

CITY OF LEBANON
ZONING AND PLANNING COMMISSION
August 10, 2023

BE IT REMEMBERED that the Zoning and Planning Commission met at 6:00 P.M. Thursday, August 10, 2023 in the Council Chambers at City Hall located at 401 South Jefferson.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following Members were present: Chris Meckem, Carrie Plassmeyer, Randy Randolph, Jeff Stokes, Shirley Tarwater, Kristen Waterman, and David Wheeler. Absent: Randy Wall.

A quorum was declared.

The Planning and Zoning Commission had one vacant seat due to Mike Evans taking the position of the vacated Ward 1 Council Seat.

Staff members and others in attendance: Code Administrator Joe Berkich, Compliance Specialist Kim Schomaker, Planning and Zoning Manager Christina Wagner, and Deputy City Clerk Lacey Brackett.

Deputy City Clerk Lacey Brackett took the minutes.

APPROVAL OF MINUTES

Tarwater moved and Plassmeyer seconded that the Commission approve the July 18, 2023, meeting minutes as presented. Motion carried as follows: Yea: (7) Meckem, Plassmeyer, Randolph, Stokes, Tarwater, Waterman, and Wheeler; Nay: (0) None; Abstain; (0) None; Absent: (1) Wall.

PUBLIC HEARINGS

Tarwater moved and Wheeler seconded that the Commission move out of Regular Session and into Public Hearing. Motion carried as follows: Motion carried as follows: Yea: (7) Plassmeyer, Randolph, Stokes, Tarwater, Waterman, Wheeler, and Meckem; Nay: (0) None; Abstain; (0) None; Absent: (1) Wall.

Conditional Use to Operate a Short-Term Rental at 116 W Commercial St Suite A

Planning and Zoning Manager Christina Wagner informed the Commission that this is the same owner and building that requested a Conditional Use for a short-term rental on the third floor at the last meeting. She shared that this request was for the second floor.

There were no public comments.

Conditional Use Request to Convert an existing Garage into Living Quarters at 211 Royal Oak Street

Planning and Zoning Manager Christina Wagner reported that this property was currently a garage and the owner wished to convert it into living quarters and in order to do so, a conditional use was required.

Property owner Jill Keller stated that her parents have lived with them for multiple years and when they moved to Lebanon, they bought this house and planned to convert the garage into living quarters for them to live in. She shared before the closing took place, they requested documentation allowing for the garage to be converted, and they were provided with a recorded petition document and didn't realize that it was an issue until she called for a building permit.

Melody Allen- shared her concern of having multiple residences on one lot and stated that she had been told that if the owners sold and the conditional use was approved the new owners could turn it into a rental. She also discussed the neighborhood covenants and the Commission advised that was a civil matter. She shared a list of people who had stated they were opposed to this request.

Randy Nonnweiler- shared that there were several vacant lots that could be constructed in that particular neighborhood.

Debra Grace- stated she signed the petition a year ago that was recorded and the current petition because her concern was this property turning into a short-term rental.

Commission members had a discussion and stated and discussed putting conditions on the Conditional Use request.

Final Plat of TWAS Lebanon Subdivision at the 1700 Block of South Jefferson Avenue

Planning and Zoning Manager Christina Wagner shared that this was currently Lebanon acreage, and it was being replated to add a car wash in at the area.

Todd Butler- stated that he was the engineer for this site plan and there would be access off the east side by Wal-Mart.

Replat Request of One Lot into Two Lots at 758 and 766 Mizer Street

Planning and Zoning Manager Christina Wagner shared this was one lot and two homes currently share an existing garage. The garage would be divided at the property line and the owners would be required to construct a one-hour rated firewall.

There were no public comments.

Meckem motioned and Waterman seconded that the Commission move out of Public Hearing and back into Regular Session. Motion carried as follows: Yea: (7) Randolph, Stokes, Tarwater, Waterman, Wheeler, Meckem, and Plassmeyer; Nay: (0) None; Abstain; (0) None; Absent: (1) Wall.

COMMISSION ACTION ON A CONDITIONAL USE REQUEST TO OPERATE A SHORT-TERM RENTAL AT 116 W COMMERCIAL ST SUITE A

Randolph moved and Waterman seconded that the Commission approve a Conditional Use Request to Operate a Short-Term Rental at 116 W Commercial St Suite A. Motion carried as follows: Yea: (7) Stokes, Tarwater, Waterman, Wheeler, Meckem, Plassmeyer, and Randolph; Nay: (0) None; Abstain; (0) None; Absent: (1) Wall.

COMMISSION ACTION ON A CONDITIONAL USE REQUEST TO CONVERT AN EXISTING GARAGE INTO LIVING QUARTERS AT 211 ROYAL OAK STREET.

Tarwater moved and Meckem seconded that the Commission approve a Conditional Use Request to Convert an existing Garage into Living Quarters at 211 Royal Oak Street with the stipulations that the two structures shall not be metered separately and, upon change of ownership, the Conditional Use shall not transfer. A new Conditional Use will be required to come before the Zoning & Planning Commission for the same use. The minutes from the August 10, 2023, Planning and Zoning meeting shall also be recorded. Motion carried as follows: Yea: (7) Tarwater, Waterman, Wheeler Meckem, Plassmeyer, Randolph, and Stokes; Nay: (0) None; Abstain; (0) None; Absent: (1) Wall.

COMMISSION ACTION ON A FINAL PLAT OF TWAS LEBANON SUBDIVISION AT THE 1700 BLOCK OF SOUTH JEFFERSON AVENUE

Tarwater moved and Wheeler seconded that the Commission approve a Final Plat of TWAS Lebanon Subdivision at the 1700 Block of south Jefferson avenue. Motion carried as follows: Yea: (7) Waterman, Wheeler, Meckem, Plassmeyer, Randolph, Stokes, and Tarwater; Nay: (0) None; Abstain; (0) None; Absent: (1) Wall.

COMMISSION ACTION ON A REPLAT REQUEST OF ONE LOT INTO TWO LOTS AT 758 AND 766 MIZER ST

Tarwater moved and Waterman seconded that the Commission approve a Replat Request of One Lot into Two Lots at 758 and 766 Mizer Street. Motion carried as follows: Yea: (5) Wheeler, Randolph, Stokes, Tarwater, and Waterman; Nay: (2) Meckem and Plassmeyer; Abstain: (0) None; Meckem and Plassmeyer; Absent: (1) Wall


Commission and Staff Discussion

Code Administrator Joe Berkich shared that the Comprehensive Plan 2040 has begun and on September 7th, there will be the first meeting with Planning and Zoning Commission. He asked them all to attend. Berkich also shared that former Commission Member Mike Evans, was appointed to City Council which resulted in a vacant seat on Planning and Zoning that would need to be filled.

ADJOURNMENT

Chairman Stokes declared the meeting adjourned at 7:09 P.M.

ATTEST:


Code Administrator
Joe Berkich


Secretary Carrie Plassmeyer

Minutes Approved September 14, 2023