

City of Oak Hill
Planning Commission
Special Called Meeting Minutes
July 25, 2023

The City of Oak Hill's Planning Commission met on July 25th, 2023, at 5:00 PM in the Board Room. Members present were Mayor Dale Grimes, Vice-Mayor Winston Evans, Michael Barry, Mitch Barnett, and Shali Scott. Members absent were Chairman Wade Hill, Robert Diehl, Greer Tidwell, and Flynn Doyle. Staff present were City Attorney Marshall Albritton, Codes Officer Stephen Snow, Office Manager Victoria Talbott, and City Manager J. Steven Collie acted as Recorder.

1. Meeting Called to Order

City Manager Collie called the meeting to order at 5:05 p.m. He relayed to the members that the Chairman and Vice Chairman were both absent and "Roberts Rules" called for the attending members to nominate and approve one member to act as Chairman Pro Tempore. Collie determined that a quorum was met and asked for member nominations for Chairman Pro Tempore. Barry nominated Evans, seconded by Grimes. No other nominations were made. Voting AYE: Grimes, Barnett, Barry, and Scott. Evans abstained. Vote carried 4-0-1 for Evans as Chairman Pro Tempore (pro tem). Chairman pro tem Evans assumed the gavel and presided over the meeting.

2. Introductions

Members and City Staff introduced themselves.

3. Pledge of Allegiance

Chairman pro tem Evans led the Pledge of Allegiance.

4. Case 23-31: 4815 Franklin Pike, Zone D (CUP)

Proposed construction of a brick plaza with flagpole and uplighting in an existing parking landscape island. One parking space will be removed for construction of the new plaza, but a new parking space will be created on another part of the CUP property to compensate for the removal of the original parking space. Headmaster Hart Roper introduced the case and introduced Mr. William Hastings, Architect who provide more detail with a PowerPoint presentation. The case as submitted had various changes, including the use of downlighting instead of uplighting and the request not to require replacement of the removed parking space, which resulted in questions and discussion by the members. The Chairman pro tem opened the Public Hearing. One citizen came forward representing others in his neighborhood and spoke in support and favor of the project. After further discussion, Barry motioned to approve but due to numerous amendments, this motion was withdrawn and needed no further action. A new motion was made by Grimes to approve this Case 23-31, with the condition that the downlighting, as proposed, meets the city's dark sky ordinance as determined by the code official; and with the condition that the removal of one parking space and non-replacement leaves the property with the correct number of spaces as determined by city's code official. Motion was seconded by Scott. Voting AYE: Grimes, Barry, Barnett, Scott, and Evans. Motion passed 5-0.

5. Adjournment

Grimes motioned to adjourn, seconded by Barry. Voting AYE: Grimes, Barry, Barnett, Scott, and Evans. Motion passed 5-0. The meeting was adjourned at 5:47 pm.

Chair Pro Tempore


Member