

MINUTES

CALL TO ORDER

The November regular meeting of the Lansing Planning Commission was called to order by Chairman Jerry Gies at 6:59 p.m.

ROLL CALL / QUORUM ANNOUNCEMENT-

In attendance were Chairman Jerry Gies, Commissioners Brian Payne, Janette Labbee-Holdeman, Ginger Ridle, Nancy McDougal, and Richard Hannon. Commissioner Mike Suozzo was not in attendance. Chairman Jerry Gies noted that there was a quorum present.

OLD BUSINESS-

1. Approval of Minutes, June 19th, 2024, Regular Meeting

A motion was made by Commissioner Labbee-Holdeman to approve the minutes as written, and it was seconded by Commissioner McDougal. Motion passed 5-0, with Commissioner Payne abstaining due to his absence in the June meeting.

NEW BUSINESS-

2. Planning Commission Election: Vice-Chairman

In July 2024, Jake Kowalewski was appointed as City Council Member to fill a vacancy on the Council. His appointment created a vacancy in the Planning Commission. Jerry Geis will, as the Vice-Chairman role, assume the Chairman role for the remainder of the term (until April 2025). The Planning Commission needs to fill the vacancy of Vice-Chairman.

Discussion began with possible nominees, and Commissioner McDougal made a motion to nominate Brian Payne for the Vice-Chairman vacancy and Commissioner Labbe-Holdeman seconded it. Nominations were closed and with no further discussion, the motion passed 5-0, with Commissioner Payne abstaining.

3. Case 2024-UDO-002 Short Term Rental

This Short-Term Rental (STR) regulation is proposed to balance the interests of homeowners, STR operators, and the community's traditional residential neighborhoods. STRs are increasingly popular but can introduce unique challenges, such as noise, increased traffic, and property upkeep issues. By adding this section, the City aims to protect neighborhood character and resident quality of life while allowing STRs to operate responsibly and safely. The new regulation establishes requirements for the STR operation, including building inspections for safety, maintaining residential appearance, and ensuring the presence of local contacts for accountability. The inclusion of these requirements aims to mitigate potential negative impacts of STRs and foster a safe, harmonious environment for both permanent residents and short-term visitors.

Discussion began with Mr. Gentzler, Director of Community and Economic development giving a brief overview for how this would be beneficial for the City of Lansing. It was stated that there are events within the next couple of years that would benefit from having short term rentals available. Currently there is only one Airbnb in the City, and we want to provide places to stay for the people traveling to and from events nearby. The city will also receive transient guest tax off of short-term rentals, should this be approved. We are purposing a conditional use permit as well as a business license for any short-term rentals, with this change. Mr. Gentzler stated that we had to amend the table of uses, to allow for short term rentals. The text also includes a definition and requirements for short term rentals.

Commissioner McDougal asked how the city plans to enforce the requirements listed. Mr. Gentzler stated that we can search the VRBO/Airbnb websites for properties listed. It will be something checked likely quarterly. The conditional use permit (CUP) and/or business license will allow us to have contact information for the owner or a local representative for the property, should any issues arise. Commissioner Riddle inquired about HOA's that prohibit rentals shorter than a year, and it was stated that HOA's can and will enforce their regulations, and it will have to be worked out civilly between the owner and the HOA. Commissioner Hannon asked about HOA's being able to enforce their own regulations and that the HOA can always require something greater or different than the city requirements. Chairman Gies asked if rental properties are required to be registered, Mr. Gentzler replied that it is not required. Mr. Gentzler stated that the CUP and the business license are easy to acquire, and if there are issues regarding the requirements, nuisances, etc., the owner can have their licenses pulled, and the city can remove their ability to rent out the property. Mr. Robinson, city attorney, then inquired about people wanting to rent out rooms while still living at the residence and Mr. Gentzler stated that short term rentals include if the owner resides there or not.

The public hearing was open at 7:16 pm and with no comments or discussion from the public, the hearing was closed at 7:16 pm.

With no further discussion, a motion was made by Commissioner Labbee-Holdeman to approve the staff's proposed text amendments and recommend adoption of Case 2024-UDO-002, as amended to the City Council. It was seconded by Commissioner Hannon. Motion passed 5-1.

NOTICES AND COMMUNICATIONS-

Mr. Gentzler, Director of Community & Economic Development, mentioned that there will be a 30-minute UDO training immediately following the planning commission meeting. There was also mention of an agenda item, possibly for December's meeting, regarding lot frontage and setbacks.

REPORTS- Commission and Staff Members- None

ADJOURNMENT-

The meeting was adjourned by acclamation at 7:21 pm.

Respectfully submitted,
Melissa Baker, Secretary

Reviewed by,
Joshua Gentzler, Community and Economic Development Director