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FILLMORE CITY
PLANNING COMMISSION MEETING
March 29, 2016

Minutes of the meeting of the Fillmore City Planning Commission held March 29, 2016 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, KMTI radio station and emailed to each member of the Commission on March 25, 2016. Those present for the meeting were:

Vice-Chairman:	Ryan Hansen	Members:	Charles Carling
Council:	Mayor Gene Larsen		Chad Kunz
Staff:	Dena Iverson		Jesse Ralphs
			Tracy Whatcott
			Lars Rasmussen <i>absent</i>

Alternate:

Also present: Laurie Mathews, Chris Shumway, Alan Roper, Paul Burgess, and Barbara Burgess.

Vice-Chairman Hansen opened the meeting at 7:00 p.m. and welcomed everyone.

Approval of Minutes

Minutes of the previous meeting held January 26, 2016 were reviewed and accepted with corrections.

City Council Report – Mayor Eugene Larsen

- City council appreciates commissioners' service to the community.
- Storm drain project timeline is changed from 2018 to 2017.
- The 50 megawatt transmission line is started and the conductor will be finished next week. Interconnection is scheduled for April 18, 2016.
- Maverik store is scheduled to open the 1st half of July.
- Safari Minerals, everything is still going forward. Mr. Lovett has investors and plans to build 3 buildings. Safari Minerals hired a local truck driver to move product.

Todd Peterson, Simple Lot Line Adjustment

Lauri Mathews, real estate representative for the Peterson family, is selling property located at 280 West 400 North. The Peterson family would like to change the lot line and adjustment property to retain 0.35 acres for the primary residence. The remaining property would combine with the property next to it. The Petersons currently own property F515-1 and F516. They would like to hire a survey company

45 in the future to separate lots into buildable lots with frontage on 400 North and 300
46 West.

47

48 MOTION by Commissioner Kunz and SECOND by Commissioner Carling to accept
49 Todd Peterson Simple Lot Line Adjustment Application and recommend that it be
50 approved by the Fillmore City Council: MOTION passed with a unanimous roll call
51 vote.

52

53 **Chris Shumway Business Proposal and purchase of property in Industrial Park**

54 Chris Shumway, is representing his brother who would like to move his cabinetry
55 and wood working business to Fillmore. He has over 20 years' experience and is
56 currently conducting business in Park City, Salt Lake County, Utah County, Iron
57 County, Washington County, and some areas in Colorado. Fillmore would be a
58 central location and bring his family back. Suppliers are located in Denver and
59 shipping would be ideal and close to I-70.

60

61 Business plan is to build a 10,000 square foot shop on 5 acres of property located
62 approximately 900 West Airway Drive in the spring of 2017. Property is part of the
63 Fillmore City parcel F FIP-3, Section 25 S, 89, 43' 41" W and N I 32' 00" E.

64 Business would employ 8 to 10 people to begin and future plans to hire up to 25
65 employees. Type of business is; building kitchen cabinets, closet organizers and
66 laser engraving with internet sales. There will be storage in the building, and
67 pavement parking arrangements on property for employees and delivery trucks. Dust
68 will be contained in a dust collector unit and a filtration system for lacquer and paint.

69

70 **Action**

71 MOTION by Commissioner Carling and SECOND by Commissioner Ralphs to
72 accept Chris Shumway business proposal of a cabinet and wood working facility and
73 proceed with the purchase of land in the Industrial Park and recommend that it be
74 approved by the Fillmore City Council: MOTION passed with a unanimous roll call
75 vote.

76

77 **Alan Roper, RNA Investments: Property 1 approximately 500 S 340 W**

78 Alan Roper would like to build a 4 unit building on this property. The building
79 design would appear like a town home. Mr. Roper will apply and receive permission
80 from Utah Department of Transportation (UDOT) for a right-a-way into the property
81 from the highway. There is also a sewer concern, Mr. Roper will verify that sewer is
82 available to this property.

83

84 A 4 unit apartment house or single family home is allowed in the General
85 Commercial area.

86

87 Mr. Roper will build and manage the property. All units will be rented. Property
88 will be maintained and kept clean. Zone standards for parking will apply, and all

89 General Commercial District Conditional Use Standards of Review will need apply
90 and be reordered to the Fillmore City office for Conditional Use approval.

91

92 Action

93 MOTION by Commissioner Ralphs and SECOND by Commissioner Whatcott to
94 accept RNA Investment Business Plan to build a 4 Unit Apartment House and
95 approve a Conditional Use Permit contingent upon access approval from UDOT and
96 Conditional Use Standards of Review Section 6-7-5.8, 1 General Commercial
97 District will be followed and recommend that it be approved by the Fillmore City
98 Council: MOTION passed with a unanimous roll call vote.

99

100 **Alan Roper, RNA Investments: Property 2 approximately 300 N 10 W**

101 Mr. Roper would like to build three individual duplex buildings with future plans to
102 build additional lots. Small 2 bedroom units designed for families with children or
103 elderly renters. Design of the building would resemble a town home. Mr. Roper is
104 looking for directions if this is possible and will need to verify with Utah Department
105 of Transportation (UDOT) if access is available to the property from Main Street to
106 the South East side of the property. Mr. Roper doesn't want to land lock this
107 property and may need to do a different design. There is also a major electrical line
108 close to the property and he would need to find out the stipulations and requirements
109 that would need to be met.

110

111 Property is located in the General Commercial zone which allows for a Apartment
112 House or Single Family Dwelling. A duplex is not an allowed use. Mr. Roper is ok
113 to changing to a 6 unit apartment house.

114

115 Further information is needed for the Planning Commission. Mr. Roper will provide
116 the following information for a future meeting with the Planning Commission.

- 117 1. Verify UDOT standards and receive permission for access from Main
118 Street to property.
- 119 2. Investigate electrical line that runs near property and report findings to the
120 Planning Commission.
- 121 3. Mr. Roper will submit a new site plan and building design, and provide all
122 information required in the Zone Standards for General Commercial
123 District section 6-7-5.8, 1.

124 The commissioners want more research done and tabled the discussion until the next
125 meeting.

126

127 **Paul Burgess – My Favorite Place, discussion and possibly proceed with request**
128 **to hold a weekly swap meet at 45 North Main.**

129 Barbara Burgess presented a business plan to have a weekly swap meet at My
130 Favorite Place business parking lot. Barbara talked to a number of people and would
131 consider this an asset to Fillmore.

- 132 1. My Favorite Place will allow and manage 10 to 18 vendors to sell their
133 merchandise in the parking area of their business.
134 2. City licensed vendors will sell product in the parking lot of My Favorite
135 Place in a 12' x 12' space sectioned off on the North side of building.
136 Planning for 10 vendors and additional space for 8 more. With 10 vendors
137 there will be 42 feet of open space between booths on each side.
138 3. Vendor guideline handouts for information on sales tax, city business
139 license, requirements to sell home baked goods and food handler's
140 permits.
141 4. Specified hours are every Saturday from 9:00A.M. - 1:00 P.M.
142 5. Parking is available behind the business for at least 16 vehicles on the
143 northwest side of building.
144 6. Advertisement will be setup on Facebook, where vendors can contact Mrs.
145 Burgess and people can see what vendors will be there each Saturday.
146 7. Types of Vendors: Tupperware, Pink Zebra, Clever Containers, homemade
147 crafts, baked items, yard sale items, and garden surplus during the
148 summer.
149 8. Purpose of this is to give residents and surrounding communities a venue
150 to sell items within guidelines to supplement their income and provide
151 social opportunity.
152 9. Restrooms and garbage cans are available to the public.
153 10. Possible use of storage units for fall and winter to continue throughout the
154 year.
155 11. Vendor guide handout and items sold-seller's responsibilities.

156
157 Vendors will change each week and My Favorite Place will manage vendors,
158 and verify all sellers have a business license and necessary requirements and
159 permits to sell their merchandise. Booths will not be permanent, vendors will
160 set up and take down the same day in the space provided and chalked off.
161 Vendors would be responsible for their own stock, sales tax and licensing.
162 Commissioners expressed concerns on what will be allowed to sell that may
163 be detrimental to the city and youth, such as sexually oriented merchandise.
164 Commissioners agreed that only what is an allowed use in the General
165 Commercial zone will be allowed to sell.

166
167 Paul and Barbara Burgess agree to a probationary period ending December 31,
168 2016 to allow multiple vendors to conduct business at their property located at
169 45 North Main Street. A list of allowed users for General Commercial zone
170 will be provided to Paul and Barbara Burgess for vendor selection. All
171 vendors who are selling new merchandise will be required to have a Fillmore
172 City business license.

173
174 Planning Commission requires more information about a swap meet or
175 farmers market and their conditions and use. Commissioners' will meet at a

176 later date to discuss conditions and possibilities to add this use to the General
177 Commercial Zone.

178

179 **Items of Business**

- 180 • Research zoning, use and conditions for swap meet or farmers market and
181 discuss findings June 28, 2016 planning meeting.
- 182 • Training in Meadow, discussed annexation map with rules pre-determined and
183 stipulations. Zoning should be a living map, constantly review and make
184 changes as necessary.
- 185 • Look for training classes and send the link to all commissioners for Utah
186 Local Government Trust for webinars.
- 187 • Update all Planning Commissioners handbooks.

188

189 **Adjournment**

190 The meeting adjourned at 9:00p.m. MOTION by Commissioner Kunz and SECOND
191 by Commissioner Ralphs.

192

193 The next regular meeting is scheduled for April 26, 2016 at 7:00 p.m.