

ROCKY RIDGE PLANNING & ZONING MEETING

May 15, 2024

7:30 PM

TOWN HALL

Approved

Opening:

Presiding: Lane Allred

Present from the Planning and Zoning Commission: Lane Allred, David Allred, Dave Bunker, and Devin Jessop.

Present from the Town Staff: None

Board of Adjustments: Alden Covington, Nephi Laub and Brian Matthews

Others Present: Mike Hansen, and Chad Bronson.

Invocation was given.

Meeting was called to order at 7:36 p.m.

Approval of Minutes:

Minutes from February's meeting was reviewed. Commission Member Devin Jessop motioned to approve the Minutes; Board Member Dave Bunker seconded the motion; all others voted in favor.

NEW BUSINESS:

1. Current Subdivision Submittal and Permitting
2. Variances; Chad Bronson, David Allred
3. Addressing for Liberty Circle
4. Membership Policies
5. Training

1. Current Subdivision Submittal and Permitting

Key Points from Mike Hanson's Presentation:

1. Current Issues with Local Codes:

- a) Many local codes lack clarity, leading to confusion between zoning clearance and subdivision approval.
- b) Developers often mistake subdivision approval as zoning clearance, though they are separate under state law.

2. Legislative Background:

- a) Senate Bill 174 (SB 174) was passed to streamline the subdivision process across cities.
- b) House Bill 476 (HB 476) followed to refine SB 174, focusing on single-family homes, duplexes, and townhomes.

3. Approval Process Changes:

- a) City councils are now excluded from the approval process to avoid political influence.
- b) The process involves preliminary approval and final approval, with the planning commission potentially involved in the preliminary stage but not the final stage.

4. New Review Cycle Framework:

- a) The review cycle limits are set to a maximum of four cycles. Each cycle involves the town reviewing the developer's submission and providing feedback.
- b) A 30-day timer is imposed on the city for each review cycle.
- c) If after four cycles the town hasn't approved or disapproved the application, it is automatically approved.

5. Developer and City Responsibilities:

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- a) Developers can take as long as they need to respond to feedback, potentially necessitating a time limit (suggested 180 days) for their responses to avoid indefinite delays.
- b) The city must have clear and comprehensive rules to avoid automatic approvals due to incomplete reviews.

6. Other Legislative Provisions:

- a) The new laws allow for combining preliminary and final approval into a single process if desired.
- b) Cities are encouraged to ensure the first application submission is comprehensive to minimize back-and-forth during the review cycles.

Discussion and Concerns:

Public Involvement: *The new process minimizes public hearings, which might lead to public dissatisfaction when developments proceed without their input.*

Administrative Challenges: *Small towns without dedicated staff (e.g., engineers, planners) will find it challenging to meet the new review cycle deadlines.*

Developer Constraints: *Developers face significant risks and need timely approvals to manage their investments effectively.*

Recommendations and Next Steps:

Code Clarity: *Towns must draft clear, detailed subdivision ordinances to streamline the approval process.*

Developer Time Limits: *Implementing a 180-day response limit for developers to prevent indefinite delays in the review process.*

Public Communication: *Find ways to keep the public informed about developments even without formal hearings.*

The meeting concluded with a call for questions and further input from the attendees to refine the process and address any concerns.

Mike's work is a state-funded service that involves several steps:

1. Meeting with the P&Z Commission (happening today).
2. Creating an audit report and checklist, and seeking feedback from the Commission.
3. Writing the Code based on the feedback.
4. Submitting the Code to the Planning Commission for review.
5. The Planning Commission then recommends the Code to the Town Council for approval.
6. After approval, consultants will develop application forms, completing the process.

2. Variances; Chad Bronson, David Allred

It was explained to Chad that he cannot get a Certificate of Occupancy (C of O) for his home until he has a permanent water source. The variance was submitted to the Board of Adjustments for review. A Roll Call Vote was taken and approved.

	Aye	Nay	Absent	Abstain
Alden Covington	<u>X</u>	_____	_____	_____
Nephi Laub	<u>X</u>	_____	_____	_____
Brian Matthews	<u>X</u>	_____	_____	_____

It was then submitted to the Planning and Zoning Commission.

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The Planning and Zoning Commission reviewed the above variance and a Roll Call Vote was taken and approved:

	Aye	Nay	Absent	Abstain
Lane Allred	<u>X</u>	_____	_____	_____
Devin Jessop	<u>X</u>	_____	_____	_____
David Allred	<u>X</u>	_____	_____	_____
Dave Bunker	<u>X</u>	_____	_____	_____

The variance for David Allred was then submitted to the to the Board of Adjustments for review. The Variance was for permission in order to cross lot lines (in Phase D.) This has been allowed before and there has not been any problems. Description for the Variance: Structure shall be designed in order that the lot line divides each Occupancy Dwelling Unit and the design on the plot map accounts for any utility placements and protection - example: power pedestal.

A Roll Call Vote was taken and approved through the Board of Adjustments.

	Aye	Nay	Absent	Abstain
Alden Covington	<u>X</u>	_____	_____	_____
Nephi Laub	<u>X</u>	_____	_____	_____
Brian Matthews	<u>X</u>	_____	_____	_____

The Variance was then submitted to the Planning and Zoning Commission.

The Planning and Zoning Commission reviewed the above variance and a Roll Call Vote was taken and approved:

	Aye	Nay	Absent	Abstain
Lane Allred	<u>X</u>	_____	_____	_____
Devin Jessop	<u>X</u>	_____	_____	_____
David Allred	_____	_____	_____	<u>X</u>
Dave Bunker	<u>X</u>	_____	_____	_____

3. Membership Policies

Chair Lane Allred expressed that Clerk/Recorder Marilyn Bronson asked that the Powers and Duties of the Planning and Zoning Commission be addressed, specifically attending meetings. The Chair asked if anyone was aware of what those duties were, if there was an attendance percentage of meetings that needed to be met. A short discussion ensued as to the whether it was three meetings or (3) consecutive un-excused absences, etc. It was determined that the attendance rules would be enforced from this point forward.

4. Addressing – Liberty Circle

Not discussed.

Adjournment:

Board Member Devin Jessop moved to adjourn the meeting; Board Member Dave Bunker seconded the motion; all others voted in favor and the meeting was adjourned at 8:37p.m.

/s/ Marilyn Bronson

Approval of Town Clerk/Recorder

Marilyn Bronson; UCC, CMC