

PLANNING & ZONING COMMISSION MEETING

Wednesday, May 28, 2025 at 5:30 PM

Glen Rose City Hall, Council
Chambers, 201 NE Vernon, Glen
Rose, TX 76043



AGENDA

Live stream of this meeting is available on the City's Facebook and YouTube pages.

CALL TO ORDER

Pledge of Allegiance, Roll Call

PUBLIC HEARING

1. Public hearing regarding a request for a Specific Use Permit for Short Term Rental for the guest house on the property located at 307 Walker, Acres 0.157, Tract: F6-2, Abst: A136, A136 MILAM CO SCH LD, TRACT F6-2 to operate in a R-1 (Single Family District)

INDIVIDUAL ITEMS FOR CONSIDERATION

2. Discussion, consideration and possible action regarding a request for a Specific Use Permit for Short Term Rental for the guest house on the property located 307 Walker, Acres 0.157, Tract: F6-2, Abst: A136, A136 MILAM CO SCH LD, TRACT F6-2 to operate in a R-1(Single Family District)

WORKSHOP

3. Dumpster Enclosures
4. Overlay Districts

ADJOURNMENT

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in the is meeting should contact the City Secretary's office at (254) 897-2272 x 201 at least 48 hours prior to the meeting to request such assistance.

CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at www.glenrosetexas.org and said notice was posted on the following date and time: **Friday, May 23, 2025, on or before 5:00 PM** and remained posted for at least two hours after said meeting was convened.

Veronica Welch, City Secretary

Certification of NOTICE OF MEETING was removed on: _____ at _____ am/pm
by _____ . _____



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	5/23/2025		
AGENDA SUBJECT:	Public hearing regarding a request for a Specific Use Permit for Short Term Rental for the guest house on the property located at 307 Walker, Acres 0.157, Tract: F6-2, Abst: A136, A136 MILAM CO SCH LD, TRACT F6-2 to operate in a R-1 (Single Family District)		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	3/31/25
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	5/28/2025		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a request for a Specific Use Permit for Short Term Rental for the guest house on the property located 307 Walker, Acres 0.157, Tract: F6-2, Abst: A136, A136 MILAM CO SCH LD, TRACT F6-2 to operate in a R-1(Single Family District)		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	3/31/25
EXHIBITS:	1. Request for Specific Use Permit Application 2. Property Notification Letter 3. Property Return Letter 4. 200' Surrounding Property map		
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: 03/31/2025 – Request for Specific Use Permit Application was received 05/10/2025 - Notice of Public Hearing was posted in the local newspaper 05/12/2025 - 24 Property owner letters were sent representing 25 properties. 16 Letters have been confirmed as received 08 Letters unconfirmed as received 00 Letters were returned 02 Favorable response has been returned 03 Opposition response has been returned			
RECOMMENDED ACTION: Move to approve or deny as presented.			



Building, Planning and Code Enforcement Department
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

Item 2.

NOTIFICATION

May 16, 2025

NOTICE OF PUBLIC HEARING

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on May 28, 2025 before the Planning and Zoning Commission and on June 10, 2025 before the City Council on a request by applicants, Eleanor and Stephen Baldwin, to request a Specific Use Permit for Short Term Rental for the guest house on the property located at 307 Walker, Acres 0.157, Tract: F6-2, Abst: A136, A136 MILAM CO SCH LD, TRACT F6-2 to operate in an R-1 (Single Family District).

Dear Property Owner:

You are receiving this notice because our records indicate you own property within 200' of the property referenced above that is the subject of these hearings. Included with this letter is a Property Owner Response Form, the application for a Specific Use Permit for Short Term Rental which is under consideration, and a map showing all the properties within 200' of the referenced property. If you would like to register your opinion in favor or in opposition to granting the Specific Use Permit, please complete the form and either mail or email it to us, or deposit it in one of the drop boxes at City Hall.

If the owners of 20% or more of the land within 200' of the referenced property provide written notice of their objection to the issuance of the Specific Use Permit Request, instead of a simple majority it will require a vote of $\frac{3}{4}$ of the City Council members present to approve the request.

You are welcome to attend and participate in either or both of the Public Hearings.

Should you have any questions, please contact us at (254) 897-2272 ext. 109.

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

P.O. Box 1949, Glen Rose, TX 76043

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: jodi.holthe@glenrosetexas.org

PROPERTY OWNER RESPONSE FORM

Re: Request for a Specific Use Permit for Short Term Rental for the guest house on the property located at 307 Walker, Acres 0.157, Tract: F6-2, Abst: A136, A136 MILAM CO SCH LD, TRACT F6-2 to operate in an R-1 (Single Family District).

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 76043.

NAME: _____ DATE: _____

ADDRESS: _____

I AM () IN FAVOR () IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

Building Official, Planning and Zoning (P&Z)

City of Glen Rose – Building / Planning / Code Compliance Office
201 NE Vernon Street Tel: (254) 897-2272 Fax: (254) 897-7989
Email: code.enforcement@glenrosetexas.org

Staff use only

Case #

Item 2.

Date Received:

3/31/25

Fee : \$150.00 Paid on:

3/31/25

Specific Use Permit Application for Short Term Rental

NOTE: As part of the approval process, this application will be shared with property owners within 200' of your property and members of the Planning & Zoning Commission and City Council. If 20% of the owners of property within 200' of your property object to the issuance of this permit, $\frac{3}{4}$ of the City Council must vote to approve it.

Address of property: 307 Walker St.

Applicant's Name: Eleanor & Stephen Baldwin Date: 4/6/25

Property Owner Information

Full Name: Eleanor & Stephen Baldwin

Address: 307 Walker St.

Telephone No: _____ Email: _____

Applicant/Owner's Representative (if not the owner)

Full Name: _____

Address: _____

Telephone No: _____ Email: _____

Present zoning at site: Residential

Form of Ownership of the property: ☒ Individual ☐ Partnership ☐ Corporation

Will breakfast or any other meal be served? ☐ Yes ☒ No

What will be rented? ☐ Whole residence ☐ Some rooms ☒ Accessory building

How is the property being marketed? ☒ Airbnb ☒ VRBO ☐ Other _____

What is the vetting process for guests? We have the option to accept

or decline a booking, based on their inquiry and
previous rental experience. We have attached a typical
request as an example.

List any house rules addressing noise, parties, quiet time hours, etc...:

Guesthouse accommodates 2 adults & 2-3 children. 2 parking spaces
Available in Driveway in front of Guest house.

1 of 3

Outdoor space limited to Front Porch & Fenced in back yard, no smoking, pets or parties allowed. No noise after 10 PM.

How many on-site parking spaces are available? 3 (Guests are 2)

How do you plan to operate your short term rental? (In the past, neighbors of other properties have expressed concern about potential dangers posed by strangers, noise nuisances, and an increase in traffic. You may want to address these and other concerns.)

Our house will be owner occupied when we rent our guest house. We have 5 yrs experience with a short term rental on AirBnB & VRBO. We have a 5 star rating and super host status. We have 0 complaints from our neighbors. Our guest house is not suitable for long stays. A typical stay would be 1-3 days. Our guests will enjoy staying in a small town, being close to downtown & nearby attractions. Short term rental allows us to maintain our property and to keep up property values. We will be on site to handle any situation that arises. We are very respectful of our neighbors.

Please feel free to attach any supplemental or supporting documentation to this application.

I/We am/are the owner(s) of the property. I/We do hereby certify that all the information provided is true and correct.

Owner(s) Signature(s):

Melissa Baldwin Stu Baldwin Date: 4/6/25



Sample Guest Vetting

Item 2.

Inquiry from Shari O'Brien: Oct 30 - Oct 31, 2024 - Vrbo #2856298

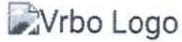
2 messages

Shari O'Brien <sender@messages.homeaway.com>

Mon, Sep 23, 2024 at 1:47 PM

Reply-to: Shari O'Brien <1fe9a137-ad82-4b7a-ab85-d5c25052f08e@messages.homeaway.com>

To: Eleanor Baldwin <victoriancottagegranbury@gmail.com>



Hello, Shari O'Brien is interested in your property.



GREAT NEWS!

This booking is protected by \$1 Million in Liability Insurance when accepted.



Property	#2856298
Dates	Oct 30 - Oct 31, 2024, 1 night
Guests	2 adults, 0 children
Traveler Name	Shari O'Brien
Traveler Phone	Available when booked
Inquiry from	Vrbo

Message from Shari O'Brien

Hello, I plan on booking your darling cottage for my father and I as we head back to San Antonio from Ft. Worth. This will be part of a road trip birthday gift for his 83rd birthday. Do you have any restaurants in Glen Rose you would recommend? Also sightseeing ideas? We plan on hiking at Dinosaur St. Park and exploring your Historic Square, but would love any local thoughts. Thanks very much! Shari O'Brien

[Respond to this Inquiry](#)

[Navigate to the Vrbo Homepage.](#)

We're here to help. Visit our [Help Centre](#) for useful info and FAQs.

307 Walker - SUP

