

**SUGAR CITY DESIGN REVIEW MEETING MINUTES**  
**REGULAR MEETING - THURSDAY, JULY 18, 2019**

**Commissioners in attendance:** Dave Thompson, Justin Merrill, Christine Lines, Paul Jeppson, Sean Bartholick  
**Others in attendance:** Deputy Clerk Shelley Jones, Citizen Sharee Palmer

**6:45 P.M.**

**Meeting called to order by:** Paul Jeppson

**Discussion on Old Farm Townhomes, Targhee Townhomes, Sugar Ridge and Sugar Meadows Cottage Home Planned Unit Developments – Action Item**

Commissioner Jeppson stated the reason for holding another Design Review meeting to discuss the above developments was because of a perceived error in the way the meeting was posted previously. At the special meeting held after the public hearing on the above developments, there was an agenda item to discuss design review on the developments. Since a change in design review code adopted August of 2018, the Planning & Zoning Commission has been acting as the Design Review Committee and therefore the Planning & Zoning and Design Review discussions were on the same agenda. A citizen had concern because the discussions were posted together under Planning & Zoning agenda instead of on separate agendas. This meeting is to address the conceived error and to ratify the motions made at the previous meeting. The committee had no new concerns since the previous meeting. It is also noted that the city received emails that weren't included at the time of the public hearing from the Sugar Salem School District stating no concerns and from the Fire Department stating there were no concerns that had not previously been addressed and worked through.

It was also mentioned it would be good to bring attention to the mayor and council that it would be helpful to possibly include a timeline for developers to finish landscaping and other amenities before issuing Certificates of Occupancy to make sure all items are completed for businesses or developments.

**OLD FARM TOWNHOMES:**

**Motion made by:** Christine Lines to ratify the decision made at June 25, 2018 Special Planning & Zoning Meeting with the conditions listed in the July 25<sup>th</sup> special meeting minutes including the conditions of Planning & Zoning and Design Review.

**Motion seconded by:** Sean Bartholick

**All were in favor, motion carried**

**Conditions listed:**

- a) They are providing a generous amount of open space.
- b) They are coming in under the maximum allowable density.
- c) The development meets the intent of the comprehensive plan which states we should encourage a variety of housing.
- d) The commission found inconsistencies in city code and townhomes are not addressed adequately.
- e) Townhomes provide an opportunity for single family homes and ownership versus apartments which do not offer this.
- f) The extra parking space eases public concerns expressed for visitor parking.

**TARGHEE TOWNHOMES:**

**Motion made by:** Christine Lines to ratify the decision made at June 25, 2018 Special Planning & Zoning Meeting with the conditions listed in the July 25<sup>th</sup> special meeting minutes including the conditions of Planning & Zoning and Design Review.

**Motion seconded by:** Sean Bartholick

**All were in favor, motion carried**

**Conditions listed:**

- a) They are providing a generous amount of open space.
- b) They are coming in under the maximum allowable density.

- c) The development meets the intent of the comprehensive plan which states we should encourage a variety of housing.
- d) The commission found inconsistencies in city code and townhomes are not addressed adequately.
- e) Townhomes provide an opportunity for single family homes and ownership versus apartments which do not offer this.
- f) The extra parking space eases public concerns expressed for visitor parking.

**SUGAR RIDGE PLANNED UNIT DEVELOPMENT:**

**Motion made by:** Christine Lines to ratify the decision made at June 25, 2018 Special Planning & Zoning Meeting with the conditions listed in the July 25<sup>th</sup> special meeting minutes including the conditions of Planning & Zoning and Design Review. It is noted that the 16 foot road has been changed to 20 feet as requested and other recommendations have been included in the plans. If plans change a new application will be required.

**Motion seconded by:** Quinton Owens

**All were in favor, motion carried**

**Conditions listed:**

- a) increased landscaping and
- b) having a variety of building colors

**SUGAR MEADOWS PLANNED UNIT DEVELOPMENT:**

**Motion made by:** Christine Lines to ratify the decision made at June 25, 2018 Special Planning & Zoning Meeting with the conditions listed in the July 25<sup>th</sup> special meeting minutes including the conditions of Planning & Zoning and Design Review. It is noted that other recommendations have been included in the plans. If plans change a new application will be required.

**Motion seconded by:** Sean Bartholick

**All were in favor, motion carried**

**Conditions listed:**

- a) increased landscaping and
- b) having a variety of building colors

**7:25 P.M. Discussion on Revisions to Design Review Code**

Commissioner Jeppson stated he is working with the mayor on the proposed suggestions to the Design Review Code. Due to other meetings scheduled at this time, further discussion will continue at a future meeting.

**7:30 P.M. Motion to adjourn the meeting:** Justin Merrill

**Motion seconded by:** Dave Thompson

**All were in favor, motion carried**

Meeting adjourned