The Minutes of
Honeyville City Planning Commission
April 26, 2023, Regular Meeting

Kenny Funk called the meeting to order at 7:00 p.m.

Present were Chairman Kenny Funk, Commission Members Laurie Hunsaker, Bob Kosbab, Cherisses Kaminska and Staci Zilles-Nelson. Jacob Jaques arrived at 7:08 p.m.

Employees present: Brittiny Chlarson, Clerk/Recorder
Dana Shuler, City Engineer
Codey Illum, Zoning Administrator

Approximately 2 members of the public were present.

Kenny Funk offered the Invocation and led the group in the Pledge of Allegiance.

Conflict of Interest, if any: None Noted

Public Comment Period:

Cody Tolman addressed the Commission and stated that he is in the process of trying to build a home in Honeyville. He currently has a manufactured home and he would like to build a home behind it and keep the current home as a guest house for future plans. The lot he is wanting to build on is just over an acre in size. The commission pulled up the county map and reviewed the property. **Cody T** would like to place his new home directly behind the manufactured home but farther to the North. He reported that it would meet the required frontage and there is already water to the property. **Codey I** clarified that the process would be to create a 1 lot subdivision keeping the 1-acre lot in the front and leaving the other property as its own lot. **Cody T** will start working on this process and submit documents and payment to the office.

ZONING ADMINISTRATOR REPORT – Codey Illum:

A. **Zoning Admin Report:**
   - **Potential Building:** John Arbon owns property on South Salt Creek Road and is requesting to put a home out there. There are issues with the road and waterline in that area. Mr. Arbon was upset so Codey invited him to request to be on the City Council agenda.
   - **Building Permit:** Only one building permit had been issued for a shop out on 3600 W.

ACTION ITEMS:

A. **Text Amendment Suggestions – Dana Shuler: (Refer to attachment for suggested changes)** **Dana S** started looking at the R zones due to a request that was made and found that there were a few errors and missing information. She referred to definitions in the code and proposed that they update verbiage in the tables. She also recommended clarifying the frontage. Along with these issues Dana also found that buildings such as the church, city hall and school did not show up as an allowed use for the zones they are in. She recommended updating the allowed uses in the table to address those issues. **Bob K** raised a concern about the depth of the frontage. **Codey I** suggested not allowing a flag lot in a new subdivision. Kenny felt the same way regarding Codey's comment on flag lots. **Kenny F** questioned how well a half-acre lot could support 4 dwelling units with the required septic systems. **Dana S** stated that there is a failsafe; any multi-family application is Conditional Use so it would be required to go through the site plan process. A duplex is not multi-family because multi-family is defined as 3 or more.

STACI ZILLES-NELSON motioned to recommend approval of the presented Text Amendments. JACOB JAQUES seconded the motion. MOTION CARRIED with Laurie Hunsaker for, Jacob Jaques for, Bob Kosbab for, Cherisse Kaminska for and Staci Zilles-Nelson for.

DISCUSSION ITEMS:

A. **General Plan Discussion - Rural Community Consultants: Mike Hansen**
Mike has been retained by Honeyville City to update the General Plan. He stated that Land Use is the foundation of this plan. He also expressed that the community needs to be a part of the General Plan. A quality General Plan is one that it is comprehensive not one that it has every detail. The details need to be in the Municipal Code. Mike presented a handout to show the Commission examples of what could be included in the General Plan. There are a few items that are required by the State of Utah, but the rest are optional. The Land Use chapter is required by the State of Utah and is created with the input of the community. The feedback from the community directs the creation of the future land use map. There was discussion on whether or not the city currently has an annexation policy. Mike stated that if the city does not currently have one then they will need to address that with the General Plan. The community needs to define what type of community it is, for example the community could be defined as "rural". They would then need to define what rural means.

The city will need to look at the potential for Commercial development and what that looks like and the impact of that type of development. A Transportation Plan is also another requirement of the State that will need to be addressed in the plan. They will need to put future transportation corridors in this plan.

Housing is another State requirement the city will need to address. Typically, Mike will write this section as if the city has a population of 5,000 or more to anticipate future legislative mandates.

The Parks & Rec section addresses items such as parks and trails.

The Infrastructure chapter is a very important section of the plan which will address sewer and water. The city needs to address where the current network is and where it is not so that the city can request certain improvements from developers.

Mike stated that he also includes a Risk section to the General Plan which addresses emergency prep or public safety.

The city will need to define where they are today and where they want to go, such as discussing ideal housing. They will also need to make assumptions in the plan and create plans specific to the community.

The document Mike presented showed examples where the commission can look to get ideas. If there are issues on the map sections Mike would like the commission to let him know sooner rather than later so they can address those issues.

He also shared that the Economic chapter could address the need to stay agricultural.

The consultant team will get a document ready for the public to review and then allow the public to provide feedback. The Planning Commission is supposed to guide the team and give them feedback on how to proceed. **Kenny F** recommended the due date be within 3 to 6 months, but no longer than 6 months. **Mike** wants to keep the public interested. The proposed completion date was set for September.

A link to a webpage created by Rural Consultants will be posted on Honeyville City's website to gain feedback from the community.

ACTION ITEM:

A. **ADU & Guesthouse Guidelines: Kenny F** stated that there are issues with the current code regarding ADU's and Guesthouses and he suggested putting a moratorium on applications while they address the code. According to the Ombudsman's office putting a moratorium in place 4/26/23 will give the commission 180 days from today to create changes to the code. **Kenny F** asked if the city wants to allow guesthouses in the R1 zone. There was not a lot of support for this on those small lots. The Commission agreed that they don't want to allow guesthouses in R1 or R2. They also discussed whether or not there should be a size limitation on a guesthouse. It was suggested that

the guesthouse not be larger than the original dwelling. **Jacob J** asked how they would address the issue if someone decides to divide a parcel in the future. **Dana S** clarified that this would be covered in the subdivision process. There was further discussion about septic requirements and the metering of water for each home. The Commission would also like to clarify the difference between a guesthouse and detached ADU as well as addressing parking requirements. The commission further discussed putting square footage limits on guesthouses based on zoning. Some commission members wanted to allow up to 3000 square feet if the guest home was on a 5-acre lot. **Laurie H** expressed concerns about people renting out guesthouses and stated that these buildings are accessory buildings and should not be bigger than 1000 square feet. **Cherisse K** agreed with Laurie and expressed that these are not to be used as permanent dwellings. **Cody Tolman** asked if a guesthouse would be allowed in R1 if the lot was bigger than 1-acre. **Kenny F** suggested applying for a rezone in that situation. **Bob K** suggested limiting square footage per floor. He also mentioned that a guest home could be hosting multiple families at one time. His recommendation would be set the limit at 1200 – 1500 square feet.

LAURIE HUNSAKER motioned to recommend that the city impose a moratorium on guesthouse applications as of 04/26/23 and table this discussion until next month. STACI ZILLES-NELSON seconded the motion. MOTION CARRIED with Laurie Hunsaker for, Bob Kosbab for, Jacob Jaques for, Kenny Funk for, Cherisse Kaminska for and Staci Zilles-Nelson for.

B. **Define Structure/Fence/Corral: Laurie H** wanted an attorney to define these. **Kenny F** wanted to remove some of the definitions such as remove 10-24-5 B and acknowledge it in the nuisance ordinance. The commission also wanted to remove 10-24-4 entirely and use setbacks to define this. It was stated that accessory dwellings are covered in the setback requirements. The commission wanted to look at the ag zone to see how this change would impact it. The commission also wanted to remove the word "structure" from of 10-24-5.

BOB KOSBAB motioned to review the suggested changes and table this discussion until next month. JACOB JAQUES seconded the motion. MOTION CARRIED with Laurie Hunsaker for, Bob Kosbab for, Jacob Jaques for, Kenny Funk for, Cherisse Kaminska for and Staci Zilles-Nelson for.

C. **Approval of Minutes: 03/22/23**

BOB KOSBAB motioned to approve the minutes of 03/22/23 as presented. JACOB JAQUES seconded the motion. MOTION CARRIED with Laurie Hunsaker for, Bob Kosbab for, Jacob Jaques for, Kenny Funk for, Cherisse Kaminska for and Staci Zilles-Nelson for.

DISCUSSION ITEMS:

A. **Flag Lot: Kenny F** stated that a resident came to last month's meeting and requested the commission look at the current ordinance. Kenny felt that flag lots should not be allowed in a new subdivision and not make any further changes to the current code. **Dana S** stated that the only way to create a flag lot is to create a subdivision. They may want to have clearer verbiage if this is what they want to do.

Agenda Items for Next Month:

A. Accessory Building Setbacks – Public Hearing – Action
B. ADU & Guesthouse Guidelines – Action
C. Defining Structure/Fence/Corral – Action

STACI ZILLES-NELSON motioned to adjourn at 8:33 p.m. LAURIE HUNSAKER seconded the motion. MOTION CARRIED with Laurie Hunsaker for, Bob Kosbab for, Jacob Jaques for, Kenny Funk for, Cherisse Kaminska for and Staci Zilles-Nelson for.

Meeting Adjourned AT 8:33 p.m.

The foregoing minutes were taken and typed by Brittiny Chlarson.

I certify these minutes to be true and accurate to the best of my knowledge.

ATTEST: CITY OF HONEYVILLE CORPORATE Seal INCORPORATED JULY 8, 1911 BOX ELDER COUNTY, UTAH

DATE APPROVED: 5-24-23

Brittiny Chlarson

Brittiny Chlarson – Clerk/Recorder

5-24-23

Kenny Funk - Chairman