

Mendon City

Meeting Minutes

Planning & Zoning Commission

Date: 5/13/2020

Mendon City Building

15 N Main St

www.mendoncity.org

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

- JH - Jerilyn Hansen
- PZ - Phil Zobell - Vice Chair
- KS - Karen Shelton
- KL - Keilani Ludlow
- JA - Jake Anderson
- JM - Jeremy Martin - Chair
- 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 to this section as needed.

Public Attendance

City Council Reference (X):

1. Ian Nemelka
2. Phil Rawlinson
3. Brock & Jessica Streeter, Garret Gasaway (Cook Homes) Zoom
4. Jeremy & Casadee Hudson
5. John Eiman

- Ed Buist – Mayor – EB
- Kirk Taylor – Public Works – KT
- Paul Taylor – Building Inspector- PT
- Paul Cressall – Recorder – PC
- Jon Hardman – City Council / Water / PZB Liaison – JH
- Bob Jepson – City Council – BJ
- Eric Dursteler – City Engineer – ED
- Daphne Carlson – Treasurer – DC
- Camille Randall – City Clerk – CR
- Ron Campbell - CC / PZB Liaison – RC



Administrative Business

Open Time: 7:13pm

Dialogue:

Meeting Open: Jeremy Martin - PZB Chair

Establish a new Chair and Co-Chair. This is Jeremy's last month of his term. JA motion that Phil be the new Chair, Keilani, Phil, Unanimous.

JM asks for motion on a new Co-Chair. Phil nominates Jake Anderson as Co-Chair, Keilani, Karen, Unanimous approval.

JM: Any new business? JA curious about a checklist and requirements on the Residential, Industrial and Commercial applications. These are mostly for Paul Taylors approval checklists. KL has concerns that the forms on the website are not current in comparison to the forms sent out by the PZB secretary. Everyone agrees that these forms should be visited, reviewed and updated. Confusion and banter over the differences in permits from Paul T etc.

PZ: Friday everyone will be getting new changes to the General Plan. Make changes and these will be resubmitted to everyone. He thanks JM for his service. Banters we should have brought donuts.

More banter and discussion about the application forms. JA clarifies the process and asks why we ask for plans.

PZ clarifies that basically Paul T issues the permits and that PZB just checks for setbacks and ordinance conformity. JA acknowledges but still explores the process.

JHansen is online in Zoom. Everyone is asked to speak up to make it clear for the online attendees.

JA thinks the application process should be reviewed. He would never pay an architect firm to draw plans and do work prior to knowing he already had build permission from a PZ Board. He has issue with item #6. This conversation is not on the agenda. KL has issue with the process as well. Gail T clarifies that Paul T has previously asked for the PZB to collect the drawings, electrical, trusses etc. prior to the meetings if possible.

KL believes this is a lot of expense to not even know if you can build on the lot.

KS: Visionary does not ask for full plans. They only ask for a concept drawing.

PZ says some cities only ask for a sketch and proposed elevation. JA: That is what he would expect on residential but would expect more on multifamily or commercial as that is a different game.

KL says her family is going to do an addition. She would have to have full blueprint plans based on the current system. She thinks she should be able to use site plans and then go to see Paul?

JA: There are a lot of zoning ordinances regarding size, ADU's, garages etc. that would be a factor.

JM: Is asking for Paul Taylor to come to the meetings and clarify at what stage he wants documents. Hashing it out with Paul Taylor present will be better than working and guessing for 4 months. He will ask Paul to come to the next meeting and clarify his expectations. We do not want Gail to be the

punching bag between everyone. Gail should not be the go between. It is like talking to your wife through your kids. It is really hard. Light banter. JM asks if everyone is ok with this?

PZ: Will ask PTaylor to come and clarify. This will be a good time to bring both the Commercial, Residential requirements.

JM: We've hashed this out before, but things have changed, and CC has asked for other things too. Now is a good time to clarify with so many changes coming forward. This board is looking to not frustrate the public any more than they already are. The process should be smooth.

Camille Randall expresses concerns that citizens have had the same concerns. Ex: Mickey Choate and his previous experience.

KL: Believes the current system is a lot to go through just to figure out that you cannot build after all. Start with site plans.

JM: Believes that Paul Taylor has a reason for asking for the things he needs and the things on the checklists. People do not need to circumvent.

JA: Mendon is missing DCR, they do not get submitted to the city and that is a challenge.

RC: Write out the concern and send it to Paul and try to reach an agreement.

JM: Had a conversation with P Taylor about a shed earlier this week. PZB has asked why a shed under 200 sq. ft comes to PZB. Paul Taylor can handle that. KL: Clarifies water and electrical requirement to that.

JA: Asks about item #5 to provide proof of secondary water capability. Is Mendon not issuing SFR build permits without water shares? A: JM: Yes, that is correct.

JM: Secondary water has been an issue, right of ways and piping have been an issue. A few people have owned shares before, and the delivery system has been ditches. Now there are underground pipelines. People fill in those ditches and that prevents delivery of that secondary water. People do not have right of ways to pipelines. Ex: Wheelers have capabilities and shares, but the pipeline will not allow them to connect. There are 5 pipelines and people do not know who to talk to.

PZ: All of this could change coming forward.

JA: Wheelers have the shares, but no one will allow them to connect.

Time to call the Admin meeting to a close,

JM End of meeting 7:33

Public Business – Attendance

Open time: 7:33pm

Meeting Open: Jeremy Martin - PZB Chair

Pledge of Allegiance: Jake Anderson

Prayer: Phil Zobell

March 11, 2020 Previous month's meeting minutes approval: JM: asks for motion or clarification.

Keilani: Jeremy Martin and Keilani Ludlow were at the meeting but not on the minutes. Modification to minutes. PZ: motion to approve, JM, Unanimous. Jeri absent in March, so she withheld her vote.

There was no meeting in April 2020 due to the covid 19 lack of ordinance. Vote on those minutes is exempt.

New Business

Choate Electrical Services: New Business License: Absent - bypass & reschedule

JM: Reminds everyone that there were challenges on previous renewals of business licenses. PZB now requires everyone to appear in person to renew, review of apply for a license. New changes in levels of licenses are coming forward and do a 2-minute spill on their business. People are asked to come and state what their business does and if it has changed over the years. PZB seeks to know how these businesses are currently classified.

RushWorxs - Business License Renewal: Absent - bypass & reschedule

Black Ridge Auto & Detail - Business License Renewal: Phil Rawlinson. Delayed on initial call to microphone. Appeared later in meeting. Phil at microphone: Not making any money but wants to renew his license. Details cars and buys/sells a few cars. He has submitted his check. PZ: Motion to renew license, JA second, unanimous.

Brock & Jessica Streeper - SFR Build Permit - Builder: Cook Homes - Garret Gasaway: Brock & Jessica. Present Garret is online with Zoom. Reviewing the setbacks. Setbacks and heights are fine. JM asks if anyone has questions. JA: asks about water rights: its pressurized underground. Brock goes to the microphone. JA reads the water rights. PZ: makes a motion, JM seconds, Unanimous. Approved.

JM: Address water with Paul Taylor next month. We should talk about the water delivery system, do we want to have something from the actual pipeline that says how, when, where people can attach? Half the time, people do not even know what we are talking about. If it is on the checklist, it will start the process. CC might be able to think about that and help address it. This is a lynch pin. KL says it has been slightly addressed in housing. JM: What about commercial. It should be on the checklists to eliminate irritation.

Over talk and banter.

RC: Inquires if there is time to go over the General Plan tonight? JM: We could throw it on the overhead.

Jeremy & Casadee Hudson - Detached ADU Permit: They are delayed until 8pm.

Casadee introduces herself and husband. Wants a building permit. In desperate need. Wants a detached garage with living quarters. It will not be rented out. It would be for her daughter and granddaughter. She is asked a lot of questions and been told that she must attach it. JA: Has read through the zoning ordinances. Asks how big her house currently is. A: It is 1389. JA: Code says ADU must be behind the house. There is a conflict. ADU clarifies that it must be behind the primary dwelling. Casadee checked with BRHD, her septic had 2 lines that need to be moved. JA: The challenge of moving it back is the drain fields are in conflict. JM: Under current the PZ code, this would not be able to be

approved. Based on the new code, this project could become approvable. JM: Hudson's would also need a conditional use permit. Casadee: If she attaches the project, is that possible?

PZ: If you add a breezeway, perhaps. Jeremy Hudson thinks this will look weird. Casadee asks if they need to pay for professional plans? A: No that could be expensive. JA: There is a way to do this. JM: Review the height restrictions and pen draw something. Casadee: Why does Mendon have less input if it is an addon vs ADU? PZ: If it is detached, people could come in a try to subdivide the lots and that creates future problems. JM: Laws are on the books; they need to be adhered to. They can be changed by addressing the law. Motion denied.

PZ: Motion to adjourn, JA, Unanimous.

Ian Nemelka: CC is reviewing the General Plan. It will be broad and talking about the future. Ordinance will be voted on later. Currently the new version of the GP is vague and without pictures etc. CC is asking PZB for feedback. GP is a vision for the future. The document will be shared in a PDF format. It is raw and without pictures and maps. Those will be added later. They are just looking for language right now. It is going to be large. In the next week, review and issue feedback from PZB. This is a vision / road map for the future. Overview. Table of Contents was accidentally erased but will be added back in. They are currently workshopping a vision and mission statement. It will be included. First section: Land Use, assigned to Phil Zobell: Land Use will tie directly into the Planning & Zoning ordinances. He has made goals and proposals on how he arrived at these goals. He has residential, commercial, and public lands. Let him know if he is missing something. There are guiding principles and goals thereafter. He has talked about the modified grid system. He would like to propose no building less than 120 feet wide instead of the 82.5. There are issues with side yards.

Banter and over talk.

JHardman: View up on the documents. Pay attention to the guiding principles and goals. These may result in an ordinance. Land Use will be the lengthiest.

KL: Mendon will have issues addressing affordable income housing. There will be continued discussion about what we can and cannot do, specifically in Mendon. There are certain limitations and guidelines for Mendon.

PZ: Tries to summarize what we will be doing, made goals and proposals for arrival therein.

JHardman: Distinguish between guiding principles and ordinances.

IN: Land Use and Housing will be critical. The formatting is different right now but will later align.

RC: His section of the GP will propose a Mendon Economic Council. Short term rentals will need to be further discussed as that could

JHardman: Logan City is pulling out of the Cache County Medical Emergency plan. That is in flux. The General Plan is trying to be presented in June 2020.

RC: Believes that Mendon should add some oversight in the next General Plan that says Mendon should facilitate adding the delivery system.

JA: Can build be denied if water shares are not deliverable? Clarify the code.

JHardman: That applies to a sub-divide requirement and builders or developers, not an SFR. That will be further discussed.

Banter and over talk.

JA: The more black and white the code is, the easier it will be for everyone.

JHardman: Mendon City is supporting the Wellsville/Mendon Canal project. One of the goals is to add the water policy into the General Plan. Growth should allow the maximum options. Allow more dense growth above 4440 elevation. Below that elevation would force Mendon into a pumping station in the future.

General Plan: Additional sports would be further encouraging. No new park, we cannot keep up with what we have. More trails are good. There is a whole plan, the public agreed to keep the block grid system. That is what we will do.

If you think something has been missed, tell us. Transportation: we are working to identify the main roads, through streets etc.

Banter and over talk.

IN: Land Use and housing. Pollution and renewable energy sections need more help and guidelines. The environment section is a requirement. CC will send this document and will look for further feedback.

JHardman: Will be sending stuff on the vision/mission statement for feedback too.

IN: This is a first draft. There will be clerical errors. Help us.

JM: Comments or questions? No

Public Q&A:

Meeting end time: 8:25pm

JM call for a Motion to Adjourn: PZ, KS, KL Unanimous.

End time to disassemble equip and tables:

Add to Next Month's Agenda

Request Administrative:

Request Public:

Zoom Meeting Protocols:

Topic: May 13, 2020 P&Z Meeting

Time: May 13, 2020 07:30 PM Mountain Time (US and Canada)

Join Zoom Meeting by internet browser:

<https://us02web.zoom.us/j/8943347599?pwd=QlBmWWplMjRlTkFGSWNxdW9lY2VHQT09>

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Hosted by Camille Randall and Gail Taylor