

Sugar City Planning & Zoning Meeting

October 1, 2020

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

Others in Attendance: Chase Hendricks (City Attorney), Quinton Owens (P&Z Administrator), Barbara Lusk

Meeting was called to order at 7:14

Report from P&Z Administrator:

One recent permit for an addition to a home in an R1 zone was applied for. It appeared in GIS that two adjacent lots were owned by the applicant but ended up just being a survey line from past re-platting. Discussion included potential existing undeveloped lots that are less than the minimum size required by the zone. Such a lot would be considered an unbuildable lot due to size and zone. The application for the addition mentioned would not be in violation of minimum rear setback since the line shown in GIS was not an actual lot line.

Report from Design Review: (7:40) Maupin Storage Units would not require a Special Use Permit while in the impact area but needed a letter for zoning approval to the county to proceed with the building permit. Justin Maupin submitted a long-term plan for his property and has at least agreed to a wainscot on the storage units, landscaping on the front, and paving between the buildings.

Everyone has come to an agreement on the site plan for 370 Business Loop to add needed landscaping and grass including trees behind the building. Jon is also willing to add an extra parking stall behind the handicap stall on the west side and move the dumpster back and have paving to better accommodate snow storage. Design Review did approve the site plan in their meeting. The landscaping was also approved conditionally upon verified completion of site plan per verbal discussion and Business Park Committee approval.

Lights were being added by the scales at Sun Glo which will add light in the parking area as requested and will be designed to minimize light pollution. Design Review recommended the possibility of a variance for number of parking stalls. If at any time the use exceeds the number stalls provided, Sun Glo will be required to increase parking. SCC 8-4-6-1 on "general design" could allow for variance on the building material requirement in the case of added landscaping. DEQ and paving of staging area requirements were not considered to be under Design Review and therefore were not discussed but were referred to city engineer and P&Z. Both accesses off 3rd South should be paved and documented as such on plans or in recommendation.

Report from Chairman: (8:20) DEQ stated that it is illegal to dump wastewater onto land without a discharge permit and there is currently no permit for multiple properties. Multiple options are available which are to be selected from DEQ standards by the owner or their

engineer. Then DEQ reviews and puts it out 30 days for public comment at which time the city must submit in writing to DEQ stating their approval or criteria, then DEQ will issue the permit. A Business Park Review Committee meeting was held and found the site plan for 370 Business Loop was lacking and needed improvement. A verbal agreement was made as stated in the Design Review report.

Kenzie Fogle will be doing an internship with the city to help with some of the projects the commission is working on.

Discussion of Comprehensive Plan Survey: (9:00) Suggestions from City Council and attendees on the comprehensive plan survey were read and noted. The Commission will seek out remaining responses so action can be taken next meeting to get the survey out to the public.

Motion made by Commissioner Jeppson to set a time of one week to gather more input and then enter survey online and ratify survey as complete at the next meeting.

Motion seconded by Commissioner Lines. **Motion passed** unanimously

Discussion of Impact area: (9:32) Pros and cons were discussed regarding effect on impact area from annexation of properties on Highway 33 and how annexation affects current development plans for those property. Timeline also looked at in regards to scheduling the public hearing which would be beneficial to act on at next meeting before the upcoming holidays.

Comprehensive Plan and Town Hall meeting: (9:43) Goals for the town hall meeting is to receive and evaluate responses to the survey and make updates to the Comprehensive Plan including the transportation plan and East Parkway Corridor. Just to the west of the Highway 20 exit to Driggs are several different zones in a small area, and needs to be considered for best possible use and if that would include proposing a zone change. The commission was requested to evaluate the entire city for beneficial zone changes and look at the land use table.

Discussion on East Parkway Corridor: E.P. Corridor was suggested for inclusion into the survey. The commission was going to wait for survey results before setting the town meeting.

Review of meeting minutes: (10:04) Minutes were discussed for proposed edits.

Motion made by Commissioner Jeppson to approve the minutes from P&Z meeting on September 3, 2020 as amended.

Seconded by Commissioner Lines, **Motion passed** unanimously

Motion made by Commissioner Jeppson to approve the minutes from P&Z meeting on September 17, 2020 as amended.

Seconded by Commissioner Lines, **Motion passed** unanimously

Motion made by Commissioner Jeppson to adjourn the meeting

Seconded by Commissioner Lines, Voting in favor: Unanimous

10:23 pm Meeting adjourned