

July 2026 Planning Commission – Meeting Minutes



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. July 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. July Legal Advertisements

1. Call to Order

Commissioners Rigby, Spragins, Logan, Brasfield were present at the meeting. Commissioner Murphy was present virtually.

2. Approval of the Agenda

- All in favor. Move: David Spragins Second: Yolanda Logan Status: Passed

3. Approval of minutes from the June 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 #3366-A – Bora, LLC (Daniel Denton) has filed a request for Site Plan Approval for ‘Bora Condos’ property located at 1210 South 16th Street (PPIN #8270)
2. Case #3367-A – Phase 5, LLC (Mac Monteith) has filed a request for Site Plan Approval for ‘Lamar Amenity Center’ property located at 296 Baldwin Drive (PPIN #44130)
3. Case #3368-A – Gary Messer has filed a request for Site Plan Approval for ‘Southern Pipe Showroom’ property located at 2614 West Oxford Loop (PPIN #16526)

4. Case #3369-A – Blackburn Communities, LLC (David Blackburn) has filed a request for Site Plan Amendment for ‘The Summit, Phase 3’ property located at 1725 Champion Drive (PPIN #4721)
5. Case #3377-A – Ann-Marie Wyatt has filed a request for Site Plan Approval for property located at 2993 Old Taylor Road (PPINs #27697 & #30666)

Consent Agenda

6. Public Hearing for Case #3370 – Abner White has filed a request for a Variance from Section 5.5.2.6 Fence Height for property located at 430 South Lamar Boulevard (PPIN #8287)
7. Public Hearing for Case #3371 – Oxford Commons Lots, LLC (David Blackburn) has filed a request for Final Plat Approval for ‘The Heights, Phase 6’ subdivision property located at Devonshire Drive (PPINs #37689, #37696 & #36793)
8. Public Hearing for Case #3372 – Montecito Medical Real Estate (Daniel Davis) has filed a request for Preliminary and Final Plat Approval for ‘Montecito Medical’ subdivision property located at 98 F.D. “Buddy” East Parkway (PPINs #9145 & #40307)

Approval of Consent agenda.

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

Public Hearings

9. Public Hearing for Case #3373 – Flagship Properties (Erryn Barkett) has filed a request for Site Plan Approval for ‘Country Club Square’ located at Bolt Boulevard (PPIN #42111)

Mr. Robert Baxter presented on behalf of the city. (Youtube video begins at 12:15)

Planning Comments: The subject property is +/- 1.938 acres located at the corner of Bolt Boulevard and Industrial Park Drive. The property is Lot 1-1 in the MSL Subdivision. The applicant is proposing to construct a 3-story mixed-use building with retail and restaurant space on the first floor and residential above. Residential is a mix of 4, 1BR, 7, 2BR, and 4, 3BR units.

Use and Parking – The proposed mix of uses are permitted in TNB districts. A Special Use for a mixed-use CID will be required prior to occupancy.

Parking for restaurant space is calculated at 1 space per 100sf of patron area (20), retail at 1 space per 300sf (31), 1 BR units at 1 per unit (4), 2&3BR units at 2 per unit (22). Guest spaces are calculated at 1 per 3 units for 1&2BR (4), and at 1 per unit for 3BR (4). Minimum parking required for this development is 85 spaces, the applicant has indicated 83. The applicant has requested a parking reduction as provided in Section 4.9.2.

Building Height – Buildings in TNB are limited to 40’ and three stories in height. The proposed building complies with this provision.

Coverage – SCN allows up to 80% impervious coverage. The applicant proposes 63%.

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 brick veneer with storefront windows on the lower level with a combination of brick veneer and lap siding on the upper levels.

Engineering Comments: This project proposes to construct a mixed-use facility at the corner of Bolt Boulevard and Clubhouse Drive.

Access

The site will share access to Bolt Boulevard with the property to the south via joint access connection. A right-in/right-out connection will be provided along the northern edge of the property near the intersection with Clubhouse Drive. Concrete sidewalk will be provided along the full road frontage.

Water and Sewer

Water to the site is proposed by a connection to an existing water main in Bolt Boulevard. Sewer from the site will be conveyed to existing city facilities in Bolt Boulevard.

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 west side of the property. The detention basin will discharge to the west, towards a ditch that runs southwest along the property line. The Engineering Department has approved the Stormwater Management Plan for this project.

Recommendation: Staff recommends approval of the requested Site Plan for ‘Country Club Square’ with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.
2. Prior to the issuance of a Certificate of Occupancy, the applicant shall be approved for a mixed-use CID.
3. Water connection fee and sewer fees (per unit) shall be paid before building permits are issued.
4. The completed stormwater management facility must be certified by the civil engineer before certificates of occupancy are issued.

Summary of discussion: Mr. Jeff Williams was present on behalf of the applicant and briefly spoke about the placement of the access drive. With no further questions or comments a motion to approved subject to staff conditions was made.

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

10. Public Hearing for Case #3374 – Baptist Memorial Health Care Corporation (Brian Welton) has filed a request for Variance from Section 3.2.18 Retaining Wall Height, Maximum for property located at Belk Boulevard (PPIN #26087) **(POSTPONED)**
11. Public Hearing for Case #3375 – Baptist Memorial Health Care Corporation (Brian Welton) has

filed a request for Site Plan Approval for 'Baptist Oxford Medical Office Building 2' property located at Belk Boulevard (PPIN #26087) **(POSTPONED)**

12. Public Hearing for Case #3376 – Montecito Medical Real Estate (Daniel Davis) has filed requests for a) Special Exception as provided in Section 3.9.2.2(c) Medical Facilities Square Footage, Maximum; b) Variance from Section 3.9.2.5(a) Medical Facilities Building Footprint, Maximum; and c) Variance from Section 2.6.7 Build-to Line, Maximum for 'Stern Cardiovascular Center' property located at 98 F.D. "Buddy" East Parkway (PPINs #9145 & #40307)

Ms. Kate Kenwright presented on behalf of the city. (Youtube video begins at 17:05)

Planning Comments: The applicant seeks approval for a Special Exception and two Variances in order to facilitate construction of a new medical building. The subject property is +/- 14.709 acres located at the intersection of MS Highway 6 and F.D. Buddy East Parkway. The preliminary and final plat are the subject of Case #3372, which is also before this Commission. The proposed building will house a new clinic and diagnostic services for the Stern Cardiovascular Foundation.

a. Special Exception as provided in Section 3.9.2.2(c) Medical Facilities Square Footage, Maximum

[Section 3.9.2.2\(c\)](#) requires a Special Exception for medical facilities greater than 25,000 square feet in size. The applicant notes that currently, Stern Cardiovascular services are provided in two non-contiguous locations in Oxford, which limits the services provided to patients. Their narrative also states that the request is in harmony with the existing development of the surrounding properties which include the Lafayette County Elementary School, Business Center/Administration Buildings, and the Arena.

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](#)).

There are no specific standards associated with this Special Exception request, and Staff agrees that the proposed location near other large municipal buildings is an appropriate place for a request for a building of this size.

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

1. Approval 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 no building permits have been issued.
4. Prior to the issuance of a Certificate of Occupancy, a pedestrian easement located in the powerline easement shall be provided to the City of Oxford to construct a multi-use trail as indicated in the City of Oxford Parks and Trails Master Plan. The easement shall be

approximately 30' wide with any additional grading easements necessary to construct the trail.

b. Variance from Section 3.9.2.5(a) Medical Facilities Building Footprint, Maximum

[Section 3.9.2.5\(a\)](#) states that medical facilities located in the TNB District shall have a building footprint of no more than 20,000 square feet.

The applicant contends that the proposed use necessarily dictates the building's layout, and that to lessen the footprint to allow for a third story to meet the footprint requirement would require duplication of staff as well as lessen the efficiency of medical operations. Staff finds that the necessary functions of the medical use are a sufficient hardship in this instance to grant the requested size variance.

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

1. Approval is for the plan as submitted.

c. Variance from Section 2.6.7 Build-to-Line, Maximum

[Section 2.6.7](#) states the build-to-line minimum as 0 feet with a maximum of 58 feet. This lot, which sits at the intersection of Highway 6 East and F.D. Buddy East Parkway, has two fronts. The applicant plans to meet the frontage requirement on Buddy East Parkway but not on the Hwy 6 side.

This lot presents several challenges that add to the difficulties of having two fronts. There is a TVA transmission line easement on the eastern portion of the site, and there are forested wetlands along the northern portion of the property (along the MDOT ROW for MS Hwy 6). The wetlands are regulated by the US Army Corps of Engineers.

The applicant notes that efforts have been made to present the building as a front, even with the challenges of the site. The architecture is designed to present front-facing elevations to both Hwy 6 and Buddy East Pkwy. Parking is not provided in front of the building in an effort to allow the building to be as close to the front property line as possible. The applicant has worked with Staff to ensure that the proposed architecture is appropriate for presentation as a front to both roads.

Staff finds that the topographical challenges of the site, and particularly the existing protected wetlands, are sufficient hardship to grant the requested variance.

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

1. Approval is for the plan as submitted.

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

Motion to approve a). Special Exception subject to staff conditions.

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

Motion to approve b). Variance subject to staff conditions.

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

Motion to approve c). Variance subject to staff conditions.

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

13. Motion to Adjourn

Moved: David Spragins. Seconded: Joseph Murphy