

**MINUTES OF THE  
Planning & Zoning Meeting for the City of Menan held February 9, 2017.**

**Present:** Victor Cammans, Roy Storer, Jason Watson, Ben Schiess, Jeff Gunderson, Lane Mortimer, Keith Nelson, Skylar Price, Wade & Sheree Peterson, Becky Nelson, Kevin Thompson, Jeff Geisler, and Allyson Pettingill.

**Planning and Zoning Meeting called to order at 7:10 pm.**

Meeting called to order.

**Roy Storer made a motion to amend the Agenda to move up the possible appointment of a new Commission Member. Jason Watson seconded the motion. Motion passes.**

The P&Z Commission ask Lane Mortimer if he would accept the nomination to become a P&Z Commission Member for the City of Menan. Lane answers in the affirmative.

**Ben Schiess made a motion to swear in Lane Mortimer as a member of the Menan P&Z Commission. Jason Watson seconded the motion. Motion carries.**

Allyson swears Lane Mortimer in as a member of the Menan Planning and Zoning Commission.

**Building Permit-Skylar Price:** Skylar explains that he has been working on building an attached garage for a resident of Menan, but never applied for a building permit. He has come to the Commission to find out what he needs to do to correct the oversight. He presents plans and pictures of what has been done so far. There is discussion of the work performed already and the setbacks and City code. The Commission explains what will have to be looked at and providing a nice set of plans. Skylar says he will come into the office the next day and pay the application fee so the permit can move forward.

**Lane Mortimer made a motion to amend the Agenda to add Wade and Sheree Peterson and Becky Nelson. Jason Watson seconded the motion. Motion carries.**

**Wade and Sheree Peterson:** Wade starts by handing the Commission a copy of a preliminary platt of property they have purchased on the corner of 630 N and 3565 E. They are proposing to split the 3.06 acres into 4 lots. There is a discussion of the property and the location. Wade is at the meeting to ask the Commission what they need to do next to move forward. There is discussion of what constitutes a subdivision and what is the next step would be according to the City Code. Per 8-1-1 in the City Code, Keith states that the Code says 3 or more lots constitute a subdivision. Discussion ensues on what the subdivision code entails. Keith points out that the main difference in the subdivision regulations would be a Public Hearing to make sure that the proposed building of homes is agreeable to all the residents around the property. More discussion ensues on the next step in the process. The Commission shows Wade the guidelines and steps that have to be followed to proceed through the process.

**Becky Nelson:** Becky and Engineer Kevin Thompson address the Commission. They present a visual board showing a representation for a new subdivision "Settler's Grove". They are asking the Commission for opinions or suggestions. There is discussion of the subdivision and where it is located. Also the amount of homes proposed. The proposal would be 38 traditional and 4 twin homes. Kevin goes through the board and what is proposed. Discussion ensues on what is proposed. Becky is asking the Commission what needs to be done next

so the changes/improvements can be made and ready to present at next month's meeting. Discussion ensues on what would be required per code and what the best next steps would be. One of the main issues the Commission points out would be 8-2-7 in the City Code. This requires some kind of park/green space. More discussion ensues. There is also discussion on drainage. There is a suggestion of a bike path/walk path that may eventually tie into the City's walk path. It is discussed that Becky may want to go before the City Council to ask to change the Code to not require such a large portion of the subdivision be donated to park/green space. Becky agrees to be on the agenda for the Council meeting the following week. There is continued discussion of the proposed subdivision. The Commission does inform Becky that due to the twin homes, she will have to apply for a conditional use permit as the Traditional Residential Zoning has no provisions to accommodate a zero lot line for setbacks. Kevin thanks the Commission for the time and suggestions.

**State Building Dept., Jeff Geisler-** Jeff brings the Commission samples of the 2012 Building Code. There is discussion of the Building Code. There is then discussion of the checklists for building permits and how to proceed with them. There is then discussion of plan reviews and how that works. There is then discussion of how the new checklists will work that the Mayor made and how those will be checked off to lessen the confusion. Jeff then discusses how the State Building Dept works and the resources the P&Z will have access to. Jeff also brings permits from other Cities to show the Commission. There is discussion of the other permits and what is on them. There is then discussion of Building Codes and the Codes in the 2012 Code. The discussion turn to the checklists the Mayor made. Jeff addresses how the best way will be to work with him and get the process started. The P&Z process is then discussed.

**Teton House-** Victor asks the question about the sign on the Teton House. He is asking if it is possible to have a lit sign in the front window at the new Teton House. Roy states it will have to be looked at. There is discussion of the building.

**Minutes:** The Commission is asked if everyone had a chance to look over the Minutes from December of 2016 as there was no meeting in January due to lack of quorum.

**Jason Watson made a motion to accept the minutes from the December 2016 meeting as written. Roy Storer seconded the motion. Motion passes.**

**Calendar-** Victor informs the Commission that the date for the next P&Z Meeting will be March 2, 2017.

**Lane Mortimer made a motion to adjourn the meeting. Jason Watson seconded the motion. Motion passes.**

Planning and Zoning meeting ends at 9:00 p.m.

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Allyson Pettingill  
Clerk/Treasurer