

SUGAR CITY PLANNING & ZONING MEETING MINUTES
REGULAR MEETING - THURSDAY, APRIL 4, 2019

Commissioners in attendance: Dave Thompson, Paul Jeppson, Quinton Owens, Sean Bartholick, Tyler Hoopes, Justin Merrill, Christine Lines

Others in attendance: Mayor Dave Ogden, Building Inspector Cliff Morris, Deputy Clerk Shelley Jones, Catherine Nielsen, Chester & Kacy Bradshaw, Ryan Lerwill, Blake Walker, Johnny Walker, Ray McDougal

7:05 P.M.

Meeting called to order by Dave Thompson

Prayer by Paul Jeppson

Pledge of Allegiance

Council Meeting Report: Council meeting of March 28th was cancelled due to lack of quorum.

7:08P.M. Minutes – Action Item

The minutes of regular P&Z meeting on **March 21, 2019** were reviewed.

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

Motion seconded by: Sean Bartholick

All were in favor

Motion carried

7:24 P.M. Chairman Report – Action Item

- Report on Open Meeting Law. A handbook about open meeting law was given to P&Z members. Discussion on what ex parte communication means. Chairman Thompson shared topics of discussion he had with other P&Z members. Paul Jeppson called him about K&C Concrete property concerning a plat process and had questions concerning the Kelton Larson property, the platting of the East Corridor Parkway and about agenda items and review of checklist of plat applications. Tyler Hoopes called Chairman Thompson about agenda items.
- Chairman Thompson had shared information about a city survey for community goals and encouraged all to take it and share with others.
- Kelton Larson questioned about needing a special use permit after the last P&Z meeting and further described his type of work that would be going on in this building (K&C Concrete). Chairman Thompson had a meeting with the Mayor and building inspector Cliff Morris about K&C Concrete and the special use permit they had applied for. The mayor determined that the business could be defined as a construction company and automotive repair instead of "other business/commercial" so therefore would not need a special use permit or public hearing. They were granted a building permit with conditions.

7:45 P.M. Discussion on Impact Area Expansion – Action Item

Mayor Ogden stated that businesses along Yellowstone Highway have been added to city sewer and currently pay a surcharge. They are not in the city limits and have signed annexation agreements. In the water project, they have put a line down to the Moody highway. A property owner (Randal Porter) wants water on his property. If we couldn't provide the water, Rexburg could. We received a clean report on the water line. Annexations need to happen at this point. The Mayor is asking the P&Z to make this a priority to work on annexing the 4 properties south of town. Property owners have signed or agreed to sign annexation agreements. Paul Jeppson stated we were working on expanding the impact area and this may need to happen before we add the other 4 properties.

8:00 P.M.

Motion made by: Paul Jeppson to table further discussion on impact area expansion and annexation of 4 properties south of town.

Motion seconded by: Christine Lines

All were in favor

Motion carried

8:02 P.M. Discussion on Platting of Kelton Larson Property – 315 Pro Peat Drive- Possible Setting of Public Hearing - Action Item

It was discovered that old platting of the Larson property is incorrect. Items are being worked on to be corrected. Mr. Larson would file an application for platting of the properties after the legal descriptions are corrected. Mr. Larson will be meeting with the city and all property owners involved. Mr. Larson committed to bring the application in. The commission discussed holding a public hearing on April 24th at 7:00 p.m. with a back up public hearing date of May 2nd, on condition that the application has been turned in and is complete by April 10th. Deputy Clerk Shelley Jones will send the application to Chairman Thompson as it is received and then to the other P&Z members and poll them. The commission agreed to have Chairman Thompson sign off if application is complete and approved by P&Z commission.

There would be a north-south boundary along the Bradshaw property, with the private road having a public utility easement only and allowing emergency vehicles. There would be a 90 degree road where K&C property line meets the private road. Mr. Larson will follow all conditions stated in March 21st minutes.

Motion made by: Tyler Hoopes to set public hearing on April 24th if we get a legal description by March 22nd, if not, then hold a public hearing on May 2nd with the application in and completed by April 10th and verified by P&Z through email and signed off by Chairman Thompson. The legal descriptions will need to be corrected, the north – south drive will remain a private road with only a public utility easement and emergency vehicles will be allowed. The corner will be changed to 90 degrees in agreement with all property owners and all conditions laid out in the March 21st meeting will be followed.

Motion seconded by: Sean Bartholick

All were in favor

Motion carried

8:41 P.M. Discussion on Zone Change and Special Use Permit Applications for 250 W 3rd N - Bradshaw Property - Possible Setting of Public Hearing - Action Item

Johnny Watson of JRW Associates presented Bradshaw's plans to the P&Z Commission. The RV Park is to have a western theme in a rural atmosphere as a gateway going to Yellowstone. It will be landscaped with trees and grass. The M1 zone will buffer a transition to residential. Commissioners Tyler Hoopes, Justin Merrill, Christine Lines and Sean Bartholick felt the plans looked appealing. Mr. Bartholick asked why we should try and hold the design for storage units to a higher standard than ProPeat and other nearby buildings. He stated we shouldn't spend time trying to dig to find something to discourage it. Quinton Owens agreed with Mr. Watson on having the industrial look, considering the surroundings. The focus would be on the RV Park, the storage units meld into the background. Mr. Jeppson stated that ProPeat is no different as they do not have a 70/30 split on exterior materials. Building Inspector Cliff Morris stated he was worried about holding a different standard to K&C Concrete. Mr. Watson replied that the storage units would be in a different zone than the K&C building. Chairman Thompson gave a review of the last meeting and mentioned that the Bradshaw's flipped the zone changes which work much better. The roadway concern has been addressed. They would need a 50 foot frontage in the M1 designation and they have 60 feet. Buffers between properties was discussed whether it will be a fence, berm or trees. Parking and paving versus gravel were discussed as well as the landscaping plan. There wasn't anything in the table that shows this would require parking. Mr. Watson stated that the fire radius is good. Mr. Bradshaw is willing to add extra landscaping. The special use permit could allow an RV park in C3 zone.

Motion made by: Quinton Owens to hold a public hearing on April 24th with back up hearing date of May 2nd for special use permit to allow an RV park in proposed C3 zone and for zone change application from C2 to M1 and C3 in northern part of the Bradshaw property located at 250 W 3rd N.

Motion seconded by: Tyler Hoopes

Motion did not carry. Commissioner Paul Jeppson withheld vote. Design review questions weren't answered; therefore the motion by Quinton Owens was withdrawn.

9:44 Break

9:54 Return from break

Motion made by: Tyler Hoopes to hold a public hearing on April 24th with back up hearing date of May 2nd for special use permit to allow RV parks in C3 zone and for zone change application from C2 to M1 and C3 in northern part of the Bradshaw property located at 250 W 3rd N.

Motion seconded by: Christine Lines

All were in favor

Motion carried

10:00 P.M. The Bradshaw's plans will be reviewed on April 18th for design review.

Chairman Thompson also disclosed that his wife's brother is the property owner (Madsen's) of land next to Bradshaw's property. He did not want any potential of perceived conflict of interest and if the commission felt he needed to, he would recuse himself. After a short discussion, the other commissioners felt he did not need to recuse himself.

10:11 P.M. Discussion on Annexation of 4 Properties (Owners - Wayne Maupin, Garry Jeppsen, Blair Rigby & Randall Porter) – Possible Setting of Public Hearing - Action Item - *tabled*

10:11 P.M. Discussion on Possible Code Change to Design Review – Possible Setting of Public Hearing - Action Item – *tabled*

10:11 P.M. Discussion on Possible Changes to Planning & Zoning City Code – Possible Setting of Public Hearing - Action Item

Review of 9-3-2, 9-1-3 and 9-1-4. Findings of Fact need to include a recommendation that the rest of code is updated to reflect the term "coordinator". Due to the late hour Christine Lines asked if we could hold off on the rest of this discussion and motion to move forward with the next agenda items.

10:49 P.M.

Motion made by: Christine Lines to move Old Farm Estates PUD & townhome discussions forward.

Motions seconded by: Quinton Owens

All were in favor

Motion carried

10:50 P.M. Discussion & Review of Old Farm Estates Div. #3 PUD Applications - Possible Setting of Public Hearing - Action Item

Not all P&Z members received a copy of the emailed application ahead of the meeting and some could not open the documents. P&Z members had concerns about fire and emergency safety but did find that there is room to go around corners, as the turning radius has been changed. A PUD (Planned Unit Development) was applied for because some homes will be less than 1000 square feet. Homes will be 600 to 1600 sq. feet. There will be zero lot lines and minimum lot sizes. After reviewing drawings it was suggested a special meeting will be attempted for next week to further review the PUD and townhome applications.

12:51 A.M. Discussion on Lerwill's Town Home Phase Development (Targhee Townhomes) and Mac Brothers Town Home Development (Old Farm Townhomes) - Possible Setting of Public Hearing - Action Item – *tabled*

12:52 A.M. Public Comment from Citizens Concerning Agenda Items – *none*

12:52 A.M. Motion to adjourn the meeting: Paul Jeppson

Motion seconded by: Justin Merrill

All were in favor

Motion carried

Meeting adjourned

Next regular P&Z meeting will be held April 18, 2019.