

January 4, 2024
Planning Commission Meeting
Virtual Meeting
7:01 p.m.

Commissioners Present: Chairman Stephan Moss, Commissioner Jan Kerr, Commissioner Ryan Vaughn, and Commissioner Blake Broadhead

Commissioners Absent: Commissioner Marcus Wager and Commissioner Beth Thompson

City Staff Present: City Administrator Bob Barnhill, City Attorney Chris Crockett, and Planning Secretary Tyra Bischoff

Others Present: Melanie Barnhill (on-line)

1. Call to Order and Opening Ceremonies

Commissioner Stephan Moss called the meeting to order.

A. Declare Conflict of Interest, if any

None.

2. Action Items

A. Request for Extension and Amendment on Preliminary Approval of Olsen Orchards; located at 1025 W 3700 S Parcel #02-038-0004 Applicant: White Rock Partners LLC

At the south end of Perry is Olsen Orchards and Mr. Barnhill said a while ago the applicant received preliminary approval to develop the area. He said after receiving their (subdivision) approval they requested and got an extension from September through March but now they want an amendment to their preliminary decision. He explained that the main reason for the extension was they had complications finding ways to connect their subdivision sewer lines to the current Perry city sewer lines. He showed the current sewer lines and said many people involved have tried to come up with a gravity flow sewer system, but neighboring landowners would not agree (to access on their land). He said the developers want to propose a sewer lift station for the development to solve this issue. He read from the code where gravity sewer was required but if not feasible, lift stations may be granted by exception through the Land Use Authority.

Section 14.05.015 states: Public sewer lift stations may be granted by exception by the Subdivision Land Use Authority and the City Engineer when a lift station is deemed clearly preferable to the interest of the City and gravity sewer is not feasible.

He said the developer requests another extension so they may work out the new plans and details. He mentioned after the initial review the city engineer had a few questions and requirements for the developers. The engineer wanted to know the specific location of the lift station, if it will be HOA owned and operated, if it will be maintained to city standards, in addition, if gravity sewer becomes available then will they (HOA) convert it to the gravity system. Mr. Barnhill explained how a sewer lift station operated and that there would be more maintenance (than a gravity flow system) on it. This would be the first subdivision in Perry to have a lift station and said that it might be a solution for now. Commissioner Kerr commented that as other developers build around the area, they might develop (access to a gravity sewer line) closer. Commissioner Vaughn asked if adding this lift station would change much of the development plans and Mr. Barnhill responded that it might change a few lot sizes.

MOTION: Commissioner Kerr made a motion to grant the six-month extension from March to September for the reason of working out the situation to put in a lift station for their sewer lines

as long as the work be done to city standards, and they have met all the engineer and city requirements. Commissioner Ryan Vaughn second the motion.

Roll Call Vote:

Commissioner Vaughn, Yes
Commissioner Moss, Yes
Commissioner Broadhead, Yes
Commissioner Kerr, Yes

Motion Approved

B. Final Plat Application – Brigham City YAG located at 1165 S 100 W Parcel’s #03-154-0119; 03-154-0130; 03-154-0076; 03-154-0132; and 03-154-0077 Applicant: Chandler Obray

Mr. Barnhill explained the final plat approval on the Young Automotive Group plans. He said that most of the development was in Brigham City and the building lot was located just west of Walmart. He noted there was a small portion of the road on the plat that will be in Perry City and to be maintained by the city. He said the engineer letter listed concern items such as technical corrections on the plat, typos, improvement drawing, and others on the Brigham City side of the lot. He suggested since the majority of these corrections were on the Brigham City side, he would feel comfortable with them approving the final application.

MOTION: Commissioner Broadhead made a motion to accept that (The final Plat Application) with the requirement that they meet Brigham City’s requirements and the items outlined in the letter. Commissioner Kerr second the motion.

Roll Call Vote:

Commissioner Vaughn, Yes
Commissioner Moss, Yes
Commissioner Broadhead, Yes
Commissioner Kerr, Yes

Motion Approved

C. Public Hearing – Ordinance 24-A Amending Conservation Subdivisions

Mr. Barnhill gave a background on this ordinance and mentioned that now that they (the City Council and Planning Commission) have gone through a couple of conservation subdivision processes and learned from them. He said they may be ready to make an amendment (on the process and requirements). He suggested they narrow down what they want to accept as improvements on the conservation land area and clarified other parts of the ordinance. Chairman Moss suggested they added the requirement that public access be granted in the conservation recreational land, so Mr. Barnhill inserted that language in the ordinance draft.

Open Public Hearing 7:32 p.m.

No public comment

Closed Public Hearing 7:32 p.m.

MOTION: Commissioner Kerr made a motion to recommend this (Amending Conservation Subdivisions) for approval to City Council based on the wording we read earlier, and the additional changes made today. Commissioner Broadhead seconded the motion.

Roll Call Vote:

Commissioner Kerr, Yes
Commissioner Vaughn, Yes
Commissioner Broadhead, Yes
Commissioner Moss, Yes

Motion Approved

D. Public Hearing – Ordinance 23-L Site Design and Approval Requirements

Mr. Barnhill said they have already reviewed this ordinance, but it was tabled by the City Council and since that time he has made more improvements to it. He mentioned that some of the previous changes were to give a few Land Use Authority responsibilities to administration and staff. He said while working with this, he noticed there were things that were not up to code or up to date with things they have been doing. He noted that he added a provision to address add-on's during building and proposed updates with outdoor (street) lighting. He read through the ordinance and highlighted several of the updates he did on this draft and explained why he changed them. He said he proposed a section that addressed expansions from the approved plans and then clarified wording in several areas.

Open Public Hearing 7:48 p.m.

No public comment

Closed Public Hearing 7:48 p.m.

MOTION: Commissioner Kerr made a motion to recommend for approval to City Council of Ordinance 23-L as written and as amended today and previously. Commissioner Broadhead seconded the motion.

Roll Call Vote:

Commissioner Kerr, Yes
Commissioner Vaughn, Yes
Commissioner Broadhead, Yes
Commissioner Moss, Yes

Motion Approved

E. Approval of the 2024 Perry City Planning Meeting Schedule (pick alternate date for July since regular meeting falls on the 4th)

Mr. Barnhill presented the 2024 meeting schedule and asked if they wanted to pick an alternate day in July. Chairman Moss suggested they wait until it was closer to the (4th of July) holiday to make a date decision.

MOTION: Commissioner Broadhead made a motion to approve the schedule as shown with July to be determined. Commissioner Kerr seconded the motion.

Roll Call Vote:

Commissioner Kerr, Yes
Commissioner Vaughn, Yes
Commissioner Broadhead, Yes
Commissioner Moss, Yes

Motion Approved

F. Elect a new Vice Chairperson for 2024

Mr. Barnhill explained that the Vice Chairperson would serve in 2024 and automatically be the chairperson in 2025.

MOTION: Commissioner Kerr made a nomination for Commissioner Ryan Vaughn to be vice chair (person) in 2024, as long as he agreed. Commissioner Broadhead seconded the motion.

All In Favor

3. Approval of the Minutes

- A. October 5, 2023 Regular Planning Meeting**
- B. November 2, 2023 Regular Planning Meeting**

Commissioner Kerr said a grammatical change was needed on line 90 of the November 2 minutes, it should have said "from" instead of "of".

MOTION: Commissioner Kerr made a motion to approve the October 5 and November 2 meeting minutes as corrected today. Commissioner Broadhead seconded the motion.

All In Favor

4. Discussion

A. Future Projects

Mr. Barnhill mentioned that the city received a grant and will go forward with the joint UDOT and (Perry City) Hwy 89 master plan. He said there will be a public open house about the plan on January 30 at 5:30 p.m. He noted that they will also send out an on-line survey for people to give their comments. He commented that there will be code amendments going through the city council and asked the Planning Commission if they had any more codes they would like to have amended. Commissioner Vaughn suggested that in the future they look at and maybe change the height requirements of the townhomes.

B. Report on past-approved Planning Commission Agenda Items

None.

C. Report from Commissioner regarding previous Council Meetings

None.

D. Make Assignments for Representative to Attend City Council Meeting (January 11 & 25, 2024)

Mr. Barnhill said he didn't have anything to report. Commissioner Broadhead said he could attend the January 25 meeting and Commissioner Vaughn said he will make the January 11 meeting.

5. Public Comment

None.

6. Training

A. Staff

None.

7. Review Next Agenda and Adjourn

A. Items for February agenda (next meeting February 1, 2024)

Mr. Barnhill said that there was nothing yet.

B. Motion to Adjourn

Motion: Commissioner Vaughn made a motion to adjourn the meeting. Commissioner Kerr seconded the motion.

All In Favor

The meeting ended at 8:00 p.m.