

**PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
TUESDAY, MARCH 12, 2019  
3:00 PM  
MINUTES**

The Planning and Zoning Commission met in regular session on Tuesday, March 12, 2019 at 3:00 PM with Chairman, Steve Ward presiding. Members present were Richard Cannon, Raymond Jones and Peggy Keifer-Steed. Member Art Kopp was absent. Also present was Assistant City Manager, Debbie Bottoroff; Building Inspector/Code Enforcement Officer, Calvin Igney and City Clerk, Bonnie Buzzard.

At 3:02 PM Cannon made the motion to open a Public Hearing to receive public comments regarding rezoning the property legal described below:

LEGAL DESCRIPTION: Lots 1, 2&3, Block 51 Original Town of Grove, Delaware County, Oklahoma, according to the recorded plat thereof aka 620 S. Hazel Street, vacant lot (no street address) abutting 620 S. Hazel Street on the north side and 8 E. 6<sup>th</sup> Street, Grove, Oklahoma.

Seconded by Jones. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried. Bottoroff reported that by Ordinance #427, the City Council approved rezoning Lot 4, Block 51 from R-1 to C-3. The property owners of that lot also own Lot 3, in which they submitted an application and the required documentation requesting that it too be rezoned as such. While processing the application, staff discovered that Future Land Use Map indicates the zoning of Lots 1, 2, 3, & 4 should be C-3. Staff reached out to the property owners to determine the current use of the property, and it is commercial as well which complies with the regulations. The Board entertained public comments from Jason Wyrick. No opposition was heard.

At 3:09 PM Cannon made the motion to close the Public Hearing. Seconded by Jones. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried.

Ward opened the floor for discussion with respect to a Resolution recommending the Mayor City Council approve rezoning the above described property from R-1 Single Family Residential to C-3 Highway and Recreation Commercial. Cannon made the motion to approve the Resolution rezoning the above described property from R-1 to C-3 upon recommendation to the Mayor and City Council. Seconded by Jones. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried.

At 3:10 PM Cannon made the motion to open a Public Hearing to receive public comments regarding an application submitted by ACB Dream, LLC requesting a Special Use Permit (SUP) to allow the property owner to submit an application to use the property located at 1437 Lakeside Drive as a Vacation Rental Home (VRH). Seconded by Jones. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried. Bottoroff reported that the Special Use Permit does not insure approval of locating a VRH on the property; instead it only allows the property owner to move to the next step which is submitting a VRH application. Bottoroff reported that the City Council enforced strict regulations on VRH located within the passing of Ordinance #701. Bottoroff stated that only upon compliance will a VRH permit be issued, and that this applicant has met all of the requirements. Bottoroff properly noted that Grove currently has seven (7) different locations within the city limits that has been approved for VRH with only one incident, (since 2015 when the first VRH was approved) that caused

for action, and that related to a trash receptacle being placed out on the wrong day of the week for pick-up. The Board entertained comments from the following individuals:

1. Rhett Minson – Property Owner
2. Judy Parsons – expressed opposition against the SUP

At 3:14 PM Cannon made the motion to close the Public Hearing. Seconded by Jones. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried.

Ward opened the floor for discussion with respect to a Resolution recommending the Mayor and City Council approve the SUP as requested by ACB Dream, LLC. Cannon made the motion to approve the Resolution. Seconded by Jones. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried.

Jones made the motion to approve the minutes from the January 8, 2019 regular meeting. Seconded by Steed. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried.

Ward opened the floor for discussion to consider a proposed Resolution recommending the Mayor and City Council amend Chapter 5 Special Conditions particularity Section 5-3: Off Street Parking Requirements. Bottoroff reported that the C-2 General Commercial District (downtown) is unique and offers a variety of housing complemented by entertainment establishments, restaurants, service providers and retail sales. The current zoning ordinances require downtown uses that occupy more than 4,000 square feet to provide off-street parking or payment in lieu of providing parking. Bottoroff noted that this type of requirement will be difficult to achieve, and would create a hardship and limit development in the downtown area. Cannon made the motion to approve the Resolution. Seconded by Jones. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried.

**STAFF REPORT:**

Igney updated the Board on the following projects:

- 911 Code Enforcement – Nathan Blain is currently working on tall grass issues.
- Approximately 10 property owners of dilapidated structures has been notified, and that 5 of them has made contact with the City expressing their intentions on resolving the issue.
- 3 application administered for new home construction permits.

At 3:25 PM Jones made the motion to adjourn. Seconded by Steed. AYE: Cannon, Jones, Steed and Ward. NAY: None. Motion carried.