



PLANNING COMMISSION SPECIAL MEETING

Notice is hereby given that the Planning Commission will hold a meeting at **6:00 pm, on Wednesday, June 10, 2026**, in the City Council Chambers at **38 West Center Street**.

AGENDA

1. Roll Call
2. Invocation/Inspirational Thought
3. Pledge of Allegiance
4. Public Forum (Public comments may be delivered in person at the meeting or submitted to the City Recorder prior to 5:00 pm on the meeting date for presentation to the Planning Commission. Comments shall be limited to 3 minutes in length and must be pertinent to the scope of the local authority and purview.)
5. Discussion and Possible Action Items
 - a. Home Occupation Request for Snow Cone Shack at 197 N. 200 W.
 - b. Home Occupation Request for Business Office Operations at 128 W. 100 S.
6. Public Hearing, Discussion and Possible Action items
 - a. Code Amendment: Park Strip Maintenance Requirements
 - b. Code Amendment: Lot Frontage Requirements
 - c. Code Amendment: Free Standing Sign Encroachments
7. Review and Approval of Minutes – April 29, 2026
8. Adjournment

ADA NOTICE

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

CERTIFICATE OF MAILING/POSTING

The undersigned duly appointed City Recorder for the municipality of Gunnison City hereby certifies that a copy of the foregoing Notice and Agenda was e-mailed to the Gunnison Gazette, Gunnison, UT, 84634, posted on www.gunnisoncity.org, as well as posted on the State of Utah's Public Notice Website.

BY: _____
Valerie Andersen, City Recorder



Business License Application For the Calendar Year 2026

Business Name: Snow Parlor
Street Address: 197 N 200 W
P.O. Box: 11 City: Gunnison
State: UT Zip Code: 84634
Business Manager: Justice Green
Business Phone #: 435-881-1633

Name of Owner: Justice Green
Street Address: 197 N 200 W
P.O. Box: 11 City: Gunnison
State: UT Zip Code: 84634

* If Temporary or not your usual place of business, physical address of selling location

Street Address: _____ City: _____
State: _____ Zip Code: _____

Please Attach Copies of the Following

Sales Tax #: _____
Federal Tax ID #: _____
State ID #: _____
Professional License #: _____

Home Occupation \$40: ☒ Commercial \$90: _____
Holiday Vendor \$50: _____ Temporary \$30/Day: _____

Alcohol License:

Class A \$100: _____ Class B \$150: _____ Class C \$200: _____ CLASS D \$200: _____

I Justice Green hereby agree to conduct business in accordance with
the laws and ordinances governing such business and swear, under penalty of law, the information
contained herein is true.

Signature:  Date: 6/1/26



Business License Application For the Calendar Year 2025

Business Name: Lone Star Vinyl fencing
Street Address: 128w 100s
P.O. Box: 482 **City:** Gunnison
State: UT **Zip Code:** 84634
Business Manager: Layne Jensen
Business Phone #: 435-851-3447
Name of Owner: Layne Jensen
StreetAddress: 128w 100s
P.O. Box: 482 **City:** Gunnison
State: UT **Zip Code:** 84634

*** If Temporary or not your usual place of business, physical address of selling location**

StreetAddress: _____ **City:** _____
State: _____ **Zip Code:** _____

Please Attach Copies of the Following

Sales Tax #: _____ **Federal Tax ID #:** 42-2708626
Social Security #: _____
State ID #: _____ **Professional License #:** _____

Home Occupation \$40: ☒ **Commercial \$90:** _____
Holiday Vendor \$50: _____ **Temporary \$30/Day:** _____
Alcohol License: Class A \$100: _____ **Class B \$150:** _____ **Class C \$200:** _____ **CLASS D \$200:** _____

I Layne Jensen hereby agree to conduct business in accordance with the laws and ordinances governing such business and swear, under penalty of law, the information contained herein is

Signature:  true. **Date:** 5-27-26



Filed in the Office of <i>Scott Whittaker</i> Director, Division of Corporations and Commercial Code Filed in the State of Utah	Filing Number 2605211009005B Effective On May 21, 2026 Entity Number 14697548-0160 Number of Pages 2
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State of Utah
Department of Commerce
Division of Corporations and Commercial Code

Domestic Limited Liability Company - Certificate of Organization

ENTITY INFORMATION

Entity Name: Lone Star Vinyl Fencing LLC
Entity Number: 14697548-0160
Effective Date: May 21, 2026
Effective Time: 04:30 PM

BUSINESS DETAILS

Duration Date: Perpetual

BUSINESS CLASSIFICATION:

A Limited Liability Company

FILING DETAILS

Purpose Statement: To build vinyl fencing and pour concrete curb under fences.

PRINCIPAL OFFICE INFORMATION:

Principal Office Address: 128w 100s, Gunnison, UT 84634
Mailing Address: PO Box 482, Gunnison, UT 84634

REGISTERED AGENT

Agent Type: Individual
Name: Layne Jared Jensen
Address: 128W 100S, Gunnison, UT 84634

REQUIRED SIGNATURES

- I declare that the information contained in this electronic submission is true and accurate.
- I affirm that I am legally authorized to sign this document.
- I acknowledge receipt of the below information:
 - The information provided in this form will be used by the Division to evaluate and complete your request. Failure to provide complete information as requested will result in the denial of your request as incomplete.
 - Information provided in this form is retained in accordance with state record retention laws. For specific information about the records retention for this form, please visit <https://corporations.utah.gov/records/>.
 - In order to comply with legal and regulatory requirements, we may share information provided in this form with authorized parties such as other government agencies, national licensing databases, contracted vendors, etc. Additionally, many items collected by the Division are classified as "public" under the Government Records Access and Management Act, Utah Code § 63G-2-101 et seq.
 - For more information on how the information you provide is shared, please refer to <https://corporations.utah.gov/records/>.
- **Electronic Signature:** Layne Jensen
Title/Capacity: Organizer



SPENCER J. COX
Governor

DEIDRE M. HENDERSON
Lieutenant Governor

UTAH DEPARTMENT OF COMMERCE

Division of Corporations and Commercial Code

MARGARET W. BUSSE
Executive Director

G. SCOTT WHITTAKER
Division Director

05/21/2026

Filing Type	Domestic Limited Liability Company - Certificate of Organization		
Filing/EffectiveDate	5/21/2026 4:30:50 PM effective, 5/21/2026 4:30:50 PM		
Entity Name	Lone Star Vinyl Fencing LLC		
Entity Number	14697548-0160	Entity Status	Active Current

The Domestic Limited Liability Company Certificate of Organization for Lone Star Vinyl Fencing LLC was/were filed with the Utah Division of Corporations and Commercial Code on 05/21/2026, effective 05/21/2026.

Reference Information:

Work Order Item #	Tracking/Filing #	Submitter Name	Submitter Number
W202605211791871 - 1118695	2605211009005B	Layne Jared Jensen	391329



Memorandum

To: Mayor Wanner and City Council via Planning Commission
From: Dennis L. Marker, City Administrator/Zoning Administrator
Date: June 8, 2026
Re: Code Amendment Review Standards

Code Amendment Requests

The Gunnison City Code provides that citizens, the City Council, or the City Administration (Mayor) can initiate amendments to the city's land use regulations. State statute provides that any code amendment request must be considered in a public hearing before the Planning Commission, which in turn provides a recommendation to the City Council. The City Council, acting as the legislative body of the city, must approve any code amendment before it takes effect.

The following code amendments have been drafted for consideration by the Planning Commission and are attached as Exhibits A – C of this memo:

1. Code Amendment Affecting Main Street Signage Encroachments
2. Code Amendment Affecting Minimum Standard Lot Widths
3. Code Amendment Outlining Responsibilities for Maintaining Parkstrips Along City Streets.

Action Needed

At this time, the Planning Commission is required to hold individual public hearings on the code amendments. If, after conducting the public hearing, the Planning Commission finds that the standards of review have been met, the Commission may forward the amendments to the City Council for further consideration. Planning Commission recommendations may include a positive recommendation, a recommendation for a modified amendment, or denial of the amendment request.

Standards of Review

The seven standards for reviewing a code amendment are outlined in the Gunnison City Land Use Code Section 603 and are as follows:

The effect of the proposed amendment on the overall well-being of the City.
The effect of the proposed amendment on the public health, welfare, and safety.
The effect of the proposed amendment on the interests of the City, and its residents.
The ability of the City, and other service providers, as applicable, to provide all infrastructure, facilities, and services required by the proposed uses and activities allowed by the proposed amendment.

Compatibility of the proposed uses, if applicable, with nearby and adjoining properties.
The suitability of the properties for the uses and activities proposed.
The effect of the proposed amendment on the existing goals, objectives, and policies of the General Plan, and listing any other revisions to the City's Land Use Ordinances, and any other Ordinances required to implement the amendment.

Recommended Action

It is recommended that the Planning Commission carefully consider each code amendment against the noted standards of review. The Commission may make changes to the amendments as desired to more fully meet the standards of review before forwarding a recommendation to the Council.

Code Amendment Pertaining to Main Street Signage Encroachments

Section 2304 Site Layout Standards is amended as follows: (underlined text is added, stricken text is deleted.)

1. General Site Layout Standards.

- a. Setbacks. The setbacks of the underlying zone shall apply.
- b. Trash Enclosures. Trash enclosures shall be provided on site and to the rear of the building. Where limited space may be available on a property for a trash enclosure, businesses may partner with adjoining property owners to establish an off-site, communal waste collection location. Proof of off-site agreements shall be provided before a final site approval is granted.

c. Setback Encroachments.

- 1. Architectural elements such as pilasters, columns, cornices, box or bay windows, or other typical ornamentations may protrude into the required setback a maximum of 2 feet. However, primary building wall planes are not allowed to extend or be cantilevered into the required setbacks.
- 2. Signage or other building attachments (e.g., awnings) may encroach on required setbacks. Such elements may also encroach upon the public right-of-way with City Council approval. Any overhanging elements must provide a minimum 9-foot clearance, not create visibility conflicts with traffic regulatory elements, create an unreasonable distraction to motor vehicle operators, conflict with utility systems, and have UDOT authorization where required.

2. Historical Area Site Layout Standards. Within the historic downtown area, the location and orientation of buildings, pedestrian walkways and parking areas helps define the street edge, promote a pedestrian oriented street environment for walking and shopping, and limits impacts of taller buildings on the adjacent residences.

a. Building Locations and Setbacks:

- 1. Buildings on corner parcels should be adjacent to both street fronts to help frame intersections. Architectural consideration should be given to corner visibility areas.
- 2. Buildings fronting Main Street should utilize party walls or zero setbacks alongside property lines. Parking areas and drive access points should not disrupt the continuity of storefronts; however, plazas, green spaces or pedestrian connections may be appropriate.

3. Setbacks:

Location	Standard	Distance
Front along Main Street	Minimum	4 feet
	Maximum	10 feet
Front along side street	Minimum	4 feet
	Maximum	10 feet
Side property along Main	Minimum	0 feet if building will be adjoining to neighboring building or 20' if not adjoining
	Maximum	24 feet between buildings or 0 feet if no building on adjacent property.

- b. Build-to lines. Buildings must be constructed along a minimum of 75 percent of the build-to line (I.e., front setback).

~~c. Setback Encroachments.~~

- ~~1. Architectural elements such as pilasters, columns, cornices, box or bay windows, or other typical ornamentations may protrude into the required setback a maximum of 2 feet. However, primary building wall planes are not allowed to extend or be cantilevered into the required setbacks.~~
- ~~2. Signage or other building attachments (e.g., awnings) may encroach on required setbacks. Such elements may also encroach upon the public right of way with City Council approval. Any overhanging elements must provide a minimum 8-foot clearance.~~

Code Amendment Pertaining to Minimum Standard Lot Widths

1. **Section 1616 Minimum Lot Frontage Required is amended as follows: (Underlined text is added, stricken text is deleted.)**

Every lot or parcel created shall have frontage upon a dedicated or publicly approved road or street, or right-of-way providing direct access to a dedicated or publicly approved road or street. The required lot frontage shall be not less than the minimum lot width requirement as measured at the minimum front yard setback, as required by the Zoning District in which the lot is located (See Appendix B.3), except as follows:

1. For lots which front upon a curve or cul-de-sac, the ~~frontage distance~~ may be reduced to not less than seventy (70) feet for lots located in an A-1 and RR-1 Zoning District or sixty (60) feet for lots located in all other Zoning Districts, provided that the side lot lines radiate in such a manner that the width of the lot at the minimum front yard setback line, as measured by a straight line, is not less than the minimum requirement of the Zoning District in which the lot is located.

2. **The following terms found in Land Use Code, Appendix C Definitions are amended as follows: (Underlined text is added, stricken text is deleted.)**

Frontage: All the property fronting on a street measured along the ~~right-of-way street~~ line.

Lot Width: For an interior lot or parcel, the shorter of horizontal distance between side lot lines, measured at the required front yard setback line ~~or rear setback line~~. For a corner lot, the distance between one (1) of the front lot lines and the opposite side yard line at the required setback line.

3. **Land Use Code, Appendix B.3 is amended as follows: (Underlined text is added, stricken text is deleted.)**

3. Minimum Lot Sizes and Widths. The following standards are for specified residential uses permitted within the city's zones. Permitted non-residential uses or multi-family developments with more units than those listed below must have sufficient acreage and site dimensions to comply with the development standards of this code based on the intended use. Large Lots may be subdivided in accordance with the Subdivision Ordinance and may have lot areas and widths less than those indicated below for the respective zones.

Code Amendment Pertaining to Minimum Standard Lot Widths

ZONING DISTRICTS										
REQUIREMENTS	A-1	RR	R-2	R-4	MH	RC	CC	I-1	S-1	H
Minimum Lot Width (Internal Lot / Corner Lot) - See also Section 1115 <u>1616</u> for cul-de-sac lot standards										
Single Family	200 ft / 240 ft	130 ft / 160 ft	100-70 ft / 120 <u>90</u> ft	75-60 ft / 90 ft	NA			NA	NA	NA
Two-Family	NA	NA	118-90 ft / 110 <u>ft</u>	90-80 ft / 110-100 ft						
Three-Family			NA	110-100 ft / 120 ft						
Four-Family				110 ft / 135 ft						
Non-Residential	As necessary to comply with city development standards									

Code Amendment Outlining Responsibilities for Maintaining Parkstrips Along City Streets.

Current Land Use Code, Section 1628 Required Roads, Streets, Curb, Gutter, Sidewalks, Fire Protection, Trails, And Other Improvements (No changes. Included for reference only.)

1. The installation of necessary roads and streets, street widening, curbs, gutters, sidewalks, storm drain, fire protection facilities, trails, and other public improvements are required for all Major Subdivisions, multi-family, or non-residential developments and shall be installed in accordance with the city's adopted construction standards as a condition of any Land Use Application approval.
2. The Council may provide that the installation of necessary roads and streets, street widening and improvement, curbs, gutters, sidewalks, fire protection facilities, trails, and other improvements be delayed until a specified date, or provided as part of any area-wide improvement plan(s). Any action by the Council to delay the installation of any required improvements shall only be with a finding of special circumstances, with the Applicant for a Land Use Application approval providing a written agreement, acceptable to the City Attorney, agreeing to provide the required improvements on the date identified, or participating in any improvement plan(s), at a time determined. The timing of any improvement plan(s) shall be at the sole discretion of the Council.

Proposed Addition to Land Use Code, Section 1710 Requirements For Landscaping In Nonresidential And Multiple Dwelling Developments

8. Where street improvements along a developed property include a buffer area or landscape strip between the back of the street curb and the sidewalk or property line, the adjacent property owner/development shall be responsible for installing and maintaining landscaping and surface improvements within such area in accordance with city-approved improvement plans.

Gunnison Municipal Code

New 9.40.040.6 Parkstrip Improvements and Maintenance

Where street improvements along a developed property include a buffer area or landscape strip between the back of the street curb and the property line, the adjacent property owner/development shall be responsible for installing and maintaining landscaping and surface improvements within such area in a neat and orderly manner and in accordance with city-approved improvement plans or street standards.