

MINUTES OF A REGULAR PLANNING COMMISSION MEETING HELD SEPTEMBER 10, 2020, HELD ELECTRONICALLY THROUGH ZOOM VIDEO COMMUNICATIONS THE MEETING ID: 843-2549-4251 PASSWORD: 047350. HYRUM CITY HELD THIS MEETING ELECTRONICALLY IN COMPLIANCE WITH UTAH GOVERNOR GARY HERBERT'S EXECUTIVE ORDER TO SUSPEND THE ENFORCEMENT OF PROVISIONS OF UTAH CODE 52-4-207, AND RELATED STATE AGENCY ORDERS, RULES AND REGULATIONS, DUE TO INFECTIOUS DISEASE COVID-19 NOVEL CORONAVIRUS.

ANY MEMBER OF THE PUBLIC HAD THE OPPORTUNITY TO REMOTELY OBSERVE THE MEETING OR COMMENT DURING THE PUBLIC HEARING ELECTRONICALLY THROUGH ZOOM VIDEO COMMUNICATIONS WITH THE FOLLOWING LINK: <https://us02web.zoom.us/j/84325494251?pwd=RWh3YmQxbUR2dXBmVjdTbEhqbXQyZz09>

CONVENED: 6:34 P.M.

CONDUCTING: Chairman Brian Carver

PRESENT: Chairman Brian Carver, and Commissioners Kevin Anderson, and Angi Bair.

EXCUSED: Commissioners Blake Foster, Terry Mann and Alternate member Paul Willardson

CALL TO ORDER: There being 3 members present and 3 members representing a quorum, Chairman Brian Carver called the meeting to order.

OTHERS PRESENT: Zoning Administrator Matt Holmes, City Administrator Ron Salvesen and 10 citizens. Deputy Recorder Diane Woolstenhulme recorded the minutes.

APPROVAL OF MINUTES:

The minutes of a regular meeting held on August 13, 2020 were approved as written.

ACTION **Commissioner Kevin Anderson made a motion to approve the minutes of August 13, 2020 as written. Commissioner Angi Bair seconded the motion and Commissioners Anderson, Bair, and Carver voted aye.**

AGENDA APPROVAL:

A copy of the notice and agenda for this meeting was EMAILED to The Herald Journal, posted on the Utah Public Notice Website and Hyrum City's website, mailed to each member of the Planning Commission,

and posted at the City Offices more than forty-eight hours before meeting time.

ACTION

Commissioner Angi Bair made a motion to approve the Agenda for September 10, 2020 as written. Commissioner Kevin Anderson seconded the motion and Commissioners Anderson, Bair, and Carver voted aye.

6. PUBLIC HEARING:

A. To receive public comments regarding a proposed Concept Plan for a Planned Unit Development in Mountain View Estates for 84 townhomes, 36 twin homes, and 154 single family lots ranging from lot sizes 5,200 feet to 11,780 feet on 57 acres located at approximately 500 South to 650 South between 1170 East and 1600 East.

7. SCHEDULED DELEGATIONS:

- A. Neighborhood Housing Solutions - To request Concept Plan approval for a Planned Unit Development in Mountain View Estates for 84 townhomes, 36 twin homes, and 154 single family lots ranging from lot sizes 5,200 feet to 11,780 feet on 57 acres located at approximately 500 South to 650 South between 1170 East and 1600 East.
- B. Kartchner Homes - To request an amendment to revise a portion of the Elk Mountain development to change 19 single family lots to allow for 40 townhomes.
- C. Western Dairy Transport - To request site plan approval of a truck cleaning facility located at 646 West 700 North.
- D. Stott and Thacker - To request approval for an online shopping fulfillment center to be located in the Sunray Properties building unit 5 at 40 West 300 North.
- E. Metalman Welding - To request approval for a metal fabrication welding shop to be located in the Sunray Properties building unit 1 at 40 West 300 North.

8. OTHER BUSINESS:

9. ADJOURNMENT

PUBLIC HEARING:

TO RECEIVE PUBLIC COMMENTS REGARDING A PROPOSED CONCEPT PLAN FOR A PLANNED UNIT DEVELOPMENT IN MOUNTAIN VIEW ESTATES FOR 84 TOWNHOMES, 36 TWINHOMES, AND 154 SINGLE FAMILY LOTS RANGING FROM LOT SIZES 5,200 FEET TO 11,780 FEET ON 57 ACRES LOCATED AT APPROXIMATELY 500

SOUTH TO 650 SOUTH BETWEEN 1170 EAST AND 1600 EAST.

ACTION Commissioner Angi Bair made a motion at 6:40p.m. to open the Public Hearing to receive public comment regarding a proposed Concept Plan for a Planned Unit Development in the Mountain View Estates for 84 townhomes, 36 twin homes, and 154 single family lots ranging from lot sizes 5,200 feet to 11,780 feet on 57 acres located at approximately 500 South to 650 South between 1170 East and 1600 East. Commissioner Kevin Anderson seconded the motion and Commissioners Anderson, Bair, and Carver, voted aye.

Troy Kartchner inquired about slides and pictures available to see the proposed development.

Zoning Administrator Matt Holmes shared a layout of the development. Josh Runhaar explained the layout of phases 1, 2 and 3 that are completed to date, with the revised layout of the proposed development.

Mr. Kartchner stated that this is a well layed out plan however stated the market at this time is going towards town homes as a more affordable alternative. The town home has replaced the starter home. Smaller homes and town homes are the more affordable for the general public and the city needs to accommodate with more town homes and homes on smaller lots.

Mr. Runhaar responded to questions on the chat. Sweat equity will still be 65% of the homes, the town homes and twin homes will also be built with sweat equity. Some homes will be slated for senior development.

Barbara Shidler inquired about fees for the clubhouse.

Mr. Runhaar stated that there will be a HOA tiered fee for those living in the townhomes and the twin homes that will be paid into the tier 1 HOA and rest of the development will have an option to pay into the HOA and have use of the clubhouse. Those who choose not to pay into the HOA will have a fee to use the facility.

Hannah Olson inquired about the roads connecting to the neighborhood. She expressed concerns about the safety of the roads and if there will be expansion, additional signage, and parking.

Zoning Administrator Matt Holmes stated that the plan is to build out 6200 South in order to accommodate the increase in traffic.

Hammer Road will not accommodate parking due to the width of the road allowing farm equipment and additional traffic to flow safely. He also stated that there is plans in the future with additional development to expand the road allowing for street parking.

Ms. Olson requested additional speed limit signs due to additional traffic for the safety of the neighborhood along Hammer Road. Mr. Salveson stated that the city will look into additional signs.

Ms. Shidler inquired about the proposed expansion of 6200 South.

Mr. Runhaar stated that the expansion of 6200 South is in the future plans of the development, this development is slated for 8-10 years.

ACTION

Commissioner Kevin Anderson made a motion to close the public hearing at 6:58 p.m. Commissioner Angi Bair seconded the motion and Commissioners Anderson, Bair, and Carver voted aye.

SCHEDULED DELEGATIONS:

NEIGHBORHOOD HOUSING SOLUTIONS - TO REQUEST CONCEPT PLAN APPROVAL FOR A PLANNED UNIT DEVELOPMENT IN MOUNTAIN VIEW ESTATES FOR 84 TOWNHOMES, 36 TWINHOMES, AND 154 SINGLE FAMILY LOTS RANGING FROM LOT SIZES 5,200 FEET TO 11,780 FEET ON 57 ACRES LOCATED AT APPROXIMATELY 500 SOUTH TO 650 SOUTH BETWEEN 1170 EAST AND 1600 EAST.

Josh Runhaar and Michael Taylor representing neighborhood housing solutions explained the concept plan for the Mountain View Estates.

Mr. Runhaar explained that they are finding that the market does not support the original concept plan, the market is supporting greater diversity and demand for smaller lots. He stated that developers and cities cannot afford the infrastructure and maintenance of larger lots. There are four different housing products that they are finding will meet the demands of the public. In the layout it accommodates for additional green space, pocket parks and trail alleys to accommodate interlinking of the developments.

Commissioner Bair asked about the size of the lots for the single family homes.

Mr. Runhaar stated they are ranging from 5200- 8500 square feet with a 70 foot frontage with full set backs on each side with plans

for skinnier homes with rear garages. There are 20 new house plans in the development stage.

Commissioner Carver inquired about the elevation of the homes.

Mr. Runhaar stated that these house plans are still in the development stage and will have an answer in the near future. Mr. Runhaar stated that there will be 3 facades to each home style, and this will leave more flexibility to the buyer.

Commissioner Carver asked Mr. Taylor about the landscaping. He stated that they are working on the landscaping. Commissioner Carver stated for a concept plan the commission will require specifics on landscaping including materials.

Commissioner Anderson expressed concerns that the city has not addressed the impact to the city in regards to the east side of the city. He expressed concerns of the impact on Hammer Road and 650 south should be developed before approval of concept plans. The city should look into a light on 300 South and Hwy 165 due to additional traffic with the area no longer being considered rural and the city needs to look at the impact on the infrastructure as it pertains to schools, roads, additional traffic and Blacksmith Fork Park. He stated that the city council should consider these issues before allowing future development on the east side and should consider development of the west side of the city.

Commissioner Anderson stated that Hammer Road has not been development. The city and the developer need to work together for the betterment of the community.

Commissioner Bair inquired about the beginning of building of these phases.

Mr. Runhaar stated there are 4 lots still available in phase 1-3. He stated that there are 8 lots that will be developed in the next year and will be out of lots without additional phase approvals.

Commissioner Anderson stated that without the proper infrastructure it adversely impacts the present homeowners and the city needs to do their portion to accommodate the infrastructure without additional impact on current homeowners. Commissioner Anderson inquired on the timeline for green space.

Mr. Runhaar stated that they will need to put together a phase plan, he anticipates that these phases will take approximately 10 years. He anticipates some of the green phases should be complete

by the end of 2022 or beginning of 2023.

Commissioner Carver inquired of Mr. Holmes and Mr. Salvesen concerning the code requiring elevation and landscape plans for concept approval and if the commission can continue with approval without specifics on these issues.

Mr. Taylor stated that he can have the landscape plan specifics quickly and Mr. Runhaar stated that they can also have preliminary elevation plans in the near future.

Zoning Administrator Matt Holmes asked if the landscape plans will be similar to the present plans.

Mr. Runhaar stated there will be additional planting beds and less grass in the new phases. Parks will be similar to present and he hopes to have a dialogue with the city to see what the city would like to see and the plan is to develop the pocket parks and eventually turn those over to the city.

Commissioner Anderson inquired if the city knew of the intentions to turn the pocket parks over to the city.

Mr. Runhaar stated that this has been the conversation with Mr. Salvesen and Holmes.

City Administrator Ron Salvesen stated that the city will require playground equipment in the open space parks.

Commissioner Carver stated that they may give approval on the concept plan with the recommendation that these issues be addressed and that future plans be on a phase by phase development.

Mr. Runhaar stated that he would like to be able work with the city and develop the open spaces to the city's needs. Mr. Runhaar stated that the clubhouse and townhomes will all remain on private property and thus will not be a responsibility of the city. The 3 pocket parks will be the issue of turning over to the city there will be approximately 1.7 acres.

Commissioner Carver stated that he had no issues accepting the concept plan if the developer continues having open dialogue with the city on the issues.

Commissioner Anderson stated that he has no issue if the developer continues to deal with issues of sidewalks, automated sprinkler systems, green spaces and playground equipment and has these items

addressed before the site plan approval. Commissioner Bair agreed.

Commissioner Bair inquire if the architectural plan was sufficient for concept plan approval. Mr. Runhaar stated that the plan will be consistent with the current phases with the addition of change in the facades and variety of the homes.

Commissioner Carver stated additional plans that will need to be provided have specific architectural plans, landscape plan and elevation plan.

City Administrator Ron Salvesen stated that more detailed plans be available by the preliminary plat phase.

Mr. Runhaar stated that he will have specific plans available at the preliminary plat phase.

ACTION

Commissioner Kevin Anderson made a motion to recommend Concept Plan approval for a Planned Unit Development in Mountain View Estates for 84 townhomes, 36 twinhomes, and 154 single family lots ranging from lot sizes 5,200 feet to 11,780 feet on 57 acres located at approximately 500 South to 650 South between 1170 East and 1600 East with the following conditions: elevations examples be provided at the preliminary plat phase, architectural plan and green space landscaping plan all be available at the preliminary plat phase and recommend city council review city infrastructure and the city will accept the liability without the infrastructure not currently in place, Commissioner Angi Bair seconded the motion and Commissioners Anderson, Bair, and Carver, voted aye.

KARTCHNER HOMES - TO REQUEST AN AMENDMENT TO REVISE A PORTION OF THE ELK MOUNTAIN DEVELOPMENT TO CHANGE 19 SINGLE FAMILY LOTS TO ALLOW FOR 40 TOWNHOMES.

Troy Kartchner and Dan Larsen presented the plan for the change of 19 single family homes to 40 townhomes. Mr. Kartchner stated that they are proposing an amended change to the current plat.

Mr. Kartchner stated that with the amendment there is the issue of green space and common area. With the addition of the townhomes this will eliminate additional green space.

Mr. Kartchner stated that they will contribute \$2000 per unit for a total of \$80,000 to the expansion of Blacksmith Fork Park to accommodate for the loss of green space. He stated that the

townhomes will have a full depth driveway and will be similar to present townhomes they have built in the area. Townhomes will be 1550-1700 square feet with 3 bedroom 2.5 bath and fully landscaped similar to the present round-a-bout townhomes.

Dan Larsen stated that the lots will remain the same converting single family into townhomes.

City Administrator Ron Salvesen asked Matt Holmes to address the issue of the sewer lift station.

Zoning Administrator Matt Holmes stated that this issue will need to be addressed. The area is presently designed to flow to the lift station in the non-profit and then pressurized back out to the main system with the addition of 30 units the city needs to address if the lift station is adequate to handle additional units.

Commissioner Bair commented that this is an issue with the approval of additional units to the non-profit development. Mr. Holmes stated that the non-profit will need to build additional sewer lines from 700 South to 6200 South.

Dan Larsen stated that with the addition of the townhomes they are decreasing the amount of sewage going into the sewer lines, lines are deep enough to handle the gravity flow back into the lift station. Commissioner Carver requested Mr. Larsen show the construction documents showing the calculations of the flow into the sewer system.

Mr. Larsen stated that the construction documents are in the design stage.

Commissioner Carver stated that these documents will need to be provided for city works approval.

Commissioner Anderson stated that he appreciates the offer to improve Blacksmith Fork Park and the monies need to be spent on the improvements and build-up of the park to the benefit of the citizens. Commissioner Anderson stated that infrastructure needs to be placed on the developers.

City Administrator Ron Salvesen stated that there should be tracking showing that the Kartchner donation is used on the Blacksmith Fork Park and that a 2.3 million dollar expansion project is underway on the park and JBS has donated 1.7 million dollars to the improvements in the city and parks. Mr. Salvesen stated in relation to improvements to Hammer Road there are state

laws that require certain needs and the city cannot require additional improvements above those requirements.

Commissioner Carver stated that there needs to be a way to recoup costs through impact fees.

ACTION

Commissioner Angi Bair made a motion to recommend approval for an amendment to revise a portion of the Elk Mountain Development to change 19 single family lots to allow for 40 townhomes with the following conditions: Kartchner Homes donate \$2000 per unit totaling \$80,000 to the improvement of Blacksmith Fork Park to be used in addition to what has been budgeted for improvements, Matt Holmes will update the City Council on the lift station to be sure to meet city needs, Commissioner Kevin Anderson seconded the motion and Commissioners Anderson, Bair, and Carver voted aye.

WESTERN DAIRY TRANSPORT - TO REQUEST SITE PLAN APPROVAL OF A TRUCK CLEANING FACILITY LOCATED AT 646 WEST 700 NORTH.

Justin Campbell, architect for the project presented information on the facility.

Mr. Campbell updated the commission about the lighting plan. Mr. Campbell stated that the lighting would be dark sky compliant.

Zoning Administrator Matt Holmes presented the utility plan and stated that the city is working with Agua Engineering on the outflow of the plant to ensure that it does not overwhelm the strength allowed in the city sewer system.

Commissioner Carver stated that this is an Industrial area and requires minimal landscaping, however inquired on the landscaping to be done in the area. Mr. Campbell commented that along 700 North there will be a buffering zone. The entire project has been pushed North allowing the area for planting of trees and shrubs along the road.

Commissioner Carver inquired about a temporary drip system for the area to ensure growth of the trees and shrubs. This can be done through the culinary line. This will need to be a condition of approval of the project.

Mr. Campbell addressed the issue of the retention ponds. The ponds will only be used for storm water. Mr. Campbell presented drawings

showing the sewer lines that collect the interior drainage from the wash bays and restrooms showing what is being collect from the bays will not be discharged into the sewer system and the flow will go to the north to the retention ponds.

Commissioner Anderson asked where West Point Dairy is currently washing trucks.

Mr. Campbell stated that the Dairy is a separate entity and he could not answer the question.

City Administrator Ron Salvesen stated that he does not believe trucks are currently be washed at the Dairy.

Commissioner Anderson stated his concern is discharge volume and quality of discharge where this is a new process there may be questions at a later date.

City Administrator Ron Salvesen stated that sewer manager Kevin Maughan has been involved in the discussions and will have a sampling area and monitoring of the system.

Commissioner Anderson asked if a risk analysis has been down to date.

Zoning Administrator Matt Holmes stated that this has not been done, however Kevin Maughan has signed off on the project. The city has provided a chart showing the limits of discharge allowed and stated that a schedule will need to be done for cleaning of separators and maintenance not to overwhelm the system. Commissioner Anderson recommended that a risk analysis be conducted.

Commissioner Bair clarified the landscaping along the bobtail parking. Shifting the project North allows for the landscaping in this area.

ACTION

Commissioner Kevin Anderson made a motion to recommend Site Plan approval of a truck cleaning facility located at 646 West 700 North. Conditions: Discharge into the domestic sewer may not be of poor quality similar to household sewer waste, retention pond shall only be used for storm water run-off, no on street parking on 700 North, A temporary irrigation system installed till trees and shrubs are established, recommend a Risk analysis be done pertaining to waste quality, Commissioner Angi Bair

seconded the motion and Commissioners Anderson, Bair, and Carver, voted aye.

STOTT AND THACKER - TO REQUEST APPROVAL FOR AN ONLINE SHOPPING FULFILLMENT CENTER TO BE LOCATED IN THE SUNRAY PROPERTIES BUILDING UNIT 5 AT 40 WEST 300 NORTH.

David Stott co-owner stated that he works for Buy Boxer located in the Booktable in Logan and he sells returns on a consignment basis and sells those returns on Ebay and Amazon. There is a variety of product. He also buys some of his own product and in turn sells those products. He acquired the Amazon outlet that currently is located in the Booktable and returns will be sent directly to the fulfillment center. Mr. Stott stated that there is no regular pickup at the facility, no delivery or large trucks at the present. In the future there may be an occasional delivery trucks as the business grows.

Commissioner Bair clarified employees.

Mr. Stott stated at present there are 2 couples so possibly 3 vehicles at the facility. Stott stated that in the future there may be a show room and may be open nights or weekends for pickup which may require additional parking. At the present products are shipped through the postal service if in the future volume increases, they may have a scheduled pickup with UPS/Fedex.

ACTION

Commissioner Kevin Anderson made a motion to recommend approval of an online shopping fulfillment center to be located in the Sunray Properties Building unit 5 at 40 West and 300 North. Commissioner Angi Bair seconded the motion and Commissioners Anderson, Bair, and Carver, voted aye.

METALMAN WELDING - TO REQUEST APPROVAL FOR A METAL FABRICATION WELDING SHOP TO BE LOCATED IN THE SUNRAY PROPERTIES BUILDING UNIT 1 AT 40 WEST 300 NORTH.

Norman Zilles owner of metal fabrication stated that this is a one person operation and may add an additional employee if needed in the future.

Commissioner Carver inquired if there is need for outdoor storage.

Mr. Zilles stated there may be need for trailer parking. He stated he has worked this issue out with the landlord.

Commissioner Anderson asked about the type of welding. Mr. Zilles stated that he does work for Hyclone doing work on medical supplies, handrails and welding for other shops, job shop.

Mr. Zilles stated he has little shipping, however if needed an occasional semi-truck, most is done on a personal flat bed.

ACTION **Commissioner Angi Bair made a motion to recommend approval for a metal fabrication welding shop to be located at 40 West 300 North. Commissioner Kevin Anderson seconded the motion and Commissioners Anderson, Bair, and Carver voted aye.**

ADJOURNMENT:

ACTION **There was discussion on a work session for work on the road master plan. There being no further business before the Planning Commission, the meeting adjourned at 9:17 p.m.**

Brian Carver
Chairman

ATTEST:

Diane Woolstenhulme
Secretary

Approved: _____
As Amended/Written