



# Planning Commission Meeting

## Minutes

**Tuesday, April 16, 2024 at 6:30 pm**

Attendees: Chairperson Lee Bennett, Commissioner Robert Christensen,  
Commissioner Mary Cokenour, Commissioner Jeremy Hoggard, Assistant  
City Manager Megan Gallegos, City Recorder Melissa Gill

**Meeting Location: 648 S Hideout Way**

### 1. Call to Order

**Minutes:**

Chairperson Bennett called to order the Planning Commission meeting at 6:32 pm.

### 2. Minutes Review/Approval (action)

**Minutes:**

MOTION to approve the minutes of March 5, 2024 was made by Commissioner Cokenour and seconded by Commissioner Hoggard. The motion passed unanimously.

**Vote results:**

Ayes: 4 / Nays: 0

### 3. Public Comment

**Minutes:**

There was no public comment.

### 4. Public Hearing: Title 10 Chapter 2: Electronic Vehicle Code (discussion/action)

**Minutes:**

Chairperson Bennett opened the public hearing at 6:34 pm. Bennett clarified for the record that the marked up copy sent to the City by GPD Charge Sites Permitting is meant as public comment in lieu of the company attending in person. The Commission reviewed the comments presented by GPD Charge Sites Permitting. Lee inquired of the Commission their thoughts regarding the specified comments. Having heard no comments from the audience and reviewed the comments listed above, MOTION to close the public hearing was made by Commissioner Hoggard and seconded by Commissioner Christensen. The motion passed unanimously.

Chairperson Bennett closed the public hearing at 6:38 pm.

**Vote results:**

Ayes: 4 / Nays: 0

### 5. Consider for Recommendation to City Council: Title 10 Chapter 2: Electronic Vehicle Code (discussion/action)

**Minutes:**

The Commission discussed the questions regarding Title 10 Chapter 2: Electronic Vehicle Code. Commissioner Cokenour asked for clarification regarding EV stations being allowed in government zones. Commissioner Bennett explained that the City may want to allow installation at areas such as the Mill Site for those who would desire so. The questions presented by GPD Charge Sites Permitting were discussed and addressed within the draft code. Assistant City Manager Gallegos suggested the statement in section H “Unlawful use of a stall reserved for electric vehicle charging is a misdemeanor” be changed to “Unlawful use of a stall reserved for electric vehicle charging is a fineable offense”. MOTION to recommend the Commission forward to the City Council for approval of Title 10 Chapter 2: Electronic Vehicle Code, with designated changes, was made by Commissioner Hoggard and seconded by Commissioner Cokenour. The motion passed unanimously.

**Vote results:**

Ayes: 4 / Nays: 0

**6. Consider for Recommendation to City Council: Francom Parking Reduction Request (discussion/action)**

**Minutes:**

Mike Francom presented to the Commission his request to reduce the parking requirements for his proposed gym located at 448 South Main. He is limited to 8 on concrete spaces including one handicap space. He also has 4 off concrete spaces available. Gallegos stated that Francom will have enough parking spaces, however they will not all be on concrete. MOTION to recommend the City Council allow the Francom Parking Reduction Request was made by Commissioner Hoggard and seconded by Commissioner Christensen. The motion passed unanimously.

**Vote results:**

Ayes: 4 / Nays: 0

**7. Consider for Approval: Black Frontage Reduction Request (discussion/action)**

**Minutes:**

Von Black presented to the Commission the request to reduce the frontage requirement to construct a 4-plex multi-family dwelling on parcel # A000000H007A. He is requesting an 18' frontage reduction. Gallegos stated she has confirmed with Fire Chief Nielson that 25' is sufficient for fire safety equipment to access the property. There was much discussion between Black, Gallegos, and the Commission regarding this request. MOTION to approve the Black Frontage Reduction Request as submitted was made by Commissioner Cokenour and seconded by Commissioner Hoggard. The motion passed unanimously.

**Vote results:**

Ayes: 4 / Nays: 0

**8. Review City Council 2023 Report: (discussion/action)**

**Minutes:**

Commissioner Bennett presented a draft to present to the City Council regarding the recommendations made by the Commission in 2023. The Commissioners reviewed it for accuracy. By consensus this draft will be finalized and given to the City Council for review.

**9. Quarterly Building Report (discussion)**

**Minutes:**

Gallegos presented a quarterly building report to the Commission.

**10. Tiny Home Park Code (discussion/action))****Minutes:**

Commissioner Bennett presented a draft of Title 10 Chapter 17: Tiny Home Park Regulations. The Commission reviewed the draft at length, clarifying and correcting any areas they deemed necessary. The Commission decided to take the draft and do more research before making a recommendation for public hearing.

**11. Administrative Communications****Minutes:**

City Recorder Gill explained to the Commission about House Bill 80, which was passed at the latest legislation session. This bill amended Utah Code 10-3-1301 which addressed the disclosure compliance (conflict of interest) under the Municipal Officers' and Employees' Ethics Act. The amended bill requires all Municipalities to post "conflict of interest" forms to their official website and provide the State with a link to said post. She requested the Commission review and sign the necessary form. Gallegos reported she will be waiting to send Title 10 and 11 to the codifiers until the remaining changes and additions to Title 10 are updated.

**12. Next Meeting Agenda****Minutes:**

Discussion with City Council 04/23/24 - Tiny Home Park Regulations

**13. Adjournment (action)****Minutes:**

MOTION to adjourn was made by Commissioner Cokenour and seconded by Commissioner Christensen. The motion passed unanimously and Chairperson Bennett adjourned the meeting at 8:12 pm.

**Vote results:**

Ayes: 4 / Nays: 0

**Audio File**

[https://soundcloud.com/user-250815044/2024-04-16-planning-commission?](https://soundcloud.com/user-250815044/2024-04-16-planning-commission?si=f45fae3bfd2d4ff2b14f8d3594c390e6&utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing)

[si=f45fae3bfd2d4ff2b14f8d3594c390e6&utm\\_source=clipboard&utm\\_medium=text&utm\\_campaign=social\\_sharing](https://soundcloud.com/user-250815044/2024-04-16-planning-commission?si=f45fae3bfd2d4ff2b14f8d3594c390e6&utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing)

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