

## **SUGAR CITY PLANNING & ZONING MEETING MINUTES**

**REGULAR MEETING - THURSDAY, FEBRUARY 21, 2019**

**Commissioners in attendance:** Dave Thompson, Sean Bartholick, Quinton Owens, Clay Rasmussen, Dan Mecham, Paul Jeppson

**Others in attendance:** Building Inspector Cliff Morris, Deputy Clerk Shelley Jones, Councilwoman Joy Ball, Catherine Nielsen, Barbara Lusk, Ray McDougal, Blake Walker

**7:15 P.M.**

Meeting called to order by Dave Thompson.

Prayer by Paul Jeppson

**Council Meeting Report:** Councilwoman Joy Ball reported on previous council meeting held on February 14<sup>th</sup> 2019. See city council minutes for details.

### **Minutes – Action Item:**

The minutes of regular P&Z meeting on **February 7, 2019** were reviewed.

**Motion made by:** Sean Bartholick to approve the minutes as amended

**Motion 2<sup>nd</sup> by:** Quinton Owens

**Motion carried**

### **Report from Chairman:**

- Business license application for Roxy's Cake Shop. Roxana Mendoza bakes cakes and other desserts and has applied for a business license. She will not have traffic or customers coming to her home. It was noted that she will be responsible to acquire any other permits or licensing that she may need.

**Motion made by:** Sean Bartholick to approve application as submitted

**Motion 2<sup>nd</sup> by:** Paul Jeppson

**Motion carried**

- It was brought to attention that city code 9-3-2 has not yet been updated in the definitions of R3, MU1 and MU2 changing the required parking from 1.5 spaces to 2 spaces per unit. A motion was carried at the P&Z meeting held August 23, 2017 following a public hearing to change this in city code. It was also mentioned that in MU2 there is a requirement of 20% open space. Currently in R3 and MU1 it does not list an open space requirement. While updating the P&Z code, the addition of the 20% open space should be added to R3 and MU1 as well.

**Motion made by:** Paul Jeppson to ask council to update in all areas of city code the requirement of parking spaces from 1.5 to 2 spaces per residential unit.

**Motion 2<sup>nd</sup> by:** Sean Bartholick

**Motion carried**

### **Discussion on Annexation of Properties and & Possible Setting of Public Hearing:**

The commission reviewed an annexation application from the city to annex property south of town. A motion was made to set a public hearing by Paul Jeppson and 2<sup>nd</sup> by Dan Mecham which was carried. A motion was then made by Sean Bartholick to vacate the previously scheduled hearing so as to allow time to confirm application completeness. A 2<sup>nd</sup> was made by Paul Jeppson. The motion was carried. The commission will verify correctness on landownership of property questioned and will further discuss application at the next meeting.

**Discussion on Land Use Schedule, Map & Definitions & Possible Setting of Public Hearing Date -  
Action Item:**

- Ray McDougal asked for clarification points to be added to the setback schedule concerning townhome setbacks and density. He pointed out that the current setback schedule did not work for townhomes. The P&Z discussed the conflicts for multi-family housing and townhomes. Notes added in code where townhomes are concerned, will clarify that the setback schedule will apply to an entire building and not the individual units. Such notes will be addressed and added while updating the land use schedule for public hearing. Mr. McDougal felt this would be helpful in the confusing setback issues.
- There will also be more discussion on how to clarify that the allowed density will be for the combined lot size of each building, not for each individual lot. A note to that effect may also be added to the code.
- Discussion on new type of homes, such as semi-trailers being turned into homes and how to possibly deal with this situation in the land use schedule.

**Discussion on Possible Code Change to Design Review - Action Item &**

**Discussion on Possible Changes to Planning & Zoning City Code 9-1-3 and 9-1-4 - Action Item:**

Committee is discussing the placement of Design Review code under Planning & Zoning section in city code. They will review this for the next meeting along with other suggested changes to the P&Z code.

**Discussion on Plat Process - Action Item:** No report

**Input from Citizens Concerning Agenda:** Catherine Nielsen commented on business license application, stating the applicant will need to get Health Dept. license as well. The applicant is aware of this.

**10:00 P.M.**

***Motion to adjourn the meeting:*** Quinton Owens

***Motion 2<sup>nd</sup> by:*** Paul Jeppson

***Motion carried***

Meeting adjourned.

Next P&Z meeting will be held March 7, 2019.