

PLANNING COMMISSION MINUTES

DATE: March 8, 2021

TIME: 4:30 p.m.

PRESENT: Acting Chairman Shortridge, Commissioners Ballard, Hahn, Hall, Olson, and Marks

ABSENT: Commissioners Buelow, Paddock, and Boettcher

STAFF PRESENT: City Planner Carlos Espinosa, Assistant City Planner Luke Sims

The meeting was called to order at 4:32 p.m. by Acting Chairman Shortridge.

Approval of Minutes – February 8, 2021

The minutes from the Planning Commission meetings of February 8, 2021 were reviewed. Commissioner Olson moved to approve the minutes. Commissioner Hahn seconded the motion and the minutes were approved unanimously via roll call vote (Appendix A).

Public Hearing – 311 Kansas Street Tourist Home IUP

Mr. Espinosa provided an overview of the proposed IUP at 311 Kansas Street, in the R-3 Zoning District. The property is currently a rental unit and this would allow short-term rental at the property, which has operated without an IUP in the past. The property owner was made aware of the need for an IUP, which is before the Commission at this meeting. This IUP would allow rental for up to four people at a time at this location. Applicant and staff review indicate it will meet the requirements and the application is recommended to be approved. City staff did receive a comment from the owner of 317 Kansas Street which will be entered in the public hearing.

Commissioner Hall asked that the comment be summarized by City staff. Mr. Espinosa mentioned that the comments do not indicate opposition to the proposal but that there are a number of items they want addressed, 1) No smoking outside, 2) Entering and exiting through the front of the house, 3) parking in the garage and not driveway, 4) that a phone number be provided to call a respondent in cases of emergencies or issues.

Applicant Scott Girtler mentioned that he did not have a problem with the neighbor's recommendations.

Acting Chairman Shortridge opened the public hearing.

George Bolon, 277 East Broadway, mentioned that he had seen people visiting the property before and was glad to see it being squared up through the IUP process. He mentioned that it looks like the applicants' folks will be available to respond and having

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a phone number available is helpful. He reiterated that he was happy to seeing the application come forward.

No further members of the public coming forward to speak, the public hearing was closed.

Commissioner Hahn moved to approve the request with the additional items from the owners of 311 Kansas Street:

- (1) No smoking shall be permitted in any part of the driveway.
- (2) The front door, not the side door, should be the primary means of entrance and exit.
- (3) When parking in the driveway, vehicles shall park as close to the sidewalk as possible.
- (4) A contact number shall be provided for emergencies or issues.

Commissioner Ballard seconded the motion.

Acting Chairman Shortridge asked to confirm those conditions could be added. Mr. Espinosa confirmed they could be.

Commissioner Hall mentioned that the application indicates guests from between 1-6 people but the IUP limits to four people. Mr. Espinosa mentioned that the four person limit will be included.

Commissioner Hall mentioned that he stopped by the property and it is very well kept.

Upon vote, the motion passed unanimously.

Other Business

Commissioner Ballard mentioned that calling the question as Commissioner Olson did in the previous meeting is allowed in Robert's Rules and requires 2/3 vote. General discussion that this was correct ensued.

Adjournment

On a motion from Commissioner Hahn and second by Commissioner Olson, the Commission unanimously voted in favor of adjournment at 4:44 pm.



Luke Sims
Assistant City Planner

APPENDIX A
Roll Call Vote Sheet

NAME	Approval of Minutes from February 8, 2021	311 Kansas Street IUP
Brad Ballard	Aye	Aye
Dale Boettcher	Not Present	Not Present
Brian Buelow	Not Present	Not Present
Ed Hahn	Aye	Aye
Dan Hall	Aye	Aye
Amy Jo Marks	Aye	Aye
Lavern Olson	Aye	Aye
Todd Paddock	Not Present	Not Present
Peter Shortridge	Aye	Aye