

COMMISSIONERS PRESENT: Vice-Chairman Paul White, Commissioner Jan Kerr, Commissioner Stephen Moss, and Commissioner Blake Broadhead

COMMISSIONERS ABSENT: Chairman Ryan Vaughn, Commissioner Marcus Wager and Commissioner Beth Thompson

CITY STAFF PRESENT: City Administrator Bob Barnhill, Planning Secretary Tyra Bischoff, and Deputy Recorder Misty Moesser

OTHERS PRESENT: None

ONLINE: None

**ITEM 1: CALL TO ORDER AND OPENING CEREMONIES**

Vice-chairman White called the meeting to order at 7:01 PM.

**A. Declare Conflict of Interest, if any**

None.

**ITEM 2: ACTION ITEMS**

**A. Preliminary Subdivision Application: Scadden Townhomes; located at 3457 S 1200 W; Parcel #02-037-0045; Applicant: Rick Scadden**

City Administrator Bob Barnhill presented the preliminary subdivision application for the Scadden Townhomes, located at 3450 South 1200 West. He explained that the property was rezoned from commercial to residential in 2021 to align with surrounding uses and the general plan. The half-acre property is zoned R1 Residential and the proposal is for 8 townhome units, which meets the density limit of 16 units per acre.

Mr. Barnhill noted that 3450 South is currently an unpaved road. The development would be required to install curb, gutter, and sidewalk on their half of the road, as well as enough asphalt to meet fire code requirements. He mentioned that letters were sent to neighbors and a couple of comments were received, including concerns about property lines and whether the application follows the City's Master Plan.

Mr. Barnhill clarified that this is an administrative item, so the Commission's role is to determine if the application follows city code. He stated that city staff and the city engineer have reviewed the plans and the applicant has made corrections to meet requirements for landscaping, architecture, utilities, and stormwater management.

Vice-chairman White inquired about the relationship between the Master Plan and ordinances. Barnhill explained that the master plan is a guiding document but not tied directly to ordinances. He noted that the property's zoning was already changed in 2021, so the commission's role now is to ensure the application meets current zoning requirements.

Mr. Barnhill reviewed the density map, confirming that 12 units were still available in this area and the proposed 8 units would fall within that limit. He also discussed recent ordinance changes regarding multifamily housing, though noted those would not apply to this application due to when it was submitted.

Commissioners also asked questions about parking, building spacing, and fencing requirements. Mr. Barnhill confirmed the development meets parking requirements with 2 garage spaces per unit plus 4 visitor spaces. He noted the buildings would be spaced 30 feet apart, exceeding the 24-foot minimum requirement.

Justin Beecher, a neighboring property owner, expressed concerns about potential parking issues and encroachment onto his property.

Rick Scadden, the applicant, addressed these concerns, offering to post no parking signs near Mr. Beecher's gate and considering extending guest parking spaces by 2 feet if possible while maintaining landscaping requirements.

**MOTION:** Commissioner Kerr made a motion to approve the Preliminary Subdivision Application for the Scadden Townhomes. Commissioner Moss seconded the motion.

<b>Roll Call Vote:</b>	Commissioner Vaughn, Absent
	Commissioner White, Yes
	Commissioner Wager, Absent
	Commissioner Broadhead, Yes
	Commissioner Moss, Yes
	Commissioner Kerr, Yes
	Commissioner Thompson, Absent

**Motion Approved. 4 Yes, 0 No**

### **ITEM 3: APPROVAL OF THE MINUTES**

#### **A. March 6, 2025, Regular Planning Meeting**

**MOTION:** Commission Kerr made a motion to approve the minutes for the March 6, 2025, Planning Commission meeting. Commissioner Moss seconded the motion.

<b>Roll Call Vote:</b>	Commissioner Vaughn, Absent
	Commissioner White, Yes
	Commissioner Wager, Absent
	Commissioner Broadhead, Yes

Commissioner Moss, Yes  
Commissioner Kerr, Yes  
Commissioner Thompson, Absent

**Motion Approved. 4 Yes, 0 No**

#### **ITEM 4: DISCUSSION**

##### **A. Future Projects**

Bob Barnhill discussed two ongoing projects:

1. Parks Master Plan: A survey has been posted on social media to gather public input on desired park amenities. Barnhill mentioned they would also send the survey link via email to reach residents who may not use social media. A public open house is planned for in-person comments as well.
2. Highway 89 Master Plan: Barnhill noted they are working to finalize this plan, which has faced some delays. He offered to share the latest version with commissioners who are interested in reviewing it.

##### **B. Report on past-approved Planning Commission Items**

Mr. Barnhill reported on two recent ordinance amendments approved by the City Council:

1. An amendment exempting two signs at Maddox (the Red Crown sign and the "Home of the World's Finest Beef" sign) from certain limitations in the sign code.
2. Updates to multifamily housing regulations, limiting townhome buildings to a maximum of 4 units in a row.

##### **C. Report from Commissioners regarding previous Council Meetings**

It was noted that no commissioners had attended the most recent City Council meetings.

##### **D. Make assignments for representative(s) to attend City Council (January 9<sup>th</sup> and 23<sup>rd</sup>)**

The commission made the following assignments for upcoming city council meetings:

- April 10, 2025: Commissioner Broadhead
- April 24, 2025: Commissioner White

#### **ITEM 5: PUBLIC COMMENT**

No public comment.

#### **ITEM 6: TRAINING**

##### **A. Staff (Yearly Training)**

Mr. Barnhill provided training on improvement guarantees for developer improvements. He explained the purpose of these guarantees is to ensure infrastructure is completed even if a developer goes bankrupt or abandons a project.

Mr. Barnhill outlined the process, including:

- Developers providing a cost estimate for improvements
- Options for installing improvements before recording the plat or providing a financial guarantee
- The city's ability to collect on guarantees if work is not completed within 3 years
- Requirements for issuing certificates of occupancy
- The conditional acceptance process and warranty period

He also discussed challenges the city has faced with past developments and measures taken to address issues like damaged sidewalks during construction.

#### **ITEM 7: REVIEW NEXT ADGENDA AND ADJOURN**

##### **A. Items for the May agenda (next meeting May 1, 2025)**

Barnhill anticipated the following items for the May 1st agenda:

1. Olsen Orchard preliminary application
2. Bear River Landing townhomes preliminary application
3. Possible amendment to the previously approved conservation subdivision north of Dale Young Park

##### **B. Motion to Adjourn**

**Motion:** Commissioner Broadhead made a motion to adjourn the meeting.

##### **All In Favor**

The meeting was adjourned at 7:51 PM.