PLANNING COMMISSION
MEETING

THE WEST BOUNTIFUL PLANNING COMMISSION WILL HOLD ITS REGULARLY SCHEDULED MEETING ON TUESDAY, OCTOBER 14, 2014 AT 7:30 PM AT THE CITY OFFICES AT 550 NORTH 800 WEST

AGENDA AS FOLLOWS:

Welcome. Prayer/Thought by invitation

1. Accept Agenda.
4. Staff Report.
5. Consider Approval of August 12, 2014 meeting minutes.
6. Adjournment

Individuals needing special accommodations including auxiliary communicative aids and services during the meeting should notify Cathy Brightwell at 801-292-4486 twenty-four (24) hours before the meeting.

This notice has been sent to the Clipper Publishing Company, and was posted on the State Public Notice website and the City’s website on October 9, 2014.
Minutes of the Planning Commission meeting of West Bountiful City held on Tuesday, August 12, 2014, at West Bountiful City Hall, Davis County, Utah.

Those in Attendance:

MEMBERS PRESENT: Chairman Denis Hopkinson, Terry Turner, Alan Malan, Mike Cottle, Laura Charchenko, and Corey Sweat-alternate.

MEMBERS/STAFF EXCUSED:

STAFF PRESENT: Kelly Enquist (City Council), Duane Huffman (City Administrator), Ben White (City Engineer), Cathy Brightwell (City Recorder) and Debbie McKean (Secretary).

VISITORS: Mayor Romney, Conrad Jensen, Todd Smith (SDFD), Megan and Rodney Anderson, and Ethan Tucker.

The Planning Commission Meeting was called to order at 7:30 p.m. by Chairman. Laura Charchenko offered a thought by Robin Williams.

I. Accept Agenda

Chairman Hopkinson reviewed the agenda. Terry Turner moved to accept the agenda as presented. Alan Malan seconded the motion. Voting was unanimous in favor.

Business Discussed:

II. Presentation by Holly Frontier regarding equipment heights.

A memorandum was included in the Commissioner’s packets dated August 8, 2014 from Ben White regarding Holly Presentation. Planning Commission requested Holly present additional information regarding equipment height related to air quality.
Conrad Jensen of Holly Corp. was invited to the microphone to present a power point presentation on the following issues:

- Oil-gas refining 101. (Fractionators and Furnaces) Why equipment is the height that it is? Height could range from 50 to 200 feet depending on what is being separated in the fractionators and what the tower purpose is.
- What types of equipment emit a water vapor and what has emissions? (FCC, Cooling Towers)
- Safety Flares (main safety device for the refinery which relieves pressure off of equipment)
- Emission stack height design (based on several conditions such as physical limitations, dispersion of pipe gas, etc.)
- Refinery emissions: existing and proposed (current permit works toward significant reduction in emissions and pollutants) (Example Sulfur Dioxide by 60% and nitrogen oxide by 70%)

Chairman Hopkinson inquired about power outages and if they have improved over the years to reduce power outages that would affect Holly. Mr. Jensen responded that it has greatly improved.

Alan Malan asked about current CO2 emissions. Mr. Jensen responded that when all the pollutants are considered CO2 would be increased but others would be reduced. He will get the exact numbers back to the Commission. Cap for emission 1,000 tons/year.

Kelly Enquist inquired about the desired stack heights.

III. Public Hearing to receive public comments regarding adding language back into the West Bountiful Municipal Code that was omitted from commercial and industrial zones in 2012 that provides exceptions to height limitations.

**ACTION TAKEN:**
Laura Charchenko moved to open the public hearing at 8:19 pm to hear input from the public regarding adding language back into the West Bountiful Municipal Code that was omitted from commercial and industrial zones in 2012 that provides exceptions to height limitations. Terry Turner seconded the motion and voting was unanimous in favor.

**Public Comment:** No public comment was made.

**ACTION TAKEN:**
Terry Turner moved to close the public hearing at 8:20 pm. Alan Malan seconded the motion and voting was unanimous in favor.
IV. Consider ordinance amendment to reinstate supplementary regulations related to exceptions to height limitations.

Commissioner packets included a memorandum from Duane Huffman dated July 3, 2014 regarding re-instatement of former supplementary regulations related to exceptions to height limitations. Information in the memorandum included the following:

- Reason for the amendment
- History of the Section
- History of the Omission
- Recommendation from staff

Duane Huffman addressed the Commission informing them that three years ago items in the supplementary section of Title 17 were divided out. There was an oversight left out from the previous ordinance related to height limitation exceptions. This ordinance applies to all zones. It currently exists in the other zones, but was left out of the industrial/commercial zones.

Chairman Hopkinson would like to see Ben White and a Holly Representative bring some modeling of stack heights (relative to a 200 foot stack on a regular day) so they can see what the impact would be on our neighborhoods.

Commissioners were in agreement to forward the recommendation to the City Council for approval.

ACTION TAKEN:

Alan Malan moved to forward to the City Council a recommendation to reinstate the height exception language that had been in Section 17.44.100 into the commercial, industrial and blended use zones. Laura Charchenko seconded the motion and voting was taken by roll call.

Mike Cottle- Aye
Terry Turner- Aye
Laura Charchenko- Aye
Alan Malan- Aye
Denis Hopkinson- Aye

V. Consider Conditional Use Application from Megan Anderson/Katrina Tucker to operate a day care center, Children’s Learning Center, at 850 West 600 North

Commissioner’s packets included a memorandum dated from Ben White/Cathy Brightwell in regards to a Conditional Use Permit for Children’s Learning Center Day Care. Memorandum included the following:
Staff concerns regarding access to property for Public Safety vehicles. Applicant has worked with the Fire Marshall to resolve most of those concerns.

Applicant has received a positive inspection from the Health Department.

Applicant is in the process of obtaining a State license for Day Care services.

Applicant has received signatures from all but two surrounding neighbors.

Applicant is working on obtaining a background check that is required before licensing is granted by city to do business.

A list of recommended conditions proposed by staff before approval of application.

Packet also included a Conditional Use Application, an aerial view site map the property and access to property, the business license application, signatures for surrounding property owners, and a licensed family group food evaluation.

Commissioner comments included the following:

- Alan Malan asked what type of van would they be using and wanted them to check what the State requirements are for licensing to do such. He would like something on 8th West that has their address. SDFD requires that address marker and it will be put into place.
- Laura Charchenko was satisfied if the fire department is satisfied.
- Terry Turner is happy that fire department is satisfied and that there will be no parking issues.
- Mike Cottle wanted to know if the address sign need to be reflective.

Todd Smith (SDFD fire inspections) took the stand and noted that all safety and security issues were satisfied upon the second inspection. He concurred with City Staff and Commissioners that an address sign is needed on the main road. The gate did not fulfill all of the requirements. Mr. Smith is not sure if the road can handle the fire equipment, but Mr. White will check it out.

Chairman Hopkinson asked Megan Anderson to take the stand. He asked what the flow of traffic would be. Ms. Anderson responded that the children would be picked up and taken home and so no traffic would be flowing through the area. Age accommodations will range from 6 month old to 13 years old.

A 20 foot gate will be on the east side for fire protection access. Width on the west side dirt road has not been measured because access will be on the east side. Requirements have been fulfilled for that access on the east by SDFD.

Cathy Brightwell noted that in the memorandum there are a list of conditions that need to be included in the motion made this evening for approval of their business that should be contingent upon those conditions being met, including state licensing requirements. Business license will not be issued until all conditions are satisfied. Ms. Brightwell reminded the applicants that no employees other than those living in the dwelling can be employed.
ACTION TAKEN:

Laura Charchenko moved to approve the Conditional Use permit for Megan Anderson and Katrina Tucker for Children’s Learning Center Day Care at 850 West 600 North after considering items listed in Section 17.60.040 (D) and with the following conditions: Applicant must meet all conditions imposed by the South Davis Metro Fire Department, the Utah Department of Health including but not limited to a background check, provide a copy of its State Day Care license prior to beginning operation, fence outdoor area attached to the home for children to play, persons who are not a resident of the dwelling shall not be employed to work on the premises, daycare center shall not involve the use of more than the equivalent of 15% of the main floor area of the dwelling, no signage advertising the Day Care will be visible from the exterior of the building or visible from the streets, reflective signage is required to make address visible to public safety vehicles, and Day Care must meet any license requirements needed to transport children. Alan Malan seconded the motion and voting was unanimous in favor.

Mike Cottle asked what safety measures are being taken to keep the pool safe. Mr. Anderson answered that the pool area is fenced in and locked with child proof knobs and the pool is covered with a locked and secure system.

VI. Staff Report

- Ben reported that we received extra water this evening but it has produced limited damage.
- Gas leak on 1000 North with neighborhood evacuation at 7:30 am.
- 400 North bridge will be removed in February with a 90 day work period.
- 800 West will be closed tomorrow and part of the next day. 800 West north of Pages will be paved early next week.
- Olsen Farms began construction this week.
- Alice Acres are done on 1100 West but not 400 North.
- Chase property is looking great with the curb and gutter.
- Cathy Brightwell reported that City Council will be hiring Jake Taylor as a Full Time employee in Public Works.
- Application for finance clerk closed last week with 32 applicants. Interviews are being conducted this week.

The Commission welcomed Cathy Brightwell as our City Recorder. The Commission sang Happy Birthday to Kelly Enquist.
VII. Approval of Minutes of July 8, 2014.

ACTION TAKEN:
Alan Malan moved to approve of the minutes dated July 8, 2014 as presented. Laura Charchenko seconded the motion and voting was unanimous in favor among those members present.

VI. Adjournment

ACTION TAKEN:
Laura Charchenko moved to adjourn the regular session of the Planning Commission meeting. Mike Cottle seconded the motion. Voting was unanimous in favor. The meeting adjourned at 9:08 pm.

The foregoing was approved by the West Bountiful City Planning Commission on October 14, 2014, by unanimous vote of all members present.

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Cathy Brightwell – City Recorder