

Minutes of the Bicknell Planning & Zoning Commission

Tuesday March 19, 2024 7:00 - 9:00 pm
Bicknell Town Hall, 64 West 100 North Bicknell UT

Welcome and Call to order @ 7:00: Ellen Anderson

Roll Call: Katie McDonald, Ellen Anderson, Tony Jackson, Jim Dudleston, present.
JaCee Johnson absent.

A motion was made by Katie McDonald to approve the February minutes. The motion was seconded by Tony Jackson and unanimously approved.

The first item on the agenda is Business.

Ellen stated that she will not be able to attend the next meeting on April 16th and asked Jim to chair the meeting. Ellen will make sure agenda items for the meeting are passed on. On May 21st, the date of our May meeting is also the Six County Growth Summit in Richfield. We will need to move our meeting either 1 week earlier or 1 week later. It was decided that the May meeting will be on May 14th.

Next was a discussion on a new topic for the Town Newsletter. The adoption of the new ADU Ordinance and what it means is the next topic and Jim will create a shared document for future ideas.

Ellen brought up the fact that we need to create an ADU application. Brock has sent Ellen a couple samples. Katie agreed to work on the application once Ellen sends her the samples.

Next on the agenda is the building permit application of Nick Tomlinson:

The application is to remodel a bathroom which involves plumbing and electrical changes as well as pouring a concrete porch.

A motion was made by Tony to approve the application. The motion was seconded by Katie and unanimously approved.

Next is the building permit application of Michael Elliott:

The application is to build a garage (with bathroom) this year and then he will apply to build the house next year. The application showed a site plan that meets all setback requirements but a drawing of the actual garage structure was not included. Ellen called Michael and had him text a photo of the building showing the wall height. He stated that the building had 17' tall walls with the peak a little higher.

A motion was made by Jim to approve the application based on the information received in the text stating that the walls were 17' tall. The motion was seconded by Katie and unanimously approved.

The next item on the agenda is the Subdivision Ordinance.

The first item was discussion on the RED text in the document. Ellen asked if she could just change it to black now. It was decided to leave it red because this is the text that is directly from the State Law dictated by the 2023 legislative session and may need to be changed based on the 2024 session. It was decided to leave it red for our reference but make a copy with black text before sending it to the attorney or the Town Council.

Jim was asked to select and call an attorney from the State approved list to get in their queue and find out what their backlog looked like.

Next is item 17 under Definitions, 'Minor Subdivision'. It was decided to use the verbiage "Not more than 3 lots".

Section 10:

A Digital copy was changed to digital pdf copy in #1.
"A legend of symbols" was added to 2A.

2L. was added: Every existing right-of-way and easement grants of record for streets, underground utilities and other public purposes;

2M. was added: The lot or unit reference, block or building reference, street or site address, street name or coordinate address for all parcels, units or lots intended for sale;

O. was added: Verification and location of irrigation water if it is available;

Section 11: C. Changed to read: The Towns request for additional information or modifications to plans under Subsection (2)(B)(i) or (ii) shall be specific and include

citations to all ordinances, standards, or specifications that require the modifications to plans, and shall be recorded.

Section 12 - Final Plat

A digital pdf copy was added to 1.

1-N was modified to read:

- N. The standard forms approved by the planning commission for all subdivision plats lettered for the following:
 - a. Description of land to be included in subdivision,
 - b. Registered professional engineer and/or land surveyor's "certificate of survey,"
 - c. Owner's dedication which shall warrant and defend and save the Town harmless against any easements or other encumbrances on the dedicated streets which will interfere with the Town's use, maintenance, and operation of the streets,
 - d. Notary public's acknowledgment,

1-O was modified to read:

A three-inch-by-three-inch space in the lower right-hand corner of the drawing for recording information shall be provided.

4 was modified to read:

- 4. The planning commission shall submit the plat for approval to the Town engineer who shall review the engineering requirements. Bicknell Town will also submit the plat for review to designated representatives of public utilities and/or facilities for review and verification of proposed utility locations and impacts to existing utility facilities. After the engineer and utility representatives provide approval, the planning commission will approve and sign the final plat if they find it meets the requirements of this ordinance. After approval and signature by the planning commission and Town engineer, the plat shall be submitted to the Town attorney for approval as to form. The subdivider shall record the plat in the office of the Wayne County Recorder. If the subdivider does not record the plat within one year it will be rendered void.

Section 13.

- A. Bicknell Town shall require 2 preliminary and 2 final applications reviews.

Section 14 Street Requirements.

- 10. "The dedication of half streets is prohibited" was removed..

Section 15 - Street and Utility Improvement Requirements.

This seems to be the same or a continuation of 14. Jim will collate sections 14 and 15 and let the other know when it is finished so everyone can review.

2-B was changed to allow Planning and Zoning to approve proposed lighting.

Section 16 - Blocks

This was changed to 442.2 feet to match the current town block layout.

Section 17 - Lots

2 - There was discussion on the minimum lot width which referred to the Building and Zoning Ordinance. Currently we don't have a minimum width so this will need to be added the next time we modify the ordinance.

7 - 'or right-of-way' was taken out.

Section 18 - Dedications of Parks, school sites, other public spaces

5 - B was modified to read:

Open space, shall be intentionally landscaped or designed. Open space areas shall be fully developed prior to the last phase of a development, with at least one-half of required areas completed upon completion of 30% of the subdivision.

The meeting was adjourned.