

**SUGAR CITY PLANNING & ZONING MEETING MINUTES**  
**REGULAR MEETING, THURSDAY, OCTOBER 18, 2018**

**Commissioners in attendance:** Dave Thompson, Quinton Owens, Dan Mecham, Paul Jeppson

**Others in attendance:** Cliff Morris – Building Inspector, Shelley Jones – Deputy Clerk, Councilwoman – Joy Ball, Citizen – Catherine Nielsen

**7:15 P.M.**

The meeting was called to order by Dave Thompson.

Prayer

Pledge of Allegiance

**7:18 P.M. Minutes – Action Item:**

The minutes of regular meeting on **September 20th, 2018** were reviewed.

Motion to approve the minutes as amended: Paul Jeppson

Motion 2<sup>nd</sup>: Dan Mecham

Discussion on the motion: none

Motion carried

**7:25 P.M. Minutes – Action Item:**

The minutes of regular meeting on **October 4th, 2018** were reviewed.

Motion to approve the minutes as amended: Quinton Owens

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

Discussion on the motion: none

Motion carried

**7:37 P.M. Council Meeting Report:**

Councilwoman Joy Ball gave the council report. The council reviewed budget items. There was discussion on a possible turf farm in Sugar City and user rates were discussed. There was discussion on the possible closing of Cutler Avenue next to Sugar-Salem Jr. High. The water line on 7<sup>th</sup> West is now complete. The water line on 5<sup>th</sup> South is almost complete and was installed by the developers of Old Farm Estates. The council discussed having secure emails and other security updates. The council went into executive session to discuss the possible hiring of a new employee and legal issues concerning the water tank bids.

**7:50 P.M. Discussion on South Fork Villa Amended Final Plat – Action Item**

The commission was notified of an amended plat for South Fork Villas. Some lot boundaries appear to have changed. Chairman Thompson is reviewing the changes to verify if open space remains in compliance with city code.

**8:05 P.M. Discussion & Outline from Chairman Regarding Public Comment/**

**Input from Citizens Concerning Agenda**

Catherine Nielsen voiced some concerns about street lights. Some are dim and others are out. She has volunteered to get a list of addresses to the city so that we can contact Rocky Mountain Power and share the concerns and get the outages fixed.

**8:15 P.M. Report from Chairman**

Chairman Thompson updated the commission on Business Park code violations of the Frito Lay, Sofa Source and Madison County Search & Rescue buildings, which the city is addressing. There will be a future letter with specific violations discussed in the CC&R's and there will also be a letter from the Business Park Committee Group addressing the violations.

**8:22 P.M. Discussion on Plat Process - Action Item**

The commission reviewed the notes of the previous discussion on updating the city's plat approval process.

They suggested some minor changes and will review the suggestions and discuss it further at the next meeting before making any additional suggestions to city council.

**9:50 P.M. Discussion on Possible Changes to Planning & Zoning City Code 9-1-3 and 9-1-4 - Action Item**

The commission reviewed the notes of the previous discussion on possible changes to the city code. They suggested some minor changes and will review the suggestions and discuss it further at the next meeting before making any additional suggestions to city council.

**10:40 P.M. Discussion on Land Use Schedule, Map, Definitions, Cottage Homes, Setbacks & Lot Sizes**

Commissioner Owens updated the commission on his research of SIC (Standard Industrial Classification) Code which is code that classifies buildings. However it has been discovered that SIC codes change from year to year so the commission felt this wouldn't be advisable to use as a guide. Air BNB's were discussed and the commission felt that a business license should be required in an ordinance and also an inspection to make sure the homes are safe for short term rentals. More research is needed concerning conditions for long and short term rentals. The city also needs to add an ordinance for a vape shop which is being addressed in the land use table revisions.

**11:00 P.M.**

Motion to adjourn the meeting: Paul Jeppson

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

Motion carried

Meeting adjourned

Next P&Z meeting will be held November 15th, 2018.