



## MINUTES

**Oakley City Planning Commission  
Wednesday October 21, 2020  
Oakley City Hall - Electronic Meeting  
Zoom Platform  
7:00 pm**

### AGENDA

1. Call the meeting to order
2. Approval of meeting minutes for 9/30/2020
3. Discussion with Summit County Health regarding septic systems
4. Discussion: General Plan and Maps
5. Chairman Items
6. Planner Items
7. Adjourn

### MINUTES

1. Call to order and roll call:
  - a) Planning Commission: Commission Members: Doug Evans, Cliff Goldthorpe, Richard Bliss, Jan Manning
  - b) City Staff: Stephanie Woolstenhulme, City Planner
  - c) Absent: Commission Chair: Zane Woolstenhulme
  - d) Other: Jack Walkenhurst, Justin Harding
2. Approval of meeting minutes for 9/30/2020

Everyone is in approval. No questions or comments.  
Richard Bliss makes the motion  
Doug Evans seconds the motion
3. Discussion with Summit Count Health regarding septic systems

Health Department not on call. Moving to next item.
4. Discussion: General Plan and Maps

Doug: Shares version 3

Doug-I have marked up and Zane has comments on it too. Version 4 be done by tomorrow with Zane's comments. Very close on this. Version 4 takes in everything but section 11. Still need to work on green space. Have something done by middle of next week. Schedule a time for first meeting in November. And make adjustment to maps. End of next week something to take to a hearing.

Stephanie-Any big changes?

Doug-Yes. Appendix "A" description of each of maps. Maps will be attached in one place. Most changes are insignificant. Section 4- changes to 4.1c for projects that do not provide adequate guarantees or bonding, all improvements must become fully operational or usable before the Mayor is authorized to sign any final subdivision plat. It is so developers can start to make a bit of money.

Cliff-What guarantee can they give other than bonding to protect us?

Doug-Bonding or providing cash, but the most power a city has is in waiting for the mayor to sign the final plat.

Cliff- It's not legal to get a building permit or any building without plat being approved

Doug- Right. Subdivision doesn't exist until final signature. Last signature is the mayor.

Can't sell lots until that is signed and recorded.

Cliff-How do they proceed, if they require a sewer line, without an approved subdivision?

Doug- The city and the city engineer would approve construction plans and have all the construction done. Maple ridge infrastructure was done before plat was done.

Section E instructions to the council to adopt or update all water sewer Rules and Regulations as well as related construction standards and specifications to more efficiently regulate the uniform delivery of such services to customers and to meet all State rules and regulations. In order for any of this to work, the city needs good water and sewer regulations. Council has to complete water and sewer regulations, but planning can help do it.

Stephanie-City council punted water portion to planning commission. We have drafted new sewer and water regulations already.

Doug-It can take a year before this is all done. Sewer and water don't need to be tied to a moratorium. Section F-Inserted things like additional water sources to look at, water improvements in the future.

Stephanie-Capital improvement fund is how we charge impact fees?

Doug-Yes. You all need to read this and let me know what you all think. Water conservation is the first thing you ever do on a project. City get people to save 100 gallons a minute in summer. Conserving water is just like drilling a well. City parks on secondary water system.

5-Land Use Element-referenced maps for these zones. Key Land Use Descriptions- calling zones 1)agricultural residential, the AR zoning, 40 acres per residential dwelling down to 5 acre density. Paint the plan that color AR. Low-density residential-don't like low density.

Change to rural residential everything from 1 home per 2 acres and 1 home per 1 acre.

Stephanie-That's what it's called now

Doug-High density-change to calling it community residential-closer to core of the city-designating not how many acres but how many units per acre. Public Facilities, commercial, talked about. Village mixed use zone-maybe commercial or higher density residential use.

Agricultural Forestry-100 acre zone and never be developed. If it is private, you need 100 acres. Sensitive and hazardous lands-section 11-any of this consist of these things: critical wildlife, wetlands, flood plains. Map slopes are case by case basis. This section says you comply with the zoning beneath it but also have extra requirements due to sensitive lands.

Under economic goals, we must address nightly rentals. We have to deal with this in the land management code. Currently being done, whether legal or not. Come up with a permit or a conditional use permit.

Cliff-Benefit for Oakley City cut from permits?

Doug-The owner benefits. Conditional use permit for an in-home business. Oakley collects a sales tax from that.

Stephanie-Business license and conditional use permit to operate one of these.

Doug-Oakley may be able to put an additional sales tax, a surcharge tax, on top of it possibly.

Stephanie-Get this question at least twice a week. People buying but only plan to live for a portion of the year but want to rent nightly the rest of the time.

Doug-Financial incentive. There are jobs that can come from this. Fits best in Economic section. Most other changes are really simple. Community character: remember we don't have some regulations that are so strict they prevent us from being that community. If we have a ridiculous set back requirement that can cause us to lose some of that. Housing element not a lot written on. Need to hear back from mountain lands community housing trust.

Stephanie-Followed-up with them. They were going to look over general plan. Will follow up with them this week.

Doug-Want to make sure what is currently written is legal and we are running out of time. Section 11 still need to do work on. Read everything but section 11. Maps will have a description of what they are and where they fit into general plan. I will get Zane's changes put into version 4 on this.

Stephanie-Changes be available on version 4 by next week

Doug-By Monday

Stephanie-I need 10 days for a public hearing notice. If it's gone over earlier in the week, I can have it ready for our next one for a public hearing.

Doug-What's the date of our next planning commission meeting?

Stephanie-Two weeks from tonight. Planning commission meeting November 4<sup>th</sup>. So I would need it 10 days prior to that.

Doug-Plan on November 18<sup>th</sup>. Next meeting we can go over final draft.

Get everything by early next week along with Zane's changes. Take a bit longer to make final map. Make modifications to it at next meeting. Email it to everyone to look at.

Stephanie-Are we going to add in an A10 zone?

Doug-Everything from A5 to A40- a vague one which it should be for the general plan.

Following close to previous map as much as possible. Will be starting point and then adjust it.

Stephanie-Anything else on general plan

Doug-No. Should go faster with land management code.

Steph-Use general plan as a guide

Doug-Development code has more engineering involved which we would have Farley participate in that part of the process.

Stephanie-Why do we need full approval of general plan? What if we start writing land use and realize we didn't write something into general plan and have another public hearing to change it?

Doug-Yes we would have to modify it. If the public hearings go good for the general plan, we will end up conforming to it. It will help us in the land and development codes.

Stephanie-ok

Doug-If there is something major you want to change, it is pretty easy to do. Schedule a hearing and change it.

Stephanie-Get that approved before land use code?

Doug-Yes, but you can probably do it together.

Stephanie-Comments on General Plan? No.

5. Chairman Items

No other items

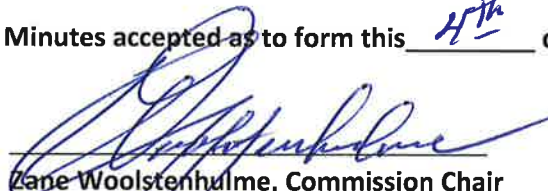
6. Planner items

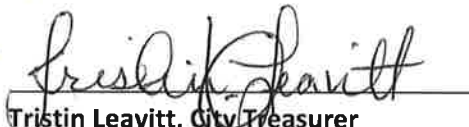
Meet in two weeks with Summit County Health Department and Zane.

7. Adjourn-Cliff moves that we adjourn this meeting.

Richard Bliss motions to adjourn.

Minutes accepted as to form this 21<sup>st</sup> day Nov of 2020.

  
Zane Woolstenhulme, Commission Chair

  
Tristin Leavitt, City Treasurer