Minutes

Elwood Town Planning Commission

Tuesday, December 5, 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, December 5, 2023.

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

OTHERS PRESENT: Samuel Heiner(Zoning Administrator), Amy Hugie(Town Attorney), Scott Goodliffe(Town Council Rep), Karolina Munns(Planning Commission Secretary), Greg Iverson, Barbie Massengale, DeVere Hansen

**Welcome**

The meeting started at 7 pm. Commissioner Shimek offered a prayer and Commission Hamson led the pledge of allegiance.

**Minutes**

* November 7, 2023, & November 21, 2023- Commissioner Crouch made a motion to accept minutes, Commissioner Hall seconded, all in favor, motion passed.
* The next meeting on December 19th will be canceled unless there is any business that needs to occur.

**Town Council Update - Scott Goodliffe**

* Comments for November 14th meeting Rezone on 5200 west was denied. KJE Green Acres Minor Subdivision 8800 North was approved, Reed Minor Subdivision was approved and a public comment section was held with comments.

**Zoning Administrator Update – Samuel Heiner**

* There is a lot line change of the Massengale property. With further research, Jones and Associates and Brandon Green, a building moratorium being considered was not recommended as an option by ULCT.

**Public Comment**

Commissioner Hamson further explained the public comment section as a 3-minute time period where the public can comment on items that are not on the agenda. Commissioner Crouch motioned to open the public comment, Commissioner Shimek seconded it, all in favor, motion passed.

* Greg Iverson, commented on the need for zoning specifically farming/agricultural in the town.
* DeVere Hansen, commented a concern of the speed on 8000 N.

No more comments. Commissioner Shimek moved to close the public comment, and Commission Hayden seconded it, all in favor, motion passed.

**Commission Business**

* Action Item A: Recommend to Town Council - Massengale Minor Subdivision 8000 North, Presenter Barbie Massengale. Samuel Heiner explained the engineers' review and comments to the commission. Everything appears in order. Commissioner Shimek motioned to recommend Massengale Minor Subdivision on 8000 North to Town Council, Commissioner Crouch seconded the motion, all in favor, motion passed. Samuel informed the owner that the Town Council December meeting had been canceled so the next Town Council meeting would be in January.

**Work Meeting**

* Discussion Item A: Ordinance Revision - Chapter 150 Subdivisions. Amy Hugie reported her recommendation to simplify the numbering system, to change the guarantee of the developer on page 14 1 letter of credit and 2 developer set up the escrow account, improvement agreements left in so town has standardized form either in code or in resolution, consolidated B schedule (fees) is needed, definitions need to be updated 150.004.03, penalty section to take out some repetitiveness, ask for hard copy as well as digital copy to keep up the town’s physical records, water conveyance facility is not in the definition. Amy stated that she would send her comments to Jones and Associates. The commission commented on the natural gas language in the ordinance that needs to be changed because not all the town has natural gas available. Also, UDOT reference 150.003.01 pm town roads need change. Commissioner Hayden named more discrepancies between town code and chapter 150, that he will send to Samuel at Jones & Associates for review.
* Discussion Item B: Planning Commission Training by Commissioner Hamson on how to conduct meetings using parliamentary procedure and order of a motion.
* Discussion Item C: Ordinance Drafting - Parking of commercial vehicles in residential areas. Commissioner Hamson inquired if more definition to rules was needed. He informed the commissioner that the current schedule of uses code states no commercial truck yards are allowed in residential areas. With much discussion, the commission is in favor of giving guidance when parking on a residential lot, but decided to table it for now. The commission encourages town council to have code enforcement, so that code is effective.
* Discussion Item D: Ordinance Drafting - On-street Parking. The commission is in favor to move forward with this ordinance. The commissioners were encouraged to do their homework on this draft.
* Discussion Item E: Ordinance Revision - Schedule of Uses 155.126. Samuel Heiner and the commission continued to revise the ordinance by revising C1, C2, and C3 definitions, and reviewing the lists.

# **Adjourn Meeting**

Commissioner Shimek motioned to adjourn the meeting at 9 pm, and Commissioner Hall seconded, all in favor, motion passed.