**Laketown Planning and Zoning Commission Meeting**

**Wednesday, January 31, 2024**

**7:00 pm**

**Welcome & Attendance:** Duane welcomed those present.

**Members Present:** Duane Robinson, *Chairperson***;** , Ruby Hunter, *Recording Secretary*.

**Public Members:** Brandon Willis

**Pledge of Allegiance:** Led by Duane.

**Public Hearing:**

No town members were present for the public hearing.

Duane requested a motion to close the public hearing.

Nellie motioned to open the public hearing.

Tamie seconded.

All in favor.

Duane requested a motion to recommend the conditional use ordinance and application final draft to the Town Council.

Nellie motioned to recommend the conditional use ordinance and application final draft to the Town Council.

Tamie seconded.

All in favor.

**Minutes:** Members reviewed the minutes from November. Nellie mentioned a spelling error with Delora’s last name from Wright to Wight.

Duane requested a motion to accept the minutes with the spelling correction.

Nellie motioned to accept the minutes.

Ruby seconded.

All in favor.

**Town Council Update – Brandon Willis:**

Planning and Zoning needs to update the code to document the prohibition of placing shipping containers on property as a permanent storage unit. P&Z addressed this on Sept. 30, 2020 and Town council would have voted on it during their October 7, 2020 meeting.

Planning and Zoning will need to work on writing the ordinance and submitting it to Town Council.

There was discussion on the backflow of the water. Gary McKee will be coming in to P&Z for approval to do the water line before his subdivision. The council agreed that they do not want Gary in charge of collecting the fees. According to the new subdivision ordinance, he needs to come in to P&Z with a preliminary plat and he will have to follow the new ordinance.

**Review Town Ordinances:**

Section 10.2.1 Animal unit – what is the size definition of Animal unit? , Animal Unit states that per 1/3 acre you can have one cow but the language in the ordinances is not clear. Two fowl units per 1/3 acre are allowed and one fowl unit is 25 birds.

Section 10.6A.2 Permitted Uses - Animal unit, one, the keeping of, and one fowl unit or two (2) animal units or two (2) fowl units per one-third ( 1 /3 ) acre of area, or per one-half (1/2) acre of area, or any combination thereof.

Greenhouses. The maximum square footage for a greenhouse is listed at 400 sq. feet.

Building Main: must be the main building and be constructed first.

Brandon suggested that these have been updated but it’s the print outs that the committee is referring to that are not updated. Duane asked if it says anywhere that a primary residence is the only building allowed in both residential and commercial. Also, where does it say that a requested special meeting requires a $300 fee and that in the past that money has been divided between the members present for the specially requested meeting. Duane said that he remembers this being passed when Amber Droesbeck was secretary. There was a pile of papers, and it is unclear where they ended up. Tamie suggested that the only solution is for the committee to go through this section page by page. Brandon agreed that there was a large group of ordinances that were never incorporated. Duane said that according to his attorney relation, if it is passed through a voice recording, it is approved.

Duane requested members to review zoning regulations, section 10

**Executive Session:**

Duane requested a motion to begin executive session at 8:20

Nellie motioned to begin the executive session.

Ruby seconded.

All in favor.

Brandon provided the following update: Safe Harbor submitted an application during the time period when storage units were allowed through conditional use. It was incomplete. For all sorts of reasons, our previous attorney said we had a letter stating their application was complete. Safe Harbor’s attorney claimed they are vested, meaning they can still come in. Over a year ago Safe Harbor started getting their things together. UDOT now says the access has expired. There are few minor things that need to be addressed but it appears they have the go ahead. They cannot change their original footprint. Our attorney felt we have a limited case because we indicated that their application was complete, even though it was not. Nellie remembers requesting a plat map but not ever receiving it. Brandon indicated that they submitted some kind of a plat that was perhaps in the form of a pamphlet of some kind. Safe Harbor has no intention of coming to P&Z. Our attorney has advised that we let it run through the building inspector. There is an issue with access, but UDOT is overseeing that. We will have no input on how it will look. It appears that there will be a chain-link fence and will not look as nice as they originally suggested. Duane said that this is the only building that has been improved without P&Z’s influence. It was never presented to the P&Z body.

Adjourned 8:40

Duane requested a motion to end executive session at 8:40

Nellie motioned to end the executive session.

Ruby seconded.

All in favor.

**Around the Room:**

Nothing brought up.

Duane entertained the motion to adjourn.

Nellie made the motion to adjourn the meeting at 8:40 pm.