

City of Oak Hill
Planning Commission
Minutes
December 5th, 2023

The City of Oak Hill's Planning Commission met on December 5th, 2023, at 6:00 PM in the Board Room. Members present were Vice-Mayor Winston Evans, Shali Scott, Robert Diehl, Mitch Barnett, Deborah Woolley, and Hedy Morrison. Chairman Wade Hill, Michael Barry and Mayor Dale Grimes were absent. Staff present were City Engineer Zac Dufour, City Attorney Marshall Albritton, Codes Officer Stephen Snow, Administrative Assistant Desiree Lohr, and City Manager J. Steven Collie, acting as Recorder.

1. Meeting Called to Order

Vice Chairman Diehl called the meeting to order at 6:04 p.m.

2. Introductions

Vice Chairman Diehl asked the Members and City Staff to introduce themselves.

3. Pledge Of Allegiance

Vice Chairman Diehl led the Pledge of Allegiance.

4. Approval of Minutes

Scott motioned to approve the November 7th, 2023, Minutes with minor corrections, seconded by Woolley. Voting AYE: Evans, Scott, Woolley, Diehl, Barnett, and Morrison. Motion carried 6-0.

5. Case 23-02: 100 Woodward Hills Place, Zone D (Steep Slope)

John Nefflen represented the owner proposing work in the steep slope that is now in place that was constructed without PC approval. This work includes construction related to new pool/pool deck/pool fence, retaining walls, stream buffer encroachment, tree work, and stormwater redirection. The commission had asked for an as-built plan of the project to find out what more needed to be done to move toward getting a final inspection. Dufour stated he had visited the site with Snow and the area looked appropriate and was stabilized. He suggested a notch as well as a pipe be placed in the berm to allow better flow of water. He stated the vegetative growth looked appropriate and doesn't appear to have any problems. After further discussion the floor was opened for public comment. One neighbor came forward to speak about the flooding, tree removal and other aspects that impacted his property. He stated there was a lawsuit that has been resolved. He was not speaking against the approval of this project and did not have a grievance. He would like the berm opened up to have the water to move through and consider some additional landscaping. A deferral was requested to allow them to provide additional information. The applicant will return to the PC and will provide an engineering study on the water flow, the berm, a study to address the retaining wall, landscaping, and geotechnical opinions. These items will be provided to the City's engineer and the staff will then reschedule the application for a return visit to the PC. A motion to accept the deferral was made by Woolley, seconded by Evans. Voting AYE: Evans, Woolley, Barnett, Diehl, Scott, and Morrison. Motion carried 6-0.

6. PC Case 23-40: 4707 Churchwood Drive, Zone C (Nonconforming)

Presented by owner, Scott Shirock, for the proposed construction on a site that is nonconforming regarding Max. Lot Coverage. The existing lot coverage before proposed construction is 13,920 sf, and lot coverage will be 13,773 sf after proposed construction is complete. While this post-construction lot coverage is a reduction from the existing, pre-construction lot coverage, it still exceeds the Max. Lot Coverage allowed for Zone C which is 13,000 sf for lots less than the min. lot size of 1 acre. After discussion by the Board and numerous questions about the plan, it was suggested that this case should be brought to the Board of Zoning Appeals.

7. Case 23-42: 5527 Hillview Drive, Zone C (Steep Slope & RLNAIZ)

Presented by Robert Fletcher for the proposed interior renovation, exterior trim repair, replace windows, and remove existing aggregate finished concrete driveway, and replace with brushed finished concrete driveway. The new driveway will be poured within existing boundaries and no expansion will occur. This work was started without requesting a permit. The case is being brought to the PC to get this project in line with the City requirements for construction projects. Dufour stated the work plan presented was acceptable but needed silt fence for the outside work and the tree plan. No public comments were made. The project has been determined to be within the percentage of tree canopy and they plan to bring this to the Board of Zoning Appeals at the January 16th, 2024, meeting. Motion to approve the project was made by Scott, seconded by Woolley. Voting AYE: Scott, Woolley, Diehl, Evans, Barnett, and Morrison. Motions carried 6-0.

8. Recommendation to the BOC of the Zoning Modifications of Chapter 14.

Chairman Diehl proceeded to review the changes with the members of proposed changes to Municipal Code, Chapter 14 – Zoning and Land Use Control, Part 1. - Zoning Ordinance and the Zoning Map. Per the City Code, it is the Planning Commission's responsibility to recommend the proposed changes and modifications to the BOC. After discussion and no further questions, the Chairman asked for a motion to approve the recommendation to the Board of Commissioners.

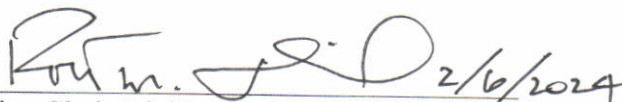
A motion was made by Evans to recommend to the BOC, Ordinance 2023-05 with changes and modifications to Chapter 14, Amending the Zoning Map. This motion was seconded by Scott. Voting AYE: Woolley, Scott, Diehl, Evans, Barnett, and Morrison. Motion carried by 6-0

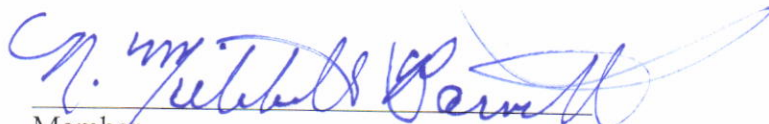
A motion was made by Evans to recommend to the BOC, Ordinance 2023-04 with changes and modifications to Chapter 14, Zoning and Land Use Control. This motion was seconded by Scott. Voting AYE: Woolley, Scott, Diehl, Evans, Barnett, and Morrison. Motion carried by 6-0.

These proposed Ordinances will be sent to the BOC and published in a letter to each Oak Hill property.

9. Adjournment

Woolley motioned to adjourn, seconded by Scott. Voting AYE: Evans, Scott, Woolley, Diehl, Barnett, and Morrison. Motion carried 6-0 and the meeting was adjourned at 8:32 PM.


Vice Chair Diehl


Member