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**Minutes of the North Logan City  
Planning Commission  
Held on April 16, 2009  
At the North Logan City Library, North Logan, Utah**

The meeting was called to order by Bruce Henderson at 7:05 p.m.

Commission members present were: Bruce Henderson, Frank Prince, Bob Balling and Keith Christensen. (Glen Hansen and Mark Hancey were excused).

Others present were: Val I. Heusser, Russell Goodwin, Lydia Embry, Cordell Batt and Marie Wilhelm.

The Pledge of Allegiance was led by Keith Christensen.  
An invocation was given by Bruce Henderson.

**Adoption of Agenda**

Cordell said that on item number 2 (re: the Tree Ordinance and Manual), the Planning Commission had decided that once the Ordinance had passed, and a Street Tree Advisory Board was in place, that board would be the one to put the manual together; therefore the Planning Commission would *not* be reviewing or recommending the manual tonight, for which the Commission members agreed.

*Keith Christensen made a motion to adopt the agenda as amended. Frank Prince seconded the motion. A vote was called and the motion passed unanimously.*

**Approval and Follow-up of Minutes for March 19, 2009 Planning Commission Meeting**

*Keith Christensen made a motion to approve the minutes as amended. Frank Prince seconded the motion. A vote was called and the motion passed unanimously.*

**Follow-up**

Nothing at this time.

**New Business**

**Consideration of the development plan and preliminary plat for the Heusser-Callow Minor Subdivision (2 lots) using the flag-lot ordinance located at 1984 North and 800 East in North Logan (Val and Cathy Heusser)**

Cordell Batt presented the details of the development plan, and explained the location of the site via a map displayed on the overhead projector. He said the developer previously received approval for their concept plan, from both the Planning Commission and the City Council; and further stated that they have submitted all necessary information for the development plan. He explained there is an existing home on lot one, and a new home will be built on lot two; and that they were asked to ensure that the 20 foot access strip was part of lot two, which has been done. He said they were asked to work with the irrigation company and provide information on the plat, as to what shares would go with which lots, which has also been done. He said the plat now denotes that lot one has .5 shares, and lot two has 1.126 shares. He further detailed the various studies, reports and information they were required to submit, and stated that the developer has done so. He said staff has reviewed the plan and the plat and has no problems with it, and therefore recommends that the Planning Commission consider granting a positive recommendation for approval to the City Council, with the recommendations as made by staff.

Keith Christensen asked about a letter that staff requested the developers get from the irrigation company; and the developer explained that they had in fact received two letters regarding that, and that it has been recorded. Cordell asked the developer to give staff copies of those letters for the City's files.

58 Frank Prince asked about the fire department requirements for flag lot road access, for which  
59 Cordell explained.

60

61 *Keith Christensen made a motion to make a positive recommendation to the City Council on the*  
62 *plat and the development plan. Frank Prince seconded the motion. A vote was called and the*  
63 *motion passed unanimously.*

64

65 Continued consideration and possible recommendation of a Tree Ordinance and Manual for the  
66 City of North Logan to City Council. (Staff)

67 Cordell Batt discussed the Tree Ordinance, and said that the current draft includes all of the  
68 changes and comments made by the Planning Commission.

69 Bruce Henderson discussed some of his concerns about the Tree Ordinance, including the  
70 potential of it being too intrusive, governmentally, into citizens' lives; and said that they should try  
71 to just be mindful of that, and to try to simplify things as much as possible as the process of  
72 developing the ordinance moves forward.

73 Cordell Batt mentioned that one reason this is being considered is because the Parks &  
74 Recreation Department wanted North Logan City to be part of the Street Tree USA program.

75

76 *Keith Christensen made a motion to recommend the Tree Ordinance to the City Council for their*  
77 *consideration. Frank Prince seconded the motion. A vote was called and the motion passed*  
78 *unanimously.*

79

80 Lydia Embry asked when this will become public. Cordell said he will put it on the City website  
81 after the City Council has reviewed it; and that a public hearing could be held following their  
82 review.

83

84 Workshop Session (Planning Commission)

85 - Continued work session on the General Plan's Transportation Use Element

86 - Discuss Workshop with City Council on April 1, 2009

87 The Planning Commission discussed the workshop held with the City Council, and reviewed the  
88 email that Mark Hancey sent out to the Planning Commission detailing some of the points made  
89 by the City Council; as well as the inclusion of some of Mark's comments and changes, as  
90 discussed previously with the Planning Commission. The Planning Commission also discussed  
91 implementation strategies. Cordell mentioned some of the items that the City Council wanted,  
92 including additional maps (such as transportation maps and how they tie in with other local cities;  
93 a UDOT, overall, transportation map of the County if available; a Parks and Trails map; a transit  
94 map; a trails map reflecting how our trails tie in with other cities, i.e., on the overall master plan;  
95 and bike and other pedestrian maps if needed). Cordell said he will put those maps together and  
96 return to the next meeting with what he has done. He also discussed the issue of "transitions"  
97 and the widening of roads to adjust for proper transitioning, and the potential for having to put this  
98 on the Transportation Map.

99 *Bob Balling arrived at this time (7:37pm).*

100 The Planning Commission discussed City Council's recommendation to develop a better method  
101 for communicating and correlating our plan with neighboring cities. They discussed getting the  
102 most recent maps to the other cities, as well as notification between the North Logan City and the  
103 neighboring cities regarding any meetings where there may be discussions regarding streets,  
104 which Cordell said was already an existing policy. He said a more consistent policy could be set  
105 up to *ensure* that notification takes place between the cities. The Planning Commission further  
106 discussed various items regarding the transportation element, including making 2900 North a  
107 "local" collector down to 800 East, and then return to be a "general" collector towards the west of  
108 that road.

109 Cordell mentioned a meeting that Jeff Jorgensen told the City Council about, being held with  
110 UDOT on April 27<sup>th</sup>; and that he suggested that someone from the Planning Commission attend.  
111 Cordell said if he cannot, he will make sure someone else will. Bruce Henderson said he might  
112 be able to attend that meeting.

113 The Planning Commission discussed focusing on reviewing the implementation strategies at the  
114 next Planning Commission meeting.

115 Bob Balling referred to previous discussions regarding main corridors, such as 1600 East, and  
116 including a trail for walking and/or biking. Cordell said the Parks & Recreation committee will be  
117 more involved in that, and will then bring what they propose to the Planning Commission for  
118 review.

119 The Planning Commission discussed having an open house/workshop regarding, specifically, the  
120 Transportation Element maps, as they continue to work on the General Plan. Cordell discussed  
121 making the maps "public", such as on the City's website; giving the public the chance to review  
122 them; and then have a public hearing in order for citizens to share their comments. The Planning  
123 Commission discussed placing notification for this open house in the City newsletter; and holding  
124 an open house, rather than an official public hearing, for which they agreed. Cordell said that  
125 meeting should be held after the Planning Commission meets again to discuss the  
126 implementation strategies.

127

128 **Set Next Agenda and/or Discussion**

129 In continuation of the discussion above, the Planning Commission discussed having the  
130 "workshop" at the first of a meeting, with any additional items to be discussed after that item, and  
131 scheduling it for the second meeting in June, so as to get it into the newsletter on time.

132

133 Russell Goodwin said he is once again offering his assistance in the formulation of the General  
134 Plan. He suggested following the same process that was previously used in the community  
135 envisioning workshops, which he said he found very successful. He said it is discouraging when  
136 the process takes so long, and that it is difficult to maintain public interest when it does. He said  
137 a way to move this process along more quickly must be determined. The Planning Commission  
138 discussed the process.

139

140 Cordell mentioned that the Transportation Element is nearly complete; and Bob Balling discussed  
141 the completion of the Tree Ordinance.

142 Cordell discussed the various items that will be put together prior to the next meeting, in order for  
143 the Planning Commission to have them available to review, including various maps, the Cache  
144 County CMPO Master Plan, the Parks and Trails map, as well as the implementation strategies.  
145 He said once the implementation strategies are done, they can be put on the City's website, as  
146 well. Cordell further detailed the various elements and documents pertaining to the General Plan  
147 that they had completed.

148 Keith Christensen and Cordell briefly discussed the potential for receiving funds for pedestrian  
149 sidewalks on state highways. Cordell said the state highway areas that exist in North Logan City,  
150 are a small section on 2500 North, as well as the North Logan portion of Main Street.

151

152 *Bob Balling made a motion to adjourn the meeting. Keith Christensen seconded the motion. A*  
153 *vote was called and the motion passed unanimously.*

154

155 The meeting adjourned at: 8:25pm.

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157 Approved by Planning Commission:

June 4, 2009

158

159 Transcribed by Marie Wilhelm

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161 Recorded by

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\_\_\_\_\_  
Scott Bennett/City Recorder

**THE CITY OF NORTH LOGAN  
PLANNING COMMISSION NOTICE AND AGENDA**

**April 16, 2009**

The North Logan City Planning Commission will hold a regular meeting on Thursday, **April 16, 2009** in the Meeting Room at the North Logan Library, 475 East 2500 North, North Logan, Utah. The regular meeting will begin at **7:00 p.m.**

**Opening Business:**

- Roll Call, Welcome, Opening Ceremony
- Adoption of agenda
- Approve minutes of previous Planning Commission Meetings
- Follow-up on issues from previous Planning Commission meetings

**Commission Business:**

1. Consideration of the development plan and preliminary plat for the Heusser-Callow Minor Subdivision (2 lots) using the flag-lot ordinance located at 1984 North and 800 East in North Logan (Val and Cathy Heusser)
2. Continued consideration and possible recommendation of a Tree Ordinance and Manual for the City of North Logan to City Council. (Staff)
3. Workshop Session (Planning Commission)
  - Continued work session on the General Plan's Transportation Use Element
  - Discuss Workshop with City Council on April 1, 2009

**Staff Business:**

- Set Next Agenda and/or Discussion
- Adjourn

The order in which items are discussed during this meeting is subject to change throughout the meeting. Persons interested in attending the meeting for specific items should plan to be in attendance at the beginning of the meeting. Any public hearings on the agenda will be no sooner than the time specified but may be later.

# NORTH LOGAN CITY PLANNING COMMISSION MEETING

Date: April 16, 2009

**PLEASE** print clearly:

1. VAL J. HEUSSER
2. RUSSELL GOODWIN
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In order to keep accurate records of attendance and names of speakers, we would appreciate it if you would clearly PRINT YOUR NAME.

IF YOU WISH TO SPEAK DURING THE MEETING:

1. PLEASE WAIT TO BE RECOGNIZED BY THE CHAIR.
2. DO NOT SPEAK FROM THE AUDIENCE.
3. STEP TO THE PODIUM AND **GIVE YOUR NAME** BEFORE PRESENTING YOUR REMARKS.
4. **PLEASE NOTE:** REMARKS NOT MADE AT THE MICROPHONE MAY NOT BECOME PART OF THE OFFICIAL RECORD, NOR BE AVAILABLE FOR COMMISSION MEMBERS TO REVIEW.