

**MINUTES
WESTMINSTER PLANNING COMMISSION/
WESTMINSTER CITY COUNCIL
Called Meeting
Monday, January 24, 2022**

The City Council of the City of Westminster and the Westminster City Planning Commission met in a joint called meeting on Monday, January 24, 2022 at 2:00 pm at the Westminster Depot with Mayor Brian Ramey presiding. Those in attendance were:

Brian Ramey
Jimmy Powell
Sandra Powell

Dale Glymph
Truman Holbrooks
Jarred Brucke

Larry Delliinger
Ben Lewis

City Administrator, Kevin Bronson
Rebecca Overton
Bob Jones, Codes Enforcement Office
Spencer Wetmore, Wetmore Law Firm
Melinda Kelley, Wetmore Law Firm
Members of the public and press

Notice of the meeting and the agenda was posted on a window at the Depot and at westminstersc.org twenty-four hours prior to the meeting and all persons, organizations and local media requesting notification and the agenda were notified by email.

Call to Order

Mayor Ramey called the meeting to order at 2:00 pm.

Invocation and Pledge of Allegiance

Mr. Adam Dunn led the invocation and pledge.

New Business

1. Discussion on the Zoning Ordinance led by the Wetmore Law Firm

Mayor Ramey informed everyone in attendance that the reason for this meeting was to get some suggestions and direction on how to improve the Zoning Ordinance.

Spencer Wetmore stated that it was the intention of her Firm to address an overall view of the zoning variations currently on the books for the City of Westminster.

Melinda Kelley stated that some things that needed to be addressed were the Comprehensive Plan and how it sets the stage for future zoning. She suggested that there would be areas that needed some changed and or additions such as land development regulations for subdivisions and ruled for subdivisions. She stated the importance of being consistent with state law regulations and implementing their minimum regulations.

Ms. Kelley stated that the City should have special exemption sections and conditional use sections.

Ms. Wetmore stated that there cannot be zoning for every lot and situation and suggested that is what variance hearings are used for. She also addressed non-conforming issues and clarified that those type of situations could have certain triggers that if meet then it would require a zoning change.

Ms. Kelley informed Council and the Planning Commission that the organization of the current Ordinance did indeed some revision.

Ms. Wetmore added that there might be a need to create a mixed-use area then have conditions that must be met.

Mayor Ramey brought up the idea of tiny houses for discussion and input. Ms. Wetmore suggested there may be a need for creating a special zoning district for something like tiny houses and suggested something like a zoning classification of R-5.

Ms. Wetmore addressed short-term rentals and added that the City would need to consider what options to allow or not allow if short-term rentals were permitted. She suggested it is becoming a very popular trend and the area the City is located in would be prime location for that idea. She suggested some limits could be limiting how many occupants, parking guidelines, how many nights can be reserved, the age of a renter, or only allowing use in certain zoning areas.

Mayor Ramey asked about considering a farm use zoning option. Mr. Bronson added that there could soon be some property that would be annexed in that would fall into this category. Ms. Kelley suggested the City could certainly have an agriculture or farming zoning that would permit farm use.

Ms. Kelley asked if there was a target date for the Comprehensive Plan. Mr. Bronson stated that the map needed to be constructed before a future date might be set.

Adjourn

January 24, 2022

Upon a motion by Mr. Ramey and seconded by Mr. Glymph, the motion ***to adjourn the meeting at 4:06 pm*** passed unanimously.

(Minutes submitted by Rebecca Overton)

Mayor Brian Ramey

Date