Minutes

Elwood Town Planning Commission Work Meeting

Tuesday, November 21, 2023

The Board of the Planning Commission of Elwood Town met at the Elwood Town Hall at 7:00 pm, on Tuesday, November 21, 2023.

Present: Quinn Hamson, Curtis Crouch, Britton Hayden, Kevin Hall

Others Present: Samuel Heiner(Zoning Administrator), Scott Goodliffe(Town Council Rep), Karolina Munns(Planning Commission Secretary), Eli Pali, James Grimes

Commissioner Hamson conducted the meeting, by welcoming everyone to the meeting.

# Public Comment

* Commissioner Hamson started more information about the Public Comment section, explaining that the town meetings are public meetings but are not open to public comment except when the planning commission asks for public comment. The formal time for public comment is in a public hearing for a specific item. Maybe we could also gather public comments in written form. The time limit is 5 minutes.
* Commissioner Hall motioned to open the public comment, Commissioner Crouch seconded it, all in favor, motion passed.
* James Grimes, resident, brought information on surrounding cities around the issue of trucking companies in residential areas. James located on Google Earth to show to the planning commission an address in West Point, Utah. 135 N 4950 W an example of a residential area next to his home in a fenced yard and has a special conditioned permit from the city to have this yard to park his seven trucks. James commented that trucks are a necessary evil, and they are going to be our roads. James commented that he doesn’t want more trucking companies to come but he also doesn’t want the town to force those trucking companies that are here out. If a bigger community can allow a special use permit for truckers, then maybe our community can. He also suggested Clinton and Hooper communities.
* Scott Goodliffe, resident, commented on a request to look again at zoning. He feels that the town has done a disservice to our community by zoning everything residential. Samuel Heiner went through each parcel in Elwood Town with specifics on current zoning and other factors in an analysis.
* There were no further comments. Commissioner Hayden motioned to close the public comment section, Commissioner Hall seconded it, all in favor, motion passed.

Commissioner Hamson then introduced the need to have some training for the Planning Commission members at each of our meetings. He pulled up a youtube training video from Utah League of Cities and Towns, with instructions for Agenda, Administrative Action Items, Legislative Items, writing/adopting our town’s Rules and Procedures. Commissioner Hayden suggested that the Rules and Procedures of our meeting should be posted on the back wall as well as on the website. Commissioner Hamson does want the public to have an avenue for the community to give feedback. Commissioner Hall would like a checklist for rezone, and he would like time to digest public comments before having to make a decision.

# Work Meeting

* Discussion Item A: Ordinance Revision - Chapter 150 Subdivisions Samuel Heiner suggested that the commissioners can comment on the new mandated code. Discussion on the Public Works Standards that are now not in the code but will be in a Public Works Development Standards section. Section 150.145-159 is Development Standards in current code. These development standards can be reviewed and placed in the Public Works Standards. There are no exemptions for minor subdivision in the new code, but there are exemptions listed for Agricultural purposes. There were comments about the new Administrative Land Use Authority. The planning commission chair will oversee this, with the City Planner and/or Zoning Administrator, City Engineer and Public Works Director with days defined by state code. The planning commission will still hold public hearings when needed. The planning commission is to plan and write rules. Commissioner Hayden highlighted a few utility references of natural gas which all of Elwood does not have and utilities on UDOT highway, which will be looked into. Commissioner Hamson summarized that Development Standards need to be reviewed/compared, then brought back to the next meeting.
* Discussion Item B: Ordinance Revision - Schedule of Uses 155.126 Discussion on the use designations for commercial.
* Discussion Item C: Ordinance Drafting - Parking of commercial vehicles in residential areas. Discussion moved to a future meeting.
* Discussion Item D: Ordinance Drafting - On-street Parking. Discussion moved to a future meeting.
* Other discussion, community survey has concluded and each planning commission member received a copy of the results. In January, the planning commission and general plan committee will meet to review next steps.
* The meeting was adjourned at 8:58 pm with Commissioner Hall’s motion and Commissioner Crouch’s second, all were in favor and motion passed.