

# Town of Mantua Planning and Zoning Meeting Minutes

Held on Date April 11, 2024, 6:30 PM  
at Town Hall 409 North Main Mantua, Utah

<b>Commission Members present:</b> Robert Thayne Tim Miles Dave Marsh Doug Green Cindy Gibbons Angela Madsen-Deputy Recorder	<b>Commission Member absent:</b> Pam Eaves <b>Audience present:</b> Mayor Terry Nelson Bill Jeppesen
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**Meeting opened by Robert Thayne and the invocation offered by Doug Green**

**Pledge of allegiance- led by Robert Thayne followed by all in attendance.**

**Robert made a motion to adopt the minutes for the meeting held on March 14, 2024, as printed and corrected.**

Tim Miles made a motion to adopt the minutes, Cindy Gibbons seconded.

## **Motion Carries**

## **Public Comment:**

Bill Jeppesen came to the meeting to quickly present some details regarding his mini subdivision. Bill would like to have 2, 5 acre lots up against the hill. He still needs to have the engineers approve things. Bill is almost done with his checklist. He brought some maps to the meeting and the envelopes to be mailed to any resident affected by the subdivision. He cited a page in the packet that needs to be notarized and he was instructed that he could do so at the town office when he's ready. Bill is also ready to pay the fees associated with the mini subdivision. When the checklist is completed, he'll bring it to the next meeting which will be held on May 9<sup>th</sup>, 2024. Bill also asked about having livestock on land and was told he can have some animals based on the point system in the land use code book.

Robert asked about the time frame regarding agenda requests. A request to be on the agenda needs to be received no later than the Friday before the meeting. The agenda is then reviewed and posted to the proper websites. Robert feels that it's not sufficient time and over the weekend, some may not be checking their email. When a request is submitted, it's preferable to have all information given to the commission before the meeting for review.

## **Discussion Items:** Changes to the land use code book

Many chapters from the Land use code book were brought up for discussion. Robert pulled up the draft on the computer and went through some of the comments in the margins.

**Rural and farmland** - Keeping agriculture in the sentence doesn't change a lot and things and can remain there. Tim wants to keep "the right to farming." Robert also pointed out the agricultural protection zones that people need to sign up for. If there aren't enough agricultural lots in town, there will be lots with weeds on them.

**Preserving historical agricultural areas** – What does this mean, and do we need it? The general document will just show that Mantua likes historic agricultural areas. A good description of this is preserving important natural resources.

**Water Rights** - Mike Hansen added in, as resources become available, the town will consider purchasing water new rights for culinary services. Tim asked where these would come from. The phrase just means if these water rights become available, Mantua would like to purchase them.

All text that has been marked in red and lined out is excess and will be removed.

**Community development department** – Do we need this? The gist of this topic falls under the planning and zoning commission. The commission feels we don't need another department to run and the planning and zoning commission will suffice.

**Fire authority** – A name will be added to show who helps with the Mantua fire department.

**Flag lots** – The definition of flaglots is given. It states no flag lots in Mantua. The draft also says "no new flaglots" and Dave brought up clarifying this sentence. They would like to take out the word "new" so that there is no misunderstanding this part of the ordinance. This is regarding the major subdivision portion.

**Lockout rooms** – An area of a dwelling not to exceed one room with separate exterior access and no kitchen. A lockout room may be used for rental but not sold independently. This can also be used for security or as a fallout shelter. Its physical layout is two separate units with a locked door between the two of them. The commission needs more information about this topic and recommends that it may not be needed at all.

**Short-term rentals** - Some extra illustrations would be helpful. Making sure that the 120 ft. frontage requirement being mentioned is very important.

**Barbed wire fences** – Need some more information about this from the council. Of course, barbed wire is needed for those with livestock to keep them contained.

**Multi-family design plans**, please see international building codes. These codes have been updated and the current date needs to be listed. As we don't have any multi-family units, i.e. apartment complexes, these design plans will be removed. We can't tell people how to live or how to design their home.

**Sensitive land overlay zone** – This section is fine how it's written.

**Land use matrix** was slimmed down and can be put in alphabetical order.

**General provision**- A time frame to submit requests and paperwork to the planning and zoning commission needs to be added for the public's information. Currently it's the Friday before the meeting, Robert and some other members feel more time is needed so submissions can be reviewed prior to the meeting. Two weeks is the recommendation. Robert asked if there was an ordinance about this? Angela let him know that the instructions for submitting a request form were on the website, they are also on the request form. Angela will look for an ordinance. If all

information for a building packet is not complete, the resident may wait until the next meeting. This last sentence could be added to the request form. A month's notice for the zoning administrator.

**Zoning enforcement**-The first steps are to go to the zoning administrator, then to planning and zoning. Paying a zoning administrator came up and if they were paid, it could possibly come out of the fees charged to the applicant.

**Policy discussion** – Robert will get more information about this at the next steering meeting.

The mayor feels that **Joint hearings** with the town council could be done on occasion, but not very often.

**Master planned development review process** – Keep or get rid of? We need more information about this before deciding.

**Subdivision ordinance**- This section was just completed by Jacob Hansen.

**Clear view area** – Fences and walls and hedges higher than 6 ft are not allowed within the clear-view area.

The owner of a **short-term rental** should be available within a certain amount of drive time. 5% of the homes in a town could be a short-term rental or a Bnb.

The color palette for street signs can be considered on a case-by-case basis.

It's very important that the "right to farm" stays in the document.

**Landscape and xeriscape** need to be updated with better information. They agree that xeriscape is a great idea. Tim wondered if artificial lawn was in there as well.

**Action Items: None**

**Commission Comments:** Robert encouraged the commission to go over the draft carefully so that any corrections or additions can be made, and we can get the project finished. Don Rule to join the planning and zoning commission next month. so we have a 7<sup>th</sup> member.

**Made a motion to adjourn by** Tim Miles, seconded by Cindy Gibbons.

Cindy Gibbons: Yes   Doug Green: Yes   Robert Thayne: Yes   Tim Miles: Yes   Dave Marsh: Yes

Meeting adjourned