



**Planning & Zoning Commission Meeting Minutes**  
July 13th, 2023 at 6:00pm  
City Hall

Chairman Neal called the regular meeting of the Planning & Zoning Commission to order at 6:00pm.

**Members Present:**

- Commissioner Rice
- Secretary Evans
- Commissioner Little
- Chairman Neal
- Alderman Sagaser
- Mayor Warwick

**Others Present:**

- Kyle Lee, Community Development Director
- Stephen Rose, Code Compliance Official
- Donald Brown, City Attorney
- Gage Foster
- Mike Cribbs
- Anthony Swanigan

**Approval of Agenda:** After reviewing the agenda, Alderman Sagaser made a motion to approve the agenda. Commissioner Little seconded. The agenda was approved.

**Approval of Meeting Minutes:** After reviewing the minutes from the meeting on June 8, 2023, Commissioner Little made a motion to approve as presented. Alderman Sagaser seconded the motion. The June minutes were approved.

**New Business:**

- **Public Hearing ZC-23-10 Zoning Change Application – Gage Foster:** At 6:02pm, Chairman Neal called the public hearing to order. Gage Foster approached the Commission. Applicant is requesting to rezone two acres of the property from “I-1” to “C-2” to relocate Tumbles. Gage mentioned that the future land use map within the Believe in Bolivar 2040 Comprehensive Plan has this property as commercial. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:04pm.

- **Discussion & Recommendation – ZC-23-10:** Chairman Neal opened the discussion by the Board. Mayor Warwick stated that he believes the need for industrial is minimal at this location and that this request meets the future land use according to the Comprehensive Plan. Mayor Warwick made a motion to recommend approval to the Board of Aldermen for ZC-23-10. Alderman Sagaser seconded. The motion passed.
- **Public Hearing FP-23-01 Final Plat Application – Simon Square Plat 3 Phase 3:** At 6:06pm, Chairman Neal called the public hearing to order. Anthony Swanigan, Engineering Intern with CJW Transportation Consultants, was present to represent the application. Anthony mentioned that the infrastructure is not complete at this time, but he spoke with the project foreman and that it should be completed by Thursday of next week, weather permitting. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:07pm.
- **Discussion & Recommendation – Simon Square Plat 3 Phase 3:** Chairman Neal opened the discussion by the Board. Kyle Lee approached the Commission. There are elements to be considered since the letter of credit on file has expired and the infrastructure has not been fully completed. In good faith, the staff recommends that the final plat is recommended by the Commission for approval to the Board upon completion of the infrastructure. Mayor Warwick made a motion for a conditional approval pending completion of the remaining infrastructure requirements prior to the approval from the Board of Aldermen for FP-23-01. Commissioner Little seconded. The motion passed.
- **Public Hearing Zoning Text Amendment – Regulations For Medical Marijuana Facilities:** At 6:14pm, Chairman Neal called the public hearing to order. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:15pm.
- **Discussion & Recommendation – Regulations For Medical Marijuana Facilities:** Chairman Neal opened the discussion by the Board. Kyle Lee approached the Commission. Staff brought this zoning text amendment to the Commission to incorporate recreational language to comply with state statues and proposed a deduction of the distance requirement. The commissioners discussed if the distance requirement should be changed from five hundred feet to three hundred feet to reflect same requirement as liquor licenses. Alderman Sagaser made a motion to recommend approval of the zoning text amendment to change regulations to include recreational marijuana and change the distance requirement to three hundred feet as drafted with typo corrected to the Board of Aldermen. Secretary Evans seconded. The motion passed.



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**Community Development Update:** Kyle Lee approached the Commission. Staff has been sending out courtesy letters to make citizens aware of the recent changes in the regulations for trailers. There was a citizen that made a request to the Board to reconsider the parking and storage of recreational trailers. As directed by the Commission, staff looked at ordinances in surrounding communities and found that we were in line with our regulations. There are communities that restrict the parking and storage of trailers and others that do not have these requirements. Commissioner Little directed staff to add this as a discussion on the September agenda.

There were no citizen comments.

Alderman Sagaser made a motion to adjourn the meeting. Mayor Warwick seconded the motion. Chairman Neal adjourned the meeting at 6:45pm.