

MINUTES of the Wellsville City Planning Commission meeting held Wednesday, August 12, 2015, at the Wellsville City Offices, 75 East Main in Wellsville. Commission members present were Chairwoman Ruth P. Maughan, Chris Clark, Paul Egbert, and Marcene Parker. Also present were City Manager/Recorder Don Hartle, City Planner Jay Nielson, and Councilman Carl Leatham. A copy of the Notice and Agenda was posted, faxed and emailed to the Herald Journal, and mailed to the Planning Commission on August 7, 2015. The meeting was called to order at 6:00 p.m. by Chairwoman Ruth P. Maughan.

<u>Others Present:</u>	Jennifer Leishman	Alisa Huskinson	William Owens
	Justin Campbell	Dave Watts	Leslie Wood
	Newell Crookston	Mary Ann Degn	Ralph Degn
	Rick Stednitz	Wilma Hall	Janie Isaacson
	Kendall Leishman	Scott Gary	Jonathan Cook

Opening Ceremony: Ruth P. Maughan

Ruth P. Maughan reviewed the agenda with the Commission. Don Hartle stated that public hearing A has withdrawn their application. After discussion, Chris Clark made a motion, seconded by Paul Egbert, that the agenda be approved with the correction.

<u>YEA 4</u>	<u>NAY 0</u>
Chris Clark	
Paul Egbert	
Ruth P. Maughan	
Marcene Parker	

The Commission reviewed the minutes for the Commission meeting which was held July 8, 2015. After review, Marcene Parker made a motion, seconded by Paul Egbert, to approve the minutes of the July 8, 2015 meeting as presented.

<u>YEA 4</u>	<u>NAY 0</u>
Chris Clark	
Paul Egbert	
Ruth P. Maughan	
Marcene Parker	

The Commission reviewed the minutes for the Commission meeting which was held July 22, 2015. There were word changes on lines 79, 91, 129, and 131. After review, Paul Egbert made a motion, seconded by Chris Clark, to approve the minutes of the July 22, 2015 meeting with the changes.

<u>YEA 4</u>	<u>NAY 0</u>
Chris Clark	
Paul Egbert	
Ruth P. Maughan	
Marcene Parker	

At 6:05 p.m., conduct the following public hearing:

First, receive public input, then consider for approval a request from Alisa Huskinson for a conditional use for a Level 1 "Home Occupation" to conduct private speech and/or language therapy services to the pediatric population out of her home at 581 South Center. Alisa Huskinson stated that the sessions are 1/2-hour or 1 hour in length. There will be no group sessions. Parking will not be an issue. Paul Egbert stated that this home occupation meets the criteria of the code. Chris Clark asked if Ms. Huskinson is state licensed. Ms. Huskinson stated that she is nationally certified. Mr. Clark asked if there would be any advertising or signs in her yard. Ms. Huskinson stated no. There was no public input.

At 6:09 p.m., the public hearing was closed.

After discussion, Paul Egbert made a motion, seconded by Chris Clark, to approve a request from Alisa Huskinson for a conditional use for a Level 1 “Home Occupation” to conduct private speech and/or language therapy services to the pediatric population out of her home at 581 South Center.

YEA 4

NAY 0

Chris Clark
Paul Egbert
Ruth P. Maughan
Marcene Parker

At 6:10 p.m., conduct the following public hearing:

Second, receive public input, then consider for approval a request from William Owens/Patriot Trailers to lease office space from ABCD Properties at 39 East Main for the operation of an internet trailer sales office. William Owens stated that the state has required him to provide 3 parking stalls for his business. Mr. Owens stated that these parking stalls are located behind the building. Mr. Owens stated that this office is to handle clerical work and the on-line sales. Marcene Parker asked if Mr. Owens would be parking trailers behind the building. Mr. Owens stated that the trailers would be parked there for a customer to come in, sign the paperwork, hook onto the trailer, and leave. Ms. Parker stated that she is concerned that there isn't enough space with all of the congestion of traffic. Ms. Parker asked how big the trailers are. Mr. Owens stated that he has all sizes of trailers. Mr. Owens stated that the customer does have the option for the trailer to be delivered. The customer does save some money if the customer picks up the trailer. Ms. Parker asked what kind of trailers Mr. Owens sells. Mr. Owens stated that it is mainly utility trailers and some RV trailers. Ruth P. Maughan asked if these parking stalls behind the building would be used for storage. Mr. Owens stated no. Mr. Owens stated that this office is a public place to exchange ownership of the trailer and sign documents. Mr. Owens stated that he has a storage facility in Hyrum. Paul Egbert asked if Mr. Owens would have more than 3 trailers. Mr. Owens stated that it is very unlikely that he would have 3 trailers at one time. Mr. Owens stated that the parking stalls are to meet the requirement of the state. Mr. Egbert stated that the fence needs some maintenance and that a condition would be to have the fence fixed so that it is secure. Mr. Owens stated that he will contact the owner of the property about fixing the fence. Ms. Maughan stated that she agrees with Mr. Egbert. Mr. Egbert stated that this business meets the criteria of the zone. City Planner Jay Nielson asked if this business meets the uses allowed in the zone. This property is zoned C2, Neighborhood Commercial. Mr. Egbert stated yes. Mr. Nielson asked what use it meets. Mr. Egbert stated that it meets the new/used car dealership. Mr. Owens stated that he does have an ecommerce dealership license. Ms. Parker asked how long a trailer would be parked behind the building. Mr. Owens stated a few hours, but that it could be a couple of days because meetings do get cancelled. Ms. Maughan stated that she thought the fence was a condition of the Mtn. Valley Heating and Air Conditioning business. Don Hartle stated that Brent Benson, who owns Mtn. Valley Heating and Air Conditioning has cleaned up behind the building considerably. Ms. Maughan stated that she thought a privacy fence was required. Carl Leatham stated that he remembers that a privacy fence was required for the neighbors and so that it is atheistically pleasing. Ms. Parker asked how Mr. Owens would park a trailer behind the building. Mr. Owens stated that he didn't know, but would do his best. Mr. Owens stated that some of the smaller trailers he can move by hand. There was no public input.

At 6:22 p.m., the public hearing was closed.

After discussion, Paul Egbert made a motion, seconded by Chris Clark, to approve a request from William Owens/Patriot Trailers to lease office space from ABCD Properties at 39 East Main for the operation of an internet trailer sales office with the condition that the fence be repaired.

YEA 4

NAY 0

Chris Clark
Paul Egbert
Ruth P. Maughan
Marcene Parker

After discussion, Marcene Parker made a motion, seconded by Paul Egbert, that William Owens/Patriot Trailers have 6 months to comply with the condition.

YEA 4

Chris Clark
Paul Egbert
Ruth P. Maughan
Marcene Parker

NAY 0

The Planning Commission met with Raymond Construction and design build team of the new City Office to discuss the proposed building. Justin Campbell stated that Raymond Construction and the design build team have completed the design process with the selection committee that was designated by the City Council. Mr. Campbell stated that he plan and the exterior of the building has been approved by the City Council. Paul Egbert asked if the parking lot meets the City's ordinance. Mr. Campbell stated that he hasn't seen the City's ordinance. Mr. Campbell stated that parking would be in the back of the building. Don Hartle stated that several things have come up. Mr. Hartle stated that if the goal is to revitalize the downtown area, the Planning Commission will need to review the parking code. Mr. Hartle stated that he has discussed this issue with City Planner Jay Nielson. Mr. Nielson stated that in order to meet the letter of the law, the best advice he could give to the Planning Commission is to use the new parking code. It allows for an alternative parking plan. Mr. Nielson stated that he would be willing to write an alternative parking plan that would justify the parking stalls that are needed, and allow the use of on-street parking. Mr. Nielson stated that Wellsville City will need to provide parking in the downtown area because there currently is none. Mr. Egbert stated that the parking plan should be review to accommodate parking options for other businesses. Mr. Nielson stated that as part of the alternative parking plan, the modifications to the site plan are very simple. Mr. Nielson stated that defining where the parking is located and developing what is needed is a decision to be made by the Mayor and City Council. Mr. Hartle stated that parking is not part of the contract that Wellsville City has with Raymond Construction. Mr. Nielson suggested that the plans be approved as submitted because parking is an ongoing issue. Mr. Nielson suggested that the alternative parking plan to completed and approved before occupancy. Mr. Egbert stated that there is a time frame allowed to submit an alternative parking plan. Mr. Egbert asked about a circulation plan. Mr. Hartle stated that Wellsville City is working with UDOT on this issue. Mr. Egbert asked about handicapped stalls and if parking is in the back of the building, would there be rear entrances to the building. Mr. Campbell stated that all of the entrances are handicap accessible. Mr. Campbell stated that the intent as he understood it was that the primary entrance would be on the south side of the building. Mr. Egbert asked if Wellsville City would maintain the driveway on the west side. Mr. Hartle stated yes. Ruth P. Maughan asked how close the building would be to the building to the east. Mr. Campbell stated 3 feet. Mr. Campbell stated that the eaves of the building do not extend over the property line. Mr. Egbert stated that the plan shows that Wellsville City will preserve the existing tree. Mr. Egbert asked if there would be any more trees planted on the property per the landscape code. Mr. Campbell stated that he hasn't read the landscape code, and doesn't know about more trees on the property. Mr. Egbert asked if City Engineer Chris Breinholt has reviewed these plans. Mr. Hartle stated no. Mr. Egbert is asked Mr. Nielson had reviewed these plans. Mr. Nielson stated that he received the plans at the same time the Planning Commission received their plans in the packet that was mail to him. Mr. Egbert asked where the utility connections would be. Mr. Campbell stated mostly in the back. The water connection will be in the front. Mr. Egbert asked if there is a storm drain system. Mr. Hartle stated that there is a storm drain line that Wellsville City will connect to in the back of the building. Mr. Egbert stated that over the west door, the roof line is close to the side door entrance. Mr. Egbert asked how this issue will be addressed so that there is no ice on the sidewalk. Mr. Campbell stated that it will be addressed with gutters and downspouts. Mr. Egbert asked if there would be exterior lighting. Mr. Campbell stated yes, but he didn't know the specific requirements. Ms. Maughan stated that the lights should be recessed in the soffit. Ms. Maughan asked if there was any input for Mr. Nielson. Mr. Nielson stated that he believes this building will be a nice addition to Wellsville City. Mr. Egbert asked if the building will be built to slab on grade. Mr. Campbell stated yes. Ms. Maughan thanked Raymond Construction and the design build team for attending this meeting.

The Planning Commission continued consideration for possible approval of a request from Wellsville City for a conditional use for construction of a new City Office at 75 East Main. Paul Egbert stated that his concern is the lack of detail on the plan. Mr. Egbert stated that he would like to have the details worked out and see the plans again. After discussion, Paul Egbert made a motion, seconded by Marcene Parker, to conditionally approve a request from Wellsville City for a conditional use for construction of a new City Office at 75 East Main with the condition that the plans be reviewed again once the plan provides more details that meet the City code.

YEA 4
Chris Clark
Paul Egbert
Ruth P. Maughan
Marcene Parker

NAY 0

At 6:48 p.m., Paul Egbert made a motion, seconded by Chris Clark, to adjourn the meeting.

YEA 4
Chris Clark
Paul Egbert
Ruth P. Maughan
Marcene Parker

NAY 0

Ruth P. Maughan
Chairperson