



# CITY COUNCIL AGENDA ACTION FORM

<b>AGENDA DATE:</b>	3/25/2026		
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding a request for <i>Specific Use Permit for Short Term Rental at the property located at 1306 Van Zandt Rd, Tract: B5-21, Abst: A136, A136 MILAM CO SCH LD, TRACT B5-21, ACRES 3.48 to operate in an R-1 (Single Family District)</i>		
<b>PREPARED BY:</b>	Building/Planning/Code Enforcement Assistant Holthe	<b>DATE SUBMITTED:</b>	2/05/26
<b>EXHIBITS:</b>	<ol style="list-style-type: none"> <li>1. Request for Specific Use Permit Application</li> <li>2. Property Notification Letter</li> <li>3. Property Return Letter</li> <li>4. 200' Surrounding Property map</li> </ol>		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY ADMINISTRATOR APPROVAL:</b>			
<b>SUMMARY:</b>	<ul style="list-style-type: none"> <li>• 2/05/2026 – Request for Replat and Specific Use Permit Application was received</li> <li>• 3/07/2026 - Notice of Public Hearing was posted in the local newspaper</li> <li>• 3/13/2026 - 11 Property owner letters were sent representing 24 properties.</li> </ul> <p>07 Letters have been confirmed as received            02 Letters unconfirmed as received            02 Letters were returned            00 Favorable response has been returned            00 Opposition response has been returned</p>		
<b>RECOMMENDED ACTION:</b>	Move to approve or deny as presented.		