

The following are the approved minutes of Centerfield City's Planning & Zoning work meeting, held January 2, 2025 in the Centerfield City Hall. Those in attendance: Mayor Travis Leatherwood, Jon Hansen, Brandon Childs (over zoom), Jaden Sorenson, Christi Garff (over zoom), Brittney Fisher (over zoom), Jonah Christensen and Ryan Stewart. Absent Courtney Lund.

Mayor Leatherwood called the meeting to order at 3:00 PM.

1- Roll Call

One lot subdivision discussion with a representative from the Ombudsman's Office

Richard Pheln from the state Ombudsman's office is in attendance over zoom to discuss a list of questions put together by the planning & zoning board, council and George Owens.

Richard Pheln, explained the regulations surrounding the subdivision of land. He clarified that subdivisions involve dividing land into two or more lots, regardless of the land's use. All subdivisions must comply with both state and city codes. Pheln emphasized that developers are required to meet infrastructure standards, including the installation of curb and gutter systems and ensuring proper drainage.

The meeting shifted focus to one-lot subdivisions, with Richard Pheln providing further context and clarification:

- **Terminology Clarification:**
 - **Lot** refers to a tract depicted on a subdivision plat and part of a recorded subdivision.
 - **Parcel** refers to unsubdivided land.
 - **Remainder** refers to a portion of a parcel excluded from the subdivision process.

Pheln explained that single-lot subdivisions can be approved, but developers are still required to install necessary infrastructure for each lot, though not necessarily for the remainder of the parcel. The discussion touched on how to handle frequent single-lot subdivisions (every 3-6 months), and the need for a process to ensure infrastructure is installed accordingly.

Challenges with Piecemeal Subdivisions

There was concern about developers dividing land into single lots incrementally, potentially bypassing a coordinated approach for larger infrastructure needs. The council discussed the possibility of developers handling infrastructure like roads, drainage, and utilities. Richard Clement noted that developers must meet road standards, but they are not responsible for repairing existing roads. The city may need to take a more proactive role in planning infrastructure rather than relying solely on developers.

Impact of Property Development on Water Runoff and Infrastructure

A discussion ensued regarding the impact of property development on water runoff and the related infrastructure requirements:

Concerns were expressed about how this piecemeal approach could affect property value and lead to potential city issues, including drainage and road conditions.

Suggestion of negotiating development agreements to manage runoff, emphasizing the importance of addressing drainage concerns before continuing with development.

Councilman Hansen noted the importance of proper drainage planning, especially when considering the impact of one-lot subdivisions. Richard Pheln confirmed that the city would need to update its drainage plan to accommodate ongoing development.

Minor Subdivision Ordinance

The council discussed the possibility of implementing a minor subdivision ordinance for subdivisions of 10 lots or fewer. Richard Pheln recommended establishing a plat exemption process for smaller subdivisions to reduce the administrative burden.

Responsibilities for Infrastructure and Drainage

- **City vs. Developer Responsibilities:**

The council deliberated on the respective responsibilities for infrastructure, particularly in terms of drainage and utility installation. Richard Pheln suggested that development agreements or bonds might be a useful tool to ensure that developers adhere to infrastructure requirements while protecting the city's interests.

- **Signed Easements for Drainage:**

It was noted that signed easements, such as one from property owner Gavin, may be required for drainage plans to be implemented, especially if drainage flows onto adjacent properties.

Action Items

The following action items were identified:

- Explore options for the city to take a more proactive role in planning and installing infrastructure, rather than relying solely on developers.
- Consider using development agreements or bonds to address challenges with one-lot subdivisions and ensure proper drainage/infrastructure.
- Follow up with the specific property owner (George) to discuss potential solutions for their situation.

The council agreed to continue exploring the best practices for one-lot subdivisions and to update the city's drainage plan. The conversation will continue at future meetings.

Councilman Christensen moved to adjourn the meeting at 5:12 PM. Seconded by Councilman Hansen. Carries 4-0.

Lacey Belnap Lacey Belnap, City Recorder

Travis Leatherwood Travis Leatherwood, Mayor

February 20, 2025 Approval Date