



MINUTES

DEVELOPMENT COMMITTEE

Village Green Municipal Building
Council Chambers
47 Hall Street
April 6, 2021
6:30 p.m.

The Zoom meeting began at 6:30 p.m. Those present included:

Committee Members: Brian Lorenz, Chairman; Heather Karr & Melissa Riggins, Councilmembers; Andrew White, City Manager; Jeffrey Tyler, Community Development Director; Claudia Husak, Planning Director; Donald J. DePalma, Citizen Representative; and Shawn Boysko, P&Z Representative. David Lester, Citizen Representative, was absent.

Staff/Others: Aaron Scott, Assistant City Engineer; Megan Canavan, Assistant City Manager; Jesse Shamp, Legal Counsel from Frost Brown Todd; Karen J. Mitchell, City Clerk; and other interested parties.

Approval of the Minutes: The minutes of March 2, 2021 were approved as written.

Today's Business:

- a. **Short-Term Rental Ordinance:** Jeff introduced Attorney Jesse Shamp from Frost Brown Todd, went over packet materials, and stated that he hoped for tonight's discussion the Committee could determine (1) whether or not to pursue registration for short-term rentals; (2) if registration is acceptable, should there be limitations on the number of days allowed or should it be conditioned on the home being owner-occupied; and (3) should there be some form of inspection by the City to ensure the locations are being maintained to a minimum property maintenance code standard. Jeff mentioned that in conversation with the Liberty Township Fire Department Inspector and Chief, they believe they have the authority within the fire code to do these sort of inspections.

Don and Shawn were not in favor of short-term rentals at all, but Don felt if it was allowed, some registration and the other suggested items should be implemented. Heather and Brian felt that registration was important. Brian mentioned that some houses in the area are already being utilized this way.

Mr. Shamp went over the proposed draft short-term rental ordinance, how other communities have handled this issue across the country, and legal precedent.

ACTION PLAN: Staff will come back with a hotel/motel tax concession as a part 2 of this discussion at a future date and this short-term rental issue will be revisited again at that time.

- b. **Potential Zoning Code Updates:**
 - i. Streamline and/or clarifying Planned District Approval Processes; and
 - ii. Board of Zoning Appeals Regulations.

Claudia and Elise are reviewing the City's entitlement process for inconsistencies and redundancies. Claudia feels that there are good processes in place but it needs to be streamlined a bit better. The Planned District process, in particular, could benefit from some streamlining. She also would like to update the meeting by-laws and implement training for the committees and commissions as well. Claudia seeks direction from the Committee on if she should work first with the commissions/committees directly or should she come back to Development first.

ACTION PLAN: The Committee gave the thumbs up to move forward for her to work directly with the commission/committees.

Adjournment - Having no further business to come before the Committee, the meeting was adjourned at 7:28 p.m. The next meeting will be May 4, 2021.