
Minutes
Planning Commission Meeting
March 2, 2022

1. Opening ceremonies:

Planning Commission Chairman, Alan Paystrup, called the meeting to order at 7:00 PM. A Quorum was present.

Those in attendance:

Planning Commission Chairman: Alan Paystrup
Commissioners: Chris Chipping and Barbara Anderson.
Planning Commission Secretary: Jessica Shepherd (filling in for Heather Poulsen)

Also in Attendance: Town Council Member and alternate Taryn Brooks Town Council Member Amy Lowe

Prayer was given by Chairman Alan Paystrup
Pledge of Allegiance was led by Commissioner Barbara Anderson

2. Action items:

- Approval of minutes from previous meetings:

- a) Chris Chipping made the motion, seconded by Commissioner Barbara Anderson, to approve the minutes for the Regular Planning Commission Meeting held on February 16, 2022 special meeting. All commissioners present were in favor.
- b) Accessory Dwelling Units – Ordinance 16.10.100
The board wanted to go over the original ordinance that they started with and go back over it. The public meeting brought up some questions that the board agreed needed to be looked at. Those questions were how would the additional water use affect the town, would the units have the same address or different addresses, what about septic systems.
Chairman Alan Paystrup said that the board feels like this ordinance needs to be looked at again and not pass it along to the Town Council.
Commissioner Barbeara Anderson made the motion, seconded by Commissioner Chris Chipping to re-address the Accessory Dwelling Unit Ordinance 16.10.100. All were in favor. Motion passed.
Commissioner Chris Chipping made the motion, seconded by Commissioner Barbara Anderson to suggest to the Town Council that the ordinance 16.10.100 be reviewed to make the proper decisions.
Amy Lowe asked if the board, when they are approving the building permit for homes if they are somehow recording the number of people that could be living there. This information could be used for how much water would be used. The commission said that no they don't record any kind of consumption information.

3. Reports

-Office issued permits

Alan Paystrup reported that a permit was issued from the office for Richard and Ann Stowell for Accessories Structure/building.

4. Discussion Items

Amy Lowe asked about the impact that having a subdivision would have on the Town workers. Alan said that would be considered as an impact fee. He explained what the impact would be for the Town.

Ellen Gatlin asked if they know how many houses Levan could sustain for growth. They didn't know how many but suggested that Jason would have a better idea of what that number would be.

a) Subdivision Ordinance

The Planning Commissioners continued to edit Ordinance 15 on subdivisions. They started at 15.04.040.

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- Jessica told the commission that they had the question, Is tracing Linen how the surveyor's still present? She said yes, they use it for final plats and Mylar is the brand they use.
- 15.04.130 F – Decided to leave the road at 99 ft road.
- 15.06 under A – They decided to they need to address this immediately.
- 15.06 under C- changed to three (3) copies
- 15.06 under H- took out zoning administrator and added Planning Commission
- 15.06 under H – 1. Changed to three (3) copies
- 15.06 under N – Changed to three copies instead of 6
- 15.06 under Q – 1 Changed to Three and (3) copies
- 15.06.010 title added PLANNING COMMISSION took out ZONING OFFICER
- 15.06.040 A – took out 5 and added (3)
- 15.06.050 A – strike out two & (2) added three and (3)
- 15.06.050 B – 4 sentence in the paragraph the word prepared was changed to prepare
- 15.06.060 1-strike out Six (6) add Three (3)
- 15.06.060 2 -strike out Six (6) add Three (3)
- 15.06.070 A-3 approved that sentence
- 15.10.020 first paragraph added (separate form will be provided) at the end of the last sentence.

- 15.10.020 The council wants to have the agreement part of the subdivision permit packet and be revised. Keep it in the ordinance.
- In the agreement under 15.10.202 keep the last paragraph and move it to the top under the first paragraph. "If, after two (2) years after the Town Council has accepted the improvements required by its subdivision ordinance, the required improvements remain substantially free from latent defects, the town shall certify such fact to the escrow holder and the escrow holder, shall release to the developer any money still held in the escrow account, and the escrow holder shall be discharged of its obligation to the town."
- 15.10.090 struck out code number (57 5 7 UCA 1953) and struck the sentence PERSONS SHALL BE GUILTY OF A MISDEMEANOR FOR EACH LOT OR PARCEL OF LAND TRANSFERRED OR SOLD, OR ADVERTISED FOR SALE.

The commission decided to hold another meeting on March 16, 2022 at 7 pm.

5. Adjourn

Commissioner Chris Chipping made the motion, seconded by Commissioner Barbara Anderson to adjourn. All were in favor. The meeting was adjourned at 8:30 PM.

Jessica Shepherd, Deputy Treasurer
Planning Commission Secretary