

Mendon City

Meeting Minutes

Planning & Zoning Commission

Date: July 17, 2019

Mendon City Building

15 N Main St

www.mendoncity.org

Jill Pack filling in for Gail Taylor.

PZB Attendance (X): Double click the mouse and select the (checked) box under the default value to mark the (X)

- ☐ JD - John Davidson - Chair
- ☒ JM - Jeremy Martin – Co Chair
- ☒ KW - Kevin Wright
- ☒ RC - Ron Campbell
- ☒ PZ - Phil Zobell
- ☒ SS - Shara Swan
- ☒ JH - Jerilyn Hansen
- ☐ GT - Gail Taylor - Secretary
- ☒ JE - Joni Endicott – Ordinance Liaison

Public, Officials, City Council

Due to the speed and number of members in attendance, individual Initials will be used throughout this document. Please refer back to this section as needed.

Public Attendance

City Council Reference (X):

1. Mike Morgan
2. Keilani Ludlow
3. ?

- Ed Buist – Mayor – EB ☐
- Kirk Taylor – Public Works – KT ☐
- Paul Taylor – Building Inspector- PT ☐
- Paul Cressall – Recorder – PC ☐
- Jon Hardman – City Council / Water – JH ☐
- Bob Jepson – City Council / PZB Liaison – BJ ☐
- Eric Dursteler – City Engineer – ED ☐
- Daphne Carlson – Treasurer – DC ☐
- Teena Young – City Clerk – TY ☐

Administrative Business

Open Time: 7:04 p.m.

Dialogue:

JM opens

Introduces the topic of update on the progress on the code

JH is continuing to make changes and corrections

JM brought up the idea of a work meeting

KW they do need to be made public as a point of order

JM agreed & asked for recommendation on a time that would work

JM wondered about the following Wednesday after the regular meeting

JE suggests to begin this month. However, it is the Mendon Celebration week

JM worried that no action is taking place because of the lack of time. A work session would help this process move along.

KW, JH, RC, JM are all in agreement that they should make an additional meeting and would like to do it next week.

KW what is the time requirement for posting?

JP wondered if 24 hour notice is enough

JM do we want to do it the same way each month?

Next week Mendon City P&Z Ordinance Workshop

JE does it still need to be recorded?

Librarian explained how the projector works. Meeting will be held here so they can use the projector.

Review sections 1 -4

JM how do we want to handle this? Even if there isn't a quorum they can still review and update.

KW at some point we need to vote

JE john would like to start in August. Each month would be a public hearing to vote on a chapter and then send it to city council.

KW would like to send the whole document instead of pieces

JE That hasn't been working

KW we need to move on it sooner than later

KW P&Z sends to city council as a recommendation. They can add or change and does not come back to P&Z. They have all the authority to change it. P&Z just recommends.

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Public Business – Attendance

Craig Kruse, Keilani Ludlow, Mike Morgan,
Open time: 7:30

Pledge of Allegiance: Phil
Prayer: Ron

June 12, 2019 Minutes approval: Ron, Jeri, unanimous

Business:

Craig Kruse - CUP - He would like to rent out his basement. Kevin is going to abstain because they are friends. SF Residential Zone. Conditional Use is needed. Disabled veteran, lost social security for adult daughter. Trying to increase income. Home has its own entrance and kitchen. Parking south of driveway. Would this be an accessory dwelling? Too much space to be considered accessory dwelling. Mike Morgan (prior P&Z Chairman) from the public stated that P&Z can only say yes or no in order to follow ordinances. If it doesn't meet all the requirements it must be denied and then it may be sent on to the board of adjustment.

KW read the definition of ADU (Accessory Dwelling Unit). Section 2.16 - Accessory Dwellings. KW read. 60% or up to 1,000 square feet. MM stated it must send to board of adjustments where they have the authority to grant a variance. KW suggested that he could reduce the size of the rental space. PZ KW - Board of Adjustment have to meet certain criteria. JM can you install a lock and block space off. MM complicated. Needs to be a permanent division. Very likely to meet criteria because of the hardship.

No public hearing.

JM based on the discussion go to board of adjustment. JP write up official decision and send it to Todd Gordon to get the process going.

JM ask for a motion. Jeri motion to deny approval. Shara seconded. Unanimous. SS the house must be up to code.

Business License Renewals: Morgan Art LTD, Comcast Broadband Security, Jamee Braeggar, Larry's Farm, Daphne Carlson, Todd Theurer Heat & Air, Integrative Health Support, Discovery Express Preschool, The Organizing Company of Cache Valley, Annett's Cleaning, Larsen's Taxidermy Arts, Yellowstone to Unitas Connection, Jan Koontz, Just Chillin', Bart Barnwood Creations, Jos Design, S&L Sorensen Concrete (non-conforming), Myers Plumbing, WLS Enterprises
JM called for a motion. Shara made a motion, JH seconded. Unanimous.

B&B Financial should be changed to Level II and a fire inspection needed. Limitless Building - equipment storage is a concern.

JP will notify and ask them to appear. Licenses pending.

Mike Morgan - He would like to make addition 25x25 to the back of the house. It will have a basement underneath it. It doesn't change setbacks. It conforms to the height. Paul Taylor will verify. RC, PZ seconded. Unanimous.

Public Q&A:

KL has property that they want to add an accessory building. They want a driveway back to the shop. There will be a small retaining wall. Submit all with application. Is there an issue with hooking up to the house water connection? They want to put in a bathroom. JM you can tie in. KL power/gas? Current meter. 24 feet is the height limit. Permits needed for solar panels. KW take to Paul for his review and then bring to P&Z for height & setbacks. Propane tank - issues within city limits. Not in the ordinances. Second item, they would like to put a 4 plex on that property. Parcel is county but within the city boundaries. Lot line adjustment may be needed but a Zoning change and Annex would be needed too. There is a hold on annexation because of not being in compliance with state. City cannot spot zone. County would send back to city because it will be in the city service area. Take down a barn and put up a new livestock barn. Doesn't need a building permit because no power or water. 14 acres.

Meeting end time: 8:24 p.m.

Motion: RC, PZ, Unanimous

End time to disassemble equip and tables:

Add to Next Month's Agenda

Request Administrative:

Ask Brent Egbert, Andrew Davidson, and Jay Apedaile to come to P&Z in August to discuss business activities and business types.

Request Public: