



**Minutes
Planning and Zoning Commission
June 1, 2021**

The regular meeting was called to order at 5:00 p.m. at City Hall.

The following members answering roll call: Dennis Thrasher, Rick Fobair, Dallas Gramm, Mae Craig Jason Haymes and Donald Rogers. The following city personnel were also in attendance, City Administrator Max Springer, Public Works Director Joe Kelley, Code Enforcement Officer Terry Moore, and Counselor William Petrus, Jr. Absent was Brett Simkins.

Guests registering their attendance are listed on the sign-in sheet attached to and made part of the minutes.

Agenda:

Chairman Thrasher presented the agenda for June 1, 2021 to the Commission.
Fobair made a motion, seconded by Gramm to approve the agenda.

With all present members voting in favor, Chairman Thrasher declared the motion approved.

Minutes:

Minutes of the last meeting, which was held on Tuesday, May 4, 2021 was presented to the Commission for approval.
Craig made a motion to approve minutes, seconded by Haymes to approve the minutes.

The following voice vote was recorded:
AYES: Fobair, Gramm, Haymes, Thrasher, Craig
NOES: None
ABSTAIN: Rogers
ABSENT: Simkins

With all present members voting, Chairman Thrasher declared the motion approved.

Public Hearing – Accessory Structure Amendment

Chairman Thrasher opened the public hearing at 5:02 pm.

No public so Chairman Thrasher closed the public hearing at 5:02 pm.

Moore presented the proposed language on Accessory Structure (portable building) to the commissioners.
Section 405.450 Use Standards:

Accessory detached storage buildings two hundred (200) square feet to four hundred (400) square feet requires a building permit and shall be anchored to the ground to prevent wind uplift i.e. mobile home screw

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anchors). Structures greater than four hundred (400) square feet shall be located on concrete or masonry piers or footing/foundation that are twenty-four (24) inches deep extending below the frost line. A maximum of four (4) accessory structures are allowed per lot. If there is more than one accessory structure on the lot they must be placed at least two (2) feet from each other.

Section 405.450 Use Standards:

B. Interior (Rear) Setback. Accessory structures shall not be required to comply with the interior rear setback standard that applies to principal uses. Permanent, non-movable structures shall be set back at least eight (8) feet from rear lot lines and shall not be closer to the side lot line than the applicable minimum interior setback. Movable structures shall be set back at least three (3) feet from the rear lot line setback.

C. Interior (Side) Setbacks. No permanent, non-movable accessory structure shall be located within a required interior side setback. Movable accessory structures shall be set back three (3) feet from the interior side lot line.

Fobair made a motion to approve text change and proceed to the Board of Alderman. Seconded by Gramm.

The following voice vote was recorded:

AYES: Fobair, Haymes, Craig, Rogers, Thrasher, Gramm

NOES: None

ABSTAIN: None

ABSENT: Simkins

With all present members voting in favor, Chairman Thrasher declared the motion approved.

Review for Petition Annexation – Jones Memorial

Moore presented a GIS Map and petition to annex Jones Memorial property and Adams Cabin. Discussion was held

Moore told the commissioners that the Public Hearing would be held June 22, 2021 at 7:00 pm at 319 E Dallas St.

Fobair made a motion to proceed to the Board of Alderman with a public hearing. Seconded by Craig.

With all present members voting in favor, Chairman Thrasher declared the motion approved.

Public Hearing – Condition Permit – 700 E Center

Chairman Thrasher opened the public hearing at 5:27 pm.

No public so Chairman Thrasher closed the public hearing at 5:28 pm.

Moore presented a letter from Matthew Kasper explaining why he is asking for the conditional permit. He has purchased 700 E Center Street, and his plans are to build a house and a garage on the lot but he would like to build a backyard cottage on this lot for his mother. Moore stated that 700 E Center Street is in R-1 zoning (residential) and would require a conditional use permit.

Craig made a motion to issue a conditional use permit for a backyard cottage and proceed to the Board of Alderman. Seconded by Haymes.

The following voice vote was recorded:

AYES: Fobair, Haymes, Craig, Rogers, Thrasher, Gramm

NOES: None

ABSTAIN: None

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ABSENT: Simkins

With all present members voting in favor, Chairman Thrasher declared the motion approved.

New Business:

None

Old Business:

None

Public Comment:

None

With no further business to come before the Commission, Chairman Thrasher declared the meeting adjourned at 5:42 pm.

Respectfully submitted,

Mae Craig, Secretary
Shari Weldy
Secretary Designee