

STATE OF UTAH
COUNTY OF SEVIER
TOWN OF ANNABELLA

Minutes of the Planning Commission meeting held on Monday, August 22, 2022, beginning at 6:00 p.m. in the Annabella Town Council Chambers, located at 295 East 300 North, Annabella, Utah. John Chartier conducting.

PLANNING COMMISSION

1. ROLL CALL
2. APPROVAL OF MINUTES
3. APPOINTMENT | MICHAEL & MARCY WILLITS PROPERTY OPTIONS
4. CONSIDERATION OF CONDITIONAL USE PERMITS
5. CONDITIONAL USE PERMIT APPLICATIONS
6. BUILDING PERMIT APPLICATIONS
7. ADJOURN

1. ROLL CALL. John Chartier, Jacob Olsen, Kent Poulson and Kelvin Johns were in attendance. Nate Selin and Wade Ingram were excused. Tina Mitchell, Clerk, was also in attendance.

2. APPROVAL OF MINUTES. Kent Poulson made a motion to approve the June Planning Commission minutes as presented. The motion was seconded by John Chartier and the motion carried.

3. APPOINTMENT | MICHAEL & MARCY WILLITS PROPERTY OPTIONS. Mr. and Mrs. Willits were not in attendance. Tina Mitchell explained that the Willits would like to discuss options for their property at 162 N. 100 E., including the possibility of a culinary water connection. It was noted that Sevier County records show the property as 0.38 acres, which does not meet Annabella's minimum required lot size. There was discussion regarding frontage requirements for the lot, the canal easement, and options available to the Willits to make a legal conforming lot. The Planning Commission also discussed the importance of adhering to frontage and acreage requirements, as to circumvent any future problems.

4. REVIEW AND DISCUSS SHORT TERM RENTAL ORDINANCE DRAFT. The Planning Commission reviewed suggestions to the Short-Term Rental (STR) draft as submitted through a working draft on Google Docs.

A few notable items discussed include:

- Removing "short term rental zoning" and related context from the ordinance. There will not be separate zones for STR's.
- Discussed limitation on STR's. Original draft limited the total to 15 in the municipality. The Planning Commission discussed a density restriction on STR's

as well as percentage limit based on the number of water connections. It was noted that doing so would help protect homeowners from having too many STR's in one area. Jacob Olsen will work on ideas to present at the next meeting.

- A \$250 license fee, to be renewed annually. The fee would help cover the time and extra work with permitting and code enforcement.
- Discussed and agreed on keeping only one STR per lot, despite lot size.
- Discussed transfer of ownership of the STR license. The new owner will have 60 days to renew the license for the property, after which the new owner may apply for a STR license if one is available
- Remove requirement for separate water connection and septic system.
- Final approval of license will be the responsibility of the Planning Commission.
- Detailed parking plan required, with all parking on STR property. One parking space for every four (4) occupants.
- Each STR must have visible notice identifying important information including 24-hour contact phone number of person living within 15 minutes of property.

Tina Mitchell will incorporate the noted changes. The updated draft will be reviewed at the next Planning Commission. If it is satisfactory, it will be submitted to the Town Council for review.

5. **CONDITIONAL USE PERMIT APPLICATIONS.**

There were no Conditional Use Permits presented for approval.

6. **BUILDING PERMIT APPLICATIONS.**

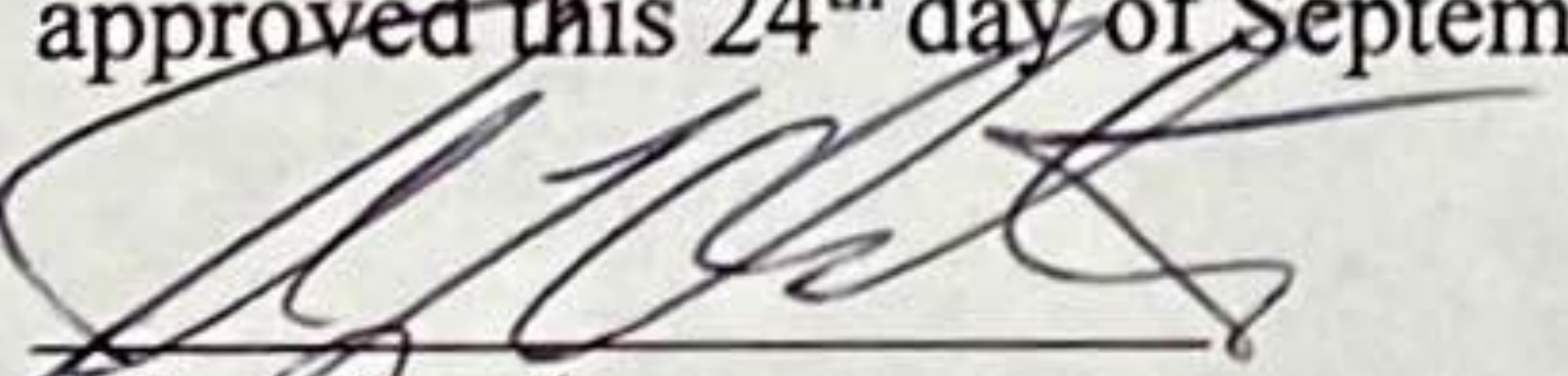
The Planning Commission reviewed and approved the following building permit applications:

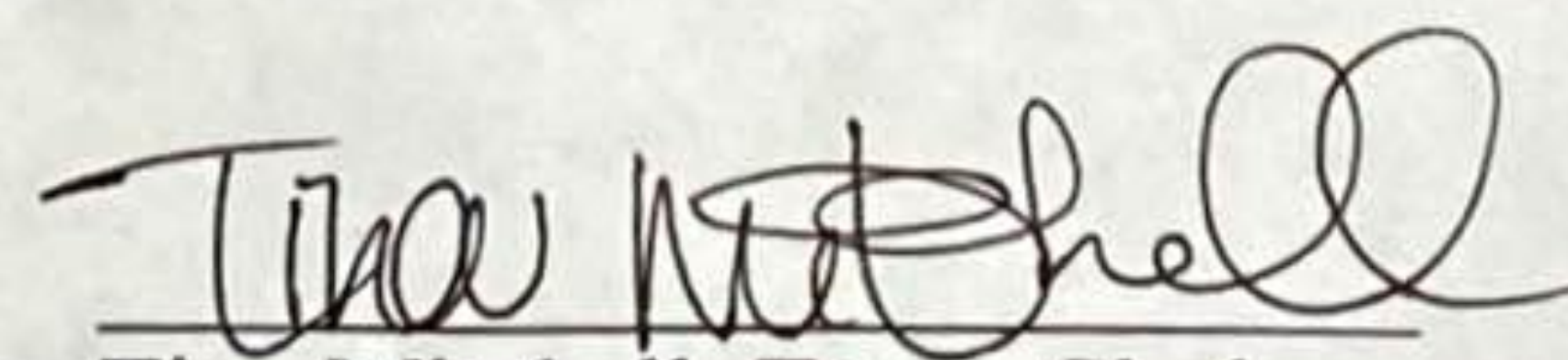
- Bradley Fick, garage, 50 South Main Street
- Ron Hutton, rooftop solar, 215 South Main Street
- Ronald Hawley, rooftop solar, 190 East 100 North
- Steven Player, rooftop solar, 67 South 200 East
- Rhonda Fisher, rooftop solar, 212 South 300 East
- Rex Friant, rooftop solar, 95 East 200 North
- Steve Nustad, rooftop solar, 135 West Center Street

Jacob Olsen made a motion to formally approve the building permits. The motion was seconded by Kelvin Johns and the motion carried.

7. **ADJOURN.** At 7:40 p.m. **Jacob Olsen made a motion to adjourn the meeting. The motion was seconded by Kent Poulson and the motion carried unanimously.**

Minutes from the Planning Commission meeting held on Monday, August 22, 2022 were approved this 24th day of September, 2022


John Chartier
Planning Commission Chairman


Tina Mitchell, Town Clerk