

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's August 8, 2023 Meeting

I. Call to Order

Present: Brent Littleton, Andy McLenon, Scott Smith, Tim Haynes, Rachel Lyon, Lisa Richard, Michelle Anderson, Mary Jo Meier (came in at 5:54 p.m.)

Absent: Anthony (Tony) Royse

Guest(s): David Schwenker, Jennifer Christensen, Tim Christensen, Donna Dean, Jude Stafford

Tim Haynes, Chairperson, called the meeting to order.

II. Minutes

- a. Consider approving minutes of the July 11, 2023 Planning Commission/Board of Zoning Appeals Meeting.

Motion:

On the motion of Andy McLenon, seconded by Scott Smith the Commission approved the July 11, 2023 Planning Commission/Board of Zoning Appeals meeting Minutes.

Aye: Lisa Richard, Scott Smith, Tim Haynes, Michelle Anderson, Brent Littleton, Rachel Lyon, Andy McLenon

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 setbacks in an R-4 medium density multifamily dwelling district at 218 South 5th Street.

Donna Dean explained to the board that she wanted to put in a carport on her driveway, attached to her garage.

Motion:

On the motion of Scott Smith, seconded by Rachel Lyon the Commission approved a variance to reduce the setback on the street from 25' to 18' and a variance to reduce the setback at the rear of the property from 10' to 1'.

Aye: Lisa Richard, Scott Smith, Tim Haynes, Michelle Anderson, Rachel Lyon

Nay: None

IV. Planning Commission

- a. Consider initiating a public hearing to consider a text amendment to the zoning code regarding storage sheds.

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Kelly Passauer asked the board if they wanted to initiate a public hearing to discuss allowing a storage shed to be on a property that was not an accessory use.

Motion:

On the motion of Tim Haynes, seconded by Scott Smith the Commission approved initiating a public hearing to consider a text amendment to the zoning code regarding storage sheds and any additional modifications.

Aye: Lisa Richard, Scott Smith, Tim Haynes, Michelle Anderson, Brent Littleton, Rachel Lyon

Nay: Andy McLenon

- b. Consider initiating a public hearing to consider a text amendment to the zoning code regarding signage in the C-3, Central Business District.

Kelly Passauer asked the board if they would consider a public hearing to discuss signage in the central business district that is not in the downtown historic district.

Motion:

On the motion of Andy McLenon, seconded by Lisa Richard the Commission approved initiating a public hearing to consider a text amendment to the zoning code regarding signage in the C-3, central business district.

Aye: Lisa Richard, Scott Smith, Tim Haynes, Michelle Anderson, Brent Littleton, Rachel Lyon, Andy McLenon

Nay: None

- c. Public Hearing to receive comments on a request for a conditional use permit for "utility substations not elsewhere listed" in an R-4, medium density multifamily dwelling district at 401 North 10th Street.

Cox Communication asked the commission to adjourn the hearing to the September 5, 2023 meeting.

Motion:

On the motion of Andy McLenon, seconded by Rachel Lyon the Commission adjourned the public hearing until September 5, 2023 at 5:30 p.m.

Aye: Lisa Richard, Scott Smith, Tim Haynes, Michelle Anderson, Brent Littleton, Rachel Lyon, Andy McLenon

Nay: None

- d. Public hearing to consider a text amendment to the zoning code regarding cargo shipping containers, also known as "Conex containers" or "portable steel storage containers."

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Jude Stafford, City Intern, outlined the ordinance for shipping containers.

Tim Haynes suggested that the grade of a container be included. He wants to address the nuance between residential and commercial/industrial and the grading and maintenance of the structure. The board needs more information on how the hazardous material is regulated and what they can do to make sure the container is safe for habitation, what the environmental responsibility is, if the floor is wood, what has the wood absorbed. Tim wants to specifically address concerns about safety, condition, size and distinguishing between zones.

Kelly Passauer said that the board could limit the size of shipping container for the commercial and industrial zones.

David Cowan will look at the building regulations to see if any of this information is already covered.

Andy McLenon suggested that the size be considered by zone.

The board thanked Jude for his work on developing the ordinance. Jude will work on the board's suggestions before he goes back to school and then the ordinance will be turned over to the City Attorney to finalize.

Motion:

On the motion of Tim Haynes, seconded by Brent Littleton the Commission adjourned the meeting to September 5, 2023 to provide time to address concerns about safety, conditions, size and distinguishing between the zones, among other topics of interest.

Aye: Lisa Richard, Scott Smith, Mary Jo Meier, Tim Haynes, Michelle Anderson, Brent Littleton, Rachel Lyon, Andy McLenon
Nay: None

- e. Public Hearing to consider a text amendment to off-street parking in residential areas.

Kelly Passauer asked the board to provide some additional information. This was originally brought to the commission by the Beautification Committee to address the issue of parking in unapproved areas of the front yard. Specifications for ribbon driveways as an alternative have been discussed as well as considering whether the commission would allow gravel driveways off the alley and whether they would need to be screened.

The board agreed that gravel drives can be allowed directly off the alley and that screening is not needed. The ordinance should include specifications that

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the area be kept up with clean gravel and weed control. Establish a maximum width. ADA guidelines should also be followed in slope and in keeping the gravel contained on the property

Kelly Passauer asked the board if they agree with the specifications for the ribbon driveway that would be a less expensive alternative to the hard-surface drive.

The board did agree with the specifications.

Motion:

On the motion of Tim Haynes, seconded by Scott Smith the Commission adjourned the public hearing to consider a text amendment to Article B. - Zoning regarding off-street parking in residential areas to September 5, 2023 at 5:30 p.m.

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

Nay: None

V. Discussion

a. Comprehensive Plan Update

Kelly Passauer told the board that there were three firms that sent in proposals for the Comprehensive Plan update. She asked for volunteers to help interview the firms. Chuck Goad, chair of the Economic Development Advisory Board and the City Engineer, John Garriss, will also be assisting with the interviews.

Lisa Richard, Rachel Lyon, Andy McClenan and Tim Haynes volunteered to assist in the interview process.

VI. Adjournment

Motion:

On the motion of Rachel Lyon, seconded by Andy McLenon the Commission adjourned the meeting.

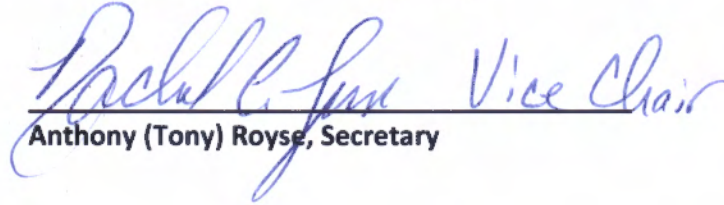
Aye: Lisa Richard, Scott Smith, Mary Jo Meier, Tim Haynes, Michelle Anderson, Brent Littleton, Rachel Lyon, Andy McLenon

Nay: None



Tim Haynes, Chairperson

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 Vice Chair
Anthony (Tony) Royse, Secretary