

Meeting Minutes  
Planning & Zoning Commission – City of Glen Rose, Texas  
November 1, 2022

1. Call to Order
  - a. The meeting was called to order to 5:31pm by Chairperson, Pam Streeter
  - b. Pledge of Allegiance
  - c. Roll Call – Chairman, Pam Streeter called roll. Board Members, William Green, Larry Cremean, Greg Clanton and Pam Streeter were in attendance. Joe Boles arrived after roll call and was present for all Public Hearings and Discussion Items. Additionally, Staff members Jodi Holthe & Michael Leamons were present. A quorum was present.
2. Consent Agenda
  - a. Approval of minutes from October 4, 2022 Planning and Zoning Board Meeting.
    - i. Motion to approve minutes was provided by Larry Cremean and seconded by William Green.
    - ii. Motion Passed 4-0.
3. Public Hearing opened at 5:34pm
  - a. Public hearing regarding recommendations for amending the City of Glen Rose Zoning Ordinance Definitions (Sec 14.02.005), provisions concerning the Planning and Zoning Commission's consideration, action and report on Zoning Ordinances amendments (Sec 14.02.152(f)) and the Notes for the Schedule of Uses (at the end of the Appendix A).
    - i. No Public Comments were recorded
  - b. Request to rezone the property located at 800 Clay St, Glen Rose, TX 76043; also known as Acres 0.307, Lot 1& 2, Blk 00017, Sub F0100, Abst A41, Farr Blk 17. Lot 1&2, from R-1 to R2M.
    - i. No Public Comments were recorded.
  - c. Public hearing regarding a request to rezone from PD (Planned Development) to R-1 (Single Family Residential District) and obtain a Specific Use Permit for Short Term Rental for the property located at 1005 Holden Street, Lot 0007, Tract D7-30, Abst A136, Milam Co Sch LD, Holden Street Cottages
    - i. 4 owners for 1003, 997, 1001, and 999 Holden spoke against the rezoning and SUP. Siting Safety, traffic, privacy as concerns.
  - d. Public Hearing was Closed at 5:47
4. Individual Items for Consideration
  - a. Recommendations for amending the City of Glen Rose Zoning Ordinance Definitions (Sec 14.02.005), provisions concerning the Planning and Zoning Commission's consideration, action and report on Zoning Ordinances amendments (Sec 14.02.152(f)) and the Notes for the Schedule of Uses (at the end of the Appendix A).
    - i. After reviewing all aspects, of the notes, definitions and changes to the language of the ordinance, a motion was made by Joe Boles to approve the recommendations to the City for approval of these updates. Second was made by Greg Clanton.
    - ii. Motion was approved 5-0
  - b. Discussion, consideration, and possible action regarding Request to rezone the property located at 800 Clay St, Glen Rose, TX 76043: also known as Acres 0.307, Lot 1& 2, Blk 00017, Sub F0100, Abst A41, Farr Blcok 17. Lot 1&2, from R-1 to R2M
    - i. 18 letters sent only 1 returned in opposition.
    - ii. Two items have to be addressed before this can be approved by City Council.
      1. Minor Plat to change this from 2 lots to 1 lot.
      2. Verify that using R2M is not spot zoning, since this is across the street from R2.

- iii. Motion to approve recommendations with the above items finalized was made by Joe Boles and Seconded by Larry Cremean.
- c. Discussion, consideration, and possible action regarding Request to rezone from PD (Planned Development) to R-1 (Single Family Residential District) and obtain a Specific Use Permit for Short Term Rental for the property located at 1005 Holden Street, Lot 0007, Tract D7-30, Abst A136, Milam Co Sch LD, Holden Street Cottage
  - i. Overview
    - 18 letters sent representing 19 properties, 6 in opposition and 0 favorable
    - The school district did not respond with a letter
    - The hospital did not respond with a letter
    - 6 opposed of the 19 properties equals 31.58% - engineers will need to do the land mass calculation to determine whether a super majority vote is needed.
    - The planned development exists without proper covenants in place or filings with the city.
    - The agenda topic was to move 1005 from PD to R1 and issue the SUP. We divided the topic into two votes
      - The request is to move the single property 1005 from the planned development to R1 without impacting the other residents
      - An SUP is to be issued with conditions that if not met would allow city council to withdraw the SUP.
  - ii. Discussion:
    - The neighbors that live in the Holden Street Cottages are very concerned about safety and privacy. 4 of the 5 homeowners were present and the common things with not comfortable with strangers being in and out all the time.
    - First topic of changing zoning on 1005 Holden was handled through a series of attempted motions that failed for not getting a 2<sup>nd</sup> to the motion.
      - Original motion was to Move 1005 Holden to R1 by itself, failed to receive a second.
      - Next Motion was to deny 1005 Holden change to R1, it failed to receive a second.
      - After much discussion and checking on legal concerns, about what happens if all houses in the PD were changed to R1, it was determined that since none of the other homeowners have requested to be R1 and the implications it would mean if there was damage to their homes and how they would be allowed to rebuild, that the 5 homeowners not requesting to be R1 needed to remain in the PD and that the city should work with the homeowners to reinstate the planned development properly for them. That then meant that 1005 would be allowed to leave the Planned development at their choice and could move forward as an R1.
      - This time the Motion was passed allowing 1005 Holden to rezone to R1, which was the underlying zone before the PD was in place and what matches all other homes in the area.
    - Second Topic of issuing the SUP was discussed and decided that R1 all over the city have been allowed to have the SUP for short term rental and while we understand these homes are special due to their proximity to each other, we needed to stay with the precedent that has been previously set.

- All homeowners in the Holden Street Cottages agreed that safety was the priority and that if something should go wrong, the stopping of the short-term rentals would be in the interest of everyone.
- To that end, a decision was made to grant the SUP with conditions to allow city council to remove the SUP if safety becomes an issue.
  - Conditions agreed upon by the homeowner of 1005 and the neighbors are as follows:
    - No more than 3 police calls for genuine disturbances as defined by law enforcement responding to the calls, per year.
    - 1005 Holden owner will provide contact information to the neighbors so if the neighbors see issues, they can contact the landlord.
    - No more than 4 individuals would be allowed to rent the home for short-term stays
    - No more than 2 cars would be allowed to park overnight, and they must use the parking areas behind the home
    - Day visitors' cars would be allowed for street parking, but the visitor car cannot stay on street overnight.
- Motion was made by Greg Clanton to move 1005 Holden from PD to R1 per homeowners' request. Seconded by Larry Cremean
- Vote was approved 4-0, with 1 abstention.
- Motion was made by Greg Clanton to provide SUP for short term rental with the conditions of the SUP as stated above by Greg Clanton and seconded by Larry Cremean.
- Motion was approved 5-0.

## 5. Workshop

### a. Parking Requirements

- i. Discussion was held about the starting point of parking requirements.
  1. Our current parking requirements for retails are based on Gross Floor Area which includes all storage and loading dock areas etc.
  2. Our retail requirements are 1 per 200 gfa

In reviewing a study conducted by Texas A&M – we found the following:

Arlington is 3.3 per 1000 gfa – which means approximately 1 per 200 gfa

Fort Worth for less than 4000gfa – parking requirement are also 1 per 200 gfa

Additionally, we researched individual cities and learned

Meridian, TX has regulations of 1 per 200gfa

Granbury is 1/600 sq ft of site area of market

Westminster, CA is 1/250gfa

Parking discussions will continue over the next meeting.

- 6. With no further business before the commission the meeting was adjourned at 7:37pm

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Chairperson

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Jodi Holthe,  
Building & Planning Department