

August 5, 2021  
Planning Commission Meeting  
Virtual Meeting  
7:00 p.m.

**Commissioners Present:** Chairman Jan Kerr, Vice Chairman Julie Jones, and Commissioner Stephan Moss

**Commissioners Absent:** Marcus Wager

**City Staff Present:** Robert Barnhill: City Administrator  
Tyra Bischoff: Deputy Recorder

**Others Present:** Cody and Serena Cummings, Bob Anderson, Robb Miles, Brandt Miles, Neal Chambers, Rick Hendrix, Melanie Barnhill, Josh Adams, Julie Cornete, and Brad Wilkinson

**1. 7:00 p.m. - Call to Order and Opening Ceremonies**

Chairman Jan Kerr called the meeting to order.

**A. Declare Conflict of Interest, if any**

Vice Chairman Jones said that the only potential conflict is Action Item D because she lives adjacent to it, but feels that she can remain objective. Chairman Kerr stated that she feels that she will remain objective on the item.

**2. Action Items**

**A. Preliminary Application for Harmony Cove Subdivision located at approximately 2200 S Hwy 89 Parcel: 03-158-0079 Applicant: Brandt Miles**

Robert Barnhill discussed the preliminary application in detail. He explained the surrounding area and the development plan including 20 proposed townhomes and 2 single family lots (meeting the density map limitations). This will come off of the Davis Creek access that already has 30 units, so these additional dwellings will be required to have fire sprinklers in them. It is 3.2 acres. The engineer has reviewed these drawings with staff, corrections have been made, and for preliminary approval everything has been submitted and accepted.

Brandt Miles, the applicant, said that they are excited about the project and feels that it will be a great addition to the area. He said they are not a typical townhome and that they will be high end with basements so they will have more of a home feel, without the additional costs of a regular home.

Vice Chairman Jones asked what the side setbacks will be. Mr. Barnhill said that it should be 8 feet. There may need to be some slight adjustments made for moving forward. The applicant would reduce the size of lot #1 to make that happen.

**MOTION:** Vice Chairman Jones made a motion to approve the preliminary application for Harmony Cove with the fixes on the side setbacks on the townhomes. Commissioner Moss seconded the motion.

**Roll Call Vote:**

Commissioner Kerr, Yes

Commissioner Jones, Yes  
Commissioner Moss, Yes

**Motion Approved:** 3 Yes 0 No

**B. Preliminary & Final Application for Darlene Jensen Subdivision located at 1133 W 3450 S Parcel: 02-037-0010 Applicant: Darlene Jensen**

Mr. Barnhill discussed this application wanting to split a residential property in two for an additional building lot. He explained that due to the minimal infrastructure involved this can be processed without the design and engineering process, so the preliminary and final have both been submitted at the same time. He discussed the surrounding property. It is 1.9 acres and the created lot #2 would be 1/3 acre. Whenever you subdivide, you are responsible for the infrastructure associated with your property. 3450 is a gravel road so they would be responsible for curb, gutter, and sidewalk. The applicant has asked for a deferral for those improvements and if approved the deferral agreement would be signed and recorded with the County Recorder so if this property ever sells, the agreement would transfer with the title documents. He discussed there being a water line they can tap into and a fire hydrant nearby. The water flows were slightly under standard. The Fire Marshall reviewed and approved it as is since it is only one building lot and it was close. The sewer review showed an 8 inch sewer main line coming to a certain point and the sub divider would be responsible for picking it up and bringing it to the end of their property with a manhole. Some neighbors in the area said that it does not extend as far as the review states with the 8 inch main and that a neighbor to the East had extended the sewer with a 4 inch line in front of the property years ago. Mr. Barnhill explained that they could table this or they could require that whatever is found, the sub divider would be responsible for bringing it up to current city standards as part of the approval.

Vice Chairman Jones asked if this is in the R1 zone. Mr. Barnhill checked the zoning map and said that it is zoned R1/3 and the submittal would fit that requirement. Vice Chairman Jones said that she feels a deferral would be appropriate for this property. Commissioner Moss asked how long the deferral would be. Mr. Barnhill said that it would be indefinite and the City would be able to request it to be completed at any given time, dependent on development of neighboring properties.

**MOTION:** Vice Chairman Jones made a motion to approve the preliminary and final application for Darlene Jensen subdivision subject to the sewer line being improved to an 8 inch sewer line and brought to the East end of the property with a manhole at the end, and a deferral on the road and sidewalk portions of the property until the City develops that road. Commissioner Moss seconded the motion.

**Roll Call Vote:**

Commissioner Kerr, Yes  
Commissioner Jones, Yes  
Commissioner Moss, Yes

**Motion Approved:** 3 Yes 0 No

A member of the public asked how this sewer line upgrade may affect the people to the east of it. Mr. Barnhill explained that it would be the applicant's responsibility to replace the 4 inch to the 8 inch line, it would have to be built and inspected so that the current service would not be affected.

**C. Public Hearing – Ordinance 21-M Zone Change from C (Commercial) to R1 (Residential) located at 3457 S 1200 W Parcel: 02-037-0045 Applicant: Josh Adams**

Mr. Barnhill gave a background on this zone change request. This property is .5 acre in size and currently zoned commercial. The surrounding property is residential, agricultural and some commercial. The future land use map shows the whole area to be residential.

Chairman Kerr opened the public hearing at 7:30 p.m. No comments were given. The public hearing closed at 7:31 p.m.

Vice Chairman Jones asked if there were a reason they wouldn't want to zone it as R1/3 instead of R1. Mr. Barnhill said that if it is applied for and noticed as R1, he is not sure if it should be changed, but this a recommendation to City Council so they could make whatever recommendation they think is best. He noted that all residential zones allow for townhomes as well (which may be something that is being looked at for this application).

**MOTION:** Vice Chairman Jones made a motion to recommend approval of Ordinance 21-M Zone Change from C (Commercial) to R1 (Residential) to City Council. Commissioner Moss seconded the motion.

**Roll Call Vote:**

Commissioner Kerr, Yes  
Commissioner Jones, Yes  
Commissioner Moss, Yes

**Motion Approved:** 3 Yes 0 No

**D. Public Hearing – Ordinance 21-N Zone Change from AL (Agriculture Limited) to R1 located at approximately 3200 S 1200 W Parcel: 02-034-0038 Applicant: Robert Anderson**

Mr. Barnhill said this property is approximately 15 acres in size and is north of the Pheasant Hollow development (and is very similar in size and layout). It is currently zoned AL, this zoning district requires single family lots to be 2 acres in size. The intent of the applicant is to develop 50 single family lots and 20 townhomes. He discussed the surrounding zoning districts and that future land use map shows all of the area to be residential. It appears that the zone change is in line with the general plan.

Chairman Kerr opened the public hearing at 7:37 p.m.

Cody Cummings said they purchased the last house in Pheasant Hollow. He does not mind having neighbors but said that west of his property there is a 10-12 foot strip of land that has construction debris and concrete left on it. They just want to make sure that doesn't happen on the next area also. Mr. Barnhill said if the applicant wants to send the pictures, he will be meeting with Brad Wilkinson (the developer) soon and can discuss it with him.

Bob Anderson, the applicant, said that he is available to answer any questions.

Chairman Kerr closed the public hearing at 7:40 p.m.

Vice Chairman Jones said she lives in Pheasant Hollow up the street and she is worried about the water pressure because they can't run a sprinkler in their yard off culinary water. Her concern is that if another subdivision is put in on the same water line system that there would not be enough water pressure. Mr. Barnhill said that they have reviewed a concept for this property and the engineer made a request that the water line be upsized from a 6 inch line to a 12 inch line. Potentially the City will be doing some water projects in front of City Hall and the Highway (upsizing some lines) that would help this area. There would be a requirement for the developer to do some improvements on the water line.

Robert Anderson, the applicant, commended the City on working with them. He said that this will only enhance Pheasant Hollow due to the improvements that would be made. He discussed some of the improvements and the layout of the new development. He said it will look very similar to Pheasant Hollow.

Chairman Kerr said she would like to see the multi-family grid overlay. Mr. Barnhill discussed the areas where the multi-family are being proposed and possible design options. Vice Chairman Jones asked if the multi-family would have an HOA (Robert Anderson said they would), she said that it would make sense to have them all together for maintenance purposes. The Planning Commissioners discussed if they would want to include a recommendation to City Council on the layout of the townhomes (adjusting the multi-family grid), they decided to wait until further along in the process to address it.

**MOTION:** Vice Chairman Jones made a motion to recommend approval of Ordinance 21-N Zone Change from AL (Agriculture Limited) to R1 to City Council. Commissioner Moss seconded the motion.

**Roll Call Vote:**

Commissioner Kerr, Yes  
Commissioner Jones, Yes  
Commissioner Moss, Yes

**Motion Approved:** 3 Yes 0 No

**3. Discussion Items**

**A. Road Sections**

Mr. Barnhill stated that he, the Public Works department, and City Engineer have been working on updating the Public Works standards. He explained that when they go and build sidewalks, sewer lines, or install fire hydrants, there are specifications and details on how they do that. One of the things being discussed is the road layout and they would like input from the Planning Commission. He discussed the standards of the road section in detail including right of way width (standard local street is 60 feet and larger collector roads are 66 feet). They would like to add more options that

would add clarification on what is required for the location. He explained the benefits of having less width of the asphalt including:

- It costs more to build up front (narrow road would cost less)
- It is more expensive to maintain (so a more narrow road would make money go farther for other projects)
- A wider road creates more storm water runoff
- Wider roads do not contribute to a nice community feel (he added this is subjective-his opinion).

Some of the options they are suggesting include:

- Standards for sidewalk and park strip be increased 1 foot each, removing space from the standard asphalt width
- 50 foot right of ways go as small as fire code allows which is 28 feet (this would need signage stating no on street parking allowed - pop outs could be required to be included by the developer to allow for parking)

Chairman Kerr said she has mixed feelings about narrow roads because she feels like being able to park on the street is a convenience for visitors. She understands what he is saying in regards to the issues he brought up as well. The Planning Commission discussed code enforcement, parking, snow removal, and road width.

#### **B. Land Use Chart**

Will discuss another time.

#### **4. Approval of the Minutes**

##### **A. July 1, 2021 Regular Meeting Minutes**

**MOTION:** Vice Chairman Jones made a motion to approve the July 1, 2021 meeting minutes. Commissioner Moss seconded the motion.

##### **Roll Call Vote:**

Commissioner Kerr, Yes  
Commissioner Jones, Yes  
Commissioner Moss, Yes

**Motion Approved:** 3 Yes 0 No

#### **5. Discussion**

##### **A. Future Projects**

Mr. Barnhill stated that this would be combined with the next item.

##### **B. Report on past-approved Planning Commission Agenda Items**

Mr. Barnhill said the Council had a robust conversation on the storage units at Pointe Perry, it ended up with a 4 to 1 vote in favor. He said they kept the Planning Commission's contingencies but added that they have one year to obtain their building permit for the retail component. He

discussed the density map and the Council wanting to pause adjusting numbers in that area. Mr. Barnhill also added that sign code would be on the City Council's next agenda on August 12<sup>th</sup>.

**C. Report from Commissioner regarding last Council Meeting  
(July 8<sup>th</sup> & July 22<sup>nd</sup>)**

Vice Chairman Jones said she went to the July 22<sup>nd</sup> meeting and the biggest thing discussed was the storage units at Pointe Perry.

**D. Make Assignments for Representative to Attend City Council Meetings  
(August 12<sup>th</sup> & August 26<sup>th</sup>)**

Vice Chairman Jones will attend the August 12<sup>th</sup> meeting and Chairman Kerr will attend the August 26<sup>th</sup> meeting.

**6. Training**

**A. Staff**

None.

**7. Review Next Agenda and Adjourn**

**A. Items for September Agenda (next meeting September 2, 2021)**

Zone change from agriculture to ½ acre lot.

**B. Motion to Adjourn**

**Motion:** Vice Chairman Jones made a motion to adjourn the meeting. Commissioner Moss seconded the motion.

All Commissioners were in favor. The meeting ended at 8:21 p.m.