

Parowan City Planning and Zoning Minutes
May 18, 2022 – 6:00 P.M.
35 East 100 North – Parowan City Office

MEMBERS PRESENT: Larry Zajac (Chair), Jake Hulet, Heather Peet, David Burton (Council Representative)

MEMBERS ABSENT: Lily Shurtleff, Jerry Vesely, Jamie Bonnett

STAFF, MAYOR AND COUNCIL PRESENT: Cleve Matheson (City Manager), Judy Schiers (Secretary), Sharon Downey (City Council), Matt Gale (City Council), Jim Shurtleff (City Council), Rochell Topham (City Council)

PUBLIC PRESENT: Jenelle Zajac

CALL TO ORDER: Larry called the meeting to order at 6:02 P.M.

ANY CONFLICTS WITH ITEMS ON THE AGENDA: There were no conflicts declared.

APPROVAL OF MINUTES (MAY 4, 2022): Larry Zajac made a motion to approve the minutes from the May 4, 2022 meeting. Jake Hulet seconded the motion. All members present voted in favor of this motion.

BILLBOARD ORDINANCE DISCUSSION AND NEXT ACTION: Larry said that this item has been talked about before, but he would like to get some input from the Planning and Zoning on what they want to see happen in regards to the billboard ordinance. He asked Cleve to lead a brief discussion on the zoning map and the zones within Parowan City.

Cleve went over the zoning map and the zones. He said that Parowan has properties and zones along the I-15 Corridor. We currently have a request from a land owner that wants to put a billboard on his property by the freeway, which is within City limits, and we don't allow billboards in the City at this time. He said we need to consider, if we do want billboards in City limits, which zones do you want to consider for this. He said we have residential zones right up to the freeway, but billboards shouldn't be allowed in residential zones. He said think about codes and unincorporated property when writing new ordinances. Cleve said there are billboards on the west side of I-15 that have been in existence before they were part of our incorporated area.

Larry introduced his wife Jenelle and said that she was going to be a facilitator for a discussion on the billboard ordinance. Jenelle introduced the ground rules of the brainstorming session. She said part one of the session would be about 10 minutes, where the members of the Planning and Zoning would identify the pros and advantages of allowing billboards in Parowan. After the ten minutes are up, she would then allow the City Council to give their ideas, and then ask Cleve if he had anything else. She said they would follow the same pattern with the cons. After the discussion they would then talk about what was presented and who is impacted by these ideas. She said no idea is a bad idea, so just say anything you think. Also, if an idea comes to your head and it doesn't quite fit this discussion, it will go into the "parking lot", to be discussed later.

The members, council and Cleve gave ideas for the pros and cons of billboards (see attachment to the minutes).

The members then discussed the items listed.

Jake Hulet made a motion to table this discussion and revisit the pros and cons and talk seriously about decisions regarding an ordinance on billboards at a later meeting. Heather Peet seconded the motion. All members present voted in favor of this motion.

CURB, GUTTER AND SIDEWALK:

Jake said the he spoke to an engineer, Tim Watson (Watson Engineering out of Cedar City) about our checklist and about the definition of hard surfaces and what other towns are requiring. Tim said the main benefit of curb and gutters is directing the storm water where you want it to go, makes it aesthetically appealing and prevents the wearing away of the side of the asphalt roads and potholes. He said it gives you an area that the city doesn't have to maintain, such as the barrow ditches.

Heather said one of the main things she had proposed was language that initially talked about the fact that we want the curb and gutter to be in accordance with Parowan's Master Drainage Plan, although that is out of date, and the verbiage should be included in there. This is what I have currently:

"Curbs and gutters and sidewalks shall be installed on existing and proposed streets by the commercial developer on all general commercial zones and highway services zones in accordance with Parowan's Master Drainage Plan".

Heather said that Jamie had also given us some verbiage as well, talking about which is currently in existence now under access requirements but something needs to be specifically under the Commercial Land Use and Development Section 15 in both the Commercial District and the Highway Services District, which clearly states "where there is no existing curb, gutter and sidewalk, the applicant will install a safety island and curb or in place thereof shall construct along the entire length of the property line a curb, fence or pipe rails. There is something kind of written now, but it is not clearly spelled out. There is "may" install, which we may want to look at switching "may" to "will", and in accordance with the Parowan's Master Drainage Plan.

Larry asked Cleve if we actually need to say "in accordance with the Master Drainage Plan" or does that get taking care of in the engineering of the property.

Cleve said it could be in accordance with any General or Master Plans of Parowan City, but would default to an attorney on where and what it says.

Larry said so maybe something like "engineered to comply with Parowan's City engineering standards", and also include some kind of an escape clause.

The members had a discussion regarding the next steps and funding for a Master Drainage Plan.

Larry made a motion that Heather will draft the language and put it on paper to bring to the next meeting, send to Judy in advance and to me to distribute, so that we can look at it, and make a stab at the escape clause and would like to look at that and review and assist. Larry asked to strike this motion, for a more concise motion.

Larry made a motion to close this discussion with an assignment to Heather to put the specific draft language on paper to bring to the next meeting with our consideration. Jake seconded the motion. All members present voted in favor of this motion.

HARD SURFACE DEFINITION: Larry said we are at a disadvantage in that Jamie is not here and she had the lead on this item. Jake said he did have some information. He said most all cities refer to ADA requirements in regards to hard surfaces. There are only three materials acceptable for ADA requirements and they are concrete, asphalt, and the porous material Cleve was talking about. Heather said that the new industrial buildings would not be in compliance. Jake said no, gravel does not comply. You would also need to paint the ADA required parking stalls, which would require a hard surface.

There was a discussion regarding the wing approach to a roadway and what the requirements should be. Cleve said that he would never want to see a sidewalk adjacent to a curb. Larry asked if that is written in the code. Cleve said no, but should be. But Cedar City's Engineering Standard does have that, and we follow Cedar City's engineering Standards. Cleve will bring this up to the Building Inspector.

Larry said he will get a hold of Jamie and let her know that we have this ADA requirement and the surface has to be ADA compliant.


Jake Hulet made a motion that Larry Zajac will get contact Jamie Bonnett and make sure we have a final definition of hard surface to look at for the next meeting. Larry Zajac seconded the motion. All members present voted to approve the motion.

MEMBER REPORTS: Jake said that he took our subdivision checklist when he met with Tim Watson, Watson Engineering, and Tim gave him some pointers on what we could do clean it up and make it more efficient. This will be put on the next agenda.

ADJOURN: Heather Peet made a motion to adjourn the meeting at 7:35 p.m. Jake Hulet seconded the motion. The meeting was adjourned.

Minutes were approved ^{June 1, 2022} April 1, 2022


Larry Zajac, Planning and Zoning Chair


Judy Schiers, Planning and Zoning Secretary