

**DAMASCUS PLANNING COMMISSION**

**MEETING MINUTES**

**July 23, 2024**

**4:00 PM**

**Members Present:** Tony Bebber (Chair), Elizabeth McCartin, Hilary Greenberg, Brian Schmidt, Mitchel Greer, Ben Earp

**Members Absent:** Jack McCrady

**Also Present:** Chris Bell (Zoning Administrator)

**CALL TO ORDER:** *Mr. Bebber* called the meeting to order at 4:00 PM.

**QUORUM:** Six of seven voting members present – the Commission has quorum.

**APPROVAL OF MINUTES:**

A ***motion*** was made by *Mr. Earp* to accept and approve the meeting minutes of the July 16<sup>th</sup>, 2024 meeting, 2<sup>nd</sup> by *Ms. Greenberg*; no further discussion – motion carried (4 – 0 - 2), whereas *Mr. Greer & Mr. Schmidt* abstained, due ot absence.

**NEW BUSINESS:**

Discussion regarding Conditional Use Permit

Mr. Bebber made recommendation to make an amendment of the current ordinance under Article 16 to transfer the conditonal use permit process and authority from the Board of Zoning Appeals to the Town Council.

A motion was made by Mr. Greer to make recommendation to Town Council to ammend Article 16 to transfer authority from the Board of Zoning Appeals to Town Council for the issuance of conditional use permits, 2<sup>nd</sup> by Ms. McCartin, no further discussion – motion carried (6-0)

**ADJOURNMENT:**

A ***motion*** was made by Ms. Greenberg to adjourn, 2<sup>nd</sup> by *Mr. Schmidt*; no further discussion – motion carried (6 – 0).

**WORK SESSION:**

Continued discussion regarding R-1 zoning & transient lodging that included:

- Consideration of limiting total number of conditional use permits allowable
- Consideration of an annual expiration date/renewal of permits & increased fee
- Consideration of adding stipulations regarding geographic proximity
- Request to research regional HomeStay ordinances and experiences
- Consideration to ammend ordinance to convert R-1 transient lodging from a conditional use to an administrative issuance

  
Chairman

  
Secretary