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PLANNING AND ZONING MEETING MINUTES

Opened meeting at 6:02 pm, July 8, 2024

- **Commission Attendees:** Valorie McLean, Lynn Hamilton, Danita Hinton, Deborah Herron, Danita Hinton, Clay Crozier
- **Guest Attendees:** Clint Peatross

Agenda Items:

1. Prayer by Lynn Hamilton, Pledge of Allegiance
2. 6.3.2024 Meeting minutes accepted by unanimous vote.
3. Reorganization of City Lots - Plat Amendment by Clint Peatross
 - a. Clint presented the new plat amendment of the city lots on D Hill, includes all the property owners needed to sign off on reorganization
 - b. Lynn voiced his disapproval with the lot width of 80 ft, but city only requires 75 ft in ordinances.
 - c. Valorie requested the contour lines be added to the proposed plat.
 - d. Danita made motion to recommend the city council accept the Duchesne Townsite plat amendment as it is drawn. Vote unanimous.
 - Deb suggested the contour lines be put on the proposed plat plan.
 - City streets are 56' wide, Deb voiced a concern for snow removal, but streets are looped so there is no need for plow to turn around.
 - e. Deb motion to recommend the city council have Lane Genereaux look at the utilities for the plat amendment. Vote unanimous.
4. Hansen Planning
 - a. Clay is concerned about the subdivision approval process.
 - Deb suggests the approval process should be made by 5 people for a new subdivision ordinance.
 - City utility manager
 - Mayor or city council member
 - P&Z member
 - Community member
 - Professional contractor
 - b. Discussed the items in the proposal that the city will need to adopt.
 - c. Deb recommends a preliminary meeting to review the subdivision process with the developer prior to starting the project.
 - d. Deb motioned to recommend the city move forward with the combined approach for the subdivision process. Vote unanimous.
5. Ordinance Review for Tiny Homes and Short Term Rentals tabled until next meeting.
6. City Survey Questions
 - a. Discussed three ways of accessing the survey (physical copy at city office, city website, and social media through various community groups).
 - b. Will run the survey for a month.
 - c. Discussed the tiny home survey questions:
 - Do you think there should be a minimum square footage requirement on homes in Duchesne?
 - How do you feel about a tiny home being built as a stand alone residence next to your home?
 - How do you feel about a tiny home development being built in Duchesne City.

- Where do you think tiny homes should be allowed in town?
 - What concerns do you have about tiny homes in our city? Decreasing property values, overcrowding, etc.
- a. Discussed the short term rental questions but will finalize at the next meeting.
- 7. Open Session: nothing to report
- 8. Adjournment at 7:07 pm by unanimous vote.

Action Items:

1. Clay Crozier will present at City Council.

Motions:

1. Motion made by Deb Herron to accept the minutes, seconded by Lynn Hamilton, vote: unanimous.
2. Motion made by Danita Hinton to recommend the city council accept the Duchesne Townsite plat amendment as it is drawn. Deb Herron seconded, vote: unanimous.
3. Motion made by Deb Herron to recommend the city council have Lane Genereaux look at the utilities for the plat amendment before giving final approval, Lynn Hamilton seconded, vote: unanimous.
4. Motion made by Deb Herron to recommend the city council adopt the combined approach for the subdivision process as presented by Hansen Planning. Danita Hinton seconded, vote: unanimous.
5. Motion made by Deb Herron at 7:07 pm to adjourn, seconded by Valorie McLean, vote: unanimous.