

Minutes

Elwood Town Planning Commission

Tuesday, January 7, 2025

The Board of the Planning Commission of Elwood Town met at the Elwood Town Hall, 5235 West 8800 North, Elwood, Utah, at 7:00 P.M. on Tuesday, January 7, 2025.

The following members were present constituting a quorum: Quinn Hamson, Curtis Crouch, Phil Shimek, Britton Hayden (via zoom), and Tyler Pugsley.

OTHERS PRESENT: Ron Jacques, Brenda Jacques, Suzana Wardle, K Hansen, Taylor Thompson, DeVere Hansen, Lynae Whitaker, Art Bingham, Heather Bingham, Michael Betournay, Brandon Green(City Planner), Karolina Munns(Planning Commission Secretary).

Welcome

Commissioner Hamson conducted the meeting. The meeting started at 7:00 pm. Commissioner Shimek offered a prayer and Commissioner Pugsley led with the pledge.

Minutes

- December 3, 2024 - Commissioner Shimek motioned to accept the minutes, Commissioner Crouch seconded the motion, all in favor, motion passed.

Town Council Update

- No update

Zoning Administrator Update

- Brandon Green reported MPC Zone ordinance work with City Attorney Todd Godfrey.

Public Comments

- “Resident(s) attending this meeting will be allotted 3(three) minutes to express a concern or ask a question about any issue that is **NOT ON THE AGENDA**. No action can or will be taken on any issue(s) presented.” stated by Commissioner Hamson.

Public Hearing

- Repeal and Replace Elwood Town Code Title VII Traffic Code(on-street parking) Commissioner Pugsley motioned to open the public hearing, Commissioner Shimek seconded the motion all in favor, motion passed. No public comment. Commissioner Shimek motioned to close the public hearing, Commissioner Crouch seconded the motion, all in favor, motion passed.
- Elwood Town Code 156.001-011 Storage of Commercial Motor Vehicles, Farm Vehicles, and Trailers in Residential Zones. Commissioner Crouch motioned to open the public hearing, Commissioner Shimek seconded the motion, all in favor, motion passed.
- Resident-Devere Hansen asked how is section 6, junk defined? He also asked who will enforce this? Commissioner Hamson commented the ordinance states an officer will enforce and the town council is working on hiring an enforcement officer.
- Resident-Mike Betournay commented 1) section 3.4 exit or entrance and thought that that was changed to exit forward at the last meeting, 2)section 3.8 permit fee and expressed his concern in charging a fee and asked what the money would be for/what would he gain from it? Commissioner Hamson commented that it would be an administrative fee defined by resolution by Town Council, and it has not been determined yet, 3)section 7.1 current residents and future residents. Mike commented that he did not agree with not allowing future residents, truck owner/operator to park a commercial vehicle in a residential zone. He was very concerned about that. Mike named a gray area where it says they can continue in an ag zone. Comment was also made that section 7.3 5 yr sunset clause needed to be removed because unnecessary. Mike asked to include future residents. Commissioner Pugsley commented that a permit is used to enforce the ordinance.
- Commissioner Hamson asked for any more comments and seeing none, asked for a motion to close. Commissioner Pugsley motioned to close the public hearing, Commissioner Crouch seconded the motion, all in favor, motion passed.

Commission Business

- Action Item A: Recommendation to Town Council - Repeal and Replace Elwood Town Code Title VII Traffic Code(on-street parking). Commissioner Shimek motioned to recommend to repeal and replace Elwood Town Code Title VII Traffic Code to Town Council, Commissioner Crouch seconded the motion, all in favor, motion passed.
- Action Item B: Recommendation to Town Council - Elwood Town Code 156.001-011 Storage of Commercial Motor Vehicles, Farm Vehicles, and Trailers in Residential Zones. The commissioners discussed 3 corrections to the ordinance: 1) Section 3 #4 cross out reference to entry in the title and body. 2) Section 7 #3 Five-Year Sunset Clause deleted out of the ordinance. Not needed. 3) Section 3 #8 Permit is an annual renewal fee. Commissioner Crouch recommended to Town Council with these three corrections, Commissioner Pugsley seconded, all in favor, motion passed.

- Action Item C: Recommendation to Town Council - Commercial RV Park(temporary stay) Concept and/or Preliminary Site Plan Approval, 9600 North next to Maverick, Presenter Art Bingham. Commissioner Hamson stated after doing ordinance research, a concept plan is presented tonight and a conceptual site plan does not need to have a PC or town council acceptance, it is just meant to act as a discussion tool to get help the developer meet the preliminary requirements, so all that we can do at this time is provide Art with comments back so he can finish a preliminary plan. Brandon Green stated that this development came to the town months ago, it is not allowed in the Schedule of Uses, and he is in favor of it with a development agreement. It is a well received use, water and sewer needs to be worked through and traffic could be an issue but the town council plan of the highway 13 bulb improvement could help. Commissioner Shimek what a development agreement can do? Brandon Green stated the town would approve the plan and the development agreement together. Commissioner Pugsley commented that there is something similar in Brigham City by the Loves gas station and it is a good success, and also more traffic. The plan is different with residential adjacent and would want to stay as limited stay. Comment was made that this land is zoned commercial so no re-zone is needed, and the residences surrounding are also zoned commercial. Art Bingham commented on the water stating that is doing a study of ERUs, and for sewer, the developer has talked about sewer with Steve Woerner. Commissioner Hayden asked about the Northeast corner clubhouse, and the developer defined it as a gathering place with laundry facilities but with no retail. The developer will promote guests to use local community retail resources. Art Bingham commented on the choice of landscape stating that the neighbor wanted trees. This is a quiet and dead end road and that is how the neighbors want to keep it. There was inquiry about traffic stacking up on the road and discussion led to guests would openly come and go so there likely would not be a rush to get in all at once, plus the developer has a plan for easy, streamlined check-in where guests can quickly check-in and move to their reserved space. Commissioner Crouch commented that as the developed talked there is not a limit on length of stay. The developer said the goal is not for a guest to set up residency, and the rules of the RV Park must be followed or the guest will be asked to leave. He is open to more discussion as a town. The rules of the RV park are to keep a good experience. The commission inquired about the water needs to start trees and native plants mentioned and the developer spoke of the water to the Maverick 6 inch pressurized sewer from Steve. The developer said water would be needed to start the trees but after a few years that would no longer be needed. There was discussion on storm water detention-300 sq feet needed. The layout outlined a gravel-mulch-roadbase. Commissioner Pugsley recommends the road be asphalt. The developer didn't want to go there yet. Commissioner Hayden asked about parking for managers, emergency situations for guests, and manager residence. The developer showed the available space, shared business hours 9-5 with phone to 8 pm and an emergency posted number. He also stated that there is an 1100 sq ft studio apartment

as part of the clubhouse. The developer also pointed out the 2 added sheds for equipment, an open ditch and a walkway to go to Maverick as requested by neighbors. Recommendations on the concept site plan: asphalt all high traffic areas, concerned about the high traffic area to get into and out of the RV Park and hope the new traffic pattern (bulb) will help, and agrees with Brandon Green's recommendation that it could be a well received use in this location but would need to either change the schedule of uses to allow it, or make a development agreement. Commissioner Hamson recommended to Art that he attend TC and share the plan with town council to make sure they are positive about it. He also shared the next steps of a public hearing for the commercial site plan. No action was taken.

- Action Item D: Recommendation to Town Council - Repeal Elwood Town Ordinance Chapter 155.460-478 Master Planned Community Zone while revising ordinance. Brandon Green stated no there was no information on recommending, but he is working with attorney Todd Godfrey, to replace some language. After discussion Commissioner Shimek motioned to recommend repealing the MPC Zone, Commissioner Crouch seconded the motion, Shimek-Aye, Crouch-Aye, Pugsley-Nay, Hayden(via zoom)left the meeting before this vote, motion passed. Brandon Green stated that there is one MPC in the process that will continue, Elwood Acres LLC MPC Zone. No time length was stated to get the revisions done, but it is a high priority once the attorney review is done.
- Action Item E: Commissioner Hamson opened the vote for a new commission chair as per ordinance a new chair can be elected each year. Commissioner Hamson has served 1.5 terms. Commissioner Pugsley motioned by asking Commissioner Hamson to continue to serve, Commissioner Shimek seconded the motion, all in favor, motion passed.

Work Meeting

- Discussion Item A: Discussion on community led re-zoning of the town. Commissioners spoke of tools of MPC zone and the need for multi-use zone to accommodate Bear River Marketplace in the Land Use Map and current General plan. Commissioner Hamson commented that this is what he wanted to use in the training session tonight also. Discussion continued with the idea of getting away from multi use form based code. Brandon Green stated that the MPC Zone is the lever to use. Commissioner Shimek is in favor of rezoning to actual use. Commissioner Hayden stated that Samuel Heiner with Jones and Associates, did a massive analysis which we should use and asked for its location. Brandon Green stated that we should listen to the residents. Comment was made about the commercial zoning on Highway 13 being split-zoning which needs to be fixed. Ideas were shared of having open houses to share the rezoning plan.
- Discussion Item B: Training session by Quinn Hamson see discussion item A.

Adjourn Meeting

Commissioner Shimek motioned to adjourn the meeting at 8:45 pm, and Commissioner Pugsley seconded, all in favor, motion passed.