



ROOSEVELT *Utah*

ROOSEVELT CITY PLANNING AND ZONING MINUTES

February 7, 2024

1. Call to Order

The February 7, 2024, meeting of the Roosevelt Planning and Zoning Commission was called to order by the Chair Dale Tribe at 5:00 PM.

2. Roll Call

Commission Members Lynn Snow, Keith Goodspeed, Ren Bagley, Dale Tribe, and John Hullinger were present for this meeting.

3. Minutes

a. January 3, 2024,

Corrections noted: add Ren to the roll call for the January 3, 2024, meeting.

Commissioner Snow motioned to approve the minutes and was seconded by Commissioner Bagley. The motion passed unanimously, and the minutes were approved.

b. January 16, 2024,

Due to the Deputy Recorder needing input on who made and seconded a motion in this meeting from commission members who were not present, Commissioner Bagley motioned to hold these minutes for approval at the next regularly scheduled meeting and was seconded by Commissioner Snow. The motion passed unanimously, and the draft minutes were not approved.

4. Action Items

a. Phase One Properties/ Stewart Springs Preliminary Subdivision Preliminary Plat Approval

- Parcel 00-0026-6795
- Parcel 00-002-2701
- Parcel 00-002-2719

- Parcel 00-0002-3098

Planning and Zoning Division Manager Drew Eschler explained that there were three (3) owners of the four (4) parcels making up the Stewart Springs Subdivision and that the developer is under contract with all three (3) owners who have agreed to sell the properties once the preliminary plat is approved. The developer is requesting that the commission approve the preliminary, and staff recommended that the commission approve the preliminary plat on the contingency that all the parcels will be combined into one (1) prior to the plat being signed by the commission. The developer is under contract with all 3 owners who want the preliminary plat approved, and once that happens all parcels will be combined into one before the plat is signed. Commissioner Goodspeed motioned to approve the preliminary with the conditions recommended by staff and was seconded by Commissioner Snow. The motion passed unanimously, and the preliminary plat was approved with conditions.

b. Jerry Kulland Boundary Line Adjustment

Planning and Zoning Division Manager Drew Eschler introduced this item and reminded the commission that Mr. Kulland came before the commission several months prior for a rezone of the same properties to PO-R. Now Mr. Kulland is seeking approval to combine all the parcels into one (1). Commissioner Snow motioned to approve the lot line adjustment and was seconded by Commissioner Hullinger. The motion passed unanimously, and the lot line adjustment was approved.

c. Site Plan Approval- Nate Brockbank

Planning and Zoning Division Manager Drew Eschler introduced this item and explained that the site plan had been sent back for revision for parking stalls that are needed per square foot. Any requirements relating to use will be addressed during the building permitting process. Proposal fits zoning requirements. Septic, soil analysis etc. will be a part of the building permitting processes. Commissioner Goodspeed motioned to approve the site plan and was seconded by Commissioner Snow. The motion passed unanimously, and the site plan was approved.

d. Summer Hills Preliminary Construction Document Approval

Planning and Zoning Division Manager Drew Eschler introduced this item and explained that one contingency needs to be made on this; the storm drain has been the issue in this area and there is an existing storm drain easement that the developers have been working to expand to meet the city requirements of 20- foot width. The affected property owner has requested that the City sign an MOU allowing for a fence along the easement and seven (7) day notice from the City prior to any work taking place so the property owner has time to move the fence. Mr. Eschler recommended that the motion of approval be contingent upon MOU approval and proper easement size. The construction proposal has been reviewed by City engineers and staff and it meets the requirements. Commissioner Snow motioned to approve the Preliminary Construction Documents contingent upon easement approval and was seconded by Commissioner Hullinger. The motion passed unanimously, and the Preliminary Construction documents

were approved pending finalizing the MOU and/or proper easement size.

5. Planning and Zoning Division Manager Report

OPMA training was discussed, and it will be held at the next meeting.

6. Items for Future Discussion

No items for future discussion were noted.

7. Adjourn

at 5:36 p.m. Commissioner Snow motioned to adjourn the meeting and was seconded by Commissioner Hullinger. The motion passed unanimously, and the meeting was adjourned.