

Minutes

Elwood Town Planning Commission

Tuesday, July 18, 2023

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, July 18, 2023.

The following members were present constituting a quorum: Quinn Hamson, Curtis Crouch, Phil Shimek, Tyler Pugsley(alternate).

OTHERS PRESENT: Shane Taggar(Town Engineer), Samuel Heiner(Zoning Administrator), Steve Woerner(Public Works Director), Scott Goodliffe(Town Council Rep), Karolina Munns(Planning Commission Secretary),

Welcome

Commissioner Hamson started the meeting at 7 pm. Commissioner Shimek offered a prayer and Commissioner Crouch led with the pledge. Commissioner Hamson welcomed Kevin Hall and Tyler Pugsley(alternate) to the Planning Commission as new Commissioners. Kevin Hall is excused for tonight. Tyler Pugsley will be an active voting member for tonight. Commissioner Hayden is also excused tonight.

Commission Business

- Action Item A: Riverbend Subdivision, Final Approval - 9050 North River Bend Rd. Shane Taggart, Town Engineer, addressed this subdivision and stated that he has reviewed the plans and there were 3 final items: 1-round about and how to turn around, 2-geotech report on the hillside for the one road side. The engineer did shift the road a few feet, 3-access to the retention pond. They worked with Steve Woerner and did get that to an acceptable level. Commissioner Hamson did ask concerning the hillside to address the drainage concerns, not seeing how this would solve the problem of drainage. Bret Cummings, Hansen and Associates, Geotech Engineer, stated he has worked hours on this project and he personally walked this area. The cuts 4:1 slope will lessen and handle the drainage issue from the road, but no the plan does not work all the way down the slope to the river. The landslide did occur in a different location near the road. Discussion continued with addressing the run off that will occur on the road and a place

for the water to go. This plan will stabilize the road further and there is a place on the north side of the road for water to go into a gutter. Commissioner Pugsley inquired and requested to change between, lot 9 & 10, the fire hydrant at the dead end to the end of the waterline, for flushing purposes. Good comment. Commissioner Shimek motioned to recommend Riverbend Subdivision for final approval to town council, pending the correction of the fire hydrant location, Commissioner Crouch seconded the motion, all in favor, motion passed.

- Action Item B: Robert Shaw Subdivision, Preliminary Approval - 4650 West. Commissioner Hamson corrected the agenda and stated that it is at a concept stage and the planning commission does not recommend the Concept plan, it is just done by the Town Engineer so it is just a discussion item for tonight's meeting. The commissioners looked at the plan, and asked questions. Steve Woerner, Public Works Director explained that the town is working with this subdivision with plans to purchase lot 4 for the secondary water system. The tail road you see is actually lot 2 parcel, and is not a road. Elwood town will get a bid for a road and Robert Shaw will pay half once the subdivision is approved. Commissioner Shimek asked about the secondary water plan. Steve Woerner, addressed this saying this will feed 40 lots around it, and this gives/frees 120 culinary taps. Shane Taggart stated that there will be 3-4 ponds at different locations to cover the whole town. Discussion concluded.

Work Meeting

- Discussion Item A: Elwood Ordinance Amended 150.146(c) Access Roads. Commissioner Hamson introduced this to the new members. We discussed the drawings and they are still on the whiteboard, and Samuel Heiner stated he would work on it, section f(1). Amy Hugie was planning to attend tonight, but messaged that she had a conflict and could not be here. Samuel Heiner said that he did not recall if there were guidelines for the Commercial access roads. Discussion among the commissioners concerning our questions from the last meeting are still questions. Commissioner Pugsley questioned why the Public Works Standards are not being used to make these changes? He stated that it is a lot easier to make changes to the Public Works Standards rather than having to recodify the code each time a change is made. Public Works Standards, technical specifications. In that it defines all the construction specifications for public utilities, also roadways, standard widths, commercial, residential, etc. So the American Public Works Association constantly looks at changes and updates. Shane Taggart stated that we do have a set of standards and it is older. It has not been a priority to update, but when it happens it will reference code, and this is in Shane Taggart's area of responsibility.

- Discussion Item B: Discussion of City-wide Zoning Analysis. Samuel Heiner addressed the commission stating the 791 parcels are documented and in 4 binders. It is also available in pdf format for the town to reference. Samuel Heiner added to the analysis what the current use is and if it is Schedule of Uses conforming or non-conforming(conditional use permit yes or no). It is an administrative document. This document will now go to the Town Council for review. The next step is for the General Plan completion, then consider specific zone consideration.
- Discussion Item C: General Plan Discussion with committee. Commissioner Hamson referred to Britton Hayden's, General Plan Committee, email introducing the idea of using a survey to collect information from the public, much like Honeyville is currently in the process of. If the town wants to do this, How? A question is does the town want to outsource a professional to finalize the general plan considering what the General Plan Committee has put together thus far. Are there funds budgeted for this? Samuel Heiner stated that most of Britton Hayden's email was asking how to do the survey. Amy's email suggested outsourcing to complete the General Plan. The town did get a grant to update the General Plan. Commissioner Pugsley commented that a General Plan Update is great, and upon action it becomes effective. Councilman Goodliffe stated that Amy did not get the grant for the town. He also stated that the grant information came through Lacey Richards, via Jones and Demill. The grant was applied for and granted by the Town Councilman, Goodliffe. The commissioners will look at the example survey and then discuss at the next meeting.

Adjourn Meeting

Commissioner Shimek motioned to adjourn the meeting at 8:08 pm, and Commissioner Crouch seconded, all in favor, motion passed.