

Planning and Zoning Agenda

July 17, 2018

6:00 p.m.

25 S 200 E PANGUITCH CITY OFFICE CONFERENCE ROOM

1. Adoption of the Agenda
2. Approval of the Minutes and Email Surveys
3. Conditional Use Permit –Panguitch Llama Excursions/Christian Kasper
4. Home Occupation – The Hair Place/Joelann Black
5. Signage – Lamp Lighter Inn
6. Planning Commission Chair and Chair Pro tem
7. Adjournment

REASONABLE ACCOMMODATION: The City of Panguitch will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs.

Please contact Lori Talbot at Panguitch City office at least 24 hours in advance if you have special needs.

Anyone who wishes to offer a prayer or thought in the opening ceremony at City Council is welcome to do so by calling City Manager Lori Talbot

at 435-676-8585 to schedule an appointment.

****Items may not be covered in order listed. Panguitch City is an equal opportunity employer.****

Planning and Zoning Minutes

April 18, 2018

5:30 p.m.

25 S 200 E PANGUITCH CITY OFFICE CONFERENCE ROOM

Those in attendance Chair Jeramy Henrie, City Recorder Tyrissa Howell, Committee members Trudi Owens, Wally Dodds, Justin Peterson, Phil Norton and Ben McEwen.

Others Present were Becky Dalton, Lisa McEwen, Kim Soper, Jamie Veater and Monica Veater.

Adoption of the Agenda

Wally Dodds moved, seconded by Justin Peterson to adopt the agenda. The motion passed with all in favor.

Approval of the Meeting Minutes and Email Surveys

Phil Norton moved, seconded by Ben McEwen to approve the May 18, 2017 minutes. And all email surveys. The motion passed with all in favor.

Dalton Minor Subdivision

Becky Dalton stated that the bank requires a lot be smaller than an acre to acquire a home construction loan. The Dalton's property is 34.32.acres. The Dalton's are asking to do a minor lot subdivision, dividing the lot into 4 lots with one lot being .99 acres to build their home on.

Wally Dodds moved, seconded by Justin Peterson to approve the subdivision for the Dalton's contingent on the approval of their property being annexed into Panguitch City. The motion passed with all in favor.

Vacation Rental – Kay and Corrine Englestead

Justin Peterson moved, seconded by Phil Norton to approve the vacation rental for Kay and Corrine Englestead. The motion passed with all in favor.

Rental Cabins-James and Monica Veater

James Veater plans on building 9 cabin rental units at 115 North Main Street. There was some discussion on fire code. James was advised by the commission to talk to the Building Inspector Jared Woolsey to be sure his plans meet all codes before moving forward.

Wally Dodds moved, seconded by Ben McEwen to approve the Veaters Rental Cabins. The motion passed with all in favor.

Adjournment

Ben McEwen moved to adjourn the meeting at 7 pm. The motion passed with all in favor.

Chairman, Jeramy Henrie

Recorder, Tyrissa P. Howell

Planning and Zoning

MAY 24, 2018 EMAIL SURVEY

Chairman Jeramy Henrie approved the use of an email survey for a vacation rental at 285 N 100 W for Laura Schroder.

THE MOTION PASSED.

<u>Member</u>	<u>Vote</u>
Justin Peterson	YES
Phil Norton	YES
Ben McEwen	YES
Claudia Crump	YES

Planning and Zoning

JUNE 18, 2018 EMAIL SURVEY

Chairman Jeramy Henrie approved the use of an email survey for a vacation rental at 36 W 200 N for Ronald Orton.

THE MOTION PASSED.

<u>Member</u>	<u>Vote</u>
Justin Peterson	YES
Phil Norton	YES
Ben McEwen	YES
Claudia Crump	YES
Chris Hatch	YES

Planning and Zoning

JUNE 28, 2018 EMAIL SURVEY

Chairman Jeramy Henrie approved the use of an email survey for a vacation rental at 110 W 100 N for Jason Hoyt.

THE MOTION PASSED.

<u>Member</u>	<u>Vote</u>
Justin Peterson	YES
Phil Norton	YES
Ben McEwen	YES
Chris Hatch	YES
Claudia Crump	YES



PANGUITCH CITY BUSINESS LICENSE APPLICATION

A Change of Pace

25 South 200 East, PO Box 75, Panguitch Utah 84759,
Phone: 435-676-8585, Fax: 435-676-2758

Date: 6/22/18

Calendar Year: 2018

Name of Business Panguitch Llama Excursions
Type of Business Tourist trek
Business Address 185 N 400 E City Panguitch State UT Zip 84759
Mailing Address 3 City Panguitch State UT Zip 84759
State Sales Tax # _____ Contractor License # _____
Business Email gmail.com Business Phone # _____
Name of Business Owner (if partnership, list all partners; if corporation, list principal officers)
Christian Kaspar
Address 5 City Santa Cruz State CA Zip 95060
Phone # _____ Email Address calpoly.edu
Name of Manager Roger Kaspar
Manager Phone # _____

LICENSE FEES (Circle all that apply to your business)

General Fee - \$25.00 ☒
Home Occupation (one time only fee) \$25.00 ☒
Home Occupation (Fee Exempt)* \$0
Beer Permit - \$50.00
Vendor Permit -
Up to 30 days - \$20.00
Yearly - \$25.00

Total amount due - \$ 50.00

NEW APPLICATIONS - This is an application for a business license; the actual license will be issued only when the completed application is received, reviewed and approved by the city council. All information must be accurately completed or the issuance of the license will be delayed. Issuance of the license shall in no way relieve the applicable zoning, health, building and fire regulations. All state and Federal regulations must be complied with.

RENEWAL APPLICATIONS - Return this completed form with the proper fees for your business license to: Panguitch City Corporation, 25 South 200 East, PO Box 75, Panguitch Utah 84759. **Late Fee** - \$10.00 (If paid after February first of each said year.)

***HOME OCCUPATION FEE EXEMPTION** - Home Occupations that business activities are conducted within no more than 25% of the primary dwelling exclusively by persons residing within the dwelling, in a manner that is indiscernible from, and secondary to the residential use, without altering the dwelling site or structure, the character of the neighborhood, the demand for public facilities and services or providing a short term residential rental. A Home Occupation with no material offsite impact to the primary residential use.

I, We, Christian Kaspar hereby agree to conduct said business strictly in accordance with the Laws and Ordinances covering such business, and understand that it is unlawful to make any false statement, declaration, or report as required in this application.

Date 6/22/18 Signed by Christian Kaspar

FOR OFFICIAL USE ONLY

Approved _____ License # _____ Receipt # _____ Total Paid \$50.00 pd cc

Signature Sheet

DATE: June 22, 2018

In accordance with the Panguitch Zoning Ordinance, individuals desiring to have a conditional use permit, or a home occupation permit, or a variance for housing 2 llamas

on vacant lot (owned by Wally and Amy Dodds) and periodic parking
for persons participating in llama excursions at large garage
It is necessary for all neighbors **within 300 feet in all directions** to be made aware of this type of request.

NAME: Chris and Roger Kaspar

Is making application to have 2 llamas housed and periodic parking

Located at Near large garage apt. 159 N. 400 E.
305 E 100 N Panguitch

It is not necessary that you approve; it is important that you sign this statement indicating that you are aware of the proposed request.

Signatures:

Comments if any:

Wally Dodds

Brian D.

R. Ben O'Hara

Mark Skougard

Nicki Buckingham

John K.

Roger K.

Yvonne R. K.

159 N. 400 E.

305 E 100 N

138 N 300 E.

81 N 400 E

90 N 400 E

375 E. 100 N.

185 N 400 E



PANGUITCH CITY BUSINESS LICENSE APPLICATION

A Change of Pace

25 South 200 East, PO Box 75, Panguitch Utah 84759,
Phone: 435-676-8585, Fax: 435-676-2758

Date: 6.13.18

Calendar Year: 2018

Name of Business The Hair Place
Type of Business Hair Salon
Business Address 135 E. Jolley Circle City Panguitch State UT Zip 84759
Mailing Address PO Box City Panguitch State UT Zip 84759
State Sales Tax # _____ Contractor License # _____
Business Email _____ Business Phone # 435 _____
Name of Business Owner (if partnership, list all partners; if corporation, list principal officers)
Jelann Black
Address 135 E. Jolley Circle City Panguitch State UT Zip 84759
Phone # 435 Email Address _____
Name of Manager Jelann Black
Manager Phone # _____

LICENSE FEES (Circle all that apply to your business)

General Fee - \$25.00
Home Occupation (one time only fee) \$25.00
Home Occupation (Fee Exempt)* \$0
Beer Permit - \$50.00
Vendor Permit -
Up to 30 days - \$20.00
Yearly - \$25.00

Total amount due - \$ _____

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***HOME OCCUPATION FEE EXEMPTION** - Home Occupations that business activities are conducted within no more than 25% of the primary dwelling exclusively by persons residing within the dwelling, in a manner that is indiscernible from, and secondary to the residential use, without altering the dwelling site or structure, the character of the neighborhood, the demand for public facilities and services or providing a short term residential rental. A Home Occupation with no material offsite impact to the primary residential use.

I, We, Jelann Black hereby agree to conduct said business strictly in accordance with the Laws and Ordinances covering such business, and understand that it is unlawful to make any false statement, declaration, or report as required in this application.

Date 6.13.18 Signed by Jelann Black

FOR OFFICIAL USE ONLY

Approved _____ License # _____ Receipt # _____ Total Paid _____

Signature Sheet

DATE: 6.13.18

In accordance with the Panguitch Zoning Ordinance, individuals desiring to have a conditional use permit, or a home occupation permit, or a variance for_____

It is necessary for all neighbors **within 300 feet in all directions** to be made aware of this type of request.

NAME: Joelann Black

Is making application to have a hair salon

Located at 135 E Jolley Circle

It is not necessary that you approve; it is important that you sign this statement indicating that you are aware of the proposed request.

Signatures:

Comments if any:

evm Albrecht
Lisel Johana

[illegible]



PO Box 431 Panguitch, UT 84759 435-676-8585 Fax 435-676-2758 panguitchcity@gmail.com

PANGUITCH CITY PROJECT APPROVAL

Name & address of property owner: Benjamin McEwen / Lamplighter
581 N. Main Panguitch
Phone Number: 435-676-8362
Project address: 581 N. main
Proposed project: Sign in planter

CONNECTION AND IMPACT FEES

- ☐ \$1250 $\frac{3}{4}$ Inch, \$1500 1 inch, or \$2000 2 inch Water Connection Fee
(Circle fee that applies)
- ☐ \$1000 Water Impact Fee
- ☐ \$2000 Sewer Connection Fee
- ☐ \$1000 Sewer Impact Fee
- ☐ \$100 Meter Setting Fee

FEE TOTAL \$ _____

CULINARY WATER

- ☐ We have available culinary water for this project.
- ☐ This project does not require culinary water.

WASTEWATER

- ☐ We have the capacity on our wastewater system to serve this project.
- ☐ This project does not require connection to our wastewater system.

ELECTRICAL

- ☐ This project requires electricity.
- ☐ This project does not require electricity.

OWNER BUILDER

- ☐ This project requires an owner builder form.
- ☐ This project does not require an owner builder form.

PERMIT

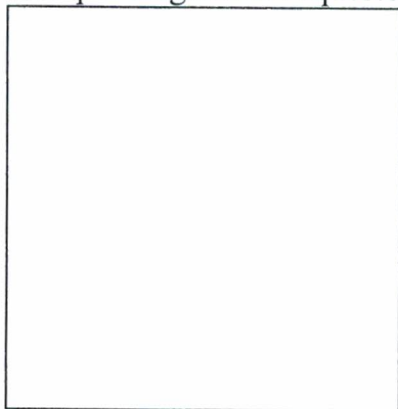
- ☐ This project requires a permit for the project listed above.
- ☐ This project does not require a permit from the county

****Front, side and rear yard set backs are required per Panguitch City zoning ordinance. The owner of said property or his authorized agent shall be responsible to see that these requirements are met, and that no construction takes place in these areas.**

Zoning district _____ set back requirements:

Front	Rear	Sides

Please draw a simple diagram of requested project.



****Street/front of property****

*All structures built within Panguitch City limits shall meet the minimum set back requirements including non-permitted projects. Further ordinance information (including the fence ordinance) available upon request. If you have any questions please call the city office at 676-8585. Thank you.

Approval - given this _____ day of _____,

By: _____

Title: _____

Attest: _____

Title: _____

*****This must be taken to the Garfield County Building Department for permit.*****

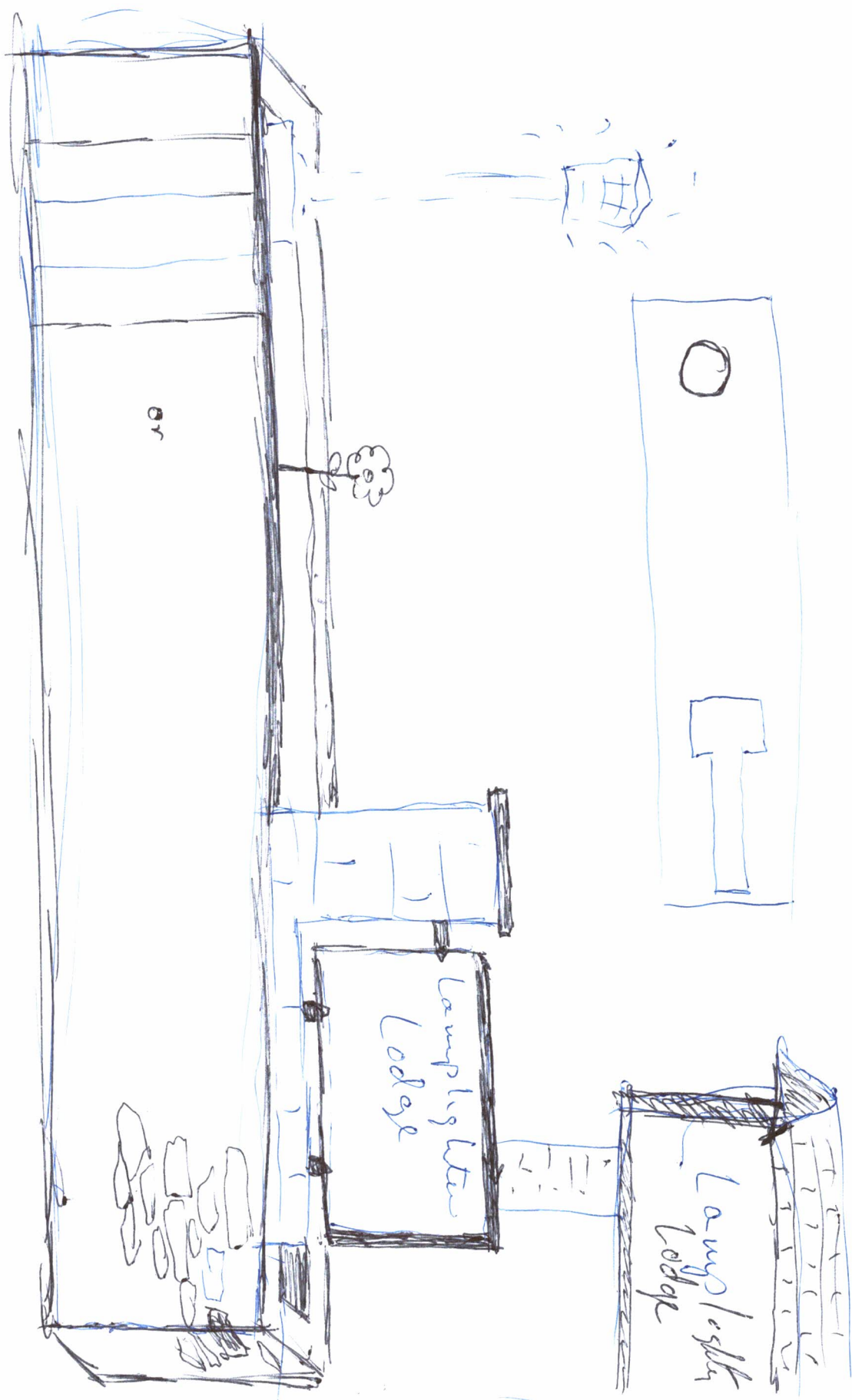
Applicant - I understand the zoning requirements.

Signature : _____

Date: _____

Comments: _____

* Eyelevel Sign for Property -



CHAPTER 2.36 - PLANNING COMMISSION

2.36.010 - Created—Members—Appointment.

The Panguitch City planning commission shall consist of seven members, and whatever alternate members the city council considers appropriate, each to be appointed by the mayor with the advice and consent of the city council. The city council may designate, by resolution the composition of the planning commission. It is the intent of this chapter that the planning commission not consist of members, all of whom are from the same field of expertise. The seven members of the planning commission, and alternates, if any, shall be residents of Panguitch City and owners of property within the city. At least five of the seven members and alternates shall hold no other public office or position within the City of Panguitch. The city council shall appoint a representative from among its members to act as a liaison between the city council and the planning commission. One member, but not more than one, of the board of adjustment shall be a member of the planning commission.

(Ord. 1995-5 § 1: prior code § 4-1)

2.36.020 - Terms of office.

The terms of office for the seven planning commission members shall be for six years. The planning commission members terms shall be staggered so that no two members' terms shall expire at the same time. The term of office for the city council member designated liaison for the planning commission shall correspond to his tenure of office as the councilmember.

(Prior code § 4-2)

2.36.030 - Vacancies and removals for cause.

Vacancies of appointed members occurring otherwise than through the expiration of terms shall be filled for the remainder of the unexpired term by appointment of the city council. The city council shall have the right to remove any member of the planning commission for misconduct and may remove any member for nonperformance of duty. Nonperformance of duty shall include a repeated failure to attend planning commission meetings.

(Prior code § 4-3)

2.36.040 - Compensation.

The planning commission shall serve without compensation, except that the city council shall provide for reimbursement of the planning commission for actual expenses incurred, upon presentation of proper receipts and vouchers.

(Prior code § 4-4)

2.36.050 - Officers.

The planning commission shall elect a chairman and a chairman pro-tem from among its members, whose terms shall be for **one year**. The planning commission chairman shall vote only in the case of a tie.

(Prior code § 4-5)

2.36.060 - Rules and procedures.

The planning commission may adopt such rules and procedures as it may deem necessary for the proper conduct of its business. The planning commission shall keep a record of its proceedings, such record shall be open to inspection by the public at all reasonable times.

(Prior code § 4-6)

2.36.070 - Quorum and vote.

A quorum shall consist of four members and a chairman. Evidence shall not be presented unless a quorum is present. A majority vote shall be constituted of at least a majority of members present.

(Prior code § 4-7)

2.36.080 - Employees—Expenditures.

The planning commission may, upon the approval of the city council, employ experts and staff, including consultants and a secretary, and pay such expenses, exclusive of gifts, as may be reasonable and necessary for carrying out the duties defined in this chapter, providing that such expenditures may not exceed the amount appropriated for the operation of the planning commission by the city council.

(Prior code § 4-8)