

**Planning and Zoning Commission Work Session Minutes  
November 8, 2018  
Conference Room 1-B - 1<sup>st</sup> Floor City Hall**

**ATTENDANCE:**

Commission Members Present: Burns, Harder, MacMann, Rushing, Russell, Stanton, Strodman, Toohey

Commission Members Absent: None

Staff: Bacon, Teddy, Zenner

Guest(s): None

**ADJUSTMENTS TO AGENDA:** None

**TOPICS DISCUSSED**

**New Business -**

- **Short-term Rentals – Text Change & Public Meeting Schedule**

Mr. Zenner introduced the topic and referred to the staff memo prepared describing the proposed meeting schedule to move the text change through a series of public information/input meetings and a Planning Commission public comment meeting prior to a formal Commission hearing. He noted that the formal public hearing at which the Commission would tentatively make its recommendation is scheduled for January 10 or 24. He further noted that the staff intended on briefing the Commission on the public input received during its December 6 work session.

Mr. Zenner went on to explain the contents of the proposed text change. He noted that the proposed text was still in draft and that a final draft version was to be completed by Monday of the next week to correspond to the next application filing deadline. Mr. Zenner noted that the proposed standards categorized short-term rentals (STRs) as one of three “types” based on zoning district and operation (hosted or non-hosted), require rental registration and inspection, and manage occupancy by sleeping room or sleeping spaces as defined in the Property Maintenance Code used by the Office of Neighborhood Services. He noted that the definition of family would not be used in the regulations as it was difficult in practicality to regulate on this type of use.

There was significant discussion among the Commissioners on the proposed content of the regulations. Concerns and issues were raised with the definition proposed for an STR, the differentiation of hosted versus non-hosted rentals, and the fact that rental registration would be required and it was proposed to be non-transferrable. Mr. Zenner noted that the comments received would be considered as the staff continued to move forward with completing the final draft standards.

Mr. Zenner further noted that the development of regulations was not intended to be a solution to the broader concerns that existed with STRs. He noted that the zoning regulations are not the most effective way of addressing social behavior. The zoning requirements being proposed are to assist in better defining and addressing how such a use can be integrated into a residential setting which is already occurring within Columbia without any specific authorization. Mr. Zenner cautioned on the development of standards that would be too stringent and emphasized that the standards needed to be “right-sized” for our environment. If they are too stringent the use would likely go underground and be more challenging to address.

Mr. Zenner indicated that the staff would follow-up with the Commission during its December 6 work session on the outcome/comments received during the upcoming public information/input meetings. Mr. Zenner indicated that depending on the comments received during these meetings it was possible that the proposed standards presented for consideration during the Commission’s December 20 meeting may be modified from what was discussed this evening.

- **2019 Application Submission Schedule –**

Mr. Zenner provided the Commission with the 2019 application submission calendar for information purposes. He noted that this year's calendar eliminated all former footnotes shown on the prior calendars. This was done due to the fact that the calendar presented took into account all application and meeting date adjustments that the former footnotes highlighted. He also stated that this year's calendar added a new column that dealt with the application deadline for annexation petitions.

Mr. Zenner noted that this new column was created to ensure statutory compliance associated with annexation petitions could be consistently meet. Over the past year several instances arose in which an annexation petition became "stale" due to having been received greater than 60 days prior to the annexation public hearing. In such instances staff was required to obtain a new annexation petition. To avoid this moving forward annexation petitions will now be required to be submitted on the deadline shown which is following the Commission hearing on the proposed permanent zoning for the subject property.

**Old Business -**

- **5-year Comprehensive Plan Update – Implementation Table Adjustments**

Due to the extended short-term rentals discussion this topic was not discussed. The topic will be carried forward to the December 6 work session agenda.

**ACTION(S) TAKEN:** October 18, 2018, minutes were approved. No other votes or motions were made.

Meeting adjourned approximately 7:10 p.m.