

**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's May 9, 2023
Meeting**

I. Call to Order

Present: Tim Haynes, Mary Jo Meier, Lisa Richard, Anthony (Tony) Royse, Scott Smith, Rachel Lyon, Andy McLenon, Brent Littleton (came in at 6:00 p.m.)

Absent: Michelle Anderson

Guests: Chuck Carson, Eric Schlange, Lisa Reed, Greta Gilstrap, Michael Gilstrap, Dixie Wright

Tim Haynes, Chairperson, called the meeting to order.

II. Minutes

- a. Consider approving the minutes of the April 4, 2023 Planning Commission meeting.

Motion:

On the motion of Scott Smith, seconded by Rachel Lyon the Commission approved the minutes of the April 4, 2023 Planning Commission and Board of Zoning Appeals Meeting..

Aye: Tim Haynes, Rachel Lyon, Andy McLenon, Mary Jo Meier, Lisa Richard, Anthony (Tony) Royse, Scott Smith

Nay: None

III. Board of Zoning Appeals (Does not include outside City appointments)

- a. Public hearing to receive comments on a variance request to reduce the setback(s) in an R-1 large lot single-family dwelling district at 219 Morningside Place.

Tim Haynes, Chairperson, opened the hearing.

Eric Schlange explained that the property owner/applicant wants to add a master bed and bath and living room extension to their home.

Tim Haynes, Chairperson, closed the hearing.

Motion:

On the motion of Mary Jo Meier, seconded by Lisa Richard the Commission approved a variance to reduce the setback on the east from 25' to 20' at 219 Morningside Place.

Aye: Tim Haynes, Rachel Lyon, Mary Jo Meier, Lisa Richard, Anthony (Tony) Royse, Scott Smith

Nay: None

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- b. Public hearing to receive comments on a variance request for the number and size of signs in a C-4 highway commercial district at 3159 W. Main Street.

Tim Haynes, Chairperson, opened the hearing.

Lisa Reed and Chuck Carson explained the signage they are requesting.

There was discussion about whether the signs are the same at all of their credit unions.

Mike Gilstrap asked if the electronic signs would be advertisements or just refer to bank business and what the brightness of the sign would be.

Kelly Passauer stated that there are zoning regulations about the brightness and also the business can only advertise for themselves.

Lisa Reed asked about whether they can advertise community events.

Kelly Passauer said that yes, community event ads are allowed.

Tim Haynes, Chairperson, closed the hearing.

Motion:

On the motion of Lisa Richard, seconded by Rachel Lyon the Commission approved the variance to exceed the total number of signs to a maximum of four (one detached and three attached); approved a variance to exceed the size of a detached sign from 150 square feet to 200 square feet; and approve a variance for the maximum size of the electronic portion from 30 square feet to 32 square feet.

Aye: Tim Haynes, Rachel Lyon, Mary Jo Meier, Lisa Richard, Anthony (Tony)

Royse, Scott Smith

Nay: None

IV. Planning Commission

- a. Public hearing to receive comments on a request for a conditional use permit for "short-term rentals not elsewhere listed" in an R-2, single-family dwelling district at 205 Westminster Place.

Michael and Greta Gilstrap want to open an Airbnb for temporary use rather than having to rent it out more permanently.

Dixie Wright who owns the property behind this property at 216 E. Locust stated she is concerned about the increased traffic, parties, parking, property valuations being lowered, trash and who will do cleanup. She feels it is not

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appropriate to have a bnb in this house.

Michael Gilstrap stated that Greta would handle the cleanup. It is a small cul-de-sac and they have mowed and maintained the grass since they purchased the house. There is a privacy fence around the house. They feel they have kept it clean and will continue to do so.

Dixie Wright says she can see over the fence because her house is a two-story. She is concerned that animals will be left out and bark all day and night. She feels like the taxes might go up.

Lisa Richard asked about the parking and stated that the way it would be used would be within the code.

Andy McLenon asked about their pet policy.

Greta Gilstrap stated that she has placed the house with the Airbnb website and has listed it as no pets allowed.

Tim Haynes, Chairperson, closed the public hearing.

Motion:

On the motion of Scott Smith, seconded by Brent Littleton the Commission authorized a conditional use permit for "short-term rentals not elsewhere listed" at 205 Westminster Place with the following conditions:

1. The conditional use permit is not transferable to another property owner or a different location.
2. The applicant must comply with all City codes and must continue to comply with all City codes. This would include acquiring a City occupation license, which must be renewed annually.
3. The property's exterior must be kept clean and not violate environmental or nuisance codes.
4. Excess noise from the property will not be audible beyond the property lines.
5. Off-street, hard-surfaced parking will be provided on the applicant's private property.
6. Exterior lighting will not have an adverse effect by shining onto any neighboring properties.

Aye: Tim Haynes, Brent Littleton, Rachel Lyon, Andy McLenon, Mary Jo Meier, Lisa Richard, William Smith

Nay: Anthony (Tony) Royse

V. Discussion

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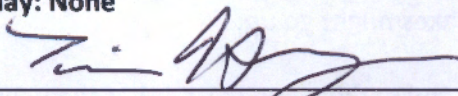
VI. Adjournment

Motion:

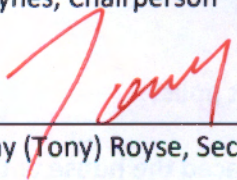
On the motion of Rachel Lyon, seconded by Anthony (Tony) Royse the Commission adjourned the meeting.

Aye: Tim Haynes, Brent Littleton, Rachel Lyon, Andy McLenon, Mary Jo Meier, Lisa Richard, Anthony (Tony) Royse, Scott Smith

Nay: None



Tim Haynes, Chairperson



Anthony (Tony) Royse, Secretary