

City of Elwood Town

# Planning Commission

## March 17, 2026 work meeting minutes

The Board of the Planning Commission of Elwood Town met at the Elwood Town Hall, 5235 West 8800 North, Elwood, Utah, at 7:00 PM on Tuesday, March 17, 2026.

The following members were present constituting a quorum: Britton Hayden, Curtis Crouch, Isaac Walker, Quinn Hamson, and Erika Bywater (came after 7:30pm)

OTHERS PRESENT: Scott Goodliffe (Town Mayor), Phil Shimek (Town Council Rep), Karolina Munns (Planning Commission Secretary), Talsan Schulzke (Zoning Administrator) Jones & Associates, Ron Jacques, Stevi Sherman, Ruben VanTassell.

### **Welcome**

The meeting was called to order by Commission Chair Hayden. Due to a scheduling conflict with the caucus, some anticipated attendees were unable to be present. The commission discussed with Mayor Goodliffe the need for one or two new members, potentially including an alternate position. The commission decided to proceed with the work meeting agenda as planned.

### **Public Comment**

No public comment was received during this agenda item.

### **Work Meeting**

Discussion Item A: City Wide Rezone - Review updated Zoning Map Draft

The commission conducted an extensive review of the proposed citywide rezoning map, focusing on current land use versus proposed zoning designations. Key discussions included:

Commercial Zoning Classifications: The commission reviewed definitions for C1 (neighborhood commercial), C2 (community commercial), and C3 (light industrial/heavy commercial). After discussion, they determined that most highway-adjacent properties should be designated C2 rather than C1, as C1 is intended for neighborhood-serving businesses while properties on major roadways serve broader populations.

### Specific Property Determinations:

- Gas stations (Maverick, Chevron), Mary LaMont commercial and storage units and the RV park were designated as C2 due to their highway location and regional customer base
- The veterinary clinic, auto repair shop and JC's business were confirmed as C2
- Residential properties currently zoned commercial but not actively used for commercial purposes were redesignated to residential zones
- Properties behind the Texaco/Heritage development that are still being farmed were designated as agricultural, maintaining consistency with the "current use" philosophy

**Agricultural and Residential Designations:** The commission applied a consistent approach of zoning properties based on current use rather than speculative future use. Properties actively being farmed were designated agricultural, while properties with homes were designated appropriate residential zones (R1-20 or R1-40 based on lot size).

**Public Facilities:** The cemetery, county road department sheds, and parks were left as agricultural for now, with plans to address proper public facility zoning in future code updates.

### Problematic Areas Identified:

- The onion storage facility posed challenges as it operates commercially but is currently zoned residential, creating potential legal compliance issues
- Several subdivisions approved more than 12 months ago but not yet developed were redesignated to agricultural pending actual development
- Multiple properties with unclear subdivision status require further research

**Action Items Assigned:** Research needed on specific subdivision approval dates and consultation with the town attorney on legal implications of current zoning inconsistencies.

**Public Hearing Preparation:** The commission discussed preparing for public opposition, particularly from property owners who may perceive zoning changes as reducing property values. Commissioner Hamson emphasized the need for consistent criteria and thorough legal preparation.

**Key concerns identified:** Properties changing from commercial to agricultural designation; Properties with long-standing commercial zoning but agricultural use; and Business operations in residential zones becoming non-conforming

The commission agreed to develop written responses to anticipated questions and to meet with legal counsel before proceeding with public hearings.

**Discussion Item B:** Discussion of RD-2 & RD-1 zone ordinance and lot size calculation

This item was not discussed during the meeting.

**Discussion Item C:** Discussion of section 150 ordinances stating timely completion of developments

This item was not discussed during the meeting.

Discussion Item D: Discuss fines and tax language in code and discuss additional "overnight tax"/"Transient Tax"/"Room Tax" per Town Council

The commission briefly discussed implementing a transient room tax for the upcoming RV park. Commission Chair Hayden had reviewed existing code language regarding fines, fees, and taxes, finding only peripheral tax references. Information was provided for future review of a 1% transient tax ordinance similar to Tremonton's approach.

Discussion Item E: Discussion of attendance at upcoming meetings including town council

The commission discussed scheduling challenges, noting that the chair would be unavailable April 21st. They planned to cancel the April 21st meeting and potentially schedule a consultation with the town attorney. The need to elect a new vice chair was identified, with plans to address this at the next meeting.

Timeline Planning: The commission established a goal of holding a public hearing in early May, requiring 30-day advance notice.

## **Adjournment**

The meeting adjourned at approximately 9:00 PM.