



PAROWAN CITY PLANNING AND ZONING COMMISSION
NOVEMBER 20, 2024 - 6:00 P.M.
PAROWAN CITY COUNCIL CHAMBERS
35 EAST 100 NORTH, PAROWAN, UTAH 84761

Planning and Zoning Commission Present: Larry Zajac, Chairman; Commission Members Heather Peet, Jamie Bonnett, Weston Reese, Troy Hoyt, David Burton (Council Representative)

Commission Members Absent: Jerry Vesely, Tracey Wheeler (alt)

City Administrators and Staff Present: Mayor Halterman, Dan Jessen, Scott Burns, Keith Naylor, Callie Bassett

Public Present: Barry and Charlene Busch, Deia Burton, John Dean, David Harris, Tim Watson

1. Call to Order

Larry Zajac called the meeting to order at 6:00 PM.

2. Declaration of Conflicts from Commission Members with Any Agenda Item

Troy Hoyt declared a conflict of interest regarding agenda item 5, stating he has a personal relationship with the applicants. He said he would refrain from discussion and voting on this issue. Larry Zajac declared a conflict with item 6 on the agenda, stating he had a close acquaintance and relationship with some of the principals in the Juniper Hill subdivision. He indicated he would participate in discussion, but would abstain from voting on the item.

3. Approval of Minutes

October 16, 2024 Joint Training and Planning and Zoning Meeting

The commission reviewed the minutes from October 16, 2024.

"I make a motion that we approve the minutes from October 16, 2024."

Motion passed unanimously, motion made by Heather Peet and seconded by Troy Hoyt.

November 6, 2024 5:00 PM to 6:30 PM Joint Training Session:

A motion was put forth regarding the approval of minutes with the amendment of Troy Hoyt's attendance removal.

"I make a motion that we approve the minutes from November 6, 2024, from the 5 PM to 6:30 PM meeting, with Troy removed from attendance."

Motion made by Heather Peet and seconded by Jamie Bonnett. Motion passed unanimously.

November 6, 2024, 6:30 PM Regular Planning and Zoning Commission Meeting:

The discussion on these minutes addressed a paragraph that was not clear due to AI transcription issues. It was noted that there were concerns about the basic and brief nature of AI-generated minutes. A motion was made to table the approval of minutes for the next meeting.

"I make a motion that we table the approval of the minutes for the November 6, 2024, 6:30 meeting of the Planning and Zoning Commission."

Motion made by Heather Peet and seconded by Jamie Bonnett. The motion passed unanimously.



4. Public Comments

The floor was opened for public comments specifically related to two agenda items:

Valley Heights Minor Lot Subdivision

The property owners for Valley Heights Minor Lot Subdivision, Barry and Charlene Busch, introduced themselves and explained their intention to divide their property to accommodate an aging family member

Juniper Hills Subdivision

No public comments were made concerning the Juniper Hills subdivision at this time.

5. Valley Heights Minor Lot Subdivision – 1118 W 575 S

The commission discussed concerns relating to slope requirements dictated by the rural estates zone, highlighting issues regarding the slope of the land that influences the minimum lot size requirement. Larry explained that feedback from the community was mixed, noting both support and opposition expressing concerns about maintaining the area's original planning structure, environmental impact, and establishing precedents for further subdivisions.

After extensive discussions, opinions, and a proposal to table the decision until definitive slope calculations could be provided, the matter resulted in a split vote.

Positive Motion: "I make a motion to give a positive recommendation to city council on the lot split of parcel number A-2055-0011-000."

The motion was made by Jamie Bonnett and seconded by Weston Reese. The vote was split, with Jamie and Weston voting in favor. Larry and Heather voted against. Scott Burns advised that this could be brought forward to the council as a split recommendation. Larry recommended to the applicants that they have a survey done to determine the slope of their property before going to city council.

6. Juniper Hills Subdivision

Tim Watson spoke on behalf of the developers for the Juniper Hills phase 2, seeking planning adjustments related to rear setbacks and parking usage.

The commission discussed the sketch proposal for phase 2 of the townhouse project. Discussions focused primarily on setback requirements, impact on neighboring properties, parking solutions, and potential traffic concerns within the neighborhood. The presentation revealed discrepancies in property size records and highlighted a shared driveway easement impact. Different perspectives were given about the necessity and alignment of setback adjustments.

"I make a motion based on review of the preliminary concept plan, dated July 2, 2024, we recommend the approval of the proposed Juniper Hills Phase 2 subdivision, conditioned upon acceptable resolution of the following items:

1. It follows condo code.
2. There will be a 7-foot 4-inch fence going along the south side of the entire length of the south side.
3. There will be a 13-foot rear set back.
4. The driveway to the street on the east end shall extend to the pavement to provide ingress and egress.

5. The east and west fencing shall be determined according to code and parking to remain as stated."

Motion made by Jamie Bonnett and seconded by Troy Hoyt. The motion carried 3 to 2 in favor of the motion. Larry, Jamie, and Troy voted in favor. Heather and Weston voted against. However, Larry realized he had recused himself from voting, and withdrew his vote, leaving a split decision.

7. Master Transportation Plan Revision to Include 100 North

The commission considered revising the master transportation plan to include a road aligning with 100 North to improve east-west traffic, facilitate local development, and aid county fairgrounds access. The decision would not directly enforce the road's construction but better accommodate city planning. The commission decided there needed to be a public hearing this item before voting on a recommendation to send to the city council. The public hearing was set for December 4th.

The commission took a 5-minute break.

8. Subdivision Code Draft Review

Discussions occurred regarding necessary revisions to align with state law, especially involving streamlined processes for different types of zoning. There was consideration for a special meeting to prioritize this review due to timing and deadlines needing a proposed public hearing early December.

"I make a motion that we table the discussion on subdivision code draft review and reconvene in a special meeting on Tuesday, November 26th at 6 o'clock to work through everything."

Motion made by Heather Peet and seconded by Jamie Bonnett. The motion carried unanimously.

9. Conex Code Revision

City council prompted a reevaluation of the existing Conex Code criteria. The planning commission decided to table discussions for future agendas to better access and potentially modify these regulations.

"I make a motion that we move the connex code revision on tonight's meeting [agenda] to the next planning and zoning meeting on December 4th at 6 o'clock."

Motion approved, made by Heather Peet and seconded by Weston Reese. The motion carried unanimously.

10. Reports

- A. Keith Naylor, Assistant Zoning Administrator: Update on Oct. Permits/Applications

This agenda item was tabled for discussion at a later meeting.

- B. Commission Members

No additional reports were offered by commission members, and nothing further was added.

11. Adjourn

"I make a motion that we adjourn for the evening."

Motion made by Heather Peet and seconded by Troy Hoyt. The motion passed unanimously. The meeting adjourned at 9:30 p.m.

Signature on next page.



Callie Bassett, CMC
City Recorder

Date Approved: 12/4/2024

