

# Minutes

## Elwood Town Planning Commission

Tuesday, March 4, 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, March 4, 2025.

The following members were present constituting a quorum: Quinn Hamson, Curtis Crouch, Phil Shimek, Britton Hayden, and Kevin Hall.

OTHERS PRESENT: Scott Goodliffe(Town Council Rep), Karolina Munns(Planning Commission Secretary), Brandon Green via phone call.

### Welcome

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

### Minutes

- February 4, 2025 - Commissioner Shimek motioned to accept the minutes, Commissioner Crouch seconded the motion, all in favor, motion passed.

### Town Council Update - Scott Goodliffe

- Town Council asked planning commission to repeal MPC Zone ordinance-order process from attorney; Approved fee schedules; 545 taps, 80 in process, 20 in reserve.

### Zoning Administrator Update -

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### 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.
- Resident(s) are welcome to submit written comment to the Elwood Town Planning Commission via email [kmunns@elwoodtown.com](mailto:kmunns@elwoodtown.com).

## **Commission Business**

- Action Item A: Recommendation to Town Council - Repeal Elwood Town Ordinance Chapter 155.460-478 Master Planned Community Zone while revising ordinance. Commissioner Shimek motioned to recommend to repeal Elwood Town Ordinance Chapter 155.460-478 MPC Master Planned Community Zone, Commissioner Hall seconded the motion, all in favor, motion passed.

## **Work Meeting**

- Discussion Item A: Review ordinance draft on extending the time to get subdivision recording with the county from 90 days to 365 days(1 year). Elwood Town Ordinance Title XV- Land Use Chapter 150.050(c). During the discussion there were questions raised about the issues with extending the time and length of time, process of escrow, and order of events. Answers will be found and discussions to continue.
- Discussion Item B: Findings from discussion of annexation of property into Elwood. Elwood Town Ordinance references: 32.45, 155.021, and Table II: Annexations. During discussion the following points were: the mayor is not in favor unless it is a benefit to the town; if the town says 'No' to an annexation, then cannot say 'Yes' later; the commissioners requested a county staff member come and address/teach about annexations but Brandon Green could not get a county staff member to come tonight.
- Discussion Item C: Review ordinance draft on Planning Commission 1)service time, 2) who appoints the vice chair 3) how many members 5 or 7 Elwood Town Ordinance Title III: Administration Chapter 30. Brandon Green provided a standard planning commission ordinance to review. After reviewing and discussion, Commissioner Hamson asked the commissioners to review the standard ordinance provided by Brandon Green verses the current ordinance from Chapter 30 as homework. There was also discussion about having all instruction for the planning commission in one section. Code 155.055(c) of Land Use Authority should be repeal to avoid any duplication of duties.
- Commissioner Hamson discussed future meetings with the commission. They agreed to cancel the April 1st meeting due to being out of town for spring break. There is also a change to the next meeting, which will be held a week later on March 25th.

## **Adjourn Meeting**

Commissioner Hall motioned to adjourn the meeting at 8:10 pm, and Commissioner Crouch seconded, all in favor, motion passed.