

**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's December 12,  
2023 Meeting**

I. Call to Order

Tim Haynes, Chairperson, called the meeting to order.

**Present:** Scott Smith, Andy McLenon, Lisa Richard, Tim Haynes, Michelle Anderson, Rachel Lyon, Mary Jo Meier

**Absent:** Brent Littleton

**Guests:** Toby Lawless, Butch Holum

Rachel Lyon and Mary Jo Meier came in after the motion to accept the Minutes.

II. Minutes

- a. Consider approving minutes of the November 14, 2023 Planning Commission/Board of Zoning Appeals meeting.

**Motion:**

**On the motion of Andy McLenon, seconded by Scott Smith the Commission approved the minutes of the November 14, 2023 Planning Commission/Board of Zoning Appeals meeting.**

**Aye:** Michelle Anderson, Tim Haynes, Andy McLenon, Lisa Richard, Scott Smith

**Nay:** None

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

IV. Planning Commission

- a. Public Hearing to receive comments on a request for a conditional use permit for "Storage and warehousing of household goods" and "Storage and warehousing of nonhazardous products" in a C-2, commercial services district at 1635 West Main Street.

**Toby Lawless explained that he was requesting a conditional use permit for "Storage and warehousing of household goods" and "Storage and warehousing of nonhazardous products" in a C-2, commercial services district at 1635 West Main Street to build new storage units.**

**Tim Haynes, Chairperson, opened the hearing.**

**Andy McLenon asked if the lot would have to be hard-surfaced. David Cowan said yes, that there are several types of hard-surfacing and Toby Lawless said**

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that yes, the lanes between the units would be hard-surfaced.

Tim Haynes, Chairperson, closed the hearing.

**Motion:**

On the motion of Scott Smith, seconded by Lisa Richard the Commission recommended the City Commission approve the conditional use permit for "Storage and warehousing of household goods" and "Storage and warehousing of nonhazardous products" in a C-2, commercial services district at 1635 West Main Street with the following conditions:

1. The conditional use permit is not transferable to another location.
2. Off-street parking, loading areas, and entrance and exit drives must be installed per code and properly maintained.
3. Drainage shall be designed to a minimum ten-year storm event and properly maintained.
4. The property shall be kept free of debris and trash.
5. Any additional exterior lighting on site will need to be approved by City staff.
6. The property owner must ensure the property is in compliance and remains in compliance with the City code.

Any non-conformance with any of the above conditions may result in revocation of the conditional use permit upon reasonable notice and opportunity to cure by the applicant.

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

**Nay:** None

- b. Public Hearing to consider a text amendment to modify the permitted and conditional use table relating to the retail sale of aircraft parts.

David Cowan explained that Philip Fienen has outgrown his business location and this store will provide the square footage he needs. By relocating he can get moved in faster. This will be similar to an autoparts store, but selling aircraft parts.

Tim Haynes, Chairperson, opened the public hearing.

Lisa Richard asked if the parts would be very large and if trucks would deliver.

Rachel Lyon said that trucks go down the alley to deliver.

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**David Cowan said that no, the parts would be small, not large like engines.**

**Tim Haynes, Chairperson, closed the public hearing.**

**Motion:**

**On the motion of Rachel Lyon, seconded by Lisa Richard the Commission moved to recommend modifying the permitted and conditional use table as follows:**

- 1. "Aircraft and accessories - retail" be modified to "Aircraft - Retail" with the same permitted and conditional uses.**
- 2. "Aircraft parts and supplies - retail" be added with the same requirements as "Automobile parts and supplies - retail."**

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

**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.**

**Tim Haynes, Chairperson, opened the public hearing.**

**Staff recommended adjourning the hearing until the February meeting.**

**Motion:**

**On the motion of Tim Haynes, seconded by Scott Smith the Commission adjourned the hearing until February 6, 2024 at 5:30 PM.**

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

**Nay: None**

**V. Discussion**

**Scott Smith submitted his resignation as of December 31, 2023 to become a City Commissioner.**

**Tim Haynes discussed the meetings for the new comprehensive plan and encouraged the other commissioners to attend.**

**VI. Adjournment**

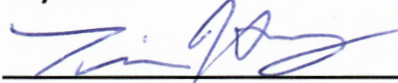
**Motion:**

**On the motion of Andy McLenon, seconded by Scott Smith the Commission adjourned the meeting.**

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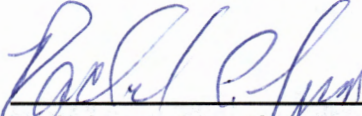
**Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Andy McLennon, Mary Jo  
Meier, Lisa Richard, Scott Smith**

**Nay: None**



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**Tim Haynes, Chairperson**



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**Rachel Lyon, Vice-Chairperson**