

MINUTES OF THE REGULAR MEETING  
OF THE OXFORD PLANNING & ZONING BOARD

The Oxford City Planning and Zoning Board met in a regular meeting at the Oxford Public Works Building  
Tuesday, March 1, 2022 at 5:30 pm

**Members Present:**

- Bill Newman, Chairman
- Charlotte Hubbard, Council Member
- Melissa Craven
- Fred Denney
- Clyde Huckleba
- Jake Pollard

**Members Absent**

- Mayor Alton Craft
- Lance Turner, Vice Chairman

**Visitors:** Matthew Maniscalco, Steven Landers, Virgil Bohn, Brett Williams, Kristi Durham and Lexi Smith

1. Noting that a quorum was present, the meeting was called to order by Chairman, Bill Newman. Mayor Craft called into the meeting to follow along. Following a review of the minutes of the regular meetings of February 1, 2022. Clyde Huckleba made a motion to approve the minutes. Fred Denney seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 6; Nays: 0; Abstained 0. Chairman, Bill Newman announced the motion passed.
2. Public Hearing –Matthew Maniscalco requesting to zone for annexation the property at 4334 McIntosh Road to Agriculture (AG). Matthew Maniscalco stated the property is about 20 acres total. They built a home on part of the property and are wishing to annex the property into the City for the school system. After discussion, Clyde Huckleba made a motion to send this request to the Council. Melissa Craven seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 6; Nays: 0; Abstained: 0. Chairman, Bill Newman announced the motion passed.
3. Public Hearing – Steven Landers requesting approval for a revised plat of the Cottages of Peaceful Valley. Steven Landers stated the original plat was for 37 lots and the new one is for 17 lots all over 1 acre. There would be one road in the subdivision. Mr. Landers stated I did this to cut the cost. There will be ½ mile of pipe under the road. Mr. Landers stated this will change the dynamic of how it works for him financially. Fred Denney asked if Mr. Landers has the drainage plans ready. Mr. Landers stated that his engineer almost has them ready and he will get them to Rusty Gann, City Engineer to look over when they are finished. After discussion, Clyde Huckleba made a motion to approve subject to approval by Rusty Gann on the drainage. Jake Pollard seconded the motion. Upon vote on the motion, the following votes were recorded: Yeas: 6; Nays: 0; Abstained: 0. Chairman, Bill Newman announced the motion passed.
4. Discussion on abandoned properties. Charlotte Hubbard stated she wanted to look at the properties along the main entry ways into the City. The old Zack's Restaurant building was recently torn down and there are some others that need to be. Mainly wanted to look at the commercial properties instead of the residential properties. Mrs. Hubbard asked if they could get a list of vacant commercial properties for the meeting next month. There is also a property on Snow Street that has a fence on the right-of-way. Mr. Denney asked about the poles from a previous sign at the Shell Station on Alabama Highway 21 if we could do something about them. Mayor Craft stated the owner of the property is saying that is not their sign and that Mike Roberts, Building Official has been speaking with them regarding the poles. Mayor Craft stated the water tower is listed under the historical society and anything that is done to it will have to go through them. Melissa Craven stated

Section 47-197 in the City Ordinance is for unsafe structures. Mrs. Hubbard stated that most are abandoned but do not need condemning. Chairman Newman asked if they could get a list of commercial properties that are vacant for the next meeting. Mr. Denney asked if we have any authority to get an engineering report on the stability of the water tower. Mrs. Hubbard stated she would check with Hunter Gentry, Main Street Oxford Director regarding the water tower and if we could get any historical grants for restoring it.

Mr. Newman called for any old business. There was none.

Mr. Newman called for any new business. There was none.

There being no further business, Melissa Craven made a motion to adjourn the meeting. Charlotte Hubbard seconded the motion.

Respectfully,

---

Secretary