

**SUGAR CITY PLANNING & ZONING MEETING MINUTES**  
**REGULAR MEETING - THURSDAY, SEPTEMBER 5, 2019**

**Commissioners in attendance:** Dave Thompson, ChristineLines, Justin Merrill, Paul Jeppson and Quinton Owens

**Others in attendance:** Citizens: Barbara Lusk, Catherine Nielsen and Councilman Brent Barrus

**8:15 P.M. Meeting called to order by:** Chairman Thompson

**8:16 P.M. Report of City Council:** Councilman Brent Barrus was present to report but due to no available quorum until 8:00, had to leave for another appointment. Chairman Thompson gave a report on Council approving a business license for Taylor Tots Preschool. They also discussed dog license fees and budget changes.

**8:17 P.M. Minutes – Action Item**

The minutes of regular P&Z meeting on **August 15, 2019** were reviewed.

**Motion made by:** Commissioner Owens to approve the minutes as amended to include (found in third paragraph, second page) our discussion that the commission recommended that Chairman Thompson should report to council our code conflict and the need for the building inspector’s inspection of Taylor’s Tots Preschool.

**Motion seconded by:** Commissioner Merrill

**Motion carried**

**8:34 P.M. Impact Area Discussion**

Chairman Thompson gave an overview to the commission of what has been discussed previously concerning the impact area expansion. The commission needs to come up with a percentage to determine how far the impact area can be expanded. Commissioner Owens had an assignment of coming up with the developed and undeveloped areas of impact plus forecasting future impact. Commissioner Jeppson reviewed what he had come up with to forecast household growth. Consensus was that we need to at least use school district boundaries to establish impact areas. Some of these impact areas need to develop commercially which will be advantageous to the city. It was suggested that a reminder of previous assignments be sent out.

There will be some pre-analysis of the Comprehensive Plan that needs to be reviewed sometime this year. The analysis will include:

- 1) Discussion points of the current plan , and
- 2) Possible areas needing modification.

**8:47 P.M. Chairman Report**

After reviewing the P&Z’s proposed changes to City Code 9-1-3 and 9-1-4, the Mayor has made some other proposed changes to 9-1-3, 9-1-4 and 9-1-8. The mayor asked to share those with the commission and return any feedback. The commission had strong concerns with the suggested changes. Chairman Thompson suggested the commission study city and state code and forward concerns to city council.

The chairman read proposed changes of the Mayor’s to 9-1-3 and 9-1-4 from a July 24th memorandum and a proposed change to 9-1-8 section by section. It was the consensus that several of the suggestions represent material changes to what we recommended to City Council after the public hearing. A question was asked about needing another hearing in City Council. From City Code and ID Code § 67-6509 (2018), it appears City Council needs another hearing. Each commissioner had a copy of the code that had been

presented at city council that had been included in the Findings of Facts and the commission reviewed and discussed it.

It was a consensus that if City Council desires to make the proposed changes, they hold their own hearing listing our initial recommendations and make a case for the proposed changes. Sections 9-1-3 and 9-1-4 were the only sections that had proposed changes from the P&Z commission.

As a commission, Planning & Zoning is given the “authority” to plan and zone, find fact and then give recommendations. It was the full consensus that Planning & Zoning follow City Code and Idaho Code and make recommendations. All appeals to Planning and Zoning go to City Council for action upon the appeal.

Planning & Zoning also discussed reviewing Idaho Code Title 67, Chapter 65.

Planning and Zoning cannot enact. That is the authority of the governing board after recommendation from Planning & Zoning. The governing board can approve, disapprove or approve with conditions.

In preparation for this meeting several commissioners wondered about the granting of a variance in City Council held on July 25, 2019 (Resolution 2019-4) without the variance application coming to Planning and Zoning first.

The commission noted changes to 9-1-8 that P&Z had not made a recommendation for. In discussion as to the changes that are listed in the draft copy from the mayor, the commission unanimously feels that in order for said changes to Title 9 to happen, a recommendation would have to first come from P&Z to comply with city and state code. The commission felt that suggested changes made by the mayor should first be proposed to P&Z and then any final suggestions would go to council for review. The commission has reviewed all of the mayor’s proposed suggestions tonight and will give the mayor and council their feedback.

**Discussion on Possible Revisions to Planning & Zoning City Code Title 9 (Land Use Table & Definitions): Tabled**

**9:28 P.M. Public Comment from Citizens Concerning Agenda Items:**

- Citizens shared they would like to reviewed the proposed code changes. Chairman Thompson stated that the mayor said the paperwork is being developed and more input is being added to this. It is a draft and was not ready for the public. When the paperwork is finished, it will be available for review just as 9-1-3 and 9-1-4 were for the P&Z public hearing. There was a question about the division between the city council’s and the mayor’s responsibilities making suggestions about the code and it was explained that the mayor can make suggestions to the Planning & Zoning commission about the code and that is why the suggestions were given to the commission to review then give feedback. The final draft of suggestions from the mayor and the P&Z will go to city council with the invitation to do their own research and they have the final vote on any changes to city code.
- Appreciation was expressed for P&Z allowing time for public comment and wished other citizens would come to the meetings.

**9:50 P.M. Motion to adjourn the meeting:** Christine Lines

**Motion seconded by:** Justin Merrill

**Motion carried**

Next regular P&Z meeting will be held September 19, 2019.