

**MINUTES
PLANNING BOARD MEETING
January 24, 2022
5:30 P.M.**

LOCATION:
Virtual

VIA TELECONFERENCE:

Curtis Baker, James Bradshaw Sharon Bryant, Jeff Church, Kent Greer, Lucy McCarl, Tim Scobie

MEMBERS ABSENT: Marta Lazo, Mac Martin

STAFF PRESENT VIA TELECONFERENCE:

Jenny Wheelock, Hannah Williams, Lauren Hartley

Chairperson McCarl called the meeting to order and reviewed the Zoom meeting procedures from April 2020.

Lucy asked for a motion to follow the Zoom meeting procedures as reviewed.

Board Member Scobie made a motion to approve the Zoom meeting procedures as stated from April 2020. Board Member Bryant seconded the motion, which was voted upon and passed unanimously.

MINUTES:

Board Member Church moved approval of the meeting minutes of November 22, 2021. All were in favor, none opposed.

NEW BUSINESS:

1. CZ# 1-22 413 Rocky Top Ct SE

Applicant: Dianne Swanson/Michele Willis

Owner: Dianne Swanson/Michele Willis

Location: 413 Rocky Top Ct SE

The applicant is requesting a Conditional Zoning District to reduce the front setback from 40 feet to 30 feet.

This item was presented by Jenny Wheelock, Planning Director using the staff report. She stated the Rocky Top subdivision was approved by our old SUD /SUP process, which is now considered to be a conditional zoning district. Conditional zoning allows us to write an ordinance regulating development of a subdivision or property with different standards than the conventional zoning code.

Director Wheelock stated the Rocky Top subdivision was approved for single family and

attached dwellings in the mid-nineties. The lots on the west side of the development have a cliff on the back side, which makes it difficult to meet the 40' front setback. A mistake was caught on combined lots 1 and 2 where the house was built with a 35' front setback, but the permit issued was written for a 40'. The applicant's house, under construction has similar encroachments. Staff is proposing a 30' front setback in this conditional zone. All property owners of the subdivision were notified and signed off on this request.

General discussion ensued, using the zoom protocols.

The applicants, Diane Swanson and Michele Willis stated they would be happy for this to be approved and go to City Council. The builder, Keith Willis stated he lined up the front with the house built on the next lot, that's how the mistake happened. He stated the house fits well in the subdivision.

Board Member Church made a motion to approve the conditional zoning as presented in the staff report, complete with the proposed conditional zoning district CZ standards 1-4 and consistent with the comprehensive plan and call for a Public Hearing for City Council to consider the request on February 15, 2022. Board Member Bradshaw seconded the motion, which was voted upon and passed unanimously.

OTHER BUSINESS

1. Jenny Wheelock spoke to the board about potential upcoming conditional zoning applications.

ADJOURNMENT:

Having no other matters to bring before the Board, Chairperson McCarl adjourned the Planning Board meeting at 6:15 p.m.

Lucy McCarl
Chairperson

Jenny Wheelock
Planning Director