

TOQUERVILLE CITY
PLANNING COMMISSION MEETING MINUTES
December 16, 2020 at 6:30 pm
212 N. Toquer Blvd, Toquerville Utah



Present: Chairman Manning Butterworth, Commissioners: Greg Turner, Rebecca Hansen, Dan Catlin, Joey Campbell, Alternate Planning Commissioners: Jason Grygla, Gary Tomsik. Staff: Zoning Official Mike Vercimak, Treasurer Dana McKim. City Council Liaison Gary Chaves. Absent: Recorder Ruth Evans.

A. CALL TO ORDER:

Chairman Butterworth called the meeting to order at 6:30 p.m. Commissioner Catlin led the Pledge of Allegiance. Commissioner Campbell disclosed a possible conflict with item E1, his home occupation permit annual renewal.

B. REVIEW OF MINUTES:

Review and possible approval of Planning Commission meeting minutes from November 18, 2020.

Commissioner Catlin commented that one statement reported the Commissioners wanted to eliminate the phrase “up to”, however it was pointed out that the minutes simply recorded the discussion of the phrase.

Commissioner Joey Campbell moved to accept the meeting minutes from November 18, 2020. Commissioner Greg Turner seconded the motion. Motion unanimously carried 5-0. Greg Turner – aye, Rebecca Hansen – aye, Manning Butterworth – aye, Dan Catlin – aye, Joey Campbell – aye.

C. PUBLIC FORUM:

There were no comments from the public.

D. REPORTS:

1. Planning Chair Manning Butterworth read a prepared statement on his time serving as a Planning Commissioner. Chairman Butterworth’s term is expiring at the end of December 2020 and he will no longer be able to serve. (Statement is attached at the end of the minutes.)
2. Commissioner Catlin wished to recognize and thank Chairman Butterworth and Commissioner Hansen for their time and service to the City. They each have contributed much and deserve our thanks.
3. Zoning Official Mike Vercimak expressed gratitude for Chairman Butterworth and Commissioner Hansen and all the time and effort that have given to make the City better. One application has been received for Ash Creek Crossing subdivision. This application will go to Development Staff meeting in January and then will come before the Planning Commission.
4. City Council/Planning Commission Liaison Gary Chaves mentioned that the City Council’s feedback regarding the density bonus percentage was that it was too high.

E. BUSINESS ITEM(S):

1. Annual renewal of a Home Occupation permit for a yard care/landscaping home office located at 604 S Westfield Rd. Applicant Joseph Campbell.



2. Annual renewal of a Home Occupation permit for a home office located at 345 Old Church Rd. Applicant Lonnie Christensen.

Commissioner Dan Catlin moved to renew the Home Occupation permits for items E1 and E2. Commissioner Greg Turner seconded the motion. Motion carried 4-1. Greg Turner – aye, Rebecca Hansen – aye, Manning Butterworth – aye, Dan Catlin – aye, Joey Campbell – abstain.

3. Discussion and possible appointment of Planning Commission Chair for 2021.

Chairman Butterworth invited the future members of the Planning Commission to participate and choose the Chair for 2021. Commissioner Campbell nominated Commissioner Catlin.

Commissioner Joey Campbell moved to nominate Commissioner Dan Catlin as Chair for 2021. Commissioner Greg Turner seconded the motion. Motion unanimously carried 4-1. Greg Turner – aye, Rebecca Hansen – aye, Manning Butterworth – aye, Dan Catlin – abstain, Joey Campbell – aye.

4. Discussion and possible appointment of Planning Commission Pro Tempore 2021.

The Commissioners discussed this appointment would be to fill in where and when the Planning Commission Chair could not. Commissioner Turner nominated Commissioner Campbell and Commissioner Campbell nominated Commissioner Turner.

Commissioner Greg Turner moved to nominate Commissioner Joey Campbell as Pro Tempore for 2021. Commissioner Dan Catlin seconded the motion. Motion unanimously carried 4-1. Greg Turner – aye, Rebecca Hansen – aye, Manning Butterworth – aye, Dan Catlin – aye, Joey Campbell – abstain.

5. Discussion and possible recommendation on Ordinance 2020.XX Title 10-15C-6B MPDO density bonus calculations.

The Commissioners reviewed the input given from the City Council which consists of three items; first, the current cap of 40% is too high; second, the density of an underlying zone of R-1-12 is too high and should not be increased by adding density bonus to that; and third, the Council recommended a specified requirement that would state the conditions of the award of any bonus should be met in a timely fashion. The Commissioners discussed open space requirements, how to calculate the density bonus, how to require the bonuses to be used in a timely manner, the application process of an MPDO, how to track the bonuses, and the review process of an MPDO application. The Commissioners decided to vote on each change separately.

Commissioner Dan Catlin moved to amend the verbiage to state the specifics of the definitions and basis for calculations can only be allotted bonus in one section and all bonus calculations will be based on R-1-20 zoning and may receive up to a 30% density bonus. Motion was seconded by Commissioner Joey Campbell. Motion unanimously carried 5-0. Commission Vote: Greg Turner – aye, Rebecca Hansen – aye, Dan Catlin – aye, Manning Butterworth – aye, Joey Campbell – aye.



The Commissioners discussed the open space bonus and the percentages and how to award the bonus.

Commissioner Dan Catlin moved to state the bonus for open space can be up to 5% maximum, including the amended comments for required percentages for open space.

The Commissioners discussed and amended the table for the specified required percentages for open space, how the developer could qualify for the open space bonus density, and how the bonuses are earned in an MPDO.

Commissioner Dan Catlin moved to amend the verbiage to state for every 2% over the minimum level of service, 1% density bonus will be awarded and to strike the 0% - 2% bonus percentage award sentence. Commissioner Joey Campbell seconded the motion. Motion unanimously carried 5-0. Commission Vote: Greg Turner – aye, Rebecca Hansen – aye, Dan Catlin – aye, Manning Butterworth – aye, Joey Campbell – aye.

The Commissioners discussed the park density bonus and the additions and revisions to the percentages during last month's meeting. The minimum levels of services for all parks include a pavilion with table seating for 50, restroom, playground, drinking fountain, trash cans and will be accessible by at least one public street. The Commissioners discussed density bonus calculations will only be allotted for amenities for open public use. Trails, pedestrian trails may get 1% bonus above the current level of service as provided in the Toquerville Trails Master Plan. Active recreation facilities removed MPDO resident language and changed the bonus to 15%. The new verbiage states the consideration for percentage of population served and long-term benefit to the City and its residents that will determine the 1% - 10% achieved. Swimming pools and golf courses will be removed from the active recreation facilities bonus.

Commissioner Joey Campbell moved to approve the revisions made on the density bonus calculations table as put forth to the Planning Commission. Commissioner Rebecca Hansen seconded the motion. Motion unanimously carried 5-0. Commission Vote: Greg Turner – aye, Rebecca Hansen – aye, Dan Catlin – aye, Manning Butterworth – aye, Joey Campbell – aye.

The Commissioners discussed the timeline of a developer using their bonuses. It was decided that it was a staff record keeping issue and does not need to be added to the Ordinance. The Commissioners discussed if they were ready to have a public hearing on this ordinance or if they wanted to review the changes for one more month and get City Council input. Zoning Official Mike Vercimak reminded the Commissioners of the process of an ordinance revision being drafted by the Planning Commission and then it moves to the City Council for review and possible approval.

F. DISCUSSION ITEM(S):

1. Discussion on 2021 Planning Commission annual meeting schedule.

The Commissioners discussed the updated schedule and that meetings have moved to the 2nd Wednesday of every month and the new start time is 6:00 p.m. None of the Commissioners have any conflicts with the new schedule.



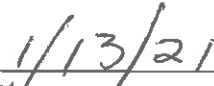
G. ADJOURN:

Commissioner Rebecca Hansen moved to adjourn the meeting. Commissioner Dan Catlin seconded the motion. Motion unanimously carried 5-0. Commission Vote: Greg Turner – aye, Rebecca Hansen – aye, Dan Catlin – aye, Manning Butterworth – aye, Joey Campbell – aye.

Chairman Butterworth adjourned the meeting at 9:16 p.m.



Planning Chair – Dan Catlin



Date



City Recorder – Ruth Evans

