



# City Commission Agenda Item

**Meeting Date:** February 4, 2025  
**From:** Josh White, Principal Planner  
**Item:** 311 Highland Drive Conditional Use Permit

**Motion:** An Ordinance granting a Conditional Use Permit to allow a short term-rental in an R-2, Medium Density Residential District, located at 311 Highland Drive requested by Budija Enterprises, LLC in the City of Arkansas City, Kansas. **(Roll Call Vote)**

**Background:** Budija Enterprises LLC has submitted a request for a conditional use permit for a short-term rental located at 311 Highland Drive. The subject property is located at 311 Highland Drive. The surrounding area is comprised of residential uses. The property consists of approximately 0.28 acres. The applicant has submitted a request for a conditional use permit for a short-term rental. In the R-2 District this use is only permitted with a conditional use permit. Staff do have some concerns but having a Conditional Use Permit as a requirement for the proposed use alleviates some of the concerns. Assuming the issues can be mitigated by requiring certain conditions, it is the recommendation of staff that the conditional use permit be approved.

The Planning Commission held a public hearing on Tuesday, January 14, 2025 and voted to recommend to the City Commission to approve the request with the following conditions: 1) Maximum of 5 guests per night; 2) No pets allowed; and 3) All parking should be off street when feasible; and 4) The facility must meet all appropriate ADA & fire safety standards as determined by the Building Official.

**Commission Options:**

1. Approve ordinance on the first reading
2. Table and approve on second reading
3. Dissapprove ordinance with 2/3 majority
4. Table and send back to Planning Commission for further consideration

**Fiscal Impact:** Amount: **Cost of Publication**

Fund: Department: Expense Code:

Included in budget       Grant       Bonds       Other Not Budgeted

**Attachments:** Staff Report & Ordinance

**Approved for Agenda by:**

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Randy Frazer, City Manager