

City of Oak Hill
Planning Commission
Minutes
October 3, 2023

The City of Oak Hill's Planning Commission met on October 3, 2023, at 6:00 PM in the Board Room. Members present were Chairman Wade Hill, Mayor Dale Grimes, Vice-Mayor Winston Evans, Shali Scott, Michael Barry, Robert Diehl, Mitch Barnett, Deborah Woolley, and Hedy Morrison. Staff present were City Engineer Zac Dufour, City Attorney Marshall Albritton, Codes Assistant Steve Mallory, and Codes Officer Stephen Snow acting as Recorder.

1. Meeting Called to Order

Chairman Hill called the meeting to order at 6 p.m.

2. Introductions

Chairman Hill asked the Members and Staff to introduce themselves.

3. Pledge of Allegiance

Chairman Hill led the Pledge of Allegiance.

4. Approval of Minutes

Scott motioned to approve the September 5, 2023, Minutes, seconded by Barry. Voting AYE: Hill, Grimes, Evans, Scott, Barry, Woolley, Diehl, Barnett, and Morrison. Motion carried 9-0.

5. Case 23-36: 1108 Overton Lea Road, Zone F (Nonconforming)

Presented by Reed Wakefield and Jennifer Bagwell. Proposed interior renovation of southeast corner as well as first and second floor addition to rear middle portion of the existing nonconforming dwelling. Building footprint will change due to this addition, but no additional impervious surface or encroachment will result since addition will replace existing pool deck. No public comments were made. Woolley motioned to approve the request as proposed, seconded by Barry. Voting AYE: Hill, Grimes, Evans, Scott, Barry, Woolley, Diehl, Barnett, and Morrison. Motion carried 9-0.

6. Case 23-22: 5031 Lakeview Drive, Zone C (Steep Slope & RLNAIZ)

Presented by Eli Mandel. Proposed construction of a structurally supported parking pad on a steep slope and in the RLNAIZ. No public comments were made. Along with concurrence from Evans, Barnett noted concern about construction disturbance within the work area under and along the perimeter of the parking pad and proposed that, prior to approval, revised landscape plans should be presented at a later meeting to show planting of bushes or groundcover. Mandel requested to defer until revised plans could be presented at a later meeting. Woolley motioned to defer as requested, seconded by Barry. Voting AYE: Hill, Grimes, Evans, Scott, Barry, Woolley, Diehl, Barnett, and Morrison. Motion carried 9-0.

7. Grimes noted the Board of Commissioners (BOC) has been discussing changes to the Municipal Code in the past several months and advised that the conclusions of the BOC would be sent to the Planning Commission (PC) at the end of October for consideration. The PC would then consider these conclusions at their next meeting and propose recommendations to the BOC for approval or other. Then the BOC would likely meet in January 2023 to consider any recommendations and conduct first reading. If no substantive changes will have been introduced, the second reading would be held in February 2023. Albritton confirmed the BOC could initially send the proposed changes to the PC from the BOC Workshop meeting. Due to the time-sensitive nature of this process, Grimes urged the PC to adhere to the review schedule to allow the timeline above to be achieved.

8. Adjournment

Barry motioned to adjourn the meeting, seconded by Evans. Voting AYE: Hill, Grimes, Evans, Scott, Barry, Woolley, Diehl, Barnett, and Morrison. Motion carried 9-0.


Chair


Member