

Planning Commission Chair:	Tim Petty
Planning Commission Vice-Chair:	Todd Burton
Commissioners:	Robert Guillier Scott Dixon Glen Woolsey
Secretary:	Crystal Western
City Council Representative:	Greg Johnson

UINTAH CITY
PLANNING COMMISSION MEETING
Thursday, July 26, 2016
7:00 PM



2191 East 6550 South – Uintah, Utah 84405

(801) 479-4130 Fax: (801)476-7269

Meeting Minutes

Meeting Called to Order by Tim Petty at 7:00 p.m.

Pledge of Allegiance led by Todd Burton.

Roll Call: Present - Tim Petty, Robert Guillier, Glen Woolsey, Todd Burton. Excused –Scott Dixon.

Declaration of Conflicts of Interest: None.

Attendees: Crystal Western, Lori Woolsey, Ernest Rowley, Jim Morkin, Gordon Cutler, Joshua Chapman, Camille Chapman, Dale Winterton, and Michelle Smith.

Agenda Items:

1. Public Comment (2 minutes per person) *(recording: 00:00:40)

- Jim Morkin: Mr. Morkin addressed the planning commission. He said that he lives in #35 at Cottonwood Estates. He said that as a resident, he just wanted to thank the Planning Commission and the City Council for all they've done for Cottonwood, and helping them get back on a contract where they're feeling pretty good again. He stated that it's still got a long way to go, but they're on the way up. He again said thank you.

2. Approval of minutes for the Planning Commission meeting held June 23, 2016. *(recording: 00:01:40)

Presenter: Tim Petty

- Tim Petty asked if there were any questions or comments on the minutes.
- Todd stated that he wasn't here, but it looked like a good set of minutes. Glen said he cannot comment because he wasn't here. Robert said they were fantastic.
- Todd Burton made a motion to approve the Planning Commission meeting minutes for June 23, 2016 as written.
- Seconded by Robert Guillier.
- All in favor, motion passed.

3. Discussion/Action on commercial business license application for Michelle Smith; Re- *(recording: 00:2:32)

Presenter: Michelle Smith

- Michelle Smith appeared before the Planning Commission. She said that the business will be called "Re-" or "Re-Love". She explained that it will be a business that will repurpose old items into upscale furniture and home décor. They are partnering with Park and Save by the Layton City landfill; they employ people with special needs and try to reduce the amount of items that go into the landfill. She said they will get items from estate auctions as well. They will reclaim furniture then repaint, repair, reupholster, redesign, renew, recycle, etc., to give items new life. She stated that there will also be a reclaim area in the store for unfinished projects for other people. The business will be located in the Winterton building, and Rich is her business partner.
- Tim clarified that there would be two employees. He then asked about them auctioning furniture; Michelle said their business won't hold auctions, they will just purchase items from auctions.
- Tim asked Michelle to go over what would be happening on location at the business. Michelle said there would be an area where they would sell paint and paint supplies, an area where they sell already upcycled items, and an area where they sell unfinished items for customers to upcycle themselves. They would also have an area with hardware

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that contained things like knobs and drawer runners for purchase. She explained that they will also have items that have been entirely repurposed as well, i.e. a light fixture made into a bird bath.

- Tim asked how much garbage will be generated. Michelle said they will be specifically picking out items to sell in the store, so they will never be picking up an entire estate where they'd have a lot of things to get rid of. Tim said that he was more concerned about if the location has a big dumpster and if it is accessible to a garbage truck. Michelle stated that if they had any items they could not sell and they needed to get rid of them the items would be re-donated to the Park and Save. Dale Winterton said there is already a dumpster in place at the building.
- Michelle stated that she brought Dale Winterton with her to give details about the building itself.
- Tim also asked if there was sufficient parking. Michelle said that they have 8 designated parking spots which should be enough. The only time she would anticipate needing more would be if they had a sale. If a sale were held, there is additional parking in the front as well.
- Todd said that she'd mentioned painting on the premises and reminded her that they'll need an inspection from the Fire Marshall and asked if they were scheduled to have one done. Michelle answered that it is scheduled and they just had to wait and have it done once the Planning Commission approves her application.
- Glen asked if the paint they would be using is low VOC and environmentally friendly. She stated that they use General brand and Annie Sloan brand chalk paints which are all environmentally conscientious. She said she would provide the commission with more information on the paint if needed. Glen asked if a second ventilation system would be required, and Michelle said it would not. She said that the paint does not require venting like spray paint or car paint would.
- Tim asked if there were any other concerns. Robert reiterated that they need to make sure they get inspected by the Fire Marshall.
- Todd Burton made a motion to approve commercial business license application for Michelle Smith, Re- with the following conditions:
 - One year review
 - Fire Inspection by the Fire Marshall required
- Seconded by Glen Woolsey.
- All in favor, motion passed.

4. Discussion/Action of Conditional Use Permit Application #2016-0199 for Joshua Chapman; The Chapman Shop located at 6797 S. 1800 E., Uintah. *(recording: 00:09:45)
Presenter: Joshua & Camille Chapman

- Joshua and Camille Chapman appeared before the Planning Commission. Josh explained they felt the camps have gone very well this year. Camille addressed each of the previously approved conditions with the Commissioners,
 - Outside operating hours must be within the parameters of 7:30am – 9:00pm: Camille said they stuck to the hours and made sure all the kids were inside by 9:00pm and they didn't go back out in the morning until well after 9:00am.
 - A student orientation is required in which students must be informed of the location of provided restrooms: Camille said they held an orientation where they went over safety regulations and rules, and the bathroom locations were covered as well.
 - No on street parking will be allowed: Camille said an e-mail was sent out informing camp participants they could not park on the street. She said they did have to ask a couple of people to move their cars, but it really wasn't an issue.
 - The number of students per camp will be restricted to a maximum of 15 students, with the ratio of 5 kids:1 adult: Camille said they stayed within the set parameters and didn't sign-up any more than 15 students.

- A food handler's permit will be maintained: Camille said she still has a current food handler's permit.
- No camp activities will take place in the street: Camille said nothing took place in the street this year.
- Storage areas will be kept off-limits to students: Camille said that the students were all informed of areas where they could and could not go.
- Clutter will be cleaned up, in compliance with the orders of the Fire Marshall: Camille said they had their inspection last Thursday, and they were found to be in compliance. She said that the Fire Marshall told them to take care of the weeds around the shop. Tim asked about fire extinguishers. Camille answered that the Fire Marshall requested they get smoke detectors and fire extinguishers, and cover all the outlets. She said they were told to be in compliance by Friday, and she said they will have it all done by then. She also said that the Fire Marshall stated he had no issues with students sleeping in the back yard, other than noise.
- All students are required to stay on-site at applicant's property while attending the camp: Camille said she had heard a couple of kids did leave the property. She explained that one family went to and from their van a few times, and their path took them right along the driveway and grass. At one time a student's ball rolled into a neighboring yard, so he went and got it. She said those are the only incidents she knows of and they really weren't problems.
- Camille also told the commission that she GRAMA requested the complaint letters from the last Planning Commission meeting. She and Joshua said they did not agree with the things in the letters from their neighbors, and they felt a lot of it was libelous and not true. There was much discussion about the letters and the neighbors' complaints. Tim told the Chapmans that this CUP has already been approved, so there is no benefit in discussing the letters or complaints at this time as these things were already addressed at the last meeting. Robert assured them that the complaints did not condition their thinking, if they had this CUP would not have been approved at the last Planning Commission meeting. He reminded them that the Planning Commission and the City have the responsibility to serve the community as a whole and that they are not against anyone. Glen also commented that they have to remember this is first and foremost a residential neighborhood.
- Tim asked the Chapmans to keep the discussion centered on any of the conditions for this CUP that they'd like to address and any changes they'd like to make. Glen stated that the Planning Commission has already approved this CUP and the conditions have already been set and he's not sure they should be already be asking for changes to those conditions.
 - The number of students per camp will be restricted to a maximum of 15 students, with the ratio of 5 kids:1 adult: Camille said that the one they'd most like to talk to the commission about is the number of students allowed at the camps. She stated that they are currently being allowed 15 students. She said that by including her own children, she has 5, they are really only being allowed 10 students at a time.
 - Tim explained that the way they came up with the number of 15 students with the ratio of 5:1 was that they modeled it after how the State would regulate a daycare. There was much discussion about what the State's in-home daycare rules are. Camille stated that in response to the last meeting when Scott said that 18 students is a classroom, she looked at H. Guy Child's and their classrooms have 21-32 in a classroom with 1 teacher. Josh said he wants his own children removed from the equation. The Chapmans said they felt that the number should be raised to 18-20 students. Camille reiterated that there are more adults at these camps than just she and Josh. Glen asked how involved the other parents are who are in attendance. Glen said that the adults need to be performing

supervisory duties not just passively attending. Tim said he wasn't very comfortable moving the number more than 15, maybe only up to 16-18. Robert said he was comfortable moving it to 18 students if that included the Chapman's own children.

- Outside operating hours must be within the parameters of 7:30am – 9:00pm: Camille informed the commission that the Weber County curfew is 10pm-5am. She said that in the summer it is still light outside at 9pm. They requested the time parameters be extended to 10pm to align with the Weber County curfew. She also asked if the Commissioners would reconsider letting them have students camp out in the backyard during their multi-day camps. Camille said that she had been unable to find a noise ordinance on file.
 - Tim told them that they have never cited a noise ordinance with a set decibel level, and that there are plenty of nuisance ordinances on file.
 - Robert Guiller said he visited the camp in person one night and approved of the way they were now running the camp. He said he would approve of extending the hours to 10pm.
 - Todd asked the Chapmans to clarify when the camps are held and they responded that they are held on the weekends. This year they have 4 that are Thurs-Sat, and 2 that are on Saturday. They said that next year they are only planning on holding 4 camps total. Todd said that on a weekday some neighbors might need to get up really early. Joshua said they'd spoken to their next door neighbor who does get up early, and the neighbor is fine with the camps as long as they don't show a movie. Todd said that he thinks it should stay 9pm on Thursday nights because it is a week night.
 - Camille said that if sleeping in the back yard is still not an option they will just have them all sleep in the house. However, she said she feels like if the student's parent is willing to stay the night as well that overnight tent camping should be allowed. Josh said that they could be very strict and tell the students and parents that no noise, even chatting, was allowed after 10pm. Tim said if outdoor tent camping was allowed it should be allowed only under adult supervision. Robert said that sounded reasonable to him.
 - Todd suggested they find another location to hold these camps, then that would get rid of the overnight camping concerns.
- Todd commented that this is a very atypical CUP and therefore ought to remain on a short review cycle.
- Glen Woolsey made a motion to re-approve CUP #2016-0199 with the previously approved conditions and including the following amended conditions:
 - 1 month review
 - With the next review at the 08/23/16 Planning Commission Meeting
 - Outside operating hours must be within the parameters of 7:30am – 9:00pm
 - Hours will now be 7:30am-9:00pm on weekdays
 - Hours will now be 7:30am-10:00pm on Fridays
 - Outdoor backyard sleeping will be permitted for overnight camps
 - Only permitted inside a tent,
 - Parental supervision is required in each tent
 - There must be strict adherence to quiet hours, begin at 10pm
 - A student orientation is required in which students must be informed of the location of provided restrooms
 - No on street parking will be allowed
 - The number of students per camp will be restricted to a maximum of 15 students, with the ratio of 5 kids:1 adult
 - The number of students per camp will now be restricted to a maximum of 18 students, including the Chapman's own children

- A food handler's permit will be maintained
- No camp activities will take place in the street
- Storage areas will be kept off-limits to students
- Clutter will be cleaned up, in compliance with the orders of the Fire Marshall
- All students are required to stay on-site at applicant's property while attending the camp
- Seconded by Robert Guiller.
- All in favor, motion passed.

5. Discussion/Action on final plat application for Keith Vanderhout; Cottonwood Estates located at 975 E. 6600 S., Uintah. *(recording: 00:48:50)

Presenter: Ernest Rowley

- Ernest Rowley with Landmark Survey attended the meeting on Keith Vanderhout's behalf.
- Tim informed everyone that this item had been forwarded to the City Council at the last Planning Commission meeting, but at that City Council meeting it was sent back to the Planning Commission due to issues they had with the recreation areas, specifically access to the areas. Tim read aloud article F of the ordinance, "Recreation Requirements: A minimum of 8% of the gross site shall be reserved for recreational development. These facilities and areas shall be designed with trees, grass, benches, equipment, etc. in relationship to park residence. Provisions of separate adult and tot lot recreation areas are encouraged. The recreation area designed shall be subject to the Planning Commission approval".
- Updated plans and photographs of the area in question were displayed. He pointed out the 9 new lots. He also explained that only 8 new lots were approved at the last meeting. However this drawing shows that lot 10 has been turned into additional parking which Tim really likes.
- There was much discussion, with references to the plans and photos, about what areas will be left for recreation and what any issues with these areas might be.
- Jim Morkin mentioned that the emergency vehicle access had been blocked by trees. Ernest responded that they are going to be trimmed to allow future access.
- Tim said that some of the City Council members were concerned if the remaining recreational area would meet the 8% requirement. Tim said he had taken measurements and done the math, and the area is well over 15%. Therefore, Tim stated that the amount of recreational space is not an issue.
- Tim said that since the ordinance states that the landscaping and design is subject to the Planning Commission's approval they should spend some time discussing that. Photographs of the areas showing trees that will be removed and areas that will be changed were reviewed. There was discussion about what trees will need to be removed. Tim suggested that to make up for the trees that are being taken out, new trees should be planted and park benches should be added. Jim Morkin added that some of those big trees have shallow roots, and it is very windy here in Uintah, so removing them is actually beneficial for the resident's safety.
- Tim said that a resident, #22, had contacted him with concerns that their trailer would be blocked in. Tim said that there seems to be multiple options to get trailers out of the middle section if needed and he didn't see this as an issue.
- Ernest told the commission that Cottonwood had hired a new maintenance employee, so the recreational property should now be being maintained and kept in much better condition.
- Todd Burton made a motion to approve the final plat application for Keith Vanderhout, Cottonwood Estates located at 975 E. 6600 S., Uintah, with following conditions:
 - Trees will have to be removed to accommodate new lots 1-9. The same number of trees that are removed will need to be replaced elsewhere on the remaining recreational areas.

- Tree type is not specified
- The Cottonwood HOA will decide where those trees will be, and the trees are to be planted next year in 2017.
- Benches will be added to the remaining recreational areas as follows:
 - 2 benches in area A
 - 1 benches in area B
 - 2 bench in area C
- The recreational areas will generally be kept nicely landscaped
- Seconded by Robert Guiller.
- All in favor, motion passed.

6. Discussion/Action on Preliminary Plat Application for a flag lot for Doug Crofts; Teena Crofts Trust located at approximately 6778 S. 2125 E., Uintah. *(recording: 01:09:00)

Presenter: Rocky Crofts

- Rocky Crofts sent an e-mail to Uintah City stating that they'd sold the property and would no longer be pursuing the flag lot on this property.
- The Planning Commission reviewed the letter and agreed to remove this item.

7. Commissioner's Responsibility Reports and follow-up from previous meeting. *(recording: 01:09:15)

Presenters: Tim Petty

- CUPs – Robert Guiller
 - Nothing to report.
- Commercial Building – Scott Dixon
 - Excused from this meeting.
- Training – Glen Woolsey
 - Nothing to report.
- Nuisance – Todd Burton
 - Nothing to report.
- Other – Tim Petty
 - Tim explained that he is still working on the updates to the Site Plan Approval Process and the Kennel Permit Ordinance, and he will present them to the commission at a future meeting when they are completed. He also stated that he is continuing to work on the general plan.

8. Meeting adjourned. *(recording: 01:09:50)

- Glen Woolsey made a motion to adjourn the Planning Commission meeting for July 26, 2016 at 8:15 p.m.
- Seconded by Todd Burton.
- All in favor, motion passed.

APPROVED by the Planning Commission this 23 day of August, 2016.



Planning Commission Chair