometry from what was originally planned for The Lamar TND. This TND map amendment reflects these changes and adjusts the land area for the adjacent uses.

Ongoing development of The Lamar TND has exposed the need for additional civic space for residents to enjoy whether it be for active or passive recreation. This amendment to the TND overlay will provide much needed space for amenities that will serve the community created by the successful growth of The Lamar.

Mistake: None.

Additional Staff Comments: The applicant must also follow standards set under the TND district regulations as shown in Section 2.3.13 of the LDC. Chief among these are the Unit Density and Intensity Standards that set acceptable ranges for Parks and open space, Civic uses, Retail, office uses & lodging, Upper floor dwellings for retail and office uses, Multi-family dwellings, Single family attached and detached, and Single family detached. The applicant has provided a table detailing these allocations and all uses fall within minimum and maximum allowed allocations.

Recommendation: Staff believes that there is sufficient evidence of change and need to support the rezoning of this property as requested.

Summary of discussion: Commissioner Murphy recapped the staff report and a motion was made.
Motion to recommend approval moved: Chris Latimer. Seconded: Craig Brasfield. Status: Passed.

6. Public Hearing for Case #3342 – John Albriton has filed a request for Preliminary and Final Plat Approval for '2889 South Lamar Commercial Subdivision' property located at 2899 South Lamar Boulevard (PPINs #8908, #10381, #42109, & #42110) **(POSTPONED)**

7. Public Hearing for Case #3343 – Andy Callicutt has filed a request for Special Exception as provided in Section 3.5.1.2. Districts Permitted for 'Bella Vita' property located at 110 Crossview Drive (PPIN #18837)

Mr. James Hirsch presented on behald of the city. (Youtube video begins at 2:41:15)

Planning Comments: The subject property consists of +/- 12.37 acres located between Harlan Drive and Oxford Way. The applicant was most recently approved for a residential development of 93 units: 68 attached and 25 detached. As of the site plan amendment approved in May 2025, 17 of the attached units (+/- 18% of the overall development) contained 4 bedrooms.

Greater than 25% 4-bedroom units in Neighborhood Residential requires a Special Exception – the applicant returns to request 25 additional units (+/- 45% of the overall development) to contain 4 bedrooms, in order facilitate an amendment to the site plan which is under review by Staff.

The City's Land Development Code lays out that the Planning Commission is empowered to grant Special Exceptions based on a finding that doing so will not adversely affect the public interest, or to deny such a request when determined not to be in the public interest (LDC 9.3.2).

The applicant reasons in their application that "*there is and will be a need for more housing opportunities in Oxford*" and that "*to maximize the number of bedrooms will be beneficial to the growth pressures the city is currently facing*".

The initial approval of this development followed a denial for a Special Exception of a similar nature, following significant concerns from neighboring residents surrounding traffic and additional density at this location. Though Staff understands the applicant's desires, in light of these concerns, Staff does not support this request.

Recommendation: Staff recommends denial of the requested Special Exception. Should the Commission make the required finding to approve the request, Staff requests the following conditions:

1. Approval is for the plan as submitted.

2. Approval of an amended site plan for 'Bella Vita'.

3. The granting of the Special Exception shall not harm the public interest.

4. The Special Exception shall expire within 18 months if no building permits have been issued.

Summary of discussion: The location of the application was clarified for the commission. Mr. Joey Moore spoke on behalf of the applicant and spoke about the history of the property and changes made for connectivity and potential changes that could be made by the developer. There was discussion about connecting to Harlan Creek. With no further questions or comments a motion was made.

Motion to approve subject to staff conditions. Moved: Yolanda Logan. Second: David Spragins. Commissioner Murphy, Latimer and Brasfield against. Motion failed.

8. Motion to Adjourn
   Moved. Chris Latimer. Seconded. David Spragins. All in favor.

May 2026 Planning Commission – Meeting Minutes

THE CITY OF
OXFORD

Notice that certain aldermen or commissioners may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

A. April Planning Commission Memorandum

If you would like to participate in this meeting, please open the attachment for the virtual meeting information.
To view the recording of this public meeting please click the link below.
YouTube - Public Meeting Video

B. April Legal Advertisements
1. Call to Order
2. Approval of the Agenda
   - All in favor. Move: Chris Latimer Second: Craig Brasfield Status: Passed

3. Approval of minutes from the April 2026 Meeting
   - All in favor. Move: David Spragins Second: Yolanda Logan Status: Passed

4. Staff Report

a. Planning Staff Report
b. Building Official's Report

5. Map of Cases this Month https://city-of-oxford-gis-hub-coogis.hub.arcgis.com/apps/ff8873ac54dc47a481c5f2c8a64d4be1/explore

Consent Agenda

1. Public Hearing for Case #3344 – Lifestyle Homes, LLC (Brian Hill) has filed a request for Site Plan Amendment for 'The Solitude' property located at College Hill Road (PPIN #31413)

2. Public Hearing for Case #3347 – Russom Construction, LLC (Chad Russom) has filed a request for a Variance from Section 98-118(o)(3) of the Stormwater Ordinance for property located at 4868 South Lamar Boulevard (PPINs #11006 & 11007)

3. Public Hearing for Case #3348 – Russom Construction, LLC (Chad Russom) has filed a request for Site Plan Approval for 'Quintet Cove' property located at 4868 South Lamar Boulevard (PPINs #11006 & 11007)

4. Public Hearing for Case #3349 – Daniel Denton has filed a request for a Special Exception as provided in Section 3.5.8.2 RCID – Districts Permitted for property located at 1210 S 16th Street (PPIN #8270)

5. Public Hearing for Case #3350 – Jason Bouldin has filed a request for a Special Exception as provided in Section 3.5.8.2 RCID – Districts Permitted for property located at 816 Fillmore Avenue (PPINs #8445 & 18832)

6. Public Hearing for Case #3351 – John Albriton has filed a request for a Special Exception as provided in Section 3.5.8.2 RCID – Districts Permitted for property located at 432 North 15th Street (PPIN #6173)

7. Public Hearing for Case #3352 – Russom Construction, LLC (Chad Russom) has filed a request for Variance from Section 2.6.19 Housing Accelerator Overlay District, Street Frontage, Minimum for 'Highclere' property located at Pat Patterson Parkway (PPIN #44044)

8. Public Hearing for Case #3353 – RKFAM Holdings LLC (Ryan Kizer) has filed requests for: a) Special Exception as provided in Section 2.6.11 First Floor Residential and b) Special Exception as provided in Section 5.6.1.3. Building Form & Materials for property located at Chickasaw Road (PPINs #4533, #4534, #4535, #4536, #4537, #4540, #4541, #4542, #4543, #4544, #4545, #4546, #4571, #4632, #4980, #16006, #16060, #20787, #25059, #25061)

Approval of consent agenda: Moved: Chris Latimer Seconded: Yolanda Logan Status Passed. All in favor.

Public Hearings

9. Public Hearing for Case #3345 – Hunter Knight has filed a request for a Special Exception as provided in Section 5.6.1.8 Building Materials, Appropriate Facade for 'Properly Tied' property located at 112 Bolt Boulevard (PPIN #35706) **Moved from Consent**

Mr. Robert Baxter presented on behalf of the city. (YouTube video begins at 10:10)

Planning Comments: The subject property measures +/- 2.2 acres and is the site of the Properly Tied distribution center. The applicant is proposing a +/- 6,200 sf addition to expand both warehousing and office space, the site plan for which is the subject of Case #3346. This request is to have the ability to use metal paneling similar to the existing on the north side of the building.

Metal paneling can be allowed by a Special Exception. The specified metal panel is corrugated steel similar to the existing side material. Generally, Staff is not supportive of the use of corrugated metal panel, however because this is a continuation of the existing building materials and is on a non-primary façade, Staff has no objections is this case.

Recommendation: Staff recommends approval of the requested Special Exception with the following conditions:

1. Approval is for the plan as submitted.

2. The Special Exception shall expire within 18 months if no building permits have been issued.

Summary of discussion: Commissioner Latimer referenced a similar request that was not on consent and asked staff for reasoning. Mr. Baxter replied that the differenced in location and new construction vs. already existing business. Mr. Joey Moore was present on behalf of the applicant and said the owner would like to match the existing façade. With no further questions or comments a motion to approve was made with staff conditions.
Moved: Chris Latimer Seconded: David Spragins Status: Passed. All in favor.

10. Public Hearing for Case #3346 – Hunter Knight has filed a request for a Site Plan Amendment for 'Properly Tied' property located at 112 Bolt Boulevard (PPIN #35706) **Moved from Consent**

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at 13:45)
Planning Comments: The subject property measures +/- 2.2 acres and is the site of the Properly Tied distribution center. The applicant is proposing a +/- 6,200 sf addition to expand both warehousing and office space.

Use and Parking: No additional approvals are needed as this is a continuation of the existing warehousing and office uses.

Parking for Office use is calculated at 1 space per 300sf of floor area and Warehousing is calculated at 1 space per 100sf of floor area. For 3,120sf of office and 15,120sf of warehouse, a minimum of 25 and a maximum of 31 spaces are allowed. The applicant shows 27 spaces.

Other elements:

- **Landscaping** – Additional landscaping is shown that includes parking lot trees, frontage trees and required screenings. The applicant needs additional foundation plantings for the addition and has been made aware.

- **Building Materials** – The applicant shows materials for the additional that are in keeping with the existing building including, painted CMU block, brick veneer, and corrugated metal paneling. The use of Metal paneling requires a Special Exception and is the subject of Case #3345.

Engineering Comments: The proposed amendment includes the construction of a building addition to the north side of the property and expanded parking in the front. There are no changes to access or utilities.

Stormwater Management
The site has an existing stormwater management facility. As part of this site plan, engineering has requested modifications to the existing detention basin to bring it into compliance with the current stormwater management ordinance. This includes modifying the outlet control structure, adding trash racks, and installing a low-flow channel.

Recommendation: Staff recommends approval of the requested Site Plan Amendment for 'Properly Tied' with the following conditions:

3. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.

4. Approval of the landscape plan shall occur prior to the issuance of permits.

5. Approval of a Special Exception for metal paneling as provided in Case #3345, or specification of an alternate approvable material.

6. Final approval of the stormwater management plan

7. Stormwater certification must be submitted before a certificate of occupancy is issued.

Summary of Discussion: After discussion or stormwater certification and plan a motion to approved subject to staff conditions was made.

Moved: David Spragins Seconded: Craig Brasfield Status: Passed. All in favor.

11. Public Hearing for Case #3354 – Bill Abington has filed a request for Variance from Section 5.8.4.10 NCO Bedrooms, Maximum for property located at 805 University Avenue (PPIN #6026)

Ms. Kate Kenwright presented on behalf of the cty. (Youtube video begins at 16:26)
Planning Comments: The applicant seeks approval for a Variance from Section 5.8.4.10 Conservation Overlay Districts to allow for additional bedrooms at 805 University Avenue. The existing lot is the result of a subdivision approved by the Mayor and Board of Aldermen in March, 2025. The new +/- .46-acre lot sits between the single-family home at 803 University Avenue and the existing condos at 412 S 9th Street at the corner of University and S 9th. The design of the proposed new home was recently approved by the Historic Preservation Commission at their April meeting.

The Neighborhood Conservation Overlay Standards note that in NR (like the subject property) and in SMF zoning districts that dwelling units should be no larger than three bedrooms. The proposed house would have 6 bedrooms. The applicants have attached a letter stating their need for the space—that they have five (grown) children and this plan would allow for a bedroom for the parents and one for each child.

According to LDC Section 9.4 Variances, a variance may be granted if the applicant demonstrates that:

- Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district
- Literal interpretation of the ordinance would deprive the applicant of rights enjoyed by properties in the same district
- The special conditions and circumstances do not result from the actions of the applicant
- Granting of the variance will not confer any special privilege on the applicant.

The applicant contends that they did not understand the code requirements at the time of purchase. They also note a deed restriction requiring an at least 3,500 sq ft on the lot implies a larger than three-bedroom house would be built there, and that this deed is in conflict with the expectations of the City's ordinance.

The Commission must consider if the stated hardship—the size of family and lack of knowledge about the ordinance and deed restrictions associated with the lot—are sufficient to grant the requested variance.

Recommendation: Should the Commission find sufficient hardship to support the variance, Staff recommends the following conditions:

1. The variance is for the plan as submitted.

Summary of discussion: Mr. Abington and Ms. Spears were present. Chairman Rigby, present virtually asked the hear more about the deed restriction. Ms. Spears responded that it was to be a single family home with a minimum square footage amount of 3,500 and was unsure when the restriction was put in place. She referenced the zoning map and neighboring properties in comparison. Chairman Rigby added that the 3 bedroom limit was put into place prior to the current owner taking possession. Mr. Abington spoke about the need for more bedrooms to meet the needs of his family, and his stormwater plan and the signatures of support from neighbors.

Ms. Molly Mizenheimer, a neighbor commented her concerns about traffic, the narrow drives and felt this lot should be built as what is in the deed. Mr. Abington responded about the garage space and that he would be able to accommodate his family's cars.

Chairman Rigby commented about the issue of the deed restriction, a reasonable request but difficult to pass with that restriction in place. Commissioner Latimer and Murphy agreed. Mr. Abington was aware of the size restirction and single family home, and designed the home to fit the historic guidelines, and was approved by that commission and made sure to accommodate enough vehicles per the neighbors request. Ms. Spears added the peculiar location of this lot and the zoning. With no further questions or comments a motion was made.

Lee McGartland, a neighbor commented about the storm water concerns, to which the home owner addressed with his engineer.

Motion to deny: Chris Latimer. Seconded: Craig Brasfield. Status: Fail. Commissioner Spragins for. Commisioner, Latimer Brasfield, Logan, Murphy and Rigby against.

12. Public Hearing for Case #3355 – RKFAM Holdings LLC (Ryan Kizer) has filed a request for a Site Plan Amendment for property located at Chickasaw Road (PPINs #4533, #4534, #4535, #4536, #4537, #4540, #4541, #4542, #4543, #4544, #4545, #4546, #4571, #4632, #4980, #16006, #16060, #20787, #25059, #25061)

Mr. Ben Requet presented on behalf of the city (YouTube video begins at 50:10)

Planning Comments: The +/- 17.61-acre property that makes up the proposed 'The NoLa' development is located at the intersection of North Lamar Boulevard and Molly Barr Road. The property is zoned (UCN) Urban Center and the applicant intends to build a new mixed-use development to include multi-family residential and commercial (restaurant and retail) spaces. The applicant appeared before the Commission in January 2026 for a site plan approval, however since that time, the applicant has acquired the one holdout parcel that was contiguous to the other parcels in the development.

This new proposal includes a mix of uses across the site including multi-family residential, commercial uses including restaurants and retail/office space with a pedestrian plaza, and surface parking (the structured parking has been removed) to support all of the proposed uses. The application notes that the intention is for the entirety of the development to be built concurrently. This new proposal indicates a total of 11 buildings with a total of 226 residential units (a reduction from 335), with a total of 576 bedrooms (a reduction from 797), and 794 parking spaces provided (a reduction from 1022). While the applicant has reduced the quantity of residential proposed in the development, the proposed commercial remains slightly more than 49,000 square feet, consistent with the prior approval. Prior concepts incorporated "third spaces" into the development proposal. This revised concept is enhanced with the inclusion of terraced amphitheater that will be grassed and a dog park, in addition to the plaza areas that allow for programming i.e. farmers market, food trucks, etc., and other areas that can be used for passive recreation.

The southeast portion of the site is mixed-use and is comprised of Buildings A-D, Building 3, and a pedestrian plaza at the corner of Molly Barr Road and North Lamar Boulevard. Uses include commercial (retail, restaurant, and office), residential, the leasing office, and a clubhouse that includes several amenities for residents. In the northeast portion of the site along North Lamar Boulevard, Buildings 6 & 7 are mixed-use buildings containing commercial in all or in part of the ground floor with upper floor residential. Buildings 1,2 & 4 remain unchanged from the prior approval and are programmed as all residential uses. Building 5 is a new residential building located on the parcel that was more recently acquired by the applicant. This building is oriented perpendicular to Chickasaw Road and is programmed to be all residential.

Use and Parking –
The (UCN) Urban Center District is intended for development that is primarily commercial in nature, and on a pedestrian scale. Commercial uses would support the service and shopping needs of the immediate neighborhood. It allows for mixed-use structures with residential on upper floors, as well as fully commercial buildings. The applicant seeks a Special Exception to allow for some first floor residential on-site which is a subject of Case #3353.

This proposal eliminates the previously proposed parking structure resulting in all surface parking being provided. The applicant provided a letter requesting an ~3% reduction in parking for the entire development. The current plan would provide 794 spaces total when the required amount is 820 (a difference of 26). The applicant states that the reduction request is reasonable as all residential buildings provide the amount of parking required, while the commercial portions of the site will utilize shared parking. Staff finds this acceptable as the mix of uses on the site allow for the use of surface parking for multiple purposes effectively. The Director of Planning will allow the proposed reduction according to Section 4.9.2, which would allow up to a 25% reduction in parking.

Other Review Elements

- **Architecture and Building Materials** – Proposed materials are consistent across the site and include fiber cement siding, brick, aluminum storefront, and cast-stone. The proposed architecture and materials are appropriate based on the requirements of the Land Development Code.

  The applicant was granted a variance (Case #3304) from the front build-to-line maximum along Chickasaw Road.

- **Landscaping and Tree Mitigation** – The landscaping plan proposed sufficiently meets the requirements of the Land Development Code. The development proposal does require tree mitigation and the proposal sufficiently plants the quantity of trees and specimen of trees per the Code. Also worth noting, the applicant does plan to irrigate the landscaping, which will be especially helpful in ensuring the survivability of the mitigation trees planted.

- **Coverage** – Coverage is proposed at 71.7% when 80% is allowed by the code.

- **Connectivity and Access** – A complete streets plan is provided which shows 5' sidewalks along Molly Barr Road, Chickasaw Road, and North Lamar Boulevard. Sidewalks are also indicated around each building and along the main private road which runs through the development.

Engineering Comments:

Access

This project will front three city streets, North Lamar Blvd, Molly Barr Road and Chickasaw Road. Access points to all streets is proposed in some form or fashion. A traffic impact study is required to evaluate impacts to existing streets and intersections. As of this date, the study has not been received.

In order to implement the proposed design and layout of the project, existing ROW from the City of Oxford along Molly Barr Road will need to be acquired. The developer will be responsible for coordinating this effort.

Water and Sewer

The project proposes to connect to existing utility infrastructure in all three streets abutting the property. New water and sewer infrastructure will be run into the site. A revised submittal was uploaded at the time of writing of this report. Engineering will begin review of the latest submittal as soon as possible.

Stormwater Management

The Weldon site is hydrologically challenging due to its size and existing topographic conditions, including a deep ravine that drains to a single cross-drain pipe on Chickasaw Drive. Several large-diameter pipes drain into the site, suggesting the existing cross-drain beneath Chickasaw Drive is undersized. There are existing drainage issues on Christman Drive downstream of the project that cause localized flooding on the roadway. Because of this, the stormwater management system will need to be more complex than a single detention basin, requiring more extensive hydrologic analysis, and downstream drainage improvements will need to be made in conjunction with site development.

The City of Oxford is actively exploring options to upgrade downstream drainage by installing a continuous pipe to provide adequate conveyance of flows from the site and to remediate issues on Christman Drive. The City of Oxford shall require the developer of the Weldon to cover the costs associated with these improvements. The City of Oxford has begun design work for the drainage improvements and will pursue the acquisition of drainage easements from neighboring properties. The City of Oxford does not have a set timeline for when the design and acquisition will be completed.

The engineering staff has not approved a stormwater management plan for this site. Again, due to the site's complexity, the stormwater management design will require several iterations to reach the final

design. Engineering staff is actively communicating with the design engineer to streamline the comment process and ensure a design satisfactory to all interested parties. No permits, including land disturbance, shall be issued until a stormwater management plan is approved.

Staff Recommendation: Staff recommends approval of the requested Site Plan for 'The NoLa' with the following conditions:

1. Approval is for the plan as submitted, subject to necessary technical revisions per the Site Plan Review Committee (Planning).

2. Approval is contingent upon receipt of the two Special Exceptions as requested in Case #3353 (Planning).

3. A copy of the covenants for the mixed-use CID must be submitted prior to the issuance of Certificates of Occupancy for the project (Planning).

4. All engineering comments related to preliminary site plan drawings are to be addressed before a land disturbance or building permit is issued (Engineering).

5. Acquisition of the needed ROW from the City of Oxford to implement the proposed design is the responsibility of the developer / owner. Any site plan approval of the current plan is contingent upon that acquisition. If acquisition is not able to be made, then Engineering will revoke its approval. (Engineering)

6. Approval of the stormwater management plan (Engineering).

7. Water and sewer fees per unit shall be paid before building permits are issued (Engineering).

8. Before issuance of a land disturbance permit, a copy of the Storm Water Pollution Prevention Plan approved by MDEQ as part of the Large Construction Storm Water General Permit must be submitted to Development Services (Engineering).

9. The completed stormwater management facility must be certified by the civil engineer before certificates of occupancy are issued (Engineering).

Motion to approve with staff conditions. Moved: Chris Latimer. Seconded: David Spragins. Status Passed. All in favor.

13. Public Hearing for Case #3339 – Oxford Commons Lots, LLC (David Blackburn) has filed a request for Plat Amendment for 'The Summit, Phase 2' property located at Ed Perry Boulevard (PPINs #44206, #44207, #44208, & #44209) **(Tabled from April)**

Mr. Ben Requet presented on behalf of the city. (youtube video begins at 58:15)
Planning Comments: This item was tabled from the April Planning Commission meeting. Nothing has changed from what was previously presented, however, the Commission received an objection from Anita Chen (neighboring property owner). The Commission tabled this meeting to allow for Ms. Chen to appear before the Commission to voice her objection. On April 26, 2026, Staff received an email from Ms. Chen withdrawing her objection.

The subject property is located in the Oxford Commons PUD and is part of an approximately +/- 40-acre subdivision recorded as 'The Summit, Phase 2'. This request pertains to Lots 7-10 of the subdivision. The applicant is requesting an amendment to combine these four lots into a single lot (7R) measuring slightly more than 5 acres in area.

Mississippi subdivision law requires that the applicant proposing any change in a platted subdivision notify all the "persons to be adversely affected thereby or directly interested herein," and requires their written approval of the proposed modification. The applicant is responsible for identifying such persons and obtaining their written approval as part of the application.

In considering parties named in a petition or application and whose approval was submitted, the Commission can decide whether those identified persons' approvals are sufficient or whether additional parties must be named and their signatures acquired. If the applicant cannot obtain those signatures, the application cannot proceed.

A letter is provided by the manager (David Blackburn) of The Summit at Oxford Commons, LLC. noting that they own the lots in the subdivision and have no objection to the proposed subdivision amendment.

Recommendation: If it is determined that there are no other directly interested or adversely affected parties, then Staff recommends approval of the Final Plat as amended for 'The Summit, Phase 2 (Amended)' with the following conditions:

1. Approval is for the plan as submitted.

2. Approval of the final plat amendment by the Mayor and Board of Aldermen.

Summary of discussion: Mr. Paul Koshenina was present on behalf of the applicant and stated that the use was not part of the request today.

Motion to recommend approval with staff conditions. Moved: Chris Latimer. Seconded: David Spragins. Status Passed All in favor.

14. Public Hearing for Case #3342 – John Albriton has filed a request for Preliminary and Final Plat Approval for '2889 South Lamar Commercial Subdivision' property located at 2899 South Lamar Boulevard (PPINs #8908, #10381, #42109, & #42110) **(POSTPONED)**

15. Public Hearing for Case #3356 – Russom Construction, LLC (Chad Russom) has filed a request for Preliminary and Final Plat Approval for 'Highclere' property located at Pat Patterson Parkway (PPIN #44044)

Mr. James Hirsch presented on behalf of the city. (YouTube video begins at 1:02:15)
Planning Comments: The subject property consists of +/- 16.50 acres in the Housing Accelerator Overlay (HAO). The applicant proposes a subdivision to create 124 residential lots, public streets for the purposes of access, a network of private alleys, and several common open spaces.

The Housing Accelerator Overlay District is intended to assist with the creation of more single-family housing in Oxford. The Overlay envisions small-sized lots with densely connected street grid, rear-loaded with privately owned alleys, combined with on-street parking and sidewalks (LDC 2.6.19). The Overlay

includes standards related to unit mix, architecture, parking, road & pedestrian infrastructure, and common amenity areas (LDC 2.6.19.4).

The subdivision documents provided indicate 124 residential lots on 13.54 acres of developable area (effective density of +/- 9.2 lots/acre), all of which indicate setbacks aligned with the dimensional standards of the overlay. Many lots indicate frontage along an existing or proposed public street, but twenty instead front common open space and are accessed vehicularly by rear-loaded alley (allowance of these lots is the subject of Case #3352). Plans indicate 34 on-street parking spaces, and all lots have access to sidewalks. The proposal meets the open space and impervious area maximum requirements of the Overlay.

Several common open spaces/amenity areas are indicated: programming includes benches towards George G. 'Pat' Patterson Parkway, a community playground, a grilling station, a community firepit and seating area, a mini soccer field, and several rain gardens designed to assist with storm water retention.

Engineering Comments:

Stormwater Management

The stormwater management requirements for this subdivision will be met by conveying stormwater runoff with inlets and pipes to an above-ground detention basin. The detention basin is located at the northeast of the property, discharging at the property's northeast corner.

The Engineering Department has approved the Stormwater Management Plan for this project.

Recommendation: Staff recommends approval of the requested Preliminary and Final Plat for 'Highclere', with the following conditions:

1. Approval is for the plat as submitted (Planning).

2. Approval of the Preliminary & Final Plat for 'Highclere' by the Mayor and Board of Aldermen (Planning).

3. A copy of the stamped and recorded covenants shall be provided prior to the issuance of any Certificates of Occupancy (Planning).

4. Approval of Case #3352, granting variance regarding street frontage requirements (Planning).

5. All proposed signs shall be approved through a separate permitting process (Planning).

6. Greater than 25% four-bedroom units in the development shall first require a Special Exception (Planning).

7. All buildings in the subdivision shall comply with the requirements of the Overlay (Planning).

8. Approval is subject to the conditions submitted during site plan review (Engineering).

9. An approved MDEQ SWPPP must be submitted prior to a land disturbance permit being issued (Engineering).

10. Water and sewer approvals from the MSDOH and MDEQ (Engineering).

Motion to recommend approval subject to staff conditions. Moved: Chris Latimer. Seconded: JR Rigby Status: Passed All in favor.

16. Public Hearing for Case #3357 – Capstone Communities (Davis Maxwell) has filed a request for a Special Exception as provided in Section 3.5.5.2.b. Multi-family, Four Bedrooms; Districts Permitted for property located at 371 Stillwater Lane (PPIN #8903)

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at 1:06:50)
Planning Comments: The subject property is +/- 14.97 acres located on both north and south sides of Oxford Way between South Lamar and Farm View Drive. The applicant is proposing a 12-building mixed-use development with: 51,124sf of leasable commercial area in the first floors of 4 buildings along Oxford Way and one building along S Lamar, 294 residential units split between 1, 2, 3, & 4BR located on upper floors of the commercial buildings, and 6 fully residential structures. Additionally, pool amenities, a maintenance building and a slip deck parking structure are provided. The Site Plan is the subject of Case #3358.

This request is to have the percentage of 4BR multi-family units exceed 25% of the total. Of the 294 proposed units, the applicant is proposing that 78 would be 4BR (26.5%), in keeping with the previous approved Special Exception for first floor residential.

The applicant states that, "the requested increase in four-bedroom units represents only a modest deviation from the ordinance standard and does not alter the overall character of the development. The units are distributed throughout the project rather than concentrated in a single area, ensuring that the development maintains a balanced and cohesive residential environment."

Staff agrees that this is a minor request. This 5 more 4BR units than would be allowed by right and allows this plan to stay consistent with what was approved in the November 2025 Special Exception.

Recommendation: Staff recommends approval of the requested Special Exception with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.

2. The Special Exception shall expire within 18 months if no building permits have been issued.

Motion to approve subject to staff conditions. Moved: David Spargins Seconded: Yolanda Logan. Status: Passed. Commissioner Latimer against.

17. Public Hearing for Case #3358 – Capstone Communities (Davis Maxwell) has filed a request for Site Plan Approval for 'Oxford Farms Town Center' property located at 371 Stillwater Lane (PPIN #8903)

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at 1:12:03)

Planning Comments: The subject property is +/- 14.97 acres located on both north and south sides of Oxford Way between South Lamar and Farm View Drive. The applicant is proposing a 12-building mixed-use development with: 51,124sf of leasable commercial area in the first floors of 4 buildings along Oxford Way and one building along S Lamar, 294 residential units split between 1, 2, 3, & 4BR located on upper floors of the commercial buildings, and 6 fully residential structures. Additionally, pool amenities, a maintenance building and a slip deck parking structure are provided.

Use and Parking – The applicant is proposing commercial shells for retail, restaurant and office uses all of which are approvable either by right or by Special Use in SCN. Appropriate approvals will need to be obtained as tenant buildouts come forward. A condition of approval in Case #3272, allowing use of first floor residential, was that no certificates of occupancy will be issued prior to the construction of the commercial shells.

Multi-family residential in SCN where more than 25% 4BRs are proposed is allowed by Special Exception and by Special Exception for any first floor residential. The applicant was approved for first floor residential in November 2025 (Case #3272) and is requesting the Special Exception for 4BRs in a separate Case (#3358).

Parking for retail and office use is calculated at 1 space per 300sf of gross floor area and restaurant use is calculated at 1 space per 100sf of patron area. The applicant is proposing 24,144sf of retail, 3,799sf of office and 23,181sf of restaurant. This results in a requirement of 80, 13, and 139 @ 60% patron area respectively.

Parking for multi-family is calculated at 1 space for each 1BR unit, 2 spaces for each 2 or 3BR unit, and 1 space per bedroom for 4BR units. In addition, 1 guest space is required for every three units of 1 or 2 BR, and 1 guest space per unit of 3 or 4 BR. In this case the applicant is proposing 53, 1BR (53 spaces), 151 2BR (302 spaces), 12, 3BR (24 spaces) and 78, 4BR (312 spaces) (158 total guest spaces) (849 total residential required).

Between the commercial and residential elements, 1,081 spaces would be required. The applicant has proposed 1,028. The applicant has applied for a parking reduction waiver for the remaining 53 spaces. As a part of this request, the applicant has identified parking spaces that would be dedicated to commercial use.

Building Height – Buildings in SCN are limited to 50’ and four stories in height. All proposed buildings comply with this provision.

Coverage – SCN allows up to 80% impervious coverage. The applicant proposes 76.7%.

Other Elements

- **Landscaping** – The applicant has provided a landscaping plan that indicates parking lot trees, frontage trees, screenings, and foundation plantings that all meet LDC standards.
- **Building Materials** – The primary façade materials are proposed to be painted and unpainted masonry, fiber cement siding and stucco.

Engineering Comments:

Access

Oxford Town Center is a development within the Oxford Farms PUD lying north and south of Oxford Way and bounded on the west by Farmview Drive. The development features pedestrian connectivity and on street parking on both Oxford Way and Farmview.

Water and Sewer

Internal water distribution to the site will be privately owned and maintained with 8" master meters set at designated entrances into the site.

Collection and conveyance of sanitary sewer from the development will be privately owned and maintained.

Stormwater Management

The stormwater management requirements for this project will be met by conveying stormwater runoff with inlets and pipes to three underground detention basins located beneath the parking lots throughout the site. The detention basins located in the parking lots on the south side of Oxford Way will discharge to the existing drain pipe in Oxford Way. The existing drain pipes drain east to South Lamar Boulevard, then south through a drain pipe on the west side of South Lamar Boulevard, then cross South Lamar Boulevard to the east, and ultimately discharge to a ditch that bisects the Hooper Hollow property. The northern detention basin will discharge into Bailey Branch at a point on the west bank north of the box culvert on South Lamar Boulevard.

The Engineering Department has not approved the Stormwater Management Plan for this subdivision. The engineering staff is currently reviewing a resubmittal in response to comments and does not anticipate any issues that would prevent approval of the stormwater management plan.

Recommendation: Staff recommends approval of the requested Site Plan for 'Oxford Farms Town Center' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.

2. Approval is contingent upon receipt of a Special Exception to exceed 25% 4BR units as shown in Case #3357.

3. An approved MDEQ SWPPP must be submitted prior to a land disturbance permit being issued

4. Water and sewer approvals from the MSDOH and MDEQ

5. Stormwater certification is required before certificates of occupancy are issued.

Summary of discussion: There was some discussion about the parking.

Motion to approve. Moved: Craig Brasfield Seconded: Chris Latimer Status: Passed. All in favor.

Motion to Adjorn: David Spragins Seconded: Chris Latimer. All in favor.

June 2026 Planning Commission – Meeting Minutes

THE CITY OF OXFORD

Notice that certain aldermen or commissioners may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

A. April Planning Commission Memorandum

If you would like to participate in this meeting, please open the attachment for the virtual meeting information.
To view the recording of this public meeting please click the link below.
YouTube - Public Meeting Video

B. April Legal Advertisements
1. Call to Order
2. Approval of the Agenda
   - All in favor. Move: Chris Latimer Second: David Spragins Status: Passed

3. Approval of minutes from the May 2026 Meeting
   - All in favor. Move: David Spragins Second: Joseph Murphy Status: Passed

4. Staff Report

a. Planning Staff Report
b. Building Official's Report

5. Map of Cases this Month https://city-of-oxford-gis-hub-coogis.hub.arcgis.com/apps/ff8873ac54dc47a481c5f2c8a64d4be1/explore

Consent Agenda

1. Public Hearing for Case #3360-A – Jason Bouldin has filed a request for a Special Use for an Accessory Dwelling Unit as authorized in Section 3.5.6 Dwellings - Accessory located at 816 Fillmore Bouldin (PPIN #8445) **Should an objection to the use be received by the Planning Department, the use shall be reviewed as a Special Exception.**

2. Public Hearing for Case #3361 – CL Thomas Restaurant Holdings, LLC (Donny Shellenbarger) has filed a request for a Variance from Section 2.6.8 Suburban Corridor – Front Yard Build-to Line, Maximum for property located at 706 Sisk Avenue (PPIN #33597)

3. Public Hearing for Case #3362 – Southern Pipe (Gary Messer) has filed a request for Special Exception as provided in Section 5.6.1.8 Building Form – appropriate façade for property located at 2614 West Oxford Loop (PPIN #16526)

4. Public Hearing for Case #3363 – Greg Angelo has filed a request for a Variance from Section 5.5.2.6. Fence Height for property located at 2851 Berkshire Drive (PPIN #43579)

Approval of consent agenda: Moved: Chris Latimer Seconded: Craig Brasfield Status Passed. All in favor.

Public Hearings

5. Public Hearing for Case #3342 – John Albriton has filed a request for Preliminary and Final Plat Approval for '2889 South Lamar Commercial Subdivision' property located at 2899 South Lamar Boulevard (PPINs #8908, #10381, #42109, & #42110) **(Postponed from May)**

Mr. Robert Baxter presented on behalf of the city. (YouTube video begins at 3:45)
Planning Comments: The subject property measures +/- 4.61 acres and is the former site of South Lamar Baptist Church. The property was made into a commercial condominium in 2022. The applicant is seeking to subdivide the property into three lots, two of which (+/- 2.51 acres and +/- 1.44 acres) will have existing structures, and one (+/- 0.66 acres) that is currently undeveloped. The lots as proposed will meet LDC standards for size, frontage and will not make the existing structures into non-conformities.

Of note is that there is a large driveway that serves the existing structure. No additional access points will be permitted from South Lamar and shared access for all three lots along the existing drive should be indicated on the plat prior to Mayor and Board approval.

Engineering Comments:

Access
Shared access easement submitted on the plat shall include the full width of the ex. drive as part of the easement. The easement as currently shown is impractical to delineate it's use without including the full width of the ex. drive for shared use. Should this correction be made to include the full ex. drive width in the easement, engineering has no further issues with the request.

Stormwater Management
There are no existing stormwater management facilities associated with the property to be platted. Each lot shall address stormwater management on a lot-specific basis in the site plan when the lot is developed or redeveloped.

Recommendation: Staff recommends approval of the requested Preliminary & Final Plat for '2889 South Lamar Commercial Subdivision' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.

2. Approval of Preliminary & Final Plat Approval for '2889 South Lamar Commercial Subdivision' by the Mayor and Board of Aldermen.

3. Shared access easement to serve the 3 lots should be indicated on the plat in the location of the existing driveway access to South Lamar prior to this item being considered by the Mayor and Board of Aldermen.

4. There are no existing stormwater management facilities associated with the property to be platted. Each lot shall address stormwater management on a lot-specific basis in the site plan when the lot is developed or redeveloped.

Summary of discussion: Mr. Jeff Williams was present on behalf of the applicant. Mr. Stuart Povall spoke on behalf of the neighboring business owner on Lot #2. He discussed the reconfiguring of the lots without the city approval which were then sold. When a new proposal for lot 2 was presented the city the applicant changed building size and parking due to access not being granted off of South Lamar resulting in current parking spaces being taken out and the neighboring business owners would redistribute parking to meet their requirements.

Mr. Brad Goldman representing Magnolia small animal hospital. He spoke about a parking analysis he conducted and allocated 67 space to his client. He estimated that number could be 25 spaces if the proposed lots were sold which would not accommodate their needs. After further discussion about parking chairman Rigby mentioned that the parking would be addressed during the site plan review process and this commission is a recommending body for subdivision plats. Mr. Paul Watkins responded that the subdivision does not create a non-conformity and does not affect the current parking spaces.

Mr. Stephen Roberts representing a neighboring business owner. Chairman Rigby asked staff to clarify why this was being presented to the commission. Mr. Requet responded that currently there is not an approved subdivision, which this request will remedy that. There was more discussion about the subdivision process and a site plan approval process.

Motion to recommend approval with staff conditions. Moved: Chris Latimer. Seconded: Craig Brasfield. Status: Passed. All in favor.

6. Public Hearing for Case #3364 – Charter Road Hospitality (Chan Patel) has filed a request for Site Plan Approval for 'Patel Office Building' for property located at 130 Slack Road (PPIN #9203)

Ms. Kat Kenwright presented on behalf of the city. (Youtube video begins at 31:10)
Planning Comments: The subject property, +/- 0.783 acres, is the newly combined Lot J in the 'Tallahatchie Oxford Baptist Association Subdivision' between Slack Road and University Avenue. The applicant seeks site plan approval to build a 13,866 SF new office building.

Elements of review include:

Use, Parking, and Density – An office is an approved use in the TNB district. Based on the proposed square footage, 46 parking spaces are required, and 43 are provided. This is within the 25% reduction which can be authorized by the Director of Planning per 4.9.2.

Dimensional Standards – Traditional Neighborhood Business facilitates up to 80% impervious coverage; 64% is proposed. This site plan meets the relevant setbacks and build-to-lines for the zoning district.

Other Review Elements

- **Landscaping and Tree Mitigation**– A landscaping plan which indicates mitigation and parking lot trees, required screenings, and foundation plantings was provided which satisfies the requirements of the Land Development Code. A tree survey was provided which indicates that 16 trees will require mitigation.

- **Architecture and Building Materials**—The building meets the requirements of the Code related to architecture and building materials—brick, cementitious siding, metal awnings, etc.

- **Site Connectivity and Layout—**Sidewalks are provided along Slack Road and throughout the site as-needed. A dumpster enclosure is provided in the southeast corner of the site.

Engineering Comments:

Access

This commercial site will have one access onto Slack Road and will include the construction of a new sidewalk along Slack Road for the frontage of the property.

Water and Sewer

Water to the site will be via connection to an existing 8-inch water main along the south side of Slack Road.

Sanitary Sewer from the site will be conveyed to an existing manhole in Slack Road

Stormwater Management

The stormwater management requirements for this addition will be met by conveying stormwater runoff with inlets and pipes to an underground detention basin. The underground detention basin is located beneath the parking lot on the east side of the property. The detention basin will discharge t. The Engineering Department has approved the Stormwater Management Plan for this project.

Staff Recommendation: Staff recommends approval of the Site Plan with the following conditions:

1. The approval is for the Site Plan as submitted subject to any necessary technical revisions per the Site Plan Review Committee (Planning).

2. No building permits will be issued until all water and sewer connection fees have been paid (Engineering).

3. The stormwater management shall be certified by the project engineer prior to the issuance of a certificate of occupancy (Engineering).

Summary of discussion: With no questions or comments from the audience or commission a motion to approve subject to staff conditions was made.

Motion to approve. Moved. Chris Latimer. Seconded: David Spragins. Status: Passed. All in favor.

7. Public Hearing for Case #3365 – Mike Halford has filed a request for City Utilities that includes a Preliminary and Final Plat for 'Belle River Subdivision' for property located at CR 403 (PPIN #10219)

Mr. Robert Baxter presented on behalf of the city. (YouTube video being at 33:25)
Planning Comments: The subject property measures +/- 4.226 acres and is located just outside City limits across Belle River Rd (CR 403) from Morris Drive in the Grand Oaks PUD. The applicant is requesting to extend City utilities which requires a Preliminary and Final Subdivision Plat. The subdivision is 5 lots ranging in size from +/- 0.813 acres to +/- 0.869 acres. The lot dimensions and proposed setbacks comply with Suburban Residential standards.

The applicant will need to provide a petition for voluntary annexation prior to this item being heard by the Mayor and Board.

Engineering Comments: This is a 5 Lot residential development along CR 403 which lies outside of the corporate limits of the city. Each lot is approximately 0.8 acres in size.

<u>Water and Sewer</u>
Water to the development will be supplied by the East Oxford Water Association. Sewer will be collected from the development into a privately owned and maintained gravity system and conveyed under County Road 403 to an existing city manhole on Morris Drive.
<u>Stormwater Management</u>
The property is being subdivided into lots for single-family residences, which will be custom-built. The stormwater management requirements for this subdivision will be met by a proposed above-ground detention basin located in the southeast corner of the subdivision. The existing topography of the property falls to the east with runoff flowing in this general direction. The plans for the site show grading for a generic house-building pad. The proposed grading is intended to direct runoff towards the detention basin by surface flow. A pipe is proposed along the top of the retaining wall to intercept some of the flow and direct it to the detention basin. The detention basin will discharge at the southeast corner of the subdivision.

The Engineering Department has not approved the Stormwater Management Plan for this project. The engineering staff is currently reviewing a resubmittal addressing engineering comments, but does not anticipate any issues that would prevent approval of the stormwater management plan.

Recommendation: Staff recommends approval of the requested extension of City utilities that includes a Preliminary & Final Plat for 'Belle River Place Subdivision' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.

2. Approval of this request for City utilities, which includes a Preliminary & Final Plat for 'Belle River Place Subdivision' by the Mayor and Board of Aldermen.

3. Prior to this item being heard by the Mayor and Board of Aldermen, a signed petition for voluntary annexation shall be provided to Staff for review.

4. Stamped recorded copy of the covenants shall be provided to Staff prior to the city accepting sewer from this development.

5. Final approval of the stormwater management plan

6. The stormwater management facility must be certified by the civil engineer prior to the city accepting sewer from the development.

7. A sewer connection fee for each lot will be required prior to the city accepting sewer from this development.

Summary of discussion: With no questions or comments from the audience or commission a motion to recommend approval subject to staff conditions was made.

Motion to recommend approval: **Moved: Chris Latimer Seconded: Joseph Murphy. Status: Passed. All in favor.**

8. Motion to Adjourn

Moved: Chris Latimer. Seconded: David Spragins