

SUGAR CITY PLANNING & ZONING MEETING MINUTES
REGULAR MEETING - THURSDAY, APRIL 18, 2019

Commissioners in attendance: Dave Thompson, Paul Jeppson, Quinton Owens, Dan Mecham, Justin Merrill, Christine Lines
Others in attendance: Building Inspector Cliff Morris, Deputy Clerk Shelley Jones, Ryan Lerwill, Jeff Lerwill, Ray McDougal, Blake Walker

7:06 P.M.

Meeting called to order by: Dave Thompson

Prayer by: Christine Lines

Pledge of Allegiance

Council Meeting Report: Council meeting of April 11th was cancelled due to lack of quorum.

7:08 P.M. Minutes – Action Item

The minutes of regular P&Z meeting on **April 4, 2019** were reviewed.

Motion made by: Paul Jeppson to approve the minutes as amended.

Motion seconded by: Dan Mecham

All were in favor

Motion carried

7:36 P.M. Discussion & Review of Old Farm Estates Div. #3 PUD (Planned Unit Development) Applications (Sugar Ridge and Sugar Meadows)

Blake Walker presented updated drawings with previously shared concerns addressed. The clear vision triangle in the development was discussed and the concern was addressed to meet city code. Mr. Walker stated that he was waiting to receive an email from the fire marshal for any concerns they may have. There is a 30 foot interior and 45 foot exterior radius required per fire code. Added to the new drawings was a place for a trash receptacle. A PUD requires a shed for maintenance. They have a pavilion that has an interior dimension of 7' 4" x 28' 10". After project is completed, landscaping will be kept up by an HOA. There are 2 stalls per cottage home unit for parking plus an extra 6 stalls for visitors. Commissioner Jeppson stated that code requires 1 visitor parking space per every 3 units. Mr. Walker expressed he acquired code information from the city's website and hoped it was updated. The commission will verify if this applies in a PUD.

- 1) Commissioner Owens questioned setbacks on public roads, not private roads and asked if they are adequate.
- 2) Commissioner Lines had a concern about the public streets having sufficient setbacks on the corners (clear vision triangle). Commissioner Jeppson gave an example of someone sliding off a road around a corner in bad weather and possibly hitting the home on the corner.
- 3) Commissioner Mecham stated that we can't plan for every bad situation; we just need to see that the application follows code and move forward. Commissioner Merrill also stated we should be careful about extra unnecessary discussion and to check and see if their application has what is needed and make sure it meets code.
- 4) Commissioner Lines stated that a PUD has flexibility under certain conditions. Chairman Thompson stated that a PUD does allow some ability to relax code requirements and can have some give and take with justifications if other expectations are exceeded.

The commission then proceeded to go through a list of concerns with the PUD application. The following city codes were referred to:

City Code 10-5-3-D:

Traffic and Parking: Publicly accessible areas shall be shown in traffic and parking plan. Up to one additional parking space per three (3) dwelling units, beyond those required in SCC Title 9 may be required to accommodate visitors.

City Code 9-3-8-C #3:

Planned Unit Development: In a planned unit development, lot sizes may be decreased if there is an increase in open space (see SCC Title 10, "Subdivision and Platting").

City Code 10-4-7-A:

Minimum open space shall be 20% for a Planned Unit Development (PUD) and 10% for townhomes.

The following items were discussed:

- 1) The applicant stated that underneath the shelter it will be concrete.
- 2) Distance from back of home to property line along the new well is 15 feet or more. Chairman Thompson asked if they thought about moving homes further back to allow more common space. The developers and Mr. Walker felt favorable about that idea.
- 3) The commission asked where a lighting plan was and the applicant said they will have that. There would be lights over the garages on the gable.
- 4) They will be naming the private driveways in accordance with code.
- 5) Mr. Walker stated he needs to address snow removal in the covenants and he would put the snow removal designation on the plans.

The commission then reviewed the Sugar Ridge drawings.

- 1) They will have a recorded easement on the last page for the west side of the PUD.
- 2) There are 121 parking stalls.
- 3) All roads are private where no parking will be allowed. The roads are not wide enough to park cars on them.
- 4) Chairman Thompson asked what the plan would be for buffering between the MU2 zone to the west and the single family homes to the east.
- 5) Commissioner Owens stated a concern about the end garage units needing additional room to back up and turn out of the unit easily. Extending the driveway further to the property line could help with this issue.
- 6) Also pointed out was that the carports did not have a sidewalk to connect to other areas.
- 7) There were concerns about having enough trash receptacle sites for the development.
- 8) Commissioner Jeppson asked if this would be emptying into the future East Parkway Corridor but it was stated that the Corridor should be much further to the east of the property as we understand it now.

All of the concerns above also covered any concerns for the Sugar Meadows drawings as well.

Sugar Meadows has 96 parking stalls including those in garages and 6 off street visitor parking stalls. We discussed a need for more visitor parking.

Deputy Clerk Shelley Jones will compile a list of the concerns discussed and email to P&Z for review Friday the 19th and the commission will respond ASAP with any other items. A list of concerns discussed will be emailed to Mr. Walker to address. He will submit changes to the city office for review April 24th and any final changes to the office by April 25th to be placed on the agenda for May 2nd.

Commissioner Jeppson asked if he should recuse himself from the decision making on this application as he lives next to the proposed PUD. The commission stated they felt it wouldn't be an issue regarding his circumstances and the Lerwill's also stated they agreed it would not be an issue.

10:00 P.M. Discussion on Lerwill's Town Home Phase Development (Targhee Townhomes) and Mac Brothers Town Home Development (Old Farm Townhomes)

Commissioner Owens had a question about the restrictive covenants as it states that the structures may not be sold into individual units and townhomes are built to sell as individual units. Mr. Walker was appreciative of noticing the error and stated the draft would need modified and that line will be removed. Their attorney will go through the covenants and modify it. The commission just needs to check that covenants were included in the application. The error will be corrected.

10:15 P.M. Break

10:25 P.M. Return from Break

10:25 P.M. Continued Discussion on Lerwill's Town Home Phase Development (Targhee Townhomes) and Mac Brothers Town Home Development (Old Farm Townhomes)

Old Farm Townhomes will consist of 1 row of 3 buildings along 3rd South. This is Ray McDougal's application.

Targhee Townhomes will consist of 2 rows of 4 buildings. This is the Lerwill's application.

- 1) There was a question on required open space for townhomes. City code was referenced again and the townhomes require 10% open space.
- 2) Mr. Ryan Lerwill disclosed that the second phase of the plan will be facing west and there is a small strip of

ground that sits in the MU1 zone, shown in the plans. The strip isn't deep enough to facilitate anything.

- 3) The Lerwill's expressed that the townhome project would be their first priority as they already have the infrastructure ready for this area of the property.

10:30 P.M. Design Review Application for 250 W 3rd N – Bradshaw Property – no discussion because of public hearing scheduled for April 24th.

Commissioner Chairman reminded the commission about not discussing anything pertaining to the upcoming public hearing for the Bradshaw property. Commissioner Mecham stated that he works for the school district asked if it is a concern or if there is a need to be recused on the grounds that Mr. Bradshaw is the superintendent for the school district. The commission did not think it would be an issue.

10:36 P.M. Discussion on Impact Area Expansion - Action Item

Commissioner Merrill stated he heard that Madison County feels it is a good idea for Sugar City to expand our impact area. There may be a question however as to our ability to allow development.

10:38 P.M. Discussion on Annexation of 4 Properties (Owners - Wayne Maupin, Garry Jeppsen, Blair Rigby & Randall Porter) – Possible Setting of Public Hearing - Action Item - no report

10:40 P.M. Discussion on Possible Code Change to Design Review – Possible Setting of Public Hearing - Action Item

The commission updated the newest P&Z members about the design review code and where it stood before a recent change and how it has made some difficulties and raised some concerns for the commission. The commission feels there needs to be two separate commissions, Design Review and Planning & Zoning. As it is now, all design review is being discussed in the P&Z meetings which can make it harder to accomplish the extra design review agenda items because of the present full Planning & Zoning agenda. It could also cause potential problems in the case of someone appealing a design review decision which would then go to the P&Z commission. The commission should then recuse themselves since they were the ones who voted as a design review board. Commissioner Jeppson (Design Review Chairman) volunteered to work on adjustments to the design review code to help alleviate the problems they are experiencing as well as ones they foresee could cause issues.

11:40 P.M. Discussion on Possible Changes to Planning & Zoning City Code – Possible Setting of Public Hearing - Action Item

The commission updated the newest P&Z members about updating the P&Z code. The commission feels that their work on the P&Z code is very close to being finished. The commission will review the changes thus far and come with any final suggestions to the next meeting.

11:42 P.M. Chairman Report

Chairman Thompson shared that he had been contacted by P&Z members since the last meeting. Tyler Hoopes called about the PUD and townhomes. He wanted to make sure those were addressed as he wasn't going to be able to attend tonight, but he would be available to reach by phone if needed during the meeting. Christine Lines had code questions and Paul Jeppson had a question concerning the agenda.

12:09 A.M. Public Comment from Citizens Concerning Agenda Items – none

12:10 A.M. Motion to adjourn the meeting: Paul Jeppson

Motion seconded by: Christine Lines

All were in favor

Motion carried

Meeting adjourned

Public Hearing and meeting following hearing are scheduled for April 24, 2019.

Next regular P&Z meeting will be held May 2, 2019.

