

Sugar City Planning & Zoning Meeting

February 18, 2021

Commissioners in Attendance: Dave Thompson, Christine Lines, Paul Jeppson, Dan Mecham

Others in Attendance: Quinton Owens (P&Z Administrator), Chase Hendricks (City Attorney), Kurt Hibbert, Pedro Moreida, Emma Siddoway, Aaron Kennelly, Sam Peterson, Elaine King.

Meeting was called to order at 7:09 pm

Report from Design Review: Bret Stoddard will be submitting updated plans on his storage units. The Targhee Townhome buildings appear not in compliance as to color with the approved recommendations from Design Review and P&Z. This concern will be forwarded to City Council to make a determination.

Building Official Report: A landowner, with slightly less than half an acre, has requested to add a short-term rental. The density limit for the zone would require at least half an acre to allow a second unit. If additional square footage is acquired to reach a half acre minimum then a second separate dwelling is allowed (a multi-family dwelling or twin home would require a special use permit). Setbacks, frontage, and parking can be provided as per city code with the existing lot. An amended plat of the SunGlo and Stoddard properties consist only of an adjustment of the lot line separating the two properties. The new plat was reviewed and determined by the Administrator as meeting the exemption to subdivision regulations in SCC 10-1-2. The corrections requested by the city engineer on OFE Division 4 final plat have not been received yet, but will hopefully be submitted soon enough for the next council meeting.

Chairman report: The public hearing for the annexation along Railroad Ave. is being considered for rescheduling to be with the hearing on the OFE new development agreement. Annexations meeting certain conditions may be exempt from public hearing requirements. After review of state statutes 50-222, 67-6509, 67-6511, and 67-6525, the commission decided to move forward with the public hearing on the annexation.

The soda vendor proposal is expected to still move forward but the application has not yet been submitted.

The City Council is addressing a couple of components regarding the consultant and will discuss it again at the next council meeting.

It was found the electronic survey of the comprehensive plan could tabulate results from the survey questions. Information related to individuals will remain confidential but provide means to prevent "ballot box stuffing". At the end such information can be eliminated leaving just the survey data for evaluation. The date for completion will be March 4th to provide two weeks for completion.

OFE new development agreement: Before setting a public hearing for the new development agreement, it was suggested to have a work meeting to review any last concerns after which the chairman could set the public hearing.

Motion made by Commissioner Jeppson that the P&Z Chair schedules a work meeting with the P&Z Administrator, the City Attorney, the City Engineer, and the consultant to determine correctness of the new development agreement after which the Chair can schedule a public hearing.

Seconded by Commissioner Mecham

Motion passed: unanimous

Plat Process Flow Chart: It was proposed to reference the flow chart as the city's official plat process, so any future changes will simply be a replacement of the flow chart. Parts of city code will need to change to correctly reflect the flow chart. Steps that include the county's process will only be referenced so city code does not need to change whenever the county changes their process.

Land use: By state statute 67-6539, short term rentals cannot be prohibited, but can be reasonably regulated. They shall also be classified as residential for zoning purposes subject to applicable zoning requirements such as whether requirements for single family homes, multi-dwelling units, and parking requirements. Some short-term rental regulation ideas include safety inspections, taxation, and business licenses.

Undeveloped areas need to be evaluated with both the comprehensive plan and zoning map regarding what use is best applied for such areas in the future. Zones in the impact area are designated differently than zones within city limits, and it may be useful to consider using the same zone designations.

Dark Sky ordinance: Discussion tabled for later meeting.

P&Z Secretary position: City code requires either the administrator or a member of P&Z needs to take minutes. It was suggested that the secretary could be considered the administrator's assistant rather than a P&Z member.

Review of meeting minutes:

Motion made by Commissioner Lines to approve amended minutes for February 4, 2021. **Seconded** by Commissioner Mecham

Motion passed: Unanimous

Motion made by Commissioner Jeppson to approve amended minutes for January 21, 2021.

Seconded by Commissioner Mecham

Motion passed: Unanimous

Motion made by Commissioner Lines to adjourn the meeting.

Seconded by Commissioner Jeppson

Motion passed: Unanimous

10:08 pm Meeting adjourned