

**SUGAR CITY PLANNING & ZONING MEETING MINUTES**  
**REGULAR MEETING, THURSDAY, AUGUST 30, 2018**

**Commissioners in attendance:** Dave Thompson, Quinton Owens, Sean Bartholick, Paul Jeppson

**Others in attendance:** Cliff Morris – Building Inspector, Shelley Jones – Deputy Clerk, Citizens – Barbara Lusk, Catherine Neilsen, Johnny Wattson

**7:25 P.M.**

The meeting was called to order by Dave Thompson.

Pledge of Allegiance

**7:28 P.M. Minutes – Action Item:**

The minutes of regular meeting on **July 19th, 2018** were reviewed.

Motion to approve the minutes as amended: Quinton Owens

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

Discussion on the motion: none

Motion carried

The minutes of regular meeting on **August 16th, 2018** were reviewed.

Motion to approve the minutes as amended: Sean Bartholick

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

Discussion on the motion: none

Motion carried

Welcome to Paul Jeppson, new planning and zoning committee member, sworn in on August 23, at city council meeting.

**7:34 P.M. Council Meeting Report:**

Councilwoman Joy Ball gave the council report for council meetings held on 7/26, 8/9 & 8/23.

- The council discussed having a committee for a themed city.
- The city has sold another lot in the business park to Ron Campbell.
- The city had their logo rollout.
- PSI Garbage Collection has been chosen to serve the city another 5 years.
- The 5<sup>th</sup> South water line is being worked on.
- There has been another offer on a lot in the Business Park.
- A revised Design Review Ordinance has been adopted. The committee will now only look at the aesthetics of building design, not safety issues or other code requirements.
- The city council held 3 public hearings. One for utility increase, the 2<sup>nd</sup> for re-opening the current budget and the 3<sup>rd</sup> for adopting the 2018-19 budget.

See council minutes for more details.

**7:45 P.M. Discussion Del Mar Condo Sign – Action Item**

Applicant Jenn Handy, manager for Del Mar Condo, has amended her permit application to move her sign where Paul Jeppson and building inspector Cliff Morris suggested it be moved, to make sure she is in compliance with city code. She was notified verbally and by e-mail. She had 3 options, she could apply for a variance, have the property line surveyed as there are discrepancies in where it actually lies, or move the sign.

Motion made by: Paul Jeppson to approve the sign permit application with the sign being moved to the front of the 1<sup>st</sup> parking stall on the northeast end where he and Building Inspector Morris suggested.

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

Motion carried.

**7:50 P.M. Discussion on Air B & B Business License Application – Action Item**

More research is needed on city, state code and building code before signing a business application for an Air B&B. The concern is whether the home is built like a twin home or just a single dwelling with an area available to rent that is

accessible from within the main house and not just accessible from an outside entrance. Chairman Thompson and building inspector Cliff Morris will do more research on the code and on the home.

**8:00 P.M. Discussion on Building for Business Park Lot 12 Block 2 – Thomas Scott Owner – Action Item**

The CC&R's have been recently revised changing corner lot side setbacks in the Business Park from 30' to be 20' to make them the same as the setbacks throughout the city. This was beneficial to Mr. Scott as he has an odd shaped lot which made it very difficult in the design to meet code. With this change, his design will meet setbacks.

**8:05 P.M. Discussion on Building for Business Park Lot 9 Block 3 – Jon O'Rullian Owner**

After reviewing preliminary plans, the building is found to be in the required setbacks. It is a 60x40' building. The plans look good. The applicant will complete a Design Review Application after finalizing plans.

**8:25 P.M. Discussion on Theme City**

The city now has a committee which includes Mayor Dave Ogden, Design Review Chairman and P&Z member Paul Jeppson, P&Z Chairman Dave Thompson, Building Inspector Cliff Morris and Clerk Wendy McLaughlin. They are looking for more volunteers.

**8:30 P.M. Discussion on Establishing Trails Committee - Action Item**

The committee felt that it would be wise to have one or two P&Z members at the Trails Committee meetings. A few more people still need to be contacted about being a committee member.

**8:35 P.M. Discussion on Plat Process - Action Item**

A list of suggestions previously discussed, was put together by Deputy Clerk Shelley Jones for future review and discussion. Shelley will work on a new flow chart. The committee will continue to review the list and see if other steps are needed.

**8:40 P.M. Discussion on Possible Changes to Planning & Zoning City Code 9-1-3 and 9-1-4 - Action Item**

The commission felt that the body of the P&Z Committee needs to make decisions together. It was felt that the Deputy Clerk should continue as secretary, as a voting member may be distracted from writing minutes and miss something because of the involvement in the actual discussions.

**8:55 P.M. Discussion on Land Use Schedule, Map, Definitions, Cottage Homes, Setbacks & Lot Sizes**

There was discussion on short term versus long term rentals. We need to work on these definitions. We should verify time when someone becomes a resident and make short term rentals less time than that. Need to add short term rental and define and add it to the land use schedule. They may consider number of people renting also. The committee will be doing more research.

**9:08 P.M. Motion by Dave Thompson to amend agenda to:**

Discuss CC&R's and violations in the Business Park and to mention the need of appointing a new vice-chair as Tyson Harris resigned today.

2nd by: Paul Jeppson

Motion carried

The owners of the Business Park property located at 179 Sugar Ave. have been contacted twice since it was built. They can't have a dumpster where they currently do and cannot have street parking. There was some discussion on what to do with violations. The new school shop is also out of compliance with landscaping. It was recommended that the city send letters to all parties that are out of compliance in the Business Park.

**9:20 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 September 6<sup>th</sup>, 2018.