

**Minutes of the North Logan City
Planning Commission
Held on August 5, 2021
At the North Logan City Library, North Logan, Utah**

**(The time stamps throughout the minutes below, located next to an item, indicate the time an item begins in the recording of the meeting.)*

***00:00:01**

The meeting was called to order by Lyndsay Peterson at 6:30 p.m.

Commission members present were: Nan Isaacson, Lyndsay Peterson, Jeff Coleman and Dwight Whittaker. (Eric Hansen and Craig Cartwright were excused.)

Others present were: Rebecca Hansen, Barbara Middleton, Lydia Embry, Brad Crookston, Alan Luce, Spencer Burt and Marie Henchman.

The Pledge of Allegiance was led by Dwight Whittaker.

An invocation was given by Nan Isaacson.

Adoption of Agenda

00:01:57

Lyndsay Peterson discussed adding the agenda item that Dwight Whittaker previously suggested, Planning Commission Business/Discussion, which was supposed to be on this and all future agendas but was accidentally left off of this one; and said the agenda can be adopted as amended, adding that to the agenda.

Jeff Coleman made a motion to adopt the agenda as amended with the added business item, as discussed. Dwight Whittaker seconded the motion. A vote was called and the motion passed unanimously.

Approval and Follow-up of Minutes for July 15, 2021 Planning Commission Meeting

00:02:44

As these minutes were not yet ready for approval, they will be approved at the next meeting.

Follow-up

00:02:56

Spencer Burt discussed upcoming conferences to the commission. He said he will get more information to them.

New Business

Consideration and possible approval of a Conditional Use Permit application for a kennel permit for four (4) dogs located at 1169 North 1000 East in the RE-2 zone. (Rebecca Hansen)

00:03:33

Spencer Burt said the applicant currently has a kennel permit, but said that they are moving, and further explained the new site; and that it is one of the few areas in North Logan that is zoned and is eligible for a kennel permit. He said the current permit was approved in 2012 and goes with the owner and the land, therefore with the move, they have to get another permit. He said they are requesting the same number of dogs that they have with their existing permit, which is four. He said he spoke to the applicant; and also spoke to North Park Police Animal Control Officer, Nolan Krebs, who said there are absolutely no concerns with this permit since it's been in place since 2012, and gave it a recommendation for approval.

Nan Isaacson said she appreciated that Spencer spoke to Nolan.

00:05:12 Motion

Nan Isaacson made a motion to approve the Conditional Use Permit. Jeff Coleman seconded the motion. A vote was called and the motion passed unanimously,

Discussion about a potential draft modification of North Logan City Code, adding requirements for storage units as a conditional use in the zones in which they are permitted.

00:05:30

Spencer Burt said this is a rough draft and just a discussion item at this point, as a public hearing would still need to be held before they could take action on it. He said this draft includes several of the items they discussed in their previous meeting; and said one of the main ones is that there is somewhat of a buffer from Main Street, as well as 2500 North, as they are two major streets. He said along with that is landscaping and screening. He said that currently, we have a 20-foot landscape setback for all non-residential development; and said that this specifies that that is applicable, and said a mandatory berm would be included in that. He explained this, as well as the tree requirement, further. He asked the Planning Commission if they had anything they wanted to add or make changes to, before they hold a public hearing.

Spencer addressed various questions from the commission.

The commission discussed with Spencer how this change in code would apply to something they had reviewed previously, and Spencer addressed this and explained the differences. Jeff Coleman commented on this and discussed the issues he had with the commercial mixed-use project that came in that included storage units, as well as work units; and that he did not come to that meeting expecting to discuss storage units. The discussion continued, including Spencer stating how that could be addressed in the code.

Nan Isaacson said she likes what Spencer had written for a self-storage unit.

Lyndsay Peterson said this cleans it up, including what we saw in July as a "storage unit".

The Planning Commission continued to refine the verbiage.

Training on the Design Standards Technical Manual and the construction process within the city for development projects and city projects.

00:18:01

Spencer Burt said with recent items that have, and will be coming up for review, he wanted to discuss this with the commission. He discussed the purpose of the manual and also reviewed the construction process with the commission. He discussed the manual getting updated. He reviewed the manual and the development process further.

Alan Luce said we have made a few changes over the years to this manual. He said Logan City is currently updating all of their design standards, and said it is a very lengthy process and explained further. He said the American Public Works Association (APWA) standards they are using, are the ones that most cities use for all of the various aspects of construction and development, and that they set the standards for everyone to go by, and to know what to expect.

Dwight Whittaker asked if that is where slopes and grades of roads are included, which Alan said was the case, and said they are also in our code, and commented further.

Alan continued that there are some things in the code that need to be updated, and said that the slope of the road is just one of the kinds of items that Spencer is constantly working on to update the code. Alan discussed the manual further, including some of what the previously-used standards were, and what documents are included in the manual. He also mentioned the review and updates they are considering for road cross-sections, as well as other items needing to be updated.

Per a question from Lyndsay Peterson about the Planning Commission's involvement in the updating process; Spencer discussed the review process for updating this and said it really is done with the Public Works and Engineering staff, and explained further.

Staff Business/Discussion

00:26:55

Spencer said the rezone request that was pushed to this meeting, is now being pushed to [potentially] the next meeting, per the applicant's request. He also discussed the workshop that was held, which he said included a couple of planning commissioners, and said the applicant is going to work on getting some additional details figured out with his engineer, to potentially show how it can work within our standards; and get it back to the City with enough time for staff and the Planning Commission to review it.

Jeff Coleman said the challenge with that is that it is a rezone request, but that the issues with it are

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related to the design of the subdivision. He asked how we are moving forward with this, and said he is not comfortable with the rezone because of all of the other issues. He asked if they are still planning to come and request a rezone without discussing all of the other issues. He also asked what was resolved in the workshop.

Spencer said it was made very clear in the workshop that it is all intertwined, and when you consider a rezone, you consider all of the factors. He said the applicant is going to be looking at trying to provide some more concrete kinds of designs, primarily for the roadway grade and trying to rework that to get it to our standards. He said they are also getting more information on the water. He said they are looking at the details and not just the zoning; and said when they do come back with the details, they *will* ultimately be requesting the rezone, and will come back with a Concept Plan after that, and commented further.

Jeff asked where we are with the ingress/egress issue; and commented that "we all know it's a problem," and said it's becoming much more subjective.

Spencer said he has been trying to schedule a meeting with the attorney to discuss this.

The commission continued to discuss various, related items, including different scenarios.

Per a question from Nan Isaacson, Spencer explained that the Planning Commission can decline a rezone, as it is legislative, versus a subdivision which is administrative, and commented further, briefly.

The discussion continued, including what needed to be considered and how to proceed.

Spencer said he would be glad to sit down with any of the Planning Commissioners to discuss anything, at any time.

Lyndsay Peterson said if an applicant doesn't give the materials to the City for staff and the Planning Commission to review a week before a meeting and they miss that deadline, then they should be on the agenda for the meeting two weeks later; and said that should be our standard for anyone who comes in. She said it helps the Planning Commission to prepare and to make reasoned decisions.

Planning Commission Business/Discussion

00:37:58

Lyndsay Peterson asked Spencer if he knew the dates for upcoming conferences. Spencer said he would compile that information and get it to them. The discussion continued.

Dwight Whittaker said Lyndsay addressed the major issue he has had, which is getting the materials in time so that the Planning Commission can review the information and be prepared for the meetings.

Jeff Coleman asked about getting another alternate, which Spencer addressed. Lyndsay agreed and said from a training standpoint, it is good to give someone some time to get "up to speed."

Per Lyndsay's previous comment, Marie Henchman said she would put the list of upcoming events that was provided to the City Council, in the Planning Commission folder on the drive for tonight's meeting, which she said includes the dates for the upcoming League of Cities and Towns Convention.

Per a question from Lyndsay, Spencer discussed the Planning Commission members attending trainings, and said he would review the budget to see what would be available for them to attend trainings.

Set Next Agenda and/or Adjourn

00:40:07 Motion

Dwight Whittaker made a motion to adjourn the meeting. Nan Isaacson seconded the motion. A vote was called and the motion passed unanimously.

The meeting adjourned at: 7:14 p.m.

Approved by Planning Commission:

August 19, 2021

Transcribed by Marie Henchman

Recorded by



Scott Bennett/City Recorder