

MINUTES

Lowell Planning and Zoning Board

Regular Meeting

Tuesday, June 6, 2023, 6:00 P.M.

I. CALL TO ORDER

Chairman Scott Wilson, called the meeting to order at 6:02 p.m. Planning Board members present: Heather Seay, Troy Roberts Sr., Norris Lamb and David Jennings. Staff members present: Joe Gates, Planning Director, Todd Stroupe, GIS Analyst and Cheryl Ramsey, City Clerk. There were no members of the public in attendance.

II. DETERMINATION OF QUORUM –it was determined a quorum was reached.

III. PLEDGE OF ALLEGIANCE - led by Scott Wilson

IV. CHANGES TO AND APPROVAL OF AGENDA – No changes. Board Member Lamb made a motion to approve the agenda with the change, seconded by Board Member Roberts. The vote was unanimously in favor.

V. APPROVAL OF MINUTES FROM THE April 4, 2023, MEETING.

A motion was made by Board Member Jennings to approve the previous minutes, seconded by Board Member Seay. The vote was unanimously in favor.

VI. OLD BUSINESS – None

VII. NEW BUSINESS

A. **Test Amendment Application (Recommendation)**: ZTA23-04 – Applicant: City of Lowell Staff –Request to reduce the “Corner Lot Side Street Setback” in the Industrial (IND) zoning district. Mr. Gates presented the proposed amendment to reduce the corner lot side street setback from 80 feet to 40 feet. Staff believes this request is reasonable and in the best interest of the public because it aligns development regulations with supporting infrastructure needs. Staff also maintains the amendment is consistent with Lowell City 2040 plan goals.

Board Member Jennings asked can they do anything with the buffer, like put anything on it? Mr. Gates directed the board to Appendix B in the agenda packet denoting the relevant definitions related to the amendment. He then discussed the Type A Buffer yard and mentioned the landscape requirements noting that you can’t typically build on a buffer but may see other encroachments like an A/C unit overhang or a driveway that is like a cut-through. Board Member Lamb asked if

parking is included. Mr. Gates said not in buffers. A general rule for parking is they are typically on the side or the back of the building.

Mr. Gates stated that the last setback under the old ordinance was lower than the proposed at 25 or 30 feet, indicating this is not something that Lowell has not done in the past. Chairman Wilson asked what other municipalities are doing. Mr. Gates said that he hasn't looked at other municipalities but focused on the needs of Lowell. He said it was hard to compare when trying to accommodate to our specific LDO, setbacks, and buffers.

Chairman Wilson asked if he knows why it [the code] was set at 80 feet. Mr. Gates said no as it was before his and all the current Planning Boards time [as employee and members]. Board Member Lamb said he can understand why since the previous Council were probably looking at the streets not necessarily the front but the sides. After a brief discussion on the history of the code and purpose of the amendment, Board Member Lamb made a motion to accept the change to decrease the setback on corner lots from 80 feet to 40 feet. It was seconded by Board Member Jennings and the vote was unanimously in favor.

- B. July 2023 Planning Board Meeting:** Discuss July meeting. The current meeting date falls on July 4th (Independence Day) holiday. Mr. Gates suggested rescheduling the board meeting to a later date and time during the same week as there may be items that need to be addressed before the July City Council meeting [on July 11, 2023]. He then went over the Rules of Procedures for holding Planning Board meetings. After a brief discussion, Board Member Jennings made a motion to change the meeting to the 6th at 5:30pm, seconded by Board Member Roberts. The vote was unanimously in favor. Chairman Wilson suggested everyone put the change in their calendars. Mr. Gates stated he will send a reminder and the City Clerk will notify the public of the change.

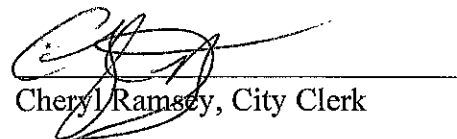
VIII. ADJOURN

Motion was made to adjourn by Board Member Jennings, seconded by Board Member Seay. The vote was unanimously in favor. Adjourned at 6:25 p.m.

AFFIRM:



Chair, Scott Wilson



Cheryl Ramsey, City Clerk