



Mayor
Richard E. Roquemore

City Council
Robert L. Vogel III
Taylor Sisk
Jamie Bradley
Joshua Rowan

City Administrator
Michael E. Parks

Planning & Zoning
Commission Meeting
Minutes
May 21, 2025

Call to Order: Chairwoman Skriba called the meeting to order.

Approval of Agenda & Minutes: The agenda was approved unanimously. Minutes from the March 19, 2025 meeting were approved unanimously.

Public Hearing Procedures: Chairwoman Skriba reviewed the public hearing procedures, including speaker recognition, address, and time limits for applicants, supporters, and opposition.

New Business: Proposed Amendment to Zoning Ordinance Section 17.60.214, Single Family Owner Occupancy

Staff Presentation: Sarah McQuade presented a proposed ordinance amendment, requested by City Council, to encourage homeownership and limit rental properties by investment firms. It applies to new subdivisions (5+ lots) in most residential zones, requiring covenants to limit rental units to 20% or less. Staff would review these covenants during final plat approval.

Commission Discussion: Commissioners questioned the City's enforcement capabilities, noting that enforcement relies on HOAs due to fair housing laws. Concerns were raised about the lack of direct city enforcement, the potential for HOAs to dissolve, and the need for "teeth" (e.g., fines) to ensure compliance. Discussion included the ordinance's retroactivity (applies to properties without a final plat recorded), and a request to clarify the "some rental units" phrasing in the ordinance to a specific percentage. A Commissioner inquired about a past City Council decision regarding rental subdivisions. A suggestion was made to approve with recommendations rather than tabling, to allow Council to consider further details on enforcement.

Public Hearing: Opened and closed; no speakers.

Commission Action: Motion: To approve the proposed amendment with recommendations to City Council.

Recommendations:

1. Reduce the rental unit limit from 20% to **10%**.
2. Staff to investigate and propose a **violation fee structure** for the ordinance.
3. Clarify the language in the "whereas" clause, replacing "some rental units" with **"10% rental units"**.

Vote: Motion passed unanimously.

Adjournment: The meeting was adjourned unanimously.