TOWN OF PAYSON
PLANNING AND ZONING COMMISSION
MINUTES OF THE PUBLIC MEETING
May 13, 2013

Vice-Chairman Swenson called the duly posted public meeting of the Planning and Zoning Commission to order at 3:01 p.m. in the Town Council Chambers.

PLEDGE OF ALLEGIANCE

ROLL CALL
PRESENT: John Swenson, James Scheidt, Lori Meyers, Jeff Loyd, and Dan Jaeger.
ABSENT: Clark Jones, and Mark Waldrop
STAFF PRESENT: Sheila DeSchaaf, Zoning Administrator, LaRon Garrett, Assistant Town Manager, Doni Wilbanks, Planning Technician, Tim Wright, Town Attorney, and Chris Floyd, Executive Assistant.

A. APPROVAL OF MINUTES

1. Public Meeting 4-15-13 Pages 1-3

   Commissioner Scheidt moved, seconded by Commissioner Meyers, to approve the minutes from the April 15, 2013 meeting.

   Motion carried 4-0. (Chairman Loyd was not present for this vote)

B. PUBLIC COMMENTS - Comments concerning items not on the agenda. Note: Those wishing to address the Planning and Zoning Commission during this time need not request permission in advance. Action taken as a result of public questions and comments shall be limited to directing staff to study the matter or rescheduling the matter and decision at a later date. There shall be no discussion regarding any issues presented.

There were no public comments.

C. SCHEDULED HEARING(S)

1. P13-001 Unified Development Code Amendment
   Filed by: Town of Payson
   Location: Could affect all of Payson
   Purpose: To amend the Unified Development Code provisions pertaining to the parking of trailers or recreational vehicles (RV's) on residential lots and rights-of-way areas.

   Sheila DeSchaaf, Zoning Administrator, summarized the staff report. Exhibit B shows the proposed amendments.

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Vice-Chairman Swenson opened the public hearing.

A member of the audience asked for clarification regarding RV parking on the streets within a homeowners association. Commissioner Scheidt replied that the Town recognizes a homeowners association but only enforces the Town ordinances.

Another member of the audience asked if there should be more wording in B.7 of the proposed amendments to include landscaping issues. He also had concerns with people understanding where the lot lines were on any piece of property.

Sheila DeSchaaf, Zoning Administrator, stated that an illustration could be included in the proposed amendments.

It was noted that landscaping was not part of this proposed amendment only the parking of RV and trailers in the right of way.

The difference between the term easement and right of way was explained.

A member of the audience asked how to obtain a right of way permit. LaRon Garrett, Deputy Town Manager, explained the process.

Vice-Chairman Swenson closed the public hearing.

There was further discussion by the Commission regarding the length of a trailer or RV to be parked in the unimproved portion of the right of way and parking distance from any parcel owned by someone other than the property owner or lessee.

Tim Wright, Town Attorney, suggested an alternative motion to include the renumbering to clarify that parking is allowed on private property; 40' in length for first blank; 5' for second blank; subsection e alternative #1; and to direct staff to include an illustration in the definition section of right of way.

Motion: Recommend to the Town Council approval of P13-001, an application to amend the Unified Development Code provisions pertaining to the parking of recreational vehicles and trailers in conjunction with residential uses as recommended by staff in Exhibit B with the following changes: 1) to reorganize 9 a and b into a single element; filling in the blanks of the current item d. to be 40' in length; subsection three (3) of d to be 5'; alternative #1 in section e; and the inclusion of a sample illustration showing what right of ways look like.
Moved by Jeff Loyd, seconded by Lori Meyers.

Vote: Motion carried 4 - 1
Yes: John Swenson, Lori Meyers, Jeff Loyd, and Dan Jaeger.
No: James Scheidt.

Absent: Clark Jones, and Mark Waldrop.

D. SCHEDULED DISCUSSION/POSSIBLE ACTION

1. There are no items for this section

E. REQUESTS TO STAFF FOR THE PLACEMENT OF ITEMS ON FUTURE PLANNING & ZONING COMMISSION AGENDAS

F. INFORMATION TO COMMISSION (Not for Discussion)

1. Process for violation notices

Sheila DeSchaaf, Zoning Administrator, provided the Commission with a copy of a letter used for Notice of Violation. She noted that generally 75% of the complaints received are resolved with a verbal notification.

2. Education/outreach on Unified Development Code provisions and updates

Sheila DeSchaaf, Zoning Administrator, commented that staff would work on formulating a handout and getting something that would also work on the website.

Sheila DeSchaaf, Zoning Administrator, commented that there would be General Plan update open house on May 21 at the Payson Public Library at 6:00 p.m. There should be some draft copies of the update available.

Tim Wright, Town Attorney, gave the Commission an update on the Council meeting regarding the storage containers.

Commissioner Scheidt stated that he would like to have added to an agenda the Notice of Violation procedure.

ADJOURNMENT - 4:15 P.M.

6-10-13

John Swenson, Vice-Chairman Approved

Chris Floyd

Chris Floyd, Executive Assistant