



Public Notice
Washington City Planning Commission
Regular Meeting
February 2, 2022 Minutes

PRESENT:

Meeting Called To Order: 6:10 pm

In Attendance: Commissioner Hansen, Commissioner Bulloch, Commissioner Tupou, Commissioner Anderson, Commissioner Scheels, Commissioner Mitchell, Thad Seegmiller, Eldon Gibb, Bret Henderson

Commissioner Hansen welcomed Kody Mitchell as the newest Planning Commissioner.

1. APPROVAL OF AGENDA

- a. Approval of the agenda for February 2, 2022.
Commissioner Bulloch motioned to approve the agenda for February 2, 2022
Commissioner Scheels seconded the motion.
Motion passed unanimously.

2. APPROVAL OF MINUTES

- a. Approval of the minutes from January 19, 2022.
Commissioner Bulloch motioned to approve the minutes from January 19, 2022
Commissioner Scheels seconded the motion.
Motion passed unanimously.

3. PLANNING COMMISSION TRAINING

Thad Seegmiller, City Attorney, conducted the training meeting and presented Chapter 3 of the City Code for Planning Commission, Utah State Code for Planning Commission powers and duties, Utah League of Cities and Towns Planning Commission responsibilities and Ethics & Practical Considerations written by Thad Seegmiller.

Mr. Seegmiller explained to the Planning Commission about terms of service. He referred to the attached Planning Commission duties. Proper noticing requirements is a 300 foot radius from a property that is presented to the Planning Commission.

Mr. Seegmiller explained the Utah State Code regarding Planning Commission powers and duties.

Mr. Anderson made a comment for applicants to be more complete with project submittals prior to an appearance with the Planning Commission.

Mr. Seegmiller stated this is of a procedural nature and the Commission members have the right to ask for tabling of a project and have items come back with more details. Staff is generally consistent with completeness of an application.

Commissioner Hansen referred to the necessity of regulating public comments to keep a charter meeting.

Mr. Seegmiller stated the Planning Commission and chair are allowed to adjust public speaking time as well as regulating speaking time of the commission.

Commissioner Hansen asked other commissioners to give suggestions on keeping public comments concise and will welcome any suggestion.

Commissioner Hansen suggested that when the Planning Commission decides to table an item to a further date, that discussion needs to make sure that is what commissioners want to see submitted and time frames.

Mr. Seegmiller agreed. He also suggested that tabling of items is timely. Sometimes there will be tough discussion items that are unique to table to another date without having every component in place.

Mr. Seegmiller explained that Washington City is allowed to come to the Planning Commission with a project. He also explained the requirement of ongoing training. The Utah League of Cities and Towns has created Planning Commission responsibilities that have been attached to this meeting and everyone should have a copy for review. A planning commissioner member's duty is to represent the City with personal feelings not included. Complying with City requirements is the key. Being on a Planning Commission is about public service.

Mr. Seegmiller said if every requirement is met, then Utah law is clear, then the applicant is entitled to approval. The Planning Commission acts as an administrative or legislative body in some cases and a recommending body in other circumstances.

In the Ethics and Practical Considerations section of the presentation, Mr. Seemgiller stated that conflicts of interests and ethics are good examples. A commissioner should recuse from voting on issues where there is a conflict of interest after publicly disclosing any conflicts of interest. If there is a project that requires an appearance to

the Planning Commission by a commission member, it is better served to have an outside party hired and present their project with the commission member to recuse themselves. Commissioners may not use the Planning Commission for personal or financial benefits. Debating among the public, with the public, or or among commission members is not practical and avoiding it is best.

Mr. Seegmiller said the next upcoming training meeting will be in approximately a month. He asked commissioner members if they had any questions.

Mr. Bulloch said if there is a way to streamline or expedite roll call votes, that would be good.

Mr. Seegmiller and Commissioner Hanse agreed and the commission members can work on refining.

Commissioner Anderson suggested that once again things be more complete prior to submitting.

Mr. Seegmiller said that the commission members can express that during a presentation and include it with any voting.

Commission Hansen suggested thinking of ways to expedite or shorten discussions to make meetings end earlier.

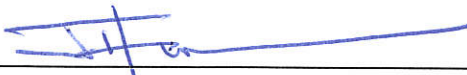
Mr. Hansen expressed appreciation if council members are able to attend Planning Commission meetings to help give the council a better understanding of topics coming to the City.

Mr. Seegmiller said a record will be created for the commission members to receive appropriate credit for tonight's attendance.

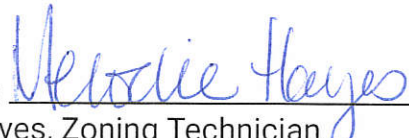
Suggestions from staff to state their name when speaking so minutes can correctly reflect who is speaking. I.E- "Commissioner Hansen.., ".

Commissioner Bulloch motioned to adjourn the Planning Commission meeting.
Commissioner Hansen Seconded the motion.
Motion passed unanimously.

Meeting adjourned: 7:52 pm
Washington City

Signed By: 

Jason Hansen, Planning Commission Chairperson

Attested to: 

Melodie Hayes, Zoning Technician