



## DELTA CITY PLANNING & ZONING COMMISSION MEETING

Wednesday, August 09, 2023, at 7:00 PM

Delta City Municipal Complex Council Chambers\*

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### MINUTES

#### PRESENT

Vice Chairman Kelly Carter  
Commission Member Phil Diaz  
Chairman Chad Droubay  
Commission Member Don Smith  
Commission Member Dillon Pace  
Commission Member Tamara Stewart

#### NOT PRESENT

Council Liaison Nick Killpack  
Commission Member Derek Curtis

#### ALSO PRESENT

Dent Kirkland  
Todd Anderson  
John Niles  
Michelle Lovejoy

Sherri Westbrook  
Alyssa Nielson  
Jake Nielson  
Jose Marquez

#### CALL TO ORDER

Planning and Zoning Commission Chairman Chad Droubay called the meeting to order at 7:02 p.m. He stated that notice of the time, place, and agenda of the meeting had been posted at the City Municipal Complex, on the Utah Public Notice website, on the Delta City website and had been provided to the Millard County Chronicle-Progress and each member of the Commission at least two days before the meeting.

#### MINUTES APPROVAL

1. Meeting Minutes Approval: Planning & Zoning Commission Meeting 2023-07-12

Vice Chairman Carter MOVED to approve the minutes of the Planning and Zoning Commission Meeting held on 7/12/2023. The motion was SECONDED by Commission Member Diaz. Chairman Droubay asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Vice Chairman Carter, Seconded by Diaz.

Voting Yea: Vice Chairman Carter, Diaz, Chairman Droubay, Smith, Pace, Stewart  
Council Liaison Nick Killpack and Commission Member Derek Curtis were absent.

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

2. Jose A Marquez, Preliminary Plat approval  
Action: Discussion/Consideration for approval

Jose Marquez appeared before the Planning and Zoning Commission seeking preliminary plat approval for the Marquez minor subdivision. Marquez has changed his plat map since his last appearance. The plat map has been changed for the vacation of the narrow right of way; Attorney Anderson remarked that the narrow right of way was still in process to be recorded. Attorney Anderson recommended that the City does an ordinance for the vacated 33 feet and then a lot adjustment deed will need to be made.

Chairman Droubay remarked that the frontage is okay, but Public Works Director Kirkland remarked that utility easements need to be marked around the parcel. All improvements and finalized curb, gutter, and sidewalk will need to be installed before selling lots. Marquez has bonded on sidewalk for lot one and the east side of lot two.

Marquez inquired about building a triplex in lot 2, Chairman Droubay remarked that it was not possible because that is zoned as R2.

Vice Chairman Carter MOVED to approve the preliminary plat approval for the Marquez minor subdivision based on utility easement and the vacation of the narrow right of way. The motion was SECONDED by Commission Member Pace. Chairman Droubay asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Vice Chairman Carter, Seconded by Pace.

Voting Yea: Vice Chairman Carter, Diaz, Chairman Droubay, Smith, Pace, Stewart  
Council Liaison Nick Killpack and Commission Member Derek Curtis were absent.

3. Jake Nielson, Structure remodeling  
Action: Discussion only

Jake Nielson appeared before the Planning and Zoning Commission to discuss structure remodeling of an accessory building on his property. He is located on a corner lot in zone R1B on the north side of town. The accessory building located on his property has sewer and water, and they would like to fix it and remodel it for a rental. The code states that the primary residence will need to be owner occupied. Public Works Director Kirkland said that it is located in a single-family zone, and the zone does not allow accessory dwelling units. Chairman Droubay recommended measuring to see if subdivision is possible. If subdivision is possible, sidewalk would need to be installed. Attorney Anderson said that each unit would need to be on its own sewer and water, and that three hard surface off street parking spots will be required per unit.

#### **ADDITIONAL ITEMS**

City Attorney Anderson discussed the possibility of an 80 acre annexation coming on the east side of town, and the need to create a light industrial zone. Public Works Director Kirkland remarked that they were in the beginning stages, and that it will take some work to create a zone. Commission Member Diaz would like to be fair to everyone, and Commission Member Smith remarked that there needs to be good reason to change code.

## **ADJOURN**

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

Motion made by Carter, Seconded by Diaz.

Voting Yea: Vice Chairman Carter, Diaz, Chairman Droubay, Stewart, Smith, Pace  
Council Liaison Nick Killpack and Commission Member Derek Curtis were absent.

The meeting was adjourned at 7:49 p.m.

A handwritten signature in cursive script, reading "Sherri Westbrook", is written in dark ink on a light-colored background.

**Sherri Westbrook, Recorder**