

1 **ELK RIDGE PLANNING COMMISSION**

2 **April 28, 2016**

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5 **TIME AND PLACE OF MEETING**

6 A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, April 28, at 7:00 p.m. at 80 East Park
7 Drive, Elk Ridge, Utah.

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9 **ROLL CALL**

10 *Commissioners:* Stacey Peterson, David Clark, Jim Chase, Paul Crook, Lisa Phillips
11 *Absent:* Colin Logue (Had back surgery) Greg Anderson (out of town) Bruce Thorpe (Alternate - out of town)
12 *Others:* Mayor, Hal Shelley
13 Shay Stark, *City Planner*
14 Brianne Bailey, *Planning Commission Coordinator*
15 *Public:* Tricia Thomas

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17 **OPENING ITEMS**

18 Stacey Peterson welcomed at 7:10 PM. Opening remarks were said by Mayor Shelley followed by the pledge of allegiance.

19 **APPROVAL OF AGENDA**

20 There were not any changes to the agenda.

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23 **DAVID CLARK MOTIONED AND JIM CHASE SECONDED TO APPROVE THE AGENDA AS CURRENTLY WRITTEN.**
24 **VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) COLIN LOGUE, GREGG ANDERSON, BRUCE THORPE**

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26 **ACTION ITEMS**

27 **1. REVIEW AND APPROVE MEETING MINUTES FOR 4/14/2016**

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29 **JIM CHASE MOTIONED AND DAVID CLARK SECONDED TO APPROVE THE MINUTES FOR 4/14/2016 AS DRAFTED.**
30 **VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) COLIN LOGUE, GREGG ANDERSON, BRUCE THORPE**

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33 **2. DECISION ON PROPOSED AMENDMENTS TO PLANNING COMMISSION BY-LAWS**

34 Jim Chase explained he has a question on page 7 number 13 regarding denied motions in the Planning Commission By-Laws and he didn't fully
35 understand what this section means, it talks in circles. Shay Stark stated that Planning Commission is a recommending body and even though the
36 majority vote no for a subdivision as an example, then Planning Commission needs to make a motion to deny approval of that subdivision. A
37 recommendation still needs to go forward, it goes to City Council for a final decision. Mayor Shelley explained that Planning Commission just
38 formalizes the nay vote for it to go forward to City Council. Jim Chase explained he researched into electronic voting and the Planning Commission
39 member would need to be physically present to vote. Jim Chase will edit the wordage on Page 7, #13 and the electronic voting wordage.

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41 **STACEY PETERSON MOTIONS AND JIM CHASE SECONDED TO APPROVE THE PROPOSED AMENDMENTS TO**
42 **THE PLANNING COMMISSION BY-LAWS WITH THE CLARIFICATION OF SECTION 13. VOTE: YES - ALL (5), NO -**
43 **NONE, ABSENT - (3) COLIN LOGUE, GREGG ANDERSON, BRUCE THORPE**

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46 **PLANNING COMMISSION BUSINESS**

47 **3. DISCUSSION ON AMENDMENT OF ACCESSORY BUILDING CODES, SECTION 10-12-05**

48 Shay Stark explained Planning Commission needs to address these codes because they are contradicting. He stated Planning Commission needs to
49 address what the definition for an accessory building really is. Shay Stark recommended that Planning Commission really take their time and
50 review these codes and make the necessary amendments. He explained there is a statement in the codes regarding the setbacks which state that
51 accessory buildings shall be set back not less than 12 feet to the rear of the closest rear wall of the main building and not less than 12 feet from the
52 closest side wall of the main building. The accessory buildings which are located 12 feet or closer to the main building are considered part of the
53 main building, but the code just stated that we can't set the accessory building closer than 12 feet to the main building and is contradictory. Shay
54 Stark explained this issue comes up a lot within the city and how do we interpret this? Mr. Stark asked where does this 12 feet come from, is it a
55 fire issue? He asked Seth Waite, Fire Chief to look into this who reviewed all of the National Fire Codes and couldn't find anything. Shay Stark
56 isn't sure where this 12 foot setback comes from and it needs to be looked at and amended if necessary. Stacey Peterson said it looks like we need
57 to define what an accessory building is along with a temporary or permanent structure? Shay Stark explained footings that don't require re-bar do
58 not require a building permit and buildings that have foundations will be required to go through the building permit process. Shay Stark asked
59 Planning Commission members to look over the ordinances and check into other cities ordinances and do a lot of research and bring it forth to the
60 next meeting and ask ourselves what we want to see in the community. Mayor Shelley reminded them to keep in mind personal property issues as
61 well. Jim Chase explained some of the accessory building codes from Santaquin and Salem and how we could apply this to Elk Ridge City. He
62 explained Santaquin City's code states that sheds have to be behind the front of the homes property line. Jim Chase feels the lot coverage for an
63 accessory building should not be more than 25% of the yard area, which is what Santaquin City's code states also. David Clark stated if your

64 accessory building needs to be connected to utilities it will need to have an inspection. Stacey Peterson explained we need to look into multiple
 65 definitions, setbacks, lot requirements, if we would approve a metal structure or not, style of building, what is considered a temporary or permanent
 66 structure, separate codes for buildings to house animals, and bring this information forward and combine and discuss the items to refine the codes.
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69 **4. DISCUSSION/REVIEW OF THE GENERAL PLAN**

70 Jim Chase explained the General Plan is not well written and needs to be reviewed and remove some of the implementation in the General Plan.
 71 Shay Stark feels the city needs some implementation and he thinks it's a good idea to have this in the General Plan. He explained the
 72 implementations are basically the same as the objectives. Jim Chase stated there is a lot of redundancy in the General Plan and it needs to be written
 73 to the point. Mayor Shelley and Tricia Thomas stated the General Plan is too wordy and how much of it really still applies? Jim Chase stated he
 74 found there is no definition in the General Plan for a park and that needs to be defined because there are many types of parks. Mayor Shelley
 75 explained the General Plan talks about economic development but it doesn't state how we as a city are going to achieve this. Jim Chase explained
 76 Ty Ellis made a comment that the community vision needs to include celestial consideration in keeping the community a dark sky community and
 77 free of light pollution which is what residents really want. Mayor Shelley explained that was in the recent survey and will be considered. He also
 78 recommended that we need to look into the City Survey results from Ty Ellis and see what the current vision from the city residents will be and
 79 help to bring multiple sources together and refine what is already in the General Plan. Mayor Shelley stated maybe sometime in the fall we can have
 80 a joint session with City Council and see what has come together at that time and review the General Plan. Shay Stark explained that Planning
 81 Commission is in charge of the General Plan it's their document, even though it's not a legislative document it's Planning Commission
 82 responsibility to come up with the General Plan.
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84 **CITY BUSINESS**

85 **5. CITY COUNCIL UPDATE**

86 Mayor Shelley recommended that all Planning Commission members try to attend the City Council meeting tomorrow night on April 29th,
 87 2016. He also explained the test well is starting today or tomorrow, or around the 1st of May and they will be drilling from 7am – 7pm to about
 88 1,000 feet down if possible and if it starts to collapse they will need to drill 24/7.
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90 **6. OTHER BUSINESS**

91 Mayor Shelley explained that Cody Black took another job in South Carolina and McKay Lloyd is now the new Public Works director and Jed
 92 Mellen also took another job and works for Santaquin City and the city has now hired on two new full time Public works employees. Mayor
 93 Shelley explained that he is happy with the decisions that have been made to hire these employees and there will be a learning curve but
 94 McKay Lloyd is trying his very best and his integrity is impeccable in Mayor Shelley's opinion.
 95 Mayor Shelley explained that he spoke with Colin Logue and he has had back surgery recently and will have weeks of intensive therapy and
 96 recovery so Mayor Shelley proposed to Colin Logue that he be put as the Planning Commission Alternate and proposed that Bruce Thorpe be
 97 moved from an alternate to a Planning Commission member. All Planning Commission members present were in agreeance with this and
 98 when Bruce is back from vacation we will verify this with Bruce Thorpe and then it will go before City Council for approval.
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100 **JIM CHASE MOTIONED AND DAVID CLARK SECONDED TO ADJOURN THE MEETING.**

101 **VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) COLIN LOGUE, GREGG ANDERSON, BRUCE THORPE**

102 **ADJOURNMENT – meeting adjourned at 8:15 pm**

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Planning Commission Coordinator