

**Genola Town
Planning Commission Meeting Minutes
October 13, 2022**

Planning Commission Present: Chairman John Rosenberger, Commissioners: Avery Fitzgerald, Norm Beagley, Tami Balzly. Absent: Daron Hughes, Brent Carter, Thad Rowley

Staff Present: City Recorder Lucinda Thomas, City Attorney Josh Nielsen,

Public Present: Eric Hazelet, Eric Hazelet, Zac Bleggi, Colton Jensen, Nick Ostler, Dellan Coombs, Dale Draper, Bryan Draper

1. Chairman John Rosenberger called the meeting to order at 7:02 pm.

- a. **Opening prayer was given by Vice-Chairman Tami Balzly**
- b. **Pledge of allegiance led by Commissioner Avery Fitzgerald**
- c. **Public Forum** – There was no one signed up for the public forum.

AGENDA ITEMS:

2. Approval of the Planning Commission meeting minutes from September 1, 2022.

- a. Chairman John Rosenberger made a **Motion** to approve the minutes for September 1, 2022. Commissioner Avery Fitzgerald **Second** and the motion **Passed** all in favor.
 - i. John Rosenberger – yes
 - ii. Tami Balzly – yes
 - iii. Avery Fitzgerald – yes
 - iv. Norm Beagley – yes
 - v. Brent Carter – absent
 - vi. Daron Hughes - absent
 - vii. Thad Rowley - absent

3. Planning Commission Chairman Report

4. Discussion with Bob Allen from MAG about updating the Master Road Map.

- a. This agenda item was skipped as Mr. Allen wasn't available to come to this rescheduled meeting.

5. Discussion and possible action on a site plan for a new home for Derk and Karen Palfreyman located at approximately 510 W 600 S in the F. Mecham Subdivision Plat F Lot 3 Parcel #39.366.0003

- a. The council went through the checklist and found that the site plan met all the criteria except for the location and dimension of a fire hydrant to the property line.
- b. Vice-Chair Tami Balzly made a **motion** to approve the site plan for a new home for Derk and Karen Palfreyman located at approximately 510 W 600 S in the F. Mecham Subdivision Plat F Lot #3 Parcel #39.366.0003 with the contingency that they label the fire hydrant and the distance to the home. Commissioner Avery Fitzgerald **Second** and the motion **Passed** all in favor.
 - i. John Rosenberger – yes

- ii. Tami Balzly – yes
- iii. Avery Fitzgerald – yes
- iv. Norm Beagley – yes
- v. Brent Carter – absent
- vi. Daron Hughes - absent
- vii. Thad Rowley - absent

6. Discussion and possible action on a site plan for a new home for Colton and Elise Jensen located at approximately 474 W 600 S in the F. Mecham Subdivision Plat F Lot 4 Parcel #39.366.0004

- a. The commission went through the checklist and found that the site plan met all the criteria except for the location and dimension of a fire hydrant to the property line.
- b. Commissioner Norm Beagley made a **motion** to approve the site plan for a new home for Colton and Elise Jensen located at approximately 474 W 600 S in the F. Mecham Subdivision Plat F Lot 4 Parcel #39.366.0004 with the contingency that the property owner label the fire hydrant and the distance to the home. Commissioner Avery Fitzgerald **Second** and the motion **Passed** all in favor.
 - i. John Rosenberger – yes
 - ii. Tami Balzly – yes
 - iii. Avery Fitzgerald – yes
 - iv. Norm Beagley – yes
 - v. Brent Carter – absent
 - vi. Daron Hughes - absent
 - vii. Thad Rowley - absent

7. Discussion and possible action on a site plan for an accessory building for Dellan Coombs located at 453 N 470 E in the Genola Farms Subdivision Plat A Lot 22 Parcel #40.544.0022

- a. The Commission went through the checklist and found that the site plan met all requirements.
- b. Commissioner Norm Beagley made a **motion** to approve the site plan for an accessory building for Dellan Coombs located at 453 N 470 E in the Genola Farms Subdivision Plat A Lot 22 Parcel #40.544.0022. Commissioner Avery Fitzgerald **Second** and the motion **Passed** all in favor.
 - i. John Rosenberger – yes
 - ii. Tami Balzly – yes
 - iii. Avery Fitzgerald – yes
 - iv. Norm Beagley – yes
 - v. Brent Carter – absent
 - vi. Daron Hughes - absent
 - vii. Thad Rowley - absent

8. Discussion and possible action on a site plan for Scott Whiting for an Addition to a commercial Building located at 842 S 400 E in the Ekins Park Subdivision Plat C Lot 21 Parcel #38.418.0021

- 94 a. The council asked if they had gotten an approval from the County Health
95 Department to add this much space to the existing septic system. The
96 requesting party stated that they were working with the health department but
97 hadn't gotten the approval letter yet. The Commission determined that they
98 could review and if it met requirements approve the site plan but that a building
99 permit couldn't be issued until a letter from the health department was received.
100 The commission reviewed the setback requirements for the smaller legal non-
101 conforming lot and found that it met all requirements.
- 102 b. Vice-Chair Tami Balzly made a **Motion** to approve the site plan for an addition
103 to a commercial building located at 842 S 400 E in the Ekins Park Subdivision
104 Plat A Lot 22 Parcel #40.544.0022. Commissioner Avery Fitzgerald **Second**
105 and the motion **Passed** all in favor.
- 106 i. John Rosenberger – yes
 - 107 ii. Tami Balzly – yes
 - 108 iii. Avery Fitzgerald – yes
 - 109 iv. Norm Beagley – yes
 - 110 v. Brent Carter – absent
 - 111 vi. Daron Hughes - absent
 - 112 vii. Thad Rowley - absent
- 113

114 **9. Discussion and possible action on a site plan for a new home for Nicholas and**
115 **Shayla Ostler located at approximately 442 W 600 S in the F. Mecham Subdivision**
116 **Plat F Lot 5 Parcel #39.366.0005**

- 117 a. The commission went through the checklist and found the site plan to meet all
118 criteria.
- 119 b. John Rosenberger made a **Motion** to approve the site plan for a new home for
120 Nicholas and Shayla Ostler located at approximately 442 W 600 S in the F.
121 Mecham Subdivision Plat F Lot 5 Parcel #39.366.0005. Commissioner Norm
122 Beagley **Second** and the motion **Passed** all in favor.
- 123 i. John Rosenberger – yes
 - 124 ii. Tami Balzly – yes
 - 125 iii. Avery Fitzgerald – yes
 - 126 iv. Norm Beagley – yes
 - 127 v. Brent Carter – absent
 - 128 vi. Daron Hughes - absent
 - 129 vii. Thad Rowley – absent
- 130

131 **10. Discussion and possible action for a preliminary plat for the Draper Farms**
132 **Subdivision located at approximately 280 S State Rd 141 Parcel #29.035.0186**

- 133 a. There was a lot of discussion about whether the ordinance allows for someone
134 to measure to the edge of the asphalt as their plat map shows. It was
135 determined that they might need some clarification from the county as to who
136 actually owns the easement along state road.
- 137 b. They asked questions to make sure that the existing home is meeting the front
138 set back of 35 feet from the property line, and the side setback is at least 20
139 feet. They also want to see where the existing utilities are on the proposed plat.

- 140 c. Commissioner Norm Beagley made a **Motion** to approve the Vicinity Map for
141 the Draper Farms Subdivision located at approximately 280 S State Rd 141
142 Parcel #29.035.0186. Chairman John Rosenberger **Second** and the motion
143 **Passed** all in favor.
- 144 d. The commission then started going through the Preliminary Checklist. There
145 was a lot of discussion about where the actual property lines were and what was
146 being dedicated to the town. Because there were some questions regarding the
147 actual property lines and easements the commission decided to table the
148 preliminary plat until those issues can be resolved. The commission went
149 through the rest of the checklist to make sure that there were no other possible
150 problems, they found that the property owners name was missing from the plat.
- 151 e. Commissioner Norm Beagley made a **Motion** to table this discussion until they
152 get can clear answers on the right of way problems. Chairman John
153 Rosenberger **Second** and the motion **Passed** all in favor.
- 154 i. John Rosenberger – yes
 - 155 ii. Tami Balzly – yes
 - 156 iii. Avery Fitzgerald – yes
 - 157 iv. Norm Beagley – yes
 - 158 v. Brent Carter – absent
 - 159 vi. Daron Hughes - absent
 - 160 vii. Thad Rowley - absent
- 161

162 **11. Discussion on a subdivision ordinance amendment**

- 163 a. The commission and City Attorney Josh Nielsen went over the changes
164 including adding a road resurfacing fee for developers who put in new roads,
165 some grammatical errors, and the adding of the town specifications for
166 secondary water requirements within a development. Because there was no
167 public hearing held last week with the cancellation of last months meeting. The
168 commission asked the office staff to publish for the public hearing for this
169 amendment.
- 170

171 **12. Discussion and possible action on an amendment to the developmental** 172 **standards ordinance**

- 173 a. The Commission and city attorney went through the proposed changes, that
174 they had talked about earlier and that the Mayor had proposed. These include:
- 175 i. Changing the secondary water connections to be 5 feet from the road
176 easement.
 - 177 ii. Updating the fasteners and fitting requirements
 - 178 iii. Update the shutoff valves and meters requirements
 - 179 iv. Taking out the requirement for risers
 - 180 v. Adding the requirements of having secondary water rights to be able to
181 develop or being able to add culinary water rights to the Town's Culinary
182 water system to compensate for using culinary water instead of
183 secondary water.
 - 184 vi. Exemption allowed to the amount of water required to a parcel being
185 developed if:
186 1. is agricultural zone,

- 187 2. not larger than 10 acres
188 3. the parcel has already existed and not had any boundary
189 modifications since January 1, 2023.
190 b. The commission felt comfortable with the proposed changes as drafted
191 c. Commission Norm Beagley made a **Motion** to recommend to the Town Council
192 the amendment to the Developmental Standards Ordinance as drafted. Vice-
193 Chair Tami Balzly **Second** and the motion **Passed** all in favor.
194 i. John Rosenberger – yes
195 ii. Tami Balzly – yes
196 iii. Avery Fitzgerald – yes
197 iv. Norm Beagley – yes
198 v. Brent Carter – absent
199 vi. Daron Hughes - absent
200 vii. Thad Rowley – absent
201

202 **13. Discussion and possible action on an amendment to the accessory apartment**
203 **ordinance**

- 204 a. Mr. Nielsen went through the changes that was proposed from the planning
205 commission and town council.
206 i. Removing the requirement of maintaining an internal connection to the
207 home.
208 ii. Keeping the proposed change of not allowing rentals for less than 30
209 days.
210 iii. They recommend that the term external be changed to detached so that
211 the accessory apartment has to be within the same footprint of the main
212 dwelling
213 iv. The removal of the requirement that says that the entrance to the
214 accessory apartment may not be on the side if it faces a street.
215 v. Utilities – they are only worried about the water which is what the Town
216 provides.
217 vi. Occupancy is changed to property owners primary residence and be
218 occupied full-time by the property owner.
219 b. Commissioner Norm Beagley made a **Motion** to recommend to the Town
220 Council the proposed amendment to the Accessory Apartment Ordinance with
221 the changing of the term external to detached. Commissioner Avery Fitzgerald
222 **Second** and the motion **Passed** all in favor.
223 i. John Rosenberger – yes
224 ii. Tami Balzly – yes
225 iii. Avery Fitzgerald – yes
226 iv. Norm Beagley – yes
227 v. Brent Carter – absent
228 vi. Daron Hughes - absent
229 vii. Thad Rowley – absent
230

231 **14. Commission Comments –**

- 232 a. They discussed the future of the planning commission members and who is
233 planning on staying on for the next year. Currently Avery Fitzgerald, Tami

Balzly, and Norm Beagley are up. Chairman Rosenberger asked for their answers at the next meeting.

- b. Commissioner Tami Balzly reported that it looked like the Chaffin Ranch is looking at the getting the mining rights to the BLM land that they currently own. She would like to encourage the residents of Genola to push the BLM and the county to not allow the Mining Permits.
- c. They talked about the standard of allowing to count acreage to the center of the road, and how it affects future planning, where the same dedication that had happened years past is still being counted etc.

15. Motion to Adjourn

- a. Commissioner Norm Beagley made a **Motion** to adjourn. Chairman John Rosenberger **Second** the motion and the motion **Passed** all in favor. The meeting was adjourned at 8:32 pm.
 - i. John Rosenberger – yes
 - ii. Tami Balzly – yes
 - iii. Avery Fitzgerald – yes
 - iv. Norm Beagley – yes
 - v. Brent Carter – absent
 - vi. Daron Hughes - absent
 - vii. Thad Rowley - absent

Minutes prepared by Deputy Clerk Nicole Preston

Approved on: November 3, 2022

to see signed copy please visit the Town Office
Lucinda Thomas, City Recorder