

**MINUTES**  
**CITY OF GRISWOLD**  
**PLANNING & ZONING COMMISSION**  
**August 31, 2011**  
**6:00 P.M.**  
**CITY COUNCIL CHAMBERS**

The meeting was called to order at 6:01 PM with Commission members Diane Anderson, Sandy Tye, and Vicki Jones present, with Anderson serving as Chairperson.

Tye made a motion to approve the agenda, seconded by Jones. Approved 3-0.

Anderson made a motion to approve the minutes of the August 17, 2011, meeting as presented. Seconded by Tye. Approved 3-0.

John McCurdy with SWIPCO presented and went through a draft of Griswold Zoning Ordinances. The Commission recommended multiple changes to the language (see the next page for details). In the discussion, it was determined that the properties of 306 and 310 Montgomery Street should not be included in the Central Business (C-1) district. The Commission changed the proposed district for those two properties back to R-1 Residential. There is work yet to be done including setting fees for an appeal to the Board of Adjustment and determining where building permits will be addressed.

The date of the next meeting was set for September 14, 2011. This meeting will include a final review of the language and setting of a public hearing for the Commission to receive comments on the proposed zoning map and zoning ordinance.

With no further business to be discussed, the meeting adjourned at 8:05 P.M.

Jessica Kinser  
Planning & Zoning Commission Secretary  
City Manager

Page 17- Item H- the word “adjacent” needs to be changed to “abutting”

Page 25- The minimum lot size for an agriculturally zoned area is 5 acres. In the original model language this was set at 10 acres.

Page 27- The setbacks of the residential district are changed to be the following:

- Maximum height: 45 feet (existing)
- Minimum front yard: 25 feet (existing)
- Minimum rear yard: 10 feet (new)
- Minimum side yard: 5 feet (existing)
- Minimum side yard on street side of corner lot: 25 feet (existing)
- Maximum gross floor area ratio: 2.0 (new)

Page 28- the following permitted uses in the Central Business District were changed:

- 8.21 is to read “single family residential and apartments as secondary use only”
- 8.214 is to include major repair, body and fender work or painting rather than exclude the use

Page 29- the minimum lot area for mixed business or residential structures was changed from 6,000 square feet to 5,000 to conform with the minimum for the residential district.

Page 37- The chapter on Home Occupations was modified from the model, specifically a sign may be 32 square feet and there is no limitation on the number of clients that may be at the business at one time.

Page 50- The fee for an appeal to the Board of Adjustment is not specified. The fee is currently set at \$25 (in the 1970 ordinances). This amount does not cover the cost of sending certified mail notification to impacted property owners, and therefore needs to be more than \$25. This will be discussed at the next meeting.