

Sugar City Planning & Zoning Commission  
Regular Meeting May 1, 2008  
Minutes

Attending: Brian Hawkes, Paul Lusk, Ninette Galbraith, Ray Barney, Steve Hawkes, Vaun Waddell, Bruce Bills, Stephanie Blackham, Terry Mortensen, Dwayne Seiter, Patti Seiter, Simon Vanderlinden, Wesley Seiter, Sharee Palmer, Eddie Pincock, Brent Crowther, Teresa Young, Quinn Galbraith, Shawn Galbraith, Kevin Galbraith, Jeff Nelson, Michelle Nelson, Verle Wilding

Chairman Hawkes called the meeting to order. Bruce moved to accept the minutes as corrected and Ray seconded the motion. It passed unanimously.

The first agenda item was a sign permit for the Toscano development. Vinyl coverings have been made to cover the existing signs which advertised the previous development. The signs will be temporary and feature the name of the development with it's four-season logo. Brian signed the permit.

The special use permit for the resort section of Toscano was then discussed. On the advice of the city attorney, the developer would like the permit to cover the hotel/motel designation and other residential so they can use the property either way. A special use permit is required for either designation in the present zone. They are considering leasing the individual resort units. Vaun asked about the height of the buildings and about snow removal, garbage pickup and other services that would be normally provided by the city. Dwayne reported that the buildings would be 35-40 feet in height and they are wanting to put together a maintenance group for the project. Steve moved to take the Toscano special use permit to public hearing June 5, 2008 at 7:00 p.m. Ninette seconded the motion and it passed unanimously.

Brent Crowther was in attendance to answer any questions regarding Forsgren's engineering review of Toscano's preliminary plat. The following points and concerns were discussed:

- 1) Access for emergency services is available in all areas of the development.
- 2) RV parking area for the resort will now be used for a resort clubhouse.
- 3) Flood impact and mitigation studies will need to be done for those phases in the flood plain.
- 4) Easements for the trails in the development need to be noted on the plat.
- 5) Wastewater system will need to be expanded sooner rather than later.
- 6) The city should have design and sizing requirements for pump stations and pumps.
- 7) Water improvement plans will also need to be accelerated. Water rights should be carefully looked at and agreements in place before final plat approval.
- 8) A larger storage tank would be more cost efficient than several smaller tanks.
- 9) Higher density areas may need to consider additional stormwater storage capability.

Dwayne reported that the landscaping for the development will be in two phases. The first phase will be completed in 2009 and the second in 2010. He requested the design review process be completed as soon as possible. The commission felt it would be in the best interests of all to pull the final plat approval for the resort area until after the public hearing on the special use permit. Ray moved to have a special meeting Thursday, May 8, 2008 for the Design Review Board and the P&Z Commission to address the Toscano's Phase I and final plat for Phase I. Paul seconded the motion and it passed unanimously.

Terry Mortensen reported on the status of the Calaway project. The county commissioners will vote May 12 on the proposed impact area for Sugar City. If approved, Terry will then apply for annexation into the city. In preparation for the project going forward, the hydrology has been completed and a wetland delineation has been completed. The engineering shows that the property is not in the flood plain except for a 4-acre piece in the southwest corner. They have applied to FEMA to have the property removed from the flood plain. They will work closely with the Toscano developers on several issues such as sewer, water and landscaping of the river banks. The proposal is for several single-family homes on 1 and ½ acre lots and twin homes. There will also be an assisted living facility on the property. Terry noted for the commission that the property is waste ground that is not productive and this project will rejuvenate it.

Quinn Galbraith came before the commission looking for input regarding a piece of property he has purchased in the impact area. The property is 2.6 acres and he would combine that with some property of Tom Fleming for a total of about 4.5 acres. They would like to develop a small subdivision of 1/3-acre lots possibly as retirement homes. Water, sewer, roads and annexation concerns were discussed and he will talk to the city as to how to proceed.

The Old Farm Estates development agreement was discussed. Because of the absence of a master plan, it was felt by the commission that this development agreement should only address Phase I. Therefore, all references to things not included in Phase I such as the park and commercial areas, should be removed from the development agreement. The commission agreed with all of the city engineer's comments and also spoke via telephone with the city attorney during the discussion concerning the agreement. Other items that need to be addressed are the extension of the roads and utilities in the development to the edge of the property, the transfer of water rights to the city, installation of a well as part of the next phase, lighting, open space and the participation of OFE in the cost for the extension of 5<sup>th</sup> South to South Teton.

Because of the lateness of the hour, discussion on the land use maps was brief. Bruce will e-mail the commission members the work he has done on his computer using photo shop. The city will be asked about its participation with Madison County and Rexburg with regard to the GIS system.

Vaun reported on the city council's feelings in regard to the school district's maintenance building. The city council was agreeable to the school district's plan and would like the

commission's input. Brian summed up the commission's opinion: We would like to help the school district knowing that this is the most cost-effective and convenient solution to their problem, however, from a planning & zoning perspective, what they are proposing does not work. The building would not be suitable for the downtown area and would not meet design standards. The commission's recommendation is for the school district to submit an application and go through the process including a public hearing.

Chairman Hawkes adjourned the meeting.

*accepted as corrected  
Hawkes  
acting chair,  
15 May 06*