

# Planning Commission

## Work Session Minutes Wednesday, February 24, 2016 10:00 a.m., Council Chambers



City of South Haven

The meeting was called to order 10:00 a.m. by Chair Dave Paull. Present were planning commission members Terri Webb, Bill Fries, Clark Gruber, Larry Heinig and John Frost. Zoning Administrator Anderson and members of the public were also in attendance.

Public comment was received from Dorothy Appleyard, Steve Runkle and Connie Shafer.

Paull asked each commission member if they were satisfied with the draft short term rental ordinance as it now is written. All members stated they were satisfied while acknowledging that there were compromises but there was also consensus. With the following changes to be submitted to the city attorney, the commissioners agreed unanimously to move forward with setting the public hearing date at their March 3 meeting.

:

- a) Add to the ordinance that it will be revisited in no more than one year.
- b) Add that there will be a one year grace period to allow the property owners to honor contracts signed prior to the adoption date
- c) Section 10-243 (d) (2) should be changed to read something like:

*(2). Applications for increase.* An owner or local agent may apply to the City's Planning Commission to have the maximum occupancy of a short-term rental unit in the RM-1, B-3, or R-2 zoning district increased to **allow a higher number of occupants per bedroom but in no instance shall occupancy exceed 24 total occupants.** Applications shall be submitted on a standard form available from the zoning administrator, and shall be accompanied by any applicable fee established by resolution of the City Council. The Planning Commission **may** grant the application upon determining that subsections (d)(1)(A) and (d)(1)(B) below are both satisfied:

Paull asked if there were any additional public comments before adjournment. Dorothy Appleyard and John DeCardy spoke.

Paull then announced that, after considerable thought, he was stepping down as planning commission chair effective immediately. Vice chair Larry Heinig has agreed to fill the position until an election of officers is held in May. Paull will continue with the planning commission as vice chair until the next election of officers.

Meeting adjourned at 10:45 a.m.

RESPECTFULLY SUBMITTED,  
Linda Anderson, Zoning Administrator