

October 5, 2017
Planning Commission Meeting
3005 South 1200 West Perry UT 84302
7:00 p.m.

Commissioners Present: Vice Chairman Devin Miles, Commissioner Blake Ostler, Commissioner Tresa Peterson, Commissioner Vicki Call, and Commissioner Stuart Grover.

Commissioners Excused: Chairman Travis Coburn

City Staff Present: Greg Westfall: Perry City Administrator and Susan K. Obray: City Recorder

Others Present: None

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

A. Invocation-

Vice Chairman Miles gave the invocation.

B. Pledge of Allegiance to the U.S.A-

Commissioner Ostler led the Pledge of Allegiance.

C. Declare Conflict of Interest, if any-

None

D. Review and Adopt the Agenda-(Agenda was amended one day prior to meeting.)

MOTION: Commissioner Grover moved to adopt the October 5, 2017 Planning Commission Meeting agenda as written. Commissioner Call seconded the motion. Roll call vote.

Commissioner Peterson, Yes

Commissioner Ostler, Yes

Commissioner Grover, Yes

Vice Chairman Miles, Yes

Commissioner Call, Yes

Motion Approved: 5 Yes 0 No

E. Approval of the Minutes

(a) July 6, 2017 Regular Meeting

MOTION: Commissioner Call moved to approve the July 6, 2017 Regular Meeting Minutes.

Commissioner Grover seconded the motion. Roll call vote.

Commissioner Peterson, Yes

Commissioner Ostler, Yes

Commissioner Grover, Yes

Vice Chairman Miles, Yes

Commissioner Call, Yes

Motion Approved: 5 Yes, 0 No

F. Make Assignments for Representative to Attend City Council Meetings (October 12, 2017 and October 26, 2017).

Commissioners Grover and Ostler stated they would be able to attend the October 12, 2017 and Commissioner Peterson stated she would attend the October 26, 2017 City Council Meeting.

Commissioner Grover reported he attended the last City Council Meeting and the City Council approved a property exchange between the City and Dean Stokes. He explained this exchange was beneficial for both parties.

2. Public Comments and/or Public Hearings

A. Public Comments

No Public comment received.

3. Land Use Applications

A. Discussion Regarding Concept Application for Yates Townhomes

Commissioner Ostler stated he found that the proposed development has two units too many according to a City Code. He then reviewed this code with the Commission and sought their feedback on it.

Greg Westfall stated he agrees with Commissioner Ostler and reported he called the applicant to inform him of this finding. Mr. Westfall said he told the applicant he needs to readjust the number of units from ten to eight so that his proposed development conforms to this code.

4. Land Use Ordinances, Zoning, Design Guidelines, General Plan, Etc. -Recommendation to the City Council.

A. Discussion/ Action on Ordinance 17-K Civic and Recreation Zones

Commissioner Call inquired what changes have been made since the last meeting she attended.

Commissioner Ostler explained the Commissioners suggested adjustments have been applied, the Public Hearing has been completed, and the marked-up zoning map provided by the City has been incorporated.

The Commission and Staff reviewed and discussed the marked-up zoning map.

MOTION: Commissioner Grover moved the Planning Commission recommend to the City Council for approval Perry City Ordinance 17-K regarding the Civic and Recreation Zones including the addendum of a marked up zoning map, as discussed in the meeting, which is an integral part of the ordinance. Commissioner Ostler seconded the motion. Roll call vote.

Commissioner Peterson, Yes

Commissioner Ostler, Yes

Commissioner Grover, Yes

Commissioner Call, Yes

Vice Chairman Miles, Yes

Motion Approved: 5 Yes 0 No

B. Discussion/ Action on certain sections of PMC Chapter 15.03 Planning Commission Rules of Procedure

Commissioner Ostler explained the motive for this agenda item came from instances of the Commission not certain if it had a quorum or not in meetings. He suggested the way to fix this issue is by requiring that there is a majority of the Commission at the meeting for it to be considered a quorum, for instance, if seven Commissioners create the Commission, then four of them would need to be at the meeting to create a quorum.

The Commission and Staff discussed this option and if it is a viable option for the Commission. They discussed the use of Permanent and Alternate Commissioners to create the quorum.

Commissioner Call noted one of the difficulties of this option for the City is that the Commissioners have never had the Planning Commission fully filled with seven members. (Per PMC 15.03 stating, "The Planning Commission shall consist of seven (7) permanent members and two (2) alternate members, by not having seven members the Commission technically does not comply with Code.)

Greg Westfall explained the Commission needs to decide if they want to eliminate alternates and if they want to have seven or five members be a full board (in which case three would make a majority). He also stated that there are currently six active members of the Commission so going to five would be difficult.

The Commission and Staff discussed the pros and cons between having a board of seven versus a board of five and the use of alternates.

Mr. Westfall suggested that if the Commission decides to go to five members, to wait to recommend it to City Council until December (when two of the current Commissioners terms are expiring).

The Commissioners and Staff discussed the wording of the current document and how to better define the quorum. The Commission agreed upon removing the Alternate Commissioner option, defining a quorum as four or more, and having the board be filled with up to seven members.

The Commission decided to take action on this item at their next meeting.

C. Discussion/Action Item Conservation Subdivision Ordinance

Commissioner Grover stated as he was preparing the presentation for the City Council regarding the Conservation Subdivision he found an inconsistency in the numbers. He explained he and Commissioner Ostler went through the ordinance and corrected this inconsistency.

Commissioner Grover stated the changes they made from this discovery are highlighted in yellow on the document. He reviewed these changes with the Commission and Staff page by page.

The Commission and Staff discussed and clarified these changes as they were reviewed page by page.

Vice Chairman Miles thanked Commissioners Grover and Ostler for all their efforts on this proposed ordinance.

MOTION: Commissioner Grover moved that the Planning Commission recommend to the City Council for approval Perry City Ordinance 17-J regarding the Conservation Subdivision with the noted changes discussed at this meeting. Commissioner Peterson seconded the motion. Roll call vote.

Commissioner Peterson, Yes
Commissioner Grover, Yes
Vice Chairman Miles, Yes

Commissioner Ostler, Yes
Commissioner Call, Yes

Motion Approved: 5 Yes 0 No

5. Discussion

A. Discussion on Agricultural Zone

Commissioner Ostler explained this discussion item is the next step of rewriting the Land Use Ordinances. He stated he felt there are two main things the Commission should be focusing on with the Agricultural Zone rewrite: Firstly, how does the form look and secondly, the content—especially regarding Conditional Use Permits, design reviews, and development and design standards.

Commissioner Ostler explained he has some excerpts from Logan City's Land Use Ordinances, which he feels would be beneficial for the Commission to reference as they rework Perry City's Land Use Ordinances, including those related to the Agricultural Zone.

Commissioner Ostler noted he would like to eliminate Conditional Use Permits and better outline and define design reviews.

The Commission and Staff discussed and reviewed the excerpts Commissioner Ostler provided and those that would be in the best interest of the City.

Vice Chairman Miles asked all Commissioners to review this document and come prepared to discuss it and their next meeting.

B. Discussion on the Business License Process

Tabled.

C. Discussion on the Subdivision Ordinance: Final Land Use Authority/ Final Approval Process

Tabled.

6. Training

A. None

7. Review Next Agenda and Adjourn

- Discussion/Action on Planning Commission Rules of Procedure, Chapter 15.03 (Quorum)
- Discussion on Agricultural Zone
- Discussion on Business License Process
- Discussion on the Subdivision Ordinance: Final Land Use Authority/ Final Approval Process

A. Motion to Adjourn

MOTION: Commissioner Peterson moved to adjourn.

Motion Approved: All Commissioners were in favor.