

FRASER PLANNING COMMISSION  
MINUTES

- DATE:** July 26, 2023
- MEETING:** Planning Commission Regular Meeting
- PLACE:** Fraser Town Hall and Virtual On-Line Meeting
- PRESENT**  
**Commission:** Commissioners: Chair Andy Miller, Vice Chair Bob Gnuse, Katie Soles, Parnell Quinn, Joy McCoy
- Staff:** Baseline Planning Services Julie Esterl, Will Charles and Alyssa Rivas and Town Clerk Antoinette McVeigh
- Others:** See list

Chair Andy Miller called the meeting to order at 6:30 p.m.

1. **Roll Call:** Chair Andy Miller, Vice Chair Bob Gnuse, Katie Soles, Parnell Quinn, Joy McCoy
2. **Approval of Agenda:**  
No Motion
3. **Consent Agenda:**
  - a. Minutes May 24, 2023

Commissioner Quinn moved, and Commissioner McCoy seconded the **motion** to approve the consent agenda. **Motion carried: 5-0.**
4. **Open Forum:**  
none
5. **Discussion And Possible Action:**
  - a. Resolution 2023-07-01 Recommending Approval of a Conditional Use Permit For 214 Byers Avenue

On June 20, 2023, Sarah Weimer submitted an application for a Conditional Use Permit for the property at 214 Byers Avenue. The property is zoned Business (B) District with Riverwalk Mixed Use (RMU) Overlay District. The Conditional Use Permit is being requested in order to construct a two-story addition to the existing single-family house with a reduced front setback. Approval of a Conditional Use Permit is required in order to construct the addition, because single family homes are designated as a conditional use in the underlying Business (B) Zone District and also because a conditional use permit is required to reduce the front setback.

The addition will include an attached garage on the ground floor with one bedroom, one bathroom, and a home office above. The addition also includes an enlarged front porch. The application also proposes a request for a reduced front setback of 17'-10" to accommodate the addition and a reduced front setback of 9 feet for the covered porch, where a 20-foot front setback is required for the home and a 14-foot front setback is required for the covered porch. It should be noted that the existing home is nonconforming with a front setback of 8'-7". The site plan and building elevations can be referenced in attachment "07 Conditional Use Site Plan and Architectural Elevations" included with this report.

Conditional use means uses allowed only by permit of the Town, which permit may be granted or denied. If granted, certain conditions and performance standards may be imposed and must be complied with by the permittee. Conditional Use Permits require approval per the standards in Section 19-2-120 of the Land Development Code (LDC). Section 19-1-210 of the LDC requires a recommendation from the Planning Commission to the Board of Trustees. The Board of Trustees is the final decision-making body for granting approval of a Conditional Use Permit.

Commissioner Soles moved, and Commissioner McCoy seconded the **motion** to approve Resolution 2023-07-01 Recommending Approval of a Conditional Use Permit for 214 Byers Avenue. **Motion carried: 5-0.**

6. **Workshop – Zoning:**

The Commission discussed an amendment to the Riverwalk Mixed Use Overlay District. An Ordinance will be presented at the next Planning Commission Meeting.

7. **Other Business:**

8. **Future Agenda Items:**

9. **Adjourn:**

Commissioner Soles moved, and Commissioner Quinn seconded the **motion** to adjourn. **Motion carried: 5-0.** Meeting adjourned at 8:08 p.m.

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Antoinette McVeigh, Town Clerk