

Minutes of the Salem City Planning & Zoning Commission meeting held on March 9, 2016 in the Council Chambers.

Meeting convened at 7:00 p.m.

Conducting: Shelley Hendrickson

PRESENT:	Robert Palfreyman	Tina Fluehe
	Shelley Hendrickson	Reid Nelson
	Karen Weight	Attorney Jason Sant
	Bruce Ward, Forsgren Engineering	Becky Warner, Secretary
	Ken Fosmore	Gabby Fosmore
	Brandon Limb	Tyler Roberts
	Jim Whitmore	Richard

APPROVAL OF MINUTES

MOTION BY Karen to approve the minutes of February 10, 2016 as written. Seconded by Tina; Vote Affirmative, 5-0.

Shelley explained that there is a public hearing scheduled for tonight but it is being put off until the end of the meeting because it could be lengthy.

KEN FOSMORE – SITE PLAN APPROVAL FOR KEN’S MASTER AUTO

Ken has purchased the approximately 2 acres of property at 987 N. SR 198 and is asking for a site plan approval to change the existing barn into an auto repair building. He met with the City Council last week and they extended the time that he has to install the water line and sewer holding tank. He is working on the fencing and has put up some of the exterior lighting and stucco on the building as well as the other items the City Council told him needed to be done.

Shelley stated that this is a change of use from agricultural to commercial and he needs to comply with the zoning ordinance. Once the use has changed, it can’t go back to being an agricultural use. There was a question as to how much landscaping would be required. If he is presenting the whole piece for the site plan, 10% of the total space will need to be landscaped which includes 1 tree in the planter area along the highway and include at least three ornamental trees and twenty shrubs for each 1000 square feet of landscaped area. If he is just considering the front portion of the lot, he would need to go through the subdivision process. There was discussion about using the property behind the building to get the percentage of landscaping needed. Because this Board is the Land Use Authority for site plans, there was discussion about whether or not to make them come back with a new site plan including the landscaping or deny it because it doesn’t meet the ordinance and let them go back to City Council as the appeal board. Mr. Fosmore is very anxious to get going on this process so he can get his business open. Bruce said if the landscaping was the issue, he could make sure he complied with the requirements. This is an existing building so the situation is a bit different. Because this item went to the City Council before it came to this Board, it has put the Planning Commission in a difficult position. He was given permission to proceed without having a site plan approval.

MOTION BY Reid to approve the site plan for Ken’s Master Auto at 987 N. SR 198 subject to meeting the landscaping requirements of the commercial zone and with the conditions that the DRC and City Council

have imposed. Seconded by Bob; Vote Affirmative 4-1 (Roll Call: Bob, Aye; Tina, Aye; Shelley, Nay; Reid, Aye; Karen, Aye) Shelley explained she voted nay because the site plan is not in accordance with the commercial ordinance and does not meet the conditions of a site plan ordinance; she has an issue with the way the site plan was submitted because the entire 2 acres as a change of use from agricultural to commercial and the applicant has indicated that he is only going to use the front part for commercial. The rest cannot be left as agricultural unless he subdivides the lot.

BRANDON LIMB – SITE PLAN FOR SALEM AUTOMOTIVE

Brandon has purchased an existing commercial building at 195 W. SR 198 and is asking for a site plan approval. He has changed the angle of the parking so vehicles aren't backing into the road. He has already removed one of the existing signs, started repairing the exterior, and repairing the fence.

MOTION BY Karen to accept the site plan for Salem Automotive as presented. Seconded by Tina; Vote Affirmative, 5-0.

TYLER ROBERTS – DEVELOPMENT AGREEMENT FOR SALEM PARK

Tyler explained that they need to have the development agreement with the exhibits approved for the Salem Park Master Plan Development before they can submit preliminary plats. The development agreement will assure that the amenities are put in no matter who owns the property.

The Board just received this information last Friday and didn't feel like they had been given adequate time to review it. Shelley instructed the Commission members to read the Master Plan Zone and the development agreement to see if they meet the requirements for the density they are asking for. It was suggested that a work session with City Council, Planning & Zoning and the developers be held so that everyone is on the same page. The work session was tentatively set for Wednesday, March 23, 2016 at 6:00 p.m.

PUBLIC HEARING

MOTION BY Reid to open the public hearing. Seconded by Bob; Vote Affirmative, 5-0

There was no one left in attendance for the public hearing.

MOTION BY Reid to close the public hearing. Seconded by Karen; Vote Affirmative, 5-0.

ORDINANCE CREATING MINOR SUBDIVISION PLATS

This ordinance was drafted to streamline the approval process for subdivision of five or fewer lots or for lot line adjustments. Applicants will still need to submit a plat compliant with Salem City Construction and Development Standards but will only need to meet with the Development Review Committee. It was suggested that in section 13-2-160, items 1-10 be deleted and instead put that they must meet the City Construction & Development Standards.

MOTION BY Bob to approve the Ordinance Creating Minor Subdivision Plats with the recommendation to simplify section 13-2-160 by deleting items 1-10 and replacing it with meeting the City Construction & Development Standards. Seconded by Karen; Vote Affirmative, 5-0.

CONSTRUCTION & DEVELOPMENT STANDARDS REVISIONS

Bruce explained that it has been several years since the Salem City Subdivision Development and General Construction Standards have been updated. The city's goal is not to make it more expensive for

developers but to bring requirements up to date. Clark Crook, power superintendent, has put together the revised electrical standards. A new section for requirements for on parks and irrigation standards has been created. This addresses sprinklers, controls, fences etc. Reid asked if was too specific as to what brands are acceptable. Bruce explained that the city usually ends up with the parks and we want to be able to make repairs with items we have in stock, not have to buy new parts for each park. The Board members were given a list of items to be changed in the standards. Bruce went over this list and explained that all of the department heads have been involved with this process so their suggestions and recommendations are incorporated into the changes. Item #20 deals with newly paved roads and it was suggested that something be included to protect private improvements that are installed in the city right-of-way.

MOTION BY Reid to approve the proposed changes in the Salem City Subdivision Development and General Construction Standards with proposed changes. Seconded by Karen; Vote Affirmative, 5-0.

MOTION BY Shelley to adjourn Planning & Zoning Commission meeting. Seconded by Karen; Vote Affirmative, 5-0.

Planning & Zoning Commission meeting adjourned at 9:30 p.m.