

**PRICE CITY PLANNING AND ZONING MEETING
MINUTES OF MARCH 21, 2011**

PRESENT: Commissioners:

Erroll Holt

Judy Beacco

Wayne Clausing

Rick Davis

Nick Tatton, Community Director

Laurie Tryon, City Recorder

EXCUSED: Commissioner Sacco, Chairman Bruno, Commissioner McEvoy and Commissioner Richens

OTHERS PRESENT: Chris Layton, Nick Holt, Ryan Meyring and Collin Faucett

1. MINUTES of March 7, 2011

MOTION. Commissioner Davis moved to approve the minutes of March 7, 2011 as read. Motion seconded by Commissioner Clausing and carried.

2. PUBLIC COMMENT ON AGENDA ITEMS-No public comment was received

3. GENERAL BUSINESS:

PROPERTY MAINTENANCE COMMITTEE- Update regarding project status.

Nick Tatton stated that the Property Maintenance Committee met again and decided on four (4) sections of language from the Property Maintenance Code for potential implementation into the Price City Code. He stated that in the near future, a draft list of items would be sent around for review and possible approval into the Price City code.

4. HB 197. Review and discussion regarding HB 197 status after legislature closing.

Nick Tatton reported that the HB197 bill was never acted upon.

5. CONDITIONAL USE PERMIT AND LAND ASSEMBLY PLAT DEVELOPMENT. Consideration and possible approval, concept and preliminary and staff authorization to complete final approval, new development construction, approximately 250 East 1300 South, Holt Properties, Commercial 1 and Manufacturing 1 zoning district(s) and consideration and possible approval for a land assembly plat at approximately 250 East 1300 South for Holt Properties. (agenda items were combined in one motion).

A Conditional Use Permit (CUP) application and a lot assembly application were submitted by Holt Properties (Codale Electric) Mr. Jay R. Holt (Ryan Myring local business manager) for development of a commercial building at approximately 250 East 1300 South located within both the Manufacturing 1 (M1) zoning district and the Commercial 1 (C-1) zoning district. The development will consist of professional office space, warehousing and sales. The land use may be permitted by CUP under Section 11.3.9.3 of the Price City Land Use Management and Development Code (Code), Wholesaling and Warehousing – Electrical Goods, and the new plat is referenced in Section 11.3.11.1 of the Code. The proposed development is consistent with the Price City General Plan and a pre-application meeting has been held with service providers and city staff. No variances or other easements, encroachments or permits are known to be needed. Nick Tatton stated the plat had been reviewed and approved by the County Recorder and City Engineer and a copy provided to the commissioners in their meeting packets for review.

Commissioner Davis asked whether a fence was going to be placed between adjoining properties. Chris Layton stated that a 6' precast concrete fence would be installed extending to enclose the rear yard and both sides of the property. Commissioner Davis asked if the company would have any hazardous materials stored on sight. Mr. Layton stated that they would not store hazardous materials.

Commissioner Davis asked if the adjoining dirt road off of Highway 10 was a private road. Mr. Layton stated that the road between the used car lot and Basso's new car lot was owned by Sheldon Hansen. He stated that he understood that Mr. Hansen owns and maintains the road and allows adjoining businesses to use the road for access. He stated that the north road by U.S. Welding is also a private road. Nick Tatton stated that the City does not maintain private roads, but does maintain the road next to the Indian Trailer Court adjoining the other side of the used car lot property. Mr. Tatton stated that the water and sewer lines were also private. He stated that a fire hydrant had already been worked out with the Price City utility and fire department for water capacity as well as the new buildings needs.

Commissioner Clausing asked whether or not street lights would be added around the new building or the private street to the building. Nick Holt stated that Codale would be fine adding a LED street light to light up the road and the property. He stated that they planned on placing site lighting and parking lot lights for the new building. Mr. Holt stated that plans were to work with Tony Basso to fix the road keep up with maintenance. He stated that he would like to see all of the traffic moved to the road between the old and new car lots but the road would need a lot of work to get to that point.

Councilmember Davis declared that he works for Tony Basso as manager of the Basso safety program.

Chairman Holt stated that curb and gutter were listed on the site plan but he did not see where a sidewalk was required. Nick Tatton stated that because the road was privately owned, a sidewalk was not required. He stated that they could add one by choice but it was not required from the City at this time unless the it was improved to city standards in the future then it may become an issue which may happen if the City is asked to take over the private road. He stated that the existing curb on Tony Basso's property would be extended. Nick Tatton stated that because the commercial building was in a commercial/industrial zone, adjoining neighbors were not required to be notified of the new development because it is permitted in that zone.

Site and Plat Comments Included:

- New building will consist of office space and warehouse space;
- Minimum of 21 parking spaces needed, 21 spaces are represented on the site plan (8 corresponding to the warehouse space and 13 corresponding to the office space).
- Landscaping locations indicated comply with the minimum 5% requirement;
- Storm drainage is indicated on the site plan;
- Curb and gutter is indicated on the site plan, but no sidewalk. This is a commercial and industrial zone and the sidewalk may be considered for development at the time the area develops sidewalk. **Specific approval of the site plan without the sidewalk will be required.**
- The combining of the parcels (H-2 and H-3) will co-locate the development in the M-1 and C-1 zoning district(s), however the remaining parcel (identified as H-1) on the plat will entirely located in the M-1 zoning district and therefore not subject to the minimum lot size requirement (3/4 acre) of the C-1 zoning district. The resulting combined lot will be 72,278.4 square feet (1.659 acres) and the remaining lot will be 32,000 square feet (.734 acres).

The following documents were provided to the commission:

- Lot assembly plat design
- Site Plan
- Floor Plan
- Mail Level Plan
- Upper Level Plan
- Building Elevations
- Vicinity Map

- Drainage Report
- Environmental Review
- Copy of Notes from Pre-Application Meeting

Several items that remain to be addressed prior to final approval include:

- * Inclusion of dumpster location, parking lot lighting and fencing details on the final site plan;
- * Written confirmation of utility connectivity and capacity;
- * Geotechnical study completed and submitted to the Price City Engineer;
- * Infrastructure development agreement completed between development and Price City Public Works, if required by Public Works. Since the road is a private road, improvements may not be subject to the development agreement;
- Sign plan submitted to Price City Planning Department for review and approval prior to sign installation;
- Written confirmation that the private road will be maintained open to the site for emergency services access, this should be recorded onto the property record with the new plat.
- Procurement or transfer of the existing Carbon County issued business license to Price City.
- * Confirmed and completed after staff report completed and prior to this meeting.

Staff recommended providing concept and preliminary approval at this time and to further recommend that authorization and authority for staff to complete final approval and notify the Planning Commission and City Council upon completion of final requirements by the applicant. Staff included for final review to be the Public Works Director, City Engineer and Community Director. **MOTION.** Commissioner Davis moved to recommend the Price City Council provide concept and preliminary site plan approval for the Wholesaling and Warehousing land use, as allowed by Conditional Use Permit (CUP) in Section 11.3.9.3 of the Price City Land Use Management and Development Code (Code) and to recommend the Price City Council provide final approval of a land assembly plat, also known as a lot line adjustment plat affecting parcels #01-2327-0001 consistent with Section 11.3.11.1 of the Price City Land Use Management and Development Code (Code) subject to the following conditions of approval. Motion seconded by Commissioner Clausing and carried.

- a. Completion of a lot assembly plat effectively combining lots identified as H2 and H3 to accommodate the site development finding that properly prepared and recorded land records mitigate confusion as it relates to the permanent land records;
- b. Submission of final site plan with all included elements to include dumpster location, parking lot and yard lighting, fencing type and size finding that detailed and complete site plans mitigate potential discrepancies and misunderstandings regarding development of property within Price City;
- c. Completion of a development Agreement with the Price City Public Works Department for all public infrastructure, if needed, finding that properly developed public infrastructure protects the long-term interest of the community;
- d. City Engineer review and concurrence with all recommendations stemming from the review of the geotechnical study and the storm water management plan finding that development consistent with qualified geotechnical and storm water management plans provide the basis for long term quality development and protects the health, safety and welfare of persons in the community;
- e. Completion of the Price River Water Improvement District (PRWID) waste water survey and compliance with recommendations stemming from the survey finding that development that protects the waste water system in the community mitigates impacts on the system including costly system upgrades and repairs;
- f. Submission of utility provider comments indicating ability to service the contemplated

- development and capacity to serve the contemplated development finding that sufficient utility capacity for development protects the health, safety and welfare of the community;
- g. Submission of building and property signage designs and plans to the Price City Planning Department for review and comment and compliance with all sign installation directions provided stemming from the review finding that reviewed and approved signage promotes signage consistency in the community and increased commercial activity;
- h. Procurement of a Price City Building Permit and submission of building plans to the Price City Building Department for review and approval and construction under the supervision of the Price City Building Inspector finding that development and construction consistent with adopted building codes protect the health, safety and welfare of the community;
- i. Procurement and/or transfer of operation business license to Price City at or prior to occupancy and operation from the site finding that properly licensed businesses improve the economic condition within Price City and protects the health, safety and welfare of the community;
- j. Review and recommended approval of the proposed plat by the Price City Engineer finding that properly review and approved plats and land records mitigate the potential for confusion of land records;
- k. Review and recommended approval as to form of the proposed plat by the Carbon County Recorder finding that that properly review and approved plats and land records mitigate the potential for confusion of land records;
- l. Submission of a large mylar plat, as recommended for approval, for signatures of Price City parties, finding that properly completed plats and signatures provide a clear record of property transactions and mitigate future potential confusion relating to land records.
- m. Inclusion of written confirmation that the 50' access road fronting the site and leading west and also leading east and south remain open for emergency service access to the site at all times in perpetuity be recorded with the plat finding that

ACCEPTANCE: The Commission confirmed that the applicant, applicants agents and representatives, are aware of the conditions of approval of the land assembly plat and development approval conditions, understand the conditions of approval and intend to comply with the conditions of approval.

6. UNFINISHED BUSINESS:

- a. Group Home updates will be on the upcoming meetings in April 2011.
- b. Bryner House Museum plat will also be coming up on next agenda

Meeting adjourned at 6:39 p.m. pursuant to a motion by Commissioner Davis.

APPROVED: _____
Vice Chairman, Erroll Holt

ATTEST: _____
City Recorder, Laurie Tryon