

**PROCEEDINGS OF THE VILLAGE OF OXFORD
PLANNING & ZONING COMMISSION MEETING
February 17, 2022
5:30 PM**

Village President, Erwin Meyer, called the meeting to order at 5:30 PM in the Council Room of the Oxford Village Hall, 129 S. Franklin Ave., Oxford, WI with the Pledge of Allegiance. Planning & Zoning Commission Members Loretta Drinkwater, Gary Sorensen, Sherwin Lloyd, and Jim White were in attendance. Not in attendance was Commission Member Kim Gaffney.

Motion was made by Drinkwater/White to approve the minutes of the April 11, 2017 Planning and Zoning Commission meeting as printed. Motion carried.

The purpose of this meeting was to review an application for a Conditional Use Permit, submitted by Carolina Buckner, to establish a Tourist Rooming (short-term rental-Airbnb) House at Parcel No. 6500150801060 – 127 E. Vrooman St. and make a recommendation to the Village of Oxford Board of Trustees regarding whether or not to approve the application and suggest possible conditions, if approved. **Motion made by Drinkwater/Sorensen** to recommend to the Village Board the approval of the Conditional Use Permit for Parcel No. 6500150801060 – 127 E. Vrooman St. with the following conditions:

1. Acquisition of any state licenses and/or permits as required by the State of Wisconsin and the County of Marquette.
2. The use must meet all performance standards associated with the R-1 Residential District; compliance with Village Ordinances.
3. At no time shall the number of occupants exceed eight.
4. The appearance of use of the Tourist Rooming (short-term rental) house shall not be altered in a manner that would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, signs, or excessive noise.
5. No recreational vehicle may be used for living or sleeping purposes as part of a Tourist Rooming (short-term rental) House.
6. The availability of the Tourist Rooming (short-term rental) House to the public shall not be advertised on site.
7. Required Off-Street Parking: A minimum/maximum of one space per bedroom.
8. Notification to the Village of Oxford Clerk of any rental agreements/terms lasting more than thirty consecutive days.
9. Compliance with room tax reporting requirements.
10. Timely payment of all municipal fees and taxes, including but not limited to, sanitary sewer utility, real estate tax, and room tax.
11. Subject to condition revisions on an “as needed” basis as determined by the Village of Oxford Board of Trustees.

Motion carried.

Motion was made by Lloyd/Drinkwater to adjourn at 6:04 PM. Motion carried.

Shannon McMullin, Clerk/Treasurer
Village of Oxford,
Marquette County, Wisconsin