

**Planning and Zoning Commission Work Session Minutes**  
**June 6, 2024**  
**Conference Room 1A & 1B - 1<sup>st</sup> Floor City Hall**

**Call to Order**

Commissioners Present – Baysinger, Carroll, Ford, Geuea Jones, Loe, Placier, Stanton, Williams, Wilson  
Commissioners Absent – None  
Staff Present – Craig, Kunz, Teddy, Zenner

**Introductions**

**Approval of Agenda**

Meeting agenda adopted unanimously

**Approval of Minutes**

The May 23, 2024 work session minutes were approved with Commissioners Baysinger and Williams abstaining.

**Old Business**

**A. UDC Text Amendment – Small Lots**

Mr. Zenner began his presentation with an overview of the text amendment for the benefit of the newest Commissioners. He then noted that from the prior meeting the Commission had discussed and generally agreed with the proposed use-specific standard that would allow lots less than 59-feet wide to place their driveway along the property line in lieu having to have it off-set 5-feet from the property line. He then proceeded to explain the second amendment proposed to address the issue of parking on lots less than 5000 sq. ft. noting that the Commission did not finish its review of the amendment during the last work session.

There was general discussion with respect to the second amendment which proposed to allow “all or a portion” of required off-street parking (currently 2 spaces) to be permitted to be on-street. Mr. Zenner noted that it was pointed out the text of the amendment required changes if “all” parking were to be allowed on-street to ensure that for every on-street parking space the lot would have to have no less than 23-feet of lot frontage. Once the Commission had fully discussed the proposed amendment it was concluded that only half of the required off-street parking (i.e. 1 space) would be allowed to be on-street. No other changes with proposed amendment were offered.

Commissioners questioned the final provision dealing with the amount of paving allowed in the required front yard for lots less than 5000 sq. ft. Mr. Zenner explained that this amendment was proposed as a way of allowing proportionate paving on the small lots when compared to standard 60-foot wide lots. He noted that a small lot with a 20-foot front setback would be permitted 20-foot driveway. This area is equal to 400 sq. ft.. However, if the small lot had greater frontage along its street then the 30% provision would apply given the wording of the proposed language. The new language mirrored the current regulations in an effort to not unnecessarily confuse our permit staff.

There was significant Commission discussion with the proposed language. Commissioners discussed the potential to specify a maximum driveway width for lots less than 5000 sq. ft. built at the property. Mr. Zenner noted that a typical driveway was 10-feet wide given a standard parking space is required to be 8.5-foot wide. Commissioners ran through several potential scenarios involving lots of various widths and concluded that specifying a maximum driveway width was not necessary. Instead, the Commission agreed to reduce the amount of paving allowed within the required front yard from the proposed 400 sq. ft. to 200

sq. ft. In essence, this reduced amount of paving in the required 20-foot front yard on lots less than 5000 sq. ft. only permits a 10-foot wide drive at the property line.

There was additional discussion to provide clarity that the two amendments worked in tandem with one another. When viewed together, the amendments would result in less paving being **required** on an individual lot to address parking needs given one of the two required spaces would now be able to use the public street upon which the lot had frontage to. Furthermore, by allowing driveways to be placed at the property line, not 5-feet from it, there would be the possibility of creating quasi “shared” driveway situations that could assist homeowners in gaining access to the rear of lots that were deeper where a rear-entry garage or parking area may be placed.

There were additional Commissioner comments offered that reminded the group that in the realm of small lot development not all of the customary “wants” of contemporary urban living need to be accommodated for. Trying to address every potential scenario may not be possible and those that want to live in this type of housing will need to make a choice of what is most important. It is possible that parking will not be addressed by the construction of a garage when in some instances a carport may be just as acceptable.

Mr. Zenner thanked the Commission for the comments and noted that the staff would continue to work on preparing the remaining use-specific standards identified during the June 20 work session.

#### **B. Zoning District Acreage Patterns**

Due to time constraints, this agenda item was not discussed. To be carried forward to June 20, 2024 agenda.

#### **Adjournment**

Meeting adjourned at 6:55 pm.

#### **Actions taken:**

Motion made to approve the agenda as submitted by Commissioner Loe and seconded by Commissioner Wilson. Motion made to approve the May 23, 2024 work session minutes as presented by Commissioner Loe and seconded by Commissioner Wilson with Commissioners Baysinger and Williams abstaining.