

**Minutes of the North Logan City
Planning Commission
Held on February 4, 2016
At the North Logan City Library, North Logan, Utah**

The meeting was called to order by Brad Crookston at 6:30 p.m.

Commission members present were: Robert Burt, Bruce Lee, Geri Christensen, Brett Robinson and Brad Crookston. (Nathan Hult was excused).

Others present were: Mitch L. Schiffman, Ranae Randall, Calvin Jensen, Matt Fowers, Joyce Fowers, Janell Fowers, Neil Murray, Randy Crowther, Russell Goodwin, Lisa Saunders, Dan Cox, Lydia Embry, Cordell Batt and Marie Wilhelm.

The Pledge of Allegiance was led by Geri Christensen.
An invocation was given by Brett Robinson.

Brad Crookston asked the two new Planning Commission members, Robert Burt and Bruce Lee to introduce themselves, which they did.

Adoption of Agenda

Brett Robinson made a motion to adopt the agenda as presented. Geri Christensen seconded the motion. A vote was called and the motion passed unanimously.

Approval and Follow-up of Minutes for July 23, 2015, August 13, 2015, October 8, 2015, October 22, 2015 and November 22, 2015 Planning Commission Meetings

Brett Robinson made a motion to adopt the above-referenced five sets of minutes as presented. Geri Christensen seconded the motion. A vote was called and the motion passed unanimously.

Brett Robinson mentioned that as he looked through the minutes, he noted various items he would like to keep on the action items list in order to continue discussion on them.

Follow-up

Cordell Batt mentioned a website that he gave information to the Planning Commission on that includes information and videos that can be helpful for training.

He also gave the Planning Commission information on the members' terms and explained briefly; and also gave the commission a new calendar of the meeting schedule for 2016.

New Business

Consideration of a conditional use permit for a child/day care located in the residence of Lisa Saunders, 2702 North 230 East, North Logan. (Lisa Saunders)

Cordell Batt mentioned that he was using the new Google drive that has the documents available for the Planning Commission, which he displayed on a screen to reference during the discussion.

Cordell introduced the item and explained the situation for this applicant wanting to expand a daycare business located in their residence. Cordell used a displayed map to show the location. He explained that the applicant has an existing day care in her home; but because she is going above the [the state and city's] limit of eight children, this is why she had to come in to do a conditional use permit.

The applicant, Lisa Saunders, explained the situation and said she is going to get another person to help her since the number of children she will be watching now goes over the number of eight.

Cordell explained that staff is recommending approval of this and commented further, including listing the requirements in the staff report.

Miss Saunders addressed various questions from the Planning Commission.

Cordell explained some of the items in the staff report and said that staff does not have any concerns, including the parking situation, as there is plenty of room for drop-offs and pick-ups; and said staff recommends approval of this conditional use permit.

Lisa and Cordell addressed some minor questions from the commission.

Geri Christensen made a motion to approve the conditional use permit along with the conditions in the staff report. Bruce Lee seconded the motion. A vote was called and the motion passed unanimously.

61 Consideration of a concept plan for the Fowers Lane Subdivision (2 lots - .817 acres) located at 1200 East
62 1800 North (Keller Lane). (Joyce Fowers)

63 Cordell Batt explained the situation. He used a displayed photo of the site showing the location to further
64 explain the splitting of the parcel into two lots, and the owner's intention to build a home behind the existing
65 home. He further explained some of the items in the staff report, including that they do not need to do street
66 improvements. He also explained some of the comments from Public Works, and the situation with the
67 utilities. He said the owners are going to have to work with the neighbors to get the water line in.

68 Cordell addressed various questions from the commission and further explained various items. He explained
69 that the owners do have water shares, and what shares go with each lot will be listed on the plat, as well as
70 what the addressing will be.

71 Various items were further discussed.

72 Brett Robinson asked about the location of the power pole, as previously discussed, which Cordell addressed,
73 and said that will likely be addressed when that lot is sold.

74 Cordell said staff is recommending approval on this.

75
76 *Brett Robinson made a motion to approve the concept plan for this subdivision with staff's recommendations*
77 *made in the staff report. Bruce Lee seconded the motion. A vote was called and the motion passed*
78 *unanimously.*

79
80 Consideration of the development plan, agreement and preliminary plat for the Ashley Court Subdivision (12
81 lots) located at approximately 2625 North 600 East in the R-1-12 zone. (Dan Cox)

82 Cordell Batt introduced the item and explained various details of the situation and location, as described in the
83 staff report. He said they will be required to do the road improvements, which he explained further, including
84 that because of the road profile, the City is not requiring that the developer [Dan Cox] put in a sidewalk along
85 the west side of 600 East, which will allow the homeowners along there to maintain their fences and yards as
86 they currently are. Cordell also said because the City did not require Aspen Meadows to improve the road
87 along their east boundary, the City has the ability to use impact fees to improve this road, rather than having
88 the developer do it all. He said Dan will be improving the other road fully, including installing curb, gutter and
89 sidewalk.

90 Dan Cox detailed the situation with the roads, particularly some of the history of it, for the benefit of the new
91 commission members. He said they have cut into their land to be able to build the appropriate width of road,
92 without having to impact the existing owner's fences and yards. He explained further.

93 Cordell also explained that the only access out of this subdivision at this point is the road into Hyde Park, until
94 such time that North Logan City gets the road to 2500 North done; and said staff is strongly recommending to
95 the applicant to work with Hyde Park on the condition of that road, and how we actually tie into it.

96 The discussion continued, including the situation of the right-of-way that the City owns along the fence line at
97 the Aspen Meadows subdivision.

98 The road and sidewalk situation was further discussed, and it was confirmed that the fences and yards for the
99 Aspen Meadows residents will not be affected, and that there is a buffer area for snow removal.

100 Geri Christensen commented that Dan has gone above and beyond to make this work and has worked well
101 with the City and the neighbors.

102 Cordell also mentioned some minor points of the situation and addressed further questions from the
103 commission.

104 Brad Crookston said this meets the criteria for the North Logan City side, therefore we cannot deny this, and
105 commented further.

106 The discussion continued.

107
108 *Geri Christensen made a motion to approve this development plan, agreement and preliminary plat with*
109 *staff's recommendations and with the suggestion to the developer work with the Hyde Park City on the road.*
110

111 There was further discussion, including emergency vehicle access, which Dan explained was currently in
112 place, due to the requirement for that when the existing cell tower was put into place.

113 The motion died for lack of a second.

114
115 *Geri Christensen made a motion to approve this development plan, agreement and preliminary plat as*
116 *presented with staff's recommendations. Brett Robinson seconded the motion. A vote was called and the*
117 *motion passed unanimously.*
118

119 Continued discussion on developing recommendations to City Council for a time-line to revise the Land Use

120 Element District Plans and how to move forward with public input (committees), hearings and district planning
121 meetings, etc.

122 Brad Crookston explained the situation with this and a bit of the history of this document and the process that
123 has been undertaken, for the benefit of the new commissioners.

124 Cordell Batt explained the reasoning and thought behind the creation of the various districts, and further
125 explained that this is simply a document that explains how the process should move forward.

126 *Geri Christensen left at this time 7:55 p.m.*

127 Cordell and the commission discussed the purpose and intentions of the committees and what they should
128 be.

129 The Planning Commission continued their discussion and review of the document. There was discussion
130 about the item in the document regarding hiring a consultant, and they discussed when that may or not be
131 appropriate.

132 Cordell said he would incorporate Nathan Hult's edits into the document and get it to the Planning
133 Commission for their review at the next meeting.

134 Brad commented on the process for determining the committee members and the need for ensuring that is
135 done appropriately.

136 The discussion continued.

137
138 Cordell discussed holding a meeting in two weeks, and it was generally decided that they would. Brett
139 Robinson mentioned discussing some of those "action list" items; and Cordell asked Brett to get him a list of
140 those items, which Brett said he would do.

141
142 Cordell also gave an update on the Hubers' appeal regarding the hedge/shrub issue, and the current status of
143 the situation.

144
145 Review and approve North Logan Planning Commission's Procedures and Policies.

146 The Planning Commission discussed this and agreed to leave the Policies and Procedures as is.

147
148 Elect new Chair and Vice-Chair

149 *Bruce Lee made a motion to elect Brett Robinson as Chairman for the Planning Commission. Robert Burt*
150 *seconded the motion. A vote was called and the motion passed unanimously.*

151
152 *Bruce Lee made a motion to elect Brad Crookston as Vice chairman of the Planning Commission. Robert*
153 *Burt seconded the motion. A vote was called and the motion passed unanimously.*

154
155 Set Next Agenda and/or Discussion

156 Cordell Batt discussed the budget with the commission, including ensuring there is enough money for training.
157 He discussed the Utah League of Cities and Towns training day that occurs in approximately September; as
158 well as the Utah American Planning Association, which membership the City pays for; and said their trainings
159 are in the fall and spring. He said the next one is being held in April in St. George. Training was discussed
160 further. Cordell mentioned that the City pays the County to have their planner come and do trainings with us,
161 which he suggested be done. Brett Robinson discussed having the new Trails Coordinator come to the
162 meeting to discuss the situation. Cordell agreed and said the Parks and Recreation department should be
163 coming in to the Planning Commission soon to present their revised master plan.

164
165 Cordell discussed with the commission the Mayor's desire to go as "paperless" as possible, and further
166 explained to the commission how to access the Google drive to obtain documents.

167
168 *Brett Robinson made a motion to adjourn the meeting. Bruce Lee seconded it. A vote was called and the*
169 *motion passed unanimously.*

170
171 The meeting adjourned at: 8:50 p.m.

172
173 Approved by Planning Commission: February 18, 2016

174
175 Transcribed by Marie Wilhelm

176
177 Recorded by

178
Scott Bennett/City Recorder

