



Planning Commission Meeting

Minutes

Tuesday, July 5, 2022 at 6:00 pm

Attendees: Chairperson Lee Bennett, Commissioner Robert Christensen, Commissioner Mary Cokenour, Commissioner George Matocha (Not Present), Commissioner Julie Bailey, Assistant City Manager Kaeden Kulow, City Recorder Melissa Gill

Meeting Location: 648 S Main

1. Call to Order

Minutes:

Chairperson Bennett opened the regularly scheduled Planning Commission Meeting at 6:32 p.m. The following visitors were present: Megan Gallegos, City Councilmember Kevin Dunn

2. Minutes Review/Approval (action)

03/03/20 Minutes - Quorum was not present on May 5, 2020 to approve minutes. They were never approved.

Minutes:

MOTION was made by Commissioner Cokenour to approve the minutes of March 3, 2020 with the correction of three new building permits instead of 4. The motion was seconded by Commissioner Christensen and passed unanimously. MOTION was made by Commissioner Cokenour to approve the minutes of June 7, 2022, as presented. The motion was seconded by Commissioner Bailey and passed unanimously.

Vote results:

Ayes: 4 / Nays: 0

3. Public Comment

Minutes:

There was no public comment.

4. Review Title 11 Chapters 1 and 2 Subdivision Code (discussion)

Minutes:

The review and discussion regarding the current and necessary changes for the Subdivision Code continued. There is still a need for more definitions to make the updated code clear. 11-1-7 states: All subdivisions shall be recorded in the county within six months of final approval. City Recorder Gill was tasked with finding out if there is indeed a timeframe for subdivisions to be recorded within the county. Chairperson Bennett tasked the Commission with reviewing Chapter 2 and presenting a working draft at the next meeting for discussion.

5. Administrative Communications

Minutes:

Assistant City Manager Kulow asked the Planning Commission what they felt his role as Planning and Zoning Administrator should entail. Chairperson Bennett stated she would like to review the more confusing parts of the city code and try to make it easier to read. She would also like him to meet with contractors and builders to collect the necessary data so the Planning Commission will have what is needed to make a proper recommendation to the City Council regarding any new builds within the city. She also explained to ACM Kulow that the PC does not have a budget so any information they wish to discuss with the City Attorney must go through him. Assistant City Manager Kulow reported the City Council will be moving forward with reviewing and approving two zoning ordinances at a time for adoption.

6. Next Meeting Agenda

Minutes:

Review Title 11 Chapter 2 Subdivision Code

7. Adjournment (action)

Minutes:

MOTION was made by Commissioner Christensen to adjourn the meeting at 7:31 p.m. and seconded by Commissioner Cokenour. The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0

Audio File

[https://soundcloud.com/user-250815044/2022-07-05-pc?
utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing](https://soundcloud.com/user-250815044/2022-07-05-pc?utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing)

Notice of Special Accommodations

THE PUBLIC IS INVITED TO ATTEND ALL CITY MEETINGS In accordance with the Americans with Disabilities Act, anyone needing special accommodations to attend a meeting may contact the City Office, 587-2271, at least three working days prior to the meeting. City Council may adjourn to closed session by majority vote, pursuant to Utah Code §52-4-4 & 5