

# Sugar City Planning & Zoning Meeting

## March 4, 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.

Meeting was called to order at 7:10 pm

**Motion made** by Commissioner Jeppson to amend the agenda by putting the reports after the first discussion item. Seconded by Commissioner Lines.

**Motion approved.**

**224 N. Park Avenue for potential split:** The school has expressed interest in purchasing the house and shop at 224 N. Park, then splitting the parcel into two lots. The Commissioners' concerns with zoning regulations were identified as follows: At least one lot would not meet the minimum area required; both buildings still require a twenty foot rear setback (shop is just 20 ft behind the home); the shop currently does not meet front setback; required frontage is 100 feet minimum; the current access to the shop would require an easement; the 10 ft wide section connecting the shop to the school property already has power lines (utility easement); the shop would change from residential accessory to commercial accessory. Any variance requested, by state statute, cannot be granted on self-created hardships.

**Motion made** by Commissioner Jeppson to table further discussion on 224 N. Park Ave. Seconded by Commissioner Mecham. **Motion approved.**

**Chairman Report:** The pop shop proposed on the corner lot west of the gas station has submitted their business application. Site layout and options were discussed covering ingress and egress, pedestrian traffic (esp students), possible outdoor seating, snow storage, parking, lighting, and garbage bin location. **Motion made** by Commissioner Jeppson to table further discussion on the Pop Shop until after staff review. Seconded by Commissioner Lines. **Motion approved.**

(8:06)

Future growth of the impact area will need consideration for zone designations of new areas based on the desired land uses. Input from the residents is an important part of the process.

**Building Official Report:** Nothing new to report on building.

**Design Review report:** Concerns on February 18<sup>th</sup> meeting minutes will be addressed later in meeting with review of minutes.

**Comprehensive Survey:** The comprehensive plan survey is scheduled to close tonight. Some responded requesting more hard copies be made available. It appears that the news of the survey

was slow getting to the community. The P&Z commission decided to extend the closing date of the survey until March 14 to allow for more exposure and response.

**Annexation along S. Railroad Ave:** The previous date indicated for the public hearing was not set because of a potential extensive discussion for another public hearing on the same night. Next possible dates would be April 1<sup>st</sup> or 15<sup>th</sup>, but it was possible there would not be enough commissioners for quorum. Date for the public hearing will be set when quorum is confirmed.

**Plat Process Flow Chart:** Flow chart and plat process is almost complete. Code references will be added to flowchart to let developers know where they are in the process. Some parts of city code will need to be modified to be compliant with current county and state processes.

**Land use:** The city zoning map was reviewed and discussed in regard to downtown commercial including the parcel on Center St. currently assigned as multiple use. It is important to make a distinction between a current land use map and a preferred land use map to identify the difference in what current uses are in place and what use is desired in the future. The comprehensive map should not conflict with the preferred land use map, and any changes should begin with the comprehensive map. A suggestion was made to hold off on discussion until survey data is collected.

**Motion made** by Commissioner Mecham to table the mapping issue until more information is in.

**Seconded by** Commissioner Jeppson. **Motion passed** unanimously.

**P&Z Secretary position:** P&Z could invite someone to be a secretary for the commission but could not hire an assistant for the Administrator. The decision is then which way to move forward based on city code requirements.

**Motion made** by Commissioner Mecham to table action on the secretary until after they have been invited to participate in the public hearing and evaluate after that.

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

**Review of meeting minutes:**

**Motion made** by Commissioner Jeppson to approve amended minutes for February 18, 2021.

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

A proposed correction to minutes from January 21, 2021, was found to contradict the true meaning of a comment based on its timing.

**Motion made** by Commissioner Mecham to approve modification to minutes for January 21, 2021 as noted by the Administrator.

**Seconded by** Commissioner Jeppson

**Motion passed:** Unanimous

**Motion made** by Commissioner Jeppson to adjourn the meeting.

**Seconded by** Commissioner Mecham

**Meeting adjourned 10:00 pm**