



City of Liberty Planning Commission Regularly Scheduled Meeting
September 23rd, 2025 6 PM
Meeting Minutes
DRAFT

Members Present:

Hester Elrod
Karin Shore
Gerald Wilson
Jon Humphrey
Doug Finster

Staff Present:

Jennifer Vissage (Planner)
Mary McCormac (Attorney)

Opening Comments

Chair Elrod opened the meeting at 6 PM and a quorum was established. She asked the new commissioner, Doug Finster, to introduce himself.

Mr Wilson led the Pledge of Allegiance and a moment of silence.

General Comments

No one from the public signed up to speak.

Review of August 26th, 2025 Meeting Minutes

Chair Elrod asked if the board had a chance to review the meeting minutes of August 26th, 2025. Mr. Wilson recused himself since he was not in attendance, and Mr. Finster recused himself since this was his first meeting. Mr. Humphrey had a few revisions, and Mrs. Shore made a motion to approve the minutes with revisions. Mr. Humphrey seconded the motion, and the board voted 3-0 to approve.

Zoning Ordinance Update

Mr. Wilson asked the city attorney to review the language the planning commission created for political signage. She said she would review it and get an answer to Mrs. Vissage. She stated that the case from the Supreme Court concerning political signs has not been reviewed by the State Attorney General, so there is no opinion to follow.

The commission, with advice from the city attorney, talked about residential uses in the core commercial district. The current language treats the first and second floors in the core commercial differently. Long-term and short-term rentals are not defined, and the first floor must be owner-occupied. The City of Liberty currently has many unregulated short-term rentals. The city attorney stated that short-term rentals cannot be prohibited; you can only regulate where they are located. Issues that should be addressed when talking about residential uses in the core commercial include long-term versus short-term, owner versus rental, limiting the number of nights per year, life safety issues, and limiting the percentage of rentals in a certain area.

Mr. Humphrey wanted a definition of short-term and long-term. City attorney stated that most cities state that the short term is less than thirty days.

Mrs. Elrod wants language in the ordinance to make businesses on the street side and the residential areas on the rear side.

Mr. Wilson stated that the residential uses in the core commercial can generate other business for downtown businesses, and we need to remove the obstacles for those businesses.

Mrs. Shore does not want anymore new residential uses in the core commercial on the first floor. She understands that the existing ones will be grandfathered in.

In conclusion, the city attorney will write language for the planning commission to review at the next meeting, and the following will be addressed:

- 1) First floor versus second floor
- 2) Life safety plans
- 3) Where the units should be located and how they should be regulated

Other topics the planning commission talked about for the zoning ordinance update including the following:

- 1) Accessory Apartments – Mrs. Vissage wanted to make sure the planning commission had any changes to the accessory apartment regulations. The planning commission felt that there was nothing to change and would go with what the council mentioned at the work session.
- 2) Donation Bins – Mrs. Vissage wanted to make sure that the regulations of donation bins covered where they could be located. They are not allowed in residential areas or core commercial.

There was no further business so the meeting was adjourned at 7:30 PM.