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FILLMORE CITY  
PLANNING COMMISSION MEETING  
June 24, 2014

Minutes of the meeting of the Fillmore City Planning Commission held June 24, 2014 in the Fillmore City Council Chambers, 75 West Center. Notice of the time and place of the meeting was posted on the Utah State Public Meetings Website, at the City Office, Fillmore Library, City Recorder's Office, faxed to The Chronicle-Progress, radio stations KNAK and KMTI, and emailed to each member of the Commission on the 19<sup>th</sup> day of June, 2014.

Those present for the meeting were:

Chair:	William Goddard	Members:	Charles Carling
Mayor:	Eugene R. Larsen		Ryan Hansen
Council:	Eric R. Jenson		Bart Adams
Recorder:	Marlene Cummings		Ken Finlinson
Staff:	Megan Davies	Alternates:	John Orullian
	Jamie Orullian		Chad Kunz
Others:	Alan Roper		

Chairman Goddard welcomed everyone and opened the meeting at 7:00 p.m.

**ADMINISTRATIVE BUSINESS**

Approval of Minutes

**Minutes of the Planning Commission meeting held May 27, 2014 were reviewed and approved upon Motion by Commissioner Finlinson and Second by Commissioner Kunz. Motion carried.**

City Council Report – Councilmember Eric Jenson

- The city council approved the recommendation from the planning and zoning commission to deny adding June Brush Hill to the expansion map.
- The city council adopted the operating budgets of the city for the fiscal year ending June 30, 2015.
- The cemetery expansion plan is in the works. There are very few headstones left in the raised area and expansion is urgently needed.
- The city council discussed information on splash pads.
- Councilmember Jenson thanked the commission members for doing a good job on commission meeting and the hearing that was conducted last month.

45 **BUSINESS**

46  
47 Review Policy on Business Permits

- 48 • Commissioner Goddard emphasized the importance of being aware of  
49 building that is taking place within the city. He asked for building permits to  
50 be brought to future commission meetings and distributed in effort to create a  
51 well-informed commission. He also encouraged the commission to become  
52 very familiar with zoning policies.
- 53 • Megan Davies reviewed the process of obtaining a building permit. Building  
54 that requires a permit was discussed, as well as set back guidelines, and the  
55 necessity of pre-development meetings in relation to commercial building.
- 56 • There were questions about the sidewalk policy. The policy states that  
57 sidewalks need to be put in before occupancy is permitted. However, special  
58 arrangements can be made with the Public Works Director John Mitchell, if  
59 construction is completed during winter months or if there are extenuating  
60 circumstances. Commissioner Goddard encouraged the commission to be as  
61 consistent as possible.

62  
63 Discussion on CUP for Public Health Building

64 A pre-development meeting was held June 11, 2014 at the building site.  
65 Commissioner Carling attended the meeting and reported that there were no major  
66 issues of concern. Items on the conditional use permit (CUP) were reviewed. The  
67 availability of adequate parking was addressed as well as drainage and lighting. Alan  
68 Roper indicated there will be a fence between the health department building and the  
69 Baptist church. The recommendation was made for the county building inspector to  
70 include the city building inspector, Jason Bulloch, in signing off on any critical  
71 inspections.

72  
73 **Motion by Commissioner Hansen to approve the CUP for the construction of**  
74 **the county health department building. Second by Commissioner Carling.**  
75 **Motion carried.**

76  
77 Review Greg Hunt's suggestions and brochure on subdivision development

78 Commissioner Goddard encouraged commission members to read the summary of  
79 Greg Hunt's notes regarding June Brush Hill. Greg Hunt is a professional land  
80 developer and provided a wealth of information on subdivision development. Mr.  
81 Hunt included a Land Development Checklist that will be a helpful tool with future  
82 development. Chairman Goddard reiterated the fact that the general plan provides  
83 sound guidelines and should be followed.

84  
85 Elections for Chairman and Vice-Chairman

86 Chairman Goddard's and Commissioner Finlinson's terms expire on June 30, 2014.

87

88 **Motion by Chairman Goddard to open nominations for chairman and vice-**  
89 **chairman Second by Commissioner Carling. Motion carried.**

90 Commissioner Finlinson nominated Charles Carling

91 Commissioner Carling respectfully declined

92 Commissioner Adams nominated Ryan Hansen

93 Commissioner Hanson nominated Bart Adams

94 Commissioner Finlinson nominated Tracy Whatcott

95

96 **Motion by alternate John Orullian to close nominations Second by**  
97 **Commissioner Carling. Motion carried.**

98

99 Vote was by secret ballot and tallied by Marlene Cummings:

100 Commissioner Hansen 3 votes

101 Commissioner Adams 3 votes

102 Commissioner Whatcott 1 vote

103 Commissioner Bart Adams is the new chairman and Commissioner Ryan Hansen is  
104 the new vice-chair as per coin toss for tie breaker.

105

106 Recognition of outgoing commissioners

107 Chairman Goddard and Commissioner Finlinson have both served on the board for 8  
108 years. Mayor Larsen thanked them for their service to the community and time on the  
109 board. He presented them with certificates of appreciation and gift cards.

110

111 Adjournment

112 **The meeting adjourned at 7:57 p.m. upon motion by Chairman Goddard and**  
113 **Second by alternate John Orullian. Motion carried.**

114

115 The next regular planning meeting will be held July 22, 2014.