



## COALVILLE CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the Coalville City Council will hold its regularly scheduled City Council Meeting on **Monday, January 22, 2018**, at the Coalville City Hall located at 10 North Main Street. The meeting will start at **6:00 P.M.** The agenda will be as follows:

1. Roll Call
2. Pledge Of Allegiance
3. City Council Agenda Items:
  - A. **Public Hearing:** Conditional Use Permit For A Proposed Truck And Moving Equipment Rental Business, 65 South 50 West, CT-68-B, Stephen & Jana Dalby
  - B. **Public Hearing: CANCELLED:** Conditional Use Permit For A Proposed Gun Shop, D & J Gun Shop, 8 South Main, CT-95, Don & Lori Winters
  - C. North Summit Recreation District Park Concept Plans Discussion
  - D. Review And Possible Approval Of The Summit County Fairground Project Road Closure
  - E. Public Works Updates
  - F. Community Development Updates
    1. Business Licenses
  - G. Legal Updates
  - H. Mayor's Updates
  - I. Council Updates
  - J. Executive Session
4. Review And Possible Approval Of Minutes
5. Adjournment

Coalville City reserves the right to change the order of the meeting agenda as needed.



Nachele D. Sargent, City Recorder

### Mayor

Trever Johnson

### Council

Adrienne Anson  
Cody Blonquist  
Arlin Judd  
Rodney Robbins  
Tyler Rowser

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during these hearings should notify the City Hall at least three days prior to the hearing to be attended.

**Posted: January 19, 2018** City Hall, City Website, Utah Public Notice Website

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10 North Main Street  
Coalville, UT 84017

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cityhall@coalvillecity.org  
www.coalvillecity.org



Coalville City Council  
Regular Meeting  
HELD ON  
January 22, 2018  
IN THE  
CITY HALL

Mayor Trever Johnson called the meeting to order at 6:03 P.M.

**MAYOR AND COUNCILMEMBERS PRESENT:** Mayor Trever Johnson  
Councilmembers: Cody Blonquist,  
Adrianne Anson, Tyler Rowser,  
Arlin Judd, Rodney Robbins

**CITY STAFF PRESENT:**

Sheldon Smith, City Attorney  
Derek Moss, Planner  
Zane DeWeese, Public Works Director  
Nachele Sargent, City Recorder

**PUBLIC IN ATTENDANCE:**

Jim Robinson, Jim Boyden, Stephen Dalby,  
Michael Grant, Virginia Richins, Nathan  
Brooks, Brandon Rees, Anita Lewis, Laurie  
Hirzel, Isaac Rackliffe, Ron Boyer,  
Margarita Richins

**Item 1 – Roll Call:**

A quorum was present.

**Item 2 – Pledge of Allegiance:**

Mayor Trever Johnson led the Council, Staff, and Public in the Pledge of Allegiance.

**Item A – Public Hearing: Conditional Use Permit For A Proposed Truck And Moving Equipment Rental Business, 65 South 50 West, CT-68-B, Stephen & Jana Dalby:**

Stephen Dalby stated they were proposing to use the vacant lot at 65 South 50 West as a U-Haul drop-off and pick-up location. He stated they only intended to have one to three trucks on-site. He stated they had been approved by U-Haul for this location. Mayor Trever Johnson questioned if there would be an office on-site. Stephen Dalby stated there wouldn't be an office on-site. He stated they had made arrangements with their renters that lived next door to the site to handle the paperwork needs. Derek Moss stated the Code required a Conditional Use Permit for this type of Use. He stated the project had been reviewed by the Planning Commission and referred to the Staff report

(Exhibit A) that listed their recommendation with proposed conditions. Derek stated the Planning Commission felt the vacant lot should have an improved surface to help with control and possible tracking onto the street. They proposed that the approach should be hard surface, an area designated on-site for off street parking for customers, and no street parking to be allowed for the rental equipment or customers. They proposed for the Applicant to provide a lighting plan for security reasons, but also providing consideration for the adjoining residential properties. They also proposed to limit the hours of operation from 8:00 A.M. to 5:00 P.M. which was what was requested by the Applicant so there wouldn't be any late night or early morning activity. Stephen Dalby questioned what the improved surface on the lot meant. He stated there was a big tree in the middle that they planned to take out and a large concrete pad was already there to park the trucks on. Derek stated the Planning Commission recommended something other than dirt or grass to prevent any problems with tracking out onto the street. Derek stated the concrete pad may be sufficient if that was where they intended to park the vehicles, but it would need to be verified. Mr. Dalby questioned what was meant by the hard surface and street parking comments. Derek stated if someone was leaving a vehicle while they used a truck, they would have to park on-site and would not be allowed to park on the street. He stated there would need to be an improved designated on-site parking area for those customers. He also stated the business vehicles wouldn't be able to be parked in any of the setback areas. Derek stated the approach to the property would need to be an improved hard surface such as asphalt or concrete. Stephen Dalby stated he would just make it easy by saying they could not leave a vehicle at the site. He questioned what was needed for a lighting plan. Derek stated they would like the site to be lighted, but wanted to make sure it was downward lighting and not a nuisance. Councilmember Cody Blonquist questioned if it would be prudent to set a limit on the amount of vehicles allowed. Stephen Dalby stated he didn't think the lot would have enough room for more than three vehicles. Derek Moss stated the approach was required to be hard surface, but it was recommended that the lot have an improved surface to deal with possible issues like mud being tracked out onto the street and to help control possible landscape issues. He stated it was suggested the improved surface could be gravel or roto-mill. Mr. Dalby stated he wasn't sure how profitable this project would be, but he was willing to put a small investment into it by cleaning up the lot, the driveway approach, and adding some minimal lighting. He stated they were just going to see how it went. Councilmember Adrienne Anson informed Mr. Dalby the Code required a six foot masonry wall as a buffer between commercial and residential properties and wanted him to be aware of that as she felt that may be a sizeable investment. Stephen Dalby stated a masonry wall would be very substantial and questioned if the existing fence would be sufficient. Sheldon Smith stated the wall was part of the Code and the Council couldn't waive the requirement.

Mayor Trever Johnson opened the public hearing at 6:17 P.M.

There were no comments.

Mayor Trever Johnson closed the public hearing at 6:18 P.M.

Mayor Trever Johnson questioned if Mr. Dalby could apply for a variance regarding the fence. Sheldon stated he wasn't sure if it would fit the parameters and it would be tough to justify. Councilmember Arlin Judd questioned what the Planning Commission thought about the six foot masonry fence. He stated he didn't see any comments from them on the Staff report. Derek Moss stated the Planning Commission agreed it needed the six foot masonry fence on all three sides as required in the Code. Councilmember Arlin Judd stated he felt this was one of the problems in the Code as Residential Use was in the designated Commercial Zone and created issues. Derek Moss stated the language was in there to help mitigate the incompatible uses and to help prevent issues so a masonry wall was required to protect the residents. Mayor Trever Johnson requested for Derek to add the fence requirement for review as the Code was updated. Councilmember Arlin Judd stated that requirement put a limitation and restriction on what could happen in the designated Commercial Zone. Councilmember Cody Blonquist pointed out the residents have always been there and questioned if they were there before or after it was Zoned Commercial. He stated he didn't feel the Code needed to be changed. Niki Sargent stated the Commercial Zone allowed for Residential Use of R-8, the highest density. She stated it was not exclusive to Commercial Uses only. Councilmember Adrienne Anson stated she felt they should stay with the masonry wall.

**A motion was made by Councilmember Tyler Rowser to approve the Conditional Use Permit for the Truck and Moving Equipment Rental Business, Stephen and Jana Dalby, as outlined in the Staff report. Councilmember Rodney Robbins seconded the motion. The Ayes won the vote. Motion Carried.**

**Roll Call:**

**Councilmember Judd – Nay** – Councilmember Judd felt the masonry wall wasn't called out on the Staff report and shouldn't be required. He referred to the Staff report and stated the masonry wall wasn't recommended as a condition. Sheldon Smith stated the wall was part of the Code and wasn't a condition. It would be inconsistent to call it a condition when it was actually part of the Code requirements. Councilmember Arlin Judd stated he felt the requirement was too restrictive.

**Councilmember Anson – Aye**

**Councilmember Robbins – Aye**

**Councilmember Rowser – Aye**

**Councilmember Blonquist – Aye**

**Item B – Public Hearing: Cancelled: Conditional Use Permit For A Proposed Gun Shop, D & J Gun Shop, 8 South Main, CT-95, Don & Lori Winters:**

Mayor Trever Johnson stated this agenda item had been cancelled.

**Item C – North Summit Recreation District Park Concept Plans Discussion:**

Nate Brooks stated they were moving forward with the park Agreement between the City and the NS Recreation District. He thanked Sheldon Smith for the time and effort he had put into the Agreement. Mr. Brooks stated there were some concerns with the reverter clause about where the amenities and property would go. He stated he checked with the NS School District and they said if the property came up for bid, they would bid on it if they were interested at the time and not to save the property for them. He stated the SC Attorney had recommended in the best interest of everyone, everything would go to Coalville City as stated in the Agreement. Mr. Brooks stated the NS Recreation District agreed with that recommendation. He stated they were looking for Sheldon Smith to draft an O & M agreement for the Park facilities. Sheldon Smith stated they had included that in the Agreement. Councilmember Tyler Rowser stated the County would like a separate document to clarify and give more details. He stated they also suggested adding if the NS Recreation District had the means to take care of the facilities themselves at a later date then the O & M Agreement could be renegotiated at that time. Nathan Brooks stated they needed to have both agreements ready by February 15<sup>th</sup> to meet their deadlines. Sheldon Smith stated he would put something together for review. Nathan Brooks stated they were working on the conceptual design for the park. Mayor Trever Johnson offered help from JUB Engineering Inc. if needed. Nathan Brooks stated they hoped the design would be completed by mid-April. Mayor Johnson thanked the NS Recreation District for their work on this project.

**Item D – Review And Possible Approval Of The Summit County Fairground Project Road Closure:**

Ron Boyer stated he had spoken with Mayor Trever Johnson about the road situation with the construction at the Summit County Fairgrounds. He stated with the small footprint there it was difficult to keep the road free of debris and they would be doing utility connections in the roadway soon and Summit County was requesting to close the road (Exhibit B) until they reached substantial completion of the project which would be around July 17, 2018. Mr. Boyer stated they had basically already closed the road and apologized for not having it properly signed. He stated they had notified the NS Fire Chief, SC Dispatch, NS School Bus Garage, and the adjoining property owner, Eric Swensen. He stated they realized it was an inconvenience, but felt it was in the best interest for safety. Ron Boyer stated the road would be torn up and repaved with a couple of adjustments for additional parking. He stated it would definitely be an upgrade. Mayor Trever Johnson read a letter (Exhibit C) into the minutes from Katy LaPay. Councilmember Tyler Rowser stated the signage needed to be moved to the top of the hill at 100 South. He stated he had seen cars turn and slide down the hill because they were unaware that the road was closed. Ron Boyer stated they would put a sign there.



He stated they had left the road open there for access to the courts because of the nice weather. Councilmember Arlin Judd stated the angle road to the East needed to be closed too. Councilmember Rodney Robbins questioned if the road would be left open for the rodeo arena. Ron Boyer stated it was a construction zone and they would have to close the entire area. Councilmember Cody Blonquist stated the barriers that are up do not have any reflective markings and cannot be seen in the dark. He stated he didn't have a problem with closing the road, but felt it needed to have better signage. Ron Boyer stated they had closed the road before the actual signage arrived, but they would make any adjustments needed. The Council agreed for the County to continue with the road closure.

**Item E – Public Works Updates:**

Zane DeWeese stated he really wanted to make sure there was additional signage and warning for the County road closure. He stated he had received complaints about it and would work with Ron Boyer to make sure it was taken care of.

Zane DeWeese stated the flashing stop signs had arrived for the 200 East 150 South areas and he would get them installed as soon as possible.

**Item F – Community Development Updates:**

Derek Moss stated there were two business license applications for approval for Coalville U-Haul, Stephen Dalby, for his U-Haul business at 65 South 50 West based on the Conditional Use approval and B Floral, Brena Richins, as an owner change for the flower shop at 18 South Main.

**A motion was made by Councilmember Arlin Judd to approve the business license applications for Coalville U-Haul and B Floral. Councilmember Tyler Rowser seconded the motion. All Ayes. Motion Carried.**

Derek Moss stated they were moving forward with the Wohali Partners LLC Annexation Petition. He stated the Annexation Boundary Declaration needed to be amended and would be going to the Planning Commission for a public hearing on February 20<sup>th</sup>. The Planning Commission would also be addressing the Proposed Zoning for the Petition with a public hearing at the same meeting. Jim Boyden questioned if a date could be set for the Open House for the Annexation Petition. Derek Moss suggested for it to be held on March 12, 2018 at the Council Meeting. Mayor Trevor Johnson agreed and stated he wanted to make sure there was public input. The Mayor and Council decided to set the Open House date for the meeting on March 12<sup>th</sup>. A public hearing for the Annexation Petition and the proposed Zoning would also be held that night. Mayor Trevor Johnson asked for Jim Boyden to have some layouts showing a proposed concept plan for

development. Jim Boyden stated he would be able to have something ready for the Open House. Derek Moss explained the notification process for the public hearings.

Councilmember Arlin Judd questioned what the status was on the Water Improvement projects. He stated he thought the bid packages were supposed to be ready to go out. Mayor Trever Johnson stated he had received an update from Shane McFarland and they were still waiting to hear from the USDA. He stated there would be more information at the next meeting.

**Item G – Legal Updates – Sheldon Smith:**

Sheldon Smith stated he had been notified about a car over at Fox Apartments that looked like someone was living out of it. There was a lot of garbage all around and it was parked in the City right-of-way. He stated the car needed to be tagged for removal. Zane DeWeese stated he spoke to the brother of the car owner and was assured it would be removed by the end of the week.

**Item H – Mayor's Updates:**

Mayor Trever Johnson stated the dump truck issue had been resolved. He was able to negotiate the price to \$130,000.00 with the 7 year warranty included.

Mayor Johnson welcomed Anita Lewis, Summit County Liaison, and questioned if she had any County updates. Anita Lewis stated right now the focus was on the Sundance Film Festival.

**Item I – Council Updates:**

Councilmember Arlin Judd stated there were two terms on the Planning Commission and two on the Board Of Adjustment that needed to be filled and questioned if they had been advertised. He stated the terms were up for Dusty France and Walter Yates. Mayor Trever Johnson stated he had just discussed this with Niki Sargent and it would go out this week.

Councilmember Adrienne Anson stated the roads looked really good and thanked the Public Works crew for their efforts.

Councilmember Arlin Judd questioned when Sheldon Smith would be doing the Open Meeting training. Mayor Trever Johnson stated it would be sometime next month.

**Item J – Executive Session:**

There was not an Executive Session.



**Item #4 – Review, Discussion, and Possible Approval of Minutes:**

The Council reviewed the minutes of the January 8, 2018 meeting.

**A motion was made by Councilmember Arlin Judd to approve the minutes of January 8, 2018 as written. Councilmember Adrienne Anson seconded the motion. All Ayes. Motion Carried.**

**Item #5 – Adjournment:**

**A motion was made by Councilmember Tyler Rowser to adjourn the meeting. Councilmember Cody Blonquist seconded the motion. All ayes. Motion Carried.**

The meeting adjourned at 6:58 P.M.

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Mayor Trever Johnson

Attest:

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Nachele D. Sargent, City Recorder



J-U-B ENGINEERS, INC.

"Exhibit A"  
Council 1/22/18

J-U-B COMPANIES



THE  
LANGDON  
GROUP



GATEWAY  
MAPPING  
INC.

**DATE:** January 22, 2018  
**TO:** Coalville City Council  
**CC:** Mayor Trever Johnson; Sheldon Smith, City Attorney  
**FROM:** Shane McFarland P.E., City Engineer  
Derek Moss, AICP, City Planner  
**SUBJECT:** Stephen Dalby, Truck Rental Conditional Use Permit Application

**Application Information:** Stephen Dalby and Jason Hawke (applicants) have submitted a Conditional Use Permit application to operate a truck and moving equipment rental business located at 65 South 50 West.

**Applicable Ordinances:** Title 10, Chapter 15

**Decision to be Made:** City Council responsibility is to deny, approve with conditions, or approve the conditional use permit.

**Staff Comments:** The property is in the Community Commercial Zone. The Planning Commission reviewed the application and recommended approval with the following conditions:

- Provide an improved surface on the property and meet requirements in the code to maintain a paved approach per 10-15-080.
- Provide a hard surface for off-street parking and prohibit customer parking on the street.
- Submit a lighting plan that provides a balance between adequate security on the property and does not impact nearby residents.
- Limit the drop-off times to the hours of operations (i.e. no late night or early morning drop-offs).

Staff also recommends:

- Rental vehicles should not be parked in any front, side, or rear yard setbacks.
- Protection of residential property requirements per 10-15-060, including:
  - "Where a commercial development adjoins any residential zone or residential use, there shall be provided along the adjoining property line a six (6) foot solid masonry wall".

Staff have reviewed the application against other conditional standards for review per 10-3-120 including:

- the use is compatible with the community commercial zone;
- the use is consistent with the General Plan; and,
- there are no known impacts that would require additional mitigation other than already mentioned.

Based on the information provided by the applicant and a review of the municipal code, the City Council's responsibility is to recommend approval, recommend approval with conditions, or deny the Conditional Use Permit.

If you have any questions feel free to contact us.



# Excavation Permit

"Exhibit B" Council 1/22/18

The Contractor Doing the Work Shall Secure the Permit.  
**Winter Permits are restricted October 15 to May 1**  
Public Works Department 435-336-5980  
[cityhall@coalvillecity.org](mailto:cityhall@coalvillecity.org)

- \*A SITE PLAN IS NOW REQUIRED FOR WATER, SEWER, AND CONCRETE WORK  
(Complete a drawing showing what work is to be accomplished.)
- \*A Traffic Control Plan is REQUIRED for all work performed in the Public Right of Way
- \*Storm Water PPP, and Insurance Certificate are now REQUIRED

<b>Application Fee:</b>	<b>\$50.00 (non- refundable)</b>
<b>Excavation Fees:</b>	<p>a) Per pothole utilizing soft dig methods: \$50</p> <p>b) ROW excavation: \$100 per site + \$0.50 per linear foot</p> <p>c) Asphalt cuts (including saw cuts or excavations, or potholing not with soft dig methods):</p> <ul style="list-style-type: none"><li>i. Asphalt &lt; 3 years old: \$500 + \$0.50 per square foot</li><li>ii. Asphalt 3 years old or older: \$250 + \$0.25 per square foot</li></ul> <p>d) ROW or Roadway crossings using no trench methods (i.e., boring with no asphalt cuts)</p> <ul style="list-style-type: none"><li>i. \$100 per crossing + \$0.10 per linear foot</li></ul> <p>e) Sidewalk, Curb and Gutter, misc. concrete:</p> <ul style="list-style-type: none"><li>i. \$100 plus \$0.15 per square foot</li></ul> <p>(All are Non- Refundable)</p>
<b>Bonding Requirements:</b>	<p>a) For all work in ROW:</p> <ul style="list-style-type: none"><li>i. Cash Bond \$1,500 for summer work; held by City and refundable 1 year after final inspection.</li><li>ii. Cash Bond \$2,000 for winter work; held by City and refundable 2 years after final inspection.</li><li>iii. For projects where surface repair is estimated to exceed \$2,000 a cash or surety bond for \$125% of the estimated cost is required.</li><li>iv. For utility companies with bonding in place; proof of that bonding and contractor's access to the bonding is satisfactory.</li></ul>
<b>Digging without a permit:</b>	Doubling of the original fee that would have been required.

**Required Attachments:**

- o Traffic Control Plan per MUTCD (by Permittee or Barricade Company)
- o Certificate of Insurance
- o Permit Bond
- o Site Plan
- o Road Closure Notifications
- o Storm Water PPP

**Total Amount Due:**

Date: 1/17/2018 Issue Date: \_\_\_\_\_ Permit # \_\_\_\_\_

Contractor doing the work: R&O Construction

Contact Person and Daytime Telephone: Ian Spent

Office Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

State Business License Number: \_\_\_\_\_

## OWNER OF PROPOSED WORK LOCATION

Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

## ADDRESS OF PROPOSED WORK: \_\_\_\_\_

Estimated Beginning Date: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

## TYPE OF WORK:

- ☐ Asphalt
- ☐ Concrete
- ☐ Electrical
- ☐ Park Strip Improvements
- ☐ Landscaping

- ☐ Approaches
- ☐ Curb and Gutter
- ☐ Sidewalks
- ☐ Plumbing-Wastewater
- ☐ Plumbing-Water

- ☐ Communications, CATV, Etc
- ☐ Driveway, New/Relocation
- ☐ Natural Gas
- ☐ Widen Existing Driveway
- ☐ Other: \_\_\_\_\_

## DESCRIBE WORK:

Construction at the Fairgrounds is currently too small for some of the equipment and materials. We are also running a new water line to a new building.

The side of the road has been opened up with new asphalt to be brought in and laid down in the spring. The water line is also being brought across Park Rd to feed the Community Center Building.

We would like to close the Park Road from 100 S to 200 E Park Road. Current construction conditions make it unsafe for through traffic.

Preapproval by Community Development for Landscaping and Park Strip Improvements:

By: \_\_\_\_\_ Date: \_\_\_\_\_

**CALL FOR INSPECTIONS FOR HOOK-UPS AND ROAD PATCHING GIVE 24 HOUR NOTICE— Public Works Department 435-336-5980**

I have read and understand the above requirements.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Approved By: \_\_\_\_\_ Date: \_\_\_\_\_



Google Maps



Imagery ©2018 Google, Map data ©2018 Google 100 ft

H-Rail

Construction Entrance

Road Closed Ahead Sign.

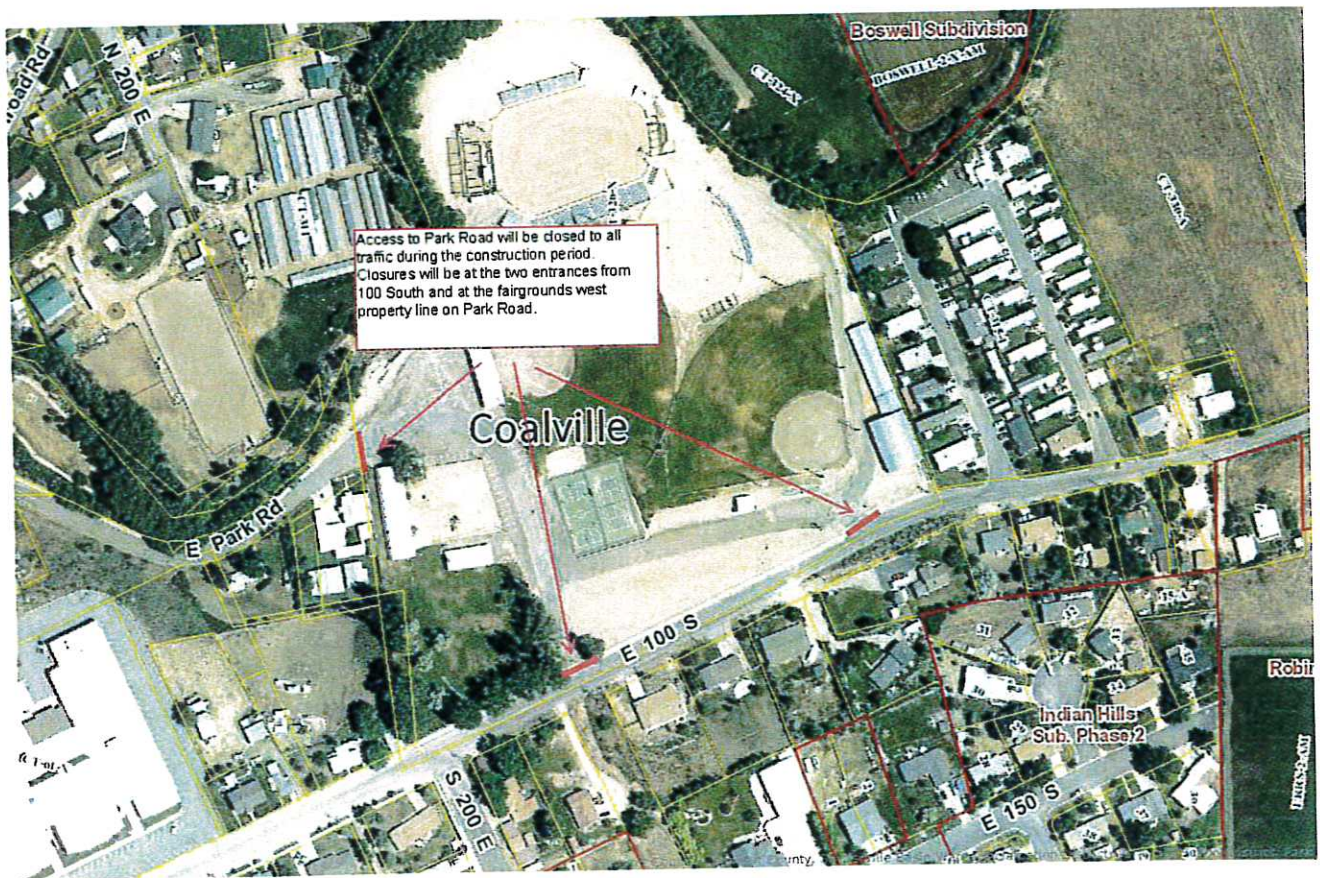
Construction Entrance Sign.





## ROAD CLOSURE NOTICE

Park Road in Coalville will be closed effective 8:00 am on January 17, 2018 and remained closed through the end of the Fairgrounds construction period, approximately July 17th. Access to the site will be from the road between 100 South and the ball diamonds. To learn more about the Summit County Fairgrounds Master Plan, visit [www.summitcounty.org/FairgroundsMasterPlan](http://www.summitcounty.org/FairgroundsMasterPlan). For construction, updates please follow Summit County on Facebook or Twitter.





Niki Sargent

"Exhibit C"  
Council 1/22/18

**From:** Katy La Pay <katylapay1@msn.com>  
**Sent:** Monday, January 22, 2018 2:39 PM  
**To:** cityhall@coalvillecity.org  
**Subject:** Road closure

Dear Coalville City, I am unable to attend tonight's meeting. Please only close the fairground road for the shortest time possible. I use the road 3x a week to go week physical therapy and the doctor's office when needed. The other 2 roads are too steep in bad weather.

Many drivers, in Coalville, do not have all wheel or four wheel drive.

Last week, I heard one of the school bus drivers say the buses do use the fairground road, in the snow and were worried about the closure. Can all our fire equipment drive up the alternative, steep roads, in snow or ice?

I thought the road closure was discussed during approval of the project? If there is no structure being built on the roadway and a water line does not take long to put in, please limit the time of closure.

Thank you,  
Katherine La Pay  
Coalville Resident

