

RECORD OF PROCEEDINGS

Regular Planning Commission meeting – April 22, 2024

The meeting of the Town of Meeker Planning Commission was called to order by Commissioner Joy at 7:00 p.m.

Pledge of Allegiance

Commissioners Present: Amanda Back
 Greg Hanberg
 Leif Joy
 Michele Morgan
 Amanda Smith

Staff Present: Carly Thomson, Town Planner
 Mandi Etheridge, Town Administrator

Citizens Present: LaDonna Eubanks, applicant

Approval of Agenda

Motion to approve agenda made by Commissioner Morgan, second by Commissioner Hanberg. All ayes, motion carried.

Approval of Minutes

Motion to approve the minutes from the March 25, 2024 Planning Commission meeting made by Commissioner Hanberg, second by Commissioner Morgan. All ayes, Commissioners Smith and Morgan abstain, motion carried.

Public Participation

No public participation.

Public Hearing

Commissioner Joy opened the public hearing at 7:02 p.m. for the Consideration of a Conditional Use Permit request from Stoneledge Properties, LLC to convert a portion of the residence at 1302 Sage Ridge Road, also known as Lot 5, Block 3, Sage Hills Subdivision, Town of Meeker, into an Accessory Dwelling Unit (ADU).

Planner Thomson reminded the Commission that they would be making a recommendation to the Board of Trustees and thanked the applicant for being present and for following the process as the Town's first ADU application. Stoneledge Properties LLC, member and applicant LaDonna Eubanks, is requesting to convert the basement of the residence located at 1302 Sage Ridge Road into an (ADU). The property is located in the Single-Family Residential zone in the Sage Hills Subdivision. The applicant has indicated in their application that she intends to use the ADU as a long-term rental unit. The proposed ADU will be the first ADU on the property and will be integrated into the existing residence and the applicant will need to apply with the Town of Meeker building department for any applicable permits. The property meets the requirements for all off-street parking including those for the proposed ADU and the property currently has 2 off-street parking areas and 1 additional off-street parking space for the ADU. The proposed ADU

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is integrated into the existing residence and is not subject to maximum sizes based on lot size. The proposed ADU will remain under the same ownership as the principal lot. The applicant has not requested a secondary water tap for the proposed ADU and does not need to according to 18.1.16.(7)(a)(vi).

Accessory Dwelling Unit is listed as a Conditional Review Use under the single-family residential zoning code, updated in May of 2023. The applicant has submitted the required application and fee within the required time frame. The request has been advertised as mandated by the Meeker Land Use Development Code including notification of the Public Hearing to property owners within 300 feet, at the subject property and in the Herald Times. During the referral review period the application received the following comments from referral agencies:

- *Meeker Sanitation District: The applicant will be required to pay an initial Plant Investment Fee of \$6,500. As well the property will be charged monthly for each residential unit.*

The applicant has been made aware of this requirement from Meeker Sanitation District. Since receiving the application, staff has received 1 Negative/Against comment and 0 Positive/In-Favor comments; the letter from Dave and Jeni Morlan was received Monday, April 22, 2024 via email and was read aloud for public record.

Staff recommends approval of the Conditional Use Permit to construct an Accessory Dwelling Unit at the property at 1302 Sage Ridge Road for the following reasons:

- The Conditional Use request meets the conditions of Meeker Land Use Development Code section 18.1.16 and 18.1.18.
- The Conditional Use request meets the goals of the Comprehensive Master Plan

Administration has reviewed this report and concurs with the recommendation.

Commissioner Joy opened up discussion by confirming that an ADU does not necessarily have to be detached, and that for this application there will be no change to the exterior of the home and no additional building. Applicant Eubanks shared that she would be living above the ADU and will be very picky about who is living in the house; as it will only be a 2 bedroom it will not house a large family; the intent is to rent long-term; there is plenty of off-street parking; and the only exterior change would possibly be a staircase added to access the basement.

Commissioner Smith asked about whether other properties in town with an on-property long term rental situation would have to comply to the same Conditional Use and Planner Thomson responded that anything currently in use would be considered a non-conforming property. Discussion followed regarding clarification on what an ADU could be and how it differs from a Short-Term Rental, in that an ADU essentially allows for 2 residences on a lot.

Commissioner Hanberg asked about whether covenants in the Sage Hills neighborhood would be an issue, and Planner Thomson stated that there is language in the covenants that there “shall not exist on any lot at any time more than one residence on a lot” but that the Town does not enforce covenants and an ADU is allowable under Town Code, therefore any covenant violation would have to be regulated by an active neighborhood HOA. Commissioner Joy added that the applicant would answer to the neighborhood HOA should they choose to try to enforce the covenants.

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Commissioner Joy closed the public hearing at 7:12 p.m. and asked for a motion to recommend approval of the Conditional Use Permit for an Accessory Dwelling Unit at 1302 Sage Ridge Road. Motion made by Commissioner Morgan, second by Commissioner Back. All ayes, motion carried.

Commission discussed recent state legislation regarding ADU's and how it could help ease housing inventory. Commissioner Joy asked whether there would be a different property or lodging tax for ADU and applicant Eubanks stated it will be taxed as rental property income for the LLC. Eubanks also clarified that there was no desire to use the property for short term purposes.

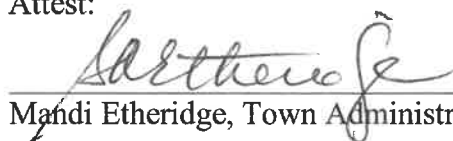
Planner Thomson shared that she is expecting an application for a minor subdivision so the Commission would be meeting to consider that in the near future.

Commissioner Joy adjourned the meeting at 7:18 p.m.



Leif Joy, Chairman

Attest:



Mandi Etheridge, Town Administrator