

# **Sugar City Design Review Board Meeting Minutes**

## **Regular Meeting, Wednesday, August 25, 2021**

**Committee members in attendance:** Design Review Committee Members Paul Jeppson, Spencer Cook and Steve Webster

**Others in Attendance:** Design Review Administrator Quinton Owens, City Attorney Chase Hendricks, Kade Clinger, Spencer (Contractor)

**Welcome by:** Chairman Jeppson

**Statement Read by Design Review Chairman Paul Jeppson:**

“Following counsel from our City Attorney, I will not lead the rest of this Design Review meeting or continue with any or all discussion on the agenda items due to the scheduling of this meeting and the fact as a member of Planning and Zoning Commission we will meet in public hearing at 6 p.m. on this and other applications. This is an open meeting and thus would not be in any manner ex parte communication or discussion. Ex parte in its simplest definition is one sided communication or discussion. This decision to withdraw eliminates any possibility or perception of such.

I verified delivery of our Design Review Checklist which is a simplified and summarized worksheet of Design Review from City Code on 8/04 to the developer, to determine completeness of the proposals on these two agenda items. I and this group did not receive the application signed 8/20 and all the rest of the required documents until that date.

I have the highest trust in Spencer and Steve to determine completeness of the application and its materials and that they will follow the requirements listed in Sugar City Code 8-4-5 through 8-4-7.

I now turn the time over to Spencer to run the rest of the meeting. I invite all present to attend the public hearing to be held at 6 p.m. in the High School Auditorium.”

After this statement was read, Chairman Jeppson excused himself from the meeting.

**Discussion on Peregrine Townhomes PUD:** The committee is reviewing city design review code 8-4-5 through 8-4-7 and reviewing the checklist of requirements for the new development. Some items are clarified in the new development agreement. The park on the north end will be dedicated to the city and the city will take care of this. The housing area will have a maintenance plan to care for the rest of the green space. There was concern that if the park is dedicated to the city, they felt that there should be some kind of parking for visitors other than on the street. They reviewed the traffic plan which is part of the master plan for the development and the sidewalk location. The driveway access has changed from the previously approved plans to eliminate backing out on to the main street. The applicant is willing to put a sidewalk on the north side of the property for future sidewalk connection along 3<sup>rd</sup> South. The landscaping plan was reviewed. There will be trees to screen windows between buildings. The committee asked about having more trees but the area is filled by a utility easement. Trees are put where they won't interfere with utilities. Transformer boxes will be screened as much as possible by shrubs, rock planters and tall grasses. The lighting plan has no issues. It will be a dark sky community, meaning residences control their own outdoor lighting. Light poles will be put in at intersection points and

will be turned over to the city. The plan is designed to increase safety around driveways and sidewalks.

**Motion made by:** Steve Webster to accept the plan and recommend approval to the Planning & Zoning Commission

**Motion seconded by:** Spencer Cook

**Motion carried**

**Discussion on Teton Heights Apartment Complex:** Teton Heights has changed location slightly from previous approval to help make room for a park. The buildings have already been through design review. The layout just shifted eastward. Mr. Cook expressed that although the plan is legal and meets code, he questioned the ethical nature of the complex and the high density. He felt it wasn't in the best interest of the community. The new layout design is better than was originally approved. The density is less than what is allowed. The density is grouped closer to allow better buffering between different areas. There will be a 4 to 6 foot berm with trees, grass and shrubs to help screen buildings. The city will not be maintaining green areas. The community will have its own maintenance plan. Light poles installed will be turned over to the city. The complex will have lighting on parking lots and on some drive isles. There was some reservation about the snow retention areas and those will be revisited as work begins to see if they can be designed to be more aesthetically pleasing.

**Motion made by:** Spencer Cook to approve the Teton Heights Apartment Complex Application with a stipulation to revisit retention basins to make them look better.

**Motion seconded by:** Steve Webster

**Motion carried**

**Meeting Adjourned**