

Interlaken Town Planning Commission Meeting Minutes

Entity: Interlaken Town

Body: Interlaken Planning Commission

Subject: Business Notice

Title: Interlaken Town Planning Commission Meeting Notice

Type: Meeting

Event Start Date & Time: March 28, 2018 6:00 PM

Event End Date & Time: March 28, 2018 7:00 PM

Location: Town Pump House, 236 Luzern Drive ---- Locked out but Susanna's Car was great!

Description/Agenda:

1. Call To Order. Called to order at 6:05 P.M.

2. Roll Call: and acknowledgment that Commission members have been seated. Elizabeth Hora-Cook (E) and Susanna Littell (S) present

3. Presentations: None.

4. Consent Agenda: None.

5. Approval of Agenda or Changes. E motion to approve, S seconded, no discussion all in favor

6. Approval of 12/11/17 Planning Commission Meeting Minutes (Attached). E motion to approve, S second, discussed details of max height rule, see other business below. All in favor.

7. Public Comment: Comments taken on land use topics not scheduled for a Public Hearing. Speakers please limit your comments to a few minutes. The Commission cannot act on items not listed on the agenda, so it may not be able to respond. Total time for public comments will be 10 minutes unless Commission agrees to extend.

None

8. Town Engineer – Epic Project Status Update.

• Open/New Building Permit Status.

Lot 115 Howard – on hold

Lot 102 Connor residence – moving along

Lot 118 – Frank residence – moving along

Lot 203 – Simpkins – permit pending verification of fee payment

Lot 11 – Sheldon – permit application received

(Lot # Not Specified on Epic Report) - Daines residence – permit application received –

PC was unaware of this permit being received– Sharefile computer issue, Epic has fixed it

At Bill Goodall's request, Epic gave Elizabeth and Susanna access to Sharefile, Susanna also reached out to Epic to ensure the Mayor and all TC members had access to Sharefile.

• Lot# 174 (Cloward) Property Setback Request Discussion.

Requested 0 rear setback to State Park boundary. 7/14/05 Wasatch granted 10' rear setback based on approval of the state. That's what resulted in IMWC changing all the boundary lots to 10' rear setback.

It is not recommended the Town change the setback code for this one lot as we've already changed the front setback to ensure the lot is buildable. Instead, the PC recommends property owner contact Wasatch State Park and request written approval (or notice that they do not object to this proposal/request), and then submit his letter with a completed Code Variance Request to the Town Clerk, using the code variance procedure stated in the Interlaken website.

- Lot# 11 (Sheldon Property) Building Permit Drawing Submission Review and Recommendation by the Planning Commission.

The PC is pleased with the submission, and recommends approval provided Epic engineering approves the technical. It was really great that the site plan included location of material staging, dumpster and portable toilet. The property owners have documented appropriate steps to protect vegetation and Stormwater runoff. E motion to recommend approval by the TC, S second, all in favor.

Daines – will be on the agenda in next PC meeting – April 2018

9. General Plan Update.

- Development and Implementation Procedure Discussion and Assignments

Mayor and Town Council continue to request completed GP. It is the PC's understanding that Spring 2018 is the target completion date. However, this is now no longer satisfactory to TC. Mayor has asked for copies of the GP to review. PC prefers to give the TC a complete copy or review completed elements in PC meeting and they can attend if they want. Law requires PC to prepare and hold public meeting, then make motion to recommend, and then present to TC for final approval. Susanna talked with Dave Church at Utah League of Cities & Towns (ULCT), who stated the TC has the legal authority to review and provide comments/contribute to the GP, send it to a third party to review/revise (If they wish), BUT PC has ultimate GP approval recommendation authority.

Motion: PC prefers TC wait until May 1, 2018 for task force to complete the GP in its entirety, however PC will offer option of providing currently completed information at the next TC meeting in April 2018. Motion E, second S, all in favor.

- Draft General Plan Completion Schedule Discussion and Assignments

To be discussed with TC based on their guidance

10. Other Business.

TC is asking for final solution to max height code. Based on input from public hearing, we recommend leaving 2 rules, simplify SLOV language, post for 30 day public comment by April 2018 PC meeting. Public comments will be taken into consideration and a final recommendation prepare for the TC.

11. Action Item Update from Previous Meeting (see 12/11/17 minutes).

All action items remain open.

12. Adjournment. Motion S, second E all in favor.