

**PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, JANUARY 12, 2021
3:00 PM
MINUTES**

The Grove Planning and Zoning Commission met in regular session on Tuesday, January 12, 2021 at 3:00 PM with Chairman, Steve Ward presiding. Members presiding were Richard Cannon and Art Kopp. Members Raymond Jones and Peggy Steed was absent. Also present was Assistant City Manager, Debbie Bottoroff; Building Inspector, Calvin Igney and City Clerk, Bonnie Buzzard.

ELECTION OF OFFICERS:

Chairman – Cannon nominated Steve Ward. Kopp seconded the nomination. Nominations ceased. AYE: Cannon, Kopp and Ward. NAY: None. Nomination carried.

Vice-Chairman - Kopp nominated Richard Cannon. Ward seconded the nomination. Nominations ceased. AYE: Cannon, Kopp and Ward. NAY: None. Nomination carried.

At 3:03 PM Kopp made the motion to open a Public Hearing to take public comments regarding an application submitted by Herb Manning requesting a Special Use Permit to allow him to submit a separate application to use the property located at 1401 Leisure Road as a vacation rental home. Seconded by Cannon. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

Property Owner, Herb Manning addressed the Board to report that he was currently using this house as a rental, but had recently remodeled it and decided to market it as a Vacation Rental Home. Manning noted that that this is a 2,400 square foot home with a full walkout basement, and parking spaces for up to six vehicles. Manning added that this property will be functioning such as his other vacation rental cabins he has along Baycrest Ave. He only rents to 21 years of age or older, and that the renter(s) will be required to be the only occupants. The Board entertained comments of oppositions from the following individuals:

- ✓ Jannette Swafford
- ✓ Nan Williams
- ✓ Lynn Barge
- ✓ Roger Beals
- ✓ Dustin Haffner
- ✓ Brandon Houston
- ✓ Amanda Gregory
- ✓ Mark Morgan, and
- ✓ Ann Williams who expressed her support for the SUP

Bottoroff reported that of all the vacation rental homes currently licensed within the corporate limits of Grove, the City has only received one complaint from the surrounding neighbors, and that was due to the fact that the trash was placed out one day earlier than scheduled pick up, and that the situation was quickly rectified by the property owner. Manning entertained questions, comments and concerns from the Board.

At 3:20 PM Kopp made the motion to close the Public Hearing. Seconded by Cannon. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

Ward opened the floor for discussion with respect to a Resolution recommending to the Mayor and City Council the Special Use Permit application for 1401 Leisure Road. Cannon made the motion to approve the Resolution upon recommendation to Mayor and City Council approving the application submitted by Herb Manning requesting a Special Use Permit to allow for an application to use property located at 1401 Leisure Road as a vacation rental home. Seconded by Kopp. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

At 3:25 OM Cannon made the motion to open a Public Hearing to take public comments regarding the Principles and Policies as an element to the City of Grove's Comprehensive Plan. Seconded by Kopp. Doug Moore with IBTS (Institute for Building Technology & Safety) addressed the floor to report that IBTS vision is to help identify the building blocks and later framework to help guide the municipality growth and development. The visions will help direct concerned efforts involving both public and private partnerships to shape and mold the City of Grove as the community progresses into the future. Moore then outlined the details that was previously presentation before the Board in earlier meeting(s). Moore reported that this is Phase III of the process, and that the Planning and Zoning Commission would need to consider a Resolution upon recommendation to the Mayor and City Council, and that he anticipates the final adoption of this project to be around April 2021. Moore then entertained questions, comment and concerns from the Board with no public comments heard.

At 3:58 PM Cannon made the motion to close the Public Hearing. Seconded by Kopp. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

Kopp opened the floor for discussion with respect to a Resolution recommending the Mayor and City Council approve the Principles and Policies as an element to the City of Grove's Comprehensive Plan. Kopp made the motion to approve the Resolution approving the Principles and Policies as an element to the City of Grove's Comprehensive Plan update upon recommendation to the Mayor and City Council. Seconded by Cannon. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

Cannon made the motion to approve the minutes from the December 8, 2020 special meeting. Seconded by Kopp. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

STAFF REPORT:

Bottoroff reported that the new "Pedestrian Crosswalk" lights has been installed and are all working properly. Bottoroff noted that it is a flashing light.

Igney reported to the Board that this is slow part of the year but the permits for remodeling and new homes are picking up along with the downtown construction.

At 4:05 PM Cannon made the motion to adjourn. Seconded by Kopp. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.