

**Minutes of the North Logan City
Planning Commission
Held on March 20, 2025
At the North Logan City Offices, North Logan, Utah**

(0:00:00 - Time stamps throughout the minutes below, indicate the time an item begins in the recording of the meeting.)

The meeting was called to order by Nan Isaacson at 6:30 p.m.

Commission members present were: Nan Isaacson, Gavin Payne, Teresa Theurer, Tracy Walker, and Porter Wilkins. Heather Ericson was absent.

Others present were: Alan Luce, Scott Perkes, Russell Goodwin, Barb Wood, Deanne Kirby, and Bob Strebel.

The Pledge of Allegiance was led by Tracy Walker
An invocation was given by Teresa Theurer

(0:01:14)

Adoption of Agenda

Motion

Teresa Theurer made a motion to adopt the agenda, as presented. Gavin Payne seconded the motion. A vote was called and the motion passed unanimously with Gavin Payne, Teresa Theurer, Tracy Walker, and Porter Wilkins voting in favor.

(0:01:33)

Approval and Follow-up of Minutes for the February 20, 2024 Planning Commission Meeting.

Motion

Gavin Payne made a motion to approve the minutes, as presented. Tracy Walker seconded the motion. A vote was called and the motion passed unanimously with Gavin Payne, Teresa Theurer, Tracy Walker, and Porter Wilkins voting in favor.

(0:01:53)

Follow-up

Scott Perkes provided updates on:

- **General Plan and the City Center Master plan:** the City Council approved both plans, contingent on added language regarding owner occupancy. Finalized versions to be published on the city's website soon.
- **Susan Smart Rezoning (2500 North 800 East corner):** Approved by City Council. Administrative tasks remain, including recording the development agreement.

New Business

Regular Commission Business:

(0:03:30)

Item # 1: PUBLIC HEARING and discussion (no action) regarding draft zoning text amendments to NLMC Sections 12A & 12B intended to begin implementing the goals and policies contained within the recently adopted 2025 General Plan.

Scott Perkes provided an overview regarding this agenda item and explained the purpose of zoning text amendments and the transition from planning to implementation. The sections reviewed include general provisions, structure of land use code, City Council and Planning

Commission structures, appeals authority, and the development review committee. No action is to be taken; amendments will continue to evolve.

Nan Isaacson asked about an existing building in the applicant, Susan Smart's, backyard. Scott described that there is an existing accessory building that could affect a future lot line.

(0:08:10)

At 6:38pm Nan Isaacson opened up the meeting for public input.

Russell Goodwin: raised concerns about lack of public notice in newspapers and at the library. He emphasized the need for better community communication.

Robert Strebel: noted difficulty in finding zoning amendment drafts and suggested making physical copies available at city offices.

At 6:43pm Nan Isaacson closed the public hearing and opened up the dialogue to the Planning Commission.

The Planning Commission continued discussions.

Staff Response:

Scott clarified that public notices are posted online, at the library, city office, and Utah's Public Notice Website. Notices posted to the Utah's Public Meeting Notice website can be subscribed to. Newspaper publication is problematic since the local newspaper is not published daily, and would require a fairly long advance notice be submitted to get into the paper in time for its publication and mailing. A commitment was made to improve accessibility of documents.

(0:17:24)

Item #2: CUP-2025-01: Review and action of a request for a Conditional Use Permit (CUP) to operate a Short-Term Rental (STR) of a single-family dwelling at 2856 N 1000 E.

Scott Perkes discussed the proposal to convert a single-family dwelling into a short-term rental with an occupancy limit of 14 persons.

- Points of discussion include: Compliance with city regulations for parking and occupancy, and Applicant's commitment to responsible management and maintaining neighborhood relations.

The Planning Commission continued discussions.

(0:22:22)

Motion

Gavin Payne made a motion to approve the conditional use permit subject to the conditions and findings from the staff report. Teresa Theurer seconded the motion. A vote was called and the motion passed unanimously with Gavin Payne, Teresa Theurer, Tracy Walker, and Porter Wilkins voting in favor.

(0:23:15)

Item #3: Work Session: Review and discussion regarding draft zoning text amendments to NLMC Section 12C intended to begin implementing the goals and policies contained within the recently adopted 2025 General Plan.

Scott Perkes discussed the implementation process:

- Restructuring zoning code to enhance clarity.
- Breaking down zoning tables for better organization.
- Proposed new structure includes individual sections for each zoning classification.
- Plans to replace outdated city center regulations with a new form-based code.

The Planning Commission continued discussions.

(0:44:00)

Staff Business:

Staff Business/Discussion

Scott mentioned:

- The spring APA Conference in May 7-9, 2025 in Logan, UT. He encouraged the Planning Commission to register and attend this conference.
- North Logan's will have a dedicated session to showcase the City Center Master Plan at the conference.

Planning Commissioner Business/Discussion

None

Set Next Agenda and/or Adjourn

- 04/10/2025 - Regular Meeting

(0:45:15)

Motion

Teresa Theurer made a motion to adjourn the meeting. Gavin Payne seconded the motion. A vote was called and the motion passed unanimously with Gavin Payne, Teresa Theurer, Tracy Walker, and Porter Wilkins voting in favor.

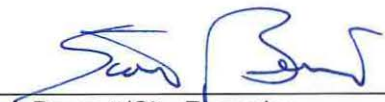
The meeting adjourned at: 7:18pm

Approved by Planning Commission:

April 10, 2025

Transcribed by: Scott Bennett

Recorded by:



Scott Bennett/City Recorder