

Sugar City Planning & Zoning Meeting

November 19, 2020

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

Others in Attendance: Quinton Owens (P&Z Administrator), Austin R, Claudia Mecham, Andrew Cook, Elaine, Erika, Barbara Lusk (logged in as Ipad), Lynsi, Mathew Tonks, Nathan Dayley, Teia, and one other logged in as "October."

Meeting was called to order at 7:07 pm

Report from Design Review: No business occurred since last meeting.

Report from P&Z Administrator: The public hearings for Madison County Communication Tower and Sun Glo reduced parking have been scheduled for December 3rd. All postings, mailings and publication requests have been completed. The upcoming update for building codes to comply with state requirements had its first reading at the last City Council meeting. A Business Park Committee meeting will be scheduled sometime after the next P&Z meeting.

Report from Chairman: A lot in the Business Park has completed the required paving but have not done the landscaping. All work was to be done by November 15th. Winter weather will keep it from being 100 percent completed until next spring, and it was proposed to establish a date for final completion of all site work. At the mayor's request, the commission was reminded to accurately reflect their hours worked outside of meetings. Additional suggested names were requested for possible assistant position with P&Z. The P&Z report to City Council regarding DEQ was received well, and more will be coming in the next few months. Any review of criteria from the city to DEQ would be good to have completed by the last meeting in January 2021.

Discussion Annexation and Fire Hydrants along Hwy 33: The administrator stated the city engineer requested the location of the nearest water connections for potential fire hydrants for the proposed properties to be annexed. However, the Administrator stated that just annexing the properties should not initiate a time requirement on the city to install fire hydrants but would rather be a condition to further development. The city attorney will be asked for his opinion before moving forward on the application since there is an agreement from a property owner to hook up when connection becomes available without a time expectation specified.

Dark Sky ordinance: A draft was created from another jurisdiction's dark sky ordinance for review and consideration for Sugar City. An organization, IESNA, for lighting has established standards that the city may seek to comply with. It was also suggested to include the list of purposes from Ketchum's lighting ordinance (1-9 only). Including pictures may help visualize compliant and non-compliant examples. Definition of "lumens" and other terms could be better defined. A grandfathering condition could be added under specified circumstances (i.e., upon normal change outs, complaints, or exceeding percentage). Exemptions may be created for athletic fields, holiday

lights, flagpoles, and other situations. The table for illumination standards per zoning districts needs consideration for amending the breakout in the columns. Penalties need review for what extent violations will be punishable.

Land Use table: Some research was done on modular/manufactured home regulations in other jurisdictions. Past P&Z discussions on land use are being gathered and will be passed on to the commission for upcoming discussions. One opinion pointed out that manufactured homes tend to require more oversight than modular homes, so modular homes should be included at least in the same zones as manufactured homes. Parking, buffering and densities could also be reviewed in relation to modular and manufactured homes. Zoning maps will also be included with future land use discussions so they can be more plan-based zoning rather than “reaction zoning.”

Scheduling a Business Park meeting: The next business park meeting will be scheduled after the public hearing for the Madison County property in the Business Park. Tentative dates considered were the 8th or 9th of December.

Potential Code Changes: Discussion requested on modification allowances for parking in PUD’s, and on permitted uses when it comes to in-home dance/music instruction versus day care use. A request was made for the Administrator to re-check the SUP applications on items marked “N/A”.

Discussion on new members, secretary, and consultant: Suggestions are still being taken for potential commission members and an assistant.

Review of meeting minutes: Discussion occurred over minutes from past P&Z meetings.

Motion made by Commissioner Lines to approve amended P&Z minutes from October 1, 2020.

Seconded by Commissioner Jeppson, **Motion passed:** Unanimous.

Motion made by Commissioner Jeppson to approve amended P&Z minutes from October 15, 2020.

Seconded by Commissioner Mecham, **Motion passed:** Unanimous.

Motion made to by Commissioner Jeppson to approve amended P&Z minutes from November 5, 2020.

Seconded by Commissioner Lines, **Motion passed:** Unanimous.

Questions regarding Comprehensive Plan survey: Inform Commissioner Lines of any inconsistencies. There is an informational section prior to question 48 that feedback was requested on. It might be good to add a question on how many cars are owned per household to verify what an average household would use. Citizens should be given about a month to respond and responses will also take time to compile since they will be hardcopies.

Motion made by Commissioner Mecham to adjourn the meeting.

Seconded by Commissioner Jeppson, **Motion passed:** Unanimous.

10:09 pm Meeting adjourned.