

**BRIGHAM CITY PLANNING COMMISSION
BRIGHAM CITY COUNCIL CHAMBERS
ELECTRONIC MEETING
Tuesday, May 4, 2021 6:00 p.m.**

PRESENT:	Steve Barsuhn	Commissioner- Chair
	Scott Mildenhall	Commissioner- Vice Chair
	Dean Lester	Commissioner
	Curtis Hoehn	Commissioner
	Reed Hancey	Commissioner
	Holly Bell	Commissioner
	Cindy McConkie	Commissioner

ABSENT:	Scott Mildenhall	Commissioner- Vice Chair
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ALSO PRESENT:	Mark Bradley	City Planner
	Tony Ekins	Associate Planner
	Sarah-Jane Martin	Administrative Assistant
	Bruce Parker	Consultant
	Cammie Andreasen	Applicant

AGENDA

Pledge of Allegiance

Approval of Minutes

Application #21-045 / No-Dedication Combined Preliminary/Final Subdivision Plat / Andreasen Subdivision / 121 West 500 North / Kyle and Cammie Andreasen

Discussion Item:

- Title 29 Zoning – Accessory Dwelling Units and Table of Uses

REGULAR MEETING

Regular session opened at 6:00 p.m. by Commissioner Barsuhn and the Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Commissioner Bell made a motion to approve the minutes with corrections as noted for April 20, 2021 meeting. The motion was seconded by Commissioner McConkie passed unanimously.

Application #21-045 / No-Dedication Combined Preliminary/Final Subdivision Plat / Andreasen Subdivision / 121 West 500 North / Kyle and Cammie Andreasen

In October 2000, Parcel No. 2 of the Sato “LTTL” Subdivision was split into two lots without complying with Brigham City and Utah State Code for changing a Subdivision Plat. In 2007, a Certificate of Non-compliance was recorded on both new property parcels. In 2008, the Andreasen’s filed a Subdivision plat amendment application (#2988) to compel compliance but did not complete the process and their application expired. On April 13, 2021, the Andreasen’s refiled this new application #21-045 to compel compliance as required by City and State Code by creating a legal division of the Sato “LTTL” Subdivision Parcel No. 2 by overlaying Andreasen Subdivision plat.

There were no questions or comments from the Planning Commission

Motion: Commissioner Hancey made a motion that the Planning Commission, acting as the recommending body to the Land Use Authority, recommend approval of application #21-045 subject to Staff comments, Findings of Fact, and stipulations as noted. It was seconded by Commissioner Bell and passed unanimously.

Discussion Item:

Title 29 Zoning Update – Accessory Dwelling Units and Table of Uses

Mark Bradley discussed key points from the Internal Accessory Dwelling Unit draft. The draft was created after a previous discussion with the Planning Committee.

Key points and questions:

Section 1: Internal Accessory Dwelling Unit

- Create a better definition for the words “footprint” and “attached”
- Should the City allow separate access between the main unit and the accessory unit?
 - The Planning Commission is comfortable with no connecting access between the two living spaces.
 - Not prohibiting internal access between the two spaces but also not requiring access.

Section 3:

- Before anyone can occupy the Internal Accessory Dwelling Unit, it will need to be inspected by a City Official to verify compliance to building, health, and fire codes.
- There will only be one utility meter for the house. It will serve both units.
- Both units will share a single address.
- Except for any access door, the Internal Accessory Dwelling Unit shall be designed not to change the appearance of the primary dwelling as a single-family dwelling.
 - The Planning Commission wasn't too concerned about this point.
- One (1) additional on-site parking space shall be provided for the exclusive use of the Internal Accessory Dwelling Unit, regardless of whether the primary dwelling is existing or new construction. Such parking space shall be located outside of any front yard setback area.
- A building permit and rental license are needed.
 - The Planning Commission doesn't believe a rental license is needed if renting to family.
- Should the General Commercial District and Central Business District be included in allowing Internal Accessory Dwelling Unit?
 - The Planning Commission is comfortable with all single-family dwellings being permitted for Internal Accessory Dwellings regardless of district.

Motion to adjourn

Motion: A motion was made by Commissioner Hoehn to adjourn. The motion was seconded by Commissioner Bell and passed unanimously.

The motion passed unanimously and the meeting was adjourned at 7:10 pm.

This certifies that the regular meeting minutes of May 4, 2021, is a true and accurate copy as approved by the Planning Commission on May 18, 2021.

Signed: _____

Sarah-Jane Martin, Administrative Assistant