

SUGAR CITY PLANNING & ZONING MEETING MINUTES
REGULAR MEETING - THURSDAY, JUNE 20, 2019

Commissioners in attendance: Dave Thompson, Quinton Owens, Dan Mecham, Christine Lines, Paul Jeppson
Others in attendance: Building Inspector Cliff Morris, Deputy Clerk Shelley Jones, Citizens Catherine Nielsen and Tim Frogue

7:07 P.M.

Meeting called to order by: Dave Thompson

Prayer by: Citizen Tim Frogue

7:08 P.M. Minutes – Action Item

The minutes of regular P&Z meeting on **June 6, 2019** were reviewed.

Motion made by: Paul Jeppson to approve the minutes as amended.

Motion seconded by: Dan Mecham

All were in favor, motion carried

7:42P.M. Chairman Report

- The mayor and city attorney Dylan Anderson met with Chairman Thompson and Design Review Chairman Paul Jeppson to discuss the mayor's appointing of Deputy Clerk Jones to Planning & Zoning Administrator and the fine tuning of applications and processes.
- The Bradshaw Property is moving forward once corrected legal descriptions are received.

7:45 P.M. Discussion on P&Z Code Revisions:

There was discussion on revision to Code 9-1-3 "Administrator" and 9-1-4 "Planning & Zoning Commission". Other portions of the P&Z code also need updated and the commission felt that it would be best to go ahead with a public hearing on Sections 9-1-3 & 9-1-4 at this time and continue other revisions in the near future. It was also brought up that there have been discrepancies noticed between the online version of the city code book and the commissioners and office code books. The discrepancies will be looked into and correct updates will be made to all versions.

Motion made by: Paul Jeppson to accept revisions to SCC Code 9-1-3 and 9-1-4 with the discussed corrections and to authorize Chairman Thompson, after clarifying the line "modified parliamentary procedure" in 9-1-4 B2 to set a public hearing on July 18th.

Motion seconded by: Dan Mecham

All were in favor, motion carried

8:40 P.M. Discussion on Design Review Code Revisions:

There was discussion on the responsibilities of the Design Review Commission such as reviewing aesthetics while keeping safety aspects in mind. Design Review Chairman Paul Jeppson took some of the mayor's suggestions and added them to the revisions that the commission has been working on. The commission discussed how many Planning & Zoning Commissioners should be on the Design Review Board. The previous change made to city code in 2018 by city council changed the number of board members to include at least 5 planning & zoning members. This could cause a conflict in the event that an applicant goes to the Planning & Zoning Commission for an appeal and finds the majority of the commissioners to be the very people who made the Design Review decision. Design Review Chairman Jeppson felt that the previous design review board members which included the city's building inspector, city engineer and city deputy-clerk was beneficial to the board and the change made in 2018 removed any city employees from being board members. The commission also wants to review code 8-4-7 footnote #5 concerning colors for buildings. There was also discussion on the requirements of posting Design Review meetings. The commission will continue to review the discussed revisions.

9:38 P.M. Public Comment from Citizens Concerning Agenda Items

Catherine Neilson was concerned about the modified parliamentary procedure that is listed in code and felt it should be stated exactly what procedure will be used. She also had concern about street lights still not being up in Old Farm Estates which had been expressed before and the city is and has been working on this issue along with the power company.

9:50 P.M. Motion to adjourn the meeting: Dan Mecham

Motion seconded by: Paul Jeppson

All were in favor, motion carried

Meeting adjourned

Public Hearings will be June 25th, 2019 at the Sugar-Salem High School Auditorium.

A special meeting will be held after the public hearings instead of a regular meeting being held on July 4th due to the holiday.

Next regular P&Z meeting will be on July 18th.