

CITY OF WAVELAND  
PLANNING & ZONING COMMISSION  
SPECIAL MEETING AGENDA  
February 12, 2024 6:00 PM

1. Call to Order/ Roll Call.
2. Motion to discuss amendments #1 & 2 to Zoning Ordinance #349 Section 702-703 Article VII
3. Motion to Table amendment #3 to be discussed at a later date.
4. Comments from Chair, Commissioners, & Staff
5. Public comments to the Commissioners
6. Adjourn: AT\_\_\_\_\_P.M.

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Regular Meeting of The Board of Mayor & Aldermen  
Wednesday, August 16, 2023  
6:30 pm.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine, Clark

Voting Nay: None

Absent: None

**ZONING/PLANNING AND ZONING/MINUTES/PUBLIC  
HEARINGS/ORDINANCES**

**Re: Consider and Confirm changes recommended by the Mayor and Board of  
Aldermen to the Zoning Ordinance**

- d. Alderman Lafontaine moved, seconded by Alderman Richardson to consider and confirm changes recommended by the Mayor and Board of Aldermen to the Zoning Ordinance (discussed at the Special Meeting of 8/7/23). This will then proceed to Planning & Zoning to hold a Public Hearing. **(EXHIBIT C)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine, Clark

Voting Nay: None

Absent: None

**ZONING/PLANNING AND ZONING/ORDINANCES/PUBLIC HEARINGS**

**Re: Consider and Confirm additional changes recommended by Zoning Official,  
Jeanne Willie to the Zoning Ordinance**

- e. Alderman Clark moved, seconded by Alderman Richardson to consider and confirm Additional Changes recommended by Zoning Official, Jeanne Willie to the Zoning Ordinance. This will then proceed to Planning & Zoning to hold a Public Hearing. Following discussion initiated by Alderman Gamble:

Alderman Clark amended his motion, seconded by Alderman Richardson to consider and approve **Items 1 & 2 only** of the additional changes proposed by Zoning Official, Jeanne Willie to the Zoning Ordinance. This will then proceed to Planning & Zoning to hold a Public Hearing. **(EXHIBIT D)**

**Item 1** was decreasing square footage of duplexes from 8,500 to 7,500 sq. ft.  
**Item 2** was increasing from 7,000 sq. ft. to 7,500 sq. ft. to be uniform with the multi-family units.  
(Alderman Gamble added: anything other than single family)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine, Clark

Voting Nay: None

Absent: None

**PLANNING AND ZONING/BUILDING DEPARTMENT**

## ~~Additional~~ Recommended Changes from <sup>the</sup> Zoning Official, ~~Jeanne Willie~~ A

1. Minimum square footage requirement for duplexes: decrease from 8,500 square feet per unit to 7,500 square feet per unit. The minimum square footage for a SFR lot has been changed to 10,000 square feet. In order to have a secondary living space (guest house, pool house, mother-in-law cottage, etc.) there is a requirement for an extra 4,000 square feet of property. This makes 14,000 square feet minimum. For a duplex, make the minimum square footage 15,000 square feet.
2. Minimum square footage requirement for multi-family dwelling units (R-3): Increase from 7,000 to 7,500 square feet per unit. Match the new square footage for duplexes and make all structures with multiple living units (anything other than Single-family) have a minimum requirement of 7,500 square feet per unit.
3. Change the zoning application fees:
  - a. Variances: Increase from \$75.00 to \$100.00 (cost of mailings and time)
  - b. Conditional Uses: Include a fee of \$200.00 (cost of mailings, which are much more than variances, and time). *Currently no fee for this application.*
  - c. Zoning Changes: Increase from \$140.00 to \$250.00 (cost of mailings, which are the same as conditional uses, time, and a possible new zoning district map showing the change.)
  - d. New or Re-Subdivision: Include a fee of \$200.00 plus \$10.00 per new lot created. (Only for lot splits to create more than 3 new conforming lots.) *Currently no fee for this application.*
  - e. Temporary RV during new construction: No longer require to go before planning and zoning. Building department can regulate with inspections. Cost is \$150.00 permit fee. If an RV was placed on a property without a permit (RE: Code Enforcement Cases), then the applicant would need to go before planning and zoning then the board of mayor and aldermen for approval. If that happens, there would be an extra zoning application fee of \$200.00 (cost of mailings, which would be the same as a conditional use, and time). *Currently no zoning fee for this application. \$100 permit fee applicable after the board of mayor and aldermen approve the request.*