

Sugar City Planning & Zoning Meeting

November 5, 2020

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

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

Meeting was called to order at 7:15

Report from P&Z Administrator: A few more home permits were recently submitted. The new Junior High is in framing and masonry stage of construction. Sun Glo should be getting the rest of the steel soon for south phase and the rest of the architectural drawings and electrical, plumbing, and mechanical plans are expected to be submitted soon to finish remaining plan review for complete permit approval. Jon Turner, Dave Thompson, and Quinton Owens met with Jon Gregory on the landscaping plan for 370 Business Loop. A plan was agreed on and signed. The number of trees may be reduced from what was noted to prevent overcrowding as the trees grow as long as they meet the intent of the landscaping requirement. Paving is scheduled to be done tomorrow. Because of the slope to the back-property line, a depression or some design would be needed to keep excess water from draining onto the adjacent property.

Report from Design Review: The city attorney submitted a template and modified by Commissioner Jeppson for Design Review on Sun Glo. For the limited 70 percent maximum of metal siding a related footnote said it would only apply to the front façade. The creators of the table were contacted and verified the façade was intended to be the front of the building. Design Review recommends approval with landscaping. SCC 8-6-2(H) provided for a variance for reduced parking through a special use permit. The DEQ violations to be corrected were deferred to P&Z for discussion since it is not part of design review.

Report from Chairman: The DEQ representative has been invited to come before City Council and give a review of what their process is for violation corrections. DEQ is an enforcement agency and does not act as a designer. The city then gives input, expresses concerns, or adds conditions regarding the plan. Some concerns may also come from the wastewater sections of city code or nuisance due to odors.

The city attorney reported the development agreements for the Junior High and Old Farm Estates are in the works.

Discussion on Impact Area and Annexation: The Fire Department was contacted with a request to know what they are expecting in terms of needed hydrants for development and annexation along S. Railroad Ave, but they had not yet responded.

Land Use Tables: How does R1 and R2 zones correspond to modular homes, manufactured homes, and tiny homes. P&Z has had past discussion on modular homes and tiny homes which are not currently identified in city codes. Such buildings may be coming forward soon, and it will be helpful

to have any desired zoning regulations in place. If comparing a modular home to a manufactured home which is allowed in an R1 zone, the modular home applied for in Old Farm Estates meets all the same requirements listed in 9-3-8(E) for manufactured homes. Discussion took place a while ago on P&Z about modular homes and concerns caused the commission to not allow them at the time. It was recommended to find the details of those discussions. Chase cautioned against prohibiting something just because it is not in the land use and gave an example where a jurisdiction was forced to adapt a temporary regulation on a something that was not mentioned in their code.

Commission will work on this item for upcoming meeting(s). Working on code changes is a legislative function and may be done via a shared document outside of P&Z meeting.

Land use map needs to be reviewed in conjunction with the current master transportation plan.

One issue was found in relation to the new junior high school location and transportation plan. The alternate transportation plan needs to be added to the city website.

Business Park CC&R & scheduling meeting: Revisited site/landscaping plan agreed to with Jon Gregory and discussed earlier in this meeting. The dumpster will have an enclosure as required by city code and was mentioned in meeting with Jon Gregory. Regarding snow storage, the wording of city code 8-6-2(P) may need editing for clarification as the commission considers code changes. The Business Park meeting will be scheduled for November 19th at 7:00 in front of P&Z meeting.

Special Use Permit for Sun Glo and setting public hearing: Discussion occurred with the city attorney over city processes for setting public hearing and what is considered ex-parte communication.

Motion made by Commissioner Jeppson that after Quinton has reviewed and notified other agencies for approval to then work with the Chairman and set the public hearing for Sun Glo.

Seconded by Commissioner Lines, **Motion Passed:** Unanimous

Special Use Permit for Madison County Communication Tower: The Madison County Sheriff's office wants to install a 150 ft. communication tower behind their building in the Business Park. The commission discussed and felt it would be appropriate for the city to waive the SUP permit fee.

Motion made by Commissioner Jeppson to recommend (to City Council) to waive the Special Use Permit Fees for the communication tower and after Quinton has reviewed and notified other agencies for approval, to then work with the Chairman and set the public hearing for Madison County.

Seconded by Commissioner Lines, **Motion Passed:** Unanimous

Discussion of possible code changes: There is an adjustment to front setback distance in 9-3-8 (Development Standards) for multi-story buildings in zone R1 that may need to have a footnote reference in table in 9-3-7 (setback table).

Two suggestions to consider for code changes would be regarding parking in PUD's and discrepancies in tables for in-home lessons and day-care.

Discussion on new members, secretary, and consultant: Potential candidates for commissioners were recommended to the Chair. Kurt Hibbert was noted as a potential consultant with extensive experience to help the Commission and Administrator. A consultant would likely be on a per project basis due to a limited budget. Suggestions for a secretary position were also brought up and the list would be sent to commissioners for any input.

Review of meeting minutes: It was suggested for commission to go to a shared link and make edits, and after last edits are approved by commissioners the approval could be ratified at next meeting.

Additional Chairman report item (Comprehensive Plan Survey): Challenges of adding maps and the cost of online surveys might make it appropriate to send out hard copies of the survey. An optional question could be whether the city should regulate or limit short term rentals. Restrictions on short term rentals would need to be within allowance of state statute. Regulating short term rentals in the city is another area to consider for code change discussion. Informative paragraphs on how to answer questions is also a problem with online survey software. A map was shared showing options for the East Parkway Corridor and discussed on how to present on the survey.

Motion made by Commissioner Jeppson to adjourn the meeting
Seconded by Commissioner Lines, **Motion passed:** Unanimous
10:15 pm Meeting adjourned