

Kanab City Planning & Zoning Commission Meeting
March 19, 2024
Kanab City Council Chambers
26 North 100 East
6:30 PM

1. Call to Order and Roll Call – Commission Chair Whitaker called the meeting to order.

In attendance – Chair Russell Whitaker; Commission Members Heather Russell; Ben Clarkson; Casey Glover; Taylor Glover, City Attorney Kent Burggraaf, City Manager Kyler Ludwig, and City Treasurer Danielle Ramsay.

In attendance via Zoom – Land Use Coordinator Janae Chatterley, and City Planner Bob Nicholson.

Not in attendance – Commission Members Terry Edwards and Ben Aiken. City Council Liaison, Arlon Chamberlain.

2. Approval of Minutes of Previous Meeting – No motion was made.

Public Comment Period: Members of the public are invited to address the Council.

3. Participants are asked to keep their comments to 3 minutes and follow the Rules of Civility Outlined in Kanab Ordinance 3-601.

No Public Comment was made.

Administrative Decision Items:

4. **Discuss, approve or deny a site plan review for a new building located at 98 W Center Street (Applicant NWL Architect and State Bank of Southern Utah).**

Mr. Ludwig explained NWL Architects is representing State Bank of Southern Utah who would like to demo the current building at 98 W Center Street and build a new building. Parcel K-21-3 is zoned C1. The construction of a new commercial building requires that the Planning Commission complete a Site Plan Review under Kanab City Land Use Ordinance, Chapter 9 – Site Plan Review.

After reviewing the application and analyzing the application and submittal documents, staff has found that they meet the Kanab City Ordinances and recommends that the Planning Commission approve the Site Plan for new commercial building, with the conditions of approval.

A. Approval is contingent that a conditional use permit is approved to modify the parking for a business that has street frontage on Highway 89.

B. The owner is responsible for securing the appropriate building and/or grading permits prior to any construction activity or infrastructure for the development.

Commission Member Taylor Glover made a motion to approve the site plan for a new commercial building located at 98 W Center Street as outlined by staff in report #2024001. Commission Member Casey Glover seconded. Motion passed.

Ben Clarkson – YES

Ben Aiken – Absent

Heather Russell – YES

Terry Edwards – Absent

Taylor Glover – YES

Casey Glover - YES

5. Discuss, approve or deny a site plan review for a conditional use permit to modify parking for a business with street frontage on Highway 89 (Applicant NWL architect and State Bank of Southern Utah).

Mr. Ludwig explained that an application for a Conditional Use Permit application was received from applicant, NWL Architect representing State Bank of Southern Utah. State Bank of Southern Utah is planning to demo the existing building and build a new building. The new building is eligible for a 50% parking reduction, bringing the required parking to a total of 17 parking spaces. Currently the site plan for the new building shows 11 parking spaces. Chapter 6 – Parking Requirements does allow for the parking to be modified by a conditional use permit if the commercial business fronts Highway 89.

The Conditional Use Application has satisfied the request to modify the parking for a commercial business that fronts Highway 89 through Chapter 6 and Chapter 8. With the plans for extending the drive-thru lanes to 4 lanes and the amount of off-street parking within 300 feet of the building, Staff recommends a positive recommendation for the conditional use permit with the conditions of approval.

Applicant Terrance White explained the current and future parking arrangements. He also explained their plan for a temporary structure during construction.

The Commission discussed the parking requirements in detail.

Commission Member Russell made a motion to approve the conditional use permit for the parking modification at 98 W Center Street based on Staff's findings and conditions listed in the staff report, File #2024002 and the findings in Chapter 8, Section 8-6 (B). Commission Member Taylor Glover seconded. Motion passed.

Ben Clarkson – YES

Ben Aiken – Absent

Heather Russell – YES

Terry Edwards – Absent

Taylor Glover – YES

Casey Glover - YES

6. Discuss and recommend a final site plan review for a Planned Development Overlay (Ventana Resort Village) located at 650 E Kane Plex Drive. (Applicant Iron Rock Engineer/Mountain West Development).

Mr. Ludwig explained SITLA, property owner, and their representative, Iron Rock Engineering have applied for a Final Site Plan, Phase 1. Final Site Plans are regulated through the Kanab City Land Use Ordinances, Chapter 23. Phase 1 will consist of 42 Townhomes, 30 Obtainable housing, and a community pool & spa for a total of 72 residential units.

Kanab City Land Use Ordinance Chapter 23, Section 23-10 regulates a Final Site Plan process.

An application shall be submitted within eighteen (18) months of the approved Planned Development Overlay. The following documents shall be submitted with the application for the Final Site Plan: Final Site Plan Layout, Grading and Drainage, Utilities, Landscaping, and Typical Building Elevations. Phased plans are required to submit a final site plan for each phase.

All required documents for the application have been received by the applicant or the representative. The Development Committee has reviewed the documents and forwarded to the City Attorney, City Engineer, and Public Works Director. The City Engineer is currently reviewing the submitted documents to see if any further recommendations may be needed.

Representative Josh Beazer with Iron Rock Engineering briefly explained the site plan.

Commission Member Russell made a motion to send a positive recommendation to City Council for the final site plan on Phase 1, Ventana Resort Village based on the findings and conditions of approval as outlined in the staff report for file #2023054. Commission Member Clarkson seconded. Motion passed.

Ben Clarkson – YES

Ben Aiken – Absent

Heather Russell – YES

Terry Edwards – Absent

Taylor Glover – YES

Casey Glover - YES

7. Discuss and recommend a plat amendment for a lot line adjustment on Parcel 34-51 (Timpson and Baird) located at 640 W Powell Drive in the Kanab Creek Ranchos Subdivision, Unit 1 (Applicant Iron Rock Engineer).

Mr. Ludwig explained that Iron Rock Engineer, representative of Tara Timpson & Josh Baird applied to amend the plat for Kanab Creek Ranchos, Unit 1 parcels 34-51 located approximately at 8640 W Powell Dr. The plat amendment consists of a lot line adjustment. The current zone is RR-1. The lot line adjustment will be adding 0.21 acres to the property increasing the size from 2.03 acres to 2.24 acres. A Public Hearing will be held with City Council on February 27, 2024.

After reviewing the application and analyzing the proposed plat amendment, staff recommends that the Planning Commission send a positive recommendation for approval of the proposed plat amendment to the Kanab City Council.

Commission Member Taylor Glover made a motion to send a positive recommendation to City Council for the plat amendment to the Kanab Creek Ranchos, Unit 1, affecting parcel 34-51 based on the findings and conditions or approval as outlined in the staff report #2023057. Commission Member Russell seconded. Motion Passed.

Ben Clarkson – YES
Ben Aiken – Absent
Heather Russell – YES
Terry Edwards – Absent
Taylor Glover – YES
Casey Glover - YES

8. Discuss and recommend a plat amendment to split the property into two lots on parcel 34-58 (Taylor) located at 898 W Grand Canyon Drive in the Kanab Creek Ranchos Subdivision, Unit 1 (Applicant Iron Rock Engineer).

Mr. Ludwig explained that Iron Rock Engineer, representative of Norman & Peggy Taylor applied to amend the plat for Kanab Creek Ranchos, Unit 1 parcels 34-58 located approximately at 898 W Grand Canyon Dr. The plat amendment consists of a minor subdivision splitting the lot into 2 lots. The current zone is RR-1. The proposed lots will be split into two lots lot 58A is 1.46 acres and lot 58B is 1.08 acres. A Public Hearing will be held with City Council on February 27, 2024.

After reviewing the application and analyzing the proposed plat amendment, staff recommends that the Planning Commission send a positive recommendation for approval of the proposed plat amendment to the Kanab City Council.

Applicant Josh Beazer with Iron Rock Engineering explained the reason for the applicant's request for the plat amendment.

Commission Member Taylor Glover made a motion to send a positive recommendation to City Council for the plat amendment to the Kanab Creek Ranchos, Unit 1, affecting parcel 34-58 based on the findings and conditions or approval as outlined in staff report #2024003. Commission Member Clarkson seconded. Motion Passed.

Ben Clarkson – YES
Ben Aiken – Absent
Heather Russell – YES
Terry Edwards – Absent
Taylor Glover – YES
Casey Glover – YES

9. Public Hearing to discuss and recommend a Preliminary Plat for Ventana Resort Village Phase 1.

Mr. Ludwig explained that SITLA, property owner, and their representative, Iron Rock Engineering have applied for a Preliminary Plat, Phase 1. Preliminary Plats are regulated through the Kanab City Subdivision Ordinances, Chapter 2. Phase 1 of Ventana Resort Village consists of 44 platted lots. All required documents for the application have been received by the applicant or the representative. The Development Committee has reviewed the documents per the ordinance and forwarded them to the City Attorney, City Engineer, and Public Works Director and the review completed. Staff recommends a positive recommendation to City Council.

Representative Josh Beazer with Iron Rock Engineering explained the preliminary plat.

Commission Member Russell made a motion to send a positive recommendation to City Council for the Preliminary Plat on Phase 1, Ventana Resort Village based on the findings and conditions of approval as outlined in the staff report for file #2023053. Commission Member Casey Glover seconded. Motion Passed.

Ben Clarkson – YES
Ben Aiken – Absent
Heather Russell – YES
Terry Edwards – Absent
Taylor Glover – YES
Casey Glover – YES

Work Meeting:

10. Discuss a zone change application for parcel K-24-4A

Mr. Ludwig explained that the City received an application for a zone change to parcel K-24-4A. The applicant requested the opportunity to address the Planning Commission.

Applicant Ben Beckstead explained that he recently purchased parcel K-24-4A and is wanting to be proactive with the re-zoning of the parcel and address any concerns the Commission might have. He explained his plans for parking in detail.

11. Discuss a petition to amend the Land Use ordinances to allow for commercial temporary structures in a residential zone.

Mr. Ludwig explained that this agenda item was discussed earlier in the meeting with agenda item #5.

Staff Report: Ms. Chatterley explained the zoning request for parcel K-24-4A and the parking requirements will come with the site plan review. She also explained that the Commission may want to review Chapter 20.

Commission Member Report: No report was given.

Council Member Liaison Report: No report was given.

Commission Member Taylor Glover made a motion to adjourn the meeting. Commission Member Clarkson seconded. Motion Passed.