

Planning and Zoning Commission Special Work Session Minutes
December 1, 2022
Conference Room 1C- 1st Floor City Hall

Call to Order

Commissioners Present – Carroll, Geuea Jones, Kimbell, Loe, Placier, Stanton, and Wilson
Commissioners Absent – Burns, MacMann
Staff Present – Teddy, Thompson, and Zenner

Introductions

Approval of Agenda

Meeting agenda adopted unanimously

Approval of Minutes

November 30, 2022 minutes to be presented at a future work session

Old Business

A. Draft Regulations – Short-term Rental (continued)

Mr. Zenner provided a brief overview of where the Commission left off at the end of the November 30 work session and opened the discussion to begin with the remaining outstanding provisions. There was discussion regarding changes to the Permitted Use Table and a desire to move the headings for all types of STRs under the general land use category of “Guest Accommodation”. It was staff’s concern that all tiers of STR should appear in one location in the Permitted Use Table to eliminate possible confusion. Staff also noted that to have Tier 1 shown under the “accessory” use section of the Table was cumbersome. Consolidating all the Tiers together under “Guest Accommodations” was viewed as more straight forward to a future user of the Code.

The proposed change would not result in changes to where an STR would be allowed within the various zoning districts; however, clarifications were made within each zoning district if the use would be allowed as either an accessory, conditional accessory, conditional, or permitted use. Mr. Zenner provided an explanation of what each designation meant. After limited additional discussion the Commission agreed to make the changes by a vote of (7-0).

As a result of the changes to the Permitted Use Table several minor adjustments to the definitions of the Tiers were also required. The draft working draft of the regulations were modified to ensure consistency with the Permitted Use Table. The Commission approved the revision to working draft by a vote of (7-0).

The Commission move on to discuss tailored CUP criteria to be used when an STR required such a review. Chair Geuea Jones noted that she had proposed several criteria as a starting point. Mr. Zenner had those criteria displayed for the Commission to review. There was general Commission discussion following which it was agreed that the criterion seeking information about the proposed CUP resulting in the removal of a dwelling unit from the long-term rental program be removed. This decision was arrived at given the prejudicial nature of the criterion.

The Commission also discussed several other possible criteria, but ultimately concluded what was presented within Chair Geuea Jones list were sufficient objective factors. After limited additional discussion, a motion was made to accept was presented less the criterion dealing with removal of a dwelling from the long-term rental stock. The motion was approved (7-0).

The remaining time allotted within the meeting was spent discussion the data findings prepared by Commissioners Carroll and Loe that were an extension of the analysis originally prepared by Rachel Smith. There was discussion on what the findings portrayed as well as how the data was collected and analyzed. There

was discussion of how the data was to be presented to the Council as part of the upcoming work session. Mr. Zenner asked for clarification on what types and graphics were desired for the PowerPoint and how Commissioner Loe's assessment by Census Tracts could be reformatted to highlight/contrast Ward 1 and Ward 4 findings. Mr. Zenner noted with the direction provided relating to what tables/graphics were desired he could put a presentation together for Chair Geuea Jones to review. He also noted that given the potential for distracting the Council with handouts at the beginning of the Chair's presentation it may be more beneficial to distribute the data package after the presentation was given.

Commissioner's Carroll and Loe stated that they were performing their final checks on the data and would be prepared for a final inspection of it with the Commission at the December 6 work session. Mr. Zenner noted that would work; however, stated that to have sufficient time to get the December 19 work session items in the "cue" he would appreciate it if they could be provided the final versions as soon as possible. The Commissioners acknowledged the need and indicated that they would try to get materials to him by Monday December 5.

Having arrived at approximately 9 pm the Commission agreed to adjourn for the evening. Discussion would resume on December 6 at 6 pm. Topics for the meeting would include review of the STRs Council memo/report and final data findings.

ADJOURNMENT

Meeting adjourned at approximately 9 pm

ACTION(S) TAKEN:

Motion made by Commissioner Carroll, seconded by Commissioner Loe, to approve the agenda as proposed.