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DELTA CITY PLANNING & ZONING COMMISSION MEETING

Wednesday, October 11, 2023 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

2 PRESENT

3 Vice Chairman Kelly Carter

4 Commission Member Phil Diaz

5 Council Liaison Nick Killpack

6 Commission Member Dillon Pace

7 Commission Member Tamara Stewart

8 Commission Member Don Smith (arrived at 7:14)

9 Commission Member Lindsey Dutson

10 NOT PRESENT

11 Chairman Chad Droubay

12 Commission Member Derek Curtis

13 ALSO PRESENT

14 Todd Anderson

15 Dent Kirkland

16 Mayor Niles

17 Michelle Lovejoy

18 Sherri Westbrook

19 KC Bogue

20 **CALL TO ORDER**

21 Planning and Zoning Commission Vice Chairman Kelly Carter called the meeting to order at 7:00
22 p.m. He stated that notice of the time, place, and agenda of the meeting had been posted at the
23 City Municipal Complex, on the Utah Public Notice website, on the Delta City website and had
24 been provided to the Millard County Chronicle-Progress and each member of the Commission at
25 least two days before the meeting.

26 **MINUTES APPROVAL**

27 1. Meeting Minutes Approval: Planning & Zoning Commission Meeting 2023-08-09

28 The Commission would like the wording of alleyways changed to narrow rights-of-way. Council Liaison
29 Killpack was not present at the meeting held on 2023-08-09, but the minutes note that he is.

30 Commission Member Pace MOVED to approve the minutes of the Planning and Zoning Commission
31 Meeting held on 8/9/2023 with the noted changes. The motion was SECONDED by Commission
32 Member Diaz. Vice Chairman Carter asked if there were any questions or comments regarding the
33 motion. There being none, he called for a vote.

34 Motion made by Pace, Seconded by Diaz.

35 Voting Yea: Vice Chairman Carter, Diaz, Killpack, Pace, Stewart, Dutson

36

37 **BUSINESS** – Any such business as may come before the Commission.

38 2. Attorney Todd Anderson: Townhome Ordinance discussion
39 Action: Discussion Only

40 Delta City Attorney Anderson opened a townhome ordinance discussion. A definition of a townhome
41 will need to be added to the city code. Many places do not consider duplexes a townhome so the
42 minimum number of units would be three. Attorney Anderson asked the commission if they would
43 allow a duplex to be considered a townhome; Commission Member Diaz remarked that it depended
44 on which zone it would be built in. R2 allows for a duplex to be built therefore a two-unit townhome
45 could be built. Commission Member Diaz recommended that townhomes be designated to the R4
46 zone.

47 Council Liaison Killpack asked about the conversion of a duplex to a townhome by subdividing.
48 Attorney Anderson answered that if it meets the criteria of the code and satisfies the international
49 building code, then you could convert a duplex to a townhome. The Planning and Zoning Commission
50 would have the option to not allow conversion.

51 Commission Member Smith brought up the differences between duplexes and townhomes. Duplexes
52 can be one level, but townhomes usually have two or three levels.

53 The Commission discussed that the minimum lot requirements would need to be met. Units would not
54 be allowed on top of each other. The Commission was agreeable with a duplex being a townhome. The
55 maximum number of units allowed in a townhome would be four.

56 The Commission discussed the landscaping requirements of a townhome. 500 square feet of open
57 space, a sprinkler system, and a lawn are required now. Commission Member Smith would like
58 xeriscaping to be an option. Commission Member Smith inquired if there was a time limit for
59 landscaping and Attorney Anderson said that bonds could be collected. Commission Member Smith
60 recommended not issuing an occupancy permit until everything is checked off the list. Commission
61 Member Dutson would like there to be a range of affordability for landscaping. Vice Chairman Carter
62 recommended not requiring landscaping.

63 Attorney Anderson asked the Commission if they would like to have a washer, dryer, and dishwasher
64 installation requirement. The Commission recommends having hookups installed. Commission
65 Member Smith recommended a dishwasher installation be required. Commission Member Diaz wants
66 a firewall between the units.

67 The Commission discussed off-street parking requirements. Council Liaison Killpack recommended
68 having three spots per unit. Tandem parking would not be allowed. Commission Member Diaz
69 recommends having an overflow parking lot and having 3.5 parking spots per unit. The Commission,
70 excluding Diaz, would recommend three parking spots per unit.

71 The Commission recommended that HVAC be located on each unit's property, and each lot would
72 need its frontage. Attorney Anderson asked if there would be garage requirements, the Commission
73 would like to leave that up to the builder.

74 A public hearing will be held before the next Planning and Zoning meeting.
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76 **ADJOURN**

77 Council Liaison Killpack MOVED to adjourn the Planning and Zoning Commission Meeting. The motion was
78 SECONDED by Commission Member Diaz. Vice Chairman Carter asked if there were any questions or
79 comments regarding the motion. There being none, he called for a vote.

80 Motion made by Killpack, Seconded by Diaz.

81 Voting Yea: Vice Chairman Carter, Diaz, Killpack, Stewart, Smith, Pace, Dutson

82 The meeting was adjourned at 8:15 p.m.
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Sherri Westbrook, Recorder

Unapproved