Land Use Committee Meeting
November 29, 2021
City Council Chambers

Members Present:

Trevor Keyworth
Amanda Miller
~~Lonnie Galloway~~
Mark Hughes

Work Session:
At 5:37 PM the work session began. The commission reviewed documents concerning new business items.

Meeting:
At 5:41 PM Amanda Miller called the LUP to order.

- Also Present: Arlene & John Tenke, Carolyn Fowler, Sheryl Klocker, and Shannon Baseman
- Approval of Minutes: Meeting minutes of the October meeting were not provided or reviewed.

1. Old Business: None

2. New Business:

   A. *Sheryl Klocker submitted an application to subdivide her property at 520 S 21st Street into (2) parcels, dividing the residence and personal garages/shops from the storage units. In this process, there are two variances being requested: (1) Applicant has requested not to provide sewer line to the parcel with the storage units, and (2) Applicant is requesting no additional road work to be done on S 21st street, where both parcels currently have independent accesses off of 21st street.*
      - *A few notes from the LUP:*
        - *With consideration of the current structures on the proposed subdivided parcel, it would allow for (1) more storage unit, or perhaps a mobile home if the current owners sold before building out the last unit. Obviously the storage units would not require sewer, but a mobile home would.*
        - *No part of south 21st street is currently paved.*
        - *If the surrounding property were to be developed, would it allow access from 21st street? If not and this is the end of the development that could occur from this route.*
      - *No preliminary plat was provided; awaiting approval of variances.*
      - *No motion was made, needing more research and assistance from the City Council on the requested variances.*

B. Sheryl Klocker submitted an application for an additional storage unit on their property at 520 S 21st Street. The unit appears to meet all current (and future provided the lot is subdivided) setbacks.
   - Motion: Amanda Miller made a motion to approve. Trevor Keyworth seconded.
   - Vote: 3 in favor, 0 opposed
   - Resolve: Motion Carries

C. *Brent and Carolyn Fowler requested the zone change for one of their lots at 809 Industrial Lane. In July, 2021, the applicants had requested the zone change of both of these lots from Industrial to HDR, and now it is being requested to change one of them back to Industrial. Due to this, the LUP was not in favor of reversing the zoning request to just a single lot.*
   - *Motion: Trevor Keyworth made a motion to deny the request. Mark Hughes seconded.*
   - *Vote: 3 in favor of denial, 0 opposed*
   - *Resolve: Motion to deny carries*

D. Shannon Baseman submitted an application for a large sign in front of her business, Serendipity Floral, at 218 N. 3rd Street. The sign is to be 6'x3' and be approximately 12' off of the ground. The sign would be backlit with varying colors, but no "strobe" type of lighting or scrolling is proposed. The LUP requested that the applicant locate her property lines to be sure the sign is being located on the property and not in the right-of-way.
   - Motion: Trevor Keyworth made a motion approve the request. Mark Hughes seconded.
   - Vote: 3 in favor, 0 opposed
   - Resolve: Motion carries

E. *Arlene & John Tenke were present to discuss their proposed plans to subdivide the property on N 21st street. No preliminary plat was provided, nor were any existing plats of the property present for discussion at the meeting, though Mark Hughes of LUP was able to locate one from the County.*
   - *Items discussed with the applicants, and internally:*
     - *The parcels are currently part of the mobile home park property; the parcels that will be subdivided off of the mobile home park would need to be re-zoned from MHP.*
     - *Individual water and sewer taps will need to be made to the City Main lines; the lines may not be tapped from the adjacent mobile home park.*
     - *The taps would require an easement on the property so that the City is able to maintain the lines.*
     - *Though the street is not currently paved to the existing parcel of land, subdivisions do require the streets to be paved with curb and gutter.*

- ❖ *This is certainly prudent when further subdividing could occur beyond the current proposed division; where is the legal access to the lots just north of I90 that are owned by Tenkes or Mr. Emrick?*
- ❖ *If they were to pave this portion of 21st, who would be responsible for the portion between the currently paved and the new subdivided parcels?*

- *The applicant shall be informed that any future building on this lots may be in the floodplain; if they are proposing a structure within the flood plain, they will need to submit a "Floodplain Development Permit" to the City of Sundance and meet all of the criteria.*
- *If the applicant is proposing to put a new mobile home on either of the newly divided properties, they will have to meet the mobile home requirements, which requires the trailer to be manufactured within 15 years of the application and single wide manufactured homes must have the written approval from landowners within 300ft of the property.*
- *If applicant decides to pursue the subdivision, a preliminary plat needs to be submitted for comments, which then would be followed by a final plat for approval.*

- *Motion: No motion was made; no application was submitted, only lengthy discussions on the matters noted above.*

Minutes prepared by: Amanda Miller on December 5th, 2021.

Signed: Amanda M Miller