

**TREMONTON CITY CORPORATION
PLANNING COMMISSION
NOVEMBER 12, 2024**

Members Present:

Micah Capener, Chairman
Kaden Grover, Commission Member—excused
Andrea Miller, Commission Member
Mark Thompson, Commission Member
Raulon Van Tassell, Commission Member—excused
Bret Rohde, City Councilmember
Jeff Seedall, City Planner
Bill Cobabe, City Manager—excused
Tiffany Lannefeld, Deputy Recorder

Chairman Capener called the Planning Commission Meeting to order at 5:33 p.m. The meeting was held November 12, 2024 in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Capener, Commission Members Grover, Miller, Thompson. City Councilmember Rohde, City Planner Seedall, and Deputy Recorder Lannefeld were in attendance. Commission Member Grover and Van Tassell, and Manager Cobabe were excused.

1. Approval of agenda:

Motion by Commission Member Thompson to approve the November 12, 2024 agenda. Motion seconded by Commission Member Miller. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

2. Declaration of Conflict of Interest: None.

3. Public Comments:

4. Approval of minutes—September 24, 2024 & October 8, 2024

Motion by Commission Member Thompson to approve the minutes stated above. Motion seconded by Commission Member Miller. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

Chairman Capener called a Public Hearing to order at 5:35 p.m. to receive input on amendments to the chapters listed below. There were three people in attendance.

5. Public Hearing:

- a. To receive public input regarding proposed amendments to Chapter 1.03

Definitions, Chapter 1.04 Land Use and Appeal Authorities, Chapter 1.07 Residential Zone District, Chapter 1.08 Commercial and Industrial Zone Districts, Chapter 1.19 Supplementary Regulations, Chapter 1.21 Accessory Dwelling Units, and Chapter 1.33 Planned Unit Development

There were no public comments. Chairman Capener closed the Public Hearing at 5:36 p.m.

6. New Business:

a. Discussion and approval of 2025 Annual Meeting Schedule

Motion by Commission Member Miller to approve the 2025 Annual Meeting Schedule. Motion seconded by Commission Member Thompson. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

b. Discussion and consideration of Chapter 1.03 Definitions

Planner Seedall said quite a few came from the changes to the landscape ordinance to keep all the definitions together. I moved them here. A unique one that we copied from the State code was the animal feeding operation. That was part of the residential zone update. Also changes to the sign format. Those three chapters brought changes to the definitions in the code. Zero-scaping is straight rock or branch whereas xeriscape is water wise. The industry is trying to go to water wise landscaping. It has some greenery and reduces irrigation demand.

Motion by Commission Member Thompson to accept the definitions. Motion seconded by Commission Member Miller. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

c. Discussion and consideration of Chapter 1.04 Land Use Appeal Authorities

Planner Seedall said this just adds some alternates to the Planning Commission and their requirements. They should attend at least half of the meetings per quarter to stay informed on issues. Chairman Capener proposed this say up to two alternates. Planner Seedall said the alternates could also be the front runners for full-time positions when seats become available.

Motion by Commission Member Miller to approve, with those modifications. Motion seconded by Commission Member Thompson. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes,

Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

d. Discussion and consideration of Chapter 1.07 Residential Zones

Planner Seedall said first was changing the detached accessory dwelling units to permitted use instead of conditional use. I did not like how we describe our side yard setbacks for corner lots—the other front yard. For structures on corner lots I wanted it to say side yard setbacks shall be, and then they are listed. The numbers are the same, it just makes it clear. This also changes the minimum setback for one side. I changed that so it mapped out clear. The bigger changes came with animals. Officer Greg Horspool and I went through how we were mandating animals. It felt arbitrary because we had a certain number of animals per acre. Utah State produced a table saying, if you are pasturing an animal, this is how many are allowed. This is where this table originated. We changed the paragraph below saying if animals are penned and being fed then you can have as many of whatever animal as long as it does not create nuisances. This change was brought about due to potential annexations of County residents and answering their questions. They have acre plus lots and plenty of space to have animals graze. They did not want City code to reduce the number of animals they could maintain. This change puts the responsibility on the property owner and less on the City to count heads. Chairman Capener said we are an agricultural community, what if we allowed sheep and goats in some of the other zones for 4-H use from April to September. Not all animals would work, but goats and sheep on a limited basis could. If they create a nuisance, then they have to be removed. Councilmember Rohde said it could be a positive thing if it is done right. I think talking to Officer Horspool is a good idea. Planner Seedall said I would not mind making a new section with provisions for providing a kennel or space for them. I like the idea; it might just be nice to have a section on how to coordinate that with the City.

Motion by Commission Member Thompson accept the chapter as stated currently. Motion seconded by Commission Member Miller. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

e. Discussion and consideration of Chapter 1.08 Commercial-Industrial Zones

Planner Seedall said to simplify the communication process of the City standards, I moved some items to the commercial and industrial zones. This helps it make more sense. Chapter 19 is becoming quite bulky. Moving things to this chapter makes things clearer.

Motion by Commission Member Miller to approve the chapter as is. Motion seconded by Commission Member Thompson. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

f. Discussion and consideration of Chapter 1.19 Supplementary Regulations

Planner Seedall said I moved the drive-up window into the commercial zone so as we get commercial businesses, I can send that chapter for their reference. This has all the site requirements. This just puts code where it makes more sense and makes communicating our requirements simpler. It does not change anything—it was just a cut and paste. On this one I took the street trees out because the landscaping ordinance talks about that. I did not want that section to contradict what was updated.

Motion by Commission Member Thompson to accept the chapter as stated. Motion seconded by Commission Member Miller. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

g. Discussion and consideration of Chapter 1.21 Accessory Dwelling Units

Planner Seedall said this one had the most work done. I wanted to get away from the conditional use permit for ADUs. We do not have that many applications for them and there were a lot of hoops to jump through. The only permit required now is our ADU permit, which requires architectural drawings, a floor plan and site plan so we can see how they would accommodate the new parking requirements. Everything else is outlined.

The Commission spent much time discussing details, including what constituted a single-family, setbacks and parking requirements. Planner Seedall said not a lot are building ADUs so that is why we loosened this up.

Motion by Commission Member Miller to table the item for more discussion. Motion seconded by Commission Member Thompson. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

h. Discussion and consideration of Chapter 1.33 Planner Unit Development

Planner Seedall said I did not realize we have an R1-12 zone. It is outdated. There

are spots that can be developed under it, so I included it as one of the allowed zones to use the PUD. I changed the width regulations and added R1-12 into the density bonus table. I dropped the open space requirement to 15. If they want the entire bonus density to be permitted through open space, we are looking at 40 percent of the development being open space to get the bonus density. By the time you integrate storm drain and streets you would have a 60/40 ratio. This creates a good development that has amenities, but also has density to make the PUD worth it. Fencing would be utilized to delineate public versus HOA amenities. If people want to put garages on, I wanted to allow that as a bonus density for multi-family.

Motion by Commission Member Thompson to accept the chapter as stated.

Motion seconded by Commission Member Miller. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

i. Discussion of Chapter 2.02 Concept Plans

Planner Seedall said this changes the concept plan. We can table it and do a hearing for the next meeting.

Motion by Commission Member Miller to table this item.

Motion seconded by Commission Member Thompson. Vote: Chairman Capener – yes, Commission Member Grover – absent, Commission Member Miller – yes, Commission Member Thompson – yes, Commission Member Van Tassell – absent. Motion approved.

7. Planning commission comments/reports:

Chairman Capener asked if the Commission is still the Traffic Advisory Board. Planner Seedall said no, the traffic advisory board is comprised of the public works director, police chief and city engineer. Chairman Capener said I wondered why we changed the speed limit on Tremont Street from 35 to 25. Main Street is 30 MPH and Rocket Road is 40. This is a huge right-of-way for 25 MPH. I think it is way too slow. Councilmember Rohde said I will bring it up in City Council.

Planner Seedall reminded the Commission about the upcoming Christmas dinner.

8. Adjournment

Motion by Chairman Capener to adjourn the meeting. Motion seconded by consensus of the Board. The meeting adjourned at 6:56 p.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby

Planning Commission

November 12, 2024

certifies that the foregoing is a true and correct copy of the minutes of the Planning Commission held on the above referenced date. Minutes were prepared by Jessica Tanner.

Dated this ____ day of _____, 2024.

Cynthia Nelson, CITY RECORDER

***Utah Code** 52-4-202, (6) allows for a topic to be raised by the public and discussed by the public body even though it was not included in the agenda or advance public notice given; however, no final action will be taken.